

SRI SARADA COLLEGE FOR WOMEN

(Accredited with 'B' Grade by NAAC (CGPA-2.76)

Affiliated to Manonmaniam Sundaranar University

(A Branch of Sri Ramakrishna Tapovanam, Tirupparaiturai)

Sarada Nagar, Ariyakulam, Maharajanagar (PO),

Tirunelveli - 627 011. Tamilnadu - India.

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Website : <http://www.srisaradacollege.org>



ACADEMIC HANDBOOK

2016- 2017

PERSONAL MEMORANDUM

Name	:	Photo Stamp Size
Year & Major	:	
University Register No.	:	
College Roll No.	:	
Date of Birth	:	
Residential Address	:	Door No Street	
Place	:	
Taluk	:	
District	: Pin Code:	
Father's Name	:	
Mother's name	:	
Guardian's name	:	
Name of the Counsellor	:	
Height	: Weight:	
Blood Group	:	
PAN Number	:	
Bank Account No. & Name	:	
Insurance Policy No.	:	
Aadhaar ID Number	:	
Driving License No.	:	
Mobile Number	:	Father	
		&	
		Mother	
Email ID	:	
Other Details	:	
Personal ID Marks	:	

Date :

Signature

அருட்திருமூவர்
THE HOLY TRINITY



புகவான்
பூர் ராமகிருஷ்ணர்

தோற்றம்: 17.02.1836
சமாதி : 16.08.1886



அன்னை
பூர் சாரதாதேவி

தோற்றம்: 22.12.1853
சமாதி : 21.07.1920



சுவாமி
பூர் விவேகானந்தர்

தோற்றம்: 12.01.1863
சமாதி : 04.07.1902

ஸ்தாபகர்
FOUNDER



தோற்றம்: 11.03.1898
சமாதி : 16.11.1985

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NATIONAL ANTHEM

Jana gana Mana adhinayaka jaya he
Bharatha Bhagya - Vidhata
Punjaba Sindu Gujarata Maratha
Dravida Utkala vanga
Vindhya himachala Yamuna Ganga
Uchchala Jaladhi taranga
Tava Subha Name jage;
Tava subha asisha 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.

- Rabindranath Tagore

MEANING

Thou art the ruler of the minds of all people.
Thou Dispenser of India's destiny.
Thy name rouses the hearts of the Punjab, Sind,
Gujarat and Maratha, of Dravid, Orissa and Bengal.
It echoes in the hills of the Vindhyas and Himalayas,
Mingles in the music of Yamuna and Ganga and
Is chanted by the waves of the Indian Sea.
They pray for Thy blessings and sing Thy Praise.
The Saving of all people waits in Thy hand.
Thou Dispenser of India's destiny.
Victory, Victory, Victory to Thee.

NATIONAL 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 respect to my parents, teachers and all elders 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.

உறுதிமொழி

இந்தியா எனது தாய்நாடு. இந்தியர் அனைவரும் எனது உடன்பிறப்புகள்.

என் நாட்டை நான் பெரிதும் நேசிக்கிறேன். இந்நாட்டின் பழம்பெருமைக்காகவும் பன்முகமரபுச் சிறப்பிற்காகவும், நான் பெருமிதம் அடைகிறேன். இந்நாட்டின் பெருமைக்குத் தகுந்து விளங்கிட என்றும் பாடுபடுவேன்.

என்னுடைய பெற்றோர், ஆசிரியர்கள், எனக்கு வயதில் மூத்தோர் அனைவரையும் மதிப்பேன். எல்லோரிடமும் அன்பும் மரியாதையும் காட்டுவேன்.

என் நாட்டிற்கும் என் மக்களுக்கும் உழைத்திட முனைந்து நிற்பேன். அவர்கள் நலமும், வளமும் பெறுவதிலே நான் என்றும் மகிழ்ச்சி காண்பேன்.

COLLEGE SONG

சாந்தி நிலையமாம் சாரதா தேவி
ஜய ஜகதீஸ்வரி ஓம் ஜகதீஸ்வரி
ஜய ஜய ஜய ஜகதீஸ்வரி ஓம் ஜய
சாந்தி நிலையமாம் சாரதா தேவி.

He who has a pure mind sees everything pure.

- Sri Sarada Devi.

தமிழ்த்தாய் வாழ்த்து

நீராரும் கடலுடுத்த நிலமடந்தைக் கெழில் ஓழுகும்
சீராரும் வதனம் எனத் திகழ் பரதக் கண்டம் இதில்
தெக்கணமும் அதில் சிறந்த திராவிட நல் திருநாடும்
தக்கசிறு பிறை நுதலும் தரித்த நறும் திலகமுமே
அத்திலக வாசனைப்போல் அனைத்துலகும் இன்பமுற
எத்திசையும் புகழ் மணக்க இருந்த பெரும்
தமிழணங்கே! தமிழணங்கே!
உன்சீரிளமை திறம் வியந்து செயல் மறந்து
வாழ்த்துதுமே! வாழ்த்துதுமே! வாழ்த்துதுமே!

கொடி பாடல்

தாயின் மணிக்கொடி பாரீர் - அதைத்
தாழ்ந்து பணிந்து புகழ்ந்திட வாரீர் - (தாயின்)
ஓங்கி வளர்ந்ததோர் கம்பம்
அதன் உச்சியின் மேல் வந்தே மாதரம் என்றே
பாங்கின் எழுதி திகழும் செய்ய
பட்டொளி வீசிப் பறக்குது பாரீர் - (தாயின்)
கம்பத்தின் கீழ்நிற்றல் காணீர்
எங்கும் காணரும் வீரர் பெருந்திரள் கூட்டம்
நம்பற்குரியர் அவ்வீரர் - தங்கள்
நல்லுயிர் ஈந்தும் கொடியினைக் காப்பர் (தாயின்)

- பாரதியார்

THE COLLEGE COMMITTEE

- | | |
|---|---------------------------|
| 1) Srimath Swami Sadanandaji | President |
| 2) Yatiswari Saravanabhavapriya Amba | Secretary |
| 3) Srimath Swami Divyananda | Member |
| 4) Srimath Swami Shuddhananda | Member |
| 5) Srimath Swami Satyananda | Member |
| 6) Srimath Swami Abhedananda | Member |
| 7) Srimath Swami Bhakthananda | Member |
| 8) Yatiswari Durgapriya Amba | Member |
| 9) Yatiswari Thavapriya Amba | Member |
| 10) Yatiswari Neelakantapriya Amba | Member |
| 11) Prof. (Major) P. Chandra Sekaran | Member |
| 12) Dr.(Smt.)M.Malarvizhi | Principal |
| 13) Smt.R.Muthulakshmi Vice-Principal | Staff Representative |
| 14) Smt.N.Renuka Head, Dept. of English | Staff Representative |
| 15) Dr.(Smt.) S.Chandra Lekha | University Representative |
- Principal, Sree Ayyappa College,
Chunkankadai, Kanyakumari District.

MEMBERS OF STAFF (TEACHING)

PRINCIPAL

- 1 Dr. (Smt.) M. Malarvizhi, M.Com.,M.Phil.,M.Ed.,PGDCA,Ph.D

DEPARTMENT OF TAMIL

- 1 Dr. (Smt.) S. Parvathakrishnammal, M.A., M.Phil., Ph.D., NET
H.O.D. & Associate Prof.
- 2 Smt. A. Usha, M.A.,M.Phil.,M.Ed.,NET - Asst. Prof.
- 3 Smt.T. Dhanalakshmi, M.A.,M.Phil.,NET - Asst. Prof.
- 4 Dr. (Smt.) S. Selva Sugania, M.A.,B.Ed.,M.Phil.,Ph.D.,NET,SET - Asst. Prof.
- 5 Smt. M. Karthika, M.A.,M.Phil.,NET - Asst. Prof.

DEPARTMENT OF SANSKRIT

- 1 Sr. Mayil M.A. H.O.D. & Asst. Prof.

DEPARTMENT OF ENGLISH

- 1 Smt. N. Renuka, M.A.,M.Phil., - H.O.D. & Associate Prof.
- 2 Smt. S. Viji, M.A.,M.Phil.,B.Ed.,M.A.(Edn.) - Asst. Prof.
- 3 Smt. M. Sivakala, M.A.,M.Phil.,B.Ed., - Asst. Prof.
- 4 Smt. M. Lalitha, M.A.,M.Phil., B.Ed. - Asst. Prof.
- 5 Smt. S. Chithra, M.A.,M.Phil., D.P.T.E. - Asst. Prof.
- 6 Smt. E. Sakthi Arumugam, M.A., M.Phil., - Asst. Prof.
- 7 Smt. T. Annalakshmi, M.A., - Asst. Prof.
- 8 Smt. M. Gothainayagi, M.A., M.Phil., B.Ed., - Asst. Prof.
- 9 Smt. A. Latha, M.A.,B.Ed. - Asst. Prof.
- 10 Smt. N. Gayathri, M.A.,B.Ed.,M.Phil - Asst. Prof.
- 11 Smt. R. Thambiratti, M.A.,M.Phil - Asst. Prof.
- 12 Smt. S. Banu Priyanka, M.A.,M.Phil., - Asst. Prof.

DEPARTMENT OF ECONOMICS

- 1 Smt. T. Kalavathi, M.A.,M.Phil.,PGDCA., - H.O.D. & Asst. Prof.
- 2 Smt.M. Magarasi, M.A.,M.Phil.,B.Ed., - Associate prof.
- 3 Smt. P. Sivasankari, M.A.,M.Phil., - Asst. Prof.
- 4 Selvi. A. Ganthimathi Priya, M.A.,M.Phil., - Asst. Prof.

DEPARTMENT OF MATHEMATICS

- 1 Smt. S. Meenakshi, M.Sc.,B.Ed.,M.Phil.,PGDCA - H.O.D. & Associate Prof.
- 2 Smt. S. Ammani, M.Sc.,M.Phil., - Asst. Prof.
- 3 Selvi. B. Revathy, M.Sc.,M.Phil.,PGDCA., - Asst. Prof.
- 4 Smt. R. Amudha valli, M.Sc.,B.Ed.,M.Phil., - Asst. Prof.
- 5 Selvi. A. Mahalakshmi, M.Sc.,M.Phil., - Asst. Prof.
- 6 Smt. K. Ramalakshmi, M.Sc.,M.Phil., - Asst. Prof.
- 7 Selvi. A. Shunmugapriya, M.Sc.,M.Phil., - Asst. Prof.
- 8 Smt. T. Vennimalai, M.Sc.,M.Phil.,B.Ed., - Asst. Prof.
- 9 Selvi. M. Selvi M.Sc.,M.Phil. - Asst. Prof.

DEPARTMENT OF PHYSICS

- 1 Smt. J. Umai Parvathy, M.Sc.,M.Phil.,PGDCA - H.O.D. & Associate Prof.
- 2 Smt. S. Magara Jothi Lakshmi, M.Sc.,M.Phil., - Asst. Prof.
- 3 Selvi. R. Jeya Sudha, M.Sc.,M.Phil. - Asst. Prof.
- 4 Dr. Selvi. N. Booma Devi, M.Sc.,M.Phil.,Ph.D., - Asst. Prof.
- 5 Smt. R. Ahila, M.Sc., M.Phil,B.Ed., - Asst. Prof.
- 6 Smt. B. Jeyalakshmi, M.Sc.,M.Phil.,M.Ed., - Asst. Prof.
- 7 Selvi. V. Avudaiammal, M.Sc.,M.Phil - Asst. Prof.
- 8 Selvi. C. Sornalatha, M.Sc., - Asst. Prof.
- 9 Selvi. S. Karthigadevi, M.Sc., - Asst. Prof.

DEPARTMENT OF CHEMISTRY

- 1 Smt. V. Rajarajeswari, M.Sc.,M.Phil.,PGDCA., - H.O.D. & Associate Prof.
- 2 Smt. G. Uma Mageswari, M.Sc., M.Phil., - Asst. Prof.
- 3 Smt. K. Lakshmi, M.Sc., M.Phil., - Asst. Prof.
- 4 Smt. K. Rajalakshmi, M.Sc., M.Phil., - Asst. Prof.
- 5 Selvi. S. Suganya, M.Sc, B.Ed., - Asst. Prof.

DEPARTMENT OF COMPUTER SCIENCE

- 1 Smt. V. Vallinayagi, M.Sc., M.Phil., H.O.D. & Associate prof.
- 2 Smt. N. Rajeswari, M.C.A., M.Phil., SET Associate prof.
- 3 Smt. M. Vijayalakshmi, M.Sc., M.Phil., Asst. Prof.
- 4 Smt. J. Ponrenga, M.Sc., B.Ed., M.Phil., Asst. Prof.
- 5 Selvi. P. Anitha, M.Sc., M.Phil., Asst. Prof.

DEPARTMENT OF COMPUTER APPLICATION

1. Dr. (Smt.) T. Ratha Jeyalakshmi, M.C.A.,M.Phil.,Ph.D.,Director & Associate Prof.
- 2 Smt. B. Thamaraiselvi, M.C.A.,M.Phil.,SET H.O.D. & Associate prof.
- 3 Smt. M.P. Jeyachithra, M.C.A.,M.Phil Associate prof.
- 4 Smt. P. Anusha, M.C.A.,M.Phil - Asst. Prof.
- 5 Smt. B. Parvathi Devi, M.C.A.,M.Phil - Asst. Prof.
- 6 Smt. K. Amutha, M.C.A.,M.Phil - Asst. Prof.
- 7 Smt. G. Vennira Selvi, M.C.A.,M.Phil.,M.E., - Asst. Prof.
- 8 Smt. M. Amutha, M.C.A.,M.Phil.,M.Tech., - Asst. Prof.
- 9 Selvi. M. Padma, M.C.A.,M.Phil - Asst. Prof.

DEPARTMENT OF INFORMATION TECHNOLOGY

- 1 Smt. M. Indra, M.C.A., H.O.D. & Associate Prof.
- 2 Smt. S. Kanagasankari, M.C.A.,M.phil., Asst. Prof.
- 3 Smt. S. Shankari, M.Sc. (IT&M),M.Phil., Asst. Prof.
- 4 Smt. M. Sivasankari, M.Sc. (IT),M.Phil, Asst. Prof.
- 5 Selvi. S. Karthigeswari M.C.A.,M.Phil., Asst. Prof.

DEPARTMENT OF COMMERCE

- 1 Dr. (Smt.) R. Muthulakshmi, M.Com.,M.phil.,MBA.,PGDCA, PGDHE, Ph.D.
H.O.D. & Associate Prof.
- 1 Selvi. G. Velammal Selvi, M.Com., M.Phil., -Asst. Prof.
- 2 Smt. R. Ponnammal, M.com., M.Phil., - Asst. Prof.
- 3 Smt. S. Shanmuga Nirmala, M.Com.,M.Phil., - Asst. Prof.
- 4 Selvi. C. Seetha Lakshmi M.com (FCA),M.Phil., - Asst. Prof.

DEPARTMENT OF COMMERCE WITH COMPUTER APPLICATIONS

- 1 Dr.(Smt.)N.Kamala, M.Com.,M.Phil.,NET,PGDCA,Ph.D, H.O.D.& Associate Prof.
- 2 Smt. S. Arumuga Selvi, M.Com (CA),M.Phil - Asst. Prof.
- 3 Smt. A. Arunadevi, M.Com.,M.Phil.,DPTT, PGDCA - Asst. Prof.
- 4 Smt. E. Sankari, M.Com., B.Ed.,PGDCA., - Asst. Prof.
- 5 Smt. P. Rajeswari, M.Com., M.phil - Asst. Prof.
- 6 Dr.Selvi.V. Sangeetha, M.Com.,M.Phil.,Ph.D., - Asst. Prof.
- 7 Smt. C. Jeya Gowri, M.Com., M.Phil., - Asst. Prof.
- 8 Smt. Milka Vijayan, M.Com (CA),M.Phil., - Asst. Prof.

DEPARTMENT OF BUSINESS ADMINISTRATION

- 1 Smt. N. Lavanya, M.B.A.,M.Com (CA) - H.O.D. & Asst. Prof.
- 2 Selvi. A. Muthu lakshmi,M.B.A.,M.Phil - Asst. Prof.
- 3 Dr. (Smt.) B. Subha, M.B.A., Ph.D. - Asst. Prof.
- 4 Selvi. P. Anitha M.B.A.,M.Phil - Asst. Prof.

DEPARTMENT OF PHYSICAL EDUCATION

- 1 Smt. V. Vidhya, B.A. (His),M.P.ED. Physical Director

DEPARTMENT OF LIBRARY

- 1 Smt. S. Gomathy, M.Com.,M.L.I.SC.,M.Phil. Asst. Librarian

SENIOR VISITING FACULTY

- 1 Dr. N. Venkatasubbu, M.A., M.Ed.,M.Phil.,Ph.D.,PGDTE. English
- 2 Dr. P. Pandi, M.A.,M.Phil.,Ph.D. English
- 3 Dr. A. Namasivayam, M.A.,M.Phil.,Ph.D. English
- 4 Dr. M. Murugalingam, M.Sc.,M.Phil.,PGDCA, B.Ed., Ph.D. Mathematics
- 5 Dr. (Smt.) S. Palaniammal, M.Sc.,M.phil.,PGDCA,B.Ed.,Ph.D., Mathematics
- 6 Dr. (Smt.) S. Subbulakshmi, M.Sc.,M.Phil.,Ph.D., Mathematics

PART - TIME

1. Sri. S.Sankaralingam, M.Com., B.L., - Lawyer

MEMBERS OF STAFF (NON-TEACHING)

The Administrative office serves from 9 A.M. to 5.30 P.M.

- 1 Smt. V. Latha, B.Sc. Assistant
- 2 Smt. S. Chidambaravadivoo, B.Com. Assistant
- 3 Smt. R. Krishnaveni, B.Com. Assistant
- 4 Smt. S. Periyanyagi, B.A. Assistant
- 5 Smt. V. Thamarai Selvi, B.Com. Junior Asst.
- 6 Selvi. S. Vimala, M.C.A. Junior Asst.
- 7 Smt. P. Shenbaga Theiva Nayaki, B.Com Junior Asst.
- 8 Smt. R. Vasantha, M.B.A. Typist
- 9 Smt. V. Subbulakshmi, DECE Technical Asst.
- 10 Selvi. M. Sudarveni @ Subha, M.C.A. Technical Asst.
- 11 Selvi. S. Munisvanalakshmi, B.Sc. Technical Asst.

12	Selvi. S. Krishnaveni	Technical Asst. (Library)
13	Smt. S. Gowri	Lab. Assistant (Physics)
14	Smt. R. Kalai Selvi, B.Com.	Lab. Assistant (Physics)
15	Smt. G. Vijayalakshmi	Lab. Assistant (Chemistry)
16	Smt. S. Kasthuri	Lab. Assistant (Chemistry)
17	Smt. A. Gomathy Ammal	Lab. Assistant (Comp. Sci.)
18	Smt. K. Thayammal	Lab. Assistant (Comp. Sci.)
19	Selvi. V. Thamilarasi	Office Assistant
20	Smt. A. Mariammal	Office Assistant
21	Smt. P. Muthupathirakali	Office Assistant
22	Smt. P. Murugammal	Office Assistant
23	Smt. P. Jeyalakshmi	Office Assistant
24	Smt. P. Vijayalakshmi, B.A., M.L.I.Sc.,	Library Asst.
25	Smt. A. Alagumuthammal B.Com.	Library Asst.
26	Smt. S. Shunmuga Sundari	Sweeper
27	Smt. M. Annalakshmi	Sweeper
28	Smt. A. Pappa	Sweeper
29	Smt. C. Muthulakshmi	Sweeper
30	Smt. E. Jothi	Sweeper
31	Sri. R. Muneeswaran	Watchman
32	Sri. M. Ganesan	Games Marker
33	Sri. C. Kadarkarai	Waterman
34	Sri. M. Marimuthu	Mechanic
35	Smt. C. Shunmugavadivoo	Scavenger

GOVERNANCE AND RESPONSIBILITIES 2016 - 2017

A Administrator	Srimath Swami Bhaktananda Maharaj
B Educational Advisor	Dr K Subrahmanyam, Former Principal, Vivekananda College, Tiruvedakam west 624217
C Principal	Dr (Smt) M. Malarvizhi
D IQAC Co-ordinator	Dr (Smt) R. Muthulakshmi
1 Dean - COE, CIA & Curriculum Development	Dr (Smt) N. Kamala
2 Dean - Training & Development	Smt. N. Renuka
3 Dean-Research, Planning & Development	Dr (Smt) T. Ratha Jeyalakshmi
4 Dean - Students Discipline & Deputy Warden	Smt. V. Rajarajeswari
5 Dean - ISR, Extension & Development	Smt. V. Vallinayagi
1a Admission, Appointment Procedures, Notification, etc.	Smt. E. Sankari, Smt. Milka vijayan
1b CV - Students and Staff [all]	Smt. G. Uma mageswari / Smt.K.Sathya, Smt P. Rajeswari / Selvi. C. Sundari
1c Alumni - Sarada Suta, Staff welfare	Smt. M.P. Jeyachitra, Smt. C. Jeya gowri
1d COE – CIA, Progress Report and V Kendra Programmes- Camps, GT Examination.	Smt. K. Lakshmi, Smt. T. Kalavathi, Smt. B. Parvathi devi, Smt. N. Lavanya, Selvi. C. Sornalatha Selvi. S. Karthika Devi
1e Dual/Add on courses [certificate/diploma-Post Dip./PGD]	Smt. M. Indra, Smt. J. Ponrenga
1f Value Education – RSVC, Ethics	Smt. B. Thamaraiselvi, Selvi. S. Suganya
1g Typewriting, driving, tailoring, graduation ceremony	Selvi. A. Muthulakshmi, Selvi A. Ganthimathi Priya (Eco)
2a Sarada Training Cell for Competitive Examinations	Smt. B. Parvathi Devi, Selvi A. Shunmugapriya S.Shankari, P.Anitha

2b	Bridge Course - First year	Smt. T. Annalakshmi, Selvi P. Anitha
2c	Faculty Development/ Orientation Programme [all]	Smt. M. Vijayalakshmi, Selvi. M. Muthu Selvi (Physics)
2d	IV/Tour/Train concession/Bus, TNSTC	Selvi.M. Selvi, Selvi S. Seetha lakshmi
2e	Personality Development Training and Certification	Smt. S. Viji, Smt.M. Sivakala
2f	Carrier Guidance & Counseling, Placement Cell	Smt. N.Rajeswari, Smt. A. Usha, Selvi B. Revathy, Smt. G. Vennira Selvi,
2g	Communication Skill/Spoken Sanskrit/Hindi/Quiz Programmes / Consumer Forum	Smt. E. Sakthi Arumugam , Selvi. P. Pratheeba, Sister Mayil, Smt. N. Gayathri, Smt.M. Lalitha
3a	UGC, 12(B),AICTE, CSIR, AISHE, TNSCST Projects/ Affairs	Dr. (Smt) B. Subha, Smt. K. Amutha
3b	Conferences, Workshops and Seminars	Smt. N. Rajeswari, Selvi G. Velammal Selvi, Smt. K. Ramalakshmi, Smt. P. Sivasankari (Eco)
3c	Infrastructure [building, furniture, equipments, etc.]	Smt. S. Meenkashi, Smt. S. Shanmuga nirmala
3d	Printing, Publication, Pragnavani, Kandeepam, College magazine, Calendar, Compendium	Smt. M. Siva Kala, Smt.T. Dhanalakshmi , Smt. M. Gothainayagi , Smt. M. Karthika, Smt.R. Thambiratti
3e	Website, Blog, ICT, MOU/MOC	Smt. P. Anusha, Dr (Selvi) V. Sangeetha, Selvi M. Padma
3f	R & D cell, Funded projects/ students projects	Smt.A. Arunadevi , Dr (Selvi) N. Booma devi, Smt. M. Sivasankari
3g	PRO/Media Reporting, Campus Chronicler, Photography/Videography	Smt.M Magarasi, Dr (Smt)S. Selva Sugania, Smt. R. Thambiratti, Selvi. A.Muthulakshmi
4a	Students Discipline & Welfare	Smt. S. Ammani, Smt. S. Shankari, Smt. K. Rajalakshmi, Smt. S. Chithra, Smt. V. Vidhya

4b First Aid and Health Care	Smt.S.Magarajothi Lakshmi Selvi. S. Karthiga Devi
4d Students Welfare/Merit/Loan Scholarships, Endowments, Prizes/Awards	Smt. K. Lakshmi, Smt. T. Kalavathi
4e Anti ragging-De-addiction, Grievance & Women cell	Smt. S.Viji, Smt. V. Vidhya, Smt. N. Gayathri
4f Students leave, OD, ML, Attendance.	Smt. S. Ammani, Smt. S. Magara Jothi Lakshmi
5a Union VP - CD, SD, Sakthi Pooja, Patha Pooja, PSTC other celebrations & meetings	Smt. S. Ammani, Selvi A. Mahalakshmi, Smt. B.Jeyalakshmi, Selvi. A.Muthulakshmi, Smt. T. Vennimalai.
5b NSS/RRC/YRC/ Blood Donor Cell	Smt. S. Meenkashi, Smt. S. Kanagasankari, Smt. M. Vijayalakshmi
5c NCC	Smt. S. Chithra Selvi, G. Velammal selvi,
5d ID card/PAN	Smt. S. Gomathy, Smt.M. Amutha
5f Exnora-Green Clean cell	Smt. S. Magara Jothi lakshmi, Selvi R.Jeya Sudha
5g Entrepreneurship, Exhibition, SHG cell & Extension activity	Smt. S. Arumuga selvi, Smt. R. Akila , Selvi . P. Anitha
5h Fine arts-youth welfare competitions/spiritual, cultural music, Dance & Drama	Smt. R. Ponnammal, Smt. T. Annalakshmi, Smt. G. Parameswari, Smt. M.Vijayalakshmi
5i Navarathiri Kolu – Display & Description	Dr. (Smt.) S. Parvatha Krishnammal, Smt. T. Dhanalakshmi, Selvi. B. Parvathi Devi, Smt. T. Annalakshmi Smt. J. Ponrenga, Smt. G. Parameswari

LIST OF COMMITTEES

ADMISSION COMMITTEE

1. Chairman 1. Principal - Dr. (Smt). M. Malarvizhi
2. Senior faculty cum IQAC Coordinator – Dr. (Smt). R. Muthulakshmi
3. Senior faculty from Arts subjects – Smt. N. Renuka
4. Senior faculty from Science subjects – Smt. M. Vijayalakshmi
5. Senior faculty from Commerce subjects- Smt. A. Aruna Devi
6. Faculty from SC/ST- Smt. T. Dhanalakshmi

LIBRARY ADVISORY COMMITTEE

- Chairman** 1. Principal Dr. (Smt). M. Malarvizhi

Members

2. IQAC Coordinator Dr. (Smt.) R. Muthulakshmi
3. Librarian Smt. S. Gomathy
4. Senior faculty from Language and Arts Dr. (Smt).S. Parvathakrishnammal
5. Senior faculty from science subjects Smt. B. Thamarai selvi
6. Senior faculty from commerce and BBA Smt. S. Shanmuga nirmala
7. PG student S. Hariytha – II M.A. English
8. UG student (Arts) R. Esakki Meena – III B.A. English
9. UG student (Science) S. Muthu Selvi - III B.Sc. Comp.Sci.
- 10.UG student (Commerce) P. Esakkiammal – III B.Com [CA]

SPORTS COMMITTEE

- Chairman** 1. Principal Dr. (Smt). M. Malarvizhi

Members

2. IQAC Coordinator Dr. (Smt.) R. Muthulakshmi
3. MSU Professor of Physical Education Dr. S. Sethu
Asst. Professor, Sports Secretary,
Manonmaniam Sundaranar University,
Tirunelveli.

4. External: District Sports Officer Mr. K. Xavier Jothi Sargunam
5. Physical Director Smt., V. Vidhya
6. Sr Faculty interested in sports Smt. R. Thambiratti
7. PG student S. Bhavani – II M.Com [CA]
8. Overall champion (Secretary) N. Rathika – III B.A. English
9. Top Sports prize winner R. Ananthi - II B.Com.
10. Top Sports prize winner C. Banu – III B.A. Economics

HOSTEL COMMITTEE

Chairman 1. Principal (Warden) Dr. (Smt). M. MALARVIZHI

Members

2. IQAC Coordinator Dr. (Smt) R. Muthulakshmi
3. Deputy Warden Smt. V. Raja Rajeswari
4. Senior Professor Smt. P. Anusha
5. Resident Manager Smt. K. Krishnaveni
6. Assistant Warden
7. PG Student L. Agnes – II M.Sc. Physics
8. UG III Year V. Ambika – III B.A. English
9. UG III Year R. V. Kavya – III B.SC. Mathematics
10. UG III Year P. Sriram Devi – III B.Com

APPEAL & GRIEVANCE REDRESSAL COMMITTEE

Chairman 1. Principal (Warden) **Dr. (Smt). M. Malarvizhi**

Members :

2. IQAC Coordinator Dr. (Smt.) R. Muthulakshmi
3. Cell Coordinator Smt. S. Ammani
4. Senior Faculty-Arts Smt. S. Usha
5. Senior Faculty-Science Smt. J. Ponrenga
6. Senior Faculty-Commerce Smt. S. Arumuga Selvi
7. PG Student P. Ponmalar – II M.Com [CA]
8. UG Student (Arts) E. Sudali – III B.A. Economics
9. UG Student (Science) R. Kebiniya – III B.Sc. Physics
10. UG Student (Commerce) R. Arumuga Muthu Selvi – III B.Com

STUDENTS WELFARE COMMITTEE

Chairman 1. Principal (Warden) Dr. (Smt). M. Malarvizhi

Members :

- | | |
|-----------------------------------|----------------------------------|
| 2. IQAC Coordinator | Dr. (Smt.) R. Muthulakshmi |
| 3. Dean – Students Welfare | Smt. V. Raja Rajeswari |
| 4. Medical Officer | Dr. Ramasundari |
| 5. Placement Officer | Selvi. B. Revathy |
| 6. Senior Faculty (Alumni) | Smt. N, Rajeswari |
| 7. PG Student | P. Suchitra – III M.C.A. |
| 8. UG Student (Arts) | K. Deepa – III B.B.A. |
| 9. UG Student (Science) | M. Poomari – III B.Sc. Chemistry |
| 10. Member: UG Student (Commerce) | G. Siva Rahini – III B.Com [CA] |

ANTI-RAGGING COMMITTEE

Chairman 1. Principal (Warden) Dr. (Smt). M. Malarvizhi

Members :

- | | |
|---------------------------------------|------------------------------------|
| 2. IQAC Coordinator | Dr. (Smt). R. Muthulakshmi |
| 3. Cell Coordinator | Smt. S. Kanagasankari |
| 4. Women Police Officer | |
| 5. Women Panchayat President/Official | |
| 6. Psychologist | Smt. S. Sankari |
| 7. Senior Faculty-Counsellor (M.Ed) | Smt. B. Jeyalakshmi |
| 8. PG Student | N. Kanaga Chithra – II M.Sc. Maths |
| 9. UG Student (Arts) | B. Manjula Devi – III B.A. English |
| 10. UG Student (Science) | S. Manimala – III B.C.A. |
| 11. UG Student (Commerce) | M. Padma Priya – III B.Com |

WOMEN CELL

Chairman 1. Principal (Warden) Dr. (Smt). M. Malarvizhi

Members :

- | | |
|---------------------------------|--|
| 2. IQAC Coordinator | Dr. (Smt.) R. Muthulakshmi |
| 3. Cell Coordinator | Smt. N. Rajeswari |
| 4. Senior Faculty-Arts&Commerce | Smt. S. Viji |
| 5. Senior Faculty-Science | Smt. M. Indra |
| 6. PG Student | N. Pavithra Sowthamini – II M.A. English |
| 7. UG Student (Arts) | P. Vijaya Lakshmi – III B.A. Economics |
| 8. UG Student (Science) | T. Thambu Selvi – III B.Sc. Info. Tech. |
| 9. UG Student (Commerce) | P. Thanga Lechmi – III B.Com [CA] |

EXAMINATION COMMITTEE

1. Chairman Principal (Warden) Dr. (Smt). M. Malarvizhi
2. IQAC Coordinator Dr. (Smt.) R. Muthulakshmi
3. Dean – CIA & CD Smt. N. Kamala
4. Senior Faculty-Arts Smt. T. Kalavathy
5. Senior Faculty-Science Smt. K. Lakshmi & Smt. B. Parvathi Devi
6. Senior Faculty-Commerce Smt. N. Lavanya
7. PG Student L.Agnes – II M.Sc. Physics
8. UG Student (Arts) D.Ananthi @ Sajitha – III B.B.A.
9. UG Student (Science) P. Sankara Parvathi III B.Sc., C.S.
10. UG Student (Commerce) P. Vabishree – III B.Com

RESEARCH COMMITTEE

1. Chairman Principal (Warden) Dr. (Smt). M. Malarvizhi
2. IQAC Coordinator Dr. (Smt). R. Muthulakshmi
3. Dean – R & D Cell Dr. (Smt). T. Ratha Jeyalakshmi
4. Doctorate in Languages Dr. (Smt). S. Selva Sugania
5. Doctorate in Science Dr. (Selvi). N. Boomadevi
6. Doctorate in Commerce Dr. (Selvi). V. Sangeetha
7. Senior faculty pursuing research Smt. M. Sivakala
8. PG Student – Arts J. Rama – II M.A. English
9. PG Student - science T. Vaitheeswari– III MCA

FINANCE COMMITTEE

1. Chairman: Administrator Srimat Swami Bhakthanandaji
2. Co-chairman-Secretary Yatiswari Saravanabhavapriya Amba
3. Principal Dr. (Smt). M. Malarvizhi
4. IQAC Co-Ordinator Dr. (Smt). R. Muthulakshmi
5. Senior Faculty Smt. K. Rajalakshmi
6. Senior Faculty Smt. E. Sankari
7. Office Superintendent Smt. V. Latha

SARADA SUTA ALUMNI COMMITTEE

1. Chairman Principal (Warden) Dr. (Smt). M. Malarvizhi
2. IQAC Coordinator Dr. (Smt).R. Muthulakshmi
3. Alumini Cell Coordinator Smt. M.P. Jeyachithra
4. Smt. J. Umai Parvathiy
5. Smt. G. Uma mageswari
6. Selvi. B. Revathy
7. Selvi B. Parvathi Devi
8. Smt. S. Arumuga selvi
9. Smt. A. Aruna devi

JUNE 2016

DATE	DAYS	PARTICULARS	WORKING DAYS
1	W		
2	T		
3	F		
4	S		
5	S		
6	M		
7	T		
8	W		
9	T		
10	F	Refresher Course - II Year UG Students	
11	S	Refresher Course - II Year UG Students	
12	S		
13	M	Refresher Course - II Year UG Students	
14	T	Refresher Course - II Year UG Students	
15	W	College Reopens for Staff-Faculty meeting / Refresher Course - II Year UG Students	

NOTES

சரியான உற்சாகத்தோடு வேலை செய்யத் தொடங்கினால் வெற்றி நிச்சயம் - விவேகானந்தர்

JUNE 2016

DATE	DAYS	PARTICULARS	WORKING DAYS
16	T	College reopens for II & III year UG & PG	1
17	F	Value Education Classes for II & III year UG & PG	2
18	S		3
19	S	Car Festival	-
20	M	I Year reopens – Bridge Course	4
21	T	Bridge Course	5
22	W	Bridge Course	6
23	T	Bridge Course	7
24	F	Bridge Course	8
25	S		9
26	S		-
27	M	Campus Greening & Cleaning – NSS/ VE Classes for I Year	10
28	T		11
29	W		12
30	T		13

NOTES

மலை போன்ற சகிப்புத்தன்மை, இடைவிடாத முயற்சி, எல்லையற்ற தன்னம்பிக்கை - இவைதாம் நற்காரியத்தில் வெற்றியைத்தரும் இரகசியம் - சுவாமி விவேகானந்தர்.

JULY 2016

DATE	DAYS	PARTICULARS	WORKING DAYS
1	F		14
2	S	Continuous Moral Education Programme	15
3	S		-
4	M		16
5	T		17
6	W	Ramzan Hoilday	-
7	T		18
8	F		19
9	S	Second Saturday-Holiday	-
10	S	Sunday	-
11	M	Fees due date for III and V Semester ; PG Classes Reopens	20
12	T	Value Education Examination	21
13	W	Certificate Courses Commence	22
14	T		23
15	F	Union Inauguration	24

NOTES

நன்றி, விசுவாசம் கொண்ட நண்பன் தெய்வத்தின் வேறு ஒரு வடிவமாகும்.- விவேகானந்தர்

JULY 2016

DATE	DAYS	PARTICULARS	WORKING DAYS
16	S	Fresher's Day	25
17	S		-
18	M	CIA-I begins for all UG and PG	26
19	T		27
20	W		28
21	T		29
22	F		30
23	S		31
24	S		-
25	M	Economics Association	32
26	T		33
27	W	Commerce Association	34
28	T		35
29	F		36
30	S		37
31	S		-

NOTES

பணிவான சொற்கள் வாழ்க்கையை எளிமை ஆக்குகின்றன.- விவேகானந்தர்

AUGUST 2016

DATE	DAYS	PARTICULARS	WORKING DAYS
1	M	Maths & Chemistry Association / Inter Department Marks Submission	38
2	T	AadiPeruku / PR Submission	39
3	W		40
4	T		41
5	F		42
6	S		43
7	S		-
8	M	Sanskrit Association	44
9	T	English Association	45
10	W	Commerce (C.A) Association & Mahabharatha Lecture Series-II	46
11	T	Certificate Course Examination	47
12	F	Thanking Ceremony	48
13	S	Alumni Association	49
14	S		-
15	M	Independence Day	-

NOTES

தன்னம்பிக்கை கொண்டிருந்த ஒரு சிலருடைய வரலாறே உலக சரித்திரம் ஆகும்.

- சுவாமி விவேகானந்தர்

AUGUST 2016

DATE	DAYS	PARTICULARS	WORKING DAYS
16	T	Aadi Thapasu Holiday	-
17	W	Blood Grouping & Blood Donation Camp	50
18	T	CIA-II begins	51
19	F		52
20	S		53
21	S		-
22	M		54
23	T		55
24	W		56
25	T	Krishna Jayanthi	-
26	F		57
27	S		58
28	S		-
29	M	Kala Sarada Competitions Commence	59
30	T	Campus Greening & Cleaning – NSS	60
31	W		61

NOTES

எந்த சூழ்நிலையிலும், நாம் தீமையை எதிர்ப்பதே நமது கடமையாகும்.- விவேகானந்தர்.

SEPTEMBER 2016

DATE	DAYS	PARTICULARS	WORKING DAYS
1	T	Physics Association	62
2	F		63
3	S	Inter Department Marks Submission	64
4	S		-
5	M	Vinayagar chaturthi / Teacher's day	-
6	T	PR Submission	65
7	W	Mahabharatha Lecture Series-III	66
8	T		67
9	F	View IT Meet	68
10	S	Second Saturday-Mid Semester Holidays	-
11	S	Mid Semester Holidays	-
12	M	Mid Semester Holidays	-
13	T	Bakrid Holiday/Mid Semester Holidays	-
14	W		69
15	T		70

NOTES

எதுவும் நம்மால் முடியும் என்று எண்ணுவதே நம் வெற்றியின் அடையாளம் ஆகும்.

- சுவாமி விவேகானந்தர்

SEPTEMBER 2016

DATE	DAYS	PARTICULARS	WORKING DAYS
16	F		71
17	S	CME Programme	72
18	S		-
19	M	CIA-III Begins	73
20	T		74
21	W		75
22	T		76
23	F		77
24	S		78
25	S		-
26	M		79
27	T		80
28	W	Kolu Arrangement	81
29	T	Kolu Arrangement	82
30	F	MAHALAYA AMAVASAI / Campus Greening & Cleaning -NSS	83

NOTES

நீங்கள் மற்றவர்களுக்கு செய்யும் எந்தச் செயலும் நன்மையாக இருக்குமானால்
அதுவே தர்மம். - சுவாமி விவேகானந்தர்

OCTOBER 2016

DATE	DAYS	PARTICULARS	WORKING DAYS
1	S	CME Programme	84
2	S	Gandhi Jayanthi	-
3	M	Inter Department Marks Submission / SAKTHI POOJA	85
4	T	PR Submission / SAKTHI POOJA	86
5	W	Mahabharatha Lecture Series-IV	87
6	T	Model Exam Begins	88
7	F		89
8	S	Parents, Students and Teachers Colloquium for II and III Years	90
9	S		-
10	M	Saraswathi Pooja / Ayudha Pooja	-
11	T	Vijayadasami	-
12	W	Muharam Holiday	-
13	T		91
14	F		92
15	S		93

NOTES

மனதை ஒருமுகப்படுத்துவதால் நீங்கள் எக்காரியத்தையும் சாதிக்கலாம்.- விவேகானந்தர்

OCTOBER 2016

DATE	DAYS	PARTICULARS	WORKING DAYS
16	S		-
17	M		94
18	T		95
19	W		96
20	T		97
21	F		98
22	S		99
23	S		-
24	M	Inter Department Marks Submission	100
25	T	PR Submission	101
26	W	Last Working Day for Students	102
27	T		-
28	F		-
29	S	Deepavali	-
30	S		-
31	M	Last Working Day for Staff	

NOTES

தன்மானம், தன்னம்பிக்கை, தன்னடக்கம் இம்மூன்றும் வாழ்க்கையில் தலைசிறந்ததாகும்.

- சுவாமி விவேகானந்தர்

NOVEMBER 2016

DATE	DAYS	PARTICULARS	WORKING DAYS
1	T	Faculty Enrichment Programme	
2	W		
3	T		
4	F		
5	S	Skantha Shasti	
6	S		-
7	M		
8	T		
9	W		
10	T		
11	F		
12	S		-
13	S		-
14	M	Children's Day	
15	T		

NOTES

வாழ்க்கையில் நாம் கீழ்ப்பணிவதற்குக் கற்றுக் கொண்டால் பதவி உயர்வு தானாக வரும்.

- சுவாமி விவேகானந்தர்

NOVEMBER 2016

DATE	DAYS	PARTICULARS	WORKING DAYS
16	W		
17	T		
18	F		
19	S		
20	S		-
21	M		
22	T		
23	W		
24	T		
25	F		
26	S		
27	S		-
28	M		
29	T		
30	W		

NOTES

பிறருக்காகச் செய்யும் மிகச்சிறிய முயற்சியும் உள் இருக்கும் சக்தியை எழுப்புகிறது.

- சுவாமி விவேகானந்தர்

DECEMBER 2016

DATE	DAYS	PARTICULARS	WORKING DAYS
1	T		
2	F		
3	S		
4	S		-
5	M	College Reopens	1
6	T		2
7	W		3
8	T		4
9	F	Tamil Association & CME Programme	5
10	S		6
11	S	Bharathiyar Jeyanthi	-
12	M	Karthigai Deepam	-
13	T	Milad – un – Nabi	-
14	W	Mahabharatha Lecture Series-V	7
15	T		8

NOTES

ஒரு மனிதனுக்குச் சுய புத்தியும் குருவின் உபதேசமும் மேன்மை தரும்.- விவேகானந்தர்

DECEMBER 2016

DATE	DAYS	PARTICULARS	WORKING DAYS
16	F		9
17	S		10
18	S		-
19	M		11
20	T	ANNAIYAR JEYANTHI	12
21	W		13
22	T		14
23	F		15
24	S	Swami Sivanandar Jeyanthi	16
25	S	Christmas	-
26	M		17
27	T		18
28	W		19
29	T	Hanuman Jeyanthi	20
30	F	SPORTS DAY	21
31	S	Campus Cleaning & Greening / NSS	22

NOTES

பக்தியால் தான் மனிதனின் மனம் பக்குவம் அடைகிறது. - சுவாமி விவேகானந்தர்

JANUARY 2017

DATE	DAYS	PARTICULARS	WORKING DAYS
1	S	New year / Mirithunjeya Jeba Velvi	-
2	M		23
3	T		24
4	W	CIA - I Begins	25
5	T		26
6	F		27
7	S		28
8	S	Vaikunda Ekadasi	-
9	M		29
10	T		30
11	W	Aruthira Dharisanam / GRADUATION DAY	31
12	T	National Youth Day / Mid Semester Holidays	-
13	F	Bhogi / Mid Semester Holidays	-
14	S	Pongal / Mid Semester Holidays	-
15	S	Ulavar Thirunal and Thiruvalluvar Day / Mid Semester Holidays	-

உலகையறிந்தவன் வெட்கப்படமாட்டான். தன்னையறிந்தவன் ஆசைப்படமாட்டான்.
- சுவாமி விவேகானந்தர்

JANUARY 2017

DATE	DAYS	PARTICULARS	WORKING DAYS
16	M		32
17	T	Mahabharatha Lecture Series VI	33
18	W	SWAMI VIVEKANANDA JEYANTHI	34
19	T		35
20	F		36
21	S		37
22	S	Sri Thaumana Swami Gurupooja	-
23	M	Inter Department Marks Submission	38
24	T	PR Submission	39
25	W		40
26	T	Republic day / Kunthukal Nigazhchi	-
27	F	Thai Amavasai	41
28	S	COLLEGE DAY	42
29	S		-
30	M		43
31	T	Campus Greening Cleaning - NSS	44

NOTES

தீயச் சொற்களைச் சொல்வதை விட மெளனமே மேன்மை தரும். - நடிகள் நாயகம்.

FEBRUARY 2017

DATE	DAYS	PARTICULARS	WORKING DAYS
1	W		45
2	T	சிறப்பு வழிபாடு - Congregational worship	46
3	F	சிறப்பு வழிபாடு - Congregational worship	47
4	S	சிறப்பு வழிபாடு - Congregational worship	48
5	S	RKT 75th Year Celebration	-
6	M	CIA II Begins	49
7	T		50
8	W	Mahabharatha Lecture Series-VII	51
9	T	Thai Poosam	52
10	F		53
11	S	Second Saturday - Holiday	-
12	S	Sunday	-
13	M		54
14	T		55
15	W		56

NOTES

அறிவு, அறம் காக்கும் கருவி - திருவள்ளுவர்.

FEBRUARY 2017

DATE	DAYS	PARTICULARS	WORKING DAYS
16	T		57
17	F		58
18	S	CME Programme	59
19	S		-
20	M		60
21	T	Campus Greening & Cleaning – NSS	61
22	W	Inter Department Marks Submission	62
23	T	PR Submisson	63
24	F	Maha Siva Rathiri	64
25	S	Group Photo	65
26	S		-
27	M		66
28	T	National Science Day/ Sri Ramakrishna Thithi Pooja	67

NOTES

செல்வத்துள் எல்லாம் தலைசிறந்த செல்வம் செவிச்செல்வம். - திருவள்ளுவர்

MARCH 2017

DATE	DAYS	PARTICULARS	WORKING DAYS
1	W	CME Programme	68
2	T		69
3	F		70
4	S	Ayya Narayana Swami Jeyanthi	-
5	S	SRI RAMAKRISHNA JEYANTHI	-
6	M	CIA-II Begins	71
7	T		72
8	W	International Women's Day – Major Saree	73
9	T		74
10	F	LIGHTING CEREMONY	75
11	S	Masi Maham Second Saturday - Holiday	-
12	S	Sunday	-
13	M	BLESSING CEREMONY	76
14	T		77
15	W		78

NOTES

வெற்றி பெற வேண்டுமானால் பதற்றம் இல்லாமல் இருக்க வேண்டும்.- Dr. அப்துல்கலாம்

MARCH 2017

DATE	DAYS	PARTICULARS	WORKING DAYS
16	T		79
17	W		80
18	T		81
19	F		-
20	S	SRIMATH SWAMI CHIDBAVANANDA JEYANTHI	82
21	S		83
22	M		84
23	T		85
24	W	Inter Department Marks Submission	86
25	T	PR Submission	87
26	F		-
27	S		88
28	S		89
29	M	Telugu New Year	-
30	T		90
31	F		91

NOTES

பொறுப்புடன் கூடிய சுதந்திரம் மட்டுமே தனிப்பட்ட மகிழ்ச்சியின் அடித்தளம்.

- Dr. அப்துல்கலாம்

APRIL 2017

DATE	DAYS	PARTICULARS	WORKING DAYS
1	S		92
2	S		-
3	M	Model Exam Begins	93
4	T		94
5	W	Sri Rama Navami	95
6	T		96
7	F		97
8	S	Second Saturday holiday	-
9	S	Panguni uthiram	-
10	M		98
11	T	Farewell	99
12	W		100
13	T		101
14	F	Tamil New Year	-
15	S		-

NOTES

நட்பு என்பது நண்பர்களின் நிலையறிந்து அவர்களுக்கு உதவுவதுதான். - Dr. அப்துல்கலாம்

APRIL 2017

DATE	DAYS	PARTICULARS	WORKING DAYS
16	S		-
17	M		102
18	T	Inter Department Marks Submission	103
19	W	PR Submission	104
20	T	Last Working Day for Students	105
21	F	Faculty Development Programme	-
22	S	Last Working Day for Staff	-
23	S		-
24	M		-
25	T		-
26	W		-
27	T		-
28	F		-
29	S		-
30	S		-

NOTES

பணம், ஆற்றல் ஆகியவை வாழ்க்கைக்கு உரிய பொருள்களே அன்றி,
அவையே வாழ்க்கை அல்ல. - டாக்டர் அப்துல்கலாம்

**Sri Sarada College For Women, Tirunelveli - 627 011.
Fee Structure 2016-2017**

	Name of the Courses	Tuition fees (RS)	Special fees (PA)	Lab Fees (RS)	Non Salary Fees (RS)	Coaching Fee (RS)	Caution Deposit (Refundable)
	UG						
B.A.	ECONOMICS	675	1615	0	455	1000	1000
B.A.	ENGLISH	675	1615	1000	455	1675	1000
B.B.A		2375	1615	0	455	1675	1000
B.Com.		1425	1615	0	455	1625	1000
B.Com.(CA)		1425	1615	1240	455	1625	2400
B.Sc. MATHEMATICS		1425	1615	1250	455	1375	2400
B.Sc. PHYSICS		1425	1615	1250	455	1375	2400
B.Sc. CHEMISTRY		1425	1615	1250	455	1375	2400
B.Sc. COMPUTER SCIENCE		1425	1615	3000	455	2000	2400
B.Sc. IN CO. TECH.		1425	1615	3000	455	2000	2400
B.B.A		1425	1615	3000	455	2000	2400

ISSUE OF CERTIFICATES

1. Transfer Certificate, Course Certificate and Conduct Certificate will be issued to students at the end of the third year for which students must apply in the prescribed form in January and produce the No Due Certificate in the month of April.

2. Students who discontinue in the middle of the course shall also apply in the prescribed form and produce the No Due Certificate.

3. No fee is charged for issue of certificates if they are applied during the course of study. However Rs. 200/- will be charged if the students apply for Duplicate T.C. Those who apply for duplicate Transfer Certificate should produce a certificate from the Tahsildar stating the circumstances of the loss of the original certificate. (As per Government rules)

Students may approach the office for bonafide certificate. No fee will be charged for "Fees paid certificate" or similar certificates for the purposes of educational loans from banks and other agencies.

No Due Certificate for college fees and hostel fees has to be obtained from the Bursar's office.

A period of fifteen days from the date of commencement of the semester will be given for payment of college fees without fine and another week will be permitted for payment with fine of Rs.50/-. After this period, the names of the students who have not paid the fees will be struck off from the roll. Such students will have to pay the fees along with a Re-admission fee of Rs. 200/-

Hostel students should remit the mess fees on or before the second Sunday of every month.

Note : Special Fees includes the following

Association and College Union, Audio Visual Education, Campus Amenities, College Magazine, College Calendar & Hand Book, College Day, Games, Library and Reading Room, Stationery for Tests, Students' Aid Fund, Students' Services, Red Cross Society, NSS (Ist Year UG only), Medical Inspection, World University Service.

Non-Salary Fee includes

Admission Fee, University Entrance & Recongnition Fee, Verification fee and Flag Day Fund.

* Chemistry Students who opt for Physics & Bio. Chemistry as allied subjects should pay an additional Lab Fee of Rs. 1000/- p.a.

GOVERNMENT SCHOLARSHIPS

Details of Scholarships of various categories, can be had from the office. Scholarships are awarded by the State and Central Governments on the basis of the income of the parents as well as the community and the merits of the applicants.

Grant of these scholarships is admissible to the student, only when the sanction orders are issued by the appropriate authorities. 90% attendance is compulsory for scholarship holders. Lack of attendance will result in discontinuance of the scholarship.

Following by scholarships are also available for the students:-

- (i) Beedi workers scholarship for the students those who are the children of beedi workers.
- (ii) Adi-dravidar scholarship can be availed by SC/ST students.
 - a) A special scholarship for hostel students.
 - b) Prize money award for students those who have got above 80% marks.
- (iii) Minority scholarship can be availed by students belong to Christian and Muslim religion.
- (iv) Farmer scholarship is eligible for the students those who have the farmer identity card.
- (v) Disabled scholarship for the disabled (Physically challenged) students.
- (vi) Sita Ram Jindal Foundation, Bangalore provides scholarship for Meritorious students of any stream.
- (vii) Tamilnadu Educational Trust, Chennai provides scholarship for Meritorious students those who got 80% marks in Hr. Sec. of any stream.

RECORD OF CO-CURRICULAR ACTIVITIES

NSS Camps attended

N.S.	Name of the Camp	Place	Period Date
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

7 - Days Special Camp :

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Youth Red Cross

First Aid Camp :

Any other :

RECORD OF PARTICIPATION IN PHYSICAL EDUCATION ACTIVITIES

Name of the Teams :

- a)
- b)
- c)
- d)

Captain or Member :

- a)
- b)
- c)
- d)

Prizes in Intra - Mural Competitions :

- a)
- b)
- c)
- d)

Prizes in Inter - Collegiate Competitions :

- a)
- b)
- c)
- d)

**RECORD OF PARTICIPATION IN
EXTRA - CURRICULAR ACTIVITIES
INTER-COLLEGIATE & OTHER COMPETITIONS**

S. N.	Name of Competition	Position Won	Staff Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

**RECORD OF PARTICIPATION IN
EXTRA - CURRICULAR ACTIVITIES
INTRA- MURAL**

S. N.	Name of Competition	Prize Won	Staff Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

TIME TABLE (ODD-SEMESTER)

Hours Days	1	2	3	4	5	6
MON						
TUE						
WED						
THU						
FRI						
SAT						

TIME TABLE (EVEN-SEMESTER)

Hours Days	1	2	3	4	5	6
MON						
TUE						
WED						
THU						
FRI						
SAT						

ADDRESS & TELEPHONE NUMBERS

S. No	Name and Address	Phone No.	
		Office	Residence
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

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**NATIONAL CODE OF CONDUCT DEDICATED WITH
AFFECTIONATE, FRIENDSHIP & ONENESS TO ALL
FOR THE CITIZENS OF INDIA**

1. **Our India** : should be our first and highest consideration. Welfare of the country is our own welfare. Therefore, let us willingly be ready to offer up even our life for our country, INDIA.
2. **Duty** : Our first and foremost duty is to God, to Righteousness. Leading a righteous life is the most valuable service of our Nation.
3. **Character** : Character is the greatest wealth. A pure, incorruptible citizen is the greatest asset of our Nation INDIA. This is vital and indispensable.
4. **Health** : Health is the basis of success. Health is wealth. Next to character, it is the greatest national asset. As citizens, building up character and safeguarding health, should be our primary duty to the Nation.
5. **Virtue** : Let us eradicate the evils of gambling, liquor drinking, drug-taking, tobacco-smoking and betel-chewing. Let us eradicate the evils of bribery, corruption, selfishness, immorality, dishonesty and misconduct. Disloyalty to our nation is crime and a sin.
6. **Public Property** : O Citizen! We are custodians of public property. Let us not spoil, misuse, steal or destroy National property. Let us preserve it with love and care. Let us keep our country neat and clean.
7. **One Family** : All our citizens are brethren. Let us feel this brotherhood. Let us all love each other and be united.
8. **Religion** : Let us have equal reverence for all creeds and religions. Let us all love, as our brothers, the followers of others faiths. Let us treat others as we wish to be treated by them.
9. **Non-violence** : Let us avoid all types of violence and hatred for, this is a blot on the fair name of the Nation.