

## PERSONAL MEMORANDA

Name: .....

Admission Number: .....

Date of Admission: .....

Class: .....Subject: .....

Exam. Reg. No. ....

Degree : B.A. / B.Sc./ B.Com./B.Com. (C.A.) /

B.B.A./ B.Voc.: .....

M.A. / M.Sc. / M.Com./ M.Phil./ Ph.D. : .....

Date of Birth: .....

Institutional Mail Id: .....

Contact Number :.....

Present Address: .....

.....

.....Pin Code: .....

Permanent Address : .....

.....

.....Pin Code: .....

Height : .....Weight: .....

Blood Group: .....

Bank A/C No.: .....

Aadhaar No.: .....

Details	Father	Mother	Guardian
Name			
Signature			
Occupation			
Phone / Mobile No.			

## THE LORD'S PRAYER

*Our Father, who art in heaven,  
hallowed be thy name;  
thy kingdom come,  
thy will be done  
on earth as it is in heaven.  
Give us this day our daily bread,  
and forgive us our trespasses,  
as we forgive those who trespass against us;  
and lead us not into temptation  
but deliver us from evil.*

**- Amen**

## THE PLEDGE

India is my country. All Indians are my sisters and brothers. I appreciate and celebrate our cultural, linguistic, ethnic and religious diversity. Living together in love and peace is our strength. Justice for everyone and opportunity for all is my vision. Inclusive education and global learning is my aspiration. Any form of hatred and violence is against my ethical principle. I want to grow in a democratic space guaranteed by my constitution. I respect the dignity of all as children of God. I appreciate the rights and duties of all citizens of this great country. I welcome the global opportunities to learn, labour and live the joy of life. As fellow citizens of the 21<sup>st</sup> Century we are committed to the common destiny of a beautiful world of love, justice and fraternity.

## தமிழ்த்தாய் வாழ்த்து

நீராருங் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்  
சீராரும் வதனமெனத் திகழ்பரத கண்டமிதில்  
தெக்கணமும் அதிற்சிறந்த திராவிடநல் திருநாடும்  
தக்கசிறு பிறைநுதலும் தரித்தநறுந் திலகமுமே  
அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற  
எத்திசையும் புகழ்மணக்க இருந்தபெருந்  
தமிழணங்கே! தமிழணங்கே!  
உன் சீரிளமைத் திறம்வியந்து செயல்மறந்து  
வாழ்த்துதுமே! வாழ்த்துதுமே! வாழ்த்துதுமே!

### குழந்தைத் தொழிலாளர் முறையினை அகற்றுவதற்கான உறுதிமொழி (On Anti-Child Labour Day - 12<sup>th</sup> June)

இந்திய அரசியலமைப்பு விதிகளின்படி கல்வி பெறுவது குழந்தைகளின் அடிப்படை உரிமை என்பதால், 14 வயதிற்குட்பட்ட குழந்தைகளை ஒருபோதும் எந்தவிதப் பணிகளிலும் ஈடுபடுத்தமாட்டேன் எனவும், அவர்கள் பள்ளிக்குச் செல்வதை ஊக்குவிப்பேன் எனவும் குழந்தைத் தொழிலாளர் முறையினை முற்றிலுமாக அகற்றிட சமுதாயத்தில் விழிப்புணர்வு ஏற்படுத்துவேன் என்றும், தமிழகத்தைக் குழந்தைத் தொழிலாளரற்ற மாநிலமாக மாற்றுவதற்கு என்னால் இயன்றவரை பாடுபடுவேன் எனவும் உளமார உறுதி கூறுகிறேன்.

### நல்லிணக்க நாள் உறுதிமொழி (On Communal Harmony Day - 20<sup>th</sup> August)

நான் சாதி, இன, வட்டார, மத அல்லது மொழி பாகுபாடு எதுவுமின்றி, இந்தியாவின் அனைத்து மக்களின் உணர்வுப்புர்வ ஒற்றுமைக்கும் நல்லிணக்கத்திற்கும் பாடுபடுவேன் என்று உளமார உறுதிமொழி எடுத்துக்கொள்கிறேன். மேலும், எங்களுக்கிடையேயான அனைத்து வேறுபாடுகளையும் வன்முறையில் ஈடுபடாமல், பேச்சுவார்த்தைகள் மூலமாகவும், அரசியலமைப்புச் சட்ட வழிமுறைகளைப் பின்பற்றியும் தீர்த்துக் கொள்வேன் என்றும் இதனால் உறுதியளிக்கிறேன்.

## தேசிய ஒருமைப்பாடு உறுதிமொழி (On National Integration Day - 19<sup>th</sup> November)

நாட்டின் சுதந்திரம், ஒருமைப்பாடு ஆகியவற்றைக் காக்கவும், வலுப்படுத்தவும் என்னை அர்ப்பணித்துச் செயல்படுவேன் என்று மனமார உறுதிகூறுகிறேன். மேலும் நான் ஒருபோதும் வன்முறையில் ஈடுபடமாட்டேன் என்றும், மதம், மொழி, வட்டாரம் மற்றும் அரசியல் அல்லது பொருளாதார பேதங்களுக்கு அமைதியான முறையிலும் அரசியல் சட்டத்திற்கு உட்பட்டும் தீர்வு காணத் தொடர்ந்து பாடுபடுவேன் என்றும் உறுதி கூறுகிறேன்.

### தீண்டாமையை ஒழிக்க மேற்கொள்ளும் உறுதிமொழி

இந்திய அரசியலமைப்பின்பால் இடைவிடாத, உளமார்ந்த பற்றுள்ள இந்தியக்குடிமனாகிய நான், நமது அரசியலமைப்பின்படி தீண்டாமை ஒழிக்கப்பட்டுவிட்டது என்பதை அறிவேன். தீண்டாமையை அடிப்படையாகக் கொண்டு, எவர்மீதும் தெரிந்தோ, தெரியாமலோ சமூக வேற்றுமையை மனம், வாக்கு, செயல் என்ற எந்த வகையிலும் கடைப்பிடிக்க மாட்டேன் என்று இதனால் உளமாற உறுதியளிக்கிறேன். அரசியலமைப்பின் அடிப்படைக் கருத்திற்கிணங்க, சமய வேறுபாடற்ற சுதந்திர சமுதாயத்தை உருவாக்குவதில் நேர்மையுடனும், உண்மையுடனும் பணியாற்றுவது எனது கடமையாகும் என்பதையும் உணர்வேன். இந்திய அரசியலமைப்பின்பால் எனக்குள்ள முழுப்பற்றிற்கு இது என்றென்றும் எடுத்துக்காட்டாக விளங்குமென்றும் இதனால் உளமாற உறுதியளிக்கிறேன்.

(Taking of Pledge against Untouchability especially on 30<sup>th</sup> January - Matryr's Day - after the observance of silence from 11.00 a.m. to 11.02 a.m.)

**கொடுஞ்செயல் எதிர்ப்பு நாள் உறுதிமொழி**  
**(On Anti-Terrorism Day - 21<sup>st</sup> May)**

அஹிம்சை, சகிப்புத்தன்மை ஆகிய நம் நாட்டின் மரபுகளில் தளராத நம்பிக்கையுடைய இந்திய மக்களாகிய நாம், எவ்வகையான கொடுஞ்செயல்களையும், வன்முறைகளையும் முழு ஆற்றலோடு எதிர்ப்போம் என உறுதி கூறுகிறோம். எல்லா மக்களிடத்தும், அமைதி, சமுதாய ஒற்றுமை, நல்லுணர்வு ஆகியவற்றைப் போற்றி வளர்க்கவும், மக்களுடைய உயிர்களுக்கும் மற்றும் நற்பண்புகளுக்கும் ஊறு விளைவிக்கும் பிரிவினை சக்திகளை எதிர்த்துப் போராடவும் நாம் உறுதி கூறுகிறோம்.

**THE TAMILNADU PROHIBITION**  
**OF RAGGING ACT, 1997**

1) Ragging means :

Display of noisy, disorderly conduct doing any act which causes or is likely to cause physical or psychological harm or raise apprehension or fear or shame or embarrassment to a student in any educational institutions.

- a) teasing, abusing of, playing practical jokes on or causing hurt to such student; or
- b) asking the student to do any act or perform something which such student will not in the ordinary course willingly do.

2) Ragging within or without any educational Institution is prohibited.

3) Whoever directly or indirectly commits, participates in, abets or propagates “ragging” within or without any educational institution shall be punished with imprisonment for a term which

may extend to two years and shall also be liable to fine which may extend to ten thousand rupees.

- 4) Any student convicted of an offence under Section 4 shall also be dismissed from the educational institution and such student shall not be admitted in any other educational Institution.
- 5) a) Without prejudice to the foregoing provisions, whenever any student complains of ragging to the head of an educational institution or to any other person responsible for the management of the educational institution, such head of the educational institution or person responsible for the management of the educational institution shall inquire into the same immediately and if found true shall suspend the student, who has committed the offence from the educational institution.  
  
b) The decision of the Head of the educational institution or the person responsible for the management of the educational institution that any student has indulged in ragging under sub-section (1) shall be final.
- 6) If the Head of the educational institution or the person responsible for management of the educational institution fails or neglects to take action in the manner specified in sub-section (1) of Section 6 when a complaint of ragging is made. Such person shall be deemed to have abetted the offence of ragging and shall be punished as provided for in Section 4.

## **ANTI-RAGGING PLEDGE**

We, the Students , Scholars, Teaching and Administrative Staff of this college firmly resolve to take a pledge today that we withstand united in making this College “Ragging Free” College and we will not involve in ragging either indeed, action and thought in our personal lives. We will promote fraternity and brotherhood with dignity to make this College a “Ragging Free” College.

## **HIGHER EDUCATION POLICY OF THE SISTERS OF ST. ANNE OF TIRUCHIRAPPALLI**

In the last few decades, the Congregation’s commitment to the educational apostolate has grown and its commitment to the higher education of young women is also increasing. In the context of existing inequalities, injustice, unjust social order, dehumanizing and massive poverty and erosion of values faced by young women, our commitment to higher education of young women is all the more relevant to bring about changes in the oppressive structures against women. So through our institutions of higher learning, we are called to give an integral formation to these young women, the poor, the marginalized and the destitute in particular, by promoting humanistic values and a humane society in which they will become agents of social change and work for the establishment of a just society. They will become principled leaders which the world does need today. The main aim of higher education is to focus on the total formation of women and help them grow as responsible citizens for an active life commitment.

The motto that moves us forward in our educational apostolate and other service is: **Serve with Love.**

We, the Sisters of the Congregation of St. Anne of Tiruchirappalli, commit ourselves to create a new society that is based on values and justice through our institutions. Our institutions of higher learning offer education that is creative and other-centered.

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## **MOTHER TERESA WOMEN'S UNIVERSITY**

### **KODAIKANAL.**



### **OBJECTIVES:**

The main objectives are

- to empower women through education
- to monitor women's education at all levels in the State
- to offer consultancy services for the development of women's education in the State

Mother Teresa Women's University symbolizes the realization of a lofty vision of Mahakavi Bharathi's சரிநிகர் சமான்ம்.



## PROFILE OF THE COLLEGE

Besides the unique distinction as the *First Autonomous College in Theni District, Jayaraj Annapackiam College for Women*, enjoys the prestigious status of the **FIRST GRADE COLLEGE** among the colleges affiliated to Mother Teresa Women's University, Kodaikanal. In recognition of the peerless five decades-long pioneering service in imparting Quality Higher Education to the underprivileged rural young women, the College was crowned with **A+ GRADE** by scoring 3.46 CGPA in the National Accreditation in 4<sup>th</sup> Cycle by NAAC on 2<sup>nd</sup> February 2021.

Named after the parents of the donors, the philanthropic members of the illustrious family of Mr. Jayaraj & Mrs. Annapackiam, the College is run by the Sisters of St. Anne of Tiruchirapalli and it is a minority institution.

JAC is located on a sylvan hillock, Mount St. Anne, nestling in lush green, facing the imposing Kodaikanal Hills, which is 2 k.m. away to the West of Periyakulam, towards Theni. The College Campus is endowed with an atmosphere of serenity and quietude, conducive to research and academic pursuits. The College is offering 17 U.G., 9 P.G., 6 M.Phil. and 6 Ph.D. Programmes under Choice Based Credit System. Apart from these programmes, the College also offers 1 PG Diploma, 3 Diploma

and 20 Certificate courses and 2 Vocational programmes with need-based, relevant, learner-centered, skills, job and value-oriented curriculum.

### **VISION STATEMENT**

Empowerment of rural women to be the agent of social changes and liberation of women, with special reference to the poor, the marginalized and the destitute from all forms of shackles of life, through quality and value based education.

### **MISSION STATEMENT**

Holistic formation of students by developing intellectual, emotional, physical, social, cultural and spiritual dimensions of their personalities, to make them competent, self reliant, employable and service-oriented with love and faith and with the futuristic perspective of social transformation, ecological, national and global consciousness.

### **GOALS OF JAC**

Besides academic excellence, the College aims at personalized education and strives to form **spiritually inspired, morally upright, socially committed, academically excellent and intellectually honest** women with an awareness of the dignity of womanhood, to face the challenges of the globalized world, taking their rightful place in developing a new world and to be instruments of **Love, Peace and Justice.**

## **OBJECTIVES TO ACHIEVE**

### **THE GOALS**

- To impart holistic education which develops values, based on justice and equality.
- To work towards academic excellence and promote need- based research.
- To develop women who are creative and courageous and who will withstand the challenges of the times.
- To promote values, attitudes and ethics for the construction of healthy civil societies and cohesive culture.
- To mould the students into people-centered agents of social change.
- To equip women with self-respect, dignity and leadership, who will participate in the political processes and create value-based politics.
- To arrange personality development programmes, through counselling centres, mentor-system, coaching and other training programmes.
- To create awareness in women, to be able to understand the divisive forces of casteism and communalism.
- To expose young women to the realities of life, through extension service.

## COLLEGE EMBLEM



- ◆ The luminant lamp on the Hillock signifies the College on Mount St. Anne, the beacon of knowledge dispelling fumes of darkness.
- ◆ The open book with the inscribed motto **‘Serve with Love’** highlights inculcation of service through Love.
- ◆ The sheaf of grains symbolize, the mighty Humanities while atom represents Titanic Science.
- ◆ The Cross and the Dove, symbols of Sacrifice and the Prince of Peace for Human Redemption.
- ◆ The Crown denotes Celestial Benediction from the King of Kings.

PROGRAMMES OFFERED			
AIDED	U.G.	B.A.	Tamil English History English Medium History Tamil Medium
		B.Sc.	Mathematics Physics Chemistry Zoology
		B.Com.	Commerce
	P.G.	M.A.	History
		M.Sc.	Mathematics Zoology
UN AIDED	U.G.	B.A.	English
		B.Sc.	Mathematics Physics Zoology Computer Science
		B.B.A.	Business Administration
		B.Com. B.Com.(CA)	Commerce Commerce with Computer Applications
	P.G.	M.A.	Tamil English
		M.Sc.	Physics Chemistry Computer Science
		M.Com.	Commerce
	M. Phil.	M.Phil.	History Mathematics Physics Chemistry Zoology Commerce
	Research	Ph.D.	History, Mathematics Physics, Chemistry Zoology, Commerce
	UGC Sponsored Community College	DHC DTP DBS	Health Care Desk Top Publishing Beauty Culture & Skin Care
		B.Voc.	Health Care Beauty Wellness

## **RULES AND REGULATIONS**

### **Attendance and Leave of Absence**

1. All the students were admitted through **online** and **offline** mode and the students are expected to attend **online and offline classes** during this pandemic period.
2. Only those who have a minimum of 75% attendance of the number of working days are eligible to appear for the Semester Examination. Candidates who have less than 75% of attendance but above 65% shall pay Rs. 125/- towards Condonation Fee. Those students who have less than 65% of attendance will have to repeat the semester.
3. Attendance shall be noted in google class room during this pandemic period.
4. A student who is not in the class when the attendance is taken shall be marked absent.
5. No student will be allowed to absent herself from the College without leave letter. She must apply for leave in advance stating explicitly the reason for absence.
6. Students should submit their leave applications to the Principal in the prescribed leave form duly countersigned by the parent or guardian in the case of day scholars and by the warden in the case of hostel students.
7. In case of absence due to unforeseen circumstances and illness, leave letters can be submitted through messengers on the day of

absence or on the day of the student's return to the college with parents. Otherwise, leave will not be sanctioned.

8. Students should return on the re-opening day after the holidays. Serious action will be taken for absence on such days.
9. Student's attendance shall be marked for / practical sessions / NCC / NSS / Physical Education/ JACEP.
10. If a student absents herself continuously for three days without information, her name will be removed from the roll. If she is to be re- admitted she has to pay the re-admission fee of Rs. 5/-. In case of absence for a period of more than five days on health grounds, the student must produce a Medical Certificate from a qualified Medical Practitioner on the day she attends the College.
11. All scholarship / fee concession holders should have 75% of attendance, failing in which, the entire scholarship / fee concession amount has to be refunded to the government as per government rule.

### **Code of Conduct**

1. Students are expected to conduct themselves within and outside the College in accordance with the best standard, manners and behaviour.
2. Students are expected to dress modestly and neatly. Students are not allowed to wear Leggings. They have to pin their shawl properly.

Students should come in uniform saree on every Wednesday and uniform chudithar on every Saturday. If the rule is violated, the student will be fined.

3. Students should be refined in their behaviour. They must show due respect to the authorities, the Principal and the Staff. They should greet them on the occasion of their first meeting for the day. Disobedience and rude behaviour of any kind will be severely dealt with.
4. Students should avoid doing anything by word or deed that may disturb the unity and harmony of the College.
5. Students are expected to maintain the premises of the College tidy, clean and healthy and abstain from disfiguring the walls, desks or benches by sticking notices or scribbling and other similar uncivic acts.
6. Students are expected to read all the notices put up on the College and Department notice boards for important information.
7. Students are prohibited from organizing or attending any meeting in the College or collecting money for any purpose without the written sanction of the Principal. Strike and similar demonstrations are not allowed. But a respectful representation of grievances will be looked into, with concern.
8. No student shall be allowed to leave the classroom, without the permission of the teacher. Students should avoid going to the canteen,



walking on the corridors and college campus during working hours. Students are given ten minutes break between first and second period.

9. Mobile phones are permitted in the campus only for **online** classes. Institution is not responsible for unprotected use of social networking of mobile phone usage.
10. Students should wear the Identity Cards issued by the College everyday. They are expected to retain their I.D. Cards till the Transfer Certificate is issued.
11. At the stroke of the first bell, students should occupy their seats in the class and get ready for their class.
12. Students entering the College after the assembly/ prayer will present themselves to the Vice- Principals and then sign in the late register.
13. When a teacher enters the Classroom, students must stand and greet her. Likewise, students should stand and thank the teacher when she leaves the class.
14. Students are expected to converse in English during college hours.
15. Students are expected to approach the mentors for guidance, clarification and advice in matters pertaining to their studies.
16. Books or Magazines uncondusive to good and healthy education should never be brought to the College.
17. Students are expected to walk silently in order, while moving from one room to another.

18. Students should maintain decorum and dignity while attending meetings and functions.
19. Disciplinary action will be taken against students involving in any kind of malpractices (cheating, copying in tests and examinations, giving false declaration, etc.) in the campus or anywhere else.
20. Ragging of any sort, inside the College / Hostel campus is strictly forbidden. Since 1971, the inception of the Institution, JAC is a ragging free campus.
21. With regard to all matters of conduct, in and out of the College, students are expected to conduct themselves in such a way, as to maintain the prestige and reputation of the College.
22. As per the disciplinary norms of JAC, students who do not adhere to the rules and regulations and who neglect their course will not be readmitted.
23. Under the Education Rules of the Government, the Principal has full power to take stringent measures and action against loss of term days, certificate suspension and expulsion from the College.

## **Library**

1. The library helps to update and widen the subject and general knowledge of the students, research scholars and staff.
2. It remains open from 8.30 a.m. to 6 p.m. on all working days.
3. Students should wear their I.D. cards when they are in the library.
4. To facilitate the atmosphere for reading, readers should do their reference works silently.
5. Open access system is followed to give free access to the readers.
6. Students are strictly forbidden to either underline or mark on the library books. Folding the corners of pages is not allowed.
7. Each U.G. student is issued with two library cards, P.G. student with three library cards, M.Phil. student with four library cards and research scholar with five library cards to borrow books. One book can be borrowed for each card.
8. Books are usually lent for a period of two weeks. Books may be renewed twice, for a further period of one week.
9. An over-due fine of 1 Rupee per day is collected for books returned after the due date.
10. Books are to be returned between 12.15 p.m. to 1.00 p.m. and borrowed between 3.00 p.m. to 5.00 p.m. on all working days.

11. The Librarian may ask for the return of any book even before the due date.
12. Sub-lending of library books are strictly forbidden.
13. Library cards are not transferable.
14. Readers are advised to examine the condition of the book at the time of borrowing. If there is any damage, it should be immediately brought to the notice of the librarian. Otherwise, the borrower will be held responsible for the damage.
15. If a book is damaged or lost, the person responsible for it shall supply a new copy of the book or pay the cost of the book as per the norms of the library.
16. Economically weaker students can avail Book Bank facilities.
17. Reference books will not be lent. Students can use the reprographic facility for the reference books.
18. Reference books, journals and periodicals are issued to the teachers. Staff can have maximum of 30 books from the library for their references. Staff are bound to return all the books at the end of the academic year.
19. Personal belongings such as bags and other books should not be taken into the library.
20. A student who discontinues or completed her studies in the course should surrender her library cards and get a 'no due chit' from the librarian.

21. Library serves the outsiders such as Government officials, alumnae, industrialists and other officials who get permission from the Principal.
22. Current events and educational and employment opportunities are displayed on the notice board.
23. To speed up all the services Central Library is computerized with NIRMALS software and books are bar-coded.
24. New arrivals are periodically displayed.
25. Library Association conducts seminars/ conferences and many competitions to kindle reading habits.
26. Library Advisory Committee provides guidance for the betterment and modernized services and facilities.
27. Online reference facilities are given to all the readers.
28. Question bank facility is available in the library.
29. Theses and Dissertation of Staff & Students are also available for reference.
30. Readers can make use of the CD players to access the information through CDs.
31. To monitor the day-to-day activity of the library, surveillance video cameras are fitted in the library.
32. To provide job opportunities in the field of library science and learn the services and arrangements of reading materials in the libraries, a Certificate Course in Library and Information Science is being conducted since 2008.

## **U.G. Programme**

The UG Programme consists of five major components. They are Part I, Part II, Part III, Part IV and Part V. Part I consists of Tamil/Hindi/French, Part II consists of Communicative English, Part III consists of Major Core Course, Allied Core Course and Discipline Specific Elective Course, Part IV consists of Ability Enhancement Compulsory Course, Skill Enhancement Compulsory Course and Generic Elective Course and Part V consists of Students Training Programme, Students Learning Programme, Self Study Course and MOOCs Course.

### **Core Courses**

Major Courses aim to cover the basics that a student is expected to imbibe in that particular discipline. A core course is comprised of a Major Core, Allied Core and Discipline Specific Elective totally related to Major Course. The Discipline Specific Elective Course is offered by the parent department. The objective is to provide choice and flexibility within the Department. The student can choose her Elective Course subject to the choice of majority. Elective is related to the major course. The difference between Core Course and Elective Course is that there is choice for the student in the Elective Course. Every Department offers four Discipline Specific Electives in four different semesters (III, IV, V and VI).

### **Ability Enhancement Compulsory Courses (AECC)**

AECC courses are the courses based upon the content that leads to Knowledge Enhancement in Professional English and Environmental Science. There are two Ability Enhancement Compulsory Course in I & II semesters respectively. These are mandatory for all Programmes. They are offered with a aim to impart ability in adopting English vocabulary, professional language skills and general knowledge to appear for competitive examinations.

### **Skill Enhancement Compulsory Courses (SECC)**

SECC courses are designed to provide value based, skill based knowledge to the students on theory and lab, hands on training and field work. The main purpose of these courses is to ensure students life skills in values and hands on mode to increase their employability. There are four Skill Enhancement Compulsory Courses offered in I, II, V and VI semesters. The course on “Computer Education” is offered in I semester, a course on “Capacity Building” is offered in II semester, a course on “Aptitude Building” is offered in V semester and a course will be offered by the respective parent Departments in VI semester. The SECC offered in VI semester is designed exclusively for the students from their parent Department and SECC offered in the I, II, and V semester is designed for the students of non-parent Departments. The U.G. students are

classified into four streams namely A, B, C and D to impart computer education according to their diverse needs. As per the guidelines of TANSHE professional English is made compulsory for the UG Students in the first Semester under Skill Enhancement Course.

<b>Stream</b>	<b>Groups</b>	<b>Name of the Course</b>
A	Computer Science & Commerce with CA	Computer Fundamentals
B	Mathematics, Physics & Chemistry	Computer Education
C	Commerce & BBA	Computer Education - MS Office
D	Tamil, English, History & Zoology	Computer Education

### **Generic Elective Course (GEC)**

Generic Elective Courses are designed to offer the students the option to explore discipline of interest beyond the choices they make in Core and Discipline Specific Courses. There are two Generic Elective Courses in V semester (Arts, Management to Arts, Management) & (Science, Mathematics to Science, Mathematics)/ NCC - National Integration and Personality Development and VI semester (Arts, Management to Science, Mathematics) & (Science, Mathematics to Arts, Management)/ NCC - Organization and Health Programme in NCC respectively. These Courses would develop competency for attempting competitive exams.



## **Self Study Course/ MOOCs**

The Self study offered by the parent Departments in VI semester and in addition to the regular papers, MOOC's courses enable the advanced learners to earn extra credits. The students appear for the semester examinations for Self Study/ MOOCs Courses on their own efforts without undergoing any regular classes, but the syllabus and course materials are supplied by the Department concerned. It has only external examination for 100 marks.

### **PURELY INTERNAL PAPER**

#### **Computer Education :**

This Course is offered in the first semester of U.G. Programme.

\* It has CIA only.

#### **Capacity Building :**

This Course is offered in the second semester of U.G. Programme.

\* It has CIA only.

#### **Environmental Studies :**

A course on Environmental Studies is offered to the first year U.G. students in the second semester.

\* It has CIA only.

#### **Generic Elective :**

This Inter Disciplinary Course is offered in V and VI semester to the third year U.G. students.

\* It has CIA only.

#### **Service Learning Programme:**

##### **Extension (JACEP)**

It is an outreach programme which aims at creation of social awareness among students,

promotion of Women Empowerment and contribution to Community Development. A U.G. student has to put in 70 hours of field work compulsorily outside the regular College working hours.

### **Students Training Programme (STP):**

#### **NSS / NCC / Physical Education /Consumer Club / Red Ribbon Club/ Youth Red Cross**

It has 120 hours of theory/field work/ parade/ games in first year and second year (I, II, III & IV Semesters). Totally the students must obtain 75% Attendance and minimum pass mark in the continuous internal assessment for two extra credits. The NSS & NCC student should complete the specific required 120 hours in Special camp to receive the camp certificate.

### **Evaluation Procedures**

There are two components in the evaluation and assessment of a student namely, Continuous Internal Assessment (CIA) and Semester Examinations. The Continuous Internal Assessment (CIA) carries 25 Marks and External Examination carries 75 Marks. It is also applicable for the courses in Part V and Skill Development Programme (SDP) (Certificate Courses).

#### **Continuous Internal Assessment**

40% is the passing minimum for UG Programmes and 50% is the passing minimum for PG Programmes. The Students who are admitted in the programmes from 2020 must be obtained the

passing minimum marks to appear for external examinations.

### **Re-Tests of CIA**

- Professional English & Computer Education course offered in the first semester of UG Degree Programmes.

- Capacity Building & Environmental Studies course offered in the Second semester of UG Degree Programmes.

- Generic Elective, the Non Major Course offered in V and VI Semester of UG degree programmes are comes under this category.

- 40 percentage is the passing minimum of a candidate.

- However, students, who are unable to take tests as they have to participate in college sponsored activities during the test days, would be permitted to complete the course requirements before the commencement of the Semester Examinations.

- Moreover they have to obtain a written permission from the Principal stating clearly the reason for the absence, a week before the commencement of Retest schedule.

- A student who could not get the minimum pass mark in the aggregate of CIA, shall be given one chance to take up CIA improvement test before the commencement of the Semester Examinations.

### **Testing and Evaluation (PG)**

Evaluation of students is based on both Continuous Internal Assessment (CIA) and the

Semester Examination (SE) held at the end of each Semester. The distribution of marks is indicated below:

<b>Course</b>	<b>CIA</b>	<b>Semester Examination</b>
Theory	25%	75%
Practical	40%	60%
Project	50%	50%

### **Continuous Internal Assessment (Theory)**

Continuous Assessment will be carried out by the Course Teachers. The components of CIA are as follows:

<b>Component</b>	<b>Marks</b>	<b>Marks</b>
Internal Test I	40	Converted to 25
Internal Test II	40	
Seminar	10	
Term Paper	5	
Attendance	5	
<b>Total</b>	<b>100</b>	<b>25</b>

The total internal marks obtained for 100 will be converted into 25.

### **Passing Minimum**

<b>Continuous Internal Assessment (CIA)</b>		<b>Semester Examination</b>
<b>Theory</b>	50% out of 25 Marks (i.e. 12.5 Marks)	50% out of 75 Marks (i.e. 37.5 Marks)
<b>Practical</b>	50% out of 40 Marks (i.e. 20 Marks)	50% out of 60 Marks (i.e. 30 Marks)

### **Practical Papers**

- The ratio of marks in CIA and in Semester Examination is 40:60 for all practical papers.
- The components of Internal Practical (40 marks) will be decided by the department.

## **Continuous Internal Assessment**

### **Soft Skills**

<b>Components</b>	<b>Marks</b>
Internal Test - I	40
Internal Test - II	40
Mock Interview	10
Communication Skill	10
<b>Total</b>	<b>100</b>

### **Continuous Internal Assessment Component(CIA)**

#### **Human Rights and Duties : Theory**

<b>Components</b>	<b>Marks</b>
Internal test I	40
Internal test II	40
Seminar	10
Term Paper	5
Attendance	5

### **Project Work**

The ratio of marks for Internal and External Examination is 50:50.

### **Comprehensive Examination and MOOC's**

The Comprehensive Examination is conducted for PG Students in IV semester to enhance their knowledge in their discipline of study and instill confidence in them to appear for NET / SET / GATE examination. It is mandatory for all PG students to appear for the examination, but the students who have secured 50 and above alone will be given extra credit. The question pattern for the Comprehensive Examination is multiple choice questions. The maximum marks for the exam is 100. The total number of questions for the Comprehensive

Examination is left to the discretion of the department concerned. Internship for atleast 10 days after II semester i.e. during the summer holidays is compulsory for extra credits. Completion of one MOOCs course is mandatory for extra credits for the PG students.

### **Supplementary Examinations**

- ✓ It is conducted two weeks after the date of publication of even semester examination results. The students who have passed all examinations from semester I to V (I to III in P.G.) in first attempt but have arrears only in the VI semester (IV in P.G.) are eligible to appear for the supplementary examination (maximum 2 papers) If any student is absent for the examination she is not eligible appear or write the supplementary examination.

### **Arrear Examinations**

- ✓ Students can appear for arrear exams irrespective of the semesters but the number of arrear papers per semester is limited to 5.

### **Certificates**

- ✓ Students should apply well in advance for any type of Certificate. They should apply at least two days before they wish to receive the same.
- ✓ Age Certificates and Identification Certificates are issued by producing requisition letter to the Principal.

### **Extra curricular activities**

All the students shall be the members of the College Union and other Affiliated Associations. Opportunities shall be provided by the associations to all the students to develop their talents.

### **Medical Inspection**

Every student will have Medical Inspection conducted by the College Medical Officer.

### **Fees Particulars**

- ✓ Students have to pay the prescribed College and exam fee through **online** system provided in the College website on or before stipulated date given in the College Hand Book.
- ✓ Students who withdraw from the College in the course of the year, are required to pay all the dues regarding the tuition fee and other fees, up to the date of withdrawal.
- ✓ The fee once remitted will not be refunded, if the student fails to join the College or discontinues.
- ✓ Tuition Fee concession is allowed for Scheduled Caste and Scheduled Tribe students, who have joined in the Aided Stream.

Details of Attendance Marks for UG & PG Theory Papers													
8 Hours / Week		7 Hours / Week		6 Hours / Week		5 Hours / Week		4 Hours / Week		3 Hours / Week		2 Hours / Week & 1 Hour / Week	
No. of Leave hours	Marks awarded	No. of Leave hours	Marks awarded	No. of Leave hours	Marks awarded	No. of Leave hours	Marks awarded	No. of Leave hours	Marks awarded	No. of Leave hours	Marks awarded	No. of Leave hours	Marks awarded
6	5	5	5	4	5	4	5	3	5	2	5	1	5
												2	4.5
7	4	6	4	5	4	5	4	4	4	3	4	3	4
												4	3.5
8	3	7	3	6	3	6	3	5	3	4	3	5	3
												6	2.5
9	2	8	2	7	2	7	2	6	2	5	2	7	2
												8	1.5
10	1	9	1	8	1	8	1	7	1	6	1	9	1
11 and above	0	10 and above	0	9 and above	0	9 and above	0	8 and above	0	7 and above	0	10 and above	0
There are no Attendance marks for NME, SBE & Foundation Courses													



Details of Attendance Marks for UG Project			Details of Attendance Marks for PG Project		Details of Attendance Marks for M. Phil. Theory Papers			
(Tamil, Chemistry, Comp. Science, B.B.A., & B. Com. (CA))		(Physics)	Except Comp. Science					
5 Hours / Week & 10 Hours / Week		3 Hours / Week	12 Hours / Week		10 Hours / Week		15 Hours / Week	
No. of Leave hours	Marks awarded	No. of Leave hours	Marks awarded	No. of Leave hours	Marks awarded	No. of Leave hours	Marks awarded	No. of Leave hours
5	5	2	5	10	5	7	5	11
6 - 10	4	3	4	11 - 15	4	8	4.5	12
11 - 15	3	4	3	16 - 20	3	9	4	13
16 - 20	2	5	2	21 - 25	2	10	3.5	14
21 - 25	1	6	1	26 - 30	1	11	3	15
26 & above	0	7 & above	0	31 & above	0	12	2.5	16
						13	2	17
								14
						15	1	19
						16 & above	0	20 & above
						There is no Attendance mark for M. Phil. Project		

## கல்வி உதவித் தொகை

### 1. பெறுவதற்கான விபரங்கள்

- a. இந்து, கிறிஸ்தவ ஆதி திராவிடர் வகுப்பைச் சேர்ந்தவர்கள் புகைப்பட நகல் சாதிச் சான்றிதழ் வழங்கினால் கல்விக் கட்டணச் சலுகை பெறலாம் (முதுகலை பட்டப்படிப்பு பயிலும் மாணவிகள்).
- b. இந்து ஆதிதிராவிட வகுப்பைச் சார்ந்த மாணவிகளின் பெற்றோரின் ஆண்டு வருமானம் ரூ. 2,50,000/-க்கு உட்பட்டு இருந்தால் மத்திய அரசு வழங்கும் முழு உதவித்தொகை பெறலாம்.
- c. இந்து, கிறிஸ்தவ ஆதி திராவிட வகுப்பைச் சார்ந்தவர்கள் கல்லூரி விடுதியில் தங்கிப்பயிலும் மாணவிகளின் பெற்றோரின் ஆண்டு வருமானம் ரூ.1,00,000/-க்கு உட்பட்டும், மாணவிகள் கடந்த ஆண்டுகளில் பல்கலைக்கழகத் தேர்வில் அனைத்துப் பாடப்பிரிவிலும் தேர்ச்சி பெற்றிருந்தால் மட்டும், மாநில அரசு வழங்கும் உயர்கல்வி சிறப்புக் கல்வி உதவித்தொகை பெற விண்ணப்பிக்கலாம்.
- d. ஆதி திராவிட வகுப்பைச் சேர்ந்த கிறிஸ்தவ மதத்திற்கு மாறிய மாணவிகளின் பெற்றோரின் ஆண்டு வருமானம் ரூ.1,00,000/-க்கு உட்பட்டு இருந்தால், மாநில அரசு வழங்கும் உதவித்தொகை பெற விண்ணப்பிக்கலாம்.
- e. ஆதி திராவிடர் மற்றும் பழங்குடியினர், கிறிஸ்தவ மதத்திற்கு மாறியவர்கள் உட்பட முதநிலை பயிலும் மாணவிகள் இளங்கலை பட்டப்படிப்பில் ஒரே முயற்சியில் 60 விழுக்காடு மதிப்பெண் பெற்றவர்கள், முதலமைச்சரின் பரிசுத் தொகைத் திட்டத்தின்கீழ் தகுதிவழிப்பரிசுத் தொகை பெற விண்ணப்பிக்கலாம்.

### 2. இந்து, கிறிஸ்தவ, பிற்பட்டோர், மிகப்பிற்பட்டோர், சீர்மரபினர் வகுப்பைச் சார்ந்தவர்கள்

- a. அரசின் உதவி பெறும் பாடப்பிரிவில் இளங்கலை பயிலும் மாணவிகளின் பெற்றோரின் ஆண்டு வருமானம் ரூ. 2,00,000/-க்கு உட்பட்ட பிற்பட்டோர், மிகப் பிற்பட்டோர் மற்றும் சீர்மரபினர் வகுப்பைச் சார்ந்த மாணவிகள் கல்வி உதவித் தொகை பெற விண்ணப்பிக்கலாம்.

- b. அரசு உதவி பெறும் பாடப்பிரிவில் முதுகலை பயிலும் பிற்படுத்தப்பட்ட, மிகவும் பிற்படுத்தப்பட்ட மாணவிகளின் பெற்றோரின் ஆண்டு வருமானம் ரூ. 2,00,000/-க்கு உட்பட்டு இருந்தால், இளங்கலைக்கு மேற்பட்ட படிப்பிற்கான கல்வி உதவித்தொகை (Post Metric) பெற விண்ணப்பிக்கலாம்.

மேலே கூறப்பட்ட அனைத்து உதவித் தொகைக்கான விண்ணப்பங்கள் **Online** மூலமாக பதிவேற்றம் செய்யப்பட்டு மாணவிகளுக்கு உதவித் தொகையானது அவர்களின் வங்கிக் கணக்கில் வரவு வைக்கப்படும்.

### 3. மற்ற உதவித் தொகை

- a. முதுகலை பயிலும் எந்த இனத்தினைச் சார்ந்தவராயிருந்தாலும் University Rank I or II எடுத்து இருந்தால் PG Merit Scholarship, UGC- யிலிருந்து பெற விண்ணப்பிக்கலாம்.
- b. முதுகலை பயிலும் எந்த இனத்தினைச் சார்ந்தவராயினும் குடும்பத்தில் ஒரே பெண்ணாக இருந்தால் PG Indira Gandhi Scholarship for Single Girl Child என்ற உதவித்தொகை UGC- யிலிருந்து பெற விண்ணப்பிக்கலாம்.
- c. +2 வில் 80% மேல் மதிப்பெண் பெற்ற மாணவிகள் UGC-யிலிருந்து Central Sector Scheme of Scholarship விண்ணப்பிக்கலாம். ஒருவருடத்திற்கு ரூ. 10,000/- பெறலாம்.
- d. கிறிஸ்தவ, முஸ்லீம் வகுப்பைச் சேர்ந்த மாணவிகள் சிறுபான்மை கல்வி உதவித் தொகைக்கு விண்ணப்பிக்கலாம்.
- e. உடல் ஊனமுற்ற மாணவிகள் மத்திய, மாநில அரசு உதவித் தொகை பெற அலுவலகத்தை அணுகவும்.
- f. எவ்விதத்தொகையும் பெறாமல் 60 விழுக்காட்டிற்கு மேற்பட்ட மதிப்பெண்களுடன் பெற்றோரின் ஆண்டு வருமானமும் ரூ. 50,000/-க்கு உட்பட்ட இளங்கலை மற்றும் முதுகலை முதலாமாண்டு மாணவிகள் Tamilnadu Educational Trust Scholarship பெறலாம்.
- g. கிறிஸ்தவ, முஸ்லீம் வகுப்பைச் சார்ந்த மாணவிகள் தமிழ்நாடு சிறுபான்மையினருக்கான கல்வி உதவித் தொகை பெறலாம்.

- h. M.Phil. கிறிஸ்தவ, முஸ்லிம் வகுப்பைச் சேர்ந்தவர்கள் மௌலானா ஆசாத் National Fellowship திட்டத்தின் மூலம் இணையதளம் மூலமாக தாங்களே விண்ணப்பிக்கலாம். விவரங்கள் அலுவலத்தில் கேட்டுக் கொள்ளலாம்.
- i. தமிழ்வழி ஊடகத்தில் பயிலும் மாணவிகளுக்கு ஆண்டுக்கு ரூ. 900/- வீதம் வழங்கப்படுகிறது.
- j. இளங்கலை, முதுகலை பயிலும் மாணவிகள் எந்த இனத்தினைச் சேர்ந்தவராக இருந்தாலும், உழவர் பாதுகாப்புத் திட்டத்தின் கீழ் உதவித் தொகை பெறலாம்.
- k. மேற்கண்ட அனைத்து விபரங்கள், விண்ணப்பங்கள் கல்லூரி அலுவலகத்தில் கேட்டுக் கொள்ளலாம்.

#### குறிப்பு:

1. ஆதி திராவிடர் நலத்துறையின் கீழ் கல்வி உதவித்தொகை பெறும் ஆதி திராவிட வகுப்பை சார்ந்த மாணவிகள் இடையில் படிப்பை நிறுத்தி கல்லூரிக்கு வரத் தவறினால் தாங்கள் பெற்ற உதவித்தொகையை திரும்ப அரசுக்கு செலுத்த வேண்டும்.
2. வரலாறு தமிழ்வழிக் கல்வி பயிலும் மாணவிகள் முதலாம் ஆண்டு படித்து முடித்து விட்டு இரண்டாம் ஆண்டு வரத் தவறினால் முதலாம் ஆண்டு பெற்ற ஊக்கதொகையும், முதல் இரண்டு ஆண்டுகள் முடித்துவிட்டு மூன்றாம் ஆண்டு வரத்தவறினால் முதல் இரண்டு ஆண்டுகள் பெற்ற தமிழ் வழிக்கல்வி ஊக்கதொகையும் திரும்ப அரசுக்கு செலுத்த வேண்டும்.

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<b>III B.A. English (R)</b>	Secretary
<b>Selvi. M. Sri Gayathri</b>	- Student Union
<b>II B.Sc. Physics (R)</b>	Joint Secretary

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**Dr. Mrs. S. Rejina,** M.A., M.Phil., SET, DCA, Ph.D.

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**Ms. M. Vivetha**, M.Sc.(CS), M.Phil.

**Ms. C. Kavitha** M.Sc.(CS)

## **COMMUNITY COLLEGE**

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**Sr. A. Sahaya Berlin Sujana**, MBA

Head & Assistant Prof. in B.Voc.

**Mrs. M. Deepa**, B.Sc. Nursing

Visiting Faculty of Healthcare

**Mrs. A. Nithya**, B.Voc

Visiting Faculty of Healthcare

**Mrs. G. Rajalakshmi**, M.A., M.Sc. (Yoga)

Guest Faculty in B.Voc.

**Mrs. C. Mehala** B.Sc. Nursing

Visiting Faculty of Healthcare

**Ms. J. Abitha** B.Sc., DBS.

Visiting Faculty of Beauty Wellness

**Sr. S. Jothi**, MCA, B.Ed. (Ph.D.)

Guest Faculty of Healthcare

**Mrs. K. Benazir Begam**, B.Tech., DBS,

Visiting Faculty of Beauty Wellness

**Ms. V. Kokila**, M.Sc., (CS & IT)

Visiting Faculty of Computer Science

**Mrs. A. Vinotha**, B.Sc., DMO., Adv. BH & SC.,

Visiting Faculty of Beauty Wellness

**Sr. Lourthu Annammal**, M.A., B.Ed.,

Guest Faculty of English

**Dr. Mrs. S. Jansi Rani**, M.A., B.Ed., M.Phil., Ph.D. SET, NET

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**Dr. Mrs. A. Jancy Mary**, M.A., Ph.D.

Guest Faculty of Tamil

## **COMMUNITY COLLEGE**

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Head & Visiting Faculty of Community College

**Mrs. A. Renganayaki**, B.Sc.,(Nursing)  
Visiting Faculty of Healthcare

**Miss. G. Rajalakshmi**, M.A., M.Sc. (Yoga)  
Visiting Faculty of English

**Mrs. M. Bagavathi** B.Com., Adv. DBS  
Visiting Faculty of Beauty Culture & Skin care

**Sr. Lourthu Annammal**, M.A., B.Ed.,  
Visiting Faculty of English

**Dr. Sr. R. Shantha Mary Joshitta**, MCA, SET, Ph.D.  
Guest Faculty

**Mrs. B. Jasmine**, MCA, B.Ed., M.Phil.  
Guest Faculty

**Mrs. K Rani**, M.Sc. (CS & IT) , M.Phil.  
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## JUNE 2021

Date	Day	EVENTS	Working Days
16	WED	College Re-opens for II, III UG & II PG Department Prayer	1
17	THU	Students Induction Programme for II, III U.G. & II PG	2
18	FRI	Students Induction Programme for II, III U.G. & II PG	3
19	SAT		-
20	SUN		-
21	MON	Students Induction Programme for II, III U.G. & II PG	4
22	TUE	Students Induction Programme for II, III U.G. & II PG	5
23	WED		6
24	THU		7
25	FRI		8
26	SAT	FDP	-
27	SUN		-
28	MON		9
29	TUE		10
30	WED		11

An investment in knowledge pays the best interest.      – *Benjamin Franklin.*

## JULY 2021

Date	Day	EVENTS	Working Days
1	THU		12
2	FRI		-
3	SAT		-
4	SUN		-
5	MON	Submission of monthly report to IQAC	13
6	TUE		14
7	WED		15
8	THU		16
9	FRI		17
10	SAT		-
11	SUN		-
12	MON		18
13	TUE		19
14	WED		20
15	THU		21
16	FRI		22

Change is the end result of all true learning.  
*– Leo Buscaglia*

## JULY 2021

Date	Day	EVENTS	Working Days
17	SAT		-
18	SUN		-
19	MON		23
20	TUE		24
21	WED	<b>BAKRID</b>	-
22	THU		25
23	FRI		26
24	SAT		-
25	SUN		-
26	MON	St. Anne's Feast	-
27	TUE		27
28	WED		28
29	THU		29
30	FRI		30
31	SAT		-

Education is the passport to the future, for tomorrow belongs to those who prepare for it today.  
*– Malcolm X*



AUGUST 2021			
Date	Day	EVENTS	Working Days
1	SUN		-
2	MON		31
3	TUE		32
4	WED	Submission of question paper for Mid Semester Test	33
5	THU	Submission of monthly report to IQAC	34
6	FRI		35
7	SAT		-
8	SUN		-
9	MON		36
10	TUE		37
11	WED		38
12	THU		39
13	FRI	Commencement of paying Semester Examination fees	40
14	SAT		-
15	SUN	<b>INDEPENDENCE DAY</b>	-
<p>“Live as if you were to die tomorrow. Learn as if you were to live forever.” - Mahatma Gandhi.</p>			

AUGUST 2021			
Date	Day	EVENTS	Working Days
16	MON		41
17	TUE		42
18	WED		43
19	THU		44
20	FRI	<b>MUHARRAM</b>	-
21	SAT		-
22	SUN		-
23	MON	Mid Semester Test	45
24	TUE	Mid Semester Test	46
25	WED	Mid Semester Test	47
26	THU	Mid Semester Test	48
27	FRI	Mid Semester Test	49
28	SAT		-
29	SUN		-
30	MON	<b>KRISHNA JEYANTHI</b>	-
31	TUE		50
The roots of education are bitter, but the fruit is sweet. – Aristotle			

# SEPTEMBER 2021

Date	Day	EVENTS	Working Days
1	WED	College Re-opens for I UG & I PG	51
2	THU	Intranet opens - Mid Semester Marks entry, SIP for I UG & I PG	52
3	FRI	Teacher's day celebration, SIP for I UG & I PG	53
4	SAT		-
5	SUN	Teacher's Day	-
6	MON	Submission of monthly report to IQAC, SIP for I UG & I PG	54
7	TUE	SIP for I UG & I PG	55
8	WED	SIP for I UG & I PG	56
9	THU	Intranet closes - Mid Semester Marks entry	57
10	FRI	<b>VINAYAKAR CHATHURTHI</b>	-
11	SAT		-
12	SUN		-
13	MON	Last date for paying Semester Examination fees	58
14	TUE		59
15	WED		60

Education is not preparation for life; education is life itself.

– John Dewey

# SEPTEMBER 2021

Date	Day	EVENTS	Working Days
16	THU		61
17	FRI	Holy Spirit Mass & Union Inauguration	62
18	SAT		-
19	SUN		-
20	MON		63
21	TUE	Submission of question paper for End Semester Test	64
22	WED		65
23	THU		66
24	FRI		67
25	SAT		-
26	SUN		-
27	MON		68
28	TUE		69
29	WED		70
30	THU		71

“Education is the ability to listen to almost anything without losing your temper or your self-confidence.”  
— *Robert Frost.*

OCTOBER 2021			
Date	Day	EVENTS	Working Days
1	FRI		72
2	SAT	<b>GANDHI JEYANTHI</b>	-
3	SUN		-
4	MON		73
5	TUE	Submission of monthly report to IQAC	74
6	WED		75
7	THU	End Semester Test	76
8	FRI	End Semester Test	77
9	SAT		-
10	SUN		-
11	MON	End Semester Test	78
12	TUE	End Semester Test	79
13	WED	End Semester Test	80
14	THU	<b>SARASWATHY POOJA</b>	-
15	FRI	<b>VIJAYADASAMI</b>	-
Learning is not the product of teaching. Learning is the product of the activity of learners. - <i>John Holt.</i>			

OCTOBER 2021			
Date	Day	EVENTS	Working Days
16	SAT		-
17	SUN		-
18	MON	Intranet opens - End Semester Marks entry	81
19	TUE	<b>MILAD-UN-NABI</b>	-
20	WED	Practiacal Examination begins	82
21	THU		83
22	FRI		84
23	SAT		-
24	SUN		-
25	MON	Intranet closes - End Semester Marks entry	85
26	TUE		86
27	WED		87
28	THU		88
29	FRI		89
30	SAT		-
31	SUN		-
“He who opens a school door, closes a prison.” <i>- Victor Hugo.</i>			

# NOVEMBER 2021

Date	Day	EVENTS	Working Days
1	MON		90
2	TUE		91
3	WED	Issue of Hall Tickets	92
4	THU	<b>DEEPAVALI</b>	
5	FRI		
6	SAT		
7	SUN		
8	MON	Semester Examination begins	
9	TUE		
10	WED		
11	THU		
12	FRI		
13	SAT		
14	SUN		
15	MON		

Education is the most powerful weapon which you can use to change the world. – *Nelson Mandela.*

# NOVEMBER 2021

Date	Day	EVENTS	Working Days
16	TUE		
17	WED		
18	THU		
19	FRI		
20	SAT		
21	SUN		
22	MON	FDP	
23	TUE	FDP	
24	WED	College re-opens for Even semester	1
25	THU		2
26	FRI		3
27	SAT		-
28	SUN		-
29	MON		4
30	TUE		5
<p>“I agree that a love of reading is a great gift for a parent to pass on to his or her child.”</p> <p>– Ann Brashares.</p>			



# **DECEMBER 2021**

Date	Day	EVENTS	Working Days
1	WED		6
2	THU		7
3	FRI		8
4	SAT	BoS Meeting	9
5	SUN		-
6	MON	Submission of monthly report to IQAC	10
7	TUE		11
8	WED		12
9	THU		13
10	FRI		14
11	SAT	Hostel Day	-
12	SUN		-
13	MON		15
14	TUE		16
15	WED		17
16	THU	Fine Arts - I	18

“To me education is a leading out of what is already there in the pupil’s soul.” — *Muriel Spark.*

**DECEMBER 2021**

<b>Date</b>	<b>Day</b>	<b>EVENTS</b>	<b>Working Days</b>
17	FRI	Fine Arts - II	19
18	SAT	PTA Meet ( II, III UG, II PG Students )	20
19	SUN		-
20	MON		21
21	TUE		22
22	WED		23
23	THU	Christmas Celebrations	24
24	FRI		-
25	SAT	<b>CHRISTMAS</b>	-
26	SUN		-
27	MON		-
28	TUE		-
29	WED		-
30	THU		-
31	FRI		-

“Education consists mainly of what we have  
unlearned.”  
— *Mark Twain.*

# JANUARY 2022

Date	Day	EVENTS	Working Days
1	SAT	<b>NEW YEAR DAY</b>	-
2	SUN		-
3	MON	College - Re-opens	25
4	TUE		26
5	WED	Submission of monthly report to IQAC	27
6	THU		28
7	FRI		29
8	SAT		-
9	SUN		-
10	MON	Commencement of paying Semester Examination fees	30
11	TUE		31
12	WED	Submission of question paper for Mid Semester Test	32
13	THU		33
14	FRI	Pongal Celebration	34
15	SAT	<b>PONGAL, THIRUVALLUVAR DAY</b>	-

“Education is the kindling of a clame, not the filling of a vessel.”  
– Will Durant.

JANUARY 2022			
Date	Day	EVENTS	Working Days
16	SUN	UZHAVARTHIRUNAL	-
17	MON		35
18	TUE		36
19	WED		37
20	THU		38
21	FRI		39
22	SAT	Sports Day	-
23	SUN		40
24	MON		41
25	TUE		42
26	WED	REPUBLIC DAY	-
27	THU		43
28	FRI		44
29	SAT		45
30	SUN		-
31	MON	46	
<p>“Education is the moher of leadership.”  — <i>Wendell Willkie.</i></p>			

## FEBRUARY 2022

Date	Day	EVENTS	Working Days
1	TUE	Mid Semester Test	47
2	WED	Mid Semester Test	48
3	THU	Mid Semester Test	49
4	FRI	Mid Semester Test	50
5	SAT	Mid Semester Test Academic Council Meeting	51
6	SUN		-
7	MON		52
8	TUE		53
9	WED	Last date for paying Semester Examination fees	54
10	THU	Intranet opens- Mid Semester Marks entry	55
11	FRI		56
12	SAT		-
13	SUN		-
14	MON		57

“The purpose of education is to replace an empty mind with an open one.” – *Malcolm Forbes.*

FEBRUARY 2022			
Date	Day	EVENTS	Working Days
15	TUE		58
16	WED		59
17	THU		60
18	FRI	Intranet closes - Mid Semester Marks entry	61
19	SAT	Graduation Day	62
20	SUN		-
21	MON		63
22	TUE		64
23	WED		65
24	THU		66
25	FRI	Submission of question paper for End Semester Test	67
26	SAT		-
27	SUN		-
28	MON		68
<p>“Take what you learn and make a difference with it.”  —Tony Robbins.</p>			

MARCH 2022			
Date	Day	EVENTS	Working Days
1	TUE		69
2	WED		70
3	THU		71
4	FRI	College Day	72
5	SAT		73
6	SUN		-
7	MON		74
8	TUE	International Women's Day	75
9	WED		76
10	THU		77
11	FRI		78
12	SAT		-
13	SUN		-
14	MON		79
15	TUE	End Semester Test	80
<p>“Learning is a treasure that will follow its owner everywhere.”  - Chinese Proverb.</p>			

### MARCH 2022

Date	Day	EVENTS	Working Days
16	WED	End Semester Test	81
17	THU	End Semester Test	82
18	FRI	End Semester Test	83
19	SAT	End Semester Test	84
20	SUN		-
21	MON	Feedback from outgoing student's	85
22	TUE		86
23	WED	Practical Examination begins	87
24	THU		88
25	FRI	Intranet opens - End Semester Marks entry	89
26	SAT		-
27	SUN		-
28	MON		90
29	TUE		91
30	WED		92
31	THU		93

“All things good to know are difficult to learn.”

*– Greek proverb.*



# APRIL 2022

Date	Day	EVENTS	Working Days
1	FRI		94
2	SAT	TELUGU NEW YEAR	-
3	SUN		-
4	MON	Intranet closes - End Semester Marks entry, Valediction	95
5	TUE	Farewell & Candle lighting ceremony Issue of Hall Tickets	96
6	WED		
7	THU		
8	FRI		
9	SAT		
10	SUN		
11	MON	Semester Examination begins	
12	TUE		
13	WED		
14	THU	Dr. AMBEDKAR JEYANTI & TAMIL NEW YEAR	
15	FRI	GOODFRIDAY	

“Knowledge will bring you the opportunity to make a difference.”  
- Claire Fagin

**APRIL 2022**

<b>Date</b>	<b>Day</b>	<b>EVENTS</b>	<b>Working Days</b>
16	SAT		
17	SUN	<b>EASTER SUNDAY</b>	
18	MON		
19	TUE		
20	WED		
21	THU		
22	FRI		
23	SAT		
24	SUN		
25	MON		
26	TUE		
27	WED		
28	THU		
29	FRI		
30	SAT		

You are always a student, never a master.  
 You have to keep moving forward.  
 – *Conrad Hall.*

MAY 2022			
Date	Day	EVENTS	Working Days
1	SUN	MAY DAY	
2	MON		
3	TUE		
4	WED	RAMAZAN	
5	THU		
6	FRI		
7	SAT		
8	SUN		
9	MON		
10	TUE		
11	WED	Semester Examination Results	
12	THU		
13	FRI		
14	SAT		
15	SUN		
<p>“Education must not simply teach work – it must teach Life.”  – W. E. B. Du Bois.</p>			

MAY 2022			
Date	Day	EVENTS	Working Days
16	MON		
17	TUE		
18	WED		
19	THU		
20	FRI		
21	SAT		
22	SUN		
23	MON		
24	TUE		
25	WED		
26	THU		
27	FRI		
28	SAT		
29	SUN		
30	MON		

<p style="text-align: center;"><b><u>TIME TABLE 2021 -2022 (Offline)</u></b></p> <p style="text-align: center;"><b>COLLEGE SCHEDULE      -      9:15 a.m. to 3:00 p.m.</b></p>											
Day	JUNE - OCTOBER						NOVEMBER - APRIL				
	9:15 – 10:15	10:25-11:20	11:20 - 12:15	1:00-2:00	2:00-3:00	9:15 – 10:15	10:25-11:20	11:20 - 12:15	1:00-2:00	2:00-3:00	
I											
II											
III											
IV											
V											
VI											

Regular activities from 3.00 p.m. to 4.00 p.m.				Part V Activities	
Day order	Activities	I Semester	II Semester	Saturday	
I Day	Major			9.15 - 4.00 p.m. (on Holidays)	NCC / NCC / Phy. Edu. / JACEP
II Day	Certificate Course / English Coaching				
III Day	Certificate Course / English Coaching			3.00 p.m. - 4.00 p.m. (on working days)	
IV Day	Remedial Coaching / English Coaching				
V Day	Mentoring Session / Association Activities				
VI Day	Remedial Coaching / English Coaching NCC / NCC / Phy. Edu. / JACEP				

**TIME TABLE 2021 -2022 (Online)**  
**COLLEGE SCHEDULE - 9:15 a.m. to 01:15 p.m.**

<b>JUNE - OCTOBER</b>						
<b>Day</b>	<b>09:15 -10.00</b>	<b>10.00 -10.45</b>	<b>10.45 -11.30</b>	<b>Break</b>	<b>11.45 -12.30</b>	<b>12.30 - 01.15</b>
<b>I</b>						
<b>II</b>						
<b>III</b>						
<b>IV</b>						
<b>V</b>						
<b>VI</b>						

### **Song - 1**

Enter his gates with thanks  
giving in your hearts  
Enter his courts with praise.  
Enter his gates with thanks  
giving in your hearts  
For he has made me glad.

He has made me glad - 2  
Jesus has made me glad.  
Enter his courts with thanks  
giving in your hearts.  
For he has made glad.

Sing to the Lord and made music unto Him.  
Sing to the Lord with joy...

Worship, bend low while proclaiming He is God.  
Praise to the Lord most high...

### **Song - 2**

Rejoice in the Lord Always } -2  
And I again I say Rejoice  
Rejoice, Rejoice and again I say Rejoice-2  
Rejoice in the Lord Always } -2  
And I again I say Rejoice

### **Song - 3**

There shall be showers of blessing  
This is the promise of love  
There shall be seasons refreshing  
Sent from the saviour above

Showers of blessing  
Showers of blessing we need  
Mercy drops round us are falling  
But for the showers we plead



There shall be showers of blessing  
Send them upon us o Lord !  
Grant to us now a refreshing  
Come and now honour thy word  
Showers.....

There shall be showers of belssing  
o that today they might fall  
Now as to God we're confessing  
Now as on Jesus we call  
Showers.....

### **Song - 4**

The world stands in need of liberation, my Lord,  
It still has to feel your power  
The blind and the deaf, the dumb and the maimed,  
All need to feel your healing touch,  
The world stands in need of liberation, my Lord,  
It still has to learn to love,  
    There are those who have eyes, but refuse to  
    see  
    Their inhumanity to men;  
    There are those who have ears, but refuse to  
    hear  
    The cries of men in agony  
There are those who have mouths, but refuse to speak  
Against injustice done to men.  
There are those who have hands, but refuse to reach  
Them out in love and brotherhood.  
    There are those who have talents, they do not  
    use  
    To build a true community.  
and we know that we all have the talents to love  
But leave it buried in ourselves.

### **Song - 5**

**My life is in You, Lord**

**My strength is in You, Lord**

**My hope is in You, Lord**

**In You, it's in You**

I will praise You with all of my life

I will praise You with all of my strength

With all of my life, with all of my strength

All of my hope is in You

My life is in You, Lord

My strength is in You, Lord

My hope is in You, Lord

In You, it's in You

I will praise You with all of my life

I will praise You with all of my strength

With all of my life, with all of my strength

All of my hope is in You

### **Song - 6**

**O give thanks to the Lord, for he is good (3)**

**Yes, eternal is his love.**

I will sing to my God never ceasing

All my life I will tell of his wonders

He's the maker of all earth and heaven

Of the oceans, the seas and all they hold

The Almighty is faithful forever

He is just to the poor and the outraged

It is he who gives bread to the hungry

Who delivers the captives from their chains

He gives sight to the blind in his mercy

And he raises the lowly, the humble

It is he who gives shelter to strangers

Every orphan and widow he defends

## பொன்விழா பாடல்

### தொகையறா

புனித அன்னாள் சுவக்கீன் அருளாசியில்  
அன்பின் சேவையில் அரை நூற்றாண்டுகள் தடம் பதித்த  
பெரியகுளம் ஜெயராஜ் அன்னபாக்கியம்

மகளிர் கல்லூரியின்

பொன்விழாவில் இணைந்திடுவோம்  
மகிழ்ந்திடுவோம்... வாழ்த்திடுவோம்...

### பல்லவி

அன்னாள் மலைக்குன்றில் இன்று

ஆனந்தப் பொன்விழா -2

ஜெயராஜ் அன்னபாக்கியம் மகளிர் கல்லூரிக்கு

ஆனந்தப் பொன்விழா -2

ஆனந்தம் ஆனந்தம் எல்லையில்லா ஆனந்தம் }  
பேரின்பம் பேரின்பம் எல்லையில்லா பேரின்பம் } -2

### I

கல்வி சேவையில் எளியோர் பணியில் -2

அறிவொளி ஏற்றிய கல்லூரி

(Chorus) J.A. மகளிர் கல்லூரி - 2

அன்பின் சேவையில் ஏழை மகளிரை -2

ஏந்திய தாயாம் கல்லூரி

(Chorus) J.A. மகளிர் கல்லூரி - 2

கற்ற பெண்கள் பல்லாயிரம் }  
பெற்ற நலன்கள் பேராயிரம் } -2

புதியதோர் உலகத்தை, புதுமையாய் தந்திட்ட  
(Chorus) கல்லூரி எங்கள் கல்லூரி }  
J.A. மகளிர் கல்லூரி } -2

### II

யாதும் ஊரென யாவரும் உறவென -2

மகளிரை உயர்த்திடும் கல்லூரி

(Chorus) J.A. மகளிர் கல்லூரி -2

விரிந்த வானமாய் பெரியகுளத்தினில் -2

சுடர்விடும் மகளிர் கல்லூரி

(Chorus) J.A. மகளிர் கல்லூரி -2

வரலாறாகிற நாங்களுந் }  
வரலாறாகின பெண்களுந் } -2

புதியதோர் உலகத்தை, புதுமையாய் தந்திட்ட  
(Chorus) கல்லூரி எங்கள் கல்லூரி }  
J.A. மகளிர் கல்லூரி } -2

## **Notes**

