



## **Sri Sarada College For Women**

(An Autonomous Institution)

(Reaccredited with “A” grade by NAAC)

Institution included u/s 2(f) and 12(B) of UGC

Affiliated to Manonmaniam Sundaranar University

(A branch of Sri Ramakrishna Tapovanam, Tirupparaithurai)

Ariyakulam, Tirunelveli Thoothukudi \_High Road, Maharaja Nagar Post,

**TIRUNELVELI- 627 011.**



**MOU**

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

E-mail : [srisaradatvl@gmail.com](mailto:srisaradatvl@gmail.com)



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## 3.7.2 NUMBER OF FUNCTIONAL MOUS WITH INSTITUTIONS

Scanned copies of MoUs:

2021 – 2022 (four)

2019 -2022 (two)

2018 – 2023 (one)



*M. Malavika*

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TIRUNELVELI - 627 011



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## 3.7.2 NUMBER OF FUNCTIONAL MOUs WITH INSTITUTIONS

❖ List of MoUs signed with institutions and the dates of starting and completion.

Academic Year (2020-2021)		
Organisation with which MoU is signed	Date of Starting	Date of Completion
Guimax Educational Academy Pvt. Ltd - Communicative English and Industry Academia Innovative Practices	24.02.2021	23.02.2022
Jeyalashmi Career Academy	21.02.2021	20.02.2022
Kanthimadhi Nursing Home	11.02.2021	10.02.2022
M/S Academy for Coaching & Training	25.01.2021	24.01.2022
Guimax Educational Academy Pvt. Ltd - IETP	04.07.2019	03.07.2022
Guimax Educational Academy Pvt. Ltd – Communicative English Language Training and Neutralizing Accent Workshop	04.07.2019	03.07.2022
Annai Hajira Women's College, Melapalayam	10.12.2018	09.12.2023



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## JeyaLakshmi Career Academy

Palayamkottai, Tirunelveli – 627 002  
Mobile. 93449 53040 & 95007 50747



### MEMORANDUM OF UNDERSTANDING

This Memorandum of understanding made on the 21st of January 2021 by and between M/s JEYALAKSHMI CAREER ACADEMY, 7/2/1, Muthusamy Pillai Lane, Palayamkottai – 627 002 and SRI SARADA COLLEGE FOR WOMEN, Tuticorin Road, Tirunelveli – 627 011.

JEYALAKSHMI CAREER ACADEMY approached SRI SARADA COLLEGE FOR WOMEN for conducting the Tally.ERP 9 (Including GST) course to their students and SRI SARADA COLLEGE FOR WOMEN agreed to conduct the said course for the benefit of their students.

On mutual discussion and consent this Memorandum of Understanding is arrived at, Represented by Mr.C.Arasappan, Proprietor of JEYALAKSHMI CAREER ACADEMY and Mrs.M.Malarvizhi, Principal of SRI SARADA COLLEGE FOR WOMEN and the following terms and conditions were agreed upon.

### RESPONSIBILITIES OF JEYALAKSHMI CAREER ACADEMY

1. to conduct the Tally.ERP 9 (Including GST) course at the premises of the College without disturbing the rules, regulations, dignity and the sanctity of the College in whatsoever manner
2. to provide the Tally.ERP 9 kit (Prepared by Chartered Accountants & Copyright by Topmans Education and Career Horizons Pvt Ltd) presently consisting of 3 volume of learning guide at present
3. the minimum duration of the course will be 80 hours. If the need arises, JEYALAKSHMI CAREER ACADEMY is willing to take more classes to complete the syllabus
4. to charge the college the course fee Rs.2,300/- (Rupees Two thousand three hundred only) per student enrolled by the college for the said course. The course fee is inclusive of cost of course material
5. to provide faculty for the training of the said course

3/2/2021

(Initial)

Total Ar 2300  
In. Num 1200  
Last 1100

Rs. 1200 - Initial payment - to be paid on 3/2/2021



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6. to provide necessary details to the Principal about the attendance and the progress of the course and any other information as may be required by the Principal from time to time as mutually agreed upon
7. to issue Participation Certificate and Grade Certificate to the students who have successfully completed the said course

### RESPONSIBILITIES OF SRI SARADA COLLEGE FOR WOMEN

1. to ensure that the required Computer Systems are offered to JEYALAKSHMI CAREER ACADEMY to effectively complete the Tal ly.ERP 9.
2. to allow the faculty of JEYALAKSHMI CAREER ACADEMY in the College premises to conduct the course
3. to provide training accessories like white/black board, marker pens, etc as may be required
4. to collect the fees from the students

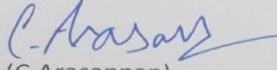
### PAYMENT TERMS

The College to make advance part payment of Rs.1,800/- (Rupees One thousand Eight hundred only) per student enrolled by way of Cheque/Demand draft favoring "C.ARASAPPAN" payable to PALAYAMKOTTAI

The balance payment of Rs.200/- (Rupees five hundred only) per student enrolled to be made by the College within 45 days from the date of commencing the Training Program

SIGNED BY THE PARTIES TO THIS MEMORANDUM OF UNDERSTANDING ON THIS 21st DAY OF JANUARY 2021

For JeyaLakshmi Career Academy

  
(C.Arasappan)

PROPRIETOR

For Sri Sarada College for Women

  
(Mrs.M.Malarvizhi) 3/2/2021

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5. To provide faculty for the training of the said course.
6. To provide necessary details to the Principal about the attendance and subject and interaction record and the progress of the course and any other information as may be required by the Principal from time to time as mutually agreed upon.
7. To issue Participation Certificate to the students who have successfully completed the said training course.

#### RESPONSIBILITIES OF SRI SARADA COLLEGE FOR WOMEN (Autonomous)

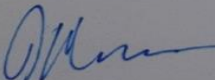
1. To allow the faculty of ACADEMY FOR COACHING & TRAINING in the college premises to conduct the course.
2. To collect the fees from the students.

#### PAYMENT TERMS

The College has to make an advance part payment of Rs 600 (Rupees Six hundred) per student enrolled by way of Cheque / Demand draft favoring " D LAKSHMI NARAYANAN " payable at Palayamkottai and the balance payment of Rs. 400 (Rupees four hundred) within 20 days from the commencement of the coaching programme.

SIGNED BY THE PARTIES TO THIS MEMORANDUM OF UNDERSTANDING ON THIS 25<sup>th</sup> DAY OF January 2021

FOR ACADEMY FOR COACHING & TRAINING FOR SRI SARADA COLLEGE FOR WOMEN  
(Autonomous)

  
( D LAKSHMI NARAYANAN )  
DIRECTOR



  
(Dr. M Malarvizhi)

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## MEMORANDUM OF UNDERSTANDING

### International English Language

### Test Preparation - IETP

(For III Year BA English Literature students)

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With



[www.guimax.in](http://www.guimax.in)

Guimax Educational Academy Pvt Ltd.,

117R, I Floor, K.R.Complex, Trivandrum Road, Palayamkottai – 627 002,

Tamilnadu, India. Ph: 99943 90525, Email: [guimaxindia@gmail.com](mailto:guimaxindia@gmail.com),

[www.guimax.in](http://www.guimax.in)



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1. This Memorandum of Undertaking is made on this day, the 4<sup>th</sup> July '19 between Sri Sarada College for Women herein refer to as SSC its office at Sri Sarada Nagar, Ariyakulam, Tuticorin NH, Tirunelveli which expression shall include authorized representative of GUIMAX Educational Academy Pvt. Ltd., having its Office at No.117R, K.R.Complex, I Floor, Trivandrum Road, Palayamkottai – 627 002.(hereinafter referred to as Training Centre represented by its authorized representative) of the second part GUIMAX .
2. The Programme for which this MoU is signed is to be known as "International English Language Test Preparation - IETP" for all the third year BA English Literature students of SSC.
3. Whereas the Training Centre is desirous of undertaking a joint project for the training and handholding component of the said Scheme with SSC, the two parties to this Memorandum of Understanding, with the intention of both being legally bound, accept the following terms and conditions:
4. **Coordination and Contact Points**
  - a. SSC for coordination on broad policy issues and matters related to centralized operations.
  - b. Training Centre for all operational matters which includes training, materials and certificates as per SSC guidelines.
5. **Responsibilities of the Training Centre**

The Training Centre shall;

  - a) organize training activities , Mock demo sessions, Language lab practices Group discussion and Presentations as per the SSC guidelines.
  - b) Follow the course outline supplied by SSC, as may be amended from time to time;
  - c) Conduct no such parallel activity which may be prejudicial to the interests of SSC.
  - d) Maintain records of the trainees and their regular attendance, and share them with SSC;
  - e) Provide the following minimum infrastructural facilities:
    - i. Language lab software
    - ii. Course materials as required
    - iii. Staff training



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- f) Provide assistance for conduct of study visits, field visits, etc.;
- g) Not realize any fee from the trainees in any form whatsoever;
- h) Incur expenditure on all operations/services as per the financial guidelines of SSC.
- i) Provide free of cost counseling and guidance to the trainees for 1 year after the training.

## 6. Responsibilities of SSC

The SSC shall:

- a. Develop and provide broad course outline to the Training Centre.
- b. Provide list of trainees allotted to each Training Centre or be entitled to ask training institute to generate applications.
- c. Provide norms and guidelines wherever necessary;
- d. Provide lump-sum grant to the Training Centre on per trainee basis at the rates fixed by the management.
- e. Provide timely clarifications regarding Academic Inputs and any other necessary information to the Training Centre.
- f. Shall ensure through proper co-ordination and consultation that the Training Centre provide quality training.
- g. Shall ensure that all amounts released under shall be disbursed to the Training Centre timely, and keep a track of the number of trainees attending the programs at Training Centre.

## 7. Force Majeure

In the event of non-fulfillment of the contract terms and conditions due to any reason of force majeure namely fires, wars, riots, strikes, natural calamities, etc., neither the Training Centre nor SSC shall be held responsible for any loss or consequential loss.

## 8. Indemnity

The Training Centre hereby agrees jointly and severally to indemnify SSC, their representatives, administrators and properties from and against all action, demands, proceedings, prosecutions, attachments, and the like arising out of its liabilities and all charges, taxes, etc.

Similarly, SSC shall be liable to indemnify/compensate the Training Centre on account of any losses arising due to the fault of SSC.

## 9. Liabilities



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- b. Discharging any financial commitments made by Training Centre.
- c. Any suit on account of demands for infringement of copyright and other laws by the Training Centre which have no nexus with the object of the MoU being entered into.
10. The Training Centre shall ensure that all its software is legal. SSC shall not be responsible in any way for any liabilities arising out of use of pirated software.
- 11. Breach of Agreement**  
SSC shall have the right to terminate the agreement with the Training Centre, in case the Training Centre either fails to provide the services successfully as mentioned in the agreement, or violates any of the clause mentioned in the MOU, or exploits the students or misuses the partnership with SSC in any way.
- 12. Amendment to the Agreement**  
The obligation of the Training Centre and SSC have been outlined in this agreement. However, during the operation of the agreement, circumstances may arise which call for alteration or modifications of this Agreement. These modifications/alterations will be mutually discussed and agreed upon in writing.
- 13. Period of Validity**  
This agreement shall be initially valid for three years from the date of signing the agreement and to be renewed subsequently by mutual consent of both the parties.
- 14. Arbitration**  
Any dispute arising with regard to any aspect of this agreement shall be settled through mutual consultations and agreements by the parties to the agreement.

For the Training Centre

For Guimax Educational Academy Pvt. Ltd.,

*G. Sankar Pandian*  
4/7/19  
Managing Director

G. Sankar Pandian (Managing Director)  
For Guimax Educational Academy Pvt. Ltd.,

For SSC

*Remkesh*  
4.7.19

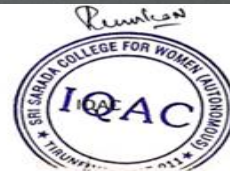
Head, Dept. of English  
Sri Sarada College for Women  
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Head of the Department  
Department of English

Sri Sarada College for Women



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**NATIONAL PROGRAMME ON  
TECHNOLOGY ENHANCED LEARNING**  
A JOINT VENTURE BY INDIAN INSTITUTE OF TECHNOLOGY & INDIAN INSTITUTE OF SCIENCE

**NPTEL**

SRI SARADA COLLEGE FOR WOMEN  
TIRUNELVELI

10 JUN 2015  
No. : 100 [10/6/15]  
Regd. Post  
10/6/15

MAY 22<sup>nd</sup>, 2015  
Vijayalaskhmi

**Coordinators**

Prof. K. Mangala Sunder  
Dept. of Chemistry,  
IIT Madras

Dr. Andrew Thangaraj  
Dept. of Electrical Engg.,  
IIT Madras

Prathap Haridoss  
of Metallurgy and  
Materials Engg.,  
IIT Madras

**Dear Principal**

Greetings from NPTEL, IIT Madras!  
This is to acknowledge the receipt of your letter accepting to host an NPTEL study centre in your institution.

The **Single Point of Contact (SPOC)** nominated from your college is

**Name of institute: Sri Sarada College for Women**  
**Name of SPOC: Ms. Vijayalaskhmi**  
**Designation: Librarian**  
**Contact No.(s): 9442481288**  
**E-mail id: vijayanew@gmail.com**

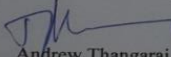
We wish to inform you that all future correspondence related to NPTEL contents and online courses will be made to the afore-mentioned SPOC. He/she will be routinely updated with all the latest NPTEL initiatives which then may be circulated among the students.

We are also happy to share that the NPTEL STUDY CENTRE portal is being created and your institution will have a separate page on it (The page is currently under construction- <http://npTEL.ac.in/studycentre>).

We look forward to working with you closely in the months to come.

Thank you.

Sincerely

  
Andrew Thangaraj

Dr. Andrew Thangaraj  
Co-ordinator, NPTEL, CCE  
IIT Madras, Chennai 600 036

Web Studio, IC & SR Building, IIT Madras. Chennai 600 036; Tel: +91442257 5905, +914422575908  
Fax: +914422578366; E-Mail: [npTEL@iitm.ac.in](mailto:npTEL@iitm.ac.in); Web URL: <http://npTEL.iitm.ac.in>



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## MEMORANDUM OF UNDERSTANDING

### Communicative English Language Training and Neutralizing Accent Workshop

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2. The Programme for which this MoU is signed is to be known as "Communicative English Language Training and Neutralizing accent workshop" for all the second year students of SSC.
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  - b) Follow the course outline supplied by SSC, as may be amended from time to time;
  - c) Conduct no such parallel activity which may be prejudicial to the interests of SSC.
  - d) Maintain records of the trainees and their regular attendance, and share them with SSC;
  - e) Provide the following minimum infrastructural facilities:
    - i. Language lab software
    - ii. Course materials as required
    - iii. Staff training
    - iv. Rooms for conduct of counseling
    - v. Necessary furniture.



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- f) Provide assistance for conduct of study visits, field visits, etc.;
- g) Not realize any fee from the trainees in any form whatsoever;
- h) Incur expenditure on all operations/services as per the financial guidelines of SSC.
- i) Provide free of cost counseling and guidance to the trainees for 1 year after the training.

## 6. Responsibilities of SSC

The SSC shall:

- a. Develop and provide broad course outline to the Training Centre.
- b. Provide list of trainees allotted to each Training Centre or be entitled to ask training institute to generate applications.
- c. Provide norms and guidelines wherever necessary;
- d. Provide lump-sum grant to the Training Centres on per trainee basis at the rates fixed by the management.
- e. Provide timely clarifications regarding Academic Inputs and any other necessary information to the Training Centre.
- f. Shall ensure through proper co-ordination and consultation that the Training Centre provide quality training.
- g. Shall ensure that all amounts released under shall be disbursed to the Training Centre timely, and keep a track of the number of trainees attending the programs at Training Centre.

## 7. Force Majeure

In the event of non-fulfillment of the contract terms and conditions due to any reason of force majeure namely fires, wars, riots, strikes, natural calamities, etc., neither the Training Centre nor SSC shall be held responsible for any loss or consequential loss.

## 8. Indemnity

The Training Centre hereby agrees jointly and severally to indemnify SSC, their representatives, administrators and properties from and against all action, demands, proceedings, prosecutions, attachments, and the like arising out of its liabilities and all charges, taxes, etc.

Similarly, SSC shall be liable to indemnify/compensate the Training Centre on account of any losses arising due to the fault of SSC.

## 9. Liabilities

SSC shall not, however, be liable for:



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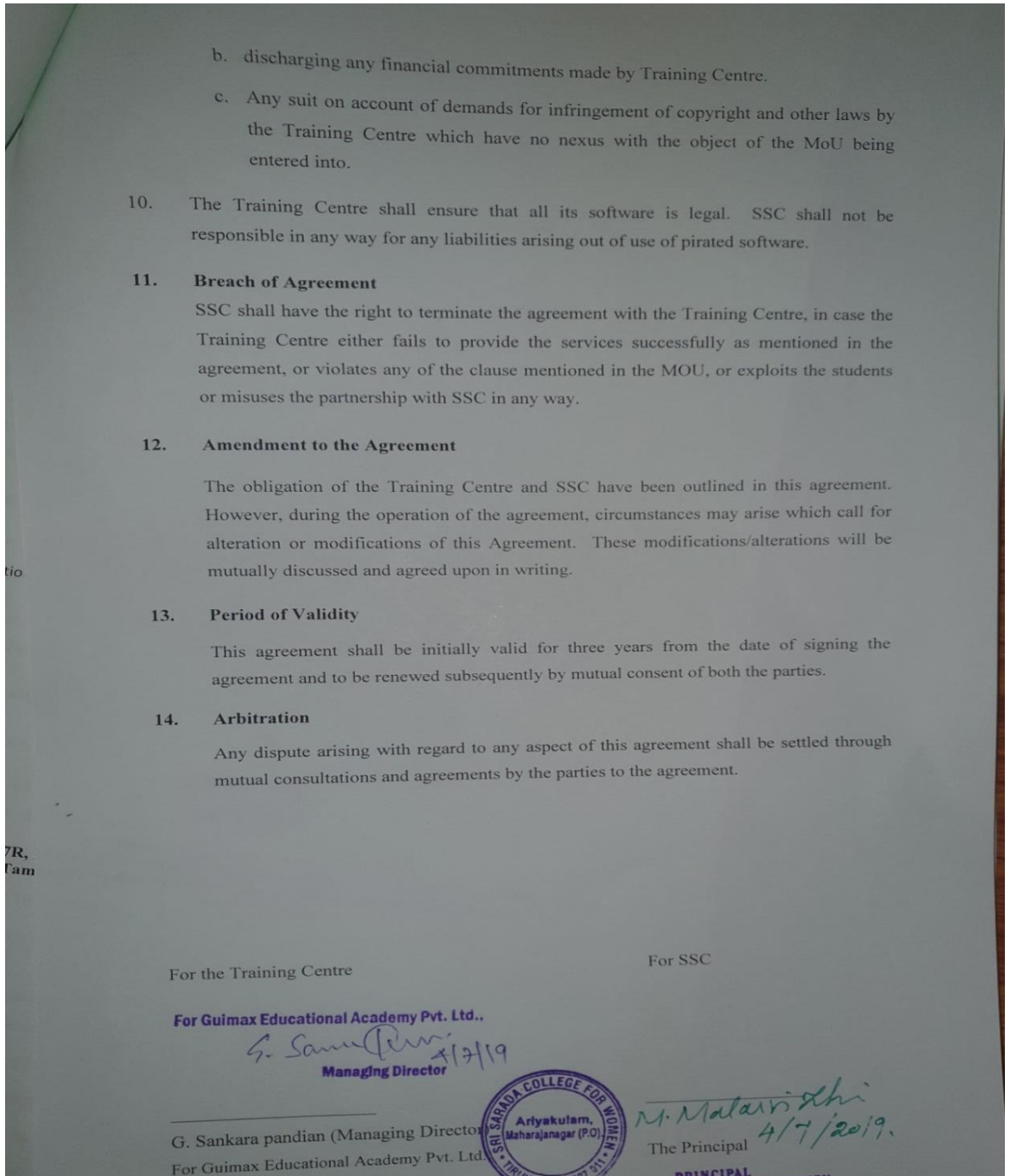
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## Communicative English and Industry Academia Innovative Practices

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With



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24.02.2021

For Guimax Educational Academy Pvt. Ltd.,

*G. Senthil*  
29/2  
Managing Director



*M. Malavika*

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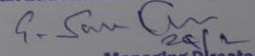


Every corporate needs not only a good infrastructure but also a smart set of people who represent the organization and are the face of the company. Managers, supervisors and employees, everybody needs to have a face lift. They need to have good communication skills to get a cutting edge over competitors to outshine in the market.

GUIMAX understands the nature of your organization and the expectation from the students and therefore to bridge this gap between the management's expectation and student's present calibre, the organization conducts pre-evaluation of the entry-level skills and designs a customized module to achieve the desired goals.

This is an evaluation and report of an intensive communicative English program which was held at the Sarada college Tirunelveli Campus of this academic year 2020-21. This intensive communicative English course shows that students improved in areas such as; confidence in speaking English, ability to make an English presentation, increased vocabulary, improved pronunciation and improved English communication skills. The Complete program details are given below.

For Guimax Educational Academy Pvt. Ltd.,

  
Managing Director

Guimax Educational Academy Pvt Ltd.,

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## Training for I year students

Course: Basic Communicative English Training workshop

Duration: 40 Hours

Basic course is essentially meant for those students who are not new to English Language. Though they may have studied in public schools, they lack knowledge of grammar. These students often suffer from some fundamental problems and form sentences with incorrect tenses, or have a weak vocabulary.

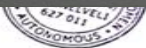
### Key Features:

- Improve accuracy in Grammar
- Expand vocabulary
- Develop reading skills
- Correct pronunciation
- Art of Conversation
- Audio sessions for effective listening
- Communication in English in day to day situations

For Guimax Educational Academy Pvt. Ltd.,

*G. Santhosh*  
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Managing Director

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## Training for II year students

Course: Advanced Communicative English Training workshop

Duration: 40 Hours

This course is meant for students who have fair knowledge of grammar and vocabulary but are hesitant and under confident. They may also incorrectly pronounce words.

### Key Features

- Advance Grammar for construction & usage of complex sentences
- Advance vocabulary
- Appropriate usage of idiomatic phrases
- Improve public speaking skills
- Extempore session, group activities & Debates
- Audio-visual aids

For Guimax Educational Academy Pvt. Ltd.,  
*G. Santhosh*  
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Managing Director

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## Training for III year students

### PROGRAM I

This course is for students who enrol with us for 2 months. This has been designed to instruct, impart and monitor each student's growth that helps in continuous progress.

- Operation Command of English
- Be able to handle communication
- Starting and Ending of Conversation
- Expend Range of Vocabulary
- Appropriate usage of Idiomatic phrases, Metaphors, Similes & Personification
- Improve Accuracy in Advance Grammar
- Improve Pronunciation & Punctuation
- Audio Session for Effective Listening

### PROGRAM II

#### Communicative English and industry academia innovative practices

The objective of this program is to prepare a candidate to face any job interview. Since Group discussion (GD) plays an important role in getting a job, this course gives an opportunity to an individual to develop his/her public speaking skills unhesitatingly.

#### Key Features

#### Interview Techniques

- Preliminaries of an Interview
- Writing CV or Résumé
- Mock Sessions
- Effective self-introduction
- Reasons of rejection

For Guimax Educational Academy Pvt Ltd.,  
28/2/21  
Managing Director

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## Group Discussion

- Overcome hindrances (Lack of confidence/hesitation)
- Difference between hearing & listening
- Body Language
- Voice Mapping

## ABOUT THE INSTITUTION

GUIMAX, Guimax Academy for the English Language is unarguably Tamilnadu's best-known leading institution where one can learn highest standards of modern day communication from the best instructors. Our exclusivity lies in the fact that GUIMAX is not just meant for students who want to learn basics of the language or excel in academics – be it in school or college, but also for employees who work in private or government organisations and want fluency and complete command in the English language.

It isn't a mere chance that has made us the leading institute with international name and fame. Many top reputed online portals have declared GUIMAX as the most preferred English Language Institute in Tamilnadu. We are a one-stop shop for all your English language related needs, where we dispel the reputation of English as being so fearsomely difficult. We make our students experience the rare opportunity to learn the magic of English.

In order to keep up with the changing times, we ensure regular upgrade and thus, keep updating, improving and even reconstructing our courses time to time to suit to a wide section of learners, students, professionals, employees, models and television & film stars, homemakers, businessmen, sports persons, politicians and people from almost all walks of life.

GUIMAX modules are supported with a strong line-up of well-qualified trainers clubbed with the best-in-class learning environment.

For Guimax Educational Academy Pvt Ltd.,  
*S. Saravanan*  
24/2  
Managing Director

Guimax Educational Academy Pvt Ltd.,

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