

TIME TABLE - 2022 - 2023								
COLLEGE SCHEDULE - 9.15a.m. to 03.00p.m.								
DECEMBER - MAY								
DAY	9.15 - 10.15	10.15 - 10.25	10.25 - 11.20	11.20 - 12.15	12.15 - 1.00	1.00 - 2.00	2.00 - 3.00	
I					LUNCH			
II								
III								
IV								
V								
VI								

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.*

THE CONSTITUTION OF INDIA

PREAMBLE

WE, THE PEOPLE OF INDIA, having solemnly
resolved to constitute India into a **SOVEREIGN**
SOCIALIST SECULAR DEMOCRATIC
REPUBLIC and to secure to all its citizen:
JUSTICE, social, economic and political;
LIBERTY of thought, expression, belief,
faith and worship;
EQUALITY of status and of opportunity;
and to promote among them all
FRATERNITY assuring the dignity of the
individual and the unity
and integrity of the Nation;
IN OUR CONSTITUENT ASSEMBLY this
twenty – sixth day of November, 1949 do **HEREBY**
ADOPT, ENACT AND GIVE TO OURSELVES THIS
CONSTITUTION.

TIME TABLE - 2022 - 2023 COLLEGE SCHEDULE - 9.15a.m. to 03.00p.m. JULY - DECEMBER							
DAY	9.15 - 10.15	10.15 - 10.25	10.25 - 11.20	11.20 - 12.15	12.15 - 1.00	1.00 - 2.00	2.00 - 3.00
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VI							

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 21st Century we are committed to the common destiny of a beautiful world of love, justice and fraternity.

தமிழ்த்தாய் வாழ்த்து

நீரூருங் 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 - 12th 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 உளமார் உறுதி கூறுகிறேன்.

**Pledge Against Drug Abuse
(11th August)**

I am aware of the ill effects of drug abuse and I solemnly promise not to indulge in drug abuse. I also swear my sincere contribution to prevent and advise my family members and friends not to fall into the habit of drug abuse. I assure to fully contribute for the cause of rescuing and guiding the drug abusers to give up drugs.

I will fully stand with the Government in their fight against the usage, consumption and manufacturing of illegal narcotic substances in order to eradicate them from Tamil Nadu. I affirm to contribute with utmost dedication towards the growth of the State and welfare of its people.

**போதைப் பழக்கத்திற்கு எதிரான
உறுதிமொழி**

போதைப் பழக்கத்தால் ஏற்படும் தீய விளைவுகளை நான் முழுமையாக அறிவேன். நான் போதைப்

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

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.

பழக்கத்திற்கு ஆளாகமாட்டேன். மேலும் எனது குழம்பத்தினரையும் நண்பர்களையும் போதைப் பழக்கத்திற்கு ஆளாகாமல் தடுத்து அவர்களுக்கு அறிவுரைகளை வழங்குவேன். போதைப் பழக்கத்திற்குள்ளானவர்களை மீட்டெடுத்து அவர்களை நல்வழிப்படுத்த எனது பங்களிப்பை முழுமையாகத் தருவேன்.

போதைப் பொருட்களின் உற்பத்தி, நுகர்வு பயன்பாடு ஆகியவற்றிற்கு எதிரான

தடுப்பு நடவடிக்கைகளின் மூலம் போதைப் பொருட்களை தமிழ்நாட்டில் வேரறுக்க அரசுக்குத் துணைநிற்பேன். மாநிலத்தின் வளர்ச்சிக்கும் மக்களின் நல்வாழ்விற்கும் நான் அர்ப்பணிப்புடன் பங்காற்றுவேன் என்று உளமார உறுதிகூறுகிறேன்.

நல்லிணக்க நாள் உறுதிமொழி (On Communal Harmony Day - 20th August)

நான் சாதி, இன, வட்டார, மத அல்லது மொழி பாகுபாடு எதுவுமின்றி, இந்தியாவின் அனைத்து மக்களின் உணர்வுப்பூர்வ 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 - 19th 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

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

இந்திய அரசியலமைப்பின்பால் இடைவிடாத, உளமார்ந்த பற்றுள்ள இந்தியக்குடிமகனாகிய 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.

கொஞ்செயல் எதிர்ப்பு நாள் உறுதிமொழி (On Anti-Terrorism Day - 21st May)

அஹிம்சை, சகிப்புத்தன்மை ஆகிய நம் நாட்டின் மரபுகளில் தளராத நம்பிக்கையுடைய இந்திய மக்களாகிய நாம், எவ்வகையான கொஞ்செயல்களையும், வன்முறைகளையும் முழு ஆற்றலோடு எதிர்ப்போம் என உறுதி கூறுகிறோம். எல்லா மக்களிடத்தும், அமைதி, சமுதாய ஒற்றுமை, நல்லுணர்வு ஆகியவற்றைப் போற்றி வளர்க்கவும், மக்களுடைய

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

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	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												

உயிர்களுக்கும் மற்றும் நற்பண்புகளுக்கும் ஊறு விளைவிக்கும் பிரிவினை சக்திகளை எதிர்த்துப் போராடவும் நாம் உறுதி கூறுகிறோம்.

**The Tamil Nadu 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 institution.
 - 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 in deed, action and thought in our personal lives. We will promote fraternity and brotherhood with dignity to make this College a “Ragging Free” College.

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

MAY 2023			
Date	Day	EVENTS	Working Days
16	TUE		
17	WED		
18	THU		
19	FRI		
20	SAT		
21	SUN		
22	MON		
23	TUE		
24	WED		
25	THU		
26	FRI		
27	SAT		
28	SUN		
29	MON		
30	TUE	Semester Examination Results.	
<p>Let us remember: One book, one pen, one child, and one teacher can change the world.</p> <p>- Malala Yousafzai</p>			

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.

MOTHER TERESA WOMEN'S UNIVERSITY

KODAIKANAL



OBJECTIVES:

The main objectives are

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

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

MAY 2023			
Date	Day	EVENTS	Working Days
1	MON	MAYDAY	-
2	TUE		95
3	WED		96
4	THU	Online Portal Opens - End Semester Marks Entry- Issue of Hall Tickets	-
5	FRI	Semester Examination Begins	-
6	SAT		-
7	SUN		-
8	MON		-
9	TUE		-
10	WED		-
11	THU		-
12	FRI		-
13	SAT		-
14	SUN		-
15	MON		
Commit yourself to lifelong learning. The most valuable asset you'll ever have is your mind and what you put into it. - Albert Einstein			

APRIL 2023			
Date	Day	EVENTS	Working Days
16	SUN		-
17	MON		84
18	TUE		85
19	WED		86
20	THU		87
21	FRI		88
22	SAT	RAMAZAN	-
23	SUN		-
24	MON	End Semester Test	89
25	TUE	End Semester Test	90
26	WED	End Semester Test	91
27	THU	End Semester Test	92
28	FRI	End Semester Test	93
29	SAT	Farewell & Candle Lighting Ceremony	94
30	SUN		-
Develop a passion for learning. If you do, you will never cease to grow. -Anthony J.D'Angelo			

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 4th Cycle by NAAC on 2nd 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 offers 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 2 PG Diploma,

6 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**.

APRIL 2023			
Date	Day	EVENTS	Working Days
1	SAT		75
2	SUN		-
3	MON	Submission of Question Paper for End Semester Test	76
4	TUE	MAHAVIRJEYANTHI	-
5	WED	Submission of Monthly Report to IQAC	77
6	THU		78
7	FRI	GOODFRIDAY	-
8	SAT		-
9	SUN	EASTERSUNDAY	
10	MON	Practical Examination Begins	79
11	TUE		80
12	WED		81
13	THU		82
14	FRI	Dr. AMBEDKAR JEYANTI & TAMIL NEW YEAR	-
15	SAT		83
<p>To succeed in your mission, you must have single-minded devotion to your goal.</p> <p>-Dr.A.P.J. Abdul Kalam</p>			

MARCH 2023			
Date	Day	EVENTS	Working Days
16	THU		63
17	FRI		64
18	SAT		65
19	SUN		-
20	MON		66
21	TUE		67
22	WED	TELUGU NEW YEAR	-
23	THU		68
24	FRI	College Day	69
25	SAT		-
26	SUN		-
27	MON		70
28	TUE		71
29	WED		72
30	THU		73
31	FRI		74
Education is the antidote to poverty. - Arvind Kejriwal			

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 symbolizes, the mighty Humanities while atom represents Titanic Science.
- ◆ The Cross and the Dove are, symbols of Sacrifice and the Prince of Peace for Human Redemption.
- ◆ The Crown denotes Celestial Benediction from the King of Kings.

MARCH 2023			
Date	Day	EVENTS	Working Days
1	WED	Last day for paying Semester Examination Fee	51
2	THU		52
3	FRI	Online Portal Closes - Mid Semester Marks Entry	53
4	SAT		54
5	SUN		-
6	MON	Submission of Monthly Report to IQAC	55
7	TUE		56
8	WED	International Women’s Day	57
9	THU		58
10	FRI	Graduation Day	59
11	SAT		-
12	SUN		-
13	MON		60
14	TUE		61
15	WED		62
Knowledge is power. Information is liberating. Education is the premise of progress, in every society, in every family. - Kofi Annan			

FEBRUARY 2023			
Date	Day	EVENTS	Working Days
15	WED	Mid Semester Test	40
16	THU	Mid Semester Test	41
17	FRI	Mid Semester Test	42
18	SAT		43
19	SUN		-
20	MON		44
21	TUE		45
22	WED	Online Portal Opens - Mid Semester Marks Entry	46
23	THU		47
24	FRI		48
25	SAT		-
26	SUN		-
27	MON		49
28	TUE		50
<p>Imagination is more important than knowledge. Knowledge is limited. Imagination encircles the world.</p> <p>- Albert Einstein</p>			

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. Commerce B.Com.(CA) 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
	Community College	DHC DTP DBS Health Care Desktop Publishing Beauty Culture & Skin Care
		B.Voc. Health Care Beauty Wellness

RULES AND REGULATIONS

Attendance and Leave of Absence

1. 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.
2. A student who is not in the class when the attendance is taken shall be marked absent.
3. 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.
4. 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.
5. 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.
6. Students should return on the re-opening day after the holidays. Serious action will be taken for absence on such days.

FEBRUARY 2023			
Date	Day	EVENTS	Working Days
1	WED	Commencement of Paying Semester Examination Fee	29
2	THU		30
3	FRI		31
4	SAT		32
5	SUN		-
6	MON	Submission of Monthly Report to IQAC	33
7	TUE		34
8	WED		35
9	THU		36
10	FRI	Academic Council Meeting	37
11	SAT		-
12	SUN		-
13	MON	Mid Semester Test	38
14	TUE	Mid Semester Test	39
<p>Persistent questioning and healthy inquisitiveness are the first requisite for acquiring learning of any kind.</p> <p style="text-align: right;">- Mahatma Gandhi</p>			

JANUARY 2023			
Date	Day	EVENTS	Working Days
16	MON	THIRUVALLUVAR DAY	-
17	TUE	UZHAVARTHIRUNAL	-
18	WED		19
19	THU		20
20	FRI		21
21	SAT	Hostel Day	-
22	SUN		-
23	MON		22
24	TUE		23
25	WED		24
26	THU	REPUBLIC DAY	-
27	FRI	Submission of Question Paper for Mid Semester Test	25
28	SAT	Sports Day	26
29	SUN		-
30	MON		27
31	TUE		28
Your attitude, not your aptitude, will determine your altitude. -Zig Ziglar			

- Student's attendance shall be marked for / practical sessions / NCC / NSS / Physical Education/ JACEP.
- 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.
- 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

- Students are expected to conduct themselves within and outside the College in accordance with the best standard, manners and behaviour.
- 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.
- 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. 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.

JANUARY 2023			
Date	Day	EVENTS	Working Days
1	SUN		-
2	MON		-
3	TUE		-
4	WED	College - Reopens	10
5	THU	Submission of Monthly Report to IQAC	11
6	FRI		12
7	SAT	Research Forum	13
8	SUN		-
9	MON		14
10	TUE		15
11	WED	Fine Arts - I	16
12	THU	Fine Arts - II	17
13	FRI	Pongal Celebration	18
14	SAT		-
15	SUN	PONGAL	-
A well-educated mind will always have more questions than answers. -Helen Keller			

DECEMBER 2022			
Date	Day	EVENTS	Working Days
17	SAT	PTA Meet (II, III UG, II PG Students)	4
18	SUN		-
19	MON		5
20	TUE		6
21	WED		7
22	THU	Semester Examination Results.	8
23	FRI	Christmas Celebrations	9
24	SAT		-
25	SUN	CHRISTMAS	-
26	MON		-
27	TUE		-
28	WED		-
29	THU		-
30	FRI		-
31	SAT		-
Tell me and I forget. Teach me and I remember. Involve me and I learn. -Benjamin Franklin			

10. At the stroke of the first bell, students should occupy their seats in the class and get ready for their class.
11. Students entering the College after the assembly/ prayer will present themselves to the Vice- Principals and then sign in the late register.
12. 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.
13. Students are expected to converse in English during college hours.
14. Students are expected to approach the mentors for guidance, clarification and advice in matters pertaining to their studies.
15. Books or Magazines uncondusive to good and healthy education should never be brought to the College.
16. Students are expected to walk silently in order, while moving from one room to another.
17. Students should maintain decorum and dignity while attending meetings and functions.
18. 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.
19. 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.

20. 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.
21. 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.
22. 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.

DECEMBER 2022			
Date	Day	EVENTS	Working Days
1	THU		-
2	FRI		-
3	SAT		-
4	SUN		-
5	MON		-
6	TUE		-
7	WED		-
8	THU		-
9	FRI		-
10	SAT		-
11	SUN		-
12	MON		-
13	TUE	Faculty Development Programme	-
14	WED	College Re - opens for Even Semester	1
15	THU		2
16	FRI		3
Change is the end result of all true learning. -Leo Buscaglia			

NOVEMBER 2022			
Date	Day	EVENTS	Working Days
16	WED	End Semester Test	87
17	THU	End Semester Test	88
18	FRI	End Semester Test	89
19	SAT	End Semester Test	90
20	SUN		-
21	MON		91
22	TUE		92
23	WED	Online Portal Opens - End Semester Marks entry,	93
24	THU	Issue of Hall Tickets	94
25	FRI	Semester Examination Begins	-
26	SAT		-
27	SUN		-
28	MON		-
29	TUE		-
30	WED		-
Share your knowledge. It's a way to achieve immortality. - Dalai Lama			

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.

NOVEMBER 2022			
Date	Day	EVENTS	Working Days
1	TUE	Practical Examination Begins	75
2	WED		76
3	THU		77
4	FRI		78
5	SAT	Submission of Monthly Report to IQAC	79
6	SUN		-
7	MON		80
8	TUE		81
9	WED		82
10	THU		83
11	FRI		84
12	SAT		-
13	SUN		-
14	MON		85
15	TUE	End Semester Test	86
<p>The future belongs to those who learn more skills and combine them in creative ways.</p> <p style="text-align: right;">-Robert Greene</p>			

OCTOBER 2022			
Date	Day	EVENTS	Working Days
16	SUN		-
17	MON	Online Portal Closes - Mid Semester Marks Entry	64
18	TUE		65
19	WED		66
20	THU		67
21	FRI		68
22	SAT		-
23	SUN		-
24	MON	DEEPAVALI	-
25	TUE		69
26	WED		70
27	THU		71
28	FRI		72
29	SAT		73
30	SUN		-
31	MON	Submission of Question Paper for End Semester Test	74
The end of all knowledge should be service to others. - Cesar Chavez			

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 Dissertations 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).

OCTOBER 2022			
Date	Day	EVENTS	Working Days
1	SAT		54
2	SUN	GANDHI JEYANTHI	-
3	MON		-
4	TUE	SARASWATHY POOJA	-
5	WED	VIJAYADASAMI Submission of Monthly Report to IQAC,	-
6	THU	Online Portal Opens - Mid Semester Marks Entry	55
7	FRI		56
8	SAT		57
9	SUN	MILAD-UN-NABI	-
10	MON		58
11	TUE		59
12	WED		60
13	THU	Bible Day	61
14	FRI	Holistic Development Programme	62
15	SAT	Holistic Development Programme	63
There is no wealth like knowledge, no poverty like ignorance. - Ali Bin Abi Thalib			

SEPTEMBER 2022			
Date	Day	EVENTS	Working Days
16	FRI		42
17	SAT	Last Date for Paying Semester Examination fee	43
18	SUN		-
19	MON		44
20	TUE		45
21	WED		46
22	THU		47
23	FRI		48
24	SAT		-
25	SUN		-
26	MON	Mid Semester Test	49
27	TUE	Mid Semester Test	50
28	WED	Mid Semester Test	51
29	THU	Mid Semester Test	52
30	FRI	Mid Semester Test	53
To attain knowledge, add things every day. To attain wisdom, remove things every day. - Lao Tzu			

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 the 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.

Stream	Groups	Name of the Course
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

SEPTEMBER 2022			
Date	Day	EVENTS	Working Days
1	THU	Commencement of Paying Semester Examination fee	30
2	FRI		31
3	SAT		32
4	SUN		-
5	MON	Teacher's Day, Submission of Monthly Report to IQAC	33
6	TUE		34
7	WED		35
8	THU		36
9	FRI		37
10	SAT		-
11	SUN		-
12	MON	Submission of Question Paper for Mid Semester Test	38
13	TUE		39
14	WED		40
15	THU		41
Anyone who stops learning is old, whether at twenty or eighty. Anyone who keeps learning stays young. - Henry Ford			

AUGUST 2022			
Date	Day	EVENTS	Working Days
16	TUE		20
17	WED	Junior Welcome	21
18	THU		22
19	FRI	KRISHNA JEYANTHI	-
20	SAT		-
21	SUN		-
22	MON		23
23	TUE		24
24	WED		25
25	THU		26
26	FRI		27
27	SAT		-
28	SUN		-
29	MON		28
30	TUE		29
31	WED	VINAYAKAR CHATHURTHI	-
Today a reader, tomorrow a leader. - Margaret Fuller			

respectively. These Courses would develop competency for attempting competitive exams.

Self Study Course/ MOOCs

The Self study is offered by the parent Departments in VI semester and in addition to the regular papers. MOOCs enable the advanced learners to earn extra credits. The students appear for the semester examinations for Self Study / MOOCs 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 MOOCs 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

AUGUST 2022			
Date	Day	EVENTS	Working Days
1	MON	College re-open for I UG & I PG., PTA meeting	10
2	TUE	Students Induction Programme for I UG & I PG	11
3	WED	Students Induction Programme for I UG & I PG	12
4	THU	Students Induction Programme for I UG & I PG	13
5	FRI	Holy Spirit Mass & , Submission of monthly report to IQAC	14
6	SAT	Union Inauguration, Students Induction Programme for IUG & I PG	15
7	SUN		-
8	MON		-
9	TUE	MUHARRAM	-
10	WED		16
11	THU		17
12	FRI		18
13	SAT		19
14	SUN		-
15	MON	INDEPENDENCE DAY	-
Education breeds confidence. Confidence breeds hope. Hope breeds peace. - Confucius			

JULY 2022			
Date	Day	EVENTS	Working Days
17	SUN		-
18	MON	College Re-opens for II, III UG & II PG, Department Prayer	1
19	TUE	Students Induction Programme for II, III UG & II PG	2
20	WED	Local Holiday	-
21	THU	Students Induction Programme for II, III UG & II PG	3
22	FRI		4
23	SAT		-
24	SUN		-
25	MON	St. Anne's Feast Celebration	5
26	TUE	St. Anne's Feast	-
27	WED		6
28	THU		7
29	FRI	College Union Election	8
30	SAT		9
31	SUN		-
Formal education will make you a living; self-education will make you a fortune. - Jim Rohn			

PG Programmes. The Students who are admitted in the programmes from 2020 must obtain the passing minimum of 10 marks for UG and 12.5 marks for PG.

Re-Tests of CIA

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.

Testing and Evaluation (UG)

Evaluation of students is based on both Continuous Internal Assessment (CIA) and the Semester Examination held at the end of each Semester. The distribution of marks is indicated below:

Course	CIA	Semester Examination
Theory	25%	75%
Practical	40%	60%
SECC, AECC, GE	100%	...
Project	50%	50%

Continuous Internal Assessment (Theory)

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

Component	Marks	Marks
Internal Test I	40	Converted to 25
Internal Test II	40	
Quiz	10	
Assignment	5	
Attendance	5	
Total	100	25

The total internal marks obtained for 100 will be converted into marks obtained for 25. The department concerned can be decided the components of the practical courses according to the nature of their subject.

PROJECT WORK

The internal components for project work are as follows

Components	Marks
First Review	10
Second Review	10
Final Review (Internal Viva - Voce)	30
TOTAL	50

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:

JULY 2022			
Date	Day	EVENTS	Working Days
2	SAT		-
3	SUN		-
4	MON		-
5	TUE		-
6	WED		-
7	THU		-
8	FRI		-
9	SAT		-
10	SUN		-
11	MON		-
12	TUE		-
13	WED		-
14	THU	Faculty Development Programme (FDP)	-
15	FRI	Faculty Development Programme (FDP)	-
16	SAT		-
Intelligence plus character-that is the goal of true education. - Martin Luther King Jr.			

DTP

Mrs. .V. Kokila, M.Sc., (CS & IT)

Visiting Faculty

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

Visiting Faculty

Mrs. B. Jasmine MCA., B.Ed., M.Phil.,(CS & IT)

Visiting Faculty

Sr. A. Arul Anitha MCA, NET., (Ph.D.)

Visiting Faculty

Mrs. K. Rani, M.Sc. (CS & IT), M.Phil.

Visiting Faculty

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Dr. Fr. S. Stanislaus CMF - M.Sc., Ph.D.

(Mobile No. 944339 4302)

Sr. P. Elizabeth

- (Mobile No. 944213 7964)

Mrs. Jacintha

- **Teacher (Rtd.)**

(Mobile No. 90034 67981)

Course	CIA	Semester Examination
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:

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

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

Passing Minimum

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

Project Work

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

Comprehensive Examination and MOOCs

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 only the students who have secured 50 and above alone will be given extra credit. The question pattern for the Comprehensive Examination is in multiple choice questions format. 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 at least 10 days after II semester i.e. during the summer holidays is compulsory for extra credits. Completion of one MOOCs 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

BUSINESS ADMINISTRATION

Mrs. J. Jasmine Selvapackiam,

LLB, MBM, M.Phil., PGDCA. - **HEAD**

Mrs. V. Anitha, MBA, M.Phil.

Dr. Mrs. P. Malarvizhi, MBA., M.Phil., Ph.D.

Dr.Mrs. T. Balapandeeswari,B.Sc.,MBA.,DHRD Ph.D

COMMERCE (C.A.)

Dr.Mrs.N.Lavanyalakshmi, M.Com., M.Phil, Ph.D. - **HEAD**

Ms. S. Karthiyayini, MCA.

Mrs. P. Ruba, M.Com., M.Phil.

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

Mrs. V. Nithya, M.Com., M.Phil.

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

COMMUNITY COLLEGE

Bachelor of Vocation

Dr. Sr. S. Jesurani, Nodal Officer

Sr. A. Sahaya Berlin Sujana, MBA - Co-ordinator

B. Voc - HEALTH CARE

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

Visiting Faculty

Ms. G. Rajalakshmi, M.A., M.Sc. (Yoga)

Visiting Faculty .

Mrs. A. Nithya, B.Voc

Visiting Faculty

Mrs. C. Mehala B.Sc. Nursing

Visiting Faculty

Mrs. A. Renganayaki, B.Sc.,(Nursing)

Visiting Faculty

B. Voc - BEAUTY WELLNESS

Mrs. A. Vinotha,

B.Sc., DMO., Adv. BH & SC., - **Incharge**

Visiting Faculty

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

Visiting Faculty

Mrs. M. Bagavathi B.Com., Adv. DBS

Visiting Faculty

CHEMISTRY

Mrs. S. Pooranalakshmi, M.Sc., B.Ed., M.Phil.

Ms. S. Maria Esther, M.Sc., M.Phil.

Mrs. V. Vaishnavi, M.Sc., M.Phil.

ZOOLOGY

Mrs. P. Pushpa, M.Sc., M.Phil. (Ph.D.)

Ms. S. Jarina Banu, M.Sc., M.Phil. (Ph.D.)

Ms. A. Anitha Mary, M.Sc., B.Ed., M.Phil. (Ph.D.)

Mrs. S. Devashanthi, M.Sc., B.Ed., M.Phil.

COMPUTER SCIENCE

Dr. Sr. R. Shantha Mary Joshitta,

MCA., SET. Ph.D. - **HEAD**

Sr. A. Arul Anitha MCA, NET., (Ph.D.)

Mrs. B. Jasmine, MCA, B.Ed., M.Phil.

Mrs. K. Rani, M.Sc. (CS & IT), M.Phil.

Mrs. V. Annalakshmi, MCA, M.Phil., SET

Ms. J. Jansi Prema, M.Sc., B.Ed., M.Phil.

Mrs. A. K. Anish Fathima, M.Sc., (CS&IT)

Mrs. V. Devicawari, MCA.

Ms. V. Vanitha, MCA.

Ms. A. Anusuya Banu, M.Sc.

Ms. P. Muthupandeeswari, M.Sc.

COMMERCE

Dr. Mrs. M. Aakina Barveen, M.Com., M.Phil. Ph.D

Mrs. S. Paulrani, M.Com., M.Phil.

Ms. Grace Ranjitham, M.Com., M.Phil.

Dr. Mrs. M. Chitra Devi, MBA., M.Phil. Ph.D

Ms. P. Preethi, M.Com.

Mrs. S. Inba Suba Lakshmi, M.Com., M.Phil.

Ms. R. Sivasakthi, M.Com., M.Phil. (PGDCA)

Mrs. Vijayalakshmi, M.Com., M.Phil.,

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
7	4	6	4	5	4	5	4	4	4	3	4	2	4.5
8	3	7	3	6	3	6	3	5	3	4	3	4	3.5
9	2	8	2	7	2	7	2	6	2	5	2	7	2
10	1	9	1	8	1	8	1	7	1	6	1	8	1.5
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

MANAGEMENT STAFF AIDED PROGRAMME

HISTORY

Dr. Mrs. M. Tamil Selvi, M.A., M.Phil., Ph.D. SET,

ZOOLOGY

Dr. Mrs. I. Geetha, M.Sc., B.Ed., M.Phil., SET, Ph.D.

Mrs. F. Sherin Rebecca, M.Sc., M.Phil., SET (Ph.D.)

TEACHING STAFF UN - AIDED PROGRAMME

TAMIL

Dr. Mrs. S. Jansi Rani,

M.A., B.Ed., M.Phil., Ph.D. SET, NET

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

Mrs. L. Savariyammal, M.A., M.Phil.

ENGLISH

Mrs. U. Anamica, M.A., DCA, M.Phil., (Ph.D.)

Mrs. J. Sharmila, M.A., B.Ed.

Mrs. P. Selvarani, M.A., B.Ed., M.Phil.

Mrs. J. Anitha, M.A., B.Ed., (M.Phil.)

Mrs. D.Subashini, M.A., B.Ed., M.Phil.

Mrs. L.P. Priyanka, M.A., M.Phil.

Ms. E. Devahi, M.A.,

MATHEMATICS

Mrs. K. Renuga Devi, M.Sc., M.Phil., PGDCA

Dr. Mrs. B. Amala Jasmine,

M.Sc., B.Ed., M.Phil., PGDCA, Ph.D

PHYSICS

Dr. Mrs. D. Arockia Jency, M.Sc., Ph.D.

Dr. Mrs. A. Juliet Christina Mary, M.Sc., M.Phil., Ph.D.

Ms. S. Mariasteffi, M.Sc., M.Phil., DCA.

Ms. L. Lavanya, M.Sc.,

Ms. A.B. Shanmugapriya, M.Sc.

Ms. R. Kasthuri, M.Sc.

கல்வி உதவித் தொகை

1. பெறுவதற்கான விபரங்கள்

- a. இந்து, கிறிஸ்தவ ஆதி திராவிடர் வகுப்பைச் சேர்ந்தவர்கள் புகைப்பட நகல் சாதிச் சான்றிதழ் வழங்கினால் கல்வித் தொகை 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.

2.இந்து, கிறிஸ்தவ, பிற்பட்டோர், மிகப்பிற்பட்டோர், சீமரபினர் வகுப்பைச் சார்ந்தவர்கள்

- a. அரசின் உதவி பெறும் பாடப்பிரிவில் இளங்கலை பயிலும் மாணவிகளின் பெற்றோரின் ஆண்டு வருமானம் ரூ. 2,00,000/-க்கு உட்பட்ட பிற்பட்டோர், மிகப் பிற்பட்டோர் மற்றும் சீமரபினர் 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.

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Dr. Mrs. I. Geetha Antoinette, - Vice Principal

M.Sc., B.Ed., M.Phil., PGDCA, Ph.D.

Dr. Mrs. P. K. Shanthi, M.Sc., M.Phil., PGDCA. SET,

Ph.D. M.Sc.(Psy.)

Dr. Mrs. D. Selvi, M.Sc., M.Phil., Ph.D..

Mrs. P. Raja Pushpam, M.Sc., B.Ed., M.Phil., SET

Mrs. D. Abinaya, M.Sc., SET (Ph.D)

Ms. J.D. Sundari, M.Sc., M.Ed., M.Phil., SET (Ph.D)

Sr. Kanmani Pushpa, M.Sc., SET (Ph.D)

Dr. Mrs. K. Jency Priya, M.Sc., B.Ed., SET., Ph.D.

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PGDCA, M.Sc., (Yoga), Ph.D.

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M.Sc., M.Phil.,PGDCA, Ph.D.

Dr. Mrs. A. Clara Dhanemozhi,

M.Sc., B.Ed., M.Phil., PGDCA, Ph.D.

Dr. Mrs. M. Arulmozhi,

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Mrs. A. Monika, M.A. M.Phil., NET

Dr. Mrs. J. Preethi,

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Dr. Mrs. S. Velanganni, M.A., M.Phil., PGDCA, Ph.D.

Dr. Mrs. B. Ubahara Mary, M.A., B.Ed., M.Phil., Ph.D.

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i இளங்கலை, முதுகலை பயிலும் மாணவிகள் எந்த இனத்தினைச் சேர்ந்தவராக இருந்தாலும், உழவர் பாதுகாப்புத் திட்டத்தின் கீழ் உதவித் தொகை பெறலாம்.

j. 6-ம் வகுப்பு முதல் 12-ம் வகுப்பு வரை அரசு மேல்நிலைப்பள்ளியில் படித்த மாணவிகளுக்கு அரசு அறிவித்துள்ள மூவலூர் இராமாமீர்தம் அம்மையார் நினைவு கல்வி உதவித்தொகை - என்ற அமைப்பிலிருந்து மாதம் ரூ. 1000/- வீதம் வழங்கப்படுகிறது.

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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 தமிழ்நாடு கல்வி பயிலும் மாணவிகள் முதலாம் ஆண்டு படித்து முடித்து விட்டு இரண்டாம் ஆண்டு வரத் தவறினால் முதலாம் ஆண்டு பெற்ற ஊக்கத்தொகையும், முதல் இரண்டு ஆண்டுகள் முடித்துவிட்டு மூன்றாம் ஆண்டு வரத்தவறினால் முதல் இரண்டு ஆண்டுகள் பெற்ற தமிழ் வழிக்கல்வி ஊக்கத்தொகையும் அரசுக்கு திரும்ப செலுத்த வேண்டும்.

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