

# SARASWATHI NARAYANAN COLLEGE STANDS FOR



**Duty - Devotion - Distinction**



## **SARASWATHI NARAYANAN COLLEGE**

(Autonomous) Institution Affiliated to Madurai Kamaraj University

(Reaccredited with Grade B<sup>++</sup> by NAAC in the 7<sup>th</sup> Cycle)

(OST-FIST Funded Institution)

Madurai - 625 022.



**HAND BOOK 2022-2023**



Dr. Saravananarayanan  
Dr. Saravananarayanan  
Dr. Saravananarayanan

Arise Awake and Stop not  
till the goal is reached  
- Swami Vivekananda

Arise Awake and Stop not  
till the goal is reached  
- Swami Vivekananda



### SARASWATHI NARAYANAN COLLEGE

(Autonomous Institution Affiliated to Madurai Kamaraj University)  
(Reaccredited with Grade B<sup>++</sup> by NAAC in the 2<sup>nd</sup> Cycle)  
(DST - FIST Funded Institution)  
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Founded by the  
NARAYANAN CHETTIAR TRUST  
in 1966

HAND BOOK  
2022-2023



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நிறுவனர்

திரு. லெ. நாராயணன் செட்டியார் அவர்கள்

&

திருமதி. சரசுவதி நாராயணன் அவர்கள்

ஊருணி நிர்நிறைந் தற்றே உலகவாம்  
பேரறி வாளன் திரு.



திரு. **நா. தியாகராஜன்** B.Com., F.C.A.  
மேனாள் தலைவர் மற்றும் செயலர்  
சரசுவதி நாராயணன் கல்லூரி  
மதுரை.



திரு. **தி. நாராயணன்** B.E.  
தலைவர் மற்றும் செயலர்  
சரசுவதி நாராயணன் கல்லூரி  
மதுரை.



டாக்டர். மு. கண்ணன் M.A., M.Phil., PGDTE., Ph.D.

முதல்வர்

சரசுவதி நாராயணன் கல்லூரி

மதுரை.

## National Solidarity Pledge

India is my Country.

All Indians are my brothers and sisters.

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

I shall always strive to be worthy of it.

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

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

## உறுதிமொழி

இந்தியா எனது நாடு. இந்தியர் அனைவரும் என் உடன் பிறந்தவர்கள். நான் நாட்டுப்பற்றுக் கொண்டவன். என் நாட்டின் வளத்தையும் பலவகைப் பண்பாடுகளையும் குறித்து நான் பெருமையுறுகிறேன். அப்பெருமைக்கு அணி செய்யும் வகையில் நான் செயல்படுவேன். என்னுடைய பெற்றோர்களுக்கும், ஆசிரியர்களுக்கும், பெரியோர்களுக்கும் தக்க மதிப்பு தந்து, எல்லோரையும் பண்போடு நடத்துவேன். இந்நாட்டிற்கும், இந்நாட்டு மக்களுக்கும் நான் தொண்டாற்றுவேன் என்று உறுதி கூறுகிறேன். அவர்களுடைய நலத்தையும் வளத்தையும் பொறுத்தே என்னுடைய மகிழ்ச்சி அமைந்துள்ளது.



### College Prayer

### இறைவனிடம்

ஆகர முகல எழுந்தெல்லாம் ஆதி  
பகவன் முத்திரை உலகு.  
சுற்றலானாய் பயனென்கொல் வாலறிவன்  
நற்றான் தொழுக அரவின் - திருக்குறள்

ஓடாமல் பாடிக் குடியாமல் ஓரம் உரைப்பவர் பால்  
கூடாமல் நல்லவர் கூட்டம் விடாமல் வெங்கோபம் நெஞ்சில்  
நாடாமல் நன்மை வழுவாமல் கின்றாக்கு நானென்கென்று  
தேடாமல் செல்வம் தருவாய் சிதம்பர தேசிகளே.  
-பட்டினத்தரிகள்

### காழித்தாய் வாழ்த்து

நீராகும் கடலுடுத்த நிலமடைந்தைக் கெழிலொழுகும்  
சீராகும் வதனமெனத் திகழ்பரதக் கண்டமதில்  
தெக்கணமும் அதிற்சிறந்த திராவிடநற் நிருநாடும்  
தக்கசிறு பிறைநுதலும் தரித்தநறுந் திலகமுமே  
அத்திலக வாசனைப்போல் அனைத்துலகும் இன்பமுற  
எத்தியையும் புகழ்மணக்க கிருந்தபெருந் தமிழணங்கே  
உன் சீரிளமைத் திறம்வியந்து செயல்மறந்து வாழ்த்துவமே.  
- பேராசிரியர் சுந்தரம்பிள்ளை

### Profile of the College

Thiru. L. Narayanan Chettiar, a renowned philanthropist founded Saraswathi Narayanan College at Perungudi near Madurai Airport in the year 1966. The college is a prestigious academic powerhouse catering to the educational needs of students hailing from economically weaker and socially oppressed section of our society. It imparts education of the highest quality to students irrespective of caste, creed and religion. The guiding principles of our college are duty, devotion and distinction. The institution has proved an innovative leader and a catalyst in the best educational, cultural and economic interests of students. It is committed to make the students morally upright, intellectually resourceful, socially advantaged and globally competent. It is devoted to teaching, research and extension activities with equal importance.

The college set off its academic journey with Pre-University Courses in the year 1966-67. The Institution started offering UG programmes from the academic year 1968-69. It was upgraded as Post-Graduate Institution in 1979-80 and as Research Institution in 1984-85. The co-educational system was introduced for M.Phil. programmes in the academic year 2001-02 and for PG programmes in the year 2002-03 with the noble objective of promoting higher education among girls in rural areas. Girls have been enrolled in UG programmes also since the academic year 2010-11.

The green campus of 66 acres has a built-up area of 1,70,059 sq ft. A new library housed at Silver Jubilee building was built at the cost of ₹ 25,00,000/- and it was inaugurated by His Excellency Dr. M. Chenna Reddy, the then Governor of Tamilnadu on 04.04.1994. The library was dedicated to the memory of Achi, the major donor of this building was Tmt. Saraswathi Narayanan, the better half of the Founder President Thiru. L. Narayanan Chettiar. Sri Vidhya Ganapathi Temple was built and consecrated on 27.08.2015

The Departments of Botany, Mathematics, Commerce, English, Economics and Chemistry have been upgraded as university recognized research centres to carryout M. Phil. and Ph.D. research programmes in the college. NAAC accredited the college with grade B+ in the year 2005. UGC accorded the Status of Autonomy to our institution in the year 2007. NAAC re-accredited the college with grade B (CGPA of 2.78) in the year 2016. UGC extended the Status of Autonomy to the institution for another period of five years from the academic year 2016-17.

## Personal Memorandum

Name :  
Date of Birth :  
Class :  
Regn. No.  
Name of Parent or Guardian :  
Address :

E.Mail ID :  
Phone :  
Hostel Room No.  
Height :                      Weight :  
Blood Group :  
Bank :                      A/c. No. :  
Address of Local Guardian :

### College Work Hours

Aided Programmes : 08-30 a.m to 01-40 p.m  
Self-Financing Programmes : 01-45 p.m. to 06-30 p.m

## Governing Body of the College

1. Thiru. T. Narayanan B.E. Chairman
2. Dr. T. Saraswathi M.B.A. Ph.D. Member, Management Committee
3. Dr. K.K. Mothilal Member, Management Committee
4. Prof. B.A. Chopade U G C Nominee
5. Dr. Christianna Singh University Nominee
6. Dr. V. Swaminathan Educationist, Nominated by the Management
7. Regional Joint Director of Collegiate Education Government Nominee
8. Dr. M. Kannan Principal (Ex-Officio)
9. Dr. M. Jeyakumar Principal's Nominee
10. Dr. M.R. Chandran Principal's Nominee

## Management Committee of the College

1. Thiru. T. Narayanan B.E. President and Secretary
2. Tmt. T. Visalakshi B.A. Member
3. Dr. T. Saraswathi M.B.A. Ph.D. Member
4. Dr. V. Swaminathan Member
5. Dr. M. Kannan Principal (Ex-Officio)
6. Dr. S. Kannan University Nominee
7. Dr. K.K. Mothilal Staff Representative
8. Dr. M. Jeyakumar Staff Representative

### Finance Committee of the College

- |                        |                             |
|------------------------|-----------------------------|
| 1. Dr. M. Kannan       | Chairman                    |
| 2. Thiru. T. Narayanan | Governing Body Nominee      |
| 3. Dr. K.K. Mothilal   | Management Committee Member |
| 4. Dr. M. Thangaraj    | University Nominee          |

### Administrative Officers of the College

- |                             |                         |
|-----------------------------|-------------------------|
| 1. Thiru. T. Narayanan B.E. | President and Secretary |
| 2. Dr. M. Kannan            | Principal               |
| 3. Dr. K.K. Mothilal        | Senior Most Teacher     |
| 4. Dr. K. Jeyakodi          | Director (SF)           |

### Internal Quality Assurance Cell (IQAC) of the college

- |                             |             |
|-----------------------------|-------------|
| 1. Dr. M.R. Chandran        | Coordinator |
| 2. Dr. S.V. Padmavathi      | Member      |
| 3. Dr. S.V. Ganesan         | Member      |
| 4. Dr. G. Ramakrishnan      | Member      |
| 5. Dr. M. Sindhuja          | Member      |
| 6. Mrs. M. Malini           | Member      |
| 7. Dr. I. Vijayakumar       | Member      |
| 8. Dr. A. Saravanakumar     | Member      |
| 9. Dr. R. Gopalasundar      | Member      |
| 10. Dr. R. Sankaranarayanan | Member      |
| 11. Dr. N. Arunkumar        | Member      |
| 12. Dr. K. Velmurugan       | Member      |
| 13. Mr. M. Rajaram          | Member      |
| 14. Dr. M. Suganya          | Member      |
| 15. Mrs. R. Gandhimathi     | Member      |

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### Deans of the College

- |                         |                                  |
|-------------------------|----------------------------------|
| 1. Dr. S. Ravi          | Curriculum Development (Arts)    |
| 2. Dr. K. Muthukumaran  | Curriculum Development (Science) |
| 3. Dr. K. Suresh        | Dean - Research (Science)        |
| 4. Dr. M. Saravanakumar | Dean - Industrial Relation       |
| 5. Dr. K. Subramanian   | Dean - Extension Activities      |
| 6. Dr. S. Perumal       | Dean - Students Welfare (Boys)   |
| 7. Dr. N. Meenakumari   | Dean - Students Welfare (Girls)  |

### Office of Controller of Examinations

- |                          |                                   |
|--------------------------|-----------------------------------|
| 1. Dr. A. Gubendran      | Controller of Examinations        |
| 2. Dr. P. Ramachentrayar | Deputy Controller of Examinations |

### UGC Recommended Committees

- | Programmes                                 | Coordinator       |
|--|-------------------|
| 1. Students' Grievance Cell                | Dr. K.K. Mothilal |
| 2. Anti-Ragging Committee                  | Dr. K. Jeyakodi   |
| 3. Vishaka Committee                       | Dr. D. Kathiresan |
| 4. Students' Psychological Counseling Cell | Dr. A.R. Uma      |

### Boys Hostel

- |                        |               |
|------------------------|---------------|
| 1. Dr. R. Gopalasundar | Deputy Warden |
|------------------------|---------------|

### Part V Courses

- | Course                | Teacher In-charge  |
|-----------------------|--|
| 1. Library Science    | Mr. A.S. Kumar   |
| 2. Physical Education | Mr. C. Yuvaraj   |
| 3. N.C.C.             | Lt. Dr. A. N. Karthikeyan  |
| 4. N.S.S.             | a) Dr. I. Vijayakumar<br>b) Dr. G. Ramakrishnan<br>c) Dr. I. Inulappan |

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### Extension and Students Support Programmes

Programme	Coordinator
1. Youth welfare	Dr. A. Meena
2. Youth Red Cross	Dr. T Athiperumalsamy
3. Red Ribbon Club	Dr. A. Saravanakumar
4. Alumni Association	Dr. D. Kathiresan
5. Parent-Teacher Association	Dr. S. Rajendran
6. Consumer Forum	Dr. M. Saravanakumar
7. Women Empowerment Cell	Dr. G. Karthigaiselvi
8. Career Guidance & Placement Cell	Mr. A. S. Kumar
9. Entrepreneurship Development Cell	Dr. K. Subramanian
10. Women Entrepreneurship Development Cell	Dr. K. Angaleeswari
11. Centre for Gandhian Studies	Dr. A. Arumagam
12. Rotaract Club	Dr. M. Sinduja
13. Tamil Itakia Paravai	Dr. S. Ravi
14. Readers Forum	Mr. A. S. Kumar
15. Yoga Training Centre	Dr. R. Dhanalakshmi
16. Creative Writing Club	Dr. G. Karthigaiselvi
17. Centre for Environmental Awareness	Dr. S. Rajendran
18. Centre for Women Legal Awareness	Dr. A.R. Uma
19. Centre for Archaeological Awareness	Dr. M. Lakshmanamoorthy
20. Cyber Crime Awareness Club	Dr. R. Thameem Azarudeen

### Former Principals of the College

1. Dr. T. Sivasankaran M.A., Ph.D.
2. Dr. K.S. Sundararajan M.Sc., Ph.D.
3. Mr. G. Natarajan M.A.
4. Mr. N. Krishnan M.Sc.
5. Mr. N. Venkatachalam M.Sc., M.Phil.
6. Mr. V. Srinivasan M.Sc., M.Phil.
7. Dr. R. Srinivasan M.Com., M.Phil., Ph.D.
8. Mr. S. Suriyanarayanan M.Sc., M.Phil.
9. Mr. N.K. Jeyadevan M.Com., M.Phil., P.G.D.C.A. (In-charge)

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### Faculty Members of the College

#### Department of Tamil

1. Dr. S. Ravi M.A., M.Phil., Ph.D. Assistant Professor and Head
2. Dr. N. Karthigadevi M.A., M.Ed., M.Phil. (Tamil), M.Phil. (Edu.), Ph.D. Assistant Professor
3. Dr. R. Ganesh Prabhu M.A., M.Phil., P.G.D.C.A., Ph.D. Assistant Professor
4. Mrs. M. Samuthira Selvi M.A., B.Ed. Assistant Professor
5. Mrs. K. Renuka Devi M.A., B.Ed., M.Phil., Assistant Professor

#### Department of English

1. Dr. M. Kannan M.A., M.Phil., P.G.D.T.E., Ph.D. Associate Professor and Principal
2. Dr. M.R. Chandran M.A. (Eng.), M.A. (Ling.), M.Phil., M.Ed., M.Sc. (Psy.), M.B.A., P.G.D.T.E., Ph.D. Associate Professor and Head
3. Mr. T. Jayasingh M.A., M.Phil. Associate Professor
4. Dr. B. Rajasekaran M.A., M.Phil., Ph.D. Associate Professor
5. Dr. R. Visalakshi Thangamani M.A., B.Ed., P.B.Ed., M.Phil., Ph.D. Assistant Professor
6. Dr. A.R. Uma M.A., M.Phil., P.G.D.C.A., Ph.D. Assistant Professor
7. Mr. D. Muneesvaran M.A. (Eng.), (Ling.), M.A. (Journalism), M.Phil. Assistant Professor
8. Dr. K. Valamathy M.A., M.Ed., M.Phil., Ph.D. Assistant Professor
9. Mrs. M. Malini M.A., M.Phil. Assistant Professor
10. Dr. G. Karthigai Selvi M.A., B.Ed., M.Phil., Ph.D. Assistant Professor
11. Dr. C. Kannan M.A., M.Phil., D.G.T. Ph.D., Assistant Professor
12. Dr. R. Indu Preethi M.A., B.Ed., M.Phil., Ph.D. Assistant Professor
13. Dr. S. Nagalakshmi M.A., B.Ed., M.Phil., Ph.D. Assistant Professor

#### Department of History

1. Dr. N. Meenakumari M.A. (His.), M.A. (Eng.), B.Ed., M.Phil., Ph.D. Assistant Professor and Head
2. Dr. G. Ramakrishnan M.A., M.Phil., Ph.D. Assistant Professor
3. Dr. M. Lakshmanamoorthy M.A., M.Phil., P.G.Dio. in JMC., D.G.T. Ph.D., Assistant Professor

#### Department of Economics

1. Dr. M. Jeyakumar M.Sc., M.A., M.Phil., P.G.D.P.M., Ph.D. Associate Professor and Head
2. Dr. M. Meena M.Sc., M.Phil., Ph.D. Assistant Professor
3. Dr. K. Subramanian M.A., M.B.A., P.G.D.C.A., M.Phil., Ph.D. Assistant Professor
4. Dr. R. Gopalasundar M.A., M.B.A., P.G.D.C.A., M.Phil., B.Ed., P.D.N.T., Ph.D. Assistant Professor
5. Dr. P. Gnanasoundari M.A., M.Phil., M.Ed., Ph.D. Assistant Professor

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### Department of Mathematics

- |   |                              |
|---|------------------------------|
| 1. Dr. K. Krishna M.Sc., M.Phil., Ph.D.       | Associate Professor and Head |
| 2. Dr. K. Muthukumar M.Sc., M.Phil., Ph.D.    | Associate Professor          |
| 3. Dr. P. Veeramani M.Sc., M.Phil., Ph.D.     | Assistant Professor          |
| 4. Dr. A. Wilson Baskar M.Sc., M.Phil., Ph.D. | Assistant Professor          |
| 5. Dr. S.V. Padmavathi M.Sc., M.Phil., Ph.D.  | Assistant Professor          |
| 6. Dr. M. Kalanithi M.Sc., M.Phil., Ph.D.     | Assistant Professor          |
| 7. Dr. A. Meena M.Sc., M.Phil., Ph.D.         | Assistant Professor          |
| 8. Dr. K. Angalabeswari M.Sc., M.Phil., Ph.D. | Assistant Professor          |
| 9. Dr. N. Deena M.Sc., M.Phil., Ph.D.         | Assistant Professor          |

### Department of Physics

- |  |                              |
|--|------------------------------|
| 1. Dr. N.S. Minivala M.Sc., M.Phil., Ph.D.               | Assistant Professor and Head |
| 2. Dr. M.S.S. Saravakumar M.Sc., B.Ed., Ph.D.            | Assistant Professor          |
| 3. Dr. T. Premkumar M.Sc., M.Phil., Ph.D.                | Assistant Professor          |
| 4. Dr. R. Sankaranarayanan M.Sc., Ph.D.                  | Assistant Professor          |
| 5. Dr. T. Sanveswaran M.Sc., M.Phil., B.Ed., Ph.D.       | Assistant Professor          |
| 6. Dr. N. Narayana Moothy M.Sc., M.Phil., B.Ed., Ph.D.   | Assistant Professor          |
| 7. Mr. B. Shembaga Balakrishnan M.Sc., M.Phil., M.Tech., | Assistant Professor          |

### Department of Chemistry

- |   |                              |
|---|------------------------------|
| 1. Dr. K.K. Mothilal M.Sc., M.Phil., PGDCA, Ph.D.         | Associate Professor and Head |
| 2. Dr. P. Mohandass M.Sc., M.Phil., Ph.D.                 | Associate Professor          |
| 3. Dr. A. Gubendran M.Sc., M.Phil., Ph.D.                 | Associate Professor          |
| 4. Dr. S.V. Ganesan M.Sc., M.Phil., Ph.D.                 | Assistant Professor          |
| 5. Dr. S. Perumal M.Sc., M.Phil., Ph.D.                   | Assistant Professor          |
| 6. Dr. R. Dhanalakshmi M.Sc., M.Sc.(Yoga), M.Phil., Ph.D. | Assistant Professor          |
| 7. Dr. A. Manivel M.Sc., M.Phil., PGDCA, Ph.D.            | Assistant Professor          |
| 8. Dr. N. Muniyappan M.Sc., Ph.D.                         | Assistant Professor          |
| 9. Dr. M. Saravakumar M.Sc., Ph.D.                        | Assistant Professor          |
| 10. Dr. S. Jeya Sheela M.Sc., M.Phil., Ph.D.              | Assistant Professor          |
| 11. Dr. N. Arunkumar M.Sc., Ph.D.                         | Assistant Professor          |

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### Department of Botany

- |  |                              |
|--|------------------------------|
| 1. Dr. N. Vasudevam M.Sc., B.Ed., M.Phil., Ph.D.                           | Associate Professor and Head |
| 2. Dr. D. Kathiresan M.Sc., B.Ed., M.Phil., Ph.D.                          | Associate Professor          |
| 3. Dr. S. Rajendran M.Sc., M.Phil., Ph.D.                                  | Associate Professor          |
| 4. Dr. S. Sankaralingam M.Sc., B.Ed., M.Phil., Ph.D.                       | Assistant Professor          |
| 5. Dr. K. Suresh M.Sc., M.Phil., Ph.D.                                     | Assistant Professor          |
| 6. Dr. S. Prakash M.Sc., Ph.D.   | Assistant Professor          |
| 7. Dr. T. Athiparambalam M.Sc., M.Phil., Ph.D.                             | Assistant Professor          |
| 8. Dr. A. Saravakumar M.Sc., M.Phil., PMCPGE., Ph.D.                       | Assistant Professor          |
| 9. Dr. P. Paikaraj M.Sc., M.Phil., PGDCA, Ph.D.                            | Assistant Professor          |
| 10. Dr. S. Karthikkumar M.Sc.(Botany), M.B.A., M.Sc.(Bot.), M.Phil., Ph.D. | Assistant Professor          |

### Department of Zoology

- |  |                              |
|--|------------------------------|
| 1. Dr. I. Vijayakumar M.Sc., Ph.D.                 | Assistant Professor and Head |
| 2. Dr. R. Thamoorn Azarudeen M.Sc., M.Phil., Ph.D. | Assistant Professor          |

### Department of Commerce

- |  |                              |
|--|------------------------------|
| 1. Dr. K. Jeyakodi M.Com., M.B.A., M.M., M.A.(M.), M.F.A., PGDCA, PGDPVE, M.Com.(Co-op), M.Phil., PGDSMIB, Ph.D. | Associate Professor and Head |
| 2. Mr. G. Santhakumar M.Com., M.B.A., M.F.C., B.Ed.  | Assistant Professor          |
| 3. Dr. J. T. Sharmila M.Com., M.Phil., PGDCA, Ph.D.  | Assistant Professor          |
| 4. Dr. P. Ramachentrayar M.Com., M.L.M., M.Phil., Ph.D.  | Assistant Professor          |
| 5. Dr. A.S. Lakshmi Rani M.Com., M.Phil., PGDCA, Ph.D.   | Assistant Professor          |
| 6. Lt. Dr. A. N. Karthikeyan M.Com., M.Phil., D.C.M., Ph.D.  | Assistant Professor          |
| 7. Dr. M. Sindhuja M.Com., M.B.A., Ph.D.   | Assistant Professor          |
| 8. Dr. N. Venkatasubramanian M.Com., M.Phil., Ph.D.,   | Assistant Professor          |
| 9. Dr. A. Arumugam M.Com., M.Phil., M.B.A., PGDCA, D.G.T., Ph.D.   | Assistant Professor          |
| 10. Dr. I. Inulappan M.Com., M.Phil., M.B.A., B.Ed., Ph.D.   | Assistant Professor          |

### Department of Physical Education

- |  |                                |
|--|--------------------------------|
| 1. Mr. C. Yuvaraj B.Com., M.P.Ed., M.Phil. | Director of Physical Education |
|--|--------------------------------|

### Librarian & Placement Officer

- |  |
|--|
| 1. Mr. A.S. Kumar M.Sc., M.L.I.S., PGDCA |
|--|

### NCC Officer

- |   |
|---|
| 1. Lt. Dr. A. N. Karthikeyan M.Com., M.Phil., D.C.M., Ph.D. |
|---|

### NSS Programme Officers

- |   |
|---|
| 1. Dr. I. Vijayakumar M.Sc., Ph.D.                        |
| 2. Dr. G. Ramakrishnan M.A., M.Phil., Ph.D.               |
| 3. Dr. I. Inulappan M.Com., M.Phil., M.B.A., B.Ed., Ph.D. |

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### Non-Teaching Staff

1. Mr. P. Eashwaran M.Com., M.A., P.G.D.C.M.	Superintendent
2. Mr. B. Saravanan M.Com.	Junior Assistant
3. Mrs. C. Sudha B.A., D.Co-op.	Junior Assistant
4. Mr. A. Anurajan B.Com.	Junior Assistant
5. Mr. V. Aravindkumar M.Com.	Junior Assistant
6. Mrs. R. Subashini M.C.A.	Junior Assistant
7. Mrs. N.J. Bijilimai B.Com.	Typist
8. Mr. V. Ramachandran M.Com., B.Ed.	Typist
9. Mr. K. Ganesan	Lab Assistant (S.G.)
10. Mr. V. Govindarajan B.A.	Lab Assistant (S.G.)
11. Mr. S. Kalyappan B.Com.	Lab Assistant (S.G.)
12. Mr. A. Devasahayam B.Com.	Lab Assistant
13. Mrs. M. Sakthi Priya M.A., H.D.C.A.	Lab Assistant
14. Mrs. P. Sathya M.Sc. (Lib Sci) M.Phil. (Lib Sci) PGDCA	Lab Assistant
15. Mrs. P. Muthupriya M.Sc., M.Phil.	Lab Assistant
16. Mrs. P. Rasipponnu M.Com., M.Phil., B.Ed.,	Lab Assistant
17. Mrs. M. Vani Sangeetha M.C.A., M.Phil.	Lab Assistant
18. Mr. J. Ramachandran M.C.A., M.Phil.	Lab Assistant
19. Miss V. Vasanthamalar M.Com., M.Phil.	Lab Assistant
20. Mrs. P. Esther M.C.A.,	Store Keeper
21. Mr. C.A. Ganesan	Record Clerk (S.G.)
22. Mr. G. Prabhakaran	Record Clerk
23. Mr. R. Ramkumar B.A.	Record Clerk
24. Mrs. P. Kavipriya B.Com.,	Library Assistant
25. Mr. N. Prasanth D.C. Tech.	Office Assistant
26. Mr. K.M. Vishwanathan	Office Assistant
27. Mr. D. Desin B.A.	Office Assistant
28. Mr. G. Gowtham Gandhi D.E.C.E., B.Sc.,	Office Assistant
29. Mr. A.G. Karthikeyan D.M.E.	Junior Mechanic
30. Mrs. R. Saraswathi	Herbarium Keeper
31. Mr. A.B. Karthick	Gardener
32. Mr. M. Ramu	Marker
33. Mr. S. Ramaprakasam	Water Man
34. Mr. S. Venkatesan	Watch Man
35. Mr. P. Gurusamy	Sweeper (S.G.)
36. Mrs. A. Kameswari B.Com.	Sweeper
37. Mrs. A. Muthupandiammal B.Sc.	Sweeper

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### Teaching Staff of Self - Financing Programmes

#### Department of Tamil

1. Mr. A. Selvakumar M.A., M.Phil., NET. Assistant Professor and Head
2. Mrs. S. Muneeswari M.A., M.Phil., NET. Assistant Professor

#### Department of English

1. Mr. T. Veeranakumar, M.A., M.Phil., Ph.D. Assistant Professor and Head
2. Miss. C. Sivakumari M.A., M.Phil. Assistant Professor
3. Miss. P. Hemalakshmi M.A., M.Phil., D.T.Ed. Assistant Professor
4. Dr. S. Maharajan M.A., B.Ed., SET., Ph.D. Assistant Professor
5. Mr. V. Nagarajan M.A., M.Phil. Assistant Professor

#### Department of History

1. Dr. D. Muneeswaran, M.A., M.Phil., Ph.D. Assistant Professor and Head
2. Dr. M. Ashwathaman M.A., M.Phil., Ph.D. Assistant Professor

#### Department of Economics

1. Mr. K. Pandi M.A., M.Phil., B.Ed. Assistant Professor and Head
2. Dr. K. Velmurugan M.A. M.Phil. Ph.D. Assistant Professor
3. Mrs. R. Sharumathi M.A., Assistant Professor
4. Dr. E. Vanitha, M.A., B.Ed., M.Phil., Ph.D. Assistant Professor

#### Department of Business Administration

1. Dr. N. Selvaraj M.Com., M.Phil., B.Ed., SET., Ph.D. Assistant Professor and Head
2. Mr. G. Sivaraja B.E., M.B.A., NET. Assistant Professor

#### Department of Commerce

1. Dr. M. Suganya M.Com., M.Phil., Ph.D. Assistant Professor and Head
2. Mr. G. Alagunanapathi M.Com., B.Ed., M.Phil., Assistant Professor
3. Mr. R. Santhanamari M.Com., M.Phil. Assistant Professor
4. Mr. A. Ajithkumar M.Com., B.Ed. Assistant Professor

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### Department of Commerce (CA)

1. Mr. R. Ramesh Pandi M.Com., M.Phil. Assistant Professor and Head
2. Miss. P. Shobanadevi M.Com.(CA), M.Phil. Assistant Professor
3. Mrs. S. Mahalakshmi M.Com., M.Phil. Assistant Professor

### Department of Mathematics

1. Mr. B. Senthikumar M.Sc., B.Ed., M.Phil. Assistant Professor and Head

### Department of Physics

1. Mr. M. Sudharsan M.Sc., M.Phil. Assistant Professor and Head
2. Mrs. S. Nithya, M.Sc., (Ph.D) Assistant Professor

### Department of Computer Science

1. Mrs. R. Gandhimathi M.C.A. M.Ed., Assistant Professor and Head
2. Mrs. R. Parimala Devi M.C.A. Assistant Professor

### Department of Statistics

1. Mr. M. Rajaram M.Sc., M.Phil., Assistant Professor and Head
2. Mr. Y. Immanuel Nelson M.Sc., M.Phil. Assistant Professor
3. Mr. L. Ramkumar, M.Sc., Assistant Professor



### University Approved Guides for Ph.D., Programmes

S.No.	Name	Subject
1.	Dr. M. Kannan	English
2.	Dr. K.K. Mothilal	Chemistry
3.	Dr. M. Jeyakumar	Economics
4.	Dr. M.R. Chandran	English
5.	Dr. B. Rajasekaran	English
6.	Dr. N. Vasudevan	Botany
7.	Dr. D. Kathiresan	Botany
8.	Dr. S. Rajendran	Botany
9.	Dr. K. Jeyakodi	Commerce
10.	Dr. K. Muthukumar	Mathematics
11.	Dr. A. Gubendran	Chemistry
12.	Dr. S. Ravi	Tamil
13.	Dr. A.R. Uma	English
14.	Dr. A. Wilson Baskar	Mathematics
15.	Dr. S.V. Padmavathi	Mathematics
16.	Dr. J.T. Sharmila	Commerce
17.	Dr. P. Ramachentrayar	Commerce
18.	Dr. A.S. Lakshmirani	Commerce
19.	Dr. M. Sindhuja	Commerce
20.	Dr. R. Dhanalakshmi	Chemistry
21.	Dr. A. Manivel	Chemistry
22.	Dr. N. Muniappan	Chemistry
23.	Dr. M. Saravanakumar	Chemistry
24.	Dr. S. Sankaralingam	Botany
25.	Dr. K. Suresh	Botany
26.	Dr. N. Meenakumari	History
27.	Dr. G. Ramakrishnan	History
28.	Dr. A. Meena	Mathematics
29.	Dr. K. Subramanian	Economics
30.	Dr. K. Angaleeswari	Mathematics
31.	Dr. R. Gopalasundar	Economics
32.	Dr. N. Narayanamoorthy	Physics
33.	Dr. S. Prakash	Botany
34.	Dr. M.S.S. Saravanakumar	Physics

### The Staff Council

The college staff Council consists of the Principal (Ex - Officio- President) and the senior most Heads of Departments. The Council elects its own Secretary every year.

### Under-Graduate Programmes (Aided)

1. B.A. Branch I History with Economics and Politics as ancillaries.
2. B.A. Branch XII English
3. B.Sc. Branch I Mathematics with Physics as ancillary
4. B.Sc. Branch III Physics with Mathematics and Applied Electronics and Instrumentations as ancillaries
5. B.Sc. Branch IV Chemistry with Physics and Mathematics / Zoology as ancillaries
6. B.Sc. Branch V Botany with Chemistry and Zoology as ancillaries
7. B.Com.

### Post-Graduate Programmes (Aided)

1. M.A. English
2. M.A. Economics
3. M.Sc. Mathematics
4. M.Sc. Chemistry
5. M.Sc. Botany
6. M.Com.

### Under-Graduate Programmes (Self-Financing)

1. B.Sc. Computer Science
2. B.Com. Computer Application
3. B.A. English
4. B.A. Economics (with Computer Application)
5. B.Com.
6. B.C.A.
7. B.B.A.
8. B.Sc., Mathematics
9. B.Sc., Physics
10. B.Sc., Chemistry

### Post-Graduate Programmes (Self-Financing)

1. M.Sc. Physics
2. M.Sc. Statistics
3. M.A. History

### Research Programmes

1. M.Phil. (Full-time) Botany, Mathematics, Chemistry, Commerce, English, Economics
2. Ph.D. Botany, Mathematics, Commerce, English, Economics and Chemistry

### Fees Schedule

(Subject to Revision by Government of Tamil Nadu)

#### A) Tuition Fees for P.G. Programmes

(Payable per semester)

M.A. English	₹ 250/-
M.A. Economics	₹ 250/-
M.Sc., Mathematics	₹ 375/-
M.Sc., Chemistry	₹ 375/-
M.Sc., Botany	₹ 375/-
M.Com.	₹ 375/-

#### B) Special Fees (Payable Annually)

(For all U.G. and P.G. Programmes)

1. Library and Reading Room	₹ 30
2. Games & Sports	₹ 100
3. Sports affiliation Fee (UG First Year only)	₹ 75
4. College Association	₹ 6
5. Stationary & Examination	₹ 40
6. College Day	₹ 5
7. College Hand Book	₹ 6
8. College Magazine	₹ 12
9. Audio Visual Education	₹ 3
10. Medical Inspection	₹ 5
11. Students Aid Fund	₹ 3
12. World University / Students Service	₹ 3
13. Students Youth Welfare Activities	₹ 5
14. Campus Amenity Fees	₹ 12
15. N.S.S.	₹ 10
16. Red Cross	₹ 20

**TOTAL** ₹ 335

#### C) Exam Account (Payable Annually)

(For all U.G. and P.G. Programmes)

i) University Entrance Fee	₹ 50
ii) University Recognition Fee (within India)	₹ 250
iii) Marks Statement Verification Fee	
Per Certificate	₹ 50
<b>Total</b>	<u>₹ 350</u>

#### D) Non-Salary (Payable Annually)

i) For all U.G. PROGRAMMES

Admission Fee	₹ 5
Security Deposit	₹ 50
Caution Deposit	₹ 50
<b>Total</b>	<u>₹ 105</u>

ii) For all P.G. PROGRAMMES

Admission Fee	₹ 5
Security Deposit	₹ 50
Caution Deposit	₹ 200
<b>Total</b>	<u>₹ 255</u>

#### E) Laboratory Fees (Payable Annually)

Class	Maths Major	Chemistry Major		Botany Major	Physics Major
	Physics Ancil.	Maths & Physics Ancil.	Phys. & Zoo Ancil.	Chem & Zoo Ancil.	maths & Elect Ancil.
I B.Sc.,	₹ 75	₹ 200	₹ 275	₹ 225	₹ 150
II B.Sc.,	₹ 75	₹ 275	₹ 350	₹ 300	₹ 225
III B.Sc.,	-	₹ 275	₹ 275	₹ 225	₹ 225

Class	M.Sc., Botany	M.Sc., Chemistry
I M.Sc.,	₹ 350	₹ 500
II M.Sc.,	₹ 350	₹ 500



CALENDAR FOR 2022-2023			
Date	Day	June - 2022	No. of Working Day
1	Wed		...
2	Thu		...
3	Fri		...
4	Sat		...
5	Sun	உலக சுற்றுச் சூழல் தினம்	...
6	Mon		...
7	Tue		...
8	Wed		...
9	Thu		...
10	Fri		...
11	Sat		...
12	Sun	குழந்தைத் தொழிலாளர் எதிர்ப்பு தினம்	...
13	Mon		...
14	Tue	உலக கிரத்தான தினம்	...
15	Wed		...
16	Thu		...
17	Fri		...
18	Sat		...
19	Sun		...
20	Mon		...
21	Tue	எர்வதேச யோகா தினம்	...
22	Wed		...
23	Thu		...
24	Fri		...
25	Sat		...
26	Sun		...
27	Mon	உலக நீரழிவு நோய் தினம்	...
28	Tue		...
29	Wed	தேசிய புள்ளியியல் தினம்	...
30	Thu		...
Total No. of Working Days : NIL			
26			

CALENDAR FOR 2022-2023			
Date	Day	July - 2022	No. of Working Day
1	Fri		...
2	Sat		...
3	Sun		...
4	Mon	விவேகானந்தர் நினைவு தினம்	...
5	Tue		...
6	Wed		...
7	Thu		...
8	Fri		...
9	Sat		...
10	Sun	பகீர்த் பண்டிகை	...
11	Mon	உலக மக்கள் தொகை தினம்	...
12	Tue		...
13	Wed		...
14	Thu		...
15	Fri		...
16	Sat		...
17	Sun		...
18	Mon	கன்னட மீண்டும் தொடங்கும் நாள்	1
19	Tue		2
20	Wed		3
21	Thu		4
22	Fri		5
23	Sat		...
24	Sun		...
25	Mon		6
26	Tue	கார்க்கீல் தினம்	7
27	Wed		8
28	Thu	உலக கியற்கை பாதுகாப்பு தினம்	9
29	Fri		10
30	Sat		...
31	Sun		...
Total No. of Working Days : 10			
27			

**CALENDAR FOR 2022-2023**

Date	Day	August - 2022	No. of Working Day
1	Mon		11
2	Tue		12
3	Wed		13
4	Thu		14
5	Fri		15
6	Sat	ஹரிரோஷிமா தினம்	...
7	Sun		...
8	Mon		16
9	Tue	மொஹரம்	...
10	Wed		17
11	Thu		18
12	Fri		19
13	Sat		20
14	Sun		...
15	Mon	சுதந்திர தினம்	...
16	Tue		21
17	Wed		22
18	Thu		23
19	Fri	கிருஷ்ணஜெயந்தி	...
20	Sat		...
21	Sun		...
22	Mon		24
23	Tue		25
24	Wed		26
25	Thu		27
26	Fri		28
27	Sat		29
28	Sun		...
29	Mon	தேசிய விளையாட்டு தினம்	30
30	Tue		31
31	Wed	விநாயகர் சதுர்த்தி	...

Total No. of Working Days: 21

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**CALENDAR FOR 2022-2023**

Date	Day	September- 2022	No. of Working Day
1	Thu		32
2	Fri		33
3	Sat		...
4	Sun		...
5	Mon	ஆசிரியர் தினம்	34
6	Tue		35
7	Wed		36
8	Thu	உகை எழுத்தறிவு தினம்	37
9	Fri		38
10	Sat		39
11	Sun	பாரதியார் நினைவு தினம்	...
12	Mon		40
13	Tue		41
14	Wed		42
15	Thu		43
16	Fri		44
17	Sat		...
18	Sun		...
19	Mon	முதலாம் அகமதிப்பீட்டுத் தேர்வு	45
20	Tue		46
21	Wed		47
22	Thu		48
23	Fri		49
24	Sat		50
25	Sun		...
26	Mon		51
27	Tue	உகை சுற்றுலா தினம்	52
28	Wed		53
29	Thu		54
30	Fri		55

Total No. of Working Days: 24

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CALENDAR FOR 2022-2023			
Date	Day	October - 2022	No. of Working Day
1	Sat		56
2	Sun	கார்த்திகை	...
3	Mon		...
4	Tue	சான்றிதழ் பூண்டி / சிவந்த பூண்டி	...
5	Wed	விசை தலாசி	...
6	Thu		57
7	Fri		58
8	Sat	இந்திய விடுமுறை நாள் தினம்	59
9	Sun	விடுமுறை நாள்	...
10	Mon		60
11	Tue	உலக பெண்களுக்கான தினம்	61
12	Wed		62
13	Thu		63
14	Fri		64
15	Sat		...
16	Sun	உலக உணவு தினம்	...
17	Mon	உலக வறண்ட நாள் தினம்	65
18	Tue		66
19	Wed		67
20	Thu		68
21	Fri		69
22	Sat		...
23	Sun		...
24	Mon	தீபாவளி உலக மரபியல் தினம்	...
25	Tue		...
26	Wed		70
27	Thu		71
28	Fri		72
29	Sat		73
30	Sun		...
31	Mon		74
Total No. of Working Days: 19			

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CALENDAR FOR 2022-2023			
Date	Day	November - 2022	No. of Working Day
1	Tue		75
2	Wed		76
3	Thu		77
4	Fri		78
5	Sat		...
6	Sun		...
7	Mon	இரண்டாம் அகம்பிற்ப்பெருந்தேர்வு	79
8	Tue		80
9	Wed		81
10	Thu		82
11	Fri		83
12	Sat		84
13	Sun		...
14	Mon	குழந்தைகள் தினம்	85
15	Tue		86
16	Wed	உலக சகிப்பு தினம்	87
17	Thu		88
18	Fri		89
19	Sat		90
20	Sun		...
21	Mon		91
22	Tue		...
23	Wed		...
24	Thu	1	...
25	Fri	2	...
26	Sat	3	...
27	Sun		...
28	Mon	4	...
29	Tue	5	...
30	Wed		...
Total No. of Working Days: 17			

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**CALENDAR FOR 2022-2023**

Date	Day	December - 2022	No. of Working Day
1	Thu		...
2	Fri		...
3	Sat		...
4	Sun	இந்திய சுதந்திர தினம்	...
5	Mon		...
6	Tue		...
7	Wed	கொழந்தான்	...
8	Thu		...
9	Fri		...
10	Sat	மனித உரிமை தினம்	...
11	Sun	பாரதியார் பிறந்த தினம்	...
12	Mon		...
13	Tue		...
14	Wed		...
15	Thu		...
16	Fri		...
17	Sat		...
18	Sun		...
19	Mon	கிரண்டாம் பருவம் தொடக்கம்	1
20	Tue		2
21	Wed		3
22	Thu	தேசிய கணித தினம்	4
23	Fri	இந்திய விவசாயிகள் தினம்	5
24	Sat		...
25	Sun	கிறிஸ்துமஸ்	...
26	Mon		6
27	Tue		7
28	Wed		8
29	Thu		9
30	Fri		10
31	Sat		...
<b>Total No. of Working Days: 10</b>			

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**CALENDAR FOR 2022-2023**

Date	Day	January - 2023	No. of Working Day
1	Sun	ஆங்கிலப் புத்தாண்டு	...
2	Mon		11
3	Tue		12
4	Wed		13
5	Thu		14
6	Fri		15
7	Sat		...
8	Sun		...
9	Mon		16
10	Tue		17
11	Wed		18
12	Thu	தேசிய கிளைஞர் தினம்	19
13	Fri		20
14	Sat	போகிப்பண்டிகை	...
15	Sun	இந்திய விழா தினம்/பொங்கல் திருநாள்/ திவசௌந்தியம்	...
16	Mon	உழவர் தினம்	...
17	Tue		...
18	Wed		21
19	Thu		22
20	Fri		23
21	Sat		24
22	Sun		...
23	Mon		25
24	Tue		26
25	Wed	தேசிய வாக்காளர் தினம்	27
26	Thu	குடியரசு தினம்	...
27	Fri		28
28	Sat		29
29	Sun		...
30	Mon	தியாகிகள் தினம்	30
31	Tue		31

**Total No. of Working Days: 21**

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**CALENDAR FOR 2022-2023**

Date	Day	February - 2023	No. of Working Day
1	Wed		32
2	Thu		33
3	Fri		34
4	Sat	உலக புற்றுநோய் ஒழிப்பு தினம்	...
5	Sun	கைப்பூசம்	...
6	Mon		35
7	Tue		36
8	Wed		37
9	Thu		38
10	Fri		39
11	Sat		...
12	Sun	கல்வாரி நிறுவனர் தினம்	...
13	Mon		40
14	Tue		41
15	Wed		42
16	Thu		43
17	Fri		44
18	Sat		...
19	Sun		...
20	Mon	முனம் சிவமதிட்டித் தேர்வு	45
21	Tue		46
22	Wed		47
23	Thu		48
24	Fri		49
25	Sat		50
26	Sun		...
27	Mon		51
28	Tue	தேசிய அறிவியல் தினம்	52

Total No. of Working Days: 21

34

**CALENDAR FOR 2022-2023**

Date	Day	March - 2023	No. of Working Day
1	Wed		53
2	Thu		54
3	Fri		55
4	Sat		...
5	Sun		...
6	Mon		56
7	Tue		57
8	Wed	உலக மகளிர் தினம்	58
9	Thu		59
10	Fri		60
11	Sat		...
12	Sun		...
13	Mon		61
14	Tue		62
15	Wed	உலக நுகர்வோர் உரிமை தினம்	63
16	Thu		64
17	Fri		65
18	Sat		...
19	Sun		...
20	Mon		66
21	Tue	உலக வன விழிப்புணர்வு தினம்	67
22	Wed	தென்கு வகுடப்பிறப்பு	...
23	Thu		68
24	Fri	உலக காசநோய் ஒழிப்பு தினம்	69
25	Sat		...
26	Sun		...
27	Mon		70
28	Tue		71
29	Wed		72
30	Thu		73
31	Fri		74

Total No. of Working Days: 22

35

CALENDAR FOR 2022-2023			
Date	Day	April - 2023	No. of Working Day
1	Sat		...
2	Sun		...
3	Mon		75
4	Tue	மஹானவீர் செயந்தி	...
5	Wed		76
6	Thu		77
7	Fri	புனீத வெள்ளி/உலக சுகாதார தினம்	...
8	Sat		78
9	Sun		...
10	Mon	கிரண்டாம் அகமதிப்பட்டுத் தேர்வு	79
11	Tue		80
12	Wed		81
13	Thu		82
14	Fri	உயிழ் வருடம் பிறப்பு/அம்பேத்கார் பிறந்த நாள்	...
15	Sat		83
16	Sun		...
17	Mon		84
18	Tue		85
19	Wed		86
20	Thu		87
21	Fri		88
22	Sat	புமி தினம் / கிரம்ஜான்	...
23	Sun	உலக புத்தக தினம்	...
24	Mon		89
25	Tue		90
26	Wed		91
27	Thu		...
28	Fri		...
29	Sat		...
30	Sun		...
<b>Total No. of Working Days: 17</b>			
<b>36</b>			

CALENDAR FOR 2022-2023			
Date	Day	May - 2023	No. of Working Day
1	Mon	உழைப்பாளர் தினம்	--
2	Tue		--
3	Wed		--
4	Thu		--
5	Fri		--
6	Sat		--
7	Sun		--
8	Mon	உலக செஞ்சுருள் தினம்	--
9	Tue		--
10	Wed		--
11	Thu		--
12	Fri	உலக செவிவியர் தினம்	--
13	Sat		--
14	Sun		--
15	Mon		--
16	Tue		--
17	Wed		--
18	Thu		--
19	Fri		--
20	Sat		--
21	Sun		--
22	Mon		--
23	Tue		--
24	Wed		--
25	Thu		--
26	Fri		--
27	Sat		--
28	Sun		--
29	Mon		--
30	Tue		--
31	Wed	புகையிலை எதிர்ப்பு தினம்	--
<b>Total No. of Working Days: NIL</b>			
<b>37</b>			



## College Rules and Regulations

### a) Admission and withdrawal

1. Admission will be made as per the rules and regulations of the Government of Tamilnadu.
  2. Students withdrawing from the College during the course of the year shall pay all the fees due up to the date of withdrawal as well as the special fees for the on going semester.
  3. No fee will be charged for the issue of Transfer or Conduct Certificate at the end of any programme of study if the student applies for the same within 15 days of the following semester. A search fee at the rate of ₹ 100 per year shall be collected for late application for the certificates.
  4. Students are strictly advised to collect their Transfer certificates and Conduct Certificates at the end of the programme of the study. A fee of ₹ 100 will be charged for issuing certificates other than T.C. and C.C.
- ### b) Payment of Fees
1. The fees shall be paid lump sum not later than the fifth working day of each Semester.
  2. **Payment with Fine:** If a student fails to pay fees on time, a fine at the rate of ₹10/- per day shall be levied. If the fee is not paid within the month of the semester, the student shall stand off from the roll.

3. If a student leaves the college during the semester, he/she shall have no right to claim remission of the semester fees paid.

### c) Proctorial (Ward) System

A student will be the ward of a teaching staff who will be his/her Proctor. Each Department shall submit to the Principal at the beginning of the academic year, the details of allocation of wards to the Proctors in the prescribed forms issued by the IQAC of the college.

### Duties and Responsibilities of the Proctors

The Proctor shall interact periodically with his / her wards. He/she shall consistently watch the progress, attendance and conduct of his/her wards on and off the campus and submit terminal reports in the prescribed form to the respective Department.

### d) Attendance and Leave of Absence :

1. It shall be the duty of each student to attend college regularly and punctually on all working days and go through the course of instructions satisfactorily.
2. A student who has to be absent himself /herself shall submit an application in the prescribed form to his/her Proctor. A student residing in the College Hostel shall submit his/her application to the Proctor concerned with the remarks of the Warden.

The application for leave shall be submitted in advance to the Proctor or the Principal to get the leave granted. In case of sudden illness, the application with medical certificate shall be submitted at the office. All leave applications with the remarks of the Proctor shall be submitted to the Principal for approval.

In each case, the reasons for absence should be fully explained. The Principal reserves the right to call for a Medical Certificate and to decide each case on merit.

In all other cases, leave applications should be submitted before 1.40 p.m. on the first day of attendance after the period of absence.

3. The granting of leave is at the Principal's discretion. Non-compliance with the rules will entail automatic refusal of leave unless the student explains to the satisfaction of the Proctor. His/her failure to comply with the rules and habitual non-compliance will entail imposition of fine or removal of the student from the roll of the college.
4. If a student is absent unauthorized for a continuous period of ten working days, he/she will be dropped from the roll. If the cause of leave fails to stand to the satisfaction of the Proctor, leave application will not be considered. Unless the student proves his/her absence unavoidable, he/she will not be considered for readmission.
5. A working day comprises five periods of one hour each. Attendance shall be taken every period.
6. Reporting to class late without genuine cause shall not be entertained. A student shall request the teacher concerned for leave of absence for a period in an inevitable circumstance.
7. The attendance certificate will not be issued to a student unless (i) the Principal is satisfied with the student's progress and conduct and (ii) he / she has attended three-fourth of the total number of working days in the academic year. The certificate will be withheld for the students who have not attended at least 75% of the classes in the academic year.

8. All the scholarship / Fee concession holders should earn at least 90% of attendance, failing which the entire Scholarship / Fee concession amount has to be surrendered to the Social Welfare Department.

**e) Conduct and Behaviour**

1. Every student shall wear clean and suitable clothing.
2. Every student shall demonstrate the gesture of respect to the staff.
3. When a member of the staff enters the class room, the students shall rise and remain standing till they are desired to sit.
4. No student shall leave the class room or laboratory without the permission of the teacher concerned.
5. Students are strictly prohibited from loitering on the verandahs of the College during the class hours.
6. Students who have no class to attend in any period shall go to Library. No students on any account shall disturb the classes at work.
7. When attending meetings and functions in the college, students should be decently dressed. They should be polite and courteous to all, respectful to seniors, (ready to oblige) and should good order and decent behaviours.
8. In regard to matters not specified above, students shall aim at conducting themselves in a manner thoroughly worthy of the college, and in harmony with the best traditions of Indian life and culture.

**g) Disciplinary Regulations**

1. Unfair practices of any kind on the campus are punishable offences.
2. No student shall take part in or organise any demonstration or strike.



3. Students are strictly forbidden to take part in political agitation directed against the authority of the Government.
4. The use of mobile phones by the students on the college campus is strictly prohibited and the violation of this will attract punishment.
5. The Principal or other constituted authorities of the college or Hostel may frame and issue from time to time disciplinary rules of a permanent or temporary character regulating the students' conduct outside the College or Hostel Precincts so far as such rules seen necessary.
6. The Principal or other constituted authorities of the College or Hostel shall have the power to execute penalties like fine, withholding attendance certificates, suspension or expulsion from the College, cancellation of scholarships and fee concessions.

#### h) Library and Reading Room

The College Library consists of two sections viz., the General Library with the reading room and the Departmental Library

#### Rules

1. The Library and the reading room are open to all the members of the college.
2. Students are entitled to keep the borrowed books for two weeks from the date of issue. The books after use shall be returned to the Library on the date marked on the date slip. But they may be retained by the same user, if they are not in the meantime applied for. When reissued, the books may be retained for not more than three such renewals. The books should be produced before the Librarian for every renewal.

3. The Librarian may recall the book at any time even if the normal period of lending has not expired.
4. A student failing to return a book on the due date shall have to pay fine as per the rules.
5. A student who has to pay a fine or any other charge to the library shall not be allowed to borrow books.
6. Absence from college shall not ordinarily be admitted as an excuse for delay in returning the books.
7. Reference books will not be lent.
8. Students are expected to use all books with care. If a book is lost or damaged, the defaulter shall have to replace the book or to pay the current price of the book.
9. Practice of soiling, marking, underlining, clipping, or annotating in the books is forbidden and the violation of this will attract disciplinary action.
10. The student who has used a book shall be held responsible for any damage of the book which he did not expose at the time of his taking it.
11. A student who wishes to borrow a book shall submit slips to the Librarian at the allotted time.
12. The Library is open on all working days from 8.00 a.m. to 2.15 p.m.
13. Students shall leave their own books at the entrance of the Library before they enter the Library.
14. Reference Books can be used with the permission of the Librarian and the books used should not be reshelved by the users themselves.



15. No book from the reference section can be borrowed to be used off the library.
16. Strict silence should be observed and decorum should be maintained in the library. It is in the power of the Librarian to refuse the issue of books or recommend disciplinary action against the student for breach of the code of conduct of the library.
17. All complaints and suggestions should in the first instance be made to the Librarian who will, when necessary, refer them to the Principal.
18. Students should return all the library books at the end of their course or at the time of their leaving the college whichever is earlier. All dues should be paid.
19. Members of the teaching staff are entitled to borrow 15 books from the Library for their use. All the books borrowed in a semester should be returned to the Library at the end of the Semester and may be re borrowed on need.
20. Members of the non-teaching Staff can borrow the books they need. Books may be recalled at any time by the Principal, if required.
21. Each post graduate department has its own departmental library for the exclusive use of the P.G. students.

#### **Medals for Achievers**

1. Dr. A. Ganesan Endowment Silver Medal for the best graduate in History.
2. Dr. M. Ilamaran Silver Medal for the best graduate in English.
3. Saraswathi Narayanan College Maths Staff Silver Medal for the best graduate in Mathematics.

4. V.K. Subramania Bastri Memorial Silver Medal for the best student of B.Sc. Mathematics.
5. Arumana (K.K. Dist.) K. Madhavi Aruna Memorial Silver Medal for the best student of B.Sc., Mathematics.
6. Prof. N. Mohanram Silver Medal for the best student of B.Sc. Mathematics.
7. Mrs. Gandhimathi Nagappan Silver Medal for the best graduate in Physics.
8. Saraswathi Narayanan College Chemistry Staff Silver Medal for the best graduate in Chemistry.
9. Dhurvas Silver Medal for the best graduate in Botany.
10. Thiruvalli Thirunagari Regunathan Silver Medal for the best student of B.Com.
11. Tmt. Rajam Gopal Silver Medal for the student who tops in Part I Tamil in the University Examinations.
12. Mr. G.P. Sangoyee Medal for the best graduate of the academic year.
13. C. Balasubramanian Aruna Endowment Silver Medal for the best student in Ancillary Economics in B.Com. and B.A. History
14. Saraswathi Narayanan College Maths Staff Silver Medal for the best P.G. Student in Mathematics.

15. Mrs. M. Mahalakshmi, W/o Prof. N. Mohanram Silver Medal for the best student of IIM.Sc. Mathematics.
16. Saraswathi Narayanan College Chemistry Staff Silver Medal for the best P.G. student in Chemistry.
17. Komandur Srinivasa Chariar Silver Medal for the best P.G. student in Botany.
18. Saraswathi Narayanan College Silver Medal for the best student in Statistics.
19. A. Venkata Subramania Iyer memorial Silver Medal for the best student in M.Phil. Mathematics.
20. Chelliah Saraswathi Endowment Silver Medal for the best student in M.A. Economics.

#### Endowment Prizes for Students

1. Mr. Nesamani Swamidoss Endowment cash award for discipline and regularity in attendance.
2. Joseph Bethane Endowment Prize for being regular in attending classes.
3. Pattammangalam Karuppan Chettiar M.K. Joseph Endowment prize for the student of II.B.Sc. Physics.
4. Engineer Kandhan Endowment Prize for a poor OC Student.
5. Harihara Bharathi Memorial Endowment Prize for a poor OC student in Mathematics.
6. Thiruvallur Thirunagari Regunathan Scholarship for the best B.Com. graduate.

7. Mr. S.M. Mitra Endowment Prize for the best B.Com., graduate.
8. Mrs. T. Saraswathi Endowment Prize for the best Arts Student.
9. City Cultural Association Endowment Prize for the best Student.
10. Dr. D.R. Prakash Baby Memorial Endowment Scholarship. for best graduate in Botany.
11. Mrs. Visalakshi Thiagarajan Endowment Prize for the best science student.
12. Sulthan Chand Endowment Scholarship. for the best graduate in commerce.
13. Nagapattinam Auimzahai Natarajan Mangaairkarasi Memorial Prize to III B.A. English student for his top score in major papers of first four semesters.
14. City Cultural Association Endowment Prize for the best P.G. student in Economics.
15. City Cultural Association Endowment Prize for the best P.G. student in English.
16. City Cultural Association Endowment Prize for the best P.G. student in Commerce.
17. S. Venkateshan Endowment Prize for the best P.G. student in Physical Chemistry.
18. Prof. Miss Punugu Endowment Prize. for the best P.G. student in Botany.
19. Thanjavur Thirukkandiyur Thirunavukkarasu Maragathavalli Memorial Prize for II M.A. English student for his top score in the first two semesters.

20. S.Sundar Memorial Endowment Prize for the best outgone M.Sc. Chemistry student who topped in Organic Chemistry.
21. Manikavasagar press proprietor Prof. Dr.Meyyappan Endowment Prize for the best student in part I Tamil.
22. K.S. Krishnamoorthy Endowment Scholarship for a differently abled student.
23. Kamalam - Unnamalai Achi Endowment Prize for a differently abled student.
24. Best Commerce Student for Extra Curricular Activities.
25. Special prizes to students who participated in Inter collegiate cultural events.
26. Special Prizes for the N.S.S. Volunteers.
27. Srimath Paramanandha Swamiji's prize for the best interactor.
28. Prof. V. Swaminathan Endowment Lecture: An endowment of Rs. 25,000/- created by the students and well wishers of Prof. V. Swaminathan in May 2005 to organize a lecture of an eminent mathematician every year.
29. Saraswathi Narayanan College B.Sc.Chemistry 1980-83 batch students Endowment Prize for the best Chemistry major students in I B.Sc. (I Semester), II B.Sc. (up to III Semester) & III B.Sc. (up to V Semester) in Part III.
30. Sri Hayagreeva Award for the best Ph.D., research scholar.
31. Kattakulam Ovireddiar Endowment prize for first B.Sc. Physics student.
32. Madurai Poonthottam Rajayoki Palani Swamigal Memorial Award for the best student with spiritual inclination.
33. M. Subbulakshmi Ammal Memorial Award for the best girl student in English.
34. Tirunelveli. S. Ramamoorthy Iyengar Memorial Award for the best girl student with academic responsibility.

35. Maj. Dr. V. Kamarasan Cash award for economically poorest and academically best B.Com Student.
36. Dr. J. Joseline Manora Cash award for economically poorest and academically best M.Com Student.
37. Maj. Dr. V. Kamarasan Cash award for outstanding NCC SD Cadet.
38. Dr. J. Joseline Manora Cash award for outstanding NCC SW cadet.

### Examination Rules and Regulations

#### I) *Scheme of Examinations*

In the semester, the evaluation of the progress of students is done by the Continuous Internal Assessment (CIA) tests and the Semester examinations. Students shall have to appear for two internal assessment tests. No retest in any subject will be conducted under normal circumstances.

The internal assessment carries totally 25 marks viz 15 marks for the test, taking the average of two test scores, 5 marks for assignment and 5 marks for seminar / interaction in the class room.

#### II) *Semester Examination : Rules and Regulations*

- > Students without hall ticket and identity card shall not be permitted for examination.
- > Possession of undesirable materials in any form is prohibited inside the examination hall.
- > Students indulging in any form of malpractice in the examination are liable to severe penalty.
- > Students shall not be permitted into the examination hall after 30 minutes from the time of commencement of examination.
- > Students should not write their names or any other identification marking except their Register Number on the answer scripts.
- > No student shall be allowed to leave the examination hall before the expiry of at least half an hour of the issue of question paper.
- > No paper other than the question paper shall be taken out of the examination hall.



**Penal Actions against the defaulter for Various Forms of Malpractices**

S.No.	Malpractice	Penal action
1	In possession of materials relevant to the ..... examination	Cancellation of that particular examination
2	Copied from materials in his / her possession	Cancellation of all papers of that semester
3	Copied from neighbours	Cancellation of all papers of that semester and Cancellation of that particular paper of the candidate who helped for copying
4	Copied by exchanging answer scripts between neighbours	Cancellation of ALL PAPERS of that semester for both the students
5	Misbehaviour in the examination hall	Cancellation of that particular paper
6	Copying and Misbehaviour in the examination hall	Cancellation of all papers of that semester and debarred from the exams of the following semester
7	Insertion of answer sheets which were previously drawn suspiciously	Cancellation of the exams of that particular semester and debarred from the exams of the following semester
8	Impersonation in the examination	Cancellation of all exams of that semester and recommended for dismissal from the college



**Revaluation and Supplementary Examinations :**

- > Students are allowed to apply for Revaluation within 10 days of the publication of results.
- > Only final Year students having a maximum of three arrear papers are permitted to appear for the supplementary examinations.
- > Supplementary examinations are to be conducted in *July*.

**ATTENDANCE**

- > Only Students having a minimum of 75% attendance (68 days) in a semester stand qualified to appear for the examinations without penalty.
- > Students who do not have the minimum attendance should go for Condonation.

The following shall be regulation for grant of condonation in attendance for Degree Semester.

Attendance (No. of days attended)	Condonation fee	Authority to Consider	Nature of Penalty
65%-74% (59-67 days)	Rs. 500/-	Head of the Department	Decision by the HOD
50%-64% (45-58 days)	Rs. 1000/-	Principal and the Examination Committee	Application for exemption to be made on prescribed form with the specified remarks of the Principal
<50% (Below 45 days)	To repeat the whole semester		



## மாணவர்கள் உறுதிமொழி

1. நான் அனைத்து பெரியோர்களுக்கும் உரிய மரியாதை அளிப்பேன். சக மாணவ, மாணவிகளுடன் சகோதர/சகோதரி மனப்பான்மையுடன் பழகுவேன்.
2. வகுப்புகள், கல்லூரி இறைவணக்கம், கூட்டுப் பிரார்த்தனை மற்றும் கல்லூரி கூட்டங்களிலும் சரியான நேரத்திற்கு தவறாமல் கலந்து கொள்வேன்.
3. நான் மற்றவர்களுக்கு தொந்தரவு கொடுக்காமல் நல்லவனாக இருப்பேன், மற்றவர்களுக்கு நன்மையே செய்வேன்.
4. நான் ஆடம்பரத்தைத் தவிர்த்து கல்லூரி கற்றுத்தரும் எளிமையான வாழ்க்கையை மேற்கொள்வேன்.
5. பிரார்த்தனைக் கூடம், வகுப்பறை, கல்லூரிக் கூட்டங்கள் போன்றவற்றில் அமைதியைக் கடைபிடித்து ஆர்வத்துடன் கலந்து கொள்வேன்.
6. நான் பேச்சைக் குறைத்து செயலில் அதிக கவனம் செலுத்துவேன். அத்துடன் என்னுடைய கடமைகளையும் தவறாது செய்வேன்.
7. நான் கல்லூரி உடைமைகளைக் கவனத்துடன் பாதுகாத்து கையாள்வேன். கல்லூரி வளாகத்தையும் தூய்மையாக வைத்துக் கொள்வேன்.
8. நான் நல்ல புத்தகங்களை படிக்கும் பழக்கத்தை ஏற்படுத்திக் கொண்டு என்னுடைய அறிவை பெருக்கிக் கொள்வதில் ஆர்வம் காட்டுவேன்.
9. இயற்கை அளித்த கல்லூரி கற்றுச் சூழலை என்னால் இயன்றவரை பாதுகாப்பேன்.
10. மிகச் சிறந்த இந்தியப் பண்பாட்டை விட்டுக் கொடுக்காமலும், நடைமுறை அறிவியல் உணர்வுடனும் இயைந்த வாழ்க்கையை அமைத்துக் கொள்ள முயற்சி செய்வேன்.
11. கல்லூரியில் சிறந்த கல்வியைக் கற்கும் வாய்ப்பைப் பெற்ற நான் அதனால் பெறும் பயனை சமுதாயத்திற்கு ஆர்ப்பணிப்பேன்.
12. கல்லூரியில் படித்து முடித்த பிறகு வாழ்நாள் முழுவதும் இதற்கு நன்றிக்கடன்பட்டவனாக இருப்பேன். இங்கு கற்ற பண்பாட்டை, வாழ்க்கை முழுவதும் கடைபிடிப்பேன்.

## வாழ்நிறுவனத்தின் கல்வி

- அறியாமையை அறியும் தூய்மையான பழக்கமாகி
- அவசியமான அளவுகளாகி
- ஆற்றல் அறிவுமையம் உட்கொள்ளுகாகி
- ஆன்மீகம் ஒளிமும் அழகு வாய்க்காகி
- ஏழைகளுக்கான வளியாகாகி
- ஏற்றம் அறிவுமையம் ஒழுங்காகாகி
- சாதிசனாக சா. நகு. சமத்துவவாய்க்காகி
- சத்தியம் புரட்சி மும் சாஸ்திரிக சாகி
- சிந்தனை வளமும் அறிவுவாய்க்காகி
- பாரதத்தின் உயிர் நாடியான பன்னாயிர சாகி
- வறமை ஒழிவுமும் வடசியக சாகி
- வளமை செழிவுமும் வாய்க்காகி
- உயர்நிலையை சமுதாய வேதா நகு. சாகி
- விவேகத்தை வளமும் விவேகவாய்க்காகி
- வேலைவாய்ப்பைத் தரும் உலகியல சாகி

மாணவ, மாணவியர் நவன் கருதி  
கல்லூரி வளாகத்தில்  
கைபேசி பயன்படுத்துவது  
முற்றிலும் தடை செய்யப்பட்டுள்ளது.