



## PERSONAL MEMORANDA

Name : .....

*Photo*

Degree : ..... Year.....

Roll No : .....

Date of Birth : ..... Blood Gr : .....

Day Scholar :

Hosteller :

Present Address :

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Phone No: Resi: ..... Mobile: .....

Any other Particulars

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**ADRIAN CAUSSANEL**  
**THE FOUNDER OF THE BROTHERS OF**  
**THE SACRED HEART OF JESUS**  
**PALAYAMKOTTAI**



**Rev. Fr. ADRIAN CAUSSANEL, SJ**  
**(1850 - 1930)**

# NATIONAL ANTHEM

Jana - Gana-Mana-Adhinaayaka

Jaya He!

Bharata- Bhagya-Vidhata

Punjab-Sindhu-Gujarata-Maratha

Dravida-Utkala-Bangaa.

Vindhya-Himachala-Yamuna-Ganga

Uchchhala - Jaladha Taranga

Tava Subha Name Jage

Tava Subha Ashisa Mage

Gahe Tava Jaya Gatha.

Jana-Gana-Mangala Dayaka, Jaya He!

Bharata - Bhagya- Vidhata.

Jaya He! Jaya He! Jaya He,

Jaya, Jaya, Jaya, Jaya He

## PLEDGE

India is my country. All Indians are my brothers and sisters.

I love my country and I am proud of its rich and varied heritage.

I shall always strive to be worthy of it.

I shall give my parents, teachers and all elders respect and treat everyone with courtesy.

To my country and my people, I pledge my devotion. In their well-being and prosperity alone, lies my happiness.

# jÄœɔjhŒ thœɔJ

“ÚuhUŞ fıYLɔj Äyklªij bfÊbyhGF«  
ÓuhU« tjdbkdɔ âfœguj; f©lÄâš  
bj;fzK« mâ%oáwªj âuhÉleš âUehL«  
j;fáW äiw EjY« jÇɔjeWª âyfKnk!  
mɔâyf thrid nghš midɔJyF« i«gKw  
vɔâirí« òfœkz;f iUªjbgUª jÄHzŞnf!  
jÄHzŞnf!

c<ÓÇsikɔ âw« ÉaªJ

braš kwªJ thœɔJnk! thœɔJnk! thœɔJnk!!”

# fšÿÇ¥ g©

jªijí« jhíkhd ešytnu iıwth  
ãÿisfÿ Totªnjh«  
vªj id« v<dFy« v<W  
ahkçnah« jªjhŒ  
ãÿisfÿ M»Ä<nwh«  
iŞF thU« tšyiknahL  
tuŞfisɔ jhU«  
vŞfÿ óÄ òJikfhQ«  
kÅj« caªibgW«  
vŞfŞ;Fª Ôik brŒenjhªfis  
k<Å;F« kd« tsªnjh«  
m<òk mutizªnjh«  
mDâd czit vŞfŞ;F

v<W« cWâ brĈEjUS« tWik Úšfĉ brĈEí«  
ĩŠF thU« tšyiknahL  
tušfisα jhU«  
všfŸ óÄ òJikfhQ«  
kÅj« ca®î bgW«  
c<djαâš c« k»ik MŸtJ nghš  
ĩŠF« všFnk vš»Y«  
c«kunr v« iivth  
iîy»š fhQ« ehŸ tUF  
tšytnu jiyth  
raÄâ ruzil<sup>a</sup>njh«  
ešytnu jiyth  
thœî jaâLå®  
tšytnu jiyth  
k<ÅjF« kd« jUå®  
ãŸisfŸ Tot<sup>a</sup>njh«  
jaîjî« jhíkhD  
ãŸisfŸ Tot<sup>a</sup>njh«  
vaj îd« v<d Fy« v<W  
ahkçnah« ja<sup>j</sup>hĈE  
ãŸisfŸ M» Ä<nwh«  
ĩŠF thU« tšyiknahL  
tušfisα jhU«  
všfŸ óÄ òJik fhQ«  
kÅj« ca®î bgW«  
ckJ muRtU«

## COLLEGE PRAYER

Dear Lord, we thank you for another wonderful day that you have given us.  
We thank you for each of the students who are here today.  
We also thank you for our teachers, who are always patient and committed to teach us.  
We pray that you give us wisdom and knowledge to understand all the things that we need to learn today.  
Teach us to be loving to our fellow classmates and teachers.  
Guide us in whatever we do and wherever we go.  
In Jesus name, we pray, Amen.

## MANAGEMENT COMMITTEE

Rev. Br. A. VICTORDASS, SHJ	-	President
Rev. Br. A. EDWARD FRANCIS, SHJ	-	Vice President
Rev. Br. Dr. S. RAJAN, SHJ	-	Edu. Co-ordinator
Rev. Br. Dr. N. S. JESUDOSS, SHJ	-	Secretary
Rev. Br. Dr. N. S. JESUDOSS, SHJ	-	Local Superior
Mrs. K. HEMALATHA	-	Principal

## COLLEGE ACADEMIC COUNCIL

Rev. Br. Dr. N. S. JESUDOSS, SHJ	-	Secretary
Mrs. K. HEMALATHA	-	Principal
Mr. M. HARIPRAKASH	-	Vice Principal
Mrs. T. MAHALAKSHMI	-	Vice Principal
Mr. B. K. MATHAN NAGAN	-	Dean

## COLLEGE LOGO



The emblem of the College contains the motto **“THE WISE SHALL INHERIT GLORY”** - with stars above. The emblem has a mixture of white and blue colours, signifying purity and spirituality. The circle in the middle has the Holy Bible. It shows us the path of virtue and wisdom.

There is a figure of cross signifying sacrifice and salvation. The picture of heart in red signifies the love of the Sacred Heart of Jesus for the humanity.

The emblem on the whole represents the values virtue of wisdom, purity, spirituality, sacrifice, salvation and love.

## THE COLLEGE COAT OF ARMS

Ramanathapuram district, a rural area is considered as a very backward place in many aspects, especially with regard to higher education. Therefore, the Congregation of the Brothers of the Sacred Heart in keeping up with their vision and mission, decided to start a College, which would enable them to provide higher education in good standard to the rural youth at an affordable cost. That was the birth of Caussanel College of Arts and Science at Muthupettai in 2005. It is a Co-Educational Institution.

The College is named after Rev. Fr. Adrian Caussanel, a Jesuit French Missionary, who founded the Congregation of the Brothers of the Sacred Heart in the year 1903 at Palayamkottai.

The College has been established as part of the Centenary Celebrations of the founding of the Congregation. It is the brightest jewel in the crown of the Congregation in its educational service for more than one hundred years. The educational service by the Congregation is a network of schools, spread over the Southern States of India – Tamil Nadu, Kerala, Andhra Pradesh and Karnataka.

The College was started in 2005. The foundation stone was laid by most Rev. M. Ambrose, D.D., D.C.L., Pontifical Commissary, on 20.10.2003. Government sanctioned the approval through G.O.Ms. No.291 on 11.08.2005, under self-financing scheme. The College is affiliated to Alagappa University, Karaikudi.





The first academic year (2005 – 2006) was started with 4 Undergraduate courses; B.Sc. Mathematics, B.Sc. Physics, B.Sc. Computer Science and B.Com.

Four more UnderGraduate courses were introduced during the next academic year 2006 – 2007; B.A. Tamil, B.Sc. Bio-Chemistry, B.Com. with Computer Applications and BBA.

Two Post – Graduate and one UnderGraduate courses were introduced during the academic year 2007 – 2008; M.Sc (CS & IT), M.Com and BCA.

One Undergraduate course, B.Sc. IT was introduced in the academic year 2008 - 2009. As of now, there are 11 UG and 5 PG courses.

B.A. English was started in the academic year 2011 – 2012. Post-Graduate course in Mathematics was introduced during the academic year 2011 - 2012.

Two PG courses, M.A. English and M.Sc. Physics were introduced in the academic year 2014 - 2015 and got affiliation on 22.08.14.

In the year 2016 - 2017, our College was accredited with **“A” grade scoring 3.01 grade points** in the first cycle by NAAC which was a milestone in the history of our College.

Additional enrichment courses are provided in order to ensure enhancement of the employability of the graduates, who pass through the portals of this pristine institution. Admission is open to all the students, irrespective of religion, community, creed or sex.

Anybody who happens to step into the College campus can only be impressed by the majestic College building and its immaculate campus. True to the spirit and values envisioned by leaders like Jawaharlal Nehru and enshrined in the Constitution of Mother India, students are nurtured in the ideals of Secularism, One Nationhood and Communal Harmony.

The College has been started with the lofty aim of offering quality higher education to the marginalized youth in the rural areas of South and East Ramnad district. The objective is moulding young men and women with values and skills. A happy blend of the soul, mind and heart will be the chief characteristic of our products whose steady, secure and serene journey towards success will be on the two rails of academic excellence and discipline.

The Vision beckons. The Mission enkindles. The road is long but the view is clear.

The Caussanel College of Arts and Science, a beacon of hope in the realm of higher education for the marginalised younger generation of this coastal area, will continue to promote and fulfil the needs and aspirations of the youth.

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## VISION

We envision that quality education is accessible and affordable to all, irrespective of caste, creed and economic status. So that the human resources of the youth are utilized maximum to the development of individuals and the society as a whole.

## MISSION

We run higher educational Institution to make the quality education available in Ramanathpuram and the neighbouring districts.

## GOALS AND OBJECTIVES

### OVERALL OBJECTIVE (PURPOSE)

To offer diverse and innovative courses in the areas of pedagogy and learning. So that the rural youth are able to bring out their potentials and to develop their competencies required for their personal and social development.

### SPECIFIC OBJECTIVES

1. To increase the number of students pursuing higher education especially, women by learner friendly and inclusive approaches.
2. To explore and innovate in teaching pedagogy, so that the learning experience is joyful, learner friendly and application oriented.
3. To help the students develop their confidence and identify their talents and passion through extracurricular activities.

4. To promote the livelihood of the people by making the students acquire domain (subject) as well as employable skills.

5. To promote equality, peace and social harmony through value education and continuous animation of students.

6. To initiate researches in the area of livelihood and resource development in the target area.

7. To promote multi-stakeholders' forum of parents, teachers, alumni, students, well wishers and development agencies so that the educative process transforms communities.

## ACTION PLANS

- ◆ Academic excellence and skill based training.
- ◆ Community outreach and social responsibilities.
- ◆ Shared responsibilities and team work.
- ◆ Updating and empowering the faculty.
- ◆ Creating administrative policy, structure, system and procedure.
- ◆ Expansion ( structure & program). C

## HRONOLOGY OF COURSES

Now, there are 11 UG and 5 PG courses, most of which are job oriented. Additional enrichment courses are provided in order to ensure the enhancement of the employability to the graduates who pass through the portals of this pristine Institution. Admission is opened to all the students, irrespective of religion, community, creed or sex.

**2005 - 2006**

**UG**

- B.Sc. Mathematics
- B.Sc. Physics
- B.Sc. Computer Science
- B.Com

**2006 - 2007**

**UG**

- B.A. Tamil
- B.Sc. Bio-Chemistry
- B.Com. with Computer Application
- BBA

**2007 - 2008**

**UG**

- BCA

**PG**

- M.Sc. (CS & IT)
- M.Com



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**2008 - 2009**

**UG**

- B.Sc. IT

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**2011 - 2012**

**UG**

- B.A. English

**PG**

- M.Sc. Mathematics

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**2014 - 2015**

**PG**

- M.A. English
- M.Sc. Physics

## CONTACT US

Secretary	- secretary@caussanelcollege.com
Principal	- principal@caussanelcollege.com
Vice Principal	- hari@caussanelcollege.com
Vice Principal	- maha@caussanelcollege.com
Dean	- dean@caussanelcollege.com
Department of Tamil	- tamil@caussanelcollege.com
Department of English	- english@caussanelcollege.com
Department of Computer Science	- cs@caussanelcollege.com
Department of BCA	- bca@caussanelcollege.com
Department of IT	- it@caussanelcollege.com
Department of Maths	- maths@caussanelcollege.com
Department of Physics	- physics@caussanelcollege.com
Department of Biochemistry	- biochem@caussanelcollege.com
Department of Commerce	- commerce@caussanelcollege.com
Department of B.Com (CA)	- bcomca@caussanelcollege.com
Department of BBA	- bba@caussanelcollege.com
Exam cell	- exam@caussanelcollege.com
Alumni Association	- alumini@caussanelcollege.com
Placement cell	- placementcell@caussanelcollege.com

**COLLEGE PHONE NUMBERS** - 04567 - 272025, 272024

- 8610447426

**Website** - www.caussanelcollege.com

**College Mail Id** - caussanel2005@gmail.com

# COLLEGE COMMITTEES

## IQAC

Mrs. K. HEMALATHA

Chairperson

**Mrs. T. MAHALAKSHMI**

**Co-ordinator**

Mr. S. DAVID MARIYA TONY

Ms. R. RADHIKA

Ms. J. MAHESH

## EXTENSION PROGRAMME

Mrs. K. HEMALATHA

Chairperson

**Mrs. V. SASIREKHA**

**Co-ordinator**

Mrs. M. RAJALAKSHMI

Mr. P. LAKSHMANAN

## GUIDANCE AND COUNSELLING COMMITTEE

Mrs. K. HEMALATHA

Chairperson

**Mrs. T. MAHALAKSHMI** (Science - Girls)

**Co-ordinator**

Mrs. S. MAHESWARI (arts - Girls)

Mr. B. K. MATHAN NAGAN (Boys)

## SEXUAL HARASSMENT & ANTI RAGGING COMMITTEE

**Mrs. K. HEMALATHA**

**Co-ordinator**

Mr. M. HARIPRAKASH

Mrs. T. MAHALAKSHMI

Mrs. R. RAJATHI



## DISCIPLINARY ACTION COMMITTEE

**PRINCIPAL**

**Co-ordinator**

**VICE PRINCIPALS**

**ALL HOD's**

## EXAMINATION COMMITTEE

Mrs. K. HEMALATHA

Chairperson

**Mrs.T. MAHA LAKSHMI**

**Co-ordinator**

Mr. B. K. MATHAN NAGAN

Mr. G. RUBAN

Mr. S. ILAMARAN

## PLACEMENT CELL

Mrs. K. HEMALATHA

Chairperson

**Mr. R. KALYAN KUMAR**

**Co-ordinator**

Mr. M. MURALI

Ms. T. DIVYA

## ENTREPRENEURSHIP CELL

Mrs. K. HEMALATHA

Chairperson

**Mrs. B. SATHIYA SUGAM**

**Co-ordinator**

Mr. M. KABILAN

Mr. S. THAMBIDURAI

## NSS (Programme Officers)

Mrs. K. HEMALATHA

Chairperson

**Mrs. J. RAJESHWARI**

**Unit - 75**

**Mr. K. GOBINATH**

**Unit - 74**

## **YRC (Programme Officers)**

MRS. K. HEMALATHA

Chairperson

**Mr. S. DAVID MARIYA TONY**

**Programme Officer**

Mr. M. MURUGESAN

## **RRC (Programme Officers)**

Mrs. K. HEMALATHA

Chairperson

**Mr. V. GOWTHAMARAJ**

**Programme Officer**

Mr. P. SURESH

## **AICUF / YCS / YSM**

Mrs. K. HEMALATHA

Chairperson

**Mr. V. BENEDICT**

**Co-ordinator**

Mrs. M. JANSI

## **ALUMNI ASSOCIATION**

Mrs. K. HEMALATHA

Chairperson

**Mr. S. ILAMARAN**

**Co-ordinator**

Mr. A. JEYAMANI

Ms. M. HAJIRA

## **RESEARCH AND DEVELOPMENT COMMITTEE**

Mrs. K. HEMALATHA

Chairperson

**Mr. M. MUTHUKUMARESAN**

**Co-ordinator**

Mrs. T. MAHALAKSHMI

Dr. R. KALYAN KUMAR

Dr. C. GOWTHAMAN

Dr. A. REVATHI

## TRANSPORT COMMITTEE

Mrs. K. HEMALATHA

Chairperson

**Mr. M.K. ESWARAN**

**Co-ordinator**

Mr. R. KALYAN KUMAR

Mr. D. NAGARAJU

Ms. R. SUGANYA

Ms. M. GAYATHRI

## SCHOLARSHIP COMMITTEE (SC / ST) / MINORITY)

Mrs. K. HEMALATHA

Chairperson

**Mr. U. MURUGESAN**

**Co-ordinator**

Mr. A. SEENI ABDUL SAMED

Mr. I. MUNIYA SAMY

## CULTURAL COMMITTEE

Mrs. K. HEMALATHA

Chairperson

**Mrs. B. SATHIYA SUGAM**

**Co-ordinator**

Mr. B. PAVITHA ANAND

Mr. B. RAMKUMAR

Ms. S. MERCY

Ms. MARIA EVILA

## WOMEN CELL

Mrs. K. HEMALATHA

Chairperson

**Mrs. M. RAJA LAKSHMI**

**Co-ordinator**

Mrs. S. SATHYA

Ms. R. ILAKKIYA

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## **CORE COURSES OFFERED for UG – 2017 - 18**

1. B.A. Tamil
2. B.A. English
3. B.Sc. Mathematics
4. B.Sc. Physics
5. B.Sc. Computer Science
6. B.Sc. Information Technology
7. Computer Applications(BCA)
8. B.Sc. Bio-Chemistry
9. B.Com.
10. B.Com. with CA
11. BBA

## **CORE COURSES OFFERED for PG – 2017 - 18**

1. M.A. English
2. M.Sc. Mathematics
3. M.Sc. Physics
4. M.Sc. (CS & IT)
5. M.Com

## COURSE PATTERN

### UNDER GRADUATE COURSES

- Part-I** : Language - Tamil, Hindi
- Part-II** : English
- Part-III** : Core Courses, Allied Courses and Electives
- Part-IV** : Foundation Courses:  
Religion/Ethics/Value Education  
Environmental Studies  
Skill Based  
Non-major Elective  
Bridge Course in English  
Computer Literacy  
Soft Skill
- Part-V** : Extension Service / Gender Studies and  
NSS, YRC, RRC and AICUF.

Note:

Students who have taken French / Hindi in Part I, must choose two courses in Tamil under Part IV and should have passed in these two courses in Tamil to qualify for the degree in under graduate courses.

# CHOICE BASED CREDIT SYSTEM (CBCS) REGULATIONS

(For ALL UG Programmes)

(Applicable to all the candidates admitted from the  
academic year 2017 - 2018 onwards)

## 1. ELIGIBILITY:

### i) For Admission:

A pass in the Higher Secondary Examination (Academic /  
Vocations Stream) conducted by the Government of Tamil nadu  
or an examination accepted as equivalent there to (like PUC)  
by the Syndicate, subject to such conditions as may be  
prescribed therefore.

- **B.Com and B.Com with Computer Application**

Provided that the candidates who have passed the qualifying  
examination with Commerce / Accountancy as one of the  
subjects of study shall only be considered in admission to B.Com  
and B.Com with Computer Application Degree programme.

- **B.Sc - Mathematics and Physics**

Provided that the candidates who have passed the  
qualifying examination with Mathematics, Physics and  
Chemistry shall only be considered in admission to

B.Sc. Mathematics and B.Sc. Physics.

- **B.Sc - Bio-chemistry**

Provided that the candidates who have passed the qualifying examination with Botany, Zoology and Biology shall only be considered in admission to B.Sc. Bio-chemistry.

- **B.Sc - Computer Science, Information Technology and BCA**

Provided that the candidates who have passed the qualifying examination with Computer Science shall be considered for 2/3rd of seats and 1/3rd seats for Non - computer science students admission to B.Sc. Computer Science, B.Sc. Information Technology and BCA.

- ii) **For the Degree:** The candidates shall have subsequently undergone the prescribed course of study in a college affiliated to this University. Duration: For a period of not less than three academic years. Passed the examinations prescribed and fulfilled the conditions as have been prescribed therefore.

## 2. DURATION:

**The course is for a period of three years.** Each academic year shall comprise of two semester viz. Odd and Even semesters. Odd semester shall be from June / July to October / November and Even Semester shall be from November / December to April /May.

### 3. THE CBCS SYSTEM:

All programmes (named after the core subject) mentioned earlier shall be run on Choice Based Credit System (CBCS). It is an instructional package developed to suit the needs of students to keep pace with the developments in higher education and the quality assurance expected of it in the light of liberalization and globalization in higher education.

### 4. COURSES IN PROGRAMMES:

**The UG** programme consists of a number courses. The term 'course' is applied to indicate a logical part of the subject matter of the programme and is invariably equivalent to the subject matter of a 'paper' in the conventional sense. The following are the various categories of courses suggested for the UG programmes.

**Part I** – Language Courses (LC) (any one of Tamil, Hindi, Sanskrit, Malayalam, Arabic or special subject designed in lieu of the above).

**Part II** – English Language courses (ELC) or special subject designed in lieu of.

The Language courses and English Language Courses are 4 each / 2 each in number and the LC and ELC are meant to develop the students' communicative skill at the UG level. Core courses are the basic courses compulsorily required for each of the programme of study.



## **Part III includes Core Course (CC), Allied Course (AC) and Elective Course(EC).**

- Core courses are the basic courses compulsorily required for each of the programme of study. These will be related to the subject of programme in which the candidate gets his / her degree. The number of Core Courses shall be 13 - 15.
- Allied Courses cover preferably two disciplines that are generally related to the other major subject of the programme. **Each discipline shall provide 4 Allied Courses.** The students of each Department may select two Allied courses each from two disciplines.
- Elective Courses are three in number for each UG programme. Each discipline shall provide three set of Elective Courses (each set contains 2 Elective courses). Out of which, a student is required to choose three Elective courses from the options given in the respective Discipline. Six Elective Courses are given to the students. A student shall choose three Elective Courses from the list of Elective Courses offered in their respective disciplines.

### **Selection of students to the EC:**

The Department Committee shall follow a selection procedure on a first come first served basis, fixing the maximum number of students, giving counselling to the students etc., to avoid overcrowding to particular course(s) at the expense of some other courses.

The Colleges shall provide all information relating to the ECs in each programme to all the students so as to enable them to choose their ECs.

**Part IV:** It consists of four categories:

- a) Those who have not studied Tamil upto XII standard and taken a other secondary language under Part I shall take Tamil comprising of two courses ( level will be at 6th Standard. )
- b) Those who have studied Tamil upto XII standard and taken a other secondary language under Part I shall take advanced Tamil comprising of two core subjects.
- c) Non-major Elective: Others who do not come under the above two categories ( a & b) can choose non-major elective comprising of two compulsory courses, viz. **Communicative English in First Semester and Employability Skills in Third Semester.**
- d) **Skill-based Courses:** In view of enhancing the employable skills of the students, two groups of skill oriented courses (five courses in each group) are given for students' option.

The student should take any one course out of the first two courses offered in the list of Group I in Third Semester and two courses out of the remaining three courses in Group I in Fifth Semester.

Also, they should take any one course out of first two courses offered in the list of Group II in Fourth Semester and two

courses out of the remaining three courses in Group II in Sixth Semester.

- e) UGC sponsored Environmental studies course in Second Semester.
- f) Value Education in Fourth Semester.
- g) Extension and Extra Curricular Activities: These should be carried out outside the class hours.

## 5. SEMESTERS:

An academic year is divided into two Semesters. In each semester, courses are offered in 15 teaching weeks and the remaining 5 weeks are to be utilized for conduct of examinations and evaluation purposes. Each week has 30 working hours spread over 5 / 6 days a week.

## 6. COURSE:

Each course is to be designed variously under lectures / tutorials / laboratory or field work / seminars / practical training / assignments / term paper or report writing etc., to meet effective teaching and learning needs.

## 7. EXAMINATIONS:

- There shall be examinations at the end of each semester, for odd semester in the month of October / November, for even semester in April / May. A candidate who does not pass the examination in any course(s) shall be permitted to appear in such failed

courses in the subsequent examinations to be held in October / November or April / May.

- A candidate should get registered for the first semester examination. If registration is not possible owing to shortage of attendance beyond condonation limit / regulations prescribed or belated joining or on medical grounds, the candidates are permitted to move to the next semester. Such candidates shall re-do the missed semester after completion of the programme.
- The results of all the examinations will be published through the college university website, where the student underwent the course. In case of private candidates, the results will be published through the Examination Centres where they took the examinations and as well as through university website.
- Candidates studying Sanskrit under Language Course are permitted to write the Examinations in Sanskrit or English or Tamil. While answering in Sanskrit “Devanagari Script” alone be used.

## **8. CONDONATION:**

- Students must have 75% of attendance in each course for appearing the examination. Students who have 74% to 70% of attendance shall apply for condonation in the prescribed form with the prescribed fee. Students who have 69% to 60% of attendance shall apply for condonation in prescribed form with the prescribed fee along with the Medical Certificate.

- Students who have below 60% of attendance are not eligible to appear for the examination. They shall re-do the semester(s) after completion of the programme.

## **9. RANKING: UNIVERSITY RANK EXAMINATION**

- The University Rank Examination shall be conducted for the toppers (first toppers) of all the colleges (having passed their examinations in the first appearance within the prescribed duration of the programme. Absence from an examination shall not be taken as an attempt) including autonomous / non-autonomous ones and they are required to take two examinations.
- Top scorers in this University Rank Examination would be declared as University Rank Holders, irrespective of their grades secured in their semester examinations.

## **10. TRANSFER OF CREDITS**

Students are permitted to transfer their course credits from Centre for Distance Education (CDE) of Alagappa University to Regular Stream and vice-versa.

## **FEE STRUCTURE**

Fees for every course will be notified at the beginning of the academic year. Once admitted, fees will not be refunded. Students discontinuing a course will be required to pay the entire course fee to be eligible for issue of Transfer Certificate.



Students applying for scholarship and free studentship will pay the tuition fees until the scholarship is granted. Concessions will be withdrawn if unsatisfactory progress or misbehaviour is observed.

## **CERTIFICATES**

Any student, past or present wishing to obtain a transfer, conduct or bonafide certificate, must apply to the college office in the prescribed form. Certificate will not generally be issued at less than 2 days notice. No certificate will be posted unless a stamped self-addressed envelope is sent together with the application. Those who want the Transfer Certificate should bring one of their parents.

## **ISSUE OF CERTIFICATES AND DOCUMENTS**

- No certificate shall be granted, unless a student has maintained the attendance prescribed by the College and abide by the rules and regulations of the college during the year.
- Certificates will be issued only when all dues to the college are paid.
- Students applying for a Transfer, Conduct and Course Certificate shall be issued the same on payment of the required fee.
- Extract from University or College Results Register or College Admission Register will be issued on payment of the required fee.
- Every application for a certificate shall be made atleast three

days before the certificate is required and shall contain all particulars regarding the student's name, identity card number, year of the examination passed and subjects taken under part I, II and III etc.

## ATTENDANCE

- i) Although an attendance of 75% is sufficient for being admitted to the University Annual Examination, the College insists on regular attendance at all classes without valid reasons.
- ii) Regular attendance at all classes is insisted upon in this college.
- iii) No one shall absent himself / herself from class without proper leave.
- iv) The staff members shall take attendance at the beginning of each period.
- v) A student who is not in the class when attendance is taken shall be marked as absent. If a student is absent even for one hour he / she shall lose attendance for half-a-day.
- vi) The attendance of each student will be totaled at the end of the semester. Periodic information will be sent to the parent or guardian of the student for information and suitable action.
- vii) A student should apply for leave only in the prescribed form. Leave may be granted only at the discretion of the principal.

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## ASSIGNMENTS

In general, every student is expected to submit an assignment in each subject in each semester. The choice of the assignment, its nature and the time limit for submission will be decided by the staff concerned. No assignments will be accepted after the stipulated date and it will entail loss of marks under this head.

## IDENTITY CARD

Every student will be provided with an identity card which he / she must wear as long as he / she is enrolled this college. Whenever he / she approaches the Office / Departments on academic or administrative matters, he / she must produce his / her identity card. No request will be entertained without the production of the identity card. Along with the hall-ticket, the identity card should also be brought for taking any examination, theory or practical. ID Card should be always worn around the neck in the campus.



## RULES AND REGULATIONS

The Caussanel College, being a “hope and inspiration” for staff and students, the management tends towards a common goal called Success. Life inside the campus is stirred by unity, mutual trust and co-operation among this family. The following general code of conduct should be observed.

1. Students should be in the class room at the first bell and maintain silence till the lecturer arrives.
2. Discipline should be maintained in class. Any subordinate and rude behavior of the candidates will be strictly exiled by the faculty of the management.
3. Students should keep the campus neat and clean. Students found littering the campus will be fined.
4. Cell phones are strictly prohibited in the campus.
5. Students found possessing or using drugs or alcohol and those pending them will be dismissed from the college forthwith.
6. Eve-teasing and ragging are forbidden in the college. Whenever a student faces such a problem, he/she can immediately make a complain to any of the management faculty. The faculty should enquire on the same issue, if it is found to be true the candidate will be suspended.
7. Students should come to the college in a formal dress code. Wearing casual dresses like collarless T shirts, tight pants and any kind of distracting and disrespectful dresses to the college is

to be avoided. Any violation will be subjected to disciplinary action.

8. It is mandatory to speak in English inside the campus during working hours.
9. It is against the discipline of the college to sit or stand in group / individual at the parapet of the college library, lawn, wall during the college working hours.
10. Every student should conform to the rules and regulations relating to attendance, library, college fees, examinations and tests etc., Hostel inmates must obey the hostel regulations.
11. Students are forbidden to smoke inside the college / hostel premises, to write or scribble on the walls, to throw paper or ink on the floors of the classrooms and the verandas.
12. Students are not allowed to stand about or walk, along the verandas of the college, particularly in the ground floor during the class hours.
13. Students should treat the building, furniture and equipment with great care and consideration. Any loss or destruction of these will be chargeable, individually or collectively.
14. Strict silence must be observed during class hours in the seminar hall as well as in the class rooms.
15. Caussanel students are expected to be true gentlemen, by being courteous to all, especially to their lectures and elders.
16. When the lecturer or any other member of the staff enters a class,

the students must stand and not sit until he / she invites them to do so. They should likewise stand up when he/she leaves the class.

17. No student should leave the class room during a lecture without permission of the lecturer. Similarly, no student should call out any student from the class without permission from the lecturer.
18. Any difference that may arise among the students, the staff and the management should be resolved by peaceful methods. Requests, petitions, appeals and complaints by the candidates of any kind should be reported to the head of the department concerned and never directly to higher authorities.
19. College property and furniture should be handled with care and anyone who damages them will be held liable to pay for the damage caused. Stealing the college property or belongings of others constitutes a serious offence and an immediate sanction will be imposed. Lights and fans in the class room must be switched off when there is no lecture in that room.
20. Students will not be permitted to take away any broken apparatus from the laboratory.
21. Lecturers and students should park their cycles, scooters, cars, etc., in the respective places and not anywhere else in the campus.
22. Any organized form of social or cultural celebrations or activities by the students either inside the campus or outside should be done only with the explicit permission of the Secretary and under the guidance of the Principal and the concerned lecturers.



## GENERAL RULES OF THE LIBRARY

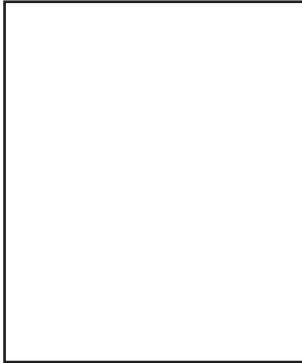
1. All the students are expected to become registered member of the library.
2. All the students have open access for borrowing books.
3. The borrowed books should be returned within 5 days as stamped on the due-date slip.
4. An overdue charge of Rs 1/- per book per day will be collected from the defaulter.
5. Defaulter will not be allowed to borrow books unless they clear the overdue.
6. In case of serious damage to the book, the borrower has to replace the book.
7. Loss of library books should be immediately reported to the Librarian.
8. Journals will not be issued, but can be read in the reading room.
9. On entering the library, presentation of the identity card, personal books and belongings should be deposited at the property counter.
10. The book in the Reference Library must be handled with care.
11. Students are advised to leave the reference books on the table itself, after use. The reference books are to be used only within the Reference Section.
12. The students Reading Room will be kept open from 9.30 am to 3.30 pm. STAFF LIST 2017 - 2018



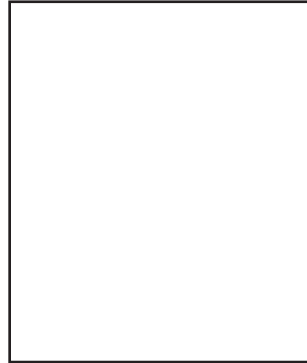
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## SUCCESSION OF SECRETARIES & PRINCIPALS

### SECRETARIES & CORRESPONDENTS

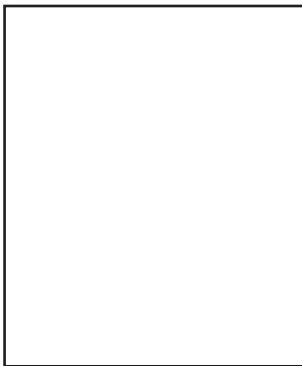


**Rev. Br. P. JEYARAJ, SHJ**  
2005 - 2012

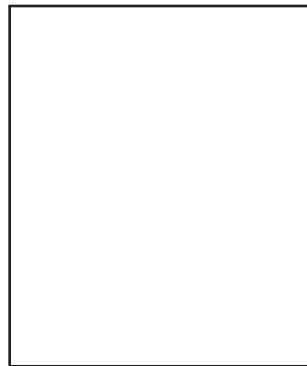


**Rev. Br. Dr. N. S. JESUDOSS, SHJ**  
2012 (Onwards)

### PRINCIPALS



**Prof. G . GNANAPRAGASAM**  
2005 - 2013



**Mrs. K. HEMALATHA**  
2013 (Onwards)

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## STAFF LIST 2017 - 2018

### SECRETARY

**Rev. Br. Dr. N. S. JESUDOSS, SHJ**

### PRINCIPAL

**Mrs. K. HEMALATHA, M.Sc., M.Phil.,**  
Department of Bio - chemistry

### VICE – PRINCIPALS

**Mr. M. HARIPRAKASH, MCA.,**  
Department of Information Technology

**Mrs. T. MAHALAKSHMI, MS (IT & E-Com)., M.Phil.,**  
Department of Computer Science

### DEAN

**Mr. B. K. MATHAN NAGAN, MCA.,**  
Department of BCA Administrations

## DEPARTMENT OF TAMIL

1. Mrs. M. Jansi, M.A., M.Ed., NET., DG.T.,	<b>HOD</b>
2. Dr. M. Rajalakshmi, M.A., M.Phil., Ph.D., DSS., NET., DCS.,	Asst. Professor
3. Dr. A. Revathi, M.A., M.Phil., Ph.D., DGT, DCA., NET.,	Asst. Professor
4. Mr. K. Gobinath, M.A., M.Phil., B.Ed.,	Asst. Professor
5. Mr. I. Muniasamy, M.A., M.Phil., B.Ed, NET.,	Asst. Professor
6. Mrs. B. Sathiya Bama, M.A., M.Phil., B.Ed.,	Asst. Professor
7. Mr. M. Murugesan, M.A., M.Phil., T.P.T.,	Asst. Professor

## DEPARTMENT OF ENGLISH

1. Mr. A. Seeni Abdul Samed, M.A., B.Ed.,	<b>HOD</b>
2. Mrs. J. Jacintha Rani, M.A., M.Phil., B.Ed.,	Asst. Professor
3. Mr. M. Murali, M.A., M.Phil., B.Ed.,	Asst. Professor
4. Mr. P. Lakshmanan, M.A., B.Ed.,	Asst. Professor
5. Mr. G. Ruban, M.A., M.Phil., B.Ed.,	Asst. Professor
6. Mrs. A. Nageswari, M.A., M.Ed.,	Asst. Professor
7. Ms. R. Ilakkiya, M.A., M.Phil., B.Ed.,	Asst. Professor
8. Ms. Periyanyaki, M.A., M.Phil.,	Asst. Professor
9. Ms. R. Rathika, M.A., M.Phil.,	Asst. Professor
10. Ms. G. Seethalakshmi, M.A., B.Ed.,	Asst. Professor

## DEPARTMENT OF MATHEMATICS

- |   |                 |
|---|-----------------|
| 1. Mr. S. Alankara Stalin, M.Sc., B.Ed.,      | Asst. Professor |
| 2. Mr. A. Arokia Raj, M.Sc., B.Ed.,           | Asst. Professor |
| 3. Mr. D. Nagaraju, M.Sc., B.Ed.,             | Asst. Professor |
| 4. Mr. S. Udhayakumar, M.Sc., B.Ed.,          | Asst. Professor |
| 5. Mrs. T. Dhivya, M.Sc., M.Phil., B.Ed.,     | Asst. Professor |
| 6. Mrs. G. Thirumaniporselvi, M.Sc., M.Phil., | Asst. Professor |
| 7. Ms. B. Eswari, M.Sc., M.Phil.,             | Asst. Professor |

## DEPARTMENT OF PHYSICS

- |   |                 |
|---|-----------------|
| 1. <b>Mrs. S. Maheswari, M.Sc., B.Ed.,</b>      | <b>HOD</b>      |
| 2. Mr. A. Jeyamani, M.Sc., B.Ed.,               | Asst. Professor |
| 3. Mr. M. K. Eswaran, M.Sc., M.Phil., B.Ed.,    | Asst. Professor |
| 4. Mr. B. Pavitha Anand, M.Sc., M.Phil., M.Ed., | Asst. Professor |
| 5. Mrs. S. Sathya, M.Sc., B.Ed.,                | Asst. Professor |
| 6. Ms. , M.Sc., M.Phil.,                        | Asst. Professor |

## DEPARTMENT OF COMPUTER APPLICATIONS (BCA)

- |   |                 |
|---|-----------------|
| 1. <b>Mr. B. K. Mathan Nagan, MCA.,</b>   | <b>HOD</b>      |
| 2. Mrs. S.Priyatharshini, M.Sc., M.Phil., | Asst. Professor |
| 3. Ms. R. Suganya, MCA.,                  | Asst. Professor |
| 4. Ms. G. Sahana, M.E.,                   | Asst. Professor |
| 5. Mrs. J. Jenifer, MCA., MBA.,           | Asst. Professor |



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## DEPARTMENT OF COMPUTER SCIENCE

- |  |                 |
|--|-----------------|
| 1. Mrs. J. Rajeshwari, MCA., MBA., B.Ed.,    | HOD             |
| 2. Ms. S. Bruntha, M.Sc (CS & IT)., M.Phil., | Asst. Professor |
| 3. Ms. M. Gayathri, M.Sc ., B.Ed             | Asst. Professor |

## DEPARTMENT OF INFORMATION TECHNOLOGY

- |  |                 |
|--|-----------------|
| 1. Ms. K. Malarvizhi, M.Sc (CS&IT).,         | HOD             |
| 2. Ms. J. Francis Anna Mary, M.Sc., M.Phil., | Asst. Professor |
| 3. Ms. S. Muneeswari, MCA., M.E.,            | Asst. Professor |
| 4. Mrs. M. Nisara Fathima, B.E.,             | Asst. Professor |
| 5. Ms. K. Jailani Beevi, M.E.,               | Asst. Professor |
| 6. Mrs. L. Malarvizhi, MCA.,                 | Asst. Professor |

## DEPARTMENT OF BIO-CHEMISTRY

- |  |                 |
|--|-----------------|
| 1. Ms. R. Malliga, M.Sc., M.Phil.,         | HOD             |
| 2. Mrs. D. Jeeva, M.Sc., M.Phil., B.Ed.,   | Asst. Professor |
| 3. Ms. T. Jebila Jegoolin, M.Sc., M.Phil., | Asst. Professor |
| 4. Ms. J. Mahesh, M.Sc.,                   | Asst. Professor |

## DEPARTMENT OF COMMERCE

- |   |                 |
|---|-----------------|
| 1. Mrs. R. Rajathi, M.Com., M.Phil.,              | HOD             |
| 2. Dr. R. Kalyan Kumar, M.Com., M.Phil.,M.B.A.,   | Asst. Professor |
| 3. Mr. M. Manikandan, M.A., M.Phil., B.Ed., SET., | Asst. Professor |

4. Mr. S. David Maria Tony, M.Com.,M.Phil.,MBA.,B.Ed.,MLIS Asst. Professor
5. Mr. S. Kannan, M.Com., M.Phil., Asst. Professor
6. Mr. S. Karthigaiselvi, MBA., M.Phil., Asst. Professor
7. Mr. M. Kabilan, MBA Asst. Professor

## DEPARTMENT OF COMMERCE WITH C.A.

1. Mrs. K. Sujatha, M.Sc., M.Ed., HOD
2. Mr. U. Murugesan, M.Com., MBM., M.Phil., B.Ed., Asst. Professor
3. Mrs. D. Jenitta, M.Com., M.Phil., B.Ed., Asst. Professor
5. Dr. C. Gowthaman, M.Com., M.Phil., Ph.D. Asst. Professor
5. Mr. S. Thambidurai, M.Com., M.Phil., B.Ed., Asst. Professor

## DEPARTMENT OF BBA

1. Mr. M. Muthukumaresan, MBA., M.Phil., HOD
2. Mrs. V. Sasirekha, M.Com., M.Phil., MBM., B.Ed., Asst. Professor
3. Mr. V. Gowthamaraj, MBA., M.Phil., M.Com., Asst. Professor
4. Mrs. B. Sathiya Sugam, MBA., Asst. Professor
5. Mr. S. Ilamaran, MBA., Asst. Professor

## COMPUTER SKILL STAFF

1. Ms. S. Sarugasini, MCA., Asst. Professor

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## NON-TEACHING STAFF

### PHYSICAL EDUCATION

- |  |                   |
|--|-------------------|
| 1. Mr. T. Sugantharaj M.A., M.Phil., M.PEd., | Physical Director |
| 2. Mrs. C. Deepashanthini M.A., B.Ed.,M.PED. | Physical Director |

### LIBRARY

- |                        |           |
|------------------------|-----------|
| 1. Mr. M.A., M.L.I.S., | Librarian |
|------------------------|-----------|

### OFFICE STAFF

- |   |                |
|---|----------------|
| 1. Mr. V. Benedict., DECE., M.A.,             | Clerk          |
| 2. Mrs. R. Ananthavalli, MCA., B.Ed., PGDCA., | Programmer     |
| 3. Mrs. D. Thanga Rani, B.Sc.,                | Office Asst.   |
| 4. Mr. M. John Kennedy                        | Peon           |
| 5. Mr. P. Palanivel                           | Office Asst.   |
| 6. Mr. T. Praveenpandian, BCA.,               | System Manager |

### CAUSSANEL GIRLS' HOSTEL

- |                        |        |
|------------------------|--------|
| 1. Sr. Celine Vanamala | Warden |
| 2. Sr.                 | Nurse  |

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## DRIVERS

1. Mr. A. ShayaArulanantham
2. Mr. K. C. Johnson
3. Mr. G. Rajkumar
4. Mr. M. Raja Mohan
5. Mr. B. Ganesan
6. Mr. D. Chellappa
7. Mr. G. Dinesh
8. Mr. N. Kaleeswaran
9. Mr. M. Ramachandran

## SWEEPERS

1. Mrs. Maringi
2. Mrs. Ambigaieswari

## GARDENER

1. Mr. Denial



## JUNE - 2017

1	Thu	
2	Fri	
3	Sat	
4	Sun	Holiday / International Day of Innocent Children
5	Mon	World Environment Day
6	Tue	
7	Wed	International Level Crossing Awareness Day
8	Thu	World Ocean Day / World Brain Tumor Day
9	Fri	Sacred Heart Feast
10	Sat	
11	Sun	Holiday
12	Mon	II & III Year Reopening / World Day against Child Labour
13	Tue	
14	Wed	World Blood Donor Day
15	Thu	World Elder Abuse Awareness Day
16	Fri	International Integration Day
17	Sat	
18	Sun	Holiday / Father's Day
19	Mon	HOD Meeting
20	Tue	World Refugee Day
21	Wed	International Day of Yoga / World Music Day
22	Thu	
23	Fri	International Olympic Day
24	Sat	
25	Sun	Holiday
26	Mon	Ramzan / Holiday/International Day Against Drug Abuse
27	Tue	International Diabetes Day
28	Wed	I Year Reopening
29	Thu	
30	Fri	
31	Sat	
<b><i>You can never get enough of what you don't really need.</i></b>		



## JULY - 2017

1	Sat	Doctor's Day
2	Sun	Holiday / International Friendship Day
3	Mon	Staff Council Meeting
4	Tue	American Independence Day
5	Wed	
6	Thu	World Zoonoses Day
7	Fri	Global Forgiveness Day
8	Sat	
9	Sun	Holiday
10	Mon	I Internal Exam (II & III) years
11	Tue	I Internal Exam (II & III) years
12	Wed	I Internal Exam (II & III) years
13	Thu	I Internal Exam (II & III) years
14	Fri	I Internal Exam (II & III) years
15	Sat	
16	Sun	Holiday
17	Mon	
18	Tue	Nelson Mandela International Day
19	Wed	
20	Thu	
21	Fri	
22	Sat	
23	Sun	Holiday
24	Mon	
25	Tue	HOD Meeting
26	Wed	Kargil Victory Day
27	Thu	
28	Fri	World Nature conservation Day
29	Sat	III Year PTA Meeting / International Tiger Day
30	Sun	Holiday
31	Mon	

***The bad news is time flies. The good news is you're the pilot.***



## AUGUST - 2017

1	Tue	Staff Council Meeting
2	Wed	
3	Thu	
4	Fri	
5	Sat	
6	Sun	Holiday/Friendship Day/Organ Donation Day
7	Mon	I Internal Exam (I Year)
8	Tue	I Internal Exam (I Year)
9	Wed	I Internal Exam (I Year)
10	Thu	I Internal Exam (I Year)
11	Fri	I Internal Exam (I Year)
12	Sat	I Year PTA Meeting / International Youth Day
13	Sun	Holiday
14	Mon	Krishna Jayanthi / Holiday
15	Tue	Holiday / Independence Day
16	Wed	
17	Thu	
18	Fri	
19	Sat	I Year PTA Meeting
20	Sun	Holiday
21	Mon	
22	Tue	
23	Wed	
24	Thu	
25	Fri	Vinayagar Chaturthi / Holiday
26	Sat	
27	Sun	Holiday
28	Mon	HOD Meeting
29	Tue	National Sports Day
30	Wed	Small Industry Day
31	Thu	
<b><i>An investment in knowledge pays the best interest.</i></b>		



## SEPTEMBER - 2017

1	Fri	Staff Council Meeting
2	Sat	Bakrid / Holiday / Coconut Day
3	Sun	Holiday
4	Mon	
5	Tue	Teacher's Day
6	Wed	
7	Thu	
8	Fri	World Literacy Day
9	Sat	
10	Sun	Holiday
11	Mon	II Internal Exam
12	Tue	II Internal Exam
13	Wed	II Internal Exam
14	Thu	II Internal Exam
15	Fri	II Internal Exam
16	Sat	World Ozone Day
17	Sun	Holiday
18	Mon	
19	Tue	
20	Wed	
21	Thu	International Day of Peace
22	Fri	Rose Day (Welfare of Cancer Patients)
23	Sat	
24	Sun	Holiday
25	Mon	Social Justice Day
26	Tue	HOD Meeting / Day of the Deaf
27	Wed	Caussanel Birthday / World Tourism Day
28	Thu	World Rabies Day
29	Fri	Holiday /Aayutha Pooja / World Heart Day
30	Sat	Holiday / Vijaya Dashami
<b><i>A good teacher can inspire hope, ignite the imagination, and instil a love of learning.</i></b>		





## OCTOBER - 2017

1	Sun	Holiday / Muharram / Inter. Day of the Older Person
2	Mon	Holiday / Gandhi Jayanthi
3	Tue	World Habitat Day / World Nature Day
4	Wed	World Animal Welfare Day
5	Thu	Staff Council Meeting
6	Fri	World Food Security Day
7	Sat	
8	Sun	Holiday / Indian Air Force Day
9	Mon	Portion Completion / World Post Office Day
10	Tue	III Internal Exam
11	Wed	III Internal Exam
12	Thu	III Internal Exam
13	Fri	III Internal Exam
14	Sat	World Standards Day
15	Sun	Holiday / World White Cane Day
16	Mon	III Internal Exam
17	Tue	
18	Wed	Holiday / Deepavali
19	Thu	
20	Fri	
21	Sat	
22	Sun	Holiday
23	Mon	HOD Meeting
24	Tue	World Development Information Day / World Polio Day
25	Wed	
26	Thu	
27	Fri	
28	Sat	International Animation Day
29	Sun	Holiday
30	Mon	World Thrift Day
31	Tue	National Integration Day

***A strong, positive self-image is the best possible preparation for success.***



## NOVEMBER - 2017

1	Wed	Staff Council Meeting
2	Thu	
3	Fri	
4	Sat	
5	Sun	Holiday / World TSunami Day / World Radiography Day
6	Mon	University Exams
7	Tue	World Cancer Awareness Day
8	Wed	
9	Thu	Legal Services Day
10	Fri	
11	Sat	
12	Sun	Holiday / World Pneumonia Day
13	Mon	
14	Tue	Children's Day / World Diabetes Day
15	Wed	
16	Thu	International Day for Tolerance
17	Fri	Student Day / National Journalism Day / Epilepsy Day
18	Sat	World Adult Day
19	Sun	Holiday / World Citizen Day
20	Mon	Holiday / Christ the King - Feast
21	Tue	World Fisheries Day / World Television Day
22	Wed	
23	Thu	
24	Fri	
25	Sat	
26	Sun	Holiday / Constitution Day
27	Mon	
28	Tue	
29	Wed	
30	Thu	Flag Day
<b><i>When you think positive, good things happen.</i></b>		



## DECEMBER - 2017

1	Fri	World AIDS Day
2	Sat	Miladi Nabi / Holiday / World Computer Literacy Day
3	Sun	Holiday / World Day of the Handicapped
4	Mon	Staff Council Meeting / Indian Navy Day
5	Tue	International Volunteer Day
6	Wed	
7	Thu	Indian Armed Forces Flag Day
8	Fri	
9	Sat	International Day Against Corruption
10	Sun	Holiday / Human Rights Day
11	Mon	
12	Tue	
13	Wed	
14	Thu	World Energy Day
15	Fri	
16	Sat	
17	Sun	Holiday
18	Mon	Minorities Rights Day (India)
19	Tue	
20	Wed	
21	Thu	
22	Fri	National Mathematics Day
23	Sat	Christmas Day Celebration / Farmer's Day
24	Sun	Holiday
25	Mon	Holiday / Christmas
26	Tue	Mid - Semester Holiday
27	Wed	
28	Thu	
29	Fri	International Bio-Diversity Day
30	Sat	
31	Sun	Holiday

***We shall never know all the good that a simple smile can do.***



## JANUARY - 2018

1	Mon	Holiday / New Year / Global Family Day
2	Tue	College Reopening / Staff Council Meeting
3	Wed	
4	Thu	
5	Fri	
6	Sat	World War Orphans Day
7	Sun	Holiday
8	Mon	
9	Tue	NRI Day
10	Wed	World Laughter Day
11	Thu	
12	Fri	National Youth Day
13	Sat	
14	Sun	Pogi / Holiday
15	Mon	Pongal / Holiday / Army Day
16	Tue	Thiruvalluvar Thinam / Holiday
17	Wed	Ulavar Thirunal / Holiday
18	Thu	I Internal Exam
19	Fri	I Internal Exam
20	Sat	I Internal Exam
21	Sun	Holiday
22	Mon	I Internal Exam
23	Tue	I Internal Exam
24	Wed	National Girl Child Day
25	Thu	National Voters Day / National Tourism Day
26	Fri	Republic Day / Holiday / International Customs Day
27	Sat	I Year PTA Meeting
28	Sun	Holiday / Data Protection Day
29	Mon	HOD Meeting
30	Tue	World Leprosy Eradication Day
31	Wed	
<b><i>Quiet people have the loudest minds.</i></b>		



## FEBRUARY - 2018

1	Thu	Staff Council Meeting
2	Fri	
3	Sat	
4	Sun	Holiday / World Cancer Day
5	Mon	
6	Tue	
7	Wed	
8	Thu	
9	Fri	
10	Sat	II Year PTA Meeting
11	Sun	Holiday / Foundation Day
12	Mon	Holiday / Darwin Day / World Day of the Sick
13	Tue	II Internal Exam / World Radio Day
14	Wed	II Internal Exam / Valentine Day
15	Thu	II Internal Exam
16	Fri	II Internal Exam
17	Sat	II Internal Exam
18	Sun	Holiday
19	Mon	
20	Tue	World Day of Social Justice
21	Wed	International Mother Language Day
22	Thu	World Thinking Day / World Scout Day
23	Fri	
24	Sat	III Year PTA Meeting / Central Excise Day
25	Sun	Holiday
26	Mon	HOD Meeting
27	Tue	
28	Wed	National Science Day

***The simple act of paying attention can take you a long way.***



## MARCH - 2018

1	Thu	Staff Council Meeting
2	Fri	
3	Sat	National Defence Day
4	Sun	Holiday / National Security and Safety Day
5	Mon	
6	Tue	
7	Wed	
8	Thu	International Women's Day / Literacy Day
9	Fri	
10	Sat	Portion Completion
11	Sun	Holiday
12	Mon	
13	Tue	III Internal Exam / Common wealth Day
14	Wed	III Internal Exam
15	Thu	III Internal Exam / World Consumer Rights Day
16	Fri	III Internal Exam / National Vaccination Day
17	Sat	III Internal Exam
18	Sun	Holiday / Ugati / Ordnance Factories Day (India)
19	Mon	
20	Tue	World Sparrow Day
21	Wed	World Forestry Day / World Poetry Day
22	Thu	World Water Day
23	Fri	World Meteorological Day
24	Sat	World TB Day
25	Sun	Holiday
26	Mon	
27	Tue	HOD Meeting / World Drama Day
28	Wed	
29	Thu	Holiday / Mahavir Jayanti
30	Fri	Holiday / Good Friday
31	Sat	

***Don't be afraid your life will end. Be afraid that it will never begin.***



## APRIL - 2018

1	Sun	Holiday
2	Mon	World Autism Awareness Day
3	Tue	Staff Council Meeting
4	Wed	University Exam
5	Thu	National Maritime Day / Mine Awareness Day
6	Fri	
7	Sat	World Health Day
8	Sun	Holiday
9	Mon	
10	Tue	
11	Wed	
12	Thu	World Aviation Day
13	Fri	Jallianwallah Bagh Massacre day
14	Sat	Holiday / Tamil New Year
15	Sun	Holiday / World Day of Silence / Day of Dialogue
16	Mon	
17	Tue	World Haemophilia Day
18	Wed	World Heritage Day
19	Thu	
20	Fri	
21	Sat	World Creativity and Innovation Day / Secretaries Day
22	Sun	Holiday / World Earth Day
23	Mon	World Book & Copyright Day / English Language Day
24	Tue	
25	Wed	World Malaria Day
26	Thu	World Intellectual Property day
27	Fri	
28	Sat	World Day for Safety and Health at work
29	Sun	Holiday / International Dance Day
30	Mon	
<b><i>Do good for others. It will come back in unexpected ways.</i></b>		



## LATE ENTRY

Sl.No.	Date	Time	Staff Signature
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## LATE ENTRY

Sl.No.	Date	Time	Staff Signature
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## LEAVE ENTRY

Sl.No.	Date	Time	Staff Signature
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## LEAVE ENTRY

Sl.No.	Date	Time	Staff Signature
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## ATTENDANCE

Sl.No.	Month	Working Days	Present	Absent	Staff Signature
1	Jun - 17				
2	Jul - 17				
3	Aug - 17				
4	Sep - 17				
5	Oct - 17				
6	Nov - 17				
7	Dec - 17				
8	Jan - 18				
9	Feb - 18				
10	Mar - 18				
11	Apr - 18				



## INTERNAL MARKS (ODD SEM)

Sl.No.	Subject	I Internal	II Internal	III Internal
1				
2				
3				
4				
5				
6				
Class Incharge Signature				
HOD Signature				
Parents Signature				



## INTERNAL MARKS (EVEN SEM)

Sl.No.	Subject	I Internal	II Internal	III Internal
1				
2				
3				
4				
5				
6				
Class Incharge Signature				
HOD Signature				
Parents Signature				



Remarks



Remarks





Remarks



Remarks



Remarks



Remarks



Remarks



Remarks



Remarks

## **COLLEGE TIMINGS**

09.20 a.m to 03.30 p.m

## **OFFICE ACCESSING TIME (STUDENTS)**

11.10 a.m to 11.20 a.m (Interval)

01.00 p.m to 01.50 p.m (Lunch Break)

03.30 p.m to 4.00 p.m (After College Closing)



## CHRONOLOGY OF COURSES

Now, there are 11 UG and 5 PG courses, most of which are job oriented. Additional enrichment courses are provided in order to ensure the enhancement of the employability to the graduates who pass through the portals of this pristine Institution. Admission is opened to all the students, irrespective of religion, community, creed or sex.

### 2005 - 2006

#### UG

- B.Sc. Mathematics
- B.Sc. Physics
- B.Sc. Computer Science
- B.Com

### 2007 - 2008

#### UG

- BCA

#### PG

- M.Sc. (CS & IT)
- M.Com

### 2011 - 2012

#### UG

- B.A. English

#### PG

- M.Sc. Mathematics

### 2006 - 2007

#### UG

- B.A. Tamil
- B.Sc. Bio-Chemistry
- B.Com. with Computer Application
- BBA

### 2008 - 2009

#### UG

- B.Sc. IT

### 2014 - 2015

#### PG

- M.A. English
- M.Sc. Physics