

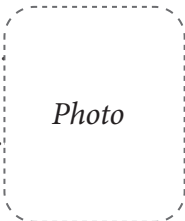


## PERSONAL MEMORANDA

Name : .....

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

Roll No : .....



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

Day Scholar : ☐ Hosteller : ☐

Present Address :

.....

.....

.....

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

Any other Particulars :

.....

.....

.....

# **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.



# ƵÄœªjhŒ thœªJ

“ÚuhU\$ flYLªj Äyklªij bfÊbyhGF«  
ÓuhU« tjdbkdª âfœguj; f©IÄâš  
bj;fzK« mâ%oáwªj âuhÉleš âUehL«  
j;fáW äiw EjY« jÇªjeWª âyfKnk!  
mªâyf thrid nghš midªJyF« i«gKw  
vªâirí« òfœkz;f iUªjbgUª jÄHzšnf!  
jÄHzšnf!  
c<ÓÇsikª âw« ÉaªJ  
braš kwªJ thœªJJnk! thœªJnk! thœªJnk!!”.

# fšÿÇ¥ g©

jªijí« jhíkhd ešytnu iíwth  
ãÿisfÿ Totªnh«  
vªj id« v<dFy« v<W  
ahk;nah« jªjhŒ  
ãÿisfÿ M»Äªnwh«  
iŠF thU« tšyiknahL  
tušfisª jhU«  
všfÿ óÄ òJikfhQ«  
kÅj« ca®ibgW«  
všfS;Fª Ôik brŒEnjh®fis  
k<Å;F« kd« ts®ªnh«  
m<òk mutizªnh«  
mDâd czit všfS;F

v<W« cWâ brĈEjUS« tWik Úšfċ brĈEí«

ĩŠF thU« tšyiknahL

tušfisṛ jhU«

všfŸ óÄ òJikfhQ«

kÅj« ca®î bgW«

c<djṛâš c« k»ik MŸtJ nghš

ĩŠF« všFnk vš»Y«

c«kunr v« iïwth

îîy»š fhQ« ehŸ tuF

tšytnu jiyth

raÂâ ruzilªnjh«

ešytnu jiyth

thœî jaâLå®

tšytnu jiyth

k<ÅjF« kd« jUå®

ãŸisfŸ Totªnjh«

jaîjî« jhíkhd

ãŸisfŸ Totªnjh«

vaj id« v<d Fy« v<W

ahkḡnah« jaªjhĈE

ãŸisfŸ M» Äªnwh«

ĩŠF thU« tšyiknahL

tušfisṛ jhU«

všfŸ óÄ òJik fhQ«

kÅj« ca®î bgW«

ckJ muRtU«

# PRAYER OF SAINT FRANCIS OF ASSISI

MAKE ME AN INSTRUMENT  
OF YOUR PEACE  
WHERE THERE IS HATRED  
LET ME SOW LOVE,  
WHERE THERE IS INJURY – PARDON  
WHERE THERE IS DOUBT - FAITH  
WHERE THERE IS DESPAIR – HOPE  
WHERE THERE IS DARKNESS – LIGHT  
WHERE THERE IS SADNESS – JOY  
DIVINE MASTER, GRANT THAT I MAY  
NOT SO MUCH SEEK TO BE CONSOLED  
AS TO CONSOLE, TO BE  
UNDERSTOOD AS TO UNDERSTAND  
TO BE LOVED AS TO LOVE,  
FOR IT IS IN GIVING THAT WE RECEIVE  
IT IS IN PARDONING THAT WE ARE  
PARDONED, IT IS IN DYING THAT  
WE ARE BORN TO ETERNAL LIFE



## PRAYER OF TAGORE

Where the mind is without fear and the head is held high;  
Where knowledge is free;  
Where the world has not been broken up into fragments  
by narrow domestic walls;  
Where words come out from the depth of truth;  
Where tireless striving stretches its arms towards perfection;  
Where the clear stream of reason has not lost its way  
into the dreary desert of dead habit;  
Where the mind is led forward by thee into ever- widening thought  
and action-  
Into that heaven of freedom, my Father, let my country awake.

## 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.

## BROTHERS COMMUNITY

Br. N.S. JESUDOSS SHJ - Superior & Correspondent,  
Secretary & Treasurer,  
CCAS

Br. A.S. GNANAPRAGASAM SHJ - Headmaster - SJHSS

Br. K. JOSEPH SAGAYARAJ SHJ - Director  
Causanel Girls Hostel

Br. M. MICHAEL THANGARAJA SHJ - Director  
Boys Causanel Girls Hostel

Br. J. CHRISTOPHER SHJ - Procurator & Director,  
St. Joseph Hostel

Br. L. SOOSAI NATHAN SHJ - Vice Principial CCAS,  
Minister



## ❖❖❖ MANAGEMENT COMMITTEE ❖❖❖

- Rev. Br. M. VELANKANNI RAVI, SHJ - President
- Rev. Br. T.ANTONY RAJ, SHJ - Vice President
- Rev. Rev. Br. D. GASPAR, SHJ - General Councillor & Secretary General
- Rev. Br. Dr. N. S. JESUDOSS, SHJ - Secretary, Treasurer
- Mrs. K. HEMALATHA - Principal

## ❖❖❖ COLLEGE ACADEMIC COUNCIL ❖❖❖

- Rev. Br. Dr. N. S. JESUDOSS, SHJ - Secretary
- Mrs. K. HEMALATHA - Principal
- Mr. M. HARIPRAKASH (Academic affairs) - Vice Principal
- Mrs. T. MAHALAKSHMI (Girls) - Vice Principal
- Rev. Br. L. SOOSAI NATHAN, (Boys)SHJ - VicePrincipal
- 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 Causanel College of Arts and Science at Muthupettai in 2005. It is a Co-Educational Institution.

The College is named after Rev. Fr. Adrian Causanel, 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 Under graduate courses; B.Sc. Mathematics, B.Sc. Physics, B.Sc. Computer Science and B.Com.

Four more Under Graduate 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.

M.A. Tamil was introduced in the academic year 2018 – 2019.

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.

In the year 2017 - 2018 our College was recognised by UGC with 2(f) and 12(B) status.

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 Ramnath 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 Causanel 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.

## ❧ 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).

## SUCCESSION OF SECRETARIES & PRINCIPALS SECRETARIES & CORRESPONDEN



**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 2018 - 2019

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SECRETARY

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

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PRINCIPAL

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

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VICE – PRINCIPALS

**Rev. Br. L. SOOSAI NATHAN, SHJ**  
Department of Mathematics

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

**Mrs. T. MAHALAKSHMI, MS, M.Phil.,**  
Department of Computer Science

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DEAN

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

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## DEPARTMENT OF TAMIL

<b>1. Mrs. M. Jansi, M.A., M.Ed., NET., DG.T.,</b>	<b>HOD</b>
<b>2. Dr. M. Rajalakshmi, M.A., M.Phil., Ph.D., DSS., NET., DCS.,</b>	<b>Asst. Professor</b>
<b>3. Dr. A. Revathi, M.A., M.Phil., Ph.D., DGT., DCA., NET.,</b>	<b>Asst. Professor</b>
<b>4. Mr. K. Gobinath, M.A., M.Phil., B.Ed.,</b>	<b>Asst. Professor</b>
<b>5. Mr. I. Muniasamy, M.A., M.Phil., B.Ed, NET.,</b>	<b>Asst. Professor</b>
<b>6. Mrs. B. Sathiya Bama, M.A., M.Phil., B.Ed.,</b>	<b>Asst. Professor</b>
<b>7. Mr. M. Murugesan, M.A., M.Phil., T.P.T.,</b>	<b>Asst. Professor</b>
<b>8. Ms. K. Murugeswari, M.A., M.Phil., NET.,</b>	<b>Asst. Professor</b>
<b>9. Dr. P. Rajapandi M.A., M.Phil., Ph.D.,</b>	<b>Asst. Professor</b>
<b>10. Mr. M. Syed Kasim M.A., M.Phil.,</b>	<b>Asst. Professor</b>

## DEPARTMENT OF ENGLISH

<b>1. Mr. A. Seeni Abdul Samed, M.A., B.Ed.,</b>	<b>HOD</b>
<b>2. Mrs. J. Jacintha Rani, M.A., M.Phil., B. Ed.,</b>	<b>Asst. Professor</b>
<b>3. Mr. V. Benedict, M.A.,</b>	<b>Asst. Professor</b>
<b>4. Mr. M. Murali, M.A., M.Phil., B.Ed.,</b>	<b>Asst. Professor</b>
<b>5. Mr. P. Lakshmanan, M.A., M.Phil., B.Ed.,</b>	<b>Asst. Professor</b>
<b>6. Mrs. A. Nageswari, M.A., M.Ed.,</b>	<b>Asst. Professor</b>
<b>7. Ms. R. Ilakkiya, M.A., M.Phil., B.Ed.,</b>	<b>Asst. Professor</b>
<b>8. Ms. R. Rathika, M.A., M.Phil.,</b>	<b>Asst. Professor</b>
<b>9. Mrs. J. Jancy, B.E.</b>	<b>Asst. Professor</b>
<b>10. Ms. A. Jerlin, M.A., B.Ed.,</b>	<b>Asst. Professor</b>
<b>11. Mrs. N. Thameemul Sulthana, B.E.,</b>	<b>Asst. Professor</b>
<b>12. Mrs. S. Kayalvizhi, M.A., M.Phil.,</b>	<b>Asst. Professor</b>
<b>13. Ms. A. Deepika Jeniet, M.A., M.Phil.,</b>	<b>Asst. Professor</b>

## DEPARTMENT OF MATHEMATICS

<b>1. Mr. D. Nagaraju, M.Sc., B.Ed.,</b>	<b>HOD</b>
2. Mr. A. Arokia Raj, M.Sc., B.Ed.,	Asst. Professor
3. Mr. S. Udhayakumar, M.Sc., M.Phil., B.Ed.,	Asst. Professor
4. Mrs. T. Dhivya, M.Sc., M.Phil., B.Ed.,	Asst. Professor
5. Mrs. G. Thirumaniporselvi, M.Sc., M.Phil.,	Asst. Professor
6. Rev. Br. L. Soosai Nathan, SHJ	Asst. Professor

## DEPARTMENT OF PHYSICS

<b>1. Mrs. S. Maheswari, M.Sc., B.Ed.,</b>	<b>HOD</b>
2. Mr. A. Jeyamani, M.Sc., M.Phil., 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., M.Phil., B.Ed.,	Asst. Professor

## DEPARTMENT OF COMPUTER APPLICATIONS (BCA)

<b>1. Mrs. S.Priyatharshini, M.Sc., M.Phil.,</b>	<b>HOD</b>
2. Ms. R. Suganya, MCA.,	Asst. Professor
3. Ms. G. Sahana, M.E.,	Asst. Professor
4. Mrs. J. Jenifer, MCA., MBA.,	Asst. Professor

## DEPARTMENT OF COMPUTER SCIENCE

- |  |                 |
|--|-----------------|
| <b>1. Mrs. J. Rajeshwari, MCA., MBA., B.Ed.,</b> | <b>HOD</b>      |
| 2. Ms. S. Bruntha, M.Sc (CS & IT), M.Phil.,      | Asst. Professor |
| 3. Mrs. R. Thivya Bharathi, MCA.,                | Asst. Professor |
| 4. Mrs. K. Puvaneshwari, M.Sc., M.Phil.,         | Asst. Professor |

## DEPARTMENT OF INFORMATION TECHNOLOGY

- |  |                 |
|--|-----------------|
| <b>1. Ms. K. Malarvizhi, MCA.,</b>     | <b>HOD</b>      |
| 2. Mr. B. Ramkumar, MCA.,              | Asst. Professor |
| 3. Mr. K. Thanga Durai, MCA., M.Phil., | Asst. Professor |

## DEPARTMENT OF BIO-CHEMISTRY

- |   |                 |
|---|-----------------|
| <b>1. Dr. A. Baskara Boopathy, M.Sc., M.Phil., Ph.D.,</b> | <b>HOD</b>      |
| 2. Mrs. D. Jeeva, M.Sc., M.Phil., B.Ed.,                  | Asst. Professor |
| 3. Mrs. J. Mahesh, M.Sc.,                                 | Asst. Professor |
| 4. Dr. S.N. Balaji M.Sc., M.Phil., Ph.D.,                 | Asst. Professor |

## DEPARTMENT OF BBA

- |   |                 |
|---|-----------------|
| <b>1. Mr. M. Muthukumaresan, MBA., M.Phil.,</b> | <b>HOD</b>      |
| 2. Mr. V. Gowthamaraj, MBA., M.Phil., M.Com.,   | Asst. Professor |
| 3. Mrs. B. Sathiya Sugam, MBA.,                 | Asst. Professor |
| 4. Mr. S. Ilamaran, MBA.,                       | Asst. Professor |
| 4. Mr. M. Kabilan, MBA                          | Asst. Professor |

## DEPARTMENT OF COMMERCE

- |                                  |                                |                 |
|----------------------------------|--------------------------------|-----------------|
| <b>1. Dr. R. Kalyan Kumar,</b>   | M.Com., M.Phil., M.B.A. Ph.D., | <b>HOD</b>      |
| <b>2. Mrs. V. Sasirekha,</b>     | M.Com., M.Phil., MBM., B.Ed.,  | Asst. Professor |
| <b>3. Mr. S. Karthigaiselvi,</b> | MBA., M.Phil.,                 | Asst. Professor |
| <b>4. Mrs. S. Kavitha,</b>       | M.Com., M.Phil.,               | Asst. Professor |
| <b>5. Mrs. R. Rama Suganya,</b>  | M.Com.,                        | Asst. Professor |
| <b>6. Mr. P. Suresh,</b>         | MBA.,                          | Asst. Professor |

## DEPARTMENT OF COMMERCE WITH C.A.

- |                                |                         |                 |
|--------------------------------|-------------------------|-----------------|
| <b>1. Mrs. K. Sujatha,</b>     | M.Sc., M.Ed.,           | <b>HOD</b>      |
| <b>2. Mrs. D. Jenitta,</b>     | M.Com., M.Phil., B.Ed., | Asst. Professor |
| <b>3. Dr. C. Gowthaman,</b>    | M.Com., M.Phil., Ph.D.  | Asst. Professor |
| <b>4. Mr. S. Thambidurai,</b>  | M.Com., M.Phil., B.Ed., | Asst. Professor |
| <b>5. Mr. K. Sarath Kannan</b> | M.Sc., M.Phil.,         | Asst. Professor |

## 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. Mrs. L. Arul Pency DTED., B.A., C.L.I.S.C, | Librarian |
|---|-----------|

### OFFICE STAFF

- |   |              |
|---|--------------|
| 1. Mrs. R. Ananthavalli, MCA., B.Ed., PGDCA., | Programmer   |
| 2. Mrs. D. Thanga Rani, B.Sc.,                | Office Asst. |
| 3. Mr. M. John Kennedy                        | Peon         |
| 4. Mr. P. Palanivel                           | Office Asst. |
| 5. Mr. T. Praveenpandian, BCA.,               | Lab Asst.    |

### CAUSSANEL GIRLS' HOSTEL

- |   |             |
|---|-------------|
| 1. Rev. Br. K. Joseph Sagayaraj, SHJ    | Director    |
| 2. Rev. Sr. Celine Vanamala             | Warden      |
| 3. Rev. Sr. Leena                       | Nurse       |
| 4. Ms. M. Sivalingeshwari M.A. M.Phil., | Sub- Warden |

### CAUSSANEL BOYS' HOSTEL

- |  |          |
|--|----------|
| 1. Rev. Bro. M. Michael Thangaraja SHJ | Director |
| 2. Mr. Michael                         | Warden   |

## DRIVERS

1. Mr. A. Sahaya Arulanantham
2. Mr. K. C. Johnson
3. Mr. G. Rajakumar
4. Mr. B. Ganesan
5. Mr. D. Chellappa
6. Mr. Palanisamy
7. Mr. Saruhasan
8. Mr. R. Vadivelraj

## SWEEPERS

1. Mrs. Maringi
2. Mrs. Ambigaieswari
3. Mrs. Nagalakshmi

## GARDENER

1. Mr. Muniyasamy

## WATCHMAN

1. Mr. A. Sundar Raj
2. Mr. P. Shanmugam

## CHRONOLOGY OF COURSES

Now, there are 11 UG and 6 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



## 2008 - 2009

UG

- B.Sc. IT

## 2011 - 2012

UG

- B.A. English

PG

- M.Sc. Mathematics

## 2014 - 2015

PG

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

## 2018 - 2019

PG

- M.A. Tamil



## CONTACT US

Secretary	- secretary@caussanelcollege.com
Principal	- principal@caussanelcollege.com
Vice Principal	- hari@caussanelcollege.com
Vice Principal	- maha@caussanelcollege.com
Dean	- dean@caussanelcollege.com
IQAC	- iqac@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
<b>COLLEGE PHONE NUMBERS</b>	- 04567 - 272025, 272024 - 8610447426
<b>Website</b>	- www.caussanelcollege.com
<b>COLLEGE MAIL ID</b>	- caussanel2005@gmail.com

## COLLEGE COMMITTEES

### IQAC

Mrs. K. HEMALATHA

Chairperson

**Mrs. T. MAHALAKSHMI**

**Co-ordinator**

Ms. R. RADHIKA

Mr. M. KABILAN

Mrs. J. MAHESH

### UGC

Mrs. K. HEMALATHA

Chairperson

**Mr. M. HARI PRAKASH**

**Co-ordinator**

Mrs. K. MURUGESWARI

Dr. S. N. BALAJI

### RESEARCH AND ONLINE COURSES COMMITTEE

Mrs. K. HEMALATHA

Chairperson

**Mr. B. K. MATHAN NAGAN**

**Co-ordinator**

Dr. A. REVATHI

Mrs. S. BRUNTHA

### KALAM COMMUNITY BUILDING

Mrs. K. HEMALATHA

Chairperson

**Mrs. V. SASIREKHA**

**Co-ordinator**

Mr. A. AROCKIA RAJ

Mr. M. SYED KASIM

Mrs. A. NAGESWARI

## **GUIDANCE AND COUNSELLING COMMITTEE**

Mrs. K. HEMALATHA Chairperson

**Mrs. J. JACINTHA RANI** **Co-ordinator**

Mrs. S. SATHYA

Mr. P. SURESH

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## **SEXUAL HARASSMENT & ANTI RAGGING COMMITTEE**

**Mrs. K. HEMALATHA** **Co-ordinator**

Mr. M. HARIPRAKASH

Mrs. T. MAHALAKSHMI

Mrs. K. SUJATHA

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## **DISCIPLINARY ACTION COMMITTEE**

**PRINCIPAL** **Co-ordinator**

VICE PRINCIPALS

DEAN

ALL HOD's

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## **EXAMINATION COMMITTEE**

Mrs. K. HEMALATHA Chairperson

**Mrs. T. MAHA LAKSHMI** **Co-ordinator**

Mr. B. K. MATHAN NAGAN

Mr. S. UDAYA KUMAR

Mr. S. ILAMARAN

Mr. B. RAMKUMAR

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## PLACEMENT CELL

Mrs. K. HEMALATHA

Chairperson

**Mr. M. MUTHUKUMARESAN**

**Co-ordinator**

Ms. T. DIVYA

Mrs. S. KAYALVIZHI

Mr. K. THANGADURAI

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## ENTREPRENEURSHIP CELL

Mrs. K. HEMALATHA

Chairperson

**Mr. M. KABILAN**

**Co-ordinator**

Mrs. B. SATHIYA SUGAM

Mr. P. LAKSHMANAN

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## NSS (Programme Officers)

Mrs. K. HEMALATHA

Chairperson

**Mrs. J. RAJESHWARI**

**Unit - 75**

**Mr. K. GOBINATH**

**Unit - 74**

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## YRC (Programme Officers)

Mrs. K. HEMALATHA

Chairperson

**Mr. M. MURALI**

**Programme Officer**

Mrs. R. SATHYABAMA

Mrs. R. ILAKIYA

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## RRC (Programme Officers)

Mrs. K. HEMALATHA

Chairperson

**Mr. V. GOWTHAMARAJ**

**Programme Officer**

Mr. M. MURUGESAN

Mrs. G. THIRUMANI PORSELVI

## AICUF / YCS / YSM

Mrs. K. HEMALATHA

Chairperson

**Mr. V. BENEDICT**

**Co-ordinator**

Mrs. M. JANSI

Mr. P. RAJAPANDI

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## ALUMNI ASSOCIATION

Mrs. K. HEMALATHA

Chairperson

**Mr. A. JEYAMANI**

**Co-ordinator**

Mr. S. THAMBIDURAI

Mrs. RAMA SUGANYA

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## TRANSPORT COMMITTEE

Mrs. K. HEMALATHA

Chairperson

**Mr. M. K. ESWARAN**

**Co-ordinator**

Mr. SEKAR

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

Mrs. K. HEMALATHA

Chairperson

**Mr. I. MUNIYASAMY**

**Co-ordinator**

Mrs. B. SATHIYA SUGAM

Mr. A. AROCKIA RAJ

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## CULTURAL COMMITTEE

Mrs. K. HEMALATHA

Chairperson

**Mrs. B. SATHIYA SUGAM**

**Co-ordinator**

Mrs. D. JENITTA

Mr. B. PAVITHA ANAND

Mrs. N. KARTHIGAI SELVI

Mrs. R. THIVYA BHARATHI

## WOMEN CELL

Mrs. K. HEMALATHA

Chairperson

**Mrs. S. MAHESWARI**

**Co-ordinator**

Dr. M. RAJA LAKSHMI

Mrs. R. SUGANYA

Mrs. S. KAVITHA

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## MAGAZINE COMMITTEE

Mrs. K. HEMALATHA

Chairperson

**Dr. A. REVATHI**

**Co-ordinator**

Mr. I. MUNIYASAMY

Mrs. R. RATHIKA

Mr. M. SYED KASIM

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## CERTIFICATE COURSE

Mrs. K. HEMALATHA

Chairperson

**Mr. D. NAGARAJU**

**Co-ordinator**

Mrs. K. BHUVANESWARI

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## CAMPUS MANAGER

Mrs. K. HEMALATHA

Chairperson

**Mr. A. SEENI ABDUL SAMAD**

**Co-ordinator**

## TN COUNCIL FOR SCIENCE AND TECHNOLOGY

Mrs. K. HEMALATHA

Chairperson

**Mr. A. BASKARA BOOPATHY**

**Co-ordinator**

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### LIBRARY CLUB

Mrs. K. HEMALATHA

Chairperson

**Dr. C. GOWTHAMAN**

**Co-ordinator**

Mrs. L. MALARVIZHI

Mrs. J. JENIFER

Mr. K. SARATH KANNAN



## **CORE COURSES OFFERED for UG – 2018 - 19**

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

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## **CORE COURSES OFFERED for PG – 2018 - 19**

1. M.A. Tamil
2. M.A. English
3. M.Sc. Mathematics
4. M.Sc. Physics
5. M.Sc. (CS & IT)
6. 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** : Environmental Studies  
Skill Based  
Non-major Elective

**Part-V** : Extension Service

#### **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 2018 - 2019 onwards)

## 1. ELIGIBILITY

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

- **BBA, 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 BBA, 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.

## 2. DURATION

**The UG course is for a period of three years and PG course is for a period of two 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. SEMESTERS

An academic year is divided into two semesters. In each semester, courses are offered in 16 teaching weeks and the remaining 4 weeks are to be utilized for conducting examinations and evaluation purpose. Each week has 30 working hours spread over 5 / 6 days a week.

## 5. 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.

## 6. 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. Those who does not pass the examination in any course(s) shall appear in the subsequent examination which will be conducted during 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 University website.

## 7. RE-DO

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

## 8. UNIVERSITY RANK

Top ten scorers in the University Examination among all the affiliated Colleges of the Alagappa University in each discipline will be declared as University Rank Holders.

Top scorers in this University Rank Examination would be declared as University Rank Holders, irrespective of their grades secured in their semester examinations.

## 9. 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.**

## ISSUE OF CERTIFICATES AND DOCUMENTS

If any student, past or present wishing to obtain a transfer, conduct or bonafide certificate, must apply to the College office through a requisition letter with the Principal's concern. 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 or their legal guardian.

- 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 3 days before the certificate is required and shall contain all the particulars of the students.

## ATTENDANCE

All the students must ensure minimum 85% of attendance to write University examination. If any student is short of the required percentage of attendance, he/she will not be allowed to write any kind of examination as stipulated by the University such as theory, practical and also skill based examination.

- i) 85% of attendance is necessary for being admitted to the University Examination, as per College academic council decision.
- ii) Regular attendance at all classes is insisted upon in this College.
- iii) No one shall absent himself / herself from class without proper intimation.



- 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 will be taken.
- vii) A student should apply for leave only in the prescribed form. Leave may be granted only at the discretion of the Principal.

## ASSIGNMENTS

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

## IDENTITY CARD

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Every student will be provided with an identity card which he / she must wear as long as he / she is enrolled in 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**

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### **STUDENT LEADERSHIP**

Students are encouraged to become involved in student leadership. We have elected students representative from each class who form part of the advisory body. Student leadership plans class activities and common event in the College. It is a great way to GET INVOLVED.

### **SOCIALS**

Socials will be held once per semester for all students. Socials are held in the afternoon depending on the activity. Students are encouraged to invite family members to attend and participate.

### **EXTRA CURRICULAR ACTIVITIES**

Our College puts a high priority on scholastic achievement, positive personal attitudes, and behaviour of our students. We consider it a privilege, not a right to participate in our extra-curricular activities and certificate courses that are offered by the College.

### **STUDENT SERVICES**

#### **1. Causanel Guardian System**

Causanel College is staffed with faculty counsellors. It is not always possible to meet with a counsellor on a drop-in basis; making prior arrangements with the concerned department is advised. The counselling office provides many vital services to our students and parents.



accurate throughout the College year. Incomplete or inaccurate data could endanger a student's life if an emergency occurred. Parents are requested to update any information on the card as soon as possible if a move occurs during the College year.

#### **4. Illness at College**

A student is not to be sent to College with a fever / any illness. Parents are expected to carefully monitor their wards for illness. A low-grade fever, complaints of a sore throat or a cough may be “viral” in nature but are still contagious. Sending a student to College when ill increases the risk for infecting other students and faculty. Such parents will be called to the College to take the students back home for treatment.

The presence of other symptoms to a significant degree, warrants keeping the students off home an additional day. These include Cough, Nasal Congestion, Stomach ache, Vomiting, and Diarrhoea. If a student is vomiting at the College they will be sent home.

#### **5. Medication at College**

In order to assist a student taking prescribed medication at College, a “Medication During College Hours” form must be on file, completed by the physician and parent detailing the method, amount and time schedule by which medication is to be taken. Forms for this purpose are available in the College office. No medication of any kind may be administered to a student unless the above conditions are met.

## **6. Accident Insurance**

Optional insurance plans for accident coverage are available to students at a modest cost. The choice of the plans to be offered is determined each year by the College Management Committee. Information and forms for application for the insurance are sent out each year with students' registration packets. After registration, information and forms for application for the insurance may be obtained in the main office.

## **7. Physical Examinations**

All new students are requested to file a report of a physical examination. Students participating in after College sports or any activity of a strenuous nature are urged to have an examination on file prior to the start of practice.

# ATTENDANCE

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## 1. Reporting And Clearing An Absence

Being in class, on time and ready to learn, is one of the most important keys to success in College. In the event that a student is absent, a parent should call the HOD / faculty in charge. The call must be made each day the student is absent. Students are not to call in their own absences.

## 2. Tardy (Late) Policy

It is our belief that being on time to classes, meetings, and appointments directly relates to success in College and future career. When a student enters the classroom late, disruption occurs. Therefore, all students should be at College no later than 9:30 a.m. (first bell). If a student arrives at College after this time, a short note or phone call is required from the parents.

We understand that there may be occasional problems encountered when coming to College. We value each minute of the College day and promote student responsibility and accountability based on prompt arrival to College. Subsequent tardies will result in additional detentions and administrative action including, but not limited to, placement on a student attendance contract and referral to College Disciplinary committee. Accumulated tardies within the semester will receive the following consequences: the fifth tardy will result in a penalty or detention, the seventh tardy will result in an internal mark cut/penalty and **ten tardies or more will result in a Suspension/termination.**

### 3. Leaving College During the Day

If a student is to go out of the College before the end of the College day, a note must be presented to the Principal before College begins. The note must contain the student's name, date, time of dismissal, and parent/guardian's signature. After turning in the note, a "Permission-to-leave" or out pass will be given to the student. At the beginning of the period, the Permission-to-leave or out pass should be shown to the teacher. The parent/guardian is then required to sign-out in the attendance office, indicating the exact time of departure. Upon return, the student must check into the office and turn in the signed Permission-to-leave. If the student does not have a note, the student must be signed in and/or out through the attendance window. Students who leave campus without a pass during the day will receive a CUT. Students arriving late to College after attending a doctor appointment must have verification of the appointment to clear the absence; this may be obtained from the doctors' office. Students arriving after the tardy bell, who have not had an appointment, MUST be signed in by a parent or have a note from the parent with a reason for the tardy.

### 4. Cutting Class

Students who are absent from their assigned class or area without permission will be considered cutting class. Cutting class is considered to be a major violation of College rules and it will be referred to the administration. Consequences for cutting class will result in College detention / suspension.





## **HOMEWORK REQUESTS**

All of our faculty members give homework / assignment / project. If a student is absent he/she should check for assignments missed. If a student does not have access to and is absent two or more consecutive days from College, they may call the faculty on the third day to request make-up home work. The faculty will attempt to assemble the assignments (per request) so that the work may be picked up the same day as requested.

## **MAKE-UP HOME WORK**

Arrangements for make-up work, after absences, are the responsibility of the student. Students should check with their friends / class Reps while they are absent to get and keep up with assignments missed. Upon return, students should check with faculty to make sure there were not any additional assignments missed.

## **TEXT BOOKS / STUDY MATERIAL**

Each student will be given a set of textbooks/study material to use at home on payment. Students are expected to keep all textbooks / study material in good condition. Lost books must be paid by students before the issue of the duplicate copies. **The student is financially responsible for loss, stolen, or damaged classroom and library books.**

## **SUBSTITUTE TEACHERS**

When a faculty is absent, students are expected to be on their very best behaviour. They are to follow the instructions and requests of the substitute faculty at all times. Students are

to expect that regular classroom procedures may be different but regardless they are to follow the substitute faculty's directions. Inappropriate behaviour will be reported to the class incharge and administration and disciplinary consequences may result.

## **DISCIPLINE CODE AND BEHAVIOR GUIDELINES**

Caussanel College Management develops a Discipline and Behaviour Code of its own in line with the University policy to ensure the success of students. Faculty and parents must work together to support the appropriate behaviour necessary at College in enforcing the rules of the College. Students must understand that their actions do have consequences.

STUDENTS WILL BE HELD ACCOUNTABLE FOR APPROPRIATE BEHAVIOR, REGULAR COLLEGE ATTENDANCE, AND CONTINUALLY STRIVING FOR ACADEMIC AND CO-CURRICULAR SUCCESS.

## **CONDUCT POLICIES**

A safe and positive learning environment is essential for the optimum development of each student and for quality education. College is expected to provide an orderly, caring, and non-discriminatory learning environment in which all students feel comfortable and take pride in their College and in their personal achievements.

To achieve this goal, faculty members are expected to teach students the meaning of equality, human dignity, and mutual respect, and to employ learning strategies that foster positive interactions among students from diverse backgrounds. College personnel must prevent and protect against behaviour

which threatens the safety of individuals or property, or which disrupts learning. College personnel shall model positive behaviour and attitudes that are respectful of all individuals.

## STUDENTS CONDUCT

Students are expected to act respectfully towards all other students and faculty. They are not permitted to demean, tease, ridicule, or intimidate others by word, action, or sexual harassment. Dress and grooming standards shall be established at our College.

- a) Students shall be prohibited from wearing buttons, badges, armbands, or other insignia which are obscene, libellous, or slanderous according to current legal definitions; or that express or advocate prejudice towards another based on gender, religion, caste, age, ancestry, origin, ethnic group, marital or parental status, physical or mental disability, or the perception of one or more of such characteristics or any other unlawful consideration.
- b) Alcoholic beverages, illegal substances, or which detract from the learning environment are also prohibited.
- c) Appropriate footwear is required for all students.
- d) Students shall be restricted from wearing clothing and / or accessories that imply gang affiliation.

## Effort

Students shall comply with class requirements for the completion of assignments. Student participation in classroom activities may be included in internal mark.

Students are expected to respect the rights of others, including personal and property rights, so as to permit all students to benefit from the educational program.

## **POSITIVE COLLEGE CLIMATE AND STAFF**

The Governing Board desires to enhance student learning by providing an orderly, caring, nurturing, and non-discriminatory educational and social environment in which all students can feel safe and take pride in their College and their achievements. The College environment should be characterized by positive interpersonal relationships among students, among faculty and between students and faculty.

All faculty are expected to serve as role models for students by demonstrating positive, professional attitudes and respect toward each student and other faculty members. Teachers shall use effective classroom management techniques based on clear expectations for student behaviour.

Faculty shall consistently enforce our College rules and regulations for appropriate student conduct, including prohibitions against bullying, cyber bullying, harassment of students and faculty, other violence or threats of violence against students and faculty.

## **NON-DISCRIMINATION / HARASSMENT / ANTI-BULLYING**

All activities inside the campus shall be free from discrimination, including harassment, intimidation or bullying with respect to a sex, gender, caste, gender identity or gender expression, identification, race, ancestry, religion, colour,

physical or mental disability, marital or parental status, age and the perception of one or more of such characteristics, or association with a person or group with one or more of these actual or perceived characteristics.

The management desires to provide a safe College environment that allows all students equal opportunities in admission and access to other educational support, guidance and counselling programs, athletic programs, exam procedures, and other activities.

The Management prohibits discrimination, harassment, intimidation or bullying of any student by any employee, student or other persons. Faculty shall be alert and immediately responsive to student conduct which may interfere with another student's ability to participate in or benefit from College services, activities or privileges.

Prohibited discrimination, harassment, intimidation or bullying includes physical, verbal, nonverbal or written conduct based on one of the categories listed above that is so severe and pervasive that it affects a student's ability to participate in or benefit from an education program or activity; creates and intimidating, threatening, hostile, or offensive education environment, has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities.

The Management also prohibits any form of retaliation against any student who files a complaint or report regarding an incident of discrimination, harassment, intimidation, or bullying.

Students who engage in discrimination, harassment, intimidation, bullying, or retaliation in violation of the law is subject to appropriate discipline, up to and including counselling, suspension and / or expulsion. An employee who permits or engages in discrimination, harassment, intimidation, bullying, or retaliation shall be subject to disciplinary action, up to and including dismissal.

## **POLICY ON SEXUAL HARASSMENT**

It is the policy of the Management which provides an educational and work environment free of unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct or communications constituting sexual harassment, as otherwise prohibited by Tamilnadu Government.

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or educational setting, under and of the following conditions:

Submission to the conduct is explicitly made a term or a condition of an individual's employment, academic status or progress.

Submission to, or rejection of, the conduct by the individual is used as the basis for employment or academic decisions affecting the individual.

The conduct has the purpose or effect of having a negative impact upon individual's work or academic performance, or of creating an intimidating, hostile, or offensive work or educational environment.

Submission or rejection of the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honours, programs, or activities available at or through the educational institution.

Other types of conduct which are prohibited and which may constitute sexual harassment include:

**Verbal or written conduct:** making derogatory comments, including epithets, slurs, jokes, etc.; sexual propositions or flirtations, graphic commentary about an individual's body; sexually degrading words used to describe and individual; suggestive or obscene letters, notes or invitations; spreading sexual rumours.

**Visual conduct: leering;** making sexual gestures; displaying sexually suggestive objects, pictures, books, magazines, etc.

**Physical conduct:** inappropriate touching or impeding one's movement. Every student, employee or applicant has the right to be free from sexual harassment from adults and / or students in the work or educational setting.

## COMPLAINT PROCEDURE:

**Step 1- Informal Resolution:** It is desirable that problems and complaints of alleged sexual harassment be resolved

promptly and equitably. If possible, such problems and complaints should be resolved in an informal manner.

Students and employees are encouraged, but not required, to inform the offender directly that his/her conduct is unwelcome or offensive and must stop.

**Step 2** - Verbal or Written Complaint: Students should follow complaint procedures designated.

## **SEXUAL HARASSMENT:**

A student should initiate a complaint to class incharge or HoD verbally or in written form. The complaint should include information regarding the name(s) of the person(s) who engaged in offensive conduct, the description of the offensive conduct (i.e. when and where the conduct occurred, the number of times it occurred, and informal attempts at resolution), and the names of any witnesses.

Employees or applicants for employment who feel that they have been sexually harassed should contact the Principal or the Secretary.

## **APPROPRIATE USE OF TECHNOLOGY**

The fundamental principles behind these policies are that students should never do anything that harms another student or prevents them from learning. Any use of technological media that interrupts with a student's right to learn will not be tolerated. Electronic media includes, but is not limited to: social networking sites, chat rooms and discussion groups, instant messaging, text messaging, computers, cell phones and personal digital devices, digital cameras, cell phone cameras, and web cams. As new



technologies emerge, they too may be included with the above forms of electronic communication. Examples of this behaviour include but are not limited to:

Sending, sharing, viewing, or possessing pictures, text messages, emails, or other material of sexually explicit, graphic, or disruptive nature on any device is prohibited on a College campus.

If the conduct occurs off College and causes or threatens to cause a substantial disruption at College or interferes with the rights of students or College faculty to be secure, College administration may impose consequences. The Administration may also report the Cyber Bullying or Harassment to the police.

## **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. If not found, books must be replaced or double the cost of books should be paid.

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 10.00 am to 4.00 pm.

## **RULES AND REGULATIONS FOR THE USE OF COLLEGE BUS**

1. College students are welcome to use college transport facility on payment, it provides greater safety and convenience to students. Much of their time can be saved by availing this facility since these buses commute straight to the college from their starting point.
2. Those who would like to use College bus will have to buy a special application for use of transport from the College office every year and they must fill all the details, and it should be counter signed by the transport co-ordinator and the Principal and then only it is considered accepted.
3. Every bus will have a staff who will be in-charge of law and order and he / she will maintain attendance.



4. Those who use college bus must have a special bus ID, whenever the students travel in the bus it should be with them.
5. Students should come and wait in their bus stop 15 minute earlier than their schedule time. Depending on the traffic on the road the bus will arrive to their stop.
6. Students should not use mobile phone in the bus.
7. No music should be played in the bus.
8. Students may speak among themselves in an animated voice without disturbing other students in the bus.
9. Students should never distract the driver while driving by way of talking or picking up any argument.
10. Students should not leave any of their belonging in the bus. Management is not responsible for the loss.
11. Students should not throw wastage and unwanted things in the bus.
12. Students must behave responsibly in the bus, without any damage to any part of the bus. If they do so they will be charged with penalty.
13. Students should not stand or sit on the foot board while travelling.
14. Students must pay the bus fee in the first week of every month, any delay in payment will amount to penalty.
15. If a student wants to discontinue the use of college bus then he/she will have to write a letter of request addressed to

the Principal stating the reason for withdrawal. Only on approval of the Principal withdrawal application will be accepted otherwise any withdrawal without notice will be considered as use of the transport.

16. If a student wants to change the stage or place of their boarding point he/she should give in writing the date of change and place to the transport co-coordinator and it should be approved.
17. No celebration of any kind is strictly prohibited in the Bus.
18. Students must not involve in any misbehavior or conflict among themselves.
19. **Usually transport fess is fixed at the beginning of every academic year but in the recent years diesel price is hiked several times a year. Therefore, once in three months transport fees will be revised taking into account diesel price.**
20. College management reserves all the right to reject / discontinue any student using the transport facility of the College on misbehavior in the bus / for non payment of bus fees.

## TOUR POLICY

1. The College organizes educational tour for both UG and PG students every year.
2. All the final year students will have 2 or 3 days and the I and II year students will have one day for excursion.

3. Students with chronic sickness / major physical ailment / penal record will not be allowed to partake in the educational tour.
4. The management reserves the right of participation to students in the tour.
5. The destination and number of days of travel for the excursion will be decided by the management after appropriate consultation with respective department HOD and the Principal.
6. The HOD of the respective department submits the proposal of tour to the Principal one month prior to the date of journey.
7. The Management reserves the right to approval – either to approve or to cancel the proposal at any time for valid reasons.
8. Once decided about the date and destination the students pay their excursion amount directly at the college office. The excursion fee will be fixed by the college management.
9. 15 days prior to the date of journey all payments must be made at the college office, only those students who paid their fees in time will be allowed to participate in the excursion.
10. Once payment is made and reservation is done it is confirmed, in case if there is a cancelation for some valid reason only 50% of the payment will be refunded.
11. The management will arrange the transport, lodging, food and overstay during the excursion.

## INDUSTRIAL VISIT

The staff in-charge of each class and the HOD are responsible to organize the Industrial visits for all the second year students to give them practical exposures and hands on experience to the real work environment. In the beginning of the academic year, the HOD of every department must identify the prominent industries related to their discipline to visit and submit the proposal with industrial visit permission from the industry to the principal atleast one month prior to the visit.

The College takes care of the all the arrangement of the visit such as transport, food and lodging. The students participating in the programme should pay the fee as fixed by the management. The college reserves the right to approve or cancel the visit for any valid reason.

## INTERNAL EXAMINATIONS

Internal marks are awarded to students of different discipline on the basis of their merit not at random. The marks obtained in the all three internal exams will be taken into account for awarding internal marks. Besides the percentage of attendance, the participation and performance during the seminars, assignment given all these will be taken into account. The performance in the internal exams and model practical (if applicable) shall be given much preference in awarding marks. If a student is not attending any internal exam, model practical (if applicable) or ensuring minimum

percentage of attendance (below 85%) will be failed. At the end of the semester the consolidated internal marks will be displayed on the respective department notice board.

## **DRESS CODE**

During working hours of the College, students should be in proper uniform with ID and black shoes in the alternative weak days( monday, wednesday and friday) and on all the other days the students are expected to be in simple and modest formal dress.

### **Boys:**

Boys students are expected to be in formals and are not allowed to wear low hip pants, transparent shirts, jeans or T-Shirts. They can wear jeans and collared T-shirts on all saturdays.

### **Girls:**

Girls are expected to be in decent churidar or salwar with sleeved long kurtha with duppatta and are not allowed to wear leggings, dresses with knots, netted and transparent dresses.

## **FEE PAYMENT**

The students are expected to remit their tuition and transport fee at the College office at an appropriate time as mentioned in the college calendar. All the students are expected to respect the date of payment and anyone who does not make the payment on time will be levied a penalty for every week and the quantum will be decided by the management.

For University exam fees, as soon as the official communications are received it is announced to the students and displayed on the notice board. Students are expected to respect the date of payment failing which the students will have to pay a penalty for late fee payment as stipulated by Alagappa University, Karaikudi.



## UNIVERSITY EXAMINATION FEES (SUBJECT TO CHANGE)

S. No	Particulars	UG	PG
1	Theory Exam Per Paper	65	120
2	Practical Exam Per Paper		
	3 Hours	65	150
	6 Hours	120	225
3	Application Fees	25	25
4	Mark Statement	25	25
5	Project / Viva-voce	125	225
6	Cumulative Mark Statement	100	100
7	Provisional Certificate	100	100
8	Oral Test	225	225
9	Convocation Certificate	350	350



## JUNE - 2018

1	Fri	World Milk Day / Global Parents Day
2	Sat	Holiday
3	Sun	Holiday
4	Mon	Inter. Day of Innocent Children Victims of Aggres-
5	Tue	sion
6	Wed	World Environment Day
7	Thu	
8	Fri	International Level Crossing Awareness Day
9	Sat	Sacred Heart Feast /World Brain Tumor Day/Ocean
10	Sun	Day
11	Mon	
12	Tue	Holiday
13	Wed	Reopening for Staff / HOD Meeting
14	Thu	World Day againsts Child Labour
15	Fri	Staff Council Meeting
16	Sat	World Blood Donor Day
17	Sun	World Elder Abuse Awareness Day
18	Mon	Ramzan / Holiday / International Integration Day
19	Tue	Holiday / Father's Day
20	Wed	II & III Year Reopening
21	Thu	HOD Meeting
22	Fri	First Year College Opening / World Refugee Day
23	Sat	International Day of Yoga / World Music Day
24	Sun	
25	Mon	Activity Day / International Olympic Day
26	Tue	Holiday
27	Wed	
28	Thu	International Day Against Drug Abuse
29	Fri	International Diabetes Day
30	Sat	Activity Day
<b><i>Education is the most powerful weapon which you can use to change the world - Nelson Mandela.</i></b>		



## JULY - 2018

1	Sun	Holiday / Doctor's Day
2	Mon	Staff Council Meeting / International Friendship Day
3	Tue	
4	Wed	
5	Thu	
6	Fri	World Zoonoses Day
7	Sat	Holiday / Global Forgiveness Day
8	Sun	Holiday
9	Mon	
10	Tue	
11	Wed	World Population Day
12	Thu	Malala Day
13	Fri	
14	Sat	Activity Day / I Year PTA Meeting
15	Sun	Holiday
16	Mon	
17	Tue	
18	Wed	International Nelson Mandela Day
19	Thu	
20	Fri	
21	Sat	Activity Day / III Year PTA Meeting
22	Sun	Holiday
23	Mon	
24	Tue	
25	Wed	HOD Meeting
26	Thu	Kargil Victory Day
27	Fri	
28	Sat	Activity Day / World Nature conservation Day
29	Sun	Holiday / International Tiger Day
30	Mon	I Internal Exam
31	Tue	I Internal Exam
<b><i>Success is not final, failure is not fatal: it is the courage to continue that counts - Winston Churchill</i></b>		



## AUGUST - 2018

1	Wed	I Internal Exam /Staff Council Meeting
2	Thu	
3	Fri	
4	Sat	Holiday
5	Sun	Holiday / International Friendship Day
6	Mon	Hiroshima Day / Organ Donation Day
7	Tue	
8	Wed	World Senior Citizen's Day
9	Thu	Quit India Day / Nagasaki Day
10	Fri	
11	Sat	Activity Day
12	Sun	Holiday / International Youth Day
13	Mon	
14	Tue	
15	Wed	Holiday / Indian Independence Day
16	Thu	
17	Fri	
18	Sat	Activity Day
19	Sun	Holiday / Photography Day
20	Mon	
21	Tue	
22	Wed	Bakrid / Holiday
23	Thu	
24	Fri	
25	Sat	Activity Day
26	Sun	Holiday
27	Mon	
28	Tue	HOD Meeting
29	Wed	National Sports Day
30	Thu	Small Industry Day
31	Fri	
<p style="text-align: center;"><b><i>Keep your face always toward the sunshine and shadows will fall behind you - Walt Whitman.</i></b></p>		



## SEPTEMBER - 2018

1	Sat	Holiday
2	Sun	Krishna Jayanthi / Holiday / Coconut Day
3	Mon	Staff Council Meeting
4	Tue	II Internal Exam
5	Wed	II Internal Exam
6	Thu	II Internal Exam
7	Fri	
8	Sat	Youth Festival and Teachers Day / World Literacy
9	Sun	Holiday
10	Mon	
11	Tue	
12	Wed	
13	Thu	Vinayagar Chaturthi / Holiday
14	Fri	
15	Sat	Activity Day / Engineer's Day
16	Sun	Holiday / World Ozone Day
17	Mon	
18	Tue	
19	Wed	
20	Thu	
21	Fri	Muharram / Holiday / Day for Peace & Non-violence
22	Sat	Activity Day / Rose Day (Welfare of Cancer Patients)
23	Sun	Holiday
24	Mon	
25	Tue	Social Justice Day
26	Wed	HOD Meeting / Day of the Deaf
27	Thu	Caussanel Birthday / World Tourism Day
28	Fri	World Rabies Day
29	Sat	Activity Day / World Heart Day
30	Sun	
<p><b><i>The only true wisdom is in knowing you know nothing</i></b>  <b><i>- Socrates</i></b></p>		

## OCTOBER - 2018

1	Mon	Staff Council Meeting / Inter. Day of the Older Person
2	Tue	Gandhi Jayanthi / Holiday
3	Wed	World Nature Day
4	Thu	World Animal Welfare Day
5	Fri	
6	Sat	Holiday / World Food Security Day
7	Sun	Holiday
8	Mon	Indian Air Force Day
9	Tue	Portion Completion / World Post Office Day
10	Wed	World Mental Health Day
11	Thu	III Internal Exam
12	Fri	III Internal Exam
13	Sat	Activity Day
14	Sun	Holiday / World Standards Day
15	Mon	III Internal Exam / Students Day/World White Cane Day
16	Tue	III Internal Exam / World Food Day
17	Wed	III Internal Exam
18	Thu	Aayutha Pooja / Saraswathi Pooja / Holiday
19	Fri	Vijaya Dashami / Holiday
20	Sat	Activity Day
21	Sun	Holiday
22	Mon	
23	Tue	HOD Meeting
24	Wed	World Development Information Day / World Polio Day
25	Thu	
26	Fri	
27	Sat	Activity Day
28	Sun	Holiday / International Animation Day
29	Mon	
30	Tue	World Thrift Day
31	Wed	National Integration Day
<i>A leader is one who knows the way, goes the way and shows the way - John C. Maxwell</i>		

## NOVEMBER - 2018

1	Thu	Staff Council Meeting
2	Fri	
3	Sat	Holiday
4	Sun	Holiday
5	Mon	World TSunami Day / World Radiography Day
6	Tue	Diwali / Holiday
7	Wed	World Cancer Awareness Day
8	Thu	Commencement of University Exams
9	Fri	Legal Services Day
10	Sat	Activity Day
11	Sun	Holiday
12	Mon	World Pneumonia Day
13	Tue	
14	Wed	Children's Day / World Diabetes Day
15	Thu	
16	Fri	International Day for Tolerance
17	Sat	Activity Day / Student's Day / National Journalism Day
18	Sun	Holiday / World Adult Day
19	Mon	World Citizen Day
20	Tue	Christ the King - Feast
21	Wed	Miladi Nabi /Holiday/World Fisheries Day/Television Day
22	Thu	
23	Fri	
24	Sat	Activity Day
25	Sun	Holiday
26	Mon	Constitution Day
27	Tue	
28	Wed	
29	Thu	
30	Fri	Flag Day
<b><i>Being entirely honest with oneself is a good exercise</i></b> <b><i>- Sigmund Freud</i></b>		



## DECEMBER - 2018

1	Sat	Holiday / World AIDS Day
2	Sun	Holiday / World Computer Literacy Day
3	Mon	Staff Council Meeting / World Day of the Handicapped
4	Tue	Indian Navy Day
5	Wed	College Reopening For Even Semester
6	Thu	
7	Fri	Indian Armed Forces Flag Day
8	Sat	Activity Day
9	Sun	Holiday / International Day Against Corruption
10	Mon	Human Rights Day
11	Tue	International Mountain Day
12	Wed	
13	Thu	
14	Fri	World Energy Conservation Day
15	Sat	Activity Day
16	Sun	Holiday
17	Mon	
18	Tue	Minorities Rights Day (India)
19	Wed	
20	Thu	
21	Fri	
22	Sat	Christmas Day Celebration / National Mathematics
23	Sun	Day
24	Mon	Holiday / Farmer's Day
25	Tue	Mid-Semester Holiday
26	Wed	Holiday / Christmas
27	Thu	
28	Fri	
29	Sat	
30	Sun	International Bio-Diversity Day
31	Mon	Holiday
<b><i>Life isn't about finding yourself. Life is about creating yourself - George Bernard Shaw</i></b>		





## JANUARY - 2019

1	Tue	New Year / Holiday / Global Family Day
2	Wed	College Reopening After Mid Semester Holiday
3	Thu	Staff Council Meeting
4	Fri	World Braille Day
5	Sat	Holiday
6	Sun	Holiday / World War Orphans Day
7	Mon	
8	Tue	
9	Wed	NRI Day
10	Thu	World Hindi Day
11	Fri	
12	Sat	Pongal Celebration / National Youth Day
13	Sun	
14	Mon	Pogi / Holiday
15	Tue	Pongal / Holiday / Army Day
16	Wed	Thiruvalluvar Thinam / Holiday
17	Thu	Uzhavar Thirunal / Holiday
18	Fri	
19	Sat	Activity Day
20	Sun	Holiday
21	Mon	I Internal Exam
22	Tue	I Internal Exam
23	Wed	I Internal Exam
24	Thu	National Girl Child Day
25	Fri	National Voters Day / National Tourism Day
26	Sat	Republic Day / Holiday / International Customs Day
27	Sun	Holiday / World Leprosy Eradication Day
28	Mon	Data Protection Day
29	Tue	HOD Meeting / Martyrs Day
30	Wed	
31	Thu	
<b><i>Don't count the days, make the days count - Muhammad Ali</i></b>		



## FEBRUARY - 2019

1	Fri	Staff Council Meeting
2	Sat	Holiday
3	Sun	Holiday
4	Mon	World Cancer Day
5	Tue	
6	Wed	
7	Thu	
8	Fri	I Year PTA Meeting
9	Sat	Activity Day / I Year PTA Meeting
10	Sun	Holiday / National De-worming Day
11	Mon	II Internal Exam / Foundation Day
12	Tue	II Internal Exam / Darwin Day / World Day of the Sick
13	Wed	II Internal Exam / World Radio Day
14	Thu	Valentine Day
15	Fri	
16	Sat	College Day and Women's Day Celebration
17	Sun	Graduation Day
18	Mon	
19	Tue	
20	Wed	World Day of Social Justice
21	Thu	International Mother Language Day
22	Fri	World Thinking Day / World Scout Day
23	Sat	Activity Day / III Year PTA Meeting
24	Sun	Holiday / Central Excise Day
25	Mon	
26	Tue	HOD Meeting
27	Wed	
28	Tue	National Science Day
<b><i>Great spirits have always encountered violent opposition from mediocre minds - Albert Einstein</i></b>		



## MARCH - 2019

1	Fri	Staff Council Meeting / Zero Discrimination Day
2	Sat	Holiday
3	Sun	Holiday / National Defence Day / World Wildlife Day
4	Mon	National Security and Safety Day
5	Tue	
6	Wed	
7	Thu	
8	Fri	International Women's Day / Literacy Day
9	Sat	Activity Day
10	Sun	Holiday
11	Mon	Portion Completion
12	Tue	
13	Wed	III Internal Exam / Common wealth Day
14	Thu	III Internal Exam
15	Fri	III Internal Exam / World Consumer Rights Day
16	Sat	National Vaccination Day
17	Sun	Holiday
18	Mon	III Internal Exam / Ordnance Factories Day (India)
19	Tue	III Internal Exam
20	Wed	World Sparrow Day
21	Thu	World Forestry Day / World Poetry Day
22	Fri	World Water Day
23	Sat	Activity Day / World Meteorological Day
24	Sun	Holiday / World TB Day
25	Mon	
26	Tue	
27	Wed	HOD Meeting / World Drama Day
28	Thu	
29	Fri	Good Friday
30	Sat	Activity Day
31	Sun	Holiday
<i><b>It is during our darkest moments that we must focus to see the light - Aristotle</b></i>		



## APRIL - 2019

1	Mon	Staff Council Meeting
2	Tue	World Autism Awareness Day
3	Wed	
4	Thu	Commencement of University Exams
5	Fri	National Maritime Day / Mine Awareness Day
6	Sat	Ugati / Holiday
7	Sun	Holiday / World Health Day
8	Mon	
9	Tue	
10	Wed	World Homeopathy Day
11	Thu	National Safe Motherhood Day
12	Fri	World Aviation Day
13	Sat	Jallianwallah Bagh Massacre day
14	Sun	Holiday / Tamil New Year / Dr.Ambedkar Jayanti
15	Mon	World Day of Silence / Day of Dialogue
16	Tue	
17	Wed	Mahavir Jayanti / Holiday / World Haemophilia Day
18	Thu	World Heritage Day
19	Fri	
20	Sat	
21	Sun	Secretaries Day/World Creativity, Innovation Day/
22	Mon	Holiday
23	Tue	World Earth Day
24	Wed	World Book & Copyright Day / English Language Day
25	Thu	
26	Fri	World Malaria Day
27	Sat	World Intellectual Property day
28	Sun	
29	Mon	Holiday / World Day for Safety and Health at work
30	Tue	International Dance Day
<b><i>Optimism is the faith that leads to achievement. Nothing can be done without hope and confidence - Helen Keller</i></b>		



## LATE ENTRY

Sl.No.	Date	Time	Staff Signature
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## ATTENDANCE

Sl.No.	Month	Working Days	Present	Absent	Staff Signature
1	Jun - 18				
2	Jul - 18				
3	Aug - 18				
4	Sep - 18				
5	Oct - 18				
6	Nov - 18				
7	Dec - 18				
8	Jan - 19				
9	Feb - 19				
10	Mar - 19				
11	Apr - 19				

## 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				



## COUNSELLING RECORD



## COUNSELLING RECORD



## COUNSELLING RECORD



## COUNSELLING RECORD



Remarks





Remarks



Remarks



Remarks



## CLASS REPRESENTATIVE & HOUSE LEADER NAME

S.NO	DEPARTMENT	CLASS REPRESENTATIVE NAME	HOUSE LEADERS NAME			
			ANGELO	CAUSSANEL	KALAM	MOTHER THERASA
1	I B.A., Tamil	Suba Sri M	Anushiya R	Swathiga R	Dayana K	Thivya N
2	II B.A., Tamil	Arulmani U	Nisha A	Pavithra M	Prithika R	Renuga S
3	III B.A., Tamil	Deepika P	Pooja K	Nathiya M	Rajeswari N	Nivethika U
4	I M.A., Tamil	Sarathapriya A	Banupriya V	Anitha N	Santhapriya S	Veera Nirosha A
5	I B.A., English 'A' Sec	Samsiya N	Keerthiga Devi M	Samsiya N	Jeevitha P	Samsiya M
6	II B.A., English 'A' Sec	Francis Selastina F	Aarthi G	Kovarthini S	Dharani K	Deepika U
7	II B.A., English 'B' Sec	Sabana Fathima S	Rihana Barveen B	Sabitha S	Maria Egosiya M	Rose Jasmi R
8	III B.A., English	Seeni Murugan S	Tharma Durai D	Seeni Murugan S	Nanthini K	Bijo Mary J
9	I M.A., English	Thisma B	Vinitha M	Gousalya M	Dharani R	Vigneshwari K
10	II M.A., English	Malathi S	Susithra A	Jeya Pratha N	Bala Abirami M	Mohana Priya G
11	I B.Sc., Maths	Jose Rayan S	Gokulavani R	Jose Rayan S	Janani N	Ajitha G
12	II B.Sc., Maths	Mohanapriya M	Arockia Rishoba G	Nixon J	Vimala N	Praveena E
13	III B.Sc., Maths	Maria Nesika M	Maria Lebiya A	Kalaiyarasi I	Maria Nesika M	Priyadharshini N
14	I M.Sc., Maths	Kaviya N	Durga Devi M	Harini Ra	Vinitha S	Sathya N
15	II M.Sc., Maths	Atchaya K	Mariyammal R	Thivya N	Karthika G	Abinaya D
16	I B.Sc., Physics	Maria Rithershini A	Monisha G	Roja Priyadharshini S	Suresh T	Nayagi Kipsi P
17	II B.Sc., Physics	Maria Epsiba M	Mukila N	Yamuna N	Sundhreshwari B	Maria Sweety A
18	III B.Sc., Physics	Divya N	Vinitha J	Salini L	Arul Pathuva S	Dhinesh Babu M
19	I M.Sc., Physics	Muneeswari A	Loganathan P	Bhavatharani S	Parthiban S	Pavithra S
20	II M.Sc., Physics	Antony Anu A	Kanimozhi M	Keerthika R	Yuva Sree M	James Runita J
21	I B.C.A	Dharani K	Anjana R	Nayaki Frutci S	Iruthaya Ruban P	Maslina Begam M
22	II B.C.A	Yoga Lakshmi P	Bala S	Thanasekar R	Suvetha S	Murugeswari K



## CLASS REPRESENTATIVE & HOUSE LEADER NAME

S.NO	DEPARTMENT	CLASS REPRESENTATIVE NAME	HOUSE LEADERS NAME			
			ANGELO	CAUSSANEL	KALAM	MOTHER THERASA
23	III B.C.A	Muneeswaran P	Kaerthika M	Sharmila B	Sapthagiri R	Gokul Raj S
24	I B.Sc., Comp. Science	Reshma J	Maria Joans Bharathi B	Kannika Parameswari D	Gowsick R	Kalanjiya Rahul B
25	II B.Sc., Comp. Science	Sharmila L	Manimegalai M	Manikanda Raja V. R	Vinith S	Nishanthi C
26	III B.Sc., Comp. Science	Deepa Sri S	Kaviya R	Thilagavathi M	Pavithra M	Vijaya Pandi S
27	I B.Sc., IT	Prabakaran D	Sabarathnan T	Prabakaran D	Pushbiha Sri S	Maria Renilda N
28	II B.Sc., IT	Hiyashmin M	Jesimalar R	Tamilarasan I	Steve Godson M	Dinesh Kumar S
29	III B.Sc., IT	Mahalakshmi A	Aishwarya S	Rajkumar C	Muralitharan M	Mahalakshmi A
30	I M.Sc., (CS & IT)	Sri Bharathi S	Dhanalakshmi S	Preethi G	Lalithkumar S	Sri Bharathi S
31	Ii M.Sc., (CS&IT)	Karthiga P	Nishanthini M	Durga Devi J	Karthiga P	Endhuja E
32	I B.Sc., Bio Chemistry	Subitha Y	Subitha Y	Anantha Valli S	Anitha S	Pandeewari V
33	II B.Sc., Bio Chemistry	Anitha Rathinam T J	Gayathri R	Prabha Devi M	Rakshana K	Kenya Santhiya Malar S
34	III B.Sc., Bio Chemistry	Gowsalya R	Nambu Nayaki V	Vimala E	Gowsalya R	Raja Nanthini R
35	I B.Com	Sneha S	Mohamed Fayaz M	Soundharya Lakshmi R	Manjula M	Arun Pandian S
36	II B.Com	Prabu M	Prithiksha A	Moses Berwin B	Prithivirajan G	Syed Jesima Banu K
37	III B.Com	Maria Benita A	Malavika E	Sabarathswan S	Pavithra S	Joseph Jeya Kumar C
38	I M.Com	Kasthuri G	Arul Menaksha A	Perumal Krishnan M	Kalaivani K	Hemalatha M
39	II M.Com	Gokila T	Banupriya M	Boominathan M	Banupriya M	Gokila T
40	I B.Com., CA	Pandi Seeman S	Mohamed Irfan A	Raja Sekar B	Sneka N	Subashini R
41	II B.Com., CA	Kaleeswaran R	Chandru Rajan G	Viji P	Biruntha M	Sukumar M
42	III B.Com., CA	Udith Dinola J	Kavi Priya R	Shanthi M	Ilaya Raja M	Mohamed Ashiq Rahman S
43	I B.B.A	Pavun Raj R	Arul Selsiya J	Vishva K	Arunkumar N	Revathi N
44	II B.B.A	Sathish S	Saratha S	Nanthakumar M K	Muthalagu P	Gnanathulashini N
45	III B.B.A	Prithivina M	Ajay Ram M	Harihara Sudhan S	Irfan Ali M	Vinotha G

## UNIVERSITY RANKS (2018-2019 Batch)

### RANK HOLDERS (UG - 2015 Batch, PG - 2016 Batch)

S.NO	DEPARTMENT	REG. NO	STUDENT NAME	RANK
1	B.A., Tamil	2515101005	Gowri S	Tenth
2		2515101021	Sarathapriya A	Fourth
3		2515101030	Veni M	Eighth
4	B.Sc., Comp. Science	2515128003	Banupriya G	Ninth
5	B.Sc., Bio Chemistry	2515131007	Muniya Kousalya M	Tenth
6	B.Com.CA	2515152006	Hema Bharathi D	Seventh
7		2515152007	Hema Latha P	Third
8	B.B.A	2515153008	Arun Kumar A	Third
9	M.Sc., Maths	2516311013	Senthura Devi S	Sixth
10	M.Sc., CS & IT	2516315002	Anthony Rejina Libincy T	Fourth
11		2516315010	Saranya S	Fifth
12		2516315013	Vigneswari P	Second
13	M.Com	2516351002	Kaleeswari M	Eighth
14		2516351005	Muthuselvi K	Seventh
15		2516351011	Vaisali V	Tenth

Total Number of Ranks (2018 - 2019) = 15

## UNIVERSITY RANKS (2005-2018 Batch)

Batch	Total No.of Ranks
2005- 2008 Batch	2
2006- 2009 Batch	17
2007- 2010 Batch	23
2008- 2011 Batch	25
2009- 2012 Batch	23
2010- 2013 Batch	36
2011- 2014 Batch	14
2012 - 2015 Batch	26
2013 - 2016 Batch	25
2014- 2017 Batch	30
2015 - 2018 Batch	15
<b>Total</b>	<b>236</b>



## COLLEGE TIMING

09.20 a.m to 03.30 p.m

- 09.20 a.m to 09.30 a.m - Prayer
- 09.30 a.m to 10.20 a.m - I Hour
- 10.20 a.m to 11.10 a.m - II Hour
- 11.10 a.m to 11.25 a.m - Tea Break
- 11.25 a.m to 12.15 p.m - III Hour
- 12.15 p.m to 01.00 p.m - IV Hour
- 01.00 p.m to 01.40 p.m - Lunch Break
- 01.45 p.m to 02.35 p.m - V Hour
- 02.35 p.m to 03.25 p.m - VI Hour
- 03.40 p.m - College Bus Leaving

## OFFICE ACCESSING TIME (STUDENTS)

11.10 a.m to 11.25 a.m (Interval)

01.10 p.m to 01.40 p.m (Lunch Break)

03.25 p.m to 03.40 p.m (After College Closing)

*(Revised Second Edition - 2019)*

*(For Private Circulation Only)*