

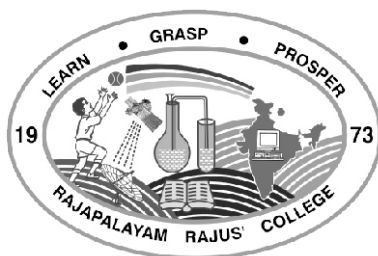
# **RAJAPALAYAM RAJUS' COLLEGE**

A Linguistic Minority and Co-Educational Institution

(Re-Accredited with B<sup>++</sup> Grade by NAAC)

(Affiliated to Madurai Kamaraj University)

**RAJAPALAYAM – 626 117.**



**HAND BOOK & CALENDAR**

**2023 - 2024**

Name of the College : RAJAPALAYAM RAJUS' COLLEGE,  
RAJAPALAYAM – 626117.  
VIRUDHUNAGAR DISTRICT.

Name of the Educating Agency : RAJAPALAYAM RAJUS' COLLEGE,  
GOVERNING COUNCIL

College Telephone Numbers : 04563 – 222767, 226467

E – mail : rrc1973@gmail.com

Website : www.rrc.edu.in

Name of the Secretary : **Dr. S. SINGARAJ**  
RAJAPALAYAM – 626117.  
Phone : 04563 – 221788

Name of the Principal : **Dr. D. VENKATESWARAN**  
Phone : 04563 – 226467

Date of Establishment : 22 -06-1973  
A Linguistic Minority and Co-Educational Institution  
(Re-Accredited with **B<sup>++</sup>** Grade by NAAC)

G.O. No. of permitting the opening of the College : G.O. Ms No. 2128 Education  
Department dated 22-12-1973

**"The Primary Object of Education"**

**Thinking**

If you think you are beaten, you are,  
If you think you dare not, you don't  
If you'd like to win but you think you can't  
It is almost certain you won't

If you think you'll lose, you've lost,  
for out in the world we find  
Success begins with a fellow's will-  
It's all in the state of mind

It you think you are outclassed, you are-  
You've got to think high to rise  
You've got to be sure of yourself before  
You can ever win a prize.

Life's battles don't always go  
To the stronger or faster man;  
But soon or late the man who wins  
is the man who thinks he can.

**- Walter D. Wintle**

**RAJAPALAYAM RAJUS' COLLEGE,  
RAJAPALAYAM.**

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**(Affiliated to Madurai Kamaraj University)  
Rajapalayam – 626117.**

**PERSONAL MEMORANDA**

Name : \_\_\_\_\_

Class : \_\_\_\_\_

Roll No. : \_\_\_\_\_ Register No. : \_\_\_\_\_

Date of Birth : \_\_\_\_\_

Parent's/Guardian's Name : \_\_\_\_\_ Hostel Room No. : \_\_\_\_\_

Address for Correspondence : \_\_\_\_\_

Mobile No. : \_\_\_\_\_

Bank A/c No.: \_\_\_\_\_ Bank IFSC: \_\_\_\_\_

Aadhar No.: \_\_\_\_\_ Driving License No.: \_\_\_\_\_

Height : \_\_\_\_\_ Weight : \_\_\_\_\_ Blood Group : \_\_\_\_\_

Identification Marks : \_\_\_\_\_

Tutor-in-charge : Name : \_\_\_\_\_ Mobile No. : \_\_\_\_\_

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## NATIONAL ANTHEM

Jana gana mana adhinayaka Jayahe  
Bharatha Bhagya widhata  
Punjaba Sindhu Gujarata Maratha  
Dravida Utkala Vanga  
Vindhya Himachala Yamuna Ganga  
Uchala Jaladhitara  
Tava Suba name jage  
Tava Subha ashisha mage  
Gahe tava jaya gatha  
Jana gana mangala dayaka jayahe  
Bharatha bhagya widhata  
Jayahe, Jayahe, Jayahe  
Jaya, Jaya, Jaya, Jayahe.

## THE PLEDGE

India is my country, All Indians are my brothers and sisters.  
I love my country and I am proud of its rich and varied heritage.  
I shall always strive to be worthy of it.  
I shall give my parents, teachers and all elders respect  
and trust everyone with courtesy.  
To my country and my people, I pledge my devotion.  
In their well-being and prosperity along lies my happiness.

## OUR COLLEGE

The Rajapalayam Rajus' College, a philanthropic enterprise of the Rajus' Community of Rajapalayam, was started on 22<sup>nd</sup> June 1973. The College is situated at the present site of 52 acres, on the northern side of the Mudangiar Road leading to Ayyanar Falls. The Palayapalayam Rajus' Mahumai Fund has made a liberal contribution towards the purchase of the College Campus site and created an endowment consisting of wet lands of about 45 acres and cash deposit to the total value of more than Rs. 7 lakhs.

To start with, the College offered Pre-University Course in 1973. B.Com., Degree Course was started in 1975 followed by B.A., History in 1977. With the shedding off of P.U.C. from the College, the undergraduate courses were strengthened by adding B.Sc., Chemistry in 1979 B.Sc., Mathematics in 1980 and B.Sc., Physics in 1987.

The College entered the Post Graduate phase of development with the introduction of M.Com., in 1982 and M.A., History in 1983. Certificate Course in Gandhian Thought and Salesmanship were started in 1988. The following Self-financing Courses are also offered. M.Phil (History) course was introduced in 1989. B.Sc. (Computer Science) from the year 1993, B.Com (Self- finance) from the year 1994, P.G.D.C.A. Course from 1994, M.Sc., Computer Science and Information Technology from 2000, B.Com. (Computer Application) from 2001, M.Phil (Commerce) from 2003, B.B.A and Diploma in Computer Application from 2005, Ph.D. Research Centre in History was introduced in 2007. Certificate and Diploma in Introduction to Internet (UGC) from 2008, B.Com. (Computer Application) – Additional Section from 2009 and B.A. English Literature Degree Course from the academic year 2010-11. The College admitted Girl Students from the year 2012-13. M.Com.(CA), Ph.D. (Commerce) Courses are offered from the year 2012-2013. B.A.(Tamil) and M.A.(English) are offered from 2013-2014. M.Sc.(Maths) is offered from 2016-2017. B.Com Professional Accounting is offered from 2020.

The Institution aims at shaping its students into worthy citizens of Mother India. Emphasis is laid on imparting edifying knowledge and cultivation of character. The College stands for the ideals – Discipline, Devotion and Dedication.

## COLLEGE PRAYER

இறைவணக்கப்பாடல்

### 1. ஓம் ஓம் ஓம்

வக்ர துண்ட மஹாகாய சூர்யகோடி ஸமப்ரப  
நிர்விக்கனம் குரு மே தேவ ஸர்வ கார்யேஷ் ஸர்வதா  
ஓம் ஓம் ஓம்

### 2. கருவாகி உருவாகி எனையாண்டு

காத்தருளும் இறைவா நன்றி  
எங்கும் நிறைந்தோனே  
எல்லை இலாதானே  
எங்கேயும் எப்போதும்  
என் குலம் காப்பவனே  
நெஞ்சம் துணிய துணையாய் வருவாய்  
நேர்மறை உணர்வுகள் பெருகிடச் செய்வாய்  
உடலில் உறுதியைப் பெரிதாய் தருவாய்  
உனை உணரும் அறிவை என்னுள் அருள்வாய்  
சுற்றம் அனைத்தும் காப்பவனே!  
செய்தொழில் ஏற்றம் தருபவனே!  
எடுத்த செயலில் வெற்றி கொடு!  
என் ஆற்றல் பெருகிட அருளைக் கொடு  
வல்லமை தந்து மலர்ச்சி கொடு (கருவாகி உருவாகி 1)  
என் அகத்திலும் புறத்திலும் மலர்ச்சி கொடு  
வளர்ச்சி கொடு....மலர்ச்சி கொடு (2)

## **COLLEGE MOTTO**

Our aims and objectives are in consonance with the vision of the Institution. In addition to giving the benefits of higher education to the economically weaker sections of the society, the institutiton aims at

- Shaping its students into worthy citizens of India.
- Imparting enlightening knowledge and the cultivation of character.
- Helping the students imbibe the ideals of Discipline, Devotion and Dedication.
- Enabling the rural students to enhance their learning capacity.
- Providing opportunities to the students to bring their talent to light and to develop them.
- Increasing the employment prospectus of the rural students.
- Inculcating in them self-confidence and social responsibility.

## **VISION**

To provide quality higher education to rural students and nurture in them the value of discipline, devotion and dedication and transform them into responsible citizens.

## **MISSION**

- To contribute to Nation building by imparting quality higher education to rural youth.
- To inculcate the national spirit and instill a sense of social commitment in the minds of the youth to foster Universal Brotherhood.
- To promote the evolution of lawful and equitable society through higher education.

## COLLEGE PLEDGE

We will respect our parents, teachers, elders and have full faith in GOD.

We will respect our nation and its rich culture.

We will show love not hatred.

We will pardon not injure.

We will be a source of light not darkness.

We will show joy not sadness.

We will accept hardship as the pathway to success.

We will work hard for our joys and dreams to be fulfilled.

We will keep our environment clean and tidy.

We will show gratitude to our college, which shows us our vision of tomorrow.

We will accept our imperfections and move towards perfection.

We will not tell people our plans but will show them results.

We will be a law abiding citizen to make our parents, teachers, friends and nation proud of us.

## COLLEGE CREST

The emblem of the institution epitomizes to promote higher education among youth. The outline of India in the emblem depicts our commitment to the nation. The scientific instruments symbolize the promotion of the scientific temper and attitude. The book represents the need for learning and the spread of knowledge. The revolution in satellite communication is depicted to inspire the youth for scientific development and innovations. The spirit of sportsmanship, an essential attribute to be developed in the modern youth finds a place in the emblem.

The motto in the emblem asserts the aims and objectives of the institution:

**LEARN – GRASP - PROSPER**

## COLLEGE GOVERNING COUNCIL

- |                                        |                             |
|----------------------------------------|-----------------------------|
| 1. Sri. <b>K.G. Prakash</b>            | President                   |
| 2. Dr. <b>S. Singaraj</b>              | Secretary                   |
| 3. Sri. <b>K.R. Dharmakrishna Raja</b> | Member                      |
| 4. Dr. Major <b>S. Subramanian</b>     | Member                      |
| 5. Sri. <b>N.S. Ramakrishnan</b>       | Member                      |
| 6. Sri. <b>P.S. Srengan</b>            | Member                      |
| 7. Sri. <b>K.S. Jaganatha Raja</b>     | Member                      |
| 8. Dr. <b>D. Venkateswaran</b>         | Ex-Officio and<br>Principal |
| 9. Er. <b>P. Rajkumar</b>              | University Nominee          |

## ACADEMIC STAFF COUNCIL

Dr. D. Venkateswaran., M.A(His)., M.A(Pol)., M.A.(Ind.Cul).,  
P.G.D.F.M., D.G.T., P.G.D.C.A., B.Ed., M.Phil., Ph.D.,  
Principal and Chair Person

Dr. S. David Laurence, M.Sc., P.G.D.C.A., M.Phil., Ph.D.,  
Secretary, Associate Professor in Mathematics & Head

Dr. K. Rameshkumar, M.A., M.B.A., P.G.D.C.A., B.Ed., M.Phil., Ph.D.,  
Vice Principal, Associate Professor in History & Head

Dr. P. Suryakala, M.Sc., M.Phil., Ph.D.,  
Co-ordinator, Assistant Professor in Physics & Head

Mr. N. Ramesh, M.Sc., M.Sc (YHE)., M.Phil.,  
Assistant Professor in Chemistry & Head

Dr. E.L. Ramar, M.Com., P.G.D.C.A., B.Ed., M.Phil., Ph.D.,  
Associate Professor in Commerce & Head

Dr. C. Ramakrishnan, M.A. M.Phil., Ph.D.,  
Associate Professor in English & Head

Dr. S. Chidambaranathan, M.A., B.Ed., M.Phil., Ph.D.,  
Associate Professor in Economics & Head

Dr. V. Kalavathi, M.A., M.Phil., Ph.D.,  
Assistant Professor in Tamil & Head

Dr. M. Raja Assistant Professor in Physics & Head

Dr. L. Muthukumar, M.A., M.P.Ed., M.Phil., Ph.D.,  
Director of Physical Education

Dr. Vasudeva Raja Latha, M.L.I.Sc., P.G.D.C.A., P.G.D.L.A.N., Ph.D.,  
Librarian

Mr. A. Gnanavelayutham, M.C.A., P.G.D.C.A., M.A.,  
Assistant Professor in Commerce (CA) & Head

Dr. S. K. Kannan, M.B.A., M.Com., NET, M.Phil., Ph.D.,  
Assistant Professor in Commerce (PA) & Head

Dr. R.A. Jeyakumar, M.Com., P.G.D.C.A., M.Phil., Ph.D.,

Assistant Professor in Commerce (SF) & Head

Mrs. S. Deepalakshmi, B.E., M.Sc., M.C.A., P.G.D.C.A., B.Lisc.,

Assistant Professor in Computer Science & Head

Mr. T. Maruthanayagam, M.A., B.Ed., M.Phil.,

Assistant Professor in English (SF) & Head

Mr. C. Mythiliraj

Assistant Professor in Tamil (SF) & Head

Mr. A. Ashok Kumar

Assistant Professor in Business Administration & Head

### **INTERNAL COMPLIANCE COMMITTEE (ICC)**

Dr. D. Venkateswaran., M.A(His.), M.A(Pol)., M.A.(Ind.Cul).,

P.G.D.F.M., D.G.T., P.G.D.C.A., B.Ed., M.Phil., Ph.D.,

Principal & Chairperson

Dr. V. Kalavathi, M.A., M.Phil., Ph.D.,

Co-ordinator, Assistant Professor in Tamil & Head

Mrs. S. Manjula Gayathri, M.Com., M.Phil.,

Assistant Professor in Commerce & Head

Dr. S. Kalavathi, M.Sc., M.Phil., Ph.D.,

Assistant Professor in Physics

Ms. A.N. Harini, II M.Com., (R)

Student

Ms. S. Paulin Grace, III B.Sc., (C)

Student

## PROGRAMMES OFFERED

### **AIDED**

### **Year of Establishment**

|         |             |      |
|---------|-------------|------|
| B.Com., |             | 1973 |
| B.A.,   | History     | 1977 |
| B.Sc.,  | Chemistry   | 1979 |
| B.Sc.,  | Mathematics | 1980 |
| M.Com., |             | 1982 |
| M.A.,   | History     | 1983 |
| B.Sc.,  | Physics     | 1987 |

### **SELF – FINANCE**

|          |                             |      |
|----------|-----------------------------|------|
| M.Phil., | History                     | 1989 |
| B.Sc.,   | Computer Science            | 1993 |
| B.Com.,  | Self-Finance                | 1994 |
| M.Sc.,   | Computer Science            | 2000 |
| B.Com.,  | Computer Applications       | 2001 |
| M.Phil., | Commerce                    | 2003 |
| B.B.A.,  |                             | 2005 |
| Ph.D.,   | Research Centre in History  | 2007 |
| B.A.,    | English Literature          | 2010 |
| M.Com.,  | Computer Applications       | 2012 |
| Ph.D.,   | Research Centre in Commerce | 2012 |
| M.A.,    | English Literature          | 2013 |
| B.A.,    | Tamil Literature            | 2013 |
| M.Sc.,   | Mathematics                 | 2016 |
| B.Com.,  | Professional Accounting     | 2020 |

## **CERTIFICATE & DIPLOMA COURSES**

| <b>Courses</b>                         | <b>Department</b> | <b>Year of Establishment</b> |
|----------------------------------------|-------------------|------------------------------|
| Certificate Course in Gandhian Thought | History           | 1988                         |
| Salesmanship                           | Commerce          | 1988                         |
| Diploma Course in Gandhian Thought     | History           | 1998                         |

### **RAJAPALAYAM RAJUS' COLLEGE, RAJAPALAYAM** **INTERNAL QUALITY ASSURANCE CELL** **(IQAC)**

Internal Quality Assurance Cell (IQAC) has been functioning in our college as per the guidelines of National Assessment and Accreditation Council (NAAC). It is meant for planning, guiding and monitoring Quality Assurance and Quality Enhancement activities of the institution.

#### **GOALS:**

1. To develop a quality system for conscious, consistence and catalyst programmed action to improve the academic and administrative performance of the college.
2. To promote measures for Institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

## **INTERNAL QUALITY ASSURANCE CELL-MEMBERS:**

### **Chairperson**

Dr. D.Venkateswaran - Principal & Chairperson

### **Coordinator**

Dr. P.R. Suganya - Assistant Professor of English

### **Management Representative**

Dr. S. Singaraj - Secretary, College Governing Council

### **Nominee from Employer**

Sri. K.G. Prakash - President, College Governing Council.

### **Senior Teachers**

Mr. N. Ramesh, Assistant Professor in Chemistry & Head.

Dr. M.Kanagasabapathy, Associate Professor in Chemistry.

Dr. Vasudhevaraja Latha, Librarian.

Mr. Gnanavelayutham, Assistant Professor in Commerce (CA) & Head.

Dr. D. Manjula, Assistant Professor of Commerce.

Dr. B. Kandasamy, Assistant Professor of History.

Mrs. A. Bhuvaneshwari, Assistant Professor of Commerce.

Mr. M. Vishnusankar, Assistant Professor of Mathematics.

Dr. M. Lakshmi, Assistant Professor of Business Administration.

Mrs. M. Maheswari, Assistant Professor of Mathematics.

Mr. S.S. Ravichandran, Office Superintendent.

### **Nominee from Alumni**

Dr. S. Muthukrishnan - President, Alumni Association.

### **Nominee from Industry / Local Society / Stakeholders**

Mr. K.R. Dharmakrishna Raja - Industrialist.

Mr. P.S. Srirengan - Local Society.

Sri. K.S. Jeganatha Raja - Stakeholder

### **Nominee from Students**

Ms. M. Gayathri, II M.Com.,

Ms. S. Sahasrashree, II B.Sc., Physics.

Mr. S. Hariharan, I B.Sc., Chemistry.

## **MEMBERS OF TEACHING / NON - TEACHING STAFF**

### **AIDED STAFF MEMBERS**

Dr. D. Venkateswaran., M.A(His)., M.A(Pol)., M.A.(Ind.Cul).,  
P.G.D.F.M., D.G.T., P.G.D.C.A., B.Ed., M.Phil., Ph.D.,

Principal

Dr. K. Rameshkumar, M.A., M.B.A., P.G.D.C.A., B.Ed., M.Phil., Ph.D.,

Vice Principal

### **COMMERCE**

Dr. E.L. Ramar, M.Com., M.Phil., P.G.D.C.A., Ph.D.,

Associate Professor & Head

Mr. A. Surendran, M.Com., M.Phil., P.G.D.C.A., Assistant Professor

Mr. R. Vishnushankar, M.Com., M.Phil., P.G.D.C.A., M.B.A., M.Phil.,  
Assistant Professor

Dr. G. Gowri, M.Com., M.Phil., Ph.D., Assistant Professor

Mrs. S. Manjula Gayathri, M.Com., M.Phil., Assistant Professor

Dr. D. Manjula, M.Com., M.Ed., P.G.D.C.A., Ph.D., Assistant Professor

Mrs. R. Vinitha, M.Com., A.C.S., Assistant Professor

Dr. R. Ramaraj, M.Com., M.B.A., C.G.T., Ph.D.,

Assistant Professor

Mrs. A. Bhuvaneshwari, M.Com., P.G.D.C.A, B.Ed., M.Phil.,

Assistant Professor

Dr. R. Saranyadevi, M.Com., P.G.D.C.A., B.Ed., M.Phil., Ph.D.,

Assistant Professor

### **HISTORY**

Dr. K. Ramesh Kumar, M.A., M.B.A., P.G.D.C.A., B.Ed., M.Phil., Ph.D.,

Associate Professor & Head

Dr. R. Jaganath, M.A., M.Phil., P.G.D.C.A, D.Y.C., Ph.D.,

Associate Professor

Dr. D. Ebi James, M.A., D.T.Ed., D.G.T., CJMC., M.T.M., M.Phil., Ph.D.,

Assistant Professor

Dr. B. Kandasamy, M.A., M.Phil., D.G.T., Ph.D., Assistant Professor

Mrs. R. Jayshree, M.A., PGDCA., Assistant Professor

Dr. B. Sreelakshmi, M.A., M.Phil., Ph.D., Assistant Professor

Mr. R. Sakthivel, M.A., M.Phil.,

Assistant Professor

Mr. P.R.Ramji, M.M.S., M.A.,

Assistant Professor

Mrs. A. Divya, M.A.,

Assistant Professor

### **CHEMISTRY**

Mr. N. Ramesh, M.Sc., M.Phil., M.Sc (YHE).,

Assistant Professor & Head

Dr. M. Kanagasabapathy, M.Sc., M.Phil., Ph.D.,

Associate Professor

Dr. G. Srinivasagan, M.Sc., P.G.D.C.A., Ph.D.,

Associate Professor

Dr. T. Uma Sankareswari, M.Sc., M.Phil., B.Ed., Ph.D.,

Assistant Professor

### **MATHEMATICS**

Dr. S. David Laurence, M.Sc., M.Phil., P.G.D.C.A., Ph.D.,

Associate Professor & Head

Dr. R. Ramalakshmi, M.Sc., P.G.D.C.A., M.Phil., Ph.D.,

Assistant Professor

Mr. M. Vishnu Sankar, M.Sc., B.Ed.,

Assistant Professor

Dr. K. Lakshmiprabha, M.Sc., M.Phil., Ph.D.,

Assistant Professor

Mrs. M. Maheshwari, M.Sc., B.Ed.,

Assistant Professor

### **PHYSICS**

Dr. M. Raja, M.Sc., Ph.D., Postdoc (Taiwan).,

Assistant Professor & Head

Dr. P. Suriakala, M.Sc., M.Phil., Ph.D.,

Assistant Professor

Dr. S. Kalavathy, M.Sc., M.Phil., Ph.D.,

Assistant Professor

Dr. V. Moniha, M.Sc., M.Phil., Ph.D.,

Assistant Professor

### **ENGLISH**

Dr. C. Ramakrishnan, M.A. M.Phil., Ph.D.,

Associate Professor & Head

Dr. M. Muruganantham, M.A., B.Ed., M.Phil., Ph.D.,

Associate Professor

Dr. P.R. Suganya, M.A., B.Ed., M.Phil., Ph.D.,

Assistant Professor

Dr. C.P. Swathimuthu, M.A., M.Phil., Ph.D.,

Assistant Professor

## **TAMIL**

Dr. V. Kalavathi, M.A., M.Phil., Ph.D., Assistant Professor & Head  
Mrs. S. Sathya, M.A. Assistant Professor

## **ECONOMICS**

Dr. S. Chidambaranathan, M.A., B.Ed., M.Phil., Ph.D.,  
Associate Professor & Head

## **PHYSICAL EDUCATION**

Dr. L. Muthukumar, M.A., M.P.Ed., M.Phil., Ph.D.,  
Director of Physical Education

## **LIBRARY**

Dr. Vasudeva Raja Latha, M.L.I.Sc., P.G.D.C.A., P.G.D.L.A.N., Ph.D.,  
Librarian



# **EDUCATION**

*“Education is the kindling of a flame,  
not the filling of a vessel”*

*- Socrates*

# **TEACHING**

*“Teaching is a very Noble Profession  
that shapes the Character, Caliber and Future  
of an individual”*

*- APJ Abdul Kalam.*

## **SELF – FINANCE STAFF MEMBERS**

Dr. P. Suryakala, M.Sc., M.Phil., Ph.D.,

Co-ordinator, Self Finance Courses

### **COMPUTER SCIENCE**

Mrs. S. Deepalakshmi, B.E., M.Sc., MCA., B.Lisc., P.G.D.C.A.,

Assistant Professor & Head

Mrs. D. Jothi, M.C.A., B.Ed.,

Assistant Professor

Mr. M. Ganeshkumar, MCA., M.Phil.,

Assistant Professor

Mrs. D. Saranya, M.Sc., B.Ed.,

Assistant Professor

Mr. V. Vivek, B.Tech., M.E.,

Assistant Professor

Mrs. M. Raja Gowsalya, M.Sc., B.Ed.,

Assistant Professor

Mrs. P. Kaliswari, M.Sc., M.Phil.,

Assistant Professor

Mrs. A. Muthuselvi, M.Sc., B.Ed.,

Assistant Professor

### **COMMERCE**

Dr. R.A. Jeyakumar, M.Com., M.Phil., PGDCA., Ph.D.,

Assistant Professor & Head

Dr. A. Gayathri, M.Com., M.Phil., PGDCA., Ph.D., Assistant Professor

Mrs. R. Maheswari, M.Com., M.Phil.,

Assistant Professor

Mrs. S. Jothilakshmi, M.Com., M.Phil.,

Assistant Professor

Mr. L. Ramachandran, M.Com., M.Phil.,

Assistant Professor

Mrs. A. Kalavathi, M.Com., M.Phil.,

Assistant Professor

Ms. S. Saranya, M.Com., B.Ed.,

Assistant Professor

Mr. P. Vairamuthu, M.Com., M.Phil.,

Assistant Professor

Mrs. R. Rathi, M.Com., B.Ed.,

Assistant Professor

### **COMMERCE WITH COMPUTER APPLICATION**

Mr. A. Gnanavelayutham, M.C.A., P.G.D.C.A., M.A.,

Assistant Professor & Head

Mr. T. Babu, M.C.A., M.Phil.,

Assistant Professor

Dr. M. Umamaheswari, M.Com., M.Phil., P.G.D.C.A., D.G.T., Ph.D.,

Ms. V.G. KirthanaShri, M.Com., D.G.D., B.Ed.,

Assistant Professor

Mrs. S.R. Sriyeadharshini, M.Com.,

Assistant Professor

|                                     |                     |
|-------------------------------------|---------------------|
| Mr. T. Kaliraj, M.Com., M.Phil.,    | Assistant Professor |
| Mrs. B. Murugeswari, M.Sc., B.Ed.,  | Assistant Professor |
| Mrs. S. Shunmugapriya, MCA., M.E.,  | Assistant Professor |
| Mrs. A. Arulmary, M.Com., B.Ed.,    | Assistant Professor |
| Mr. M. Dineshbabu, M.Com., M.Phil., | Assistant Professor |
| Mrs. M. Then Mozhi, M.Com.,         | Assistant Professor |
| Mrs. M. Sandhiya, M.Com.,           | Assistant Professor |
| Mr. G. Ayyappan, M.Com.,            | Assistant Professor |
| Ms. G. Gayathri, M.Com.,            | Assistant Professor |

### **BUSINESS ADMINISTRATION**

|                                             |                            |
|---------------------------------------------|----------------------------|
| Mr. A. Ashokkumar, M.Com., M.Phil., D.G.T., | Assistant Professor & Head |
| Mr. M. Muneeswaran, M.B.A., M.Phil.,        | Assistant Professor        |
| Dr. D. Radha, M.B.A., M.Phil., Ph.D.,       | Assistant Professor        |
| Ms. S. Tharanya Devi, M.B.A.,               | Assistant Professor        |
| Mrs. R. Sreedevi, M.B.A.,                   | Assistant Professor        |

### **ENGLISH**

|                                               |                            |
|-----------------------------------------------|----------------------------|
| Mr. T. Maruthanayagam, M.A., M.Phil., B.Ed.,  | Assistant Professor & Head |
| Mrs. B. Mahalakshmi, M.A., M.Phil.,           | Assistant Professor        |
| Dr. K.G. Sri Vidhya, M.A., M.Phil., Ph.D.,    | Assistant Professor        |
| Mrs. P.V. Deepa, M.A., M.Sc., (Yoga), PGDGC., | Assistant Professor        |
| Mrs. M. Janani, M.A. B.Ed.,                   | Assistant Professor        |
| Mrs. N. Saraswathi, M.A.,                     | Assistant Professor        |
| Mrs. G. KirubaHari, M.A., B.Ed., D.F.O.M.,    | Assistant Professor        |
| Mr. P. Satheeskumar, M.A.,                    | Assistant Professor        |
| Mrs. G. Jaya Swathi, M.A., M.Phil.,           | Assistant Professor        |
| Mrs. S. Pandipriya, M.A., M.Phil.,            | Assistant Professor        |
| Mrs. V. Viyhabini, M.A., P.G.D.P.R.M.,        | Assistant Professor        |
| Mrs. B. Banupriya, M.A., B.Ed.,               | Assistant Professor        |

## **TAMIL**

|                                              |                     |
|----------------------------------------------|---------------------|
| Mr. C. Mythiliraj, M.A., M.Phil., M.Ed.,     | Assistant Professor |
| Mrs. K. Vanidevi, M.A., M.Phil., P.G.J.M.C., | Assistant Professor |
| Dr. D. Geetha, M.A., M.Phil., Ph.D.,         | Assistant Professor |
| Mr. R. Geetha, M.A., M.Phil., Ph.D.,         | Assistant Professor |
| Mr. M. Prasanna, M.A., M.Phil.,              | Assistant Professor |
| Mrs. R. Sakunthala, M.A., M.Phil.,           | Assistant Professor |
| Dr. M. Santhanapriya, M.A., M.Phil., Ph.D.,  | Assistant Professor |
| Mrs. V. Muthumari, M.A., M.Phil.,            | Assistant Professor |
| Mr. S. Kumar, M.A., M.Phil.,                 | Assistant Professor |
| Mr. B. Jayakumar, M.A., M.Ed.,               | Assistant Professor |

## **MATHS**

|                                                            |                            |
|------------------------------------------------------------|----------------------------|
| Mrs. M. Kavitha, M.Sc., B.Ed., M.Phil.,                    | Assistant Professor & Head |
| Ms. M. Malathi, M.Sc., M.Phil.,                            | Assistant Professor        |
| Mrs. R. Sankari@Deepa, M.Sc (IT)., M.Sc (Maths)., M.Phil., | Assistant Professor        |
| Ms. M. Sarasusanna, M.Sc., M.Phil.,                        | Assistant Professor        |

## **B.COM PROFESSIONAL ACCOUNTING**

|                                                                        |                            |
|------------------------------------------------------------------------|----------------------------|
| Dr. S.K. Kannan, M.B.A., M.Com., M.Phil., Ph.D.,                       | Assistant Professor & Head |
| Dr. A. Muthulakshmi, M.Com., M.Phil., P.G.D.E.C., Ph.D., M.Sc., (Yoga) | Assistant Professor        |
| Dr. M. Lakshmi, M.Com., M.Phil., PGDCA., Ph.D.,                        | Assistant Professor        |
| Mr. T. Saravanakumar, M.Com.,                                          | Assistant Professor        |
| Mrs. P. Juliet, M.Com., M.Phil., PGDCAB.,                              | Assistant Professor        |

## **PTA STAFF MEMBERS**

### **CHEMISTRY**

|                                             |                     |
|---------------------------------------------|---------------------|
| Mr. R. Arunkumar, M.Sc., P.G.D.I.T., B.Ed., | Assistant Professor |
|---------------------------------------------|---------------------|

### **PHYSICS**

|                           |                     |
|---------------------------|---------------------|
| Mr. S. Dhanajeyan, M.Sc., | Assistant Professor |
|---------------------------|---------------------|

## NON - TEACHING STAFF

|                                            |                              |
|--------------------------------------------|------------------------------|
| Mr. S. S. Ravichandran, M.A., M.Phil.,     | Superintendent               |
| Mr. S. Varadarajan                         | Assistant                    |
| Mr. M. Suresh Babu, M.Com.,                | Assistant                    |
| Mr. K. Solaimalai                          | Junior Assistant             |
| Mr. S. Satheesh, M.Com.,                   | Junior Assistant             |
| Mr. R. Ram kumar, M.Com.,                  | Junior Assistant             |
| Mrs. R. Sorubalatha, B.Com., PGDCA.,       | Typist                       |
| Mr. S. Krishnakumar, M.Com., M.A., PGDCA., | Typist                       |
| Mrs. P. Maheswari                          | Store Keeper                 |
| Mrs. S. Padmavathi, M.L.I.Sc.,             | Lab Assistant                |
| Mr. P. Sanjeevi                            | Lab Assistant                |
| Mr. S. Nandha Kumar, B.Com (CA).,          | Lab Assistant                |
| Mr. T. Sukumar                             | Lab Assistant                |
| Mr. S. Seetharaman                         | Training Instructor (Spl.Gr) |
| Mr. M.R. Vinoth Pranav, B.Sc.,             | Record Clerk                 |
| Mr. R. Samnath, DME.,                      | Record Clerk                 |
| Mr. S. Deepak Raja                         | Record Clerk                 |
| Mr. B. Lakshmi Narayanan, EEE.,            | Library Assistant            |
| Mr. T.B. Ramamoorthy, DME.,                | Office Assistant             |
| Mrs. A. Geetha, B.A.,                      | Office Assistant             |

## MENIALS

|                                          |              |
|------------------------------------------|--------------|
| Mr. M. Thirupathi Venkateshwaran B.Com., | Sweeper      |
| Mr. A.R. Ramkumar                        | Games Marker |
| Mrs. M. Kavitha B.Com.,                  | Sweeper      |
| Mrs. R. Abarna, M.A.,                    | Sweeper      |
| Mr. S. Krishnakumar DCE.,                | Sweeper      |

## SELF – FINANCE

|                                     |                      |
|-------------------------------------|----------------------|
| Mr. S. Vishnusankar, B.Sc., (I.T)., | Accountant           |
| Mrs. A. Aswini                      | Assistant Accountant |
| Mrs. A. Rohini                      | Assistant Accountant |
| Mr. D. Arun                         | Junior Assistant     |
| Mr. D. Ram Singh                    | Junior Assistant     |
| Mr. R. Ramsankar                    | Electrician          |
| Mrs. J. Manjula                     | Conductor            |
| Mr. L. Maideen Bathcha              | Driver               |
| Mr. P. Rajesekar                    | Security             |



- *“Educating the mind without educating the heart is no education at all”.*  
- Bernard Shaw
- *“There are two motives for reading a book; one, that you enjoy; the other, that you can boast about it.*  
- Bertrand Russell

## Endowment Prizes, Scholarships, Aid Fund and Concessions

The interest accrued from the following Endowments will be paid as Endowment Prizes.

Two Endowment Prizes were founded in November 1979 by Sri M.S.D. Chandrasekara Raja (Sri Bharathi Cotton Mills) in memory of his parents. The Prizes will be announced and awarded every year on College Day or Convocation Day.

| Sl. No. | Title of the Endowment Prize                           | Name of the Founder                                         | In memory of       | Awarded to the Student who passes                                                                                                                            |
|---------|--------------------------------------------------------|-------------------------------------------------------------|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.      | “Smt. M.S.D. Ammani Ammal Prize”                       | Sri M.S.D. Chandra sekara Raja                              | His Mother         | B.A., History Degree Exams in all the parts in the first attempt and stands first among the students of the college passing part III in I or II Class in MKU |
| 2.      | “Sri M.S. Dharmaraja Prize”                            | Sri M.S.D. Chandra sekara Raja                              | His Father         | B.Com.,Degree Exams in all the parts in the first attempt and stands first among the students of the college passing part III in I or II Class in MKU        |
| 3.      | “Dr. D. Regupathy Raja, M.Sc., Ph.D., Endowment Prize” | Sri K.Jeganatha Raja, Retired Superintendent of the college | His Brother-in-Law | M.Com., Degree Exams of MKU in the first attempt and stands first among the students of the college                                                          |
| 4.      | “Sri P.A.P. Alaga Raja Endowment Prize”                | Sri P.A. Jaganatha Raja                                     | His Father         | M.Com.,Degree Exams of MKU in the first attempt and stands first among the students of the college                                                           |

| Sl. No. | Title of the Endowment Prize                  | Name of the Founder           | In memory of | Awarded to the Student who passes                                                                                                                                 |
|---------|-----------------------------------------------|-------------------------------|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5.      | “Sri. N.R.K. Subbu Ram Rajha Endowment Prize” | Smt. N.S. Vasantha ammal      | Her Husband  | B.Sc., Chemistry Degree Exams in all the parts in the first attempt and stands first among the students of the college passing part III in I or II Class in MKU   |
| 6.      | “Sri T.C. Ramasamy Raja Endowment Prize”      | Sri T.C.R. Kothanda rama Raja | His Father   | B.Sc., Mathematics Degree Exams in all the parts in the first attempt and stands first among the students of the college passing part III in I or II Class in MKU |
| 7.      | “Sri N.R.K. Subbu Ram Rajha Endowment Prize”  | Smt. N. S. Vasantha ammal     | Her Husband  | B.Sc., Physics Degree Exams in all the parts in the first attempt and stands first among the students of the college passing part III in I or II Class in MKU     |

| Sl. No. | Title of the Endowment Prize                | Name of the Founder      | In memory of     | Awarded to the Student who passes                                                                                                                                      |
|---------|---------------------------------------------|--------------------------|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8.      | “Sri S.M. Rengasamy Raja Endowment Prize”   | Prof R.Narayanan         | His Father       | B.Sc., Computer Science Degree Exams in all the parts in the first attempt and stands first among the students of the college passing part III in I or II Class in MKU |
| 9.      | “Sri N.A. Ramachandra Raja Endowment Prize” | Sri N.R. Subramania Raja | His Father       | B.B.A., Degree Exams in all the parts in the first attempt and stands first among the students of the college passing part III in I or II Class in MKU                 |
| 10      | “Sri K.A. Vivekananda Raja Endowment Prize” | Dr. K.V.Vignesh          | His Father       | B.Com (CA)., Degree Exams in all the parts in the first attempt and stands first among the students of the college passing part III in I or II Class in MKU            |
| 11      | “Sri K.B. Pattabirama Raja Endowment Prize” | Dr. K.V.Vignesh          | His Grand-Father | M.Sc.,(CS) Degree Exams of MKU in the first attempt and stands first among the students of the college                                                                 |

| Sl. No. | Title of the Endowment Prize                                                                    | Name of the Founder            | In memory of    | Awarded to the Student who passes                                                                            |
|---------|-------------------------------------------------------------------------------------------------|--------------------------------|-----------------|--------------------------------------------------------------------------------------------------------------|
| 12      | “Smt. K.B.P. Damayanthi Ammal Endowment Prize”                                                  | Sri K.P. Bhima Raja            | His Mother      | Awarded to two students of the B.A./ B.Sc., who stand first in Part I Tamil and Part II English respectively |
| 13.     | “Sri M.P.V. Ayyanar Raja Endowment Prize”                                                       | Sri M.A. Subramania Raja       | His Father      | Best outgoing student of the year                                                                            |
| 14.     | “Sri K.B. Pattabirama Raja Endowment Prize”                                                     | Sri M.S.D. Chandra Sekara Raja | Freedom Fighter | a) “The Best Sportsman”<br>b) Pass B.Com., who stands first in Part II English                               |
| 15.     | “Smt. M.A. PanjaliAmmal Endowment Prize                                                         | Sri M.A. Subramania Raja       | His Mother      | U.G. Students who get Rank in University Examination                                                         |
| 16.     | “Sri M.A. Srirenga Raja Endowment Prize”                                                        | CA M.S. Dhasaratha Raja        | His Father      | U.G. Students who get Rank in University Examination                                                         |
| 17.     | “Sri Geetha Krishna Spinning Mills Endowment Prize”                                             | Sri V.K. Subramania Raja       | His Father      | Best Outstanding Student                                                                                     |
| 18.     | “Sri V.S. Vasudeva Raja, Ex.Secretary Kshariya Rajus Mahasabai and Smt. Ambika Endowment Prize” | S. Vishnu Preetha              | His Father      | Best Outstanding Social Service                                                                              |

| Sl. No. | Title of the Endowment Prize                                      | Name of the Founder                                                                          | In memory of        | Awarded to the Student who passes                                                                                                   |
|---------|-------------------------------------------------------------------|----------------------------------------------------------------------------------------------|---------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| 19.     | “Gandhi I.B. Arrangasamy Raja Endowment Prize”                    | Dr. V.Venkat raman, Head & Associate Professor in History (Rtd)                              | Freedom Fighter     | Best Volunteer of our college                                                                                                       |
| 20.     | “Sri N.S. Sankar Raja Endowment Prize”                            | Dr. S. Singaraj, Secretary, of the College Governing Council and Retired Associate Professor | His Father          | M.Com.(CA)., Degree Exams of MKU in the first attempt and stands first among the students of the college                            |
| 21.     | “Sri A.V. Rajendra Raja Endowment Prize”                          | Sri. R. Jeganathan, Rtd. Superintendent of this college                                      | His Father          | B.Com.(CA)., Degree Exams of MKU in the first attempt and stands first among the students of the college                            |
| 22.     | “Sri S.R. Balakrishna Raja & Smt S.B. Srengammal Endowment Prize” | Sri B.Ramaraja, Retired Superintendent of the College                                        | His Father & Mother | B.Com.,(self) Degree Exams of MKU in the first attempt and stands first among the students of the college                           |
| 23.     | “Smt S.K. Leelavathiammal Endowment Prize”                        | Sri. S.K. Chandrasekara Raja                                                                 | His Mother          | B.Sc., (Phy)<br>B.Sc., (Maths)<br>M.Com Degree Exams of MKU in the first attempt and stands first among the students of the college |

| Sl. No. | Title of the Endowment Prize                                  | Name of the Founder                                    | In memory of                     | Awarded to the Student who passes                                                                          |
|---------|---------------------------------------------------------------|--------------------------------------------------------|----------------------------------|------------------------------------------------------------------------------------------------------------|
| 24      | “Sri S.S. Kandasamy Raja Endowment Prize”                     | Sri. S.K. Chandra sekara Raja                          | His Father                       | M.A(English)., Degree Exams of MKU in the first attempt and stands first among the students of the college |
| 25.     | “Sri A.A. Subbaraja Endowment Prize”                          | Sri A.A. Shyam                                         | His Father                       | Best Outstanding Girl Student                                                                              |
| 26.     | “Sri RaoBahadur A.K.D. Dharmaraja Endowment Prize”            | Sri A.A. Shyam                                         | Sri RaoBahadur A.K.D. Dharmaraja | Best Sports Woman                                                                                          |
| 27.     | “Sri P.R. Subbaraja Endowment Prize”                          | Sri S.Seetha raman, Training Instructor of the College | His Father                       | Best P.G. Student (Male) of the College                                                                    |
| 28.     | “Sri K.D. Gopal Raja and Smt K.G. JothiAmmal Endowment Prize” | Sri S.Seetha raman, Training Instructor of the College | His Uncle                        | Best P.G. Student (Female) of the College                                                                  |
| 29.     | Panmozhi Pulavar “Sri M.G. Jeganatha Raja Endowment Prize”    | Smt R. Manimekalai                                     | Her Father                       | B.A(Tamil)., Degree Exams of MKU in the first attempt and stands first among the students of the college   |

| Sl. No. | Title of the Endowment Prize                                                                     | Name of the Founder                                              | In memory of                        | Awarded to the Student who passes                                                                                |
|---------|--------------------------------------------------------------------------------------------------|------------------------------------------------------------------|-------------------------------------|------------------------------------------------------------------------------------------------------------------|
| 30      | “Sri A.K.D.Alagaraja and Smt A.K.D.A. SubbulakshmiAmmal Endowment Prize”                         | Sri A.A. Shyam                                                   | His Grand -Father and Grand -Mother | Best Girl Social Service Student                                                                                 |
| 31.     | “Sri S.S.Dhanushkodi Raja and Smt S.D. Manjammal Memorial Prize”                                 | Dr. D. Venkates waran, Principal                                 | His Father and Mother               | M.Sc., (Mathematics) Degree Exams of MKU in the first attempt and stands first among the students of the college |
| 32.     | “Thiyagi Sri P.L. Duraisamy Raja memorial Best Blood Donor Award”                                | Dr. V. Venkatraman, Head & Associate Professor in History (Rtd.) | Freedom Fighter                     | Best Blood Donor of the Student                                                                                  |
| 33.     | “Sri N.S. Velayutha Raja and Smt N.V. Poorvammal memorial University Rank Holder of our College” | Sri. V. Dharma krishnan, Assistant (Retired)                     | His Father and Mother               | University Rank Holder of our College                                                                            |
| 34.     | Mrs. N.A.P. Premalatha Pappuraja Endowment Prize                                                 | Sri.P. Ashwanth Raja                                             | His Mother                          | NCC Best Girl Cadet                                                                                              |
| 35.     | Dr. Major S. Subramania Raja Endowment Prize                                                     | Dr. Major S. Subra maniaraja                                     |                                     | NCC Best Boy Cadet                                                                                               |
| 36.     | Mr. N.A. Pappu Raja Endowment Prize                                                              | Sri. P. Ashwanth Raja                                            | His Father                          | B.Com (PA) 1st Rank for outgoing final year Student                                                              |

| Sl. No. | Title of the Endowment Prize                                        | Name of the Founder                                  | In memory of          | Awarded to the Student who passes      |
|---------|---------------------------------------------------------------------|------------------------------------------------------|-----------------------|----------------------------------------|
| 37.     | Smt. M.S. Rammalmal Endowment Prize                                 | CA. S. Dhasarathan                                   | His Mother            | Poor and Economically Backward Student |
| 38.     | Smt. M.A. Srirenga Raja Endowment Prize                             | CA. S. Dhasarathan                                   | His Father            | Part II English                        |
| 39.     | Sri M.A.Vasudeva Raja and Smt. M.V.Anusuya Devi Memorial Cash Award | Dr. Vasudeva Raja Latha, Librarian                   | Her Father and Mother | Best Library User                      |
| 40.     | Sri M.A. Vasudeva Raja Memorial Cash Award                          | Dr. Vasudeva Raja Latha, Librarian                   | Her Father            | Best Library Reader                    |
| 41.     | S.D. Susheela Memorial Cash Award                                   | Sri S.R. Dhanushkodi Raja                            | His Wife              | University Rank Holder                 |
| 42.     | Sri.G.A.Pethu Raja Memorial Cash Award                              | Sri.K.P.A. Anand Raaja                               | His Grand Father      | Nature Club Best Active Girl Student   |
| 43.     | Sri.K.P.Ayyanar Raja Memorial Cash Award                            | Sri.K.P.A. Anand Raaja                               | His Father            | Nature Club Best Active Boy Student    |
| 44.     | Sri.A.S.Dharma Raja Cash Award                                      | Sri.A.D. Shankar Ganesh                              | His Father            | University Rank Holder                 |
| 45.     | Sri.V.S.Narayana Raja Memorial Cash Award                           | Sri.V.N. Vijayan                                     | His Father            | University Rank Holder                 |
| 46.     | Sri. M.G. Narayana Raja Memorial Cash Award                         | Mr.N.Ramesh, Head & Assistant Professor of Chemistry | His Father            | Best Special Student Award             |

| Sl. No. | Title of the Endowment Prize                             | Name of the Founder                                           | In memory of | Awarded to the Student who passes                                                                                                                                                   |
|---------|----------------------------------------------------------|---------------------------------------------------------------|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 47.     | Smt. S.K.Leelavathi Ammal Memorial Cash Award            | S.K. Chandran Sekar Raja                                      | His Mother   | B.A., (Eng)                                                                                                                                                                         |
| 48.     | Kovilpatti (Late) Sri V. Arjuna Raja Memorial Cash Award | Sri.A. Thirupathi Raja                                        | His Father   | Athletics Individual Champion for Men<br>Athletics Individual Champion for Women<br>Best N.S.S. Volunteer No. 170<br>Best N.S.S. Volunteer No. 171<br>Best N.S.S. Volunteer No. 206 |
| 49.     | Thiyagi Sri. P.S.Vasanthan Memorial Cash Award           | Dr.V.Venkat raman Head & Associate Professor in History (Rtd) |              | Best N.S.S. Volunteer No. 172                                                                                                                                                       |
| 50.     | Smt. Subbu-lakshmi Memorial Cash Award                   | Sri.S.Seetha raman, Training Instructor of Rajus College      | His Mother   | Best N.C.C. Volunteer SUO                                                                                                                                                           |
| 51.     | Shri.P.K. Rama samy Raja Memorial Cash Award             | Sri. P.R. Vijaya rahavan                                      | His Father   | Best N.S.S. Volunteer No. 235                                                                                                                                                       |
| 52.     | Smt.P.T. Rama subramania Raja Memorial Endowment Prize   | Mr.R.Vishnu shankar Asst. Professor inCommerce                | His Father   | Best Start up in Campus                                                                                                                                                             |
| 53.     | Sri.A.K.Kalugu malai Raja Endowment Prize                | Dr.K.Ramesh kumar, Head & Associate Professor in History      | His Father   | Best YRC Volunteer                                                                                                                                                                  |

## **Shri Sultan Chand Memorial Scholarship**

Two Endowments are instituted by Shri Sultan Chand Trust, New Delhi. The Endowments are of Rs. One Lakh (Rs.50,000/- each). The annual interest of Rs.250 each per month will be awarded every year to a student of II B.Com., who secures the highest percentage of Marks in

I B.Com., and to a Student of III B.Com., who secures the highest percentage of marks in II B.Com.

Scholarships sanctioned by the Director of Collegiate Education, Chennai:

1. National Merit Scholarships-Government of India Scheme
2. State Scholarship to Children of State Teachers
3. State Government Merit Scholarship Scheme
4. Freedom Fighters Scholarship
5. Children of Defence Service Personnel
6. The Children of Repatriates from Sri Lanka
7. National Loan Scholarship
8. Adhoc Merit Grant Scheme
9. State Collegiate Scholarship

### **Fee Concessions**

All Students satisfying Rule 92, M.E.R. are eligible for full or half concession of tuition fees.

The production of Certificate of Income of the parent or guardian in the form prescribed in Appendix 18 shall be insisted on in all cases of grant of fee concessions. The Certificates should be issued by an officer of the Revenue Department not lower in rank than Deputy Tahsildar or Sub-Magistrate, Gazetted Officer or an Inspector of Police.

In the income certificate the father alone should sign if he is alive. If not the mother should sign. If both the parents are not alive the guardian can sign. Concession will ordinarily be restricted to those who are native of Tamilnadu or domiciled therein.

Students Aid-fund is built up with the contribution of Rs.3/- by every student:

The fund shall be known as the "Rajapalayam Rajus' College Students

Fund". The object of this fund is to render financial assistance to the poor and deserving students to meet their tuition fee or examination fees or to purchase books or meet similar other expenses. Limited assistance may be given to the students to meet their hostel mess, clothing or medical expenses if their needs are considered genuine.

The G.O.M.S. No.660 Education dated 22.4.1979 applies to all students who are entitled to get the educational concessions and scholarships granted by the Education Department from the academic year 1979-80 onwards.

### **75% Attendance for Eligibility of Scholarships**

Students who are eligible for all kinds of Scholarship (Residential and Non-residential) awarded both by the Harijan and Tribal Welfare and Backward Class Departments should submit a declaration along with the application for admission to the effect that they agree to attend the College regularly and they are aware of the fact that they should put in not less than 75% of the term days in a year. If it is not satisfied, the scholarship will be withheld even though the student may satisfy the other criteria. This percentage may be relaxed in case of student sickness if certified by competent medical authorities.

### **Payment of Fees : Regulations**

The fees shall be paid in one sum not later than the fifth working day of each semester. From the next working day, fine at the rate of Rupees one per working day shall be levied. If the fee is not paid within 30 days from the date of reopening, the student's name shall be struck off from the rolls. If re-admitted he shall in addition to the fees and fines due from him, pay re-admission fee of Rs. Five (Rule 86A & 90A TNER) Removal of the names from the rolls shall entail forfeiture of attendance till the date of re-admission. If a student leaves the College during Semester, he shall have no right to claim a remission of any portion of the term fees.

APPLICATION FEE AND TUITION FEE WILL NOT BE COLLECTED FROM THE SCHEDULED CASTE AND SCHEDULED TRIBE CANDIDATES.

TUTION FEES WILL NOT BE COLLECTED FOR ALL UG STUDENTS (Aided courses Only)

## **Admission**

Students are not generally admitted except at the beginning of the academic year. Application form and a copy of Prospectus can be obtained from the College office on payment of Rs. 48/- in cash or Rs. 58/- by money order addressed to the Principal. For P.G. Courses Application Fee is Rs. 68 in Cash or Rs. 78 by M.O. No Student will be entitled to attend class until the fee due from the student is paid. Admissions are made strictly on merit with due consideration for the scheduled castes, scheduled tribes and backward classes as per the reservation quota.

## **Withdrawal**

Students leaving the College during a Semester shall have no right to claim remission of the fees. Students who apply for Transfer Certificate and Conduct Certificate should produce "No Dues" Certificates obtained from concerned departments, Library, Office, Lab, etc.,

## **Attendance and Leave of Absence**

No student shall absent himself from the College without applying leave. The leave application in the prescribed form duly filled in, signed by the father / mother or guardian and recommended by the tutor concerned, must be submitted to the Principal before the leave is availed. Generally late submission of leave applications will not be allowed. However, under extra-ordinary conditions, the leave application may be submitted late but, on no account, later than the first day of return to the College.

A Student who absents himself from the class during any hour of the day without permission will be marked absent for half a day.

Students staying away from classes, without proper leave will be severely dealt with.

Leave applied for more than three days in case of sickness must be supported by Medical Certificate. If a student absents from the College for a week without applying leave, his name will be struck off from the rolls. Late coming is strictly forbidden.

The annual certificate of attendance required by the University to appear for the University Examination will in no case be granted, unless the Principal is satisfied that (a) the Student's Progress and conduct have been satisfactory (b) the student has attended three fourths of the number of working days in the semester.

### **Dr. D. REGUPATHY RAJA MEMORIAL LIBRARY**

The Library is housed in the P.K.R. Hall and is named as 'Dr. D. Regupathy Raja Memorial Library'. It was constructed with the financial contribution from Dr.S.Desingu Raja & Mrs.Kalyani (USA) in memory of the latter's brother Dr. D. Regupathy Raja. Dr. D. Regupathy Raja was born on 28-12-1951. He did his B.Sc., in V.H.N.S.N. College, Virudhunagar and M.Sc., in Madras Christian College, Madras. He was awarded Ph.D. in Botany by the Madurai Kamaraj University. He was doing his post Doctoral Research in Smithsonian University, Washington, USA, at the time of his demise, in a road accident near Nagercoil on 14-4-1982.

The Library is named as 'Dr.D.Regupathy Raja Memorial Library' as it was constructed with the financial contribution from Dr.S.Desingu Raja & Mrs.Kalyani (USA) in memory of the latter's brother Dr. D. Regupathy Raja. Dr. D. Regupathy Raja was born on 28-12-1951. He did his B.Sc. in V.H.N.S.N.College, Virudhunagar and M.Sc. in Madras Christian College, Madras. He was awarded Ph.D. in Botany by the Madurai Kamaraj University. He was doing his Post - Doctoral Research in Smithsonian University, Washington, U.S.A., at the time of his demise, in a road accident near Nagercoil on 14-4-1982.

In need of more space the Library was shifted to the Sri P.K.Ramasamy Raja Hall in June 2017 accommodating a 100 seating Reading Section and Research Carrels.

There are 33000 books available in the Library. The Library subscribes to 5 Newspapers and 26 magazines. It is an Institutional Member of NLIST (National Library and Information Services Infrastructure for Scholarly Content). The Library has exclusive sections for **Reference Books, Dissertations and Thesis, Book Bank** (catering to the students of economically and socially backward

communities), a separate section on **Career Guidance**, a **Digital Library** and a **DVD Section**, that are well maintained.

Our college is the Local Chapter of SWAYAM-NPTEL (Local Chapter No: 3767) with students undertaking MOOCs courses to enhance their skills towards better career opportunities. Students are encouraged and motivated to read through several programs, celebrations of important days, Competitions, Book Expos and Book Fairs. Best Library Award and Best Reader Awards have been instituted towards motivation.

### **Rules and Regulations (Library)**

- Students must **scan their Identity Card (ID)** at the **E -Gate** both while **entering and exiting** the Library.
- Exchange of ID cards is not permitted.
- **Strict silence and decorum** must be observed in the library.
- Students are not allowed to bring any of their personal belongings into the library.
- Reference Books and Periodicals cannot be borrowed and must be handled with care.
- **Books must not be marked or damaged in any manner.**
- Students must examine each book before borrowing and immediately report any damaged/ missing pages to the Librarian.
- Students shall replace any book lost by them / defaced with markings or writings with ink or pencil / damaged in anyway, with the latest edition of the same title and author. If one book of a set is lost or damaged the whole set shall be replaced.
- **A fine of Re. 1/-** will be charged for each day a book is overdue.
- Books borrowed cannot be renewed more than twice.
- The Librarian may recall a book anytime in case of urgency.

- The student must return all books and settle any outstanding dues prior to applying for the Transfer Certificate.
- The Librarian may refuse issue of books or debar the students from using the library for breach of the above rules.

### **Anti-Ragging**

Ragging in any form will be severely dealt with. Those students who are found indulging in ragging will be punishable under the Provisions of Anti-Ragging Law.

### **The College Hostel**

The Principal shall be the warden and shall have a general control of the hostel. The Deputy warden shall be the immediate charge of the Hostel and shall be responsible for the conduct and management of the Hostel. Application form for the Hostel admission can be had from the Hostel Office.

Under the guidance of the Deputy Warden, the Residential Superintendent and the Hostel clerk shall be responsible with the supervision of the dinning and the kitchen, for the prompt collection of all dues on time and for the maintenance of registers and other clerical duties.

### **OFFICE AUTOMATION**

A Renowned ERP software solution (ROVAN) has been installed for the purpose of automating the paperwork. It helps to use the resources in a better way and serves the users- Management, Faculty and Students. It enhances transparency in all spheres of administration.

### **EXTENSION AND CO-CURRICULAR ACTIVITIES**

Apart from the regular curricular activities, the following are the extension and co-curricular activities which were functioning for the welfare and upliftment of the students:

| S.No. | Committees, Cells & Clubs              | Co-ordinators                                                                                                                                                                                         |
|-------|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.    | Internal Quality Assurance Cell        | Dr. P.R. Suganya                                                                                                                                                                                      |
| 2.    | Internal Complainece Committee (Woman) | Dr. V. Kalavathi                                                                                                                                                                                      |
| 3.    | Anti-Ragging Committee                 | Dr. S. Chidambaranathan                                                                                                                                                                               |
| 4.    | SC/ST Cell                             | Dr. S. David Laurence                                                                                                                                                                                 |
| 5.    | Minority Cell                          | Dr. D. Ebi James                                                                                                                                                                                      |
| 6.    | Students' Grievance Cell               | Dr. T. Uma Sankareswari                                                                                                                                                                               |
| 7.    | Academic Staff Council                 | Dr. S. David Laurence                                                                                                                                                                                 |
| 8.    | Research & Development Cell            | Dr. D. Manjula                                                                                                                                                                                        |
| 9.    | Placement Cell                         | Dr. M. Raja                                                                                                                                                                                           |
| 10.   | Examination Committee                  | Mr. N. Ramesh                                                                                                                                                                                         |
| 11.   | Institution Innovation Council         | Mr. A. Surendran                                                                                                                                                                                      |
| 12.   | Entrepreneurship Development Cell      | Mr. A. Surendran                                                                                                                                                                                      |
| 13.   | Parent Teacher Association             | Mr. M. Vishnu Sankar                                                                                                                                                                                  |
| 14.   | National Cadet Corps                   | Mr. R. Sakthivel                                                                                                                                                                                      |
| 15.   | National Service Scheme (NSS)          | Unit No. 170 Dr. M. Prasanna<br>Unit No. 171 Mr. M. Vishnu Sankar<br>Unit No. 172 Dr. S.K. Kannan<br>Unit No. 173 Mrs. R. Vinitha<br>Unit No. 206 Mr. Manimaran @ Gopi<br>Unit No. 235 Mrs. S. Sathya |

|     |                                                         |                                               |
|-----|---------------------------------------------------------|-----------------------------------------------|
| 16. | Unnat Bharat Abhiyaan 2.0                               | Dr. M. Raja                                   |
| 17. | National Institutional Ranking Framework                | Dr. G. Gowri                                  |
| 18. | All India Survey of Higher Education                    | Mr. R. Vishnu Shankar                         |
| 19. | Youth Red Cross                                         | Dr. R. Ramaraj                                |
| 20. | Red Ribbon Club                                         | Mr. P.R. Ramji                                |
| 21. | Blood Donor's Club                                      | Dr. G. Srinivasagan                           |
| 22. | Women Development Cell                                  | Dr. T. Uma Sankareswari                       |
| 23. | Gender Sensitization Cell                               | Dr. V. Kalavathi                              |
| 24. | Discipline Committee                                    | Dr. C. Ramakrishnan                           |
| 25. | Nature Club                                             | Mr. P.R. Ramji                                |
| 26. | Hostel Committee                                        | Mr. R. Sakthivel<br>Dr. T. Uma Sankareswari   |
| 27. | Fine Arts Club                                          | Dr. B. SreeLakshmi                            |
| 28. | Enterprise Resource Planning                            | Mr. M. Ganeshkumar                            |
| 29. | College Website Committee                               | Mrs. R. Ramalakshmi                           |
| 30. | Atal Ranking of Institutions on Innovation Achievements | Dr. S. Kalavathi                              |
| 31. | Public Financial Management System                      | Mr. M. Vishnu Sankar                          |
| 32. | Staff Club                                              | Dr. D. Ebi James                              |
| 33. | Counselling Cell - TAALIM                               | Mrs. R. Jayashree                             |
| 34. | Rotract Club                                            | Mr. M. Vishnu Sankar<br>Mr. P. Satheesh Kumar |

|     |                                   |                                                               |
|-----|-----------------------------------|---------------------------------------------------------------|
| 35. | Youth Hostel Association of India | Dr. R. Ramaraj                                                |
| 36. | Press Report Committee            | Dr. B. Kandasamy<br>Mr. S. Kumar                              |
| 37. | Readers Forum                     | Dr. Vasudeva Raja Latha                                       |
| 38. | Literary Forum                    | Dr. V. Kalavathi                                              |
| 39. | Calender Committee                | Mr. N. Ramesh<br>Dr. C. Ramakrishnan<br>Dr. S. David Laurance |
| 40. | Heritage Club                     | Dr. B. Kandasamy                                              |
| 41. | Media Club                        | Ms. D. Saranya                                                |
| 42. | Internal Audit Committee          | Dr. M. Kanagasabapathy<br>Mr. R. Vishnu Shankar               |
| 43. | Documentation Review Committee    | Dr. S. David Laurence<br>Mr. N. Ramesh                        |
| 44. | Yuva Tourism Club                 | Dr. B. Kandasamy                                              |
| 45. | Anti-Drugs Club                   | Dr. S. Chidambaranathan                                       |
| 46. | Citizen Consumer Club             | Dr. D. Ebi James                                              |
| 47. | Electoral Literacy Club           | Mr. M. Prasanna                                               |
| 48. | UMIS - Nodal officer              | Dr. M. Muruganantham                                          |
| 49. | Maaperrum Tamil Kanavu            | Dr. S. Chidambaranathan<br>(Nodal Officer )                   |
| 50. | இளையோர் இலக்கிய பாசறை             | Mrs. G. Geetha<br>(Nodal Officer)                             |
| 51. | Human Rights Club                 | Mr. R. Sakthivel                                              |

## **STUDENT CODE OF CONDUCT**

1. Students should come to the College, in clean, tidy and smart dress.
2. All students must be in their respective Class room at least 5 minutes before the start of the College.
3. They must be regular and punctual in attending classes as well as other activities connected with the college.
4. Students are requested to stand for the morning prayers in the PAS to be broadcasted and for the College pledge.
5. They should be in their seats when the first bell rings and stand up as a mark of respect when the teacher enters the class room. They must sit only after they are asked to do so or after the teacher takes his / her seat. As a mark of courtesy students will greet teachers as well as their classmates during their first meeting of the day. Irrespective of the presence or absence of the teachers, students must keep strict silence in the class rooms. No student should leave the class room without the permission of the teacher.
6. Students must maintain discipline in the Class room, Laboratory, Library, Playground, etc. throughout their presence in the College. Any objectionable behavior is punishable.
7. Students will not be permitted to leave their class or attend it late under the pretext of paying fees or taking books from the library. Time fixed for such purposes during the working hours must be adhered to.
8. Ragging, eve teasing, sexual harassment and comments are strictly prohibited. Indulgence of such acts is punishable under law.
9. Students are expected to read notices put up on the College Notice Board. Ignorance of any notice thus displayed will not be accepted as an excuse for failing to comply with directions contained in it.
10. Cigarette smoking / Consumption of Alcohol / Drugs / Gudka and

those involving in any anti-social activities or Politics in the Campus will be punished severely.

11. Scribbling on walls, benches, desks, trees, rest room or damaging the College property is strictly prohibited. Action will be taken and fine will be collected.
12. Students are responsible to take care of their belongings. Institution is not responsible for any loss.
13. No meeting of any kind shall be held in the college without the previous written permission of the Principal.
14. No notice of any kind shall be circulated among students or posted on the notice board without the previous written permission of the Principal.
15. Bringing of Mobile phones and cameras is strictly prohibited within the campus. If any student is found to possess them the same will be confiscated.
16. The College reserves the rights to suspend / dismiss any student on the grounds of disobedience or objectionable behavior towards the Teachers and Staff.
17. Students must wear the ID issued by the institution in the Campus and produce it on demand by the Security Guard or staff.
18. Students are not allowed to come late to the Class room, if late they will be considered as absentees.
19. Students are not allowed to leave campus during class hours. In case of emergency prior permission should be obtained from the HOD / Principal with the proper communication from the parents.
20. Students should co-operate to keep the campus and class room clean.
21. Bicycles and other vehicles must be parked safely in proper places. Vehicles found in unauthorized places will be impounded and released only on payment of fines.

22. Students having vehicles should park their vehicles in places allocated for them (Girls / Boys). It is advisable to wear helmet for their own safety. Students found to carry more than one pillion rider will be penalized.
23. Play fields must not be trespassed when games are on.
24. Day scholars should not enter the hostel. Hostel students should not stay in the rooms during class hours unless under genuine medical ground with the knowledge of the Hostel Warden/Deputy Warden.
25. Students witnessing games are expected to show sportsmanship in their appreciation and encouragement. They must not indulge in jeering or shouting that will disconcert any player.
26. While attending college or other public function they should conduct themselves in such a way as to bring credit to themselves and to the institution.
27. Students are forbidden from entering the Office Room and the Staff Room during unspecified hours.
28. Care must be taken in handling the property of the College and any damage caused casually or wantonly will entail serious disciplinary action and recovery of cost.
29. Careful handling of apparatus in the laboratory and furniture in the class room is insisted on. All Breakages and losses are to be reported at once to the teachers and the cost or the things broken or lost will be recovered from the students concerned.
30. No furniture should be removed from one room to another or to another place in the same room, without the prior permission of the Principal.
31. For the betterment of the students' future, English must be followed as a spoken language in the College Campus.
32. Loitering on the verandah, indulging in noisy talk, crowding round in pathways, whistling, doing anything unbecoming of a student are strictly forbidden.

33. Representation of complaints and grievances may be made to the Principal through the Heads of Departments or the tutor-in-charge as the case may be.
34. Under the Government's Educational Rules the Principal has full powers to inflict the following punishments for the breach of conduct and behavior in the interest of the students and institutions whenever necessary (a) Fines (b) Cancellation of attendance (c) Withholding of certificates (d) Suspension and (e) Expulsion.
35. The Principal's decision shall be final in matters of punishment of the student for violation of any one of the rules of the College.

**DRESS CODE FOR STUDENTS TO BE FOLLOWED  
IN THE COLLEGE.**

**BOYS.**

36. Formal Pant and Shirt, should be strictly followed. Short shirts, T.Shirts, Multicolor Jeans, Low hip pants, Shorts and shirts with troublesome slogans/symbols should be strictly avoided.
37. Boys should come to College with proper haircut.
38. Wearing of unnecessary bands in the wrist, valuable chains and jewelery must be avoided.

**GIRLS.**

39. Normal chudidhar with a proper plait of hair is advised. Over coat provided by the College should be worn (within the College campus.)
40. Short tops, Leggings panty wear, T-Shirts are strictly prohibited while coming to College.
41. Girls should avoid wearing unnecessary costly ornaments, bringing of cosmetics and fancy imitation jewelry.
42. Girls students are not to stay in class rooms during leisure hour / lunch hour.

| ACADEMIC CALENDAR |      |                                                 |      |
|-------------------|------|-------------------------------------------------|------|
| Date              | Days | JUNE - 2023                                     | W. D |
| 1                 | Thu  |                                                 |      |
| 2                 | Fri  |                                                 |      |
| 3                 | Sat  |                                                 |      |
| 4                 | Sun  |                                                 |      |
| 5                 | Mon  | World Environment Day                           |      |
| 6                 | Tue  |                                                 |      |
| 7                 | Wed  | World Food Safety Day                           |      |
| 8                 | Thu  |                                                 |      |
| 9                 | Fri  |                                                 |      |
| 10                | Sat  |                                                 |      |
| 11                | Sun  |                                                 |      |
| 12                | Mon  |                                                 |      |
| 13                | Tue  |                                                 |      |
| 14                | Wed  |                                                 |      |
| 15                | Thu  |                                                 |      |
| 16                | Fri  |                                                 |      |
| 17                | Sat  |                                                 |      |
| 18                | Sun  | Father's Day                                    |      |
| 19                | Mon  | College Reopens, Academic Staff Council Meeting | 1    |
| 20                | Tue  |                                                 | 2    |
| 21                | Wed  | International Day of Yoga                       | 3    |
| 22                | Thu  |                                                 | 4    |
| 23                | Fri  | International Olympic Day                       | 5    |
| 24                | Sat  |                                                 | -    |
| 25                | Sun  |                                                 | -    |
| 26                | Mon  | International Day against Drug Abuse/SIP        | 6    |
| 27                | Tue  | SIP                                             | 7    |
| 28                | Wed  | SIP                                             | 8    |
| 29                | Thu  | Bakrid                                          | -    |
| 30                | Fri  | Asteroid Day                                    | 9    |
|                   |      |                                                 |      |

| ACADEMIC CALENDAR |      |                                         |      |
|-------------------|------|-----------------------------------------|------|
| Date              | Days | JULY - 2023                             | W. D |
| 1                 | Sat  | Chartered Accountant's Day              | -    |
| 2                 | Sun  |                                         | -    |
| 3                 | Mon  |                                         | 1    |
| 4                 | Tue  |                                         | 2    |
| 5                 | Wed  |                                         | 3    |
| 6                 | Thu  |                                         | 4    |
| 7                 | Fri  |                                         | 5    |
| 8                 | Sat  |                                         | -    |
| 9                 | Sun  |                                         | -    |
| 10                | Mon  |                                         | 6    |
| 11                | Tue  | World Population Day                    | 7    |
| 12                | Wed  |                                         | 8    |
| 13                | Thu  |                                         | 9    |
| 14                | Fri  |                                         | 10   |
| 15                | Sat  | Kamarajar Birthday (Education Day)      | -    |
| 16                | Sun  |                                         | -    |
| 17                | Mon  | World Day for International Justice     | 11   |
| 18                | Tue  |                                         | 12   |
| 19                | Wed  |                                         | 13   |
| 20                | Thu  | International Chess Day                 | 14   |
| 21                | Fri  | ASC Meeting                             | 15   |
| 22                | Sat  | Andal Temple Car Festival (Aadi Pooram) | -    |
| 23                | Sun  |                                         | -    |
| 24                | Mon  |                                         | 16   |
| 25                | Tue  |                                         | 17   |
| 26                | Wed  |                                         | 18   |
| 27                | Thu  |                                         | 19   |
| 28                | Fri  | World Nature Conservation Day           | 20   |
| 29                | Sat  | Muharram                                | -    |
| 30                | Sun  |                                         | -    |
| 31                | Mon  |                                         | 21   |

| ACADEMIC CALENDAR |      |                                                        |      |
|-------------------|------|--------------------------------------------------------|------|
| Date              | Days | AUGUST - 2023                                          | W. D |
| 1                 | Tue  |                                                        | 1    |
| 2                 | Wed  |                                                        | 2    |
| 3                 | Thu  | Aadi Perukku                                           | 3    |
| 4                 | Fri  |                                                        | 4    |
| 5                 | Sat  |                                                        | -    |
| 6                 | Sun  |                                                        | -    |
| 7                 | Mon  | National Handloom Day                                  | 5    |
| 8                 | Tue  |                                                        | 6    |
| 9                 | Wed  |                                                        | 7    |
| 10                | Thu  |                                                        | 8    |
| 11                | Fri  | ASC Meeting                                            | 9    |
| 12                | Sat  | International Youth Day / National Library Day         | 10   |
| 13                | Sun  |                                                        | -    |
| 14                | Mon  |                                                        | -    |
| 15                | Tue  | Independence Day                                       | -    |
| 16                | Wed  | Aadi Ammavasai / Last Date for Assignment-1 Submission | 11   |
| 17                | Thu  | Internal Assessment Test                               | 12   |
| 18                | Fri  |                                                        | 13   |
| 19                | Sat  | Working Day                                            | 14   |
| 20                | Sun  |                                                        | -    |
| 21                | Mon  |                                                        | 15   |
| 22                | Tue  |                                                        | 16   |
| 23                | Wed  |                                                        | 17   |
| 24                | Thu  |                                                        | 18   |
| 25                | Fri  | Varalakshmi Pooja                                      | 19   |
| 26                | Sat  |                                                        | -    |
| 27                | Sun  |                                                        | -    |
| 28                | Mon  |                                                        | 20   |
| 29                | Tue  | Onam Festival / National Sports Day                    | 21   |
| 30                | Wed  | Avani Avittam                                          | 22   |
| 31                | Thu  |                                                        | 23   |

## ACADEMIC CALENDAR

| Date | Days | SEPTEMBER - 2023           | W. D |
|------|------|----------------------------|------|
| 1    | Fri  | PTA - General Body Meeting | 1    |
| 2    | Sat  |                            | -    |
| 3    | Sun  |                            | -    |
| 4    | Mon  |                            | 2    |
| 5    | Tue  | Teacher's Day              | 3    |
| 6    | Wed  | Gokulastami                | -    |
| 7    | Thu  |                            | 4    |
| 8    | Fri  | International Literacy Day | 5    |
| 9    | Sat  | Working Day                | 6    |
| 10   | Sun  |                            | -    |
| 11   | Mon  |                            | 7    |
| 12   | Tue  |                            | 8    |
| 13   | Wed  |                            | 9    |
| 14   | Thu  |                            | 10   |
| 15   | Fri  |                            | 11   |
| 16   | Sat  | World Ozone Day            | -    |
| 17   | Sun  |                            | -    |
| 18   | Mon  | Vinayakar Chadurthi        | -    |
| 19   | Tue  |                            | 12   |
| 20   | Wed  |                            | 13   |
| 21   | Thu  | International Peace Day    | 14   |
| 22   | Fri  | ASC Meeting                | 15   |
| 23   | Sat  | Working Day                | 16   |
| 24   | Sun  |                            | -    |
| 25   | Mon  |                            | 17   |
| 26   | Tue  |                            | 18   |
| 27   | Wed  | World Tourism Day          | 19   |
| 28   | Thu  | MiladiNabi                 | -    |
| 29   | Fri  |                            | 20   |
| 30   | Sat  |                            | -    |
|      |      |                            |      |

| ACADEMIC CALENDAR |      |                                        |      |
|-------------------|------|----------------------------------------|------|
| Date              | Days | OCTOBER - 2023                         | W. D |
| 1                 | Sun  |                                        | -    |
| 2                 | Mon  | Gandhi Jeyanthi                        | -    |
| 3                 | Tue  |                                        | 1    |
| 4                 | Wed  |                                        | 2    |
| 5                 | Thu  |                                        | 3    |
| 6                 | Fri  | Last Date for Assignment -2 Submission | 4    |
| 7                 | Sat  |                                        | -    |
| 8                 | Sun  |                                        | -    |
| 9                 | Mon  | Internal Assessment Test-II            | 5    |
| 10                | Tue  |                                        | 6    |
| 11                | Wed  |                                        | 7    |
| 12                | Thu  |                                        | 8    |
| 13                | Fri  |                                        | 9    |
| 14                | Sat  | Working Day                            | 10   |
| 15                | Sun  |                                        | -    |
| 16                | Mon  |                                        | 11   |
| 17                | Tue  |                                        | 12   |
| 18                | Wed  |                                        | 13   |
| 19                | Thu  |                                        | 14   |
| 20                | Fri  | ASC Meet                               | 15   |
| 21                | Sat  |                                        | -    |
| 22                | Sun  |                                        | -    |
| 23                | Mon  | Saraswathi Pooja / Ayutha Pooja        | -    |
| 24                | Tue  | Vijaya Dasami                          | -    |
| 25                | Wed  |                                        | 16   |
| 26                | Thu  |                                        | 17   |
| 27                | Fri  | Last Working Day (Students)            | 18   |
| 28                | Sat  |                                        | -    |
| 29                | Sun  |                                        | -    |
| 30                | Mon  |                                        | 19   |
| 31                | Tue  | Staff Club Meeting                     | 20   |

## ACADEMIC CALENDAR

| Date | Days | NOVEMBER - 2023           | W. D |
|------|------|---------------------------|------|
| 1    | Wed  | Semester Holidays         | -    |
| 2    | Thu  |                           | -    |
| 3    | Fri  |                           | -    |
| 4    | Sat  |                           | -    |
| 5    | Sun  |                           | -    |
| 6    | Mon  |                           | -    |
| 7    | Tue  | Sir C.V. Raman Birthday   | -    |
| 8    | Wed  |                           | -    |
| 9    | Thu  |                           | -    |
| 10   | Fri  | International Science Day | -    |
| 11   | Sat  |                           | -    |
| 12   | Sun  | Diwali                    | -    |
| 13   | Mon  |                           | -    |
| 14   | Tue  | Children's Day            | -    |
| 15   | Wed  |                           | -    |
| 16   | Thu  |                           | -    |
| 17   | Fri  |                           | -    |
| 18   | Sat  |                           | -    |
| 19   | Sun  |                           | -    |
| 20   | Mon  |                           | -    |
| 21   | Tue  |                           | -    |
| 22   | Wed  |                           | -    |
| 23   | Thu  |                           | -    |
| 24   | Fri  |                           | -    |
| 25   | Sat  |                           | -    |
| 26   | Sun  | Thirukarthikai            | -    |
| 27   | Mon  |                           | -    |
| 28   | Tue  |                           | -    |
| 29   | Wed  |                           | -    |
| 30   | Thu  |                           | -    |
|      |      |                           |      |

## PERSONAL RECORD - INTERNAL ASSESSMENT MARKS ODD SEMESTER

Please keep a record of your marks in the columns below:

| S.No. | Subject | Code | Item         | I | II | III | Avg | Total |
|-------|---------|------|--------------|---|----|-----|-----|-------|
| 1     |         |      | Test         |   |    |     |     |       |
|       |         |      | Seminar      |   |    |     |     |       |
|       |         |      | Assignment   |   |    |     |     |       |
|       |         |      | P.T.T / Quiz |   |    |     |     |       |
| 2     |         |      | Test         |   |    |     |     |       |
|       |         |      | Seminar      |   |    |     |     |       |
|       |         |      | Assignment   |   |    |     |     |       |
|       |         |      | P.T.T / Quiz |   |    |     |     |       |
| 3     |         |      | Test         |   |    |     |     |       |
|       |         |      | Seminar      |   |    |     |     |       |
|       |         |      | Assignment   |   |    |     |     |       |
|       |         |      | P.T.T / Quiz |   |    |     |     |       |
| 4     |         |      | Test         |   |    |     |     |       |
|       |         |      | Seminar      |   |    |     |     |       |
|       |         |      | Assignment   |   |    |     |     |       |
|       |         |      | P.T.T / Quiz |   |    |     |     |       |
| 5     |         |      | Test         |   |    |     |     |       |
|       |         |      | Seminar      |   |    |     |     |       |
|       |         |      | Assignment   |   |    |     |     |       |
|       |         |      | P.T.T / Quiz |   |    |     |     |       |
| 6     |         |      | Test         |   |    |     |     |       |
|       |         |      | Seminar      |   |    |     |     |       |
|       |         |      | Assignment   |   |    |     |     |       |
|       |         |      | P.T.T / Quiz |   |    |     |     |       |
| 7     |         |      | Test         |   |    |     |     |       |
|       |         |      | Seminar      |   |    |     |     |       |
|       |         |      | Assignment   |   |    |     |     |       |
|       |         |      | P.T.T / Quiz |   |    |     |     |       |
| 8     |         |      | Test         |   |    |     |     |       |
|       |         |      | Seminar      |   |    |     |     |       |
|       |         |      | Assignment   |   |    |     |     |       |
|       |         |      | P.T.T / Quiz |   |    |     |     |       |

## PERSONAL RECORD - INTERNAL ASSESSMENT MARKS EVEN SEMESTER

Please keep a record of your marks in the columns below:

| S.No. | Subject | Code | Item         | I | II | III | Avg | Total |
|-------|---------|------|--------------|---|----|-----|-----|-------|
| 1     |         |      | Test         |   |    |     |     |       |
|       |         |      | Seminar      |   |    |     |     |       |
|       |         |      | Assignment   |   |    |     |     |       |
|       |         |      | P.T.T / Quiz |   |    |     |     |       |
| 2     |         |      | Test         |   |    |     |     |       |
|       |         |      | Seminar      |   |    |     |     |       |
|       |         |      | Assignment   |   |    |     |     |       |
|       |         |      | P.T.T / Quiz |   |    |     |     |       |
| 3     |         |      | Test         |   |    |     |     |       |
|       |         |      | Seminar      |   |    |     |     |       |
|       |         |      | Assignment   |   |    |     |     |       |
|       |         |      | P.T.T / Quiz |   |    |     |     |       |
| 4     |         |      | Test         |   |    |     |     |       |
|       |         |      | Seminar      |   |    |     |     |       |
|       |         |      | Assignment   |   |    |     |     |       |
|       |         |      | P.T.T / Quiz |   |    |     |     |       |
| 5     |         |      | Test         |   |    |     |     |       |
|       |         |      | Seminar      |   |    |     |     |       |
|       |         |      | Assignment   |   |    |     |     |       |
|       |         |      | P.T.T / Quiz |   |    |     |     |       |
| 6     |         |      | Test         |   |    |     |     |       |
|       |         |      | Seminar      |   |    |     |     |       |
|       |         |      | Assignment   |   |    |     |     |       |
|       |         |      | P.T.T / Quiz |   |    |     |     |       |
| 7     |         |      | Test         |   |    |     |     |       |
|       |         |      | Seminar      |   |    |     |     |       |
|       |         |      | Assignment   |   |    |     |     |       |
|       |         |      | P.T.T / Quiz |   |    |     |     |       |
| 8     |         |      | Test         |   |    |     |     |       |
|       |         |      | Seminar      |   |    |     |     |       |
|       |         |      | Assignment   |   |    |     |     |       |
|       |         |      | P.T.T / Quiz |   |    |     |     |       |

| TIME TABLE   |                  |                   |                   |       |  |                  |
|--------------|------------------|-------------------|-------------------|-------|--|------------------|
| ODD SEMESTER |                  |                   |                   |       |  |                  |
| DAY ORDER    | 8 - 9<br>10 - 11 | 9 - 10<br>11 - 12 | 10 - 11<br>12 - 1 | BREAK |  | 11 - 12<br>2 - 3 |
| I            |                  |                   |                   |       |  | 12 - 1<br>3 - 4  |
| II           |                  |                   |                   |       |  |                  |
| III          |                  |                   |                   |       |  |                  |
| IV           |                  |                   |                   |       |  |                  |
| V            |                  |                   |                   |       |  |                  |
| VI           |                  |                   |                   |       |  |                  |

# **TIME TABLE** **EVEN SEMESTER**

| DAY ORDER | 8 - 9<br>10 - 11 | 9 - 10<br>11 - 12 | 10 - 11<br>12 - 1 | BREAK |  | 11 - 12<br>2 - 3 | 12 - 1<br>3 - 4 |
|-----------|------------------|-------------------|-------------------|-------|--|------------------|-----------------|
| I         |                  |                   |                   |       |  |                  |                 |
| II        |                  |                   |                   |       |  |                  |                 |
| III       |                  |                   |                   |       |  |                  |                 |
| IV        |                  |                   |                   |       |  |                  |                 |
| V         |                  |                   |                   |       |  |                  |                 |
| VI        |                  |                   |                   |       |  |                  |                 |

**RAJAPALAYAM RAJUS' COLLEGE, RAJAPALAYAM**  
**NO DUES SLIP (ODD / EVEN SEMESTER 2023-2024)**

Name of the Student (in Block Letters) :

Roll No. :

Class :

Semester : I / III / V

| Department                         | Certificate / Remarks | Signature |
|------------------------------------|-----------------------|-----------|
| HOD                                |                       |           |
| Tutor                              |                       |           |
| College Office (Tution fee, etc.,) |                       |           |
| Attendance Section                 |                       |           |
| Hostel                             |                       |           |
| Library                            |                       |           |
| Laboratory                         |                       |           |

Hall Ticket may be issued

## **CODE OF CONDUCT FOR STAFF MEMBERS**

- 1) Members of faculty are required to follow the prescribed dress code and wear ID cards while in the campus.
- 2) Staff members are expected to follow the culture of the college, which is to wish each other as a mark of mutual respect with due concern to senior faculty.
- 3) Employee shall not be a member of any political party or take part in politics or be associated with any party or organization, which takes part in political activity; nor shall aid or assist in any manner, any political movement or activity.
- 4) An Employee shall be required to observe the scheduled working hours and follow the bio-metric attendance to their presence in the campus.
- 5) No Employee shall leave headquarters except with the prior permission of the competent authority providing the contact address.
- 6) No Employee shall engage in strike or incitements, there in similar activities such as absence from work or neglect of duties.
- 7) The behavior of the teacher with male and female students and other employees shall be modest.
- 8) Gross partiality in assessment of students deliberately over/under marking of attempt of victimization on any grounds, will not be encouraged.
- 9) Teaching faculty is supposed to be in the classroom as soon as the bell rings.
- 10) Consumption of intoxicating drink or drug is prohibited inside the college premises.
- 11) Raising questions of castes, creed, religion, race or sex in his/her relationships with the students and his/her colleagues are not encouraged.
- 12) Members of faculty are not allowed to engage directly or indirectly in any trade or private tuition or undertake employment outside his/her official assignment.
- 13) It will be considered as misconduct, if staff members violate or attempt to violate the foresaid rules.

## **CODE OF CONDUCT FOR TEACHERS**

Teaching is a noble profession. It needs devotion, sincerity, and perseverance. It certainly adds pride and prestige to the teaching profession. Teachers perform their duties conscientiously and observe certain simple rules of conduct, which are commonly accepted as professional codes of conduct.

Our college Committee has defined a few Code of conduct to be observed by teachers. Adherence to this set of codes does not in any way mean that the freedom of teachers is being curtailed. These Code of conduct have been defined with sole aim of improving the standard and reputation of our college among the academia and the student community in particular, and the society in general.

### **TIME SCHEDULE**

Punctuality is very essential for a teacher. In this regard he/she shall makehimself/herself an example to students.

- a) A teacher shall present in his/her department at or before 9.40 a.m in the morning and they can leave after the day duty is over.
- b) A Teacher shall engage his/her classes regularly and punctually as per the timetable framed by the HOD and approved by the Principal.
- c) A Teacher shall make himself/herself available whenever he/she is needed for consultation or discussion on various matters that come up in the institution.

### **COLLEGE ACTIVITIES AND STUDENT – CARE**

- a) A Teacher's academic duties shall include guidance and instruction to students in the form of Mentoring tutorials / Seminars / Laboratory work / Assessment / conducting tests & examination / invigilation / evaluation work assigned to him / her by competent authorities of the college.
- b) A Teacher shall participate fully and enthusiastically in the campus life and shall perform any other curricular, co-curricular, and extra curricular work assigned to him/her from time to time by the appropriate college authorities.
- c) A teacher shall continually improve his/her academic excellence by doing research work and/or acquiring additional academic qualifications.
- d) HOD shall nominate a teacher for every class in his/her department as class teacher-in charge to the office at the beginning of the academic year. The class teacher-in-charge shall be wholly responsible for guiding, tracking and evaluating the students' all round progress in academic, extra-curricular, and co-curricular activities.
- e) A teacher shall speak in the class room preferably in English except in Part I Tamil Major Tamil Programme. Outside the classroom also a teacher may speak to students in English with a view to improve the students' communication skill in English.
- f) If a teacher finds it difficult to complete the syllabi within the prescribed academic schedule, he/she shall handle special/extra classes to finish the same.
- g) A teacher shall assess impartially the performance of students. He/she shall not indulge in over-marking or under-marking. Victimization of the students by giving low marks or grades is a professionally unethical practice.
- h) If students are found to be poor and weak in their subject, the teacher shall give them special coaching and shall help them in all possible ways. He/She shall give

special attention / training to the advanced learners to motivate them to excel academically.

#### **MAINTENANCE OF DISCIPLINE**

- a) A teacher shall emphasize and ensure perfect discipline among the students within and outside the classroom. In case of any student's unrest, he/she shall help to pacify his/her and restore order and discipline in the campus.
- b) A teacher shall not refuse to carry out the decision(s) of the administrative and academic bodies of the college.
- c) A teacher shall perform diligently the works assigned to him/her from time to time by the higher authorities of the college.
- d) A teacher shall not restore to any type of agitational expressions inside or in front of the college, or suspend their work seeking redressal of their grievances without prior permission.
- e) A teacher shall promote an atmosphere conducive to learning. He/She shall form a wholesome relationship with students. Our college is an institution of co-educational education. Hence he/she shall advise and persuade the students to behave in such a manner that will safeguard the name and reputation of the institution as well as the teachers.
- f) A teacher shall ensure that his/her students wear their ID cards when they are in the college campus.
- g) A teacher shall avoid using cell phone during class hours and avoid using the chair while taking classes.

#### **DRESS CODE**

- a) Teachers shall, in appearance, distinguish themselves from the students. They shall wear such clothes in order to enhance their dignity and prestige.
- b) Women staff may wear overcoat above the saree and avoid party wearing ornaments.
- c) Teachers shall wear the identity card on College premises during the functions and participation in the curricular/co-curricular/extra-curricular activities in the college and during his/her meetings with the higher authorities in the college.

#### **LEAVE RULES**

- a) It is the responsibility of the HoD to adjust and ensure that the classes are adjusted fully before recommending/forwarding the CL/OD applications.
- b) After getting HOD's signature, a teacher can give the Casual leave/permission letter to the Principal/Vice-Principal.
- c) A teacher shall avail one-hour permission to leave the campus only during the morning first hour or the last hour in the evening and not any of the hours in between. (if no classes)
- d) Prior permission for OD/EL shall be sought one clear working day in advance. A Teacher shall attach the call letter along with his/her OD application.
- e) A maximum of 50% of the total strength of the faculty in a department is allowed to avail CL/EL/UEL/OD/RH at a time. A fraction in calculation may be treated as the nearest whole number.
- f) Teacher shall not avoid attending any of our college functions. Prior permission may be sought for his/her absence from the functions.

| ACADEMIC CALENDAR 2023-2024 - EVEN SEMESTER |      |                                   |      |
|---------------------------------------------|------|-----------------------------------|------|
| Date                                        | Days | DECEMBER - 2023                   | W. D |
| 1                                           | Fri  | World AIDS Day                    |      |
| 2                                           | Sat  |                                   |      |
| 3                                           | Sun  |                                   |      |
| 4                                           | Mon  |                                   |      |
| 5                                           | Tue  |                                   |      |
| 6                                           | Wed  |                                   |      |
| 7                                           | Thu  |                                   |      |
| 8                                           | Fri  |                                   |      |
| 9                                           | Sat  | Anti-Corruption Day               |      |
| 10                                          | Sun  | Human Rights Day                  |      |
| 11                                          | Mon  |                                   |      |
| 12                                          | Tue  |                                   |      |
| 13                                          | Wed  |                                   |      |
| 14                                          | Thu  | World Energy Conservation Day     |      |
| 15                                          | Fri  |                                   |      |
| 16                                          | Sat  |                                   |      |
| 17                                          | Sun  |                                   |      |
| 18                                          | Mon  |                                   |      |
| 19                                          | Tue  |                                   |      |
| 20                                          | Wed  |                                   |      |
| 21                                          | Thu  |                                   |      |
| 22                                          | Fri  | National Mathematics Day          |      |
| 23                                          | Sat  | Vaikunda Ekathasi                 |      |
| 24                                          | Sun  |                                   |      |
| 25                                          | Mon  | Christmas                         |      |
| 26                                          | Tue  |                                   |      |
| 27                                          | Wed  | College Reopens For Even Semester | 1    |
| 28                                          | Thu  | ASC Meeting                       | 2    |
| 29                                          | Fri  |                                   | 3    |
| 30                                          | Sat  |                                   | -    |
| 31                                          | Sun  |                                   | -    |

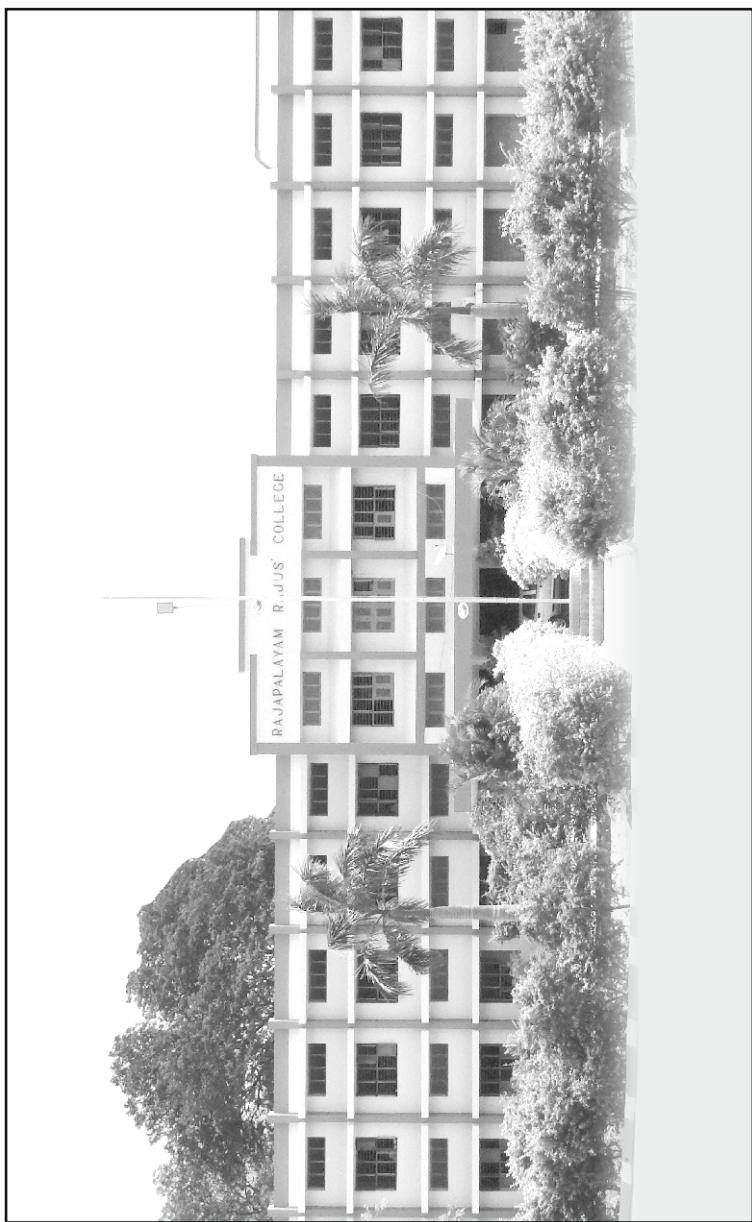
| ACADEMIC CALENDAR |      |                                        |      |
|-------------------|------|----------------------------------------|------|
| Date              | Days | JANUARY - 2024                         | W. D |
| 1                 | Mon  | New Year                               | -    |
| 2                 | Tue  | Study Holidays                         | -    |
| 3                 | Wed  |                                        | -    |
| 4                 | Thu  |                                        | -    |
| 5                 | Fri  |                                        | -    |
| 6                 | Sat  |                                        | -    |
| 7                 | Sun  |                                        | -    |
| 8                 | Mon  |                                        | 1    |
| 9                 | Tue  |                                        | 2    |
| 10                | Wed  |                                        | 3    |
| 11                | Thu  |                                        | 4    |
| 12                | Fri  | National Youth Day                     | 5    |
| 13                | Sat  | Pongal Celebrations                    | 6    |
| 14                | Sun  | Pogi                                   | -    |
| 15                | Mon  | Pongal / Indian - Army Day             | -    |
| 16                | Tue  | Thiruvalluvar Thinam                   | -    |
| 17                | Wed  | Uzhavar Thirunal                       | -    |
| 18                | Thu  |                                        | 7    |
| 19                | Fri  |                                        | 8    |
| 20                | Sat  | Working Day                            | 9    |
| 21                | Sun  |                                        | -    |
| 22                | Mon  |                                        | 10   |
| 23                | Tue  |                                        | 11   |
| 24                | Wed  |                                        | 12   |
| 25                | Thu  | Thai Poosam / Tourism Day / Voters Day | -    |
| 26                | Fri  | Republic Day                           | -    |
| 27                | Sat  |                                        | -    |
| 28                | Sun  |                                        | -    |
| 29                | Mon  |                                        | 13   |
| 30                | Tue  |                                        | 14   |
| 31                | Wed  |                                        | 15   |

| ACADEMIC CALENDAR |      |                                   |      |
|-------------------|------|-----------------------------------|------|
| Date              | Days | FEBRUARY - 2024                   | W. D |
| 1                 | Thu  |                                   | 1    |
| 2                 | Fri  |                                   | 2    |
| 3                 | Sat  |                                   | 3    |
| 4                 | Sun  | World Cancer Day                  | -    |
| 5                 | Mon  |                                   | 4    |
| 6                 | Tue  |                                   | 5    |
| 7                 | Wed  |                                   | 6    |
| 8                 | Thu  |                                   | 7    |
| 9                 | Fri  |                                   | 8    |
| 10                | Sat  |                                   | -    |
| 11                | Sun  |                                   | -    |
| 12                | Mon  |                                   | 9    |
| 13                | Tue  |                                   | 10   |
| 14                | Wed  |                                   | 11   |
| 15                | Thu  |                                   | 12   |
| 16                | Fri  |                                   | 13   |
| 17                | Sat  | Working Day                       | 14   |
| 18                | Sun  |                                   | -    |
| 19                | Mon  |                                   | 15   |
| 20                | Tue  | International Mother Language Day | 16   |
| 21                | Wed  |                                   | 17   |
| 22                | Thu  |                                   | 18   |
| 23                | Fri  | ASC Meeting                       | 19   |
| 24                | Sat  |                                   | -    |
| 25                | Sun  |                                   | -    |
| 26                | Mon  | 1st Internal Assessment Test      | 20   |
| 27                | Tue  |                                   | 21   |
| 28                | Wed  | National Service Day              | 22   |
| 29                | Thu  |                                   | 23   |
|                   |      |                                   |      |
|                   |      |                                   |      |

| ACADEMIC CALENDAR |      |                                |      |
|-------------------|------|--------------------------------|------|
| Date              | Days | MARCH - 2024                   | W. D |
| 1                 | Fri  |                                | 1    |
| 2                 | Sat  | Working Day                    | 2    |
| 3                 | Sun  | World Wild Life Day            | -    |
| 4                 | Mon  |                                | 3    |
| 5                 | Tue  |                                | 4    |
| 6                 | Wed  |                                | 5    |
| 7                 | Thu  |                                | 6    |
| 8                 | Fri  | Women's Day                    | 7    |
| 9                 | Sat  |                                | -    |
| 10                | Sun  |                                | -    |
| 11                | Mon  |                                | 8    |
| 12                | Tue  |                                | 9    |
| 13                | Wed  | No-Smoking Day                 | 10   |
| 14                | Thu  | pi - Day                       | 11   |
| 15                | Fri  | World Consumer Right Day       | 12   |
| 16                | Sat  | Working Day                    | 13   |
| 17                | Sun  |                                | -    |
| 18                | Mon  |                                | 14   |
| 19                | Tue  |                                | 15   |
| 20                | Wed  | International Day of Happiness | 16   |
| 21                | Thu  |                                | 17   |
| 22                | Fri  | World Water Day                | 18   |
| 23                | Sat  |                                | -    |
| 24                | Sun  |                                | -    |
| 25                | Mon  | ASC Meeting                    | 19   |
| 26                | Tue  |                                | 20   |
| 27                | Wed  |                                | 21   |
| 28                | Thu  |                                | 22   |
| 29                | Fri  | Good Friday                    | -    |
| 30                | Sat  |                                | -    |
| 31                | Sun  |                                | -    |

| ACADEMIC CALENDAR |      |                                          |      |
|-------------------|------|------------------------------------------|------|
| Date              | Days | APRIL - 2024                             | W. D |
| 1                 | Mon  |                                          | 1    |
| 2                 | Tue  |                                          | 2    |
| 3                 | Wed  |                                          | 3    |
| 4                 | Thu  |                                          | 4    |
| 5                 | Fri  |                                          | 5    |
| 6                 | Sat  | Sports Day                               | 6    |
| 7                 | Sun  | World Health Day                         | -    |
| 8                 | Mon  |                                          | 7    |
| 9                 | Tue  | Telugu New Year                          | -    |
| 10                | Wed  | Ramzan                                   | -    |
| 11                | Thu  |                                          | 8    |
| 12                | Fri  |                                          | 9    |
| 13                | Sat  |                                          | -    |
| 14                | Sun  | Tamil New Year / Ambedkar Jayanthi       | -    |
| 15                | Mon  |                                          | 10   |
| 16                | Tue  |                                          | 11   |
| 17                | Wed  |                                          | 12   |
| 18                | Thu  | World Heritage Day                       | 13   |
| 19                | Fri  |                                          | 14   |
| 20                | Sat  |                                          | -    |
| 21                | Sun  | Mahaveer Jeyanthi                        | -    |
| 22                | Mon  | 2nd Internal Assessment Test / Earth Day | 15   |
| 23                | Tue  |                                          | 16   |
| 24                | Wed  |                                          | 17   |
| 25                | Thu  |                                          | 18   |
| 26                | Fri  |                                          | 19   |
| 27                | Sat  | Working Day                              | 20   |
| 28                | Sun  |                                          | -    |
| 29                | Mon  | ASC Meeting                              | 21   |
| 30                | Tue  |                                          | 22   |
|                   |      |                                          |      |

| ACADEMIC CALENDAR |      |                                              |      |
|-------------------|------|----------------------------------------------|------|
| Date              | Days | MAY - 2024                                   | W. D |
| 1                 | Wed  | International Labour's Day                   | -    |
| 2                 | Thu  |                                              | 1    |
| 3                 | Fri  |                                              | 2    |
| 4                 | Sat  | College day                                  | 3    |
| 5                 | Sun  |                                              | -    |
| 6                 | Mon  |                                              | 4    |
| 7                 | Tue  | World Athlete's Day                          | 5    |
| 8                 | Wed  |                                              | 6    |
| 9                 | Thu  |                                              | 7    |
| 10                | Fri  | Last Working Day for Students                | 8    |
| 11                | Sat  | Staff Club Meeting / National Technology Day | 9    |
| 12                | Sun  | Mother's Day                                 | -    |
| 13                | Mon  |                                              | -    |
| 14                | Tue  |                                              | -    |
| 15                | Wed  |                                              | -    |
| 16                | Thu  |                                              | -    |
| 17                | Fri  |                                              | -    |
| 18                | Sat  |                                              | -    |
| 19                | Sun  |                                              | -    |
| 20                | Mon  |                                              | -    |
| 21                | Tue  |                                              | -    |
| 22                | Wed  |                                              | -    |
| 23                | Thu  |                                              | -    |
| 24                | Fri  |                                              | -    |
| 25                | Sat  |                                              | -    |
| 26                | Sun  |                                              | -    |
| 27                | Mon  |                                              | -    |
| 28                | Tue  |                                              | -    |
| 29                | Wed  |                                              | -    |
| 30                | Thu  |                                              | -    |
| 31                | Fri  | Anti Tobacco Day                             | -    |



| ACADEMIC CALENDAR 2023-2024 - EVEN SEMESTER |      |                                   |      |
|---------------------------------------------|------|-----------------------------------|------|
| Date                                        | Days | DECEMBER - 2023                   | W. D |
| 1                                           | Fri  | World AIDS Day                    |      |
| 2                                           | Sat  |                                   |      |
| 3                                           | Sun  |                                   |      |
| 4                                           | Mon  |                                   |      |
| 5                                           | Tue  |                                   |      |
| 6                                           | Wed  |                                   |      |
| 7                                           | Thu  |                                   |      |
| 8                                           | Fri  |                                   |      |
| 9                                           | Sat  | Anti-Corruption Day               |      |
| 10                                          | Sun  | Human Rights Day                  |      |
| 11                                          | Mon  |                                   |      |
| 12                                          | Tue  |                                   |      |
| 13                                          | Wed  |                                   |      |
| 14                                          | Thu  | World Energy Conservation Day     |      |
| 15                                          | Fri  |                                   |      |
| 16                                          | Sat  |                                   |      |
| 17                                          | Sun  |                                   |      |
| 18                                          | Mon  |                                   |      |
| 19                                          | Tue  |                                   |      |
| 20                                          | Wed  |                                   |      |
| 21                                          | Thu  |                                   |      |
| 22                                          | Fri  | National Mathematics Day          |      |
| 23                                          | Sat  | Vaikunda Ekathasi                 |      |
| 24                                          | Sun  |                                   |      |
| 25                                          | Mon  | Christmas                         |      |
| 26                                          | Tue  |                                   |      |
| 27                                          | Wed  | College Reopens For Even Semester | 1    |
| 28                                          | Thu  | ASC Meeting                       | 2    |
| 29                                          | Fri  |                                   | 3    |
| 30                                          | Sat  |                                   | -    |
| 31                                          | Sun  |                                   | -    |

| ACADEMIC CALENDAR |      |                                        |      |
|-------------------|------|----------------------------------------|------|
| Date              | Days | JANUARY - 2024                         | W. D |
| 1                 | Mon  | New Year                               | -    |
| 2                 | Tue  | Study Holidays                         | -    |
| 3                 | Wed  |                                        | -    |
| 4                 | Thu  |                                        | -    |
| 5                 | Fri  |                                        | -    |
| 6                 | Sat  |                                        | -    |
| 7                 | Sun  |                                        | -    |
| 8                 | Mon  |                                        | 1    |
| 9                 | Tue  |                                        | 2    |
| 10                | Wed  |                                        | 3    |
| 11                | Thu  |                                        | 4    |
| 12                | Fri  | National Youth Day                     | 5    |
| 13                | Sat  | Pongal Celebrations                    | 6    |
| 14                | Sun  | Pogi                                   | -    |
| 15                | Mon  | Pongal / Indian - Army Day             | -    |
| 16                | Tue  | Thiruvalluvar Thinam                   | -    |
| 17                | Wed  | Uzhavar Thirunal                       | -    |
| 18                | Thu  |                                        | 7    |
| 19                | Fri  |                                        | 8    |
| 20                | Sat  | Working Day                            | 9    |
| 21                | Sun  |                                        | -    |
| 22                | Mon  |                                        | 10   |
| 23                | Tue  |                                        | 11   |
| 24                | Wed  |                                        | 12   |
| 25                | Thu  | Thai Poosam / Tourism Day / Voters Day | -    |
| 26                | Fri  | Republic Day                           | -    |
| 27                | Sat  |                                        | -    |
| 28                | Sun  |                                        | -    |
| 29                | Mon  |                                        | 13   |
| 30                | Tue  |                                        | 14   |
| 31                | Wed  |                                        | 15   |

| ACADEMIC CALENDAR |      |                                   |      |
|-------------------|------|-----------------------------------|------|
| Date              | Days | FEBRUARY - 2024                   | W. D |
| 1                 | Thu  |                                   | 1    |
| 2                 | Fri  |                                   | 2    |
| 3                 | Sat  |                                   | 3    |
| 4                 | Sun  | World Cancer Day                  | -    |
| 5                 | Mon  |                                   | 4    |
| 6                 | Tue  |                                   | 5    |
| 7                 | Wed  |                                   | 6    |
| 8                 | Thu  |                                   | 7    |
| 9                 | Fri  |                                   | 8    |
| 10                | Sat  |                                   | -    |
| 11                | Sun  |                                   | -    |
| 12                | Mon  |                                   | 9    |
| 13                | Tue  |                                   | 10   |
| 14                | Wed  |                                   | 11   |
| 15                | Thu  |                                   | 12   |
| 16                | Fri  |                                   | 13   |
| 17                | Sat  | Working Day                       | 14   |
| 18                | Sun  |                                   | -    |
| 19                | Mon  |                                   | 15   |
| 20                | Tue  | International Mother Language Day | 16   |
| 21                | Wed  |                                   | 17   |
| 22                | Thu  |                                   | 18   |
| 23                | Fri  | ASC Meeting                       | 19   |
| 24                | Sat  |                                   | -    |
| 25                | Sun  |                                   | -    |
| 26                | Mon  | 1st Internal Assessment Test      | 20   |
| 27                | Tue  |                                   | 21   |
| 28                | Wed  | National Service Day              | 22   |
| 29                | Thu  |                                   | 23   |
|                   |      |                                   |      |
|                   |      |                                   |      |

| ACADEMIC CALENDAR |      |                                |      |
|-------------------|------|--------------------------------|------|
| Date              | Days | MARCH - 2024                   | W. D |
| 1                 | Fri  |                                | 1    |
| 2                 | Sat  | Working Day                    | 2    |
| 3                 | Sun  | World Wild Life Day            | -    |
| 4                 | Mon  |                                | 3    |
| 5                 | Tue  |                                | 4    |
| 6                 | Wed  |                                | 5    |
| 7                 | Thu  |                                | 6    |
| 8                 | Fri  | Women's Day                    | 7    |
| 9                 | Sat  |                                | -    |
| 10                | Sun  |                                | -    |
| 11                | Mon  |                                | 8    |
| 12                | Tue  |                                | 9    |
| 13                | Wed  | No-Smoking Day                 | 10   |
| 14                | Thu  | pi - Day                       | 11   |
| 15                | Fri  | World Consumer Right Day       | 12   |
| 16                | Sat  | Working Day                    | 13   |
| 17                | Sun  |                                | -    |
| 18                | Mon  |                                | 14   |
| 19                | Tue  |                                | 15   |
| 20                | Wed  | International Day of Happiness | 16   |
| 21                | Thu  |                                | 17   |
| 22                | Fri  | World Water Day                | 18   |
| 23                | Sat  |                                | -    |
| 24                | Sun  |                                | -    |
| 25                | Mon  | ASC Meeting                    | 19   |
| 26                | Tue  |                                | 20   |
| 27                | Wed  |                                | 21   |
| 28                | Thu  |                                | 22   |
| 29                | Fri  | Good Friday                    | -    |
| 30                | Sat  |                                | -    |
| 31                | Sun  |                                | -    |

| ACADEMIC CALENDAR |      |                                          |      |
|-------------------|------|------------------------------------------|------|
| Date              | Days | APRIL - 2024                             | W. D |
| 1                 | Mon  |                                          | 1    |
| 2                 | Tue  |                                          | 2    |
| 3                 | Wed  |                                          | 3    |
| 4                 | Thu  |                                          | 4    |
| 5                 | Fri  |                                          | 5    |
| 6                 | Sat  | Sports Day                               | 6    |
| 7                 | Sun  | World Health Day                         | -    |
| 8                 | Mon  |                                          | 7    |
| 9                 | Tue  | Telugu New Year                          | -    |
| 10                | Wed  | Ramzan                                   | -    |
| 11                | Thu  |                                          | 8    |
| 12                | Fri  |                                          | 9    |
| 13                | Sat  |                                          | -    |
| 14                | Sun  | Tamil New Year / Ambedkar Jayanthi       | -    |
| 15                | Mon  |                                          | 10   |
| 16                | Tue  |                                          | 11   |
| 17                | Wed  |                                          | 12   |
| 18                | Thu  | World Heritage Day                       | 13   |
| 19                | Fri  |                                          | 14   |
| 20                | Sat  |                                          | -    |
| 21                | Sun  | Mahaveer Jeyanthi                        | -    |
| 22                | Mon  | 2nd Internal Assessment Test / Earth Day | 15   |
| 23                | Tue  |                                          | 16   |
| 24                | Wed  |                                          | 17   |
| 25                | Thu  |                                          | 18   |
| 26                | Fri  |                                          | 19   |
| 27                | Sat  | Working Day                              | 20   |
| 28                | Sun  |                                          | -    |
| 29                | Mon  | ASC Meeting                              | 21   |
| 30                | Tue  |                                          | 22   |
|                   |      |                                          |      |

| ACADEMIC CALENDAR |      |                                              |      |
|-------------------|------|----------------------------------------------|------|
| Date              | Days | MAY - 2024                                   | W. D |
| 1                 | Wed  | International Labour's Day                   | -    |
| 2                 | Thu  |                                              | 1    |
| 3                 | Fri  |                                              | 2    |
| 4                 | Sat  | College day                                  | 3    |
| 5                 | Sun  |                                              | -    |
| 6                 | Mon  |                                              | 4    |
| 7                 | Tue  | World Athlete's Day                          | 5    |
| 8                 | Wed  |                                              | 6    |
| 9                 | Thu  |                                              | 7    |
| 10                | Fri  | Last Working Day for Students                | 8    |
| 11                | Sat  | Staff Club Meeting / National Technology Day | 9    |
| 12                | Sun  | Mother's Day                                 | -    |
| 13                | Mon  |                                              | -    |
| 14                | Tue  |                                              | -    |
| 15                | Wed  |                                              | -    |
| 16                | Thu  |                                              | -    |
| 17                | Fri  |                                              | -    |
| 18                | Sat  |                                              | -    |
| 19                | Sun  |                                              | -    |
| 20                | Mon  |                                              | -    |
| 21                | Tue  |                                              | -    |
| 22                | Wed  |                                              | -    |
| 23                | Thu  |                                              | -    |
| 24                | Fri  |                                              | -    |
| 25                | Sat  |                                              | -    |
| 26                | Sun  |                                              | -    |
| 27                | Mon  |                                              | -    |
| 28                | Tue  |                                              | -    |
| 29                | Wed  |                                              | -    |
| 30                | Thu  |                                              | -    |
| 31                | Fri  | Anti Tobacco Day                             | -    |