

**ST. JOSEPH'S COLLEGE OF ARTS & SCIENCE**  
**(AUTONOMOUS)**  
**CUDDALORE-607001**



**STUDENTS'**  
**HAND BOOK**  
**2019 - 2020**



Affiliated to Thiruvalluvar University, Vellore | Re-Accredited by NAAC with 'A' Grade (3<sup>rd</sup> Cycle)

Recognised u/s 2 (f) & 12 (B) of the UGC Act, 1956 | A Christian Minority Institution

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St. Joseph's College Road, Manjakupppam, Cuddalore- 607001



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St. Joseph's College Road, Manjakuppam, Cuddalore - 607 001.



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**STUDENTS' HAND BOOK  
CALENDAR 2019-2020**

**College Working Hours**

Shift-I 08.25 a.m. to 01.15 p.m.

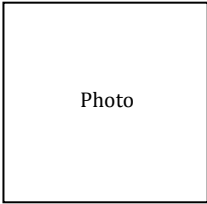
Shift-II 01.15 p.m. to 06.00 p.m.

**Office Working Hours**

08.25 a.m. to 06.00 p.m.

(Lunch Break: 02.00 p.m. to 03.00 p.m.)

## PERSONAL INFORMATION



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

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

Department : \_\_\_\_\_

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

Father's Name : \_\_\_\_\_

Occupation : \_\_\_\_\_

Mother's Name : \_\_\_\_\_

Occupation : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Blood Group : \_\_\_\_\_

Phone/ Mobile no. : \_\_\_\_\_

“Every day, think as you wake up, today I am fortunate to be alive, I have a precious human life, I am not going to waste it. I am going to use all my energies to develop myself, to expand my heart out to others; to achieve enlightenment for the benefit of all beings. I am going to have kind thoughts towards others, I am not going to get angry or think badly about others. I am going to be of benefit to others as much as I can”.

## **THE LORD'S PRAYER**

Our Father, who art in Heaven,  
hallowed be thy name;  
Thy kingdom come.  
Thy will be done  
on earth as it is in Heaven.

Give us this day our daily bread,  
and forgive us our trespasses,  
as we forgive those  
who trespass against us;  
and lead us not into temptation,  
but deliver us from evil.

## **PRAYER BEFORE CLASS**

O God, the source of all truth and wisdom,  
Bless our work and study, which we offer you  
Enlighten our minds,  
Strengthen our memories and  
Direct our wills, towards what is right.  
Enable us, always to seek the truth and  
Make us truly wise.

## **PRAYER FOR PEACE**

Lord, make me an instrument of your peace;

Where there is hatred, let me sow love,

Where there is injury, pardon;

Where there is doubt, faith;

Where there is despair, hope

Where there is darkness, light;

Where there is sadness, joy.

O Divine Master,

Grant that I may not so much seek

To be consoled as to console

To be understood as to understand,

To be loved as to love; for

It is in giving that we receive,

It is in pardoning that we are pardoned, and

It is in dying that we are born to eternal life.

**- St. Francis of Assisi**

## **PRAYER TO ST. JOSEPH**

Oh, St. Joseph, whose protection is  
so great, so strong, so prompt  
before the throne of God. I place in  
you all my interests and desires  
Oh, St. Joseph, do assist me by  
your powerful intercession, and  
obtain for me from your divine  
Son all spiritual blessings, through  
Jesus Christ, our Lord. So that,  
having engaged here below your  
heavenly power, I may offer my  
thanksgiving and homage to the  
most loving of Fathers.

Oh, St. Joseph, I never weary of  
contemplating you, and Jesus  
asleep in your arms; I dare not  
approach while He reposes near  
your heart. Press Him in my name  
and kiss His fine head for me and  
ask him to return the Kiss when I  
draw my dying breath. St. Joseph,  
Patron of departing souls - Pray for me.

## PRAYER FOR OUR COUNTRY

Into that Heaven of freedom, my Father  
Let my country awake!  
Where the mind is without fear  
And the head is held high,  
Where knowledge is free,  
where the world has not been broken up  
Into fragments by narrow domestic walls,  
Where words come out from the depth of truth,  
Where tireless striving stretches its arms  
Towards perfection,  
Where the clear stream of reason has not  
Lost its way into the  
Dreary desert sands of dead habit,  
Into that Heaven of freedom, my father  
Let my country awake!

- Rabindranath Tagore

### தமிழ்த்தாய் வாழ்த்து

நீராருங் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்  
சீராரும் வதனமெனத் திகழ்பரதக் கண்டமிதில்  
தெக்கணமும் அதிற்சிறந்த திராவிடநல் திருநாடும்  
தக்கசிறு பிறைநுதலும் தரித்தநறுந் திலகமுமே  
அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற  
எத்திசையும் புகழ்மணக்க இருந்தபெருந் தமிழணங்கே! தமிழணங்கே!  
உன் சீரிளமைத் திறம்வியந்து செயல்மறந்து வாழ்த்துதுமே!  
வாழ்த்துதுமே! வாழ்த்துதுமே!

## **NATIONAL ANTHEM**

Jana Gana Mana  
Adhinyaka jaya he  
Bharatha Bhagya Vidhata,  
Punjaba, Sindhu, Gujarata, Maratha,  
Dravida, Utkala, Banga,  
Vindhya, Himachala, Yamuna, Ganga  
Uchchala, Jaladhi, Taranga  
Tava Subha name jage  
Tava Subha Asisa Mage  
Gahe Taba Jaya Gatha  
Jana Gana Mangala Dayaka Jaya he  
Bharatha Bhagya Vidhata,  
Jaya he, Jaya he, Jaya he,  
Jaya Jaya Jaya Jaya he.

**- Rabindranath Tagore**

## **ENGLISH RENDERING OF THE NATIONAL ANTHEM**

Thou art the ruler of the minds of all people,  
Dispenser of India's destiny.  
Thy name rouses the hearts of Punjab, Sindhu, Gujarat and Maratha,  
Of the Dravida, Utkala and Bengal;  
It echoes in the hills of the Vindhyas and Himalayas,  
mingles in the music of Yamuna and Ganga and is  
chanted by the waves of the Indian Ocean.  
They pray for thy blessings and sing thy praise.  
The saving of all people waits in thy hand,  
Thou dispenser of India's destiny.  
Victory, victory, victory to thee.



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St. Joseph's College Road, Manjakuppam, Cuddalore-607 001

St. Joseph's College is a legacy of the 19<sup>th</sup> century, handed down to us by the venerable fathers of the society of the **Foreign Mission of Paris**. Its nucleus was the St. Joseph's High School which was started in 1868 A.D. This School was elevated into a college in 1884 A.D. through the efforts of Father Tarbes and was affiliated to the University of Madras. The District-Gazetteer, South Arcot District, has recorded that the prime educational institution and the only college in the District in the 19<sup>th</sup> century was St. Joseph's College. It once again became a high school in 1909 due to financial and other constraints. Since then, there had been several attempts to revitalize the college. The dream became a reality when the college was reborn as St. Joseph's College of Arts and Science in 1991. The college was inaugurated on **11<sup>th</sup> October 1991**, at a stately function presided over by **His Excellency Bishma Narain Singh**, the then Governor of Tamil Nadu through the efforts of **Rev. Fr. R. Ratchagar**, the then Secretary of the College. The college obtained Recognition u/s **2(f)** of the UGC Act, 1956 on **4<sup>th</sup> November 2004**, **Permanent Affiliation** on **7<sup>th</sup> March 2008**, the **Autonomous Status** on **17<sup>th</sup> June 2008** and **12(B) Status** by the University Grants Commission on **28<sup>th</sup> August 2015**. The **NAAC 3<sup>rd</sup> Cycle of Re-Accreditation** with **CGPA of 3.31** on seven point scale with **"A" Grade** was declared on **22<sup>nd</sup> February 2017**. Under the leadership of the present Secretary of the College **Rev. Fr. G. Peter Rajendiram** our institution is marching towards excellence.

The College bears the Motto **"Labor Omnia Vincit"**, meaning "Hard Work conquers All". With an abiding faith in the efficacy of her labours, the college strives hard to impart value based education aimed at the formation of the integral personality of the student. With the willing co-operation of parents and the whole hearted support of the public, the college hopes to march triumphantly in its noble endeavour.

## **OUR VISION**

### **To Work hard to prepare**

- ❖ Men and Women academically and technically equipped to steer the Nation along the path of progress and peace.
- ❖ Men and Women who will free the Nation from the clutches of Sectarianism and Parochialism.

## **OUR MISSION**

### **To Work hard to provide**

- ❖ Wholesome and Integral Education that will help the students to find their footings in life.
- ❖ Ethical and Social values that will help the students to confidently face the challenges of life.
- ❖ Human and Community values that will help the students in building up the solidarity of all Indians.

## **QUALITY POLICY**

To provide quality education through curriculum at par with that of reputed institutions of higher education, innovative teaching, competent and qualified teachers, supportive systems and by processes of on-going evaluation and continuous refinement leading to holistic development of the student community.

## **THE COLLEGE COAT OF ARMS**



The emblem incorporates an open book, signifying the value of knowledge flanked by a bunch of lilies, which stands for purity of thought, word and deed. At the bottom is a lighted lamp, shedding its luster, inspiring us to be the torch bearers of knowledge, the crown at the top symbolises the glory of right knowledge acquired by Patience and Perseverance, in keeping with the motto, **“LABOR OMNIA VINCIT”** inscribed below the coat of arms.

## **SUCCESSION - LIST OF SECRETARY AND PRINCIPAL**

<b>Name</b>	<b>Secretary</b>	<b>Principal</b>
<b>Rev. Fr. Tarbes</b>	1884 - 1888	1884 - 1888
<b>Rev. Fr. Bertho</b>	1888 - 1895	1888 - 1895
<b>Rev. Fr. Durier</b>	1895 - 1898	1895 - 1898
<b>Rev. Fr. Bertho</b>	1898 - 1906	1898 - 1906
<b>Rev. Fr. Verdure</b>	1906 - 1909	1906 - 1909
<b>Rev. Fr. R. Ratchagar</b>	1991 - 2002	---
<b>Dr. S. Rajaraman</b>	---	1991 - 1993
<b>Rev. Fr. M. A. Ratchakar</b>	---	1993 - 1996
<b>Rev. Fr. V. Aruldass</b>	---	1996 - 2002
<b>Rev. Fr. A. J. Lawrence</b>	2002 - 2006	2002 - 2006
<b>Rev. Fr. P. Paul Raj Kumar</b>	2006 - 2007	2006 - 2007
<b>Rev. Fr. Dr. I. Ratchagar</b>	2007 - 2014	2007 - 2012
<b>Dr. S. Chinnappan</b>	---	2012 -
<b>Rev. Fr. G. Peter Rajendiram</b>	2014 -	---

## CHRONOLOGY OF MAIN EVENTS

<b>1852 A.D.</b>	The Site of <i>Colonel Garden</i> acquired by Mgr. Bonand, D.D. Vicar Apostolic of Pondicherry.
<b>22.01.1868</b>	Inauguration of St. Joseph's High School through the efforts of Rev. Fr. L. Renevier, the First Principal.
<b>1884</b>	St. Joseph's raised to the status of a Second Grade College with Humanities and Mathematics through the efforts of Rev.Fr.Tarbes.
<b>1909</b>	Reduced to the status of High school due to need of funds.
<b>25.06.1969</b>	Centenary Celebrations.
<b>11.10.1991</b>	Revival of St. Joseph's College of Arts and Science, Inaugurated by His Excellency Bhisma Narain Singh, Governor of Tamil Nadu through the able guidance of Archbishop Most.Rev.V.S.Selvanathar and through the efforts of the great educationist Rev.Fr.R.Ratchagar.
<b>11.10.1991</b>	Establishment of B.Sc. Mathematics, Physics, Chemistry, Computer Science and B.Com. with a strength of 296 students.
<b>23.03.1992</b>	I-College Day-Chief Guest Dr Sathik, Vice-Chancellor, University of Madras.
<b>1993</b>	Establishment of B.A History.
<b>21.03.1993</b>	II College Day-Chief Guest Mr. V. Sankarasubaiyan, I.A.S., Secretary, Dept. of Education, Govt. of Tamil Nadu and Inauguration of Venmani Block
<b>06.10.1993</b>	Foundation Stone Laid by Arch Bishop Most Rev. Dr. S. Michael Augustine for Fahrer Block.
<b>1994</b>	Inauguration of New UG Computer Centre by Arch Bishop Most Rev. Dr. S. Michael Augustine.
<b>1994</b>	Establishment of B.B.M., course in Day College. Establishment of Evening College with B.Sc. Computer Science
<b>31.01.1995</b>	IV- College day - Chief Guest His Eminence Cardinal Lourdasamy & Inauguration of Fahrer Block.
<b>1995</b>	Establishment of B.Sc. Chemistry and B.Com. in Evening College.
<b>1996</b>	NSS Unit was established. First NSS Programme Officer - Mr. M. Arumai Selvam.
<b>31.01.1997</b>	Inauguration of Muthamiz Manram-Chief Guest Mr.V.Gopalsamy MP.
<b>1997</b>	Establishment of B.Sc. Bio-Chemistry and Microbiology in Day College.
<b>1998</b>	Establishment of M.Sc., Computer Science in Day College. B.Sc., Bio-Chemistry and Micro-Biology in Evening College.
<b>13.09.1998</b>	Inauguration of Durier Block - Chief Guest His Eminence Simon Cardinal Lourdasamy

<b>22.01.1999</b>	First Convocation & VIII College Day – Chief Guest His Eminence Simon Cardinal Lourdusamy.
<b>2000</b>	Establishment of B.C.A. in Day College.
<b>2001</b>	Establishment of M.Sc.IT. in Day College and B.C.A. in Evening College.
<b>23.01.2002</b>	Boys Hostel Block Inauguration & Ladies Hostel Foundation Stone laid.
<b>2002</b>	Establishment of M.Sc. Chemistry in Day College and B.Sc. Physics in Evening College.
<b>31.08.2002</b>	Inauguration of Ruby Jubilee Block – Chief Guest His Eminence Simon Cardinal Lourdusamy.
<b>10.08.2003</b>	Inauguration of Entrance Arch.
<b>2003</b>	Blessing of Seminar Hall, Conference Hall, Chapel, Placement Cell, Fine Arts Centre and Lounge by Most Rev.Dr.S.Michael Augustine.
<b>16.09.2003</b>	<b>NAAC visit to Our College–Headed by Dr. Saraswathi Rao - Accredited at the B++ Level</b>
<b>22.02.2004</b>	Inauguration of Petrine Jubilee Hall and Rev.Fr.M.A.Ratchagar Hall–by Mrs.Suseela Thirumaran, Vice–Chancellor,Thiruvalluvar University, Vellore.
<b>2004</b>	Establishment of M.Sc. Mathematics and M.Com. in Shift - I and B.Sc. Mathematics in Shift - II.
<b>2004</b>	<b>Visit of UGC for Grant of Autonomy-Headed by Dr. Chauhan.</b>
<b>2004</b>	Visit of Arch Bishop Most Rev Dr. Quintanna
<b>04.11.2004</b>	<b>Recognized u/s 2(f) of the UGC Act, 1956–Inclusion of New colleges</b>
<b>2005</b>	Inauguration of NCC – Mr. R. Rajamanickam, NCC Officer
<b>2007</b>	Inauguration of M.Sc.IT. Lab – Chief Guest Mr. G. Iyyappan, MLA.
<b>19.03.2007</b>	Inauguration of Library Building – Chief Guest Arch Bishop Most Rev. Dr. Antony Anandarayar.
<b>2007</b>	Visit of Committee for Permanent Affiliation-Headed by Prof. A. Karunanandan.
<b>2008</b>	Instituted Rs.1,00,000/- in Thiruvalluvar University, Vellore for an Endowment Lecture on Christian Studies in the name of Our Arch Bishop Most Rev. Dr. Antony Anandarayar.
<b>07.03.2008</b>	<b>Received Permanent Affiliation</b>
<b>15.05.2008</b>	Establishment of B.A. English and M.Sc. Physics in Day College.
<b>17.06.2008</b>	<b>Received Autonomous Status</b>
<b>20.03.2009</b>	Inauguration of St. Joseph’s State Level Invitation Volley Ball Tournament.
<b>June 2009</b>	Establishment of M.Phil. Research Programmes in Commerce, Chemistry & Computer Science in Shift-I and B.A.English in Shift-II.
<b>Dec. 2009</b>	Release of First News Magazine (News Letter)

01.09.2010	Scientist Dr. A. Sivadhanupillai, Chief Controller of DRDO and Ministry of Defense inaugurated <i>Centre for Advanced Research in Environmental and Special Sciences</i> (CARESS)
23.09.2010	NAAC visit to our college for Re-Accreditation
19.01.2011	New Administrative Block was blessed and inaugurated by Our Arch Bishop Most Rev. Dr. Antony Anandarayar.
01.06.2011	New Courses M.A. English, M.A. History, Ph.D. in Chemistry and Commerce were started.
16.09.2011	<b>NAAC Report – Our College was awarded “A” Grade with CGPA of 3.26 on Four point scale</b>
20.02.2012	<b>UGC visit for the Extension of Autonomous for next five years</b>
01.06.2012	New Courses B.Com. (Bank Management – Eve) and Master of Social Work were established
August 2012	<b>The University Grants Commission, agreed to grant extension of Autonomous status to our college on August 2012 under the UGC Autonomous Colleges scheme for a period of six years w.e.f. the academic year i.e. 2011-2012 to 2016-2017</b>
20.09.2012	<b>The National Commission for Minority Educational Institutions issued the Minority Status Certificate to our college.</b>
19.03.2013	New Tarbes Block was blessed and inaugurated by our Archbishop, Most Rev. Dr. Antony Anandarayar.
23.06.2013	Blessing of New Canteen by Rev. Fr. Secretary
19.12.2013	New Prayer Hall Inaugurated by Rev. Fr. Secretary
22.08.2015	Commencement of Silver Jubilee Celebrations
28.08.2015	<b>College received 12(B) status – under section 12(B) of the UGC Act, 1956.</b>
19.03.2016	Silver Jubilee Block, Rev.Fr.P.Paul Rajkumar Seminar Hall and Rev.Fr.Dr.I.Ratchagar Instrumentation Centre were blessed by Archbishop Most Rev. Dr. Antony Anandarayar
29.06.2016	Establishment of B.A. Tamil for Shift-II
02.07.2016	22nd Graduation Day
22.08.2016	Silver Jubilee Celebrations - Finale
09.09.2016	Establishment of Ph.D. Courses in Biochemistry & Microbiology
07.01.2017	Alumni Meet
13, 14 & 15.02.2017	NAAC Visit (3 <sup>rd</sup> Cycle), Convenor: <b>Prof. A. K. Singh</b> , Former Vice Chancellor, Member Co-ordinator: <b>Prof. Dibakar Chandra Deka</b> , Professor, Member: <b>Dr. Ajay M. Bhamare</b> , Principal.
22.02.2017	<b>NAAC Report – Our College was awarded “A” Grade with CGPA of 3.31 on Seven point scale(3<sup>rd</sup> Cycle)</b>
23.06.2017	Establishment of BBA course

<b>22.08.2017</b>	Extension of Library Building- Annexe Inaugurated by Our Archbishop Most Rev.Fr. Antony Anandarayar
<b>13.10.2017</b>	<i>Gender Champion Club</i> was installed in our college by Women Empowerment Cell
<b>28.02.2018</b>	Inauguration of Entrepreneurship Development Cell
<b>07.04.2018</b>	24 <sup>th</sup> Graduation Day
<b>21.06.2018</b>	Department of Physical Education conducted Yoga Programme on International Yoga Day
<b>27.06.2018</b>	Motivational Programme on <i>Social Responsibilities among Students</i> – Department of MSW
<b>29.06.2018</b>	Feast Day of Rev. Fr. Secretary- Celebration
<b>02.07.2018</b>	Research Committee Meeting - IQAC
<b>07.07.2018</b>	Tree saplings planting at Nehru stadium, Cuddalore- NSS
<b>09.07.2018</b>	Guest Lecture on <i>Eight Habits of Highly Effective People &amp; Women Empowerment</i> – Department of Commerce
<b>10.07.2018</b>	Guest Lecture on <i>Mathematical Physics</i> for PG students – Department of Physics
<b>10.07.2018</b>	Plantation in remembrance of Dr. A. P. J. AbdulKalam - NSS
<b>11.07.2018</b>	Inauguration of Diploma course in <i>Food Safety &amp; Quality Assurance</i> – Department of Microbiology
<b>12.07.2018</b>	Employment Awareness Programme - NSS
<b>13.07.2018</b>	Guest Lecture on <i>Fundamentals of Stock Market &amp; Trading Procedure</i> - Department of BBM
<b>17.07.2018</b>	Poster Presentation on <i>Trafficking of Women</i> - Women Empowerment Cell (WEC)
<b>18.07.2018</b>	IQAC Meeting
<b>18.07.2018</b>	Kamararajar Birth Anniversary celebrated as <i>Educational Development Day</i> - NSS
<b>20.07.2018</b>	Traffic & General Awareness given by DSP, and Inspector in College Assembly - NSS
<b>21.07.2018</b>	Inauguration of TNPSC coaching classes – Department of Tamil
<b>25.07.2018</b>	Colloquium Series-I on the title " <i>Recent Trends in IT</i> " was organized - Department of BCA
<b>27.07.2018</b>	One day Workshop on <i>Bio Informatics tools</i> – Department of Biochemistry
<b>27.07.2018</b>	National Level Workshop on <i>Protection of Children from Sexual Offences Act (POCSOA)</i> - NSS
<b>27.07.2018</b>	Nursery Ground Cleaning by Students of Mathematics - VSL
<b>28.07.2018</b>	Annual Sports Day
<b>28.07.2018</b>	Alumni Meet
<b>30.07.2018</b>	Colloquium Series-I on the title " <i>Networking Data Centers</i> " was organized - Department of BCA

<b>30.07.2018</b>	Poster Presentation on the topic <i>To motivate Students presentation skills</i> –Department of Biochemistry
<b>31.07.2018</b>	For Mphil Scholars <i>Urkan</i> d Online Registration Process was initiated
<b>01.08.2018</b>	Guest lecture on <i>Social Entrepreneurship</i> - Department of MSW
<b>02.08.2018</b>	International conference on <i>Service learning : A Tool for Empowering Students</i> - VSL
<b>06.08.2018</b>	Workshop on <i>Cryptography</i> - Department of Mathematics
<b>06.08.2018</b>	Breast Feeding Awareness Programme – Rotaract Club
<b>11.08.2018</b>	Staff Development Programme - Research Development cell
<b>20.08.2018</b>	Blood Donation Camp -NSS
<b>24.08.2018</b>	Kerala flood Donation - Social Service Club
<b>24.08.2018</b>	<i>TECHXTRA'18</i> An Intra Departmental Competition –Department of BCA
<b>27.08.2018</b>	Kerala flood Donation -NSS
<b>29.08.2018</b>	Guest lecture on the topic <i>Introduction to Pharmaceutical Industry and Drug Industry</i> – Department of Chemistry
<b>29.08.2018</b>	Poster Presentation on <i>Health and well Being</i> - Department of Psychology
<b>31.08.2018</b>	Students Forum Meeting - IQAC
<b>31.08.2018</b>	TCS Recruitment associated with the Department of BCA and Placement Cell
<b>01.09.2018</b>	Avoid Plastic Awareness Programme held at Nehru Stadium, Cuddalore - NSS
<b>03.09.2018</b>	Street Theatre Training Programme- MSW
<b>05.09.2018</b>	Teachers Day Celebration
<b>07.09.2018</b>	Students Seminar - PG & III UG students – Department of Microbiology
<b>07.09.2018</b>	Voters Awareness Rally - NSS
<b>14.09.2018</b>	Awareness program on <i>Citizen Consumer Act</i> - Citizen Consumer Club
<b>15.09.2018</b>	Campus Cleaning - NSS
<b>17.09.2018</b>	Two days Workshop on <i>Testing on Electronic Devices and Components (WTEC)</i> - Department of Physics
<b>25.09.2018</b>	Thyroid Screening Test Camp - Department of Biochemistry
<b>28.09.2018</b>	IGNOU Induction Program
<b>10.10.2018</b>	Indo-French Cultural - Department of MSW
<b>12.10.2018</b>	Guest Lecture on <i>Young People and Mental Health in Changing World</i> - Department of MSW
<b>13.10.2018</b>	Flood Awareness Rally - NSS



27.11.2018 & 28.11.2018	<b>UGC visit for the Extension of Autonomous - Chairman, Prof. Appa Rao Podile, Members, Dr. S. K. Garg, Dr.K.R.Shashirekha, Dr. M. Valarmathi, &amp; Rev. Fr. Dr. D. Maria Antony Raj. Coordinating Officer, Mrs. Sunita Gulati.</b>
5.12.2018	<i>Pattimandram - Department of Tamil</i>
07.12.2018	Workshop on <i>Trouble Shooting in Hardware &amp; Software - Department of Computer Science</i>
10.12.2018	NCC Officers Visit - NCC
11.12.2018	Poster Presentation on <i>Green Chemistry and Novel Synthetic Methods - Department of Chemistry</i>
12.12.2018	Inauguration of Diploma Course in <i>Communicative English- Department of English</i>
12.12.2018	Workshop on <i>Research Methodology - Department of MSW</i>
12.12.2018	Poster Presentation on <i>Infectious Microorganism - Department of Microbiology</i>
17.12.2018	Guest Lecture on <i>MSME for PG students - Department of Commerce</i>
18.12.2018	Guest Lecture on <i>Basic Methods &amp; Procedure to Secure Various Bank Related Jobs- Department of BBM</i>
20.12.2018 & 21.12.2018	<i>Breezer Bout Inter-Departmental Cultural Programme - PG &amp; Research Department of Mathematics</i>
22.12.2018	Christmas Celebration
December 2018	<b>The University Grants Commission, agreed to grant extension of Autonomous status to our college on 28.12.2018 under the UGC Autonomous Colleges scheme for a period of five years w.e.f. the academic year i.e. 2018-2019 to 2022-2023, including ex-post-facto approval from 2017-2018.</b>
09.01.2019	<i>BANCO BEAT'19</i> an Intercollegiate competition - Department of BBM
20.01.2019	25th Graduation Day
24.01.2019	Cancer Awareness Program - Rotaract Club
25.01.2019	Voters Awareness Rally - NSS
05.02.2019	Guest Lecture on <i>One thing- The Future Jobs - Department of Physics</i>
07.02.2019	One day International Conference on <i>Recent Trends in Advanced Computing (ICRTAC'19)</i>
07.02.2019	An Awareness Programme on <i>Ban Of One Time Plastic Pollution - Enviro Club, Department of Zoology &amp; Department of MSW</i>
09.02.2019	Parents Teacher Meeting - IQAC
12.02.2019	Book Fair - Department of Library

<b>12.02.2019</b>	One day National seminar on <i>Growing Distance between Families due to modern technology</i> - Department of MSW
<b>13.02.2019</b>	Curriculum Meeting - IQAC
<b>15.02.2019 &amp; 16.02.2019</b>	Two day International conference on <i>Pure and Applied Mathematics</i> - Department of Mathematics
<b>15.02.2019</b>	<i>Commet'19</i> - A National Level Inter Collegiate and Intra Departmental Exhibition - Department of Commerce
<b>16.02.2019</b>	National Level Seminar <i>12<sup>th</sup> Students Eye'19</i> - Department of Commerce
<b>22.02.2019</b>	College Day Celebration
<b>23.02.2019</b>	Dance & Film Festival – Fine Arts
<b>24.02.2019</b>	VSL DAY Celebration
<b>25.02.2019</b>	National Seminar on <i>Trendz in Feminism and Current Events</i> 4 <sup>th</sup> Mirror'19 – Department of English
<b>27.02.2019</b>	Foreigners visit to our College - Department of Physics
<b>27.02.2019</b>	<i>Kaviarangam</i> - Department of Tamil
<b>27.02.2019</b>	One day sensational Programme on <i>Inter- Generational Bonding</i> - Department of MSW
<b>28.02.2019</b>	Inauguration of Spy Science day & Value Added Course - Department of Physics
<b>28.02.2019</b>	Inauguration of Value Added Course - Department of Tamil
<b>28.02.2019</b>	Inauguration of Tally Value Added Course - Department of Commerce
<b>01.03.2019</b>	Inauguration of Value Added Course - Department of English
<b>01.03.2019</b>	Poster Presentation on <i>Advantages and Disadvantages of Debit &amp; Credit Card</i> - Citizen Consumer Club
<b>01.03.2019</b>	Blood Donation camp - NSS
<b>01.03.2019</b>	Inauguration of Value Added Course - Department of Zoology
<b>04.03.2019</b>	National Workshop on <i>Impact of Social media Among Youth</i> - NSS
<b>06.03.2019</b>	Inauguration of Value Added Course - Department of Computer Science
<b>07.03.2019</b>	<i>WIPRO</i> Recruitment - Placement cell & Department of BCA
<b>08.03.2019</b>	National conference on <i>Recent Advantages in Chemistry</i> - Department of Chemistry
<b>08.03.2019</b>	Accenture Recruitment - Placement cell
<b>29.03.2019</b>	Academic Council Meeting
<b>03.04.2019</b>	36 <sup>th</sup> Governing Body Meeting

**Note:** Organizing a plethora of Sports and Cultural Events, Seminars, Symposia, Conferences, Extension Activities and Social Service Activities by the various Departments and Clubs has always been the hallmark of St. Joseph's College.

## COLLEGE GOVERNING BODY

- 1. Most Rev. Dr. Antony Anandarayar** **CHAIRMAN**  
Archbishop of Pondicherry & Cuddalore  
Archbishop's House, Post Box No – 193,  
Cathedral Street, Pondicherry - 605001.
- 2. Very Rev. Fr. A. Arulanandam** **MEMBER**  
Vicar General  
Archbishop's House, Post Box No – 193,  
Cathedral Street, Pondicherry - 605001.
- 3. Rev. Fr. A. Louis** **MEMBER**  
Episcopal Vicar,  
Archbishop's House, Post Box No – 193,  
Cathedral Street, Pondicherry – 605001.
- 4. Rev. Fr. J. M. Gregory Louis Joseph** **MEMBER**  
Financial Administrator  
Archbishop's House, Post Box No – 193,  
Cathedral Street, Pondicherry – 605001.
- 5. Rev. Fr. Dr. R. Joseph Raj** **MEMBER**  
Secretary, Archdiocesan Board of Education,  
Archbishop's House, Post Box No – 193,  
Cathedral Street, Pondicherry – 605001.
- 6. Rev. Fr. R. Ratchagar** **MEMBER**  
Archbishop's House, Post Box No – 193,  
Cathedral Street, Pondicherry – 605001.
- 7. Rev. Fr. S. Richard** **MEMBER**  
DOS Manager & Secretary SADC  
St. Mary's Church Campus  
Beach Road, Cuddalore – 607001.

- 8. Rev. Fr. A. Arputharaj** **MEMBER**  
Secretary, SC/ST Commission  
St. Xavier's Pastoral & Communication Center  
Netaji Nagar, Uppalam, Puducherry-605001.
- 9. Rev. Fr. C. Don Bosco** **MEMBER**  
Secretary, BC Commission  
R.C.Mission, Anna Nagar,  
Bagandai Cross Road, Ariyalur (Via),  
Sankarapuram(TK), Villupuram Dt.-605801.
- 10. Rev. Fr. G. Peter Rajendiram** **MEMBER**  
**SECRETARY**  
Secretary  
St. Joseph's College of Arts & Science  
(Autonomous),  
Manjakuppam, Cuddalore – 607001.
- 11. Rev. Fr. Dr. S. Xavier** **MEMBER**  
Controller of Examinations  
Head, Department of Physics  
St. Joseph's College of Arts & Science  
(Autonomous)  
Manjakuppam, Cuddalore – 607001.
- 12. Rev. Fr. A. Alex** **MEMBER**  
Dean of Studies  
Head, Department of B.Com.(BM) & BBA (CA)  
St. Joseph's College of Arts & Science  
(Autonomous),  
Manjakuppam, Cuddalore – 607001.
- 13. Prof. (Ms.) Ragini Gothwal** **UGC NOMINEE**  
Head, Department of Biotechnology  
Barkatullah University  
Bhopal – 462012, Madhya Pradesh.

- 14. Regional Joint Director** **STATE GOVT. NOMINEE**  
Office of the Regional Joint Director of  
Collegiate Education, Vellore Region,  
No. 43, 1<sup>st</sup> West Cross Street, Gandhi Nagar,  
Vellore 632006.
- 15. Dr. Mohamed Sadiq,** **UNIVERSITY NOMINEE**  
Principal,  
Adiparasakthi College of Arts & Science,  
G. B. Nagar, Kalavai.
- 16. Prof. A. Karunanandan** **SPECIAL ADVISOR**  
“Visakam”, No.6, Boopathy Nagar  
Sholinganallur, Chennai – 600 119.
- 17. Rev. Fr. P. Arul Nathan** **SPECIAL INVITEE**  
Principal & Correspondent,  
St. Joseph’s Hr. Sec. School,  
Cuddalore – 607001
- 18. Dr. S. Chinnappan** **MEMBER**  
Principal & Head, Department of History  
St. Joseph’s College of Arts & Science  
(Autonomous),  
Manjakuppam, Cuddalore – 607 001
- 19. Mr. M. Arumai Selvam** **MEMBER**  
Vice-Principal  
Head, Department of Computer Science  
St. Joseph’s College of Arts & Science  
(Autonomous)  
Manjakuppam, Cuddalore – 607 001
- 20. Dr. S. Joseph Christian Daniel** **SPECIAL INVITEE**  
IQAC Coordinator  
Head, Department of Microbiology  
St. Joseph’s College of Arts & Science  
(Autonomous)  
Manjakuppam, Cuddalore – 607 001

## COLLEGE COUNCIL

<b>I. ADMINISTRATORS</b>	Chairman Secretary Principal Vice-Principal Controller of Examinations Dean of Studies
<b>II. OFFICE</b>	Office Superintendent
<b>III. DEPARTMENTS</b>	Heads of All Departments

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## ACADEMIC COUNCIL MEMBERS

### **Secretary**

**Rev. Fr. G. Peter Rajendiram**

St. Joseph's College of Arts & Science (Autonomous)  
Manjakuppam, Cuddalore – 607001

### **Principal**

**Dr. S. Chinnappan**

St. Joseph's College of Arts & Science (Autonomous)  
Manjakuppam, Cuddalore – 607001

### **Experts from outside the College**

#### **Education Secretary**

**Rev. Fr. Dr. R. Joseph Raj**

Secretary, Archdiocesan Board of Education  
Archbishop's House, Post Box No – 193,  
Cathedral Street, Pondicherry - 605 001

## **Commerce**

**Mr. L. Jayachandran Ex. MLC,**  
KTR Nagar, Beach Road  
Cuddalore – 607001

## **Law**

**Mr. P. J. X. Vedanayagam,**  
Public Prosecutor,  
Pudupalayam, Cuddalore – 607001

## **Advisor**

**Prof. A. Karunanandam**  
“Visakam”, No.6, Boopathy Nagar  
Sholinganallur, Chennai – 600 119.

## **Medicine**

**Dr. J. Stanley Chandran**  
Rtd. District Medical Officer,  
9A, Gnana Olivu Street,  
Manjakuppam, Cuddalore – 607001

## **Thiruvalluvar University Nominees**

1. **Dr. M. N. Arumugham,**  
Professor, Department of Chemistry,  
Thiruvalluvar University, Serkkadu, Vellore – 632115.
2. **Dr. R. Jagadheesan,**  
Professor, Department of Tamil,  
Thiruvalluvar University, Serkkadu, Vellore – 632115.
3. **Dr. S. Mythili,**  
Principal, Sri Akilandeswari Women’s College,  
Tinidivanam Highway, Vandavasi – 604408.

## **Heads of various Departments**

<b>Dr. S. Chinnappan</b>	Head, Department of History
<b>Mr. M. Arumai Selvam</b>	Head, Department of Computer Science
<b>Rev. Fr. Dr. S. Xavier</b>	Head, Department of Physics
<b>Dr. J. Jon Arockiaraj</b>	Head, Department of Mathematics
<b>Dr. I. Savarimuthu</b>	Head, Department of Commerce
<b>Rev. Fr. A. Alex</b>	Head, Dept. of B.Com. (Bank Management) & Dept. of B.B.A. (Computer Application)
<b>Mr. V. R. Suresh Kumar</b>	Head, Department of English
<b>Dr. P. Maria Arockianathan</b>	Head, Department of Biochemistry
<b>Dr. S. Joseph Christian Daniel</b>	Head, Department of Microbiology
<b>Dr. M. Vanathaian</b>	Head, Department of Tamil
<b>Dr. Alice Mathai</b>	Head, Department of Economics
<b>Mr. A. John Pradeep Ebenezer</b>	Head, Dept. of Computer Applications
<b>Mr. T. Antony Sandosh</b>	Head, Department of Chemistry
<b>Mrs. Mercy Anthony</b>	Head, Department of Statistics
<b>Dr. P. Thenmozhi</b>	Head, Department of Zoology
<b>Dr. E. Ruby Violet Rani</b>	Head, Department of Psychology
<b>Mr. J. Durai Raj</b>	Head, Department of Social Work
<b>Mr. S. Sridhar</b>	Head, Department of Library
<b>Mr. R. Rajamanickam</b>	Head, Dept. of Physical Education
<b><u>Teaching Staff:</u></b>	
<b>Mr. I. Benjamin Franklin</b>	Asst. Prof. of Computer Applications
<b>Mr. F. Paul Arokiadoss</b>	Assistant Professor of Chemistry



## BOARD OF STUDIES

**The Boards of Studies** to be set up by the College shall have external experts including an expert from the University. It consists of:

- i. Head of the Department concerned.... Chairman.
- ii. The teachers of each specification up to maximum members of five teachers from a Department.
- iii. Two experts in the subject from outside the college to be nominated by the Academic Council.
- iv. One expert to be nominated by the Vice- Chancellor from the panel of six experts recommended by the Principal of the College.
- v. One Post-graduate meritorious alumnus to be nominated by the Principal.
- vi. One representative from Industry of Corporate Sector / Allied area relating to placement.

**COMMITTEES CONSTITUTED BY THE GOVERNING BODY OF  
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- Rev. Fr. Dr. S. Xavier
- Dr. S. Chinnappan
- Prof. A. Karunanathan
- Mr. S. Simon (Coordinator)
- Mr. L. Antoniraj

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- Dr. P. Marie Arockianathan
- Dr. S. Joseph Christian Daniel
- Dr. Alice Mathai
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- Dr. H. Alexis Selvaraj – Periyar E.V.R. College, Trichy
- Dr. I. Geetha – Vector Control Research Centre, Puducherry
- Dr. M. Mathiselvam – Cavinkare Research Centre, Chennai

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- Dr. R. Krishnakumar

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- Mr. J. Durai Raj
- Dr. K. Shagirtha
- Dr. S. Sebastian
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- Dr. A. Annammal
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- Mr. F. Babu Vimal Marshall (Coordinator)

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- Dr. P. Marie Arockianathan
- Dr. S. Joseph Christian Daniel (Coordinator)
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- Mr. I. Benjamin Franklin
- Mr. F. Paul Arokiadass
- Prof. A. Karunanandan
- Dr. R. Thilak Kumar - Periyar Arts College, Cuddalore
- Mr. P. Hari Narayanan
- Dr. M. Jeganmohan
- Mr. S. Balaji – III-B.Sc. Microbiology
- Ms. T. Indira Priyadharshini – III-B.Com. B
- Mr. R. Balaji – II-M.Sc. IT
- Ms. R. Kayalvizhi – II-M.Sc. Physics
- Ms. A. Edwina Sherley Felicita – Ph.D. Scolar
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- Dr. I. Savarimuthu
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- Mrs. A. Arockiamary
- Dr. S. Celine Hilda Mary
- Dr. P. John Thomas
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- Mrs. J. Kavitha
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- Dr. S. Chinnappan
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- Mr. R. Rajamanickam (Coordinator)
- Mrs. A. Arokiamary
- Mr. S. Johnson Savarimuthu
- Mr. A. R. Johnson Durai
- Mr. A. Albert Ravi
- Dr. F. Christy Belina

- Mrs. M. A. Mary
- Dr. C. Yogambal
- Mr. L. Antoniraj
- Mr. D. Natarajan

## **11. STAFF GRIEVANCE REDRESSAL COMMITTEE**

- Very Rev. Fr. A. Arulanandam
- Rev. Fr. J. M. Gregory Louis Joseph
- Rev. Fr. Dr. R. Joseph Raj
- Rev. Fr. G. Peter Rajendiram
- Rev. Fr. Dr. S. Xavier
- Rev. Fr. A. Alex
- Dr. S. Chinnappan (Coordinator)
- Mr. M. Arumai Selvam
- Dr. J. Jon Arockiaraj
- Dr. P. Marie Arockianathan
- Dr. A. Annammal
- Dr. Alice Mathai
- Dr. P. James Mary
- Mrs. Mercy Anthony
- Dr. F. Andrews
- Dr. E. Ruby Violet Rani
- Prof. A. Karunanathan
- Mr. L. Antoniraj

## **12. STUDENT'S DISCIPLINARY COMMITTEE**

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- Rev. Fr. Dr. S. Xavier
- Rev. Fr. A. Alex
- Dr. S. Chinnappan (Coordinator)
- Mr. M. Arumai Selvam
- Dr. A. Annammal
- Dr. P. James Mary
- Mrs. Mercy Anthony
- Concerned HoD
- Concerned Mentor
- Mr. L. Antoniraj

### **13. ANTI RAGGING COMMITTEE**

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- Rev. Fr. A. Alex
- Dr. S. Chinnappan
- Mr. M. Arumai Selvam
- Mr. R. Rajamanickam
- Dr. R. Vidya (Coordinator)
- Dr. P. Marie Arockianathan
- Dr. A. Annammal
- Dr. L. Santhana Raj
- Dr. G. Bhuvaneswari

### **14. INTERNAL COMPLAINTS COMMITTEE**

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- Dr. P. James Mary
- Mrs. Mercy Antony
- Mrs. A. Stella Mary
- Mrs. A. Anthony Mary
- Mrs. M. Geetha – Research Scholar
- Ms. R. Divya – III-B.A. English
- Ms. B. Nagadharini – II-M.Sc. Chemistry
- Rev. Sr. Antony Mary, DsMP

### **15. COLLEGE MAGAZINE**

- Rev. Fr. G. Peter Rajendiram
- Rev. Fr. Dr. S. Xavier
- Rev. Fr. A. Alex (Coordinator)
- Dr. S. Chinnappan
- Mr. M. Arumai Selvam
- Dr. M. Vanathaian
- Dr. A. Soussitra
- Mr. A. Selvanathan
- Mrs. P. Indhu Sakthi
- Mr. L. Antoniraj
- Mr. C. Naveen Patrick

## 16. LEGAL CELL

- Rev. Fr. G. Peter Rajendiram
- Rev. Fr. Dr. R. Joseph Raj
- Rev. Fr. Dr. S. Xavier
- Mr. P. J. X. Vedanayagam, Advocate
- Mr. P. J. Charles Raj, Advocate
- Mr. S. Arunachalam, Advocate
- Mr. L. Antoniraj (Coordinator)

## 17. STUDENT'S WELFARE ORGANIZATIONS

- |   |   |
|---|---|
| a. <b>NSS</b> - Programme Officers  | - Dr. L. Santhana Raj<br>Dr. A. Annammal  |
| b. <b>NCC</b> - Associate NCC Officer                                     | - Mr. J. John Robert  |
| c. <b>YRC</b> - Programme Officers  | - Mr. A. Rajesh<br>Ms. S. Sangeetha Margreat  |
| d. <b>RRC</b> - Programme Coordinator                                     | - Dr. P. John Thomas<br>Mrs. A. Gracy Janova  |
| e. <b>Rotaract</b> - Programme Coordinator                                | - Mr. A. R. Johnson Durai   |
| f. <b>SSC</b> - Programme Coordinator                                     | - Mr. C. Justin Marshall<br>Mrs. R. Aruna Kirthika  |
| g. <b>Rovers Crew</b> - Rover Scout Leader<br>(Bharath Scouts and Guides) | - Mr. J. Robert Adaikalaraj   |
| h. <b>AICUF</b> - Programme Coordinators                                  | - Dr. P. Arul Prasad<br>Mrs. A. Arokiamary  |
| i. <b>Fine Arts Club</b> - Coordinator                                    | - Mr. A. Albert Ravi<br>Mr. S. Robin Jayaraj<br>Mr. J. Antony Daniel Rex<br>Mrs. S. Umamageswari<br>Ms. M. Kalaimathi |
| j. <b>Enviro Club</b> - Zero Wastage - Coordinator-                       | Dr. P. Thenmozhi  |
| k. <b>Citizen Consumer Club</b> – Coordinator -                           | Mr. A. R. Johnson Durai<br>Dr. K. Shagirtha   |
| l. <b>Women Empowerment Cell</b> -Coordinators -                          | Dr. P. James Mary<br>Mrs.X. Ann Lanka Jeyadharshini   |



- m. **Research Development Cell**-Coordinator - Dr.S.Joseph Christian Daniel
- n. **Infirmery** - Medical Officer - Dr. J. Stanley Chandran  
Nursing Assistant - Mrs. S. Anandhi
- o. **Career Guidance & Placement Cell** - Rev. Fr. A. Alex  
Mr. D. Vigneshwara Raj
- p. **Guidance and Counseling Cell** - Dr. E. Ruby Violet Rani
- q. **Village Service Learning (VSL)** - Rev. Fr. A. Alex  
Mr. J. Durai Raj  
Dr. G. Bhuvaneswari  
Mr. A. Rajesh  
Mrs. T. Shalini  
Mr. C. Justin Marshall  
Mrs. V. Sudha  
Mr. P. Malaiarasan
- r. **Entrepreneur Development Cell** - Rev. Fr. A. Alex  
Mr. D. Vigneshwara Raj

## 18. STUDENTS' FORUM

- Rev. Fr. G. Peter Rajendiram
- Rev. Fr. Dr. S. Xavier
- Rev. Fr. A. Alex
- Dr. S. Chinnappan
- Mr. M. Arumai Selvam
- Dr. S. Joseph Christian Daniel (Coordinator)
- Dr. T. Miranda Lakshmi
- Dr. P. James Mary
- All the Class Representatives

## 19. STUDENTS' GRIEVANCE REDRESSAL COMMITTEE

- Rev. Fr. G. Peter Rajendiram
- Rev. Fr. Dr. S. Xavier
- Rev. Fr. A. Alex
- Dr. S. Chinnappan
- Mr. M. Arumai Selvam (Coordinator)
- Dr. J. Jon Arokiaraj

- Dr. A. Annammal
- Mrs. Mercy Anthony
- Dr. D. Sumitha

## **20. PARENT TEACHERS' FORUM**

- Rev. Fr. G. Peter Rajendiram
- Rev. Fr. Dr. S. Xavier
- Rev. Fr. A. Alex
- Dr. S. Chinnappan
- Mr. M. Arumai Selvam
- Dr. J. Jon Arockiaraj
- Dr. A. Annammal
- Mr. A. R. Johnson Durai (Coordinator)
- Mr. L. Antoniraj
- Mr. R. Ramesh – Parent
- Mr. K. Panneer Selvam – Parent

## **21. ALUMNI ASSOCIATION**

- Rev. Fr. G. Peter Rajendiram
- Rev. Fr. Dr. S. Xavier
- Rev. Fr. A. Alex
- Dr. S. Chinnappan
- Mr. M. Arumai Selvam
- Dr. P. Marie Arockianathan
- Dr. L. Santhana Raj
- Mr. A. John Pradeep Ebenezer
- Dr. T. Miranda Lakshmi (Coordinator)
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<b>DATE</b>	<b>JUNE-2019</b>	<b>DAY</b>
<b>1 SAT</b>		
<b>2 SUN</b>		
<b>3 MON</b>	Student Induction Programme (SIP) Commences for I-Year Students	
<b>4 TUE</b>		
<b>5 WED</b>	<b>RAMZAN</b>	
<b>6 THU</b>	HoDs Meeting - I	
<b>7 FRI</b>		
<b>8 SAT</b>		
<b>9 SUN</b>		
<b>10 MON</b>		
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<b>14 FRI</b>		3
<b>15 SAT</b>		4

<b>DATE</b>	<b>JUNE-2019</b>	<b>DAY</b>
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<b>17 MON</b>		5
<b>18 TUE</b>		6
<b>19 WED</b>	Commerce - Josecom Association Inauguration	7
<b>20 THU</b>		8
<b>21 FRI</b>	Physical Education - International Yoga Day	9
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<b>23 SUN</b>		
<b>24 MON</b>		10
<b>25 TUE</b>		11
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<b>30 SUN</b>		

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<b>9 TUE</b>	Commerce – Industrial Visit II-B.Com.A Shift-I	21
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<b>11 THU</b>		23
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<b>25 SUN</b>		
<b>26 MON</b>	MSW – Street Theatre Training Inauguration	55
<b>27 TUE</b>	Commerce – Guest Lecture-V (UG Final Years) Statistics - Guest Lecture on Statistics and its Applications	56
<b>28 WED</b>	தமிழ்த்துறை – சிறப்புச் சொற்பொழிவு / English – Extension Programme / Chemistry – Poster Presentation Competition / Computer Science – Expo-Tal’19 / Psychology – Poster Presentation	57
<b>29 THU</b>	Microbiology – Students Seminar Commerce – Extension Programme for II-Year Students	58
<b>30 FRI</b>	Mathematics – Poster Presentation MSW – Street Theatre Training Valediction	59
<b>31 SAT</b>	Parents Teachers Meet	60

<b>DATE</b>	<b>SEPTEMBER-2019</b>	<b>DAY</b>
<b>1 SUN</b>		
<b>2 MON</b>	<b>VINAYAKAR CHATHURTHI</b>	
<b>3 TUE</b>	HoDs Meeting - IV	61
<b>4 WED</b>	Commerce – Guest Lecture-VI (UG First Years)	62
<b>5 THU</b>	<b>TEACHER'S DAY</b>	63
<b>6 FRI</b>		64
<b>7 SAT</b>	Computer Science – Workshop for PG (New Tool) BBM – Training Programme / BBA – Training Programme	65
<b>8 SUN</b>		
<b>9 MON</b>	Commerce – A National Level Seminar (One Day)	66
<b>10 TUE</b>	<b>MUHARRAM</b>	
<b>11 WED</b>	Physics – Guest Lecture-IV / MSW – Observation Visit-VI	67
<b>12 THU</b>		68
<b>13 FRI</b>	English – Students’ Seminar / Biochemistry - Exhibition	69
<b>14 SAT</b>	Mathematics – Guest Lecture New Trends on Mathematics Commerce – Industrial Visit II-B.Com.B Shift-II Economics–Extension Programme/Zoology–Aqua Farm Visit	70
<b>15 SUN</b>		

<b>DATE</b>	<b>SEPTEMBER-2019</b>	<b>DAY</b>
<b>16 MON</b>	Commerce – Guest Lecture-VII (UG Second Years) MSW – Rural Awareness Camp Inauguration	71
<b>17 TUE</b>		72
<b>18 WED</b>	English – Guest Lecture Computer Applications – Extension Activity-III Commerce – Industrial Visit (PG Students) Psychology – National Seminar	73
<b>19 THU</b>		74
<b>20 FRI</b>	Chemistry – Career Guidance for Chemistry Students Computer Science – National Level Workshop Biochemistry–Extension Activity/History–Field Visit to Arikamedu Commerce – Industrial Visit II-B.Com.A Shift-II BBM – Industrial Visit / BBA – Industrial Visit	75
<b>21 SAT</b>	MSW – Rural Awareness Camp Valediction	
<b>22 SUN</b>		
<b>23 MON</b>		76
<b>24 TUE</b>	தமிழ்த்துறை – மாணவர்கள் கவியரங்கம் Commerce – Guest Lecture-VIII (PG Students)	77
<b>25 WED</b>	Physics – Model Presentation Concepts of Physics	78
<b>26 THU</b>		79
<b>27 FRI</b>	HoDs Meeting - V	80
<b>28 SAT</b>	II-CIA Exam Begins	81
<b>29 SUN</b>		
<b>30 MON</b>		82

<b>DATE</b>	<b>OCTOBER-2019</b>	<b>DAY</b>
<b>1 TUE</b>		83
<b>2 WED</b>	<b>GANDHI JAYANTHI</b>	
<b>3 THU</b>		84
<b>4 FRI</b>		85
<b>5 SAT</b>	II-CIA Exam Ends Commerce - Educational Tour	86
<b>6 SUN</b>		
<b>7 MON</b>	<b>AYUTHA POOJA</b>	
<b>8 TUE</b>	<b>VIJAYA DASAMI</b>	
<b>9 WED</b>		87
<b>10 THU</b>		88
<b>11 FRI</b>		89
<b>12 SAT</b>	Last Working Day - Odd Semester Ends	90
<b>13 SUN</b>		
<b>14 MON</b>	COE - CIA Instant Exams	
<b>15 TUE</b>		

<b>DATE</b>	<b>OCTOBER-2019</b>	<b>DAY</b>
<b>16 WED</b>		
<b>17 THU</b>		
<b>18 FRI</b>	COE – Issue of Hall Tickets	
<b>19 SAT</b>		
<b>20 SUN</b>		
<b>21 MON</b>		
<b>22 TUE</b>		
<b>23 WED</b>	COE - Odd Semester Exam Begins	
<b>24 THU</b>		
<b>25 FRI</b>		
<b>26 SAT</b>		
<b>27 SUN</b>	<b>DEEPAVALI</b>	
<b>28 MON</b>		
<b>29 TUE</b>		
<b>30 WED</b>		
<b>31 THU</b>		

<b>DATE</b>	<b>NOVEMBER-2019</b>	<b>DAY</b>
<b>1 FRI</b>		
<b>2 SAT</b>	<b>ALL SOULS DAY</b>	
<b>3 SUN</b>		
<b>4 MON</b>		
<b>5 TUE</b>		
<b>6 WED</b>		
<b>7 THU</b>		
<b>8 FRI</b>		
<b>9 SAT</b>		
<b>10 SUN</b>	<b>MILAD-UN-NABI</b>	
<b>11 MON</b>		
<b>12 TUE</b>		
<b>13 WED</b>		
<b>14 THU</b>		
<b>15 FRI</b>		

<b>DATE</b>	<b>NOVEMBER-2019</b>	<b>DAY</b>
<b>16 SAT</b>		
<b>17 SUN</b>		
<b>18 MON</b>	College Reopens - Even Semester Begins HoDs Meeting - VI	1
<b>19 TUE</b>		2
<b>20 WED</b>		3
<b>21 THU</b>		4
<b>22 FRI</b>	Commerce – Guest Lecture-IX (UG I-Years) History – Guest Lecture-II Temples in Cuddalore District	5
<b>23 SAT</b>		
<b>24 SUN</b>		
<b>25 MON</b>	Computer Science – Career Development Seminar III-UG Biochemistry –Paper Presentation	6
<b>26 TUE</b>		7
<b>27 WED</b>	Physics – Guest Lecture-V Chemistry – Guest Lecture-II	8
<b>28 THU</b>	Mathematics– National Workshop on Applied Mathematics MSW – Workshop on Life Skills for Social Workers	9
<b>29 FRI</b>	English – Essay Writing Contest (Inter Departmental) Mathematics– National Workshop on Applied Mathematics Computer Science – Industrial Visit III-UG Commerce – Guest Lecture-X (UG Final Years) BBM – Workshop / BBA - Workshop	10
<b>30 SAT</b>		

<b>DATE</b>	<b>DECEMBER-2019</b>	<b>DAY</b>
<b>1 SUN</b>		
<b>2 MON</b>		11
<b>3 TUE</b>		12
<b>4 WED</b>	தமிழ்த்துறை - கருத்தரங்கம் Commerce - Guest Lecture-XI (PG Students)	13
<b>5 THU</b>	Computer Applications - Industrial Visit-I Microbiology - Poster Presentation Zoology-Guest Lecture on Recent Trends in Biological Sciences	14
<b>6 FRI</b>	English - Extempore Contest (Inter Departmental) Physics-Guest Lecture-VI/History-Field Visit to Tarangambadi BBM - Guest Lecture-III / BBA - Guest Lecture-III	15
<b>7 SAT</b>		
<b>8 SUN</b>		
<b>9 MON</b>	HoDs Meeting - VII	16
<b>10 TUE</b>		17
<b>11 WED</b>	Commerce - Intra Departmental Competition (Shift-I)	18
<b>12 THU</b>	Commerce - Intra Departmental Competition (Shift-II)	19
<b>13 FRI</b>	Chemistry - Intra Departmental Quiz Competition Computer Science - National Level Workshop UG & PG Biochemistry - Extension Activity	20
<b>14 SAT</b>		
<b>15 SUN</b>		



<b>DATE</b>	<b>DECEMBER-2019</b>	<b>DAY</b>
<b>16 MON</b>		21
<b>17 TUE</b>		22
<b>18 WED</b>		23
<b>19 THU</b>		24
<b>20 FRI</b>		25
<b>21 SAT</b>	Christmas Celebration	26
<b>22 SUN</b>		
<b>23 MON</b>		
<b>24 TUE</b>		
<b>25 WED</b>	<b>CHRISTMAS</b>	
<b>26 THU</b>	BBM – Educational Tour / BBA – Educational Tour	
<b>27 FRI</b>		
<b>28 SAT</b>		
<b>29 SUN</b>		
<b>30 MON</b>		
<b>31 TUE</b>		

<b>DATE</b>	<b>JANUARY-2020</b>	<b>DAY</b>
<b>1 WED</b>	<b>NEW YEAR</b>	
<b>2 THU</b>	HoDs Meeting - VIII	27
<b>3 FRI</b>		28
<b>4 SAT</b>		29
<b>5 SUN</b>		
<b>6 MON</b>		30
<b>7 TUE</b>	Physics – Guest Lecture-VII	31
<b>8 WED</b>	Commerce – Workshop on Personality Development (Shift-I & II)	32
<b>9 THU</b>	BBM – International Conference BBA – International Conference	33
<b>10 FRI</b>	<b>ARUTHRA DHARSHAN</b>	
<b>11 SAT</b>	Cultural Bonanza - Shift I (Boys)	34
<b>12 SUN</b>		
<b>13 MON</b>	Cultural Bonanza - Shift II (Girls)	35
<b>14 TUE</b>	தமிழ்த்துறை – பொங்கல் விழா Zoology –Beach Cleaning & Ecosystem Study Shell Collection	36
<b>15 WED</b>	<b>PONGAL</b>	

<b>DATE</b>	<b>JANUARY-2020</b>	<b>DAY</b>
<b>16 THU</b>	<b>THIRUVALLUVAR DAY</b>	
<b>17 FRI</b>	<b>UZHAVAR THIRUNAL</b>	
<b>18 SAT</b>		
<b>19 SUN</b>		
<b>20 MON</b>		37
<b>21 TUE</b>		38
<b>22 WED</b>	Computer Applications – Industrial Visit-II	39
<b>23 THU</b>	Physics – Conference / Microbiology – Students Quiz	40
<b>24 FRI</b>	English–Inter Departmental Drama Contest/Mathematics–Intra Departmental Competitions/Physics–Conference/Chemistry–Guest Lecture-III/Computer Science–Extension Programme for Research Scholars/Biochemistry–Guest Lecture/Commerce–Commet’2020 A National Level Inter Collegiate Competition & Intra Departmental Exhibition/History–Guest Lecture-III Importance of Archives	41
<b>25 SAT</b>		
<b>26 SUN</b>	<b>REPUBLIC DAY</b>	
<b>27 MON</b>	Commerce – Guest Lecture-XII (PG Students)	42
<b>28 TUE</b>		43
<b>29 WED</b>	I-CIA Exam Begins	44
<b>30 THU</b>		45
<b>31 FRI</b>		46

DATE	FEBRUARY-2020	DAY
1 SAT		47
2 SUN		
3 MON		48
4 TUE	I-CIA Exam Ends	49
5 WED	HoDs Meeting - IX	50
6 THU		51
7 FRI	Computer Science – Industrial Visit II-UG Biochemistry – Industrial Visit (Field Trip) Commerce – Industrial Visit III-B.Com. (A & B) (Shift-II)	52
8 SAT	<b>THAIPOOSAM</b>	
9 SUN		
10 MON		53
11 TUE	Physics – Guest Lecture-VIII	54
12 WED	தமிழ்த்துறை – மாணவர்கள் பட்டிமன்றம் English – 5 <sup>th</sup> National Seminar Mirror'20 BBM – Banco Beat' 2020 / BBA – Banco Beat' 2020	55
13 THU	Computer Applications – Industrial Visit-III	56
14 FRI	Mathematics – Paper Presentation PG Students Economics – Guest Lecture	57
15 SAT	Parents Teachers Meet	58

<b>DATE</b>	<b>FEBRUARY-2020</b>	<b>DAY</b>
<b>16 SUN</b>		
<b>17 MON</b>	Computer Science – TANCET Guidance Seminar MSW – Block Placement Begins	59
<b>18 TUE</b>	தமிழ்த்துறை – மாணவர்கள் இலக்கியப் போட்டிகள் Commerce – Guest Lecture-XIII (UG Final Years)	60
<b>19 WED</b>	Psychology – Guest Lecture	61
<b>20 THU</b>	Computer Science-International Conference on Advanced Computing History - Visit to Government Museum	62
<b>21 FRI</b>	College Day	63
<b>22 SAT</b>	Zephyr – An Inter-Collegiate Competition	
<b>23 SUN</b>		
<b>24 MON</b>	Commerce – Guest Lecture-XIV (UG II-Years)	64
<b>25 TUE</b>	Statistics – Guest Lecture on Research Methodology	65
<b>26 WED</b>	Ash Wednesday - College starts for Shift I - 9.25 a.m.	66
<b>27 THU</b>	English – Guest Lecture for PG & M.Phil. Students Chemistry – Seminar by Students	67
<b>28 FRI</b>	Physics – National Science Day Computation	68
<b>29 SAT</b>	Biochemistry – Charity Work Commerce – Industrial Visit III-B.Com.A & B (Shift-I) History – Workshop on Personality Development	69

<b>DATE</b>	<b>MARCH-2020</b>	<b>DAY</b>
<b>1 SUN</b>		
<b>2 MON</b>	HoDs Meeting - X	70
<b>3 TUE</b>		71
<b>4 WED</b>	தமிழ்த்துறை - மாணவர்கள் கருத்தரங்கம்	72
<b>5 THU</b>	Computer Science - Native Food Fest UG Microbiology - Valedictory Function Commerce - Guest Lecture-XV (UG II-Years)	73
<b>6 FRI</b>	English - Quiz Contest / Chemistry - Valedictory Function Computer Applications - Wipro Placement / Biochemistry - Guest Lecture BBM - Guest Lecture-IV / BBA - Guest Lecture-IV	74
<b>7 SAT</b>	History - Valedictory Function	
<b>8 SUN</b>		
<b>9 MON</b>		75
<b>10 TUE</b>		76
<b>11 WED</b>	Mathematics - Valedictory of Association Computer Science - Valedictory Function Computer Applications-TCS Affirmative Action Training Programme Commerce - Josecom Association Valediction	77
<b>12 THU</b>		78
<b>13 FRI</b>	MSW - Block Placement Ends	79
<b>14 SAT</b>	II-CIA Exam Begins	80
<b>15 SUN</b>		

<b>DATE</b>	<b>MARCH-2020</b>	<b>DAY</b>
<b>16 MON</b>		81
<b>17 TUE</b>		82
<b>18 WED</b>		83
<b>19 THU</b>	<b>FEAST OF ST. JOSEPH</b>	
<b>20 FRI</b>		84
<b>21 SAT</b>	II-CIA Exam Ends Library–Last Date for Returning the Library Cards & Books	85
<b>22 SUN</b>		
<b>23 MON</b>		86
<b>24 TUE</b>	Physics – Valedictory	87
<b>25 WED</b>	<b>UGADI</b>	
<b>26 THU</b>		88
<b>27 FRI</b>		89
<b>28 SAT</b>	Last Working Day - Even Semester Ends	90
<b>29 SUN</b>		
<b>30 MON</b>	COE – CIA Instant Exams Commerce – Faculty Development Programme (FDP) 2020	
<b>31 TUE</b>		

<b>DATE</b>	<b>APRIL-2020</b>	<b>DAY</b>
<b>1 WED</b>		
<b>2 THU</b>	COE – Issue of Hall Tickets	
<b>3 FRI</b>	COE – Even Semester Exams	
<b>4 SAT</b>		
<b>5 SUN</b>		
<b>6 MON</b>	<b>MAHAVEER JAYANTHI</b>	
<b>7 TUE</b>		
<b>8 WED</b>		
<b>9 THU</b>	<b>MAUNDY THURSDAY</b>	
<b>10 FRI</b>	<b>GOOD FRIDAY</b>	
<b>11 SAT</b>		
<b>12 SUN</b>	<b>EASTER</b>	
<b>13 MON</b>		
<b>14 TUE</b>	<b>TAMIL NEW YEAR</b>	
<b>15 WED</b>		



DATE	APRIL-2020	DAY
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		

<b>DATE</b>	<b>MAY-2020</b>	<b>DAY</b>
<b>1 FRI</b>	<b>MAYDAY</b>	
<b>2 SAT</b>		
<b>3 SUN</b>		
<b>4 MON</b>		
<b>5 TUE</b>		
<b>6 WED</b>		
<b>7 THU</b>		
<b>8 FRI</b>		
<b>9 SAT</b>		
<b>10 SUN</b>		
<b>11 MON</b>		
<b>12 TUE</b>		
<b>13 WED</b>		
<b>14 THU</b>		
<b>15 FRI</b>		

<b>DATE</b>	<b>MAY-2020</b>	<b>DAY</b>
<b>16 SAT</b>		
<b>17 SUN</b>		
<b>18 MON</b>		
<b>19 TUE</b>		
<b>20 WED</b>		
<b>21 THU</b>		
<b>22 FRI</b>		
<b>23 SAT</b>		
<b>24 SUN</b>		
<b>25 MON</b>		
<b>26 TUE</b>		
<b>27 WED</b>		
<b>28 THU</b>		
<b>29 FRI</b>		
<b>30 SAT</b>		
<b>31 SUN</b>		

## NATIONAL SERVICE SCHEME (NSS) – ACTIVITIES

DATE	DAY	ACTIVITY
04-06-2019	TUE	World Environmental Day
02-07-2019	TUE	Van Mahostshava Week Begin
05-07-2019	FRI	Van Mahostshava Week End
11-07-2019	THU	World Population Day
19-07-2019	FRI	Formation of New Advisory Committee
31-07-2019	WED	Young Leadership Programme
02-08-2019	FRI	Campus Cleaning
15-08-2019	THU	NSS Parade
20-08-2019	TUE	Communal Harmony & Sadhbarcama Day
29-08-2019	THU	Blood Donation
07-09-2019	SAT	International Literacy Day
14-09-2019	SAT	International Peace Day
24-09-2019	TUE	NSS Day
03-10-2019	THU	Communal Harmony Month
03-11-2019	SUN	Special Camp Begin
09-11-2019	SAT	Special Camp End
26-11-2019	TUE	National Integration Day & Quami Ekta Week Ends
02-12-2019	MON	World AIDS Day
10-12-2019	TUE	Eye Donation Awareness Camp
17-12-2019	TUE	World Human Rights Day
11-01-2020	SAT	National Youth Week Begin
25-01-2020	SAT	National Voters Day
26-01-2020	SUN	NSS Parade
06-02-2020	THU	Skill Development Day
12-02-2020	WED	Blood Donation
20-02-2020	THU	Campus Cleaning
24-02-2020	MON	NSS Day
29-02-2020	SAT	National Youth Week End
06-03-2020	FRI	National Workshop
09-03-2020	MON	International Women's Day

## NATIONAL CADET CORPS (NCC) – ACTIVITIES

DATE	DAY	ACTIVITY
01-06-2019	SAT	Annual Training Camp (ATC)
21-06-2019	FRI	International Yoga Day
01-08-2019	THU	Inter Unit Camp (IUC) Selection Camp Begin
10-08-2019	SAT	Inter Unit Camp (IUC) Selection Camp End
11-08-2019	SUN	Inter Unit Camp (IUC) Training Camp-I Begin
20-08-2019	TUE	Inter Unit Camp (IUC) Training Camp-I End
01-09-2019	SUN	Republic Day Camp (RDC)–Selection Camp Begin
10-09-2019	TUE	Republic Day Camp (RDC)–Selection Camp End
11-09-2019	WED	Inter Unit Camp (IUC) Training Camp-II Begin
20-09-2019	FRI	Inter Unit Camp (IUC) Training Camp-II End
21-09-2019	SAT	Launch Camp Begin
30-09-2019	MON	Launch Camp End
04-10-2019	FRI	Nau Sainik Camp Begin – Karwar
15-10-2019	TUE	Nau Sainik Camp End
24-11-2019	SUN	NCC Day
04-12-2019	WED	Navy Day
21-03-2020	SAT	World Water Day

## ROTARACT – ACTIVITIES

DATE	DAY	ACTIVITY
20-07-2019	SAT	Coastal Cleaning
07-08-2019	WED	Mother’s Feeding Awareness Programme
17-09-2019	TUE	Blood Donation Camp
14-11-2019	THU	Visit to Orphanage
17-12-2019	TUE	Visit to Oldage Home
26-01-2020	SUN	Eye Camp
12-02-2020	WED	Personality Development Programme

## YOUTH RED CROSS (YRC) – ACTIVITIES

<b>DATE</b>	<b>DAY</b>	<b>ACTIVITY</b>
26-06-2019	WED	International Day against Drug Abuse
11-06-2019	THU	World Population Day
12-08-2019	MON	Geneva Convention Day
08-09-2019	SUN	World Literacy Day
25-09-2019	WED	World Heart Day
01-10-2019	TUE	National Blood Donor's Day
02-10-2019	WED	National Day for Disaster Reduction
07-11-2019	THU	National Cancer Awareness Day
14-11-2019	THU	World Diabetes Day
01-12-2019	SUN	World AIDS Day
03-12-2019	TUE	World Disabled Day
10-12-2019	TUE	National Pulse Polio Day
12-01-2020	SUN	Youth Day
14-02-2020	FRI	YRC Day
24-03-2020	TUE	World TB Day
07-04-2020	TUE	World Health Day
22-04-2020	WED	World Earth Day
08-05-2020	FRI	World Red Cross Day

## WOMEN EMPOWERMENT CELL (WEC) – ACTIVITIES

<b>DATE</b>	<b>DAY</b>	<b>ACTIVITY</b>
12-07-2019	FRI	Poster Presentation
21-08-2019	WED	Debate
20-09-2019	FRI	Talent Spot
06-12-2019	FRI	Talent Spot
09-01-2020	THU	Awareness Programme
14-02-2020	FRI	Guest Lecture
06-03-2020	FRI	Women's Day Celebration

## **RED RIBBON CLUB (RRC) – ACTIVITIES**

<b>DATE</b>	<b>DAY</b>	<b>ACTIVITY</b>
14-06-2019	FRI	World Blood Donors Day
26-06-2019	WED	See Life Programme
21-08-2019	WED	Blood Donation Awareness Programme
13-11-2019	WED	Drug Addiction Awareness Programme
01-12-2019	SUN	World AIDS Day
12-12-2019	THU	HIV/AIDS Awareness Programme
13-02-2020	THU	World Leprosy Day
21-03-2020	SAT	World Tuberculosis Day
27-03-2020	FRI	Exposure Visit on TB Awareness in Villages

## **ENVIRO CLUB – ACTIVITIES**

<b>DATE</b>	<b>DAY</b>	<b>ACTIVITY</b>
25-06-2019	TUE	Inauguration & World Environmental Day Celebration
24-07-2019	WED	Awareness on Medicinal Plants & Trees – Invited Talk
22-08-2019	THU	Palm Tree Plantation – Around Natural Water Body
17-09-2019	TUE	Field Trip
10-02-2020	MON	Celebration of Wild Life Week
14-02-2020	FRI	Wild Life Week Celebration End

## **CITIZEN CONSUMER CLUB (CCC) – ACTIVITIES**

<b>DATE</b>	<b>DAY</b>	<b>ACTIVITY</b>
27-06-2019	THU	Inauguration
10-07-2019	WED	Orientation for the I-Year CCC Students
23-07-2019	TUE	Session on Consumer Protection Act
28-08-2019	WED	Workshop on World Standard's Day
14-09-2019	SAT	Inter Departmental Paper Presentation Competition
06-12-2019	FRI	Field Visit
22-01-2020	WED	Seminar on National Consumer Day
12-02-2020	WED	Inter Departmental Poster Presentation Competition
11-03-2020	WED	Valedictory Function

## **ROVERS CREW – ACTIVITIES**

<b>DATE</b>	<b>DAY</b>	<b>ACTIVITY</b>
28-06-2019	FRI	Rovers Crew Inauguration
12-07-2019	FRI	Introduction Class – History of Scouting
31-07-2019	WED	NIPUN – Preparatory Camp
23-08-2019	FRI	NIPUN Camp
24-08-2019	FRI	NIPUN Camp
21-09-2019	SAT	Class – Fire Safety
23-11-2019	SAT	Rajayapuroskar
24-11-2019	SUN	Rajayapuroskar
25-01-2020	SAT	All Faith Prayer
22-02-2020	SAT	Scout Founder’s Day – Service
06-03-2020	FRI	Valedictory Function

## **SOCIAL SERVICE CLUB (SSC) – ACTIVITIES**

<b>DATE</b>	<b>DAY</b>	<b>ACTIVITY</b>
28-06-2019	FRI	SSC Activity-I
12-07-2019	FRI	SSC Activity-II
30-08-2019	FRI	SSC Activity-III
20-09-2019	FRI	SSC Activity-IV
08-11-2019	FRI	SSC Activity-V
06-12-2019	FRI	SSC Activity-VI
24-01-2020	FRI	SSC Activity-VII
06-03-2020	FRI	SSC Activity-VIII

## **RESEARCH DEVELOPMENT CELL (RDC) – ACTIVITIES**

<b>DATE</b>	<b>DAY</b>	<b>ACTIVITY</b>
10-07-2019	WED	Staff Development Program
07-08-2019	WED	Guest Lecture for Students
10-10-2019	THU	Guest Lecture for M.Phil. Scholars
19-02-2020	WED	Staff Development Program



## INTERNAL QUALITY ASSURANCE CELL (IQAC) – ACTIVITIES

DATE	DAY	ACTIVITY
14-06-2019	FRI	Meeting of the Micro IQAC Members
21-06-2019	FRI	Meeting of IQAC Members
17-07-2019	WED	Students Seminar
28-08-2019	WED	Students Forum Meeting
18-09-2019	WED	Staff Development Program
20-11-2019	WED	Meeting of the Micro IQAC Members
27-11-2019	WED	Meeting of the IQAC Members
11-12-2019	WED	Students Seminar
12-02-2020	WED	Students Forum Meeting
04-03-2020	WED	Staff Development Program

## PLACEMENT CELL – ACTIVITIES

DATE	DAY	ACTIVITY
25-06-2019	TUE	Inauguration of Career Guidance & Placement Cell
10-07-2019	WED	Corporate Training
07-08-2019	WED	Soft Skills Workshop
24-09-2019	TUE	Corporate Training Session
11-12-2019	WED	Resume Preparation Workshop
24-01-2020	FRI	Mock Interview – Corporate
11-02-2020	TUE	Poster Preparation on Competitive Exams
11-03-2020	WED	Group Discussion Interview

## ENTREPRENEUR DEVELOPMENT CELL (EDC) – ACTIVITIES

DATE	DAY	ACTIVITY
28-06-2019	FRI	Inauguration of EDC
24-07-2019	WED	Training Program – I
27-08-2019	TUE	Orientation Program – I
11-09-2019	WED	Training Program – II
17-12-2019	TUE	Orientation Program – II
21-01-2020	TUE	Start-up Exhibition
19-02-2020	WED	Exhibit 2020

## VILLAGE SERVICE LEARNING (VSL) – ACTIVITIES

DATE	DAY	ACTIVITY
19-06-2019	WED	Inauguration
21-06-2019	FRI	Extension Work at Shanmuga Nagar – Maths (Shift-I)
24-06-2019	MON	Orientation – B.A. English & B.Sc. Chemistry
26-06-2019	WED	Extension Work at Mulligrampattu – Physics (Shift-I)
28-06-2019	FRI	Beach Cleaning – BCA & Computer Science (Shift-I)
02-07-2019	TUE	Orientation–B.Sc.Zoology, Microbiology & Biochemistry
05-07-2019	FRI	Extension Work at Keezhazhinjipattu – History (Shift-I)
10-07-2019	WED	Orientation – B.Sc. Maths & Physics
11-07-2019	THU	Extension Work at Mulligrampattu – Computer Science (Shift-II)
17-07-2019	WED	Orientation – B.A. Tamil & B.Com.
18-07-2019	THU	Anna Stadium Cleaning – English, B.Com., Chemistry (Shift-II)
19-07-2019	FRI	Extension Work at Shanmuga Nagar – B.A. Tamil
24-07-2019	WED	Orientation – B.Com. (BM) & BBA (CA)
26-07-2019	FRI	School Stadium Cleaning – Maths, Physics, Chemistry, Biochemistry & Microbiology (Shift-I)
30-07-2019	TUE	Orientation – B.Sc. Computer Science & BCA
02-08-2019	FRI	Extension Work at Mulligrampattu – Microbiology (Shift-II)
06-08-2019	TUE	Extension Work at Shanmuga Nagar – Biochemistry (Shift-I)
22-08-2019	THU	Anna Stadium Cleaning – Maths, Computer Science, BCA & Zoology (Shift-II)
28-08-2019	WED	Extension Work at Keezhazhinjipattu – BCA (Shift-I)
30-08-2019	FRI	Beach Cleaning – English, History & B.Com. (Shift-I)
09-09-2019	MON	Extension Work at Mulligrampattu – B.Com. (Shift-II)
14-09-2019	SAT	National Seminar on Service Learning

17-09-2019	TUE	Anna Stadium Cleaning – Physics, Biochemistry & Microbiology (Shift-II)
20-09-2019	FRI	Beach Cleaning – B.Com.(BM), BBA(CA) & Zoology (Shift-I)
24-09-2019	TUE	Extension Work at Shanmuga Nagar – Computer Science (Shift-I)
14-11-2019	THU	Children’s Day Celebration by B.Com.(BM) & English
22-11-2019	FRI	Beach Cleaning – Maths, Physics & Chemistry (Shift-I)
28-11-2019	THU	Extension Work at Keezhazhinjipattu – Physics (Shift-II)
29-11-2019	FRI	Stadium Cleaning – Tamil, B.Com., BBM & BBA(CA) (Shift-II)
05-12-2019	THU	Beach Cleaning – History, BCA, Computer Science & Zoology (Shift-I)
13-01-2020	Mon	Extension Work at Mulligrampattu & Keezhazhinjipattu – English (Shift-I)
14-01-2020	TUE	Extension Work at Shanmuga Nagar – Computer Science (Shift-I)
21-01-2020	TUE	Stadium Cleaning – English, Maths, Physics & Chemistry (Shift-II)
24-01-2020	FRI	Beach Cleaning – English, Biochemistry & Microbiology (Shift-I)
07-02-2020	FRI	Extension Work at Keezhazhinjipattu – Chemistry (Shift-II)
13-02-2020	THU	Extension Work at Mulligrampattu – B.Com.(BM) (Shift-II)
19-02-2020	WED	Extension Work at Shanmuga Nagar – B.Com.(BM) (Shift-I)
23-02-2020	SUN	VSL Day Celebration
27-02-2020	THU	Stadium Cleaning – Computer Science, BCA, Zoology, Biochemistry & Microbiology (Shift-II)
29-02-2020	SAT	Beach Cleaning – B.Com., BBM & BBA (CA) (Shift-I)
06-03-2020	FRI	Extension Work at Mulligrampattu – B.C.A. (Shift-II)
09-03-2020	MON	Extension Work at Shanmuga Nagar – Tamil (Shift-II) & Keezhazhinjipattu – Computer Science (Shift-II)

## **COLLEGE RULES**

The official medium of communication in the campus will be ENGLISH. Any violation will call for penalty.

Identity Cards for all students will be issued soon after their admission into the college. Every student has to wear his/her Identity Card every day. This card will be valid for 3 years for U.G. students, 2 years for P.G. students and 1 year for M.Phil. Research Scholars. Identity Card is absolutely essential during the examination days and for obtaining Scholarship, Certificates, and Library Entry etc.

## **DISCIPLINE**

Discipline is the hall mark of character and hence our top most priority is on discipline which, if strictly adhered to, will automatically enable any student to be good in studies as well as good in character. Discipline essentially depends upon two factors:

- (i) Implicit obedience to the prescribed rules and
- (ii) Faithfulness to the institution.

- Indiscipline of any sort during the assembly will be viewed seriously.
- At the stroke of the first bell all the students are expected to be seated inside their respective classrooms and stand up to greet the staff as soon as the staff enters the class room.
- The students should respond to the call of attendance which will be taken every hour.
- Late coming is to be avoided. Penalty will be levied for late coming.
- No student is permitted to take leave without prior permission of the Principal and the respective HOD.
- Absentees will have to get the signature of the concerned HOD and the Principal before the classes begin.

- No student will be allowed into the classroom after the concerned staff member has begun engaging the class, unless permitted by the authorities of the college.
- No student should leave the classroom without the permission of the particular staff member. Discipline during class hours and a common function has to be in high order.
- Class tests, CIA tests and Semester examinations are held from time to time. Whenever Class Assignments is given, it should be submitted by the students to the Department in time.
- Students are forbidden from participating in political activity of any kind, or against any authority, or against the government, and such participation will be viewed seriously and severely punished.
- No Student shall be permitted with cell phone inside the college campus. The cell phone would be seized if any student is found with possession of the same. In case of emergency, the students may seek the help from the office.
- The decision of the authorities of the College will be final in all disciplinary matters.
- Staff and students must be present on the first working day after any short or long vacation and on the last working day of every term. Absence during the assembly on these days without adequate reason will be viewed seriously. Those who are absent on these days will have to pay a fine.
- The annual certificate of attendance and progress required by the University/College to permit the students to appear for the University/College examinations will be granted only if the Principal is satisfied with the progress and conduct of the student.

# **TAMIL NADU PROHIBITION OF RAGGING ACT, 1997**

*Excerpts from Act No.7 of 1997*

## **Definition**

“RAGGING” means display of noisy, disorderly conduct doing any act which causes or is likely to cause physical or psychological harm or raise apprehension or fear or shame or embarrassment to a student in any educational institution and includes;

- a) teasing, abusing of playing practical jokes on, or causing hurt to such student (or)
- b) asking the students to do any act or perform something which such student will not in the ordinary course willingly do.

## **Prohibition of ragging**

Ragging within or without any educational institution is prohibited.

## **Penalty of ragging**

Whoever directly or indirectly commits, participates in, abets or propagates “ragging” within or without any educational institution, shall be punished with imprisonment for a term which may extend to two years and shall also be liable to a fine which may extend to 10,000/-.

## **Dismissal of Student**

Any student convicted of an offence under section 4 shall be dismissed from the educational institution and such student shall not be admitted in any other educational institution.

## **Suspension of student**

- (1) Whenever any student complains of ragging to the Head of an Educational Institution, or to any other person responsible for the management of the educational institution he / she shall inquire into

the same immediately and if found true, shall suspend the student, who has committed the offence, from the educational institution.

- (2) The decision of the Head of the Educational institution or the person responsible for the management of the Educational Institution that any student has indulged in ragging shall be final.

### **Deemed abetment**

If the head of the educational institution or the person responsible for the management of the educational institution fails or neglects to take action when a complaint or ragging is made, such person shall be deemed to have abetted the offence of ragging and shall be punished as provided for in Section 4 of Tamil Nadu Prohibition of Ragging Act, 1997.

### **TAMILNADU EDUCATIONAL RULE (CHAPTER VII)**

Graduate and Undergraduate students on the roll of colleges are forbidden to take an active part in political agitation directed against the authority of the Government. Principals may further, at their discretion, forbid students to engage prominently in any public movement with which it seems undesirable that persons in statu Pupulari should be associated.

Principal of other constituted College or Hostel authorities may frame and issue from time to time disciplinary rules of a permanent or temporary character, regulating the conduct of graduate and undergraduate students outside the College or Hostel premises. Principals of the constituted college or hostel authorities shall have full power to inflict the following punishments: Fine, Loss of attendance, and Loss of term certificates, Suspension or Expulsion.

### **LOYALTY PLEDGE**

The Central Advisory Board of Education at its 31st session held at Bangalore has recommended that the following pledge should be taken by all students and teachers at the beginning of each working day. (Is in effect from 1965-66)

“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 elders respect and treat everyone with courtesy. To my country and my people, I pledge my devotion. In their well being and prosperity alone lies my happiness.”

### **DRESS CODE FOR BOYS**

Students should come to the college with well dressed and neatly shaved face. Those who do not dress up properly (Jeans Pant, T-Shirt, Black Shirt, and not tucking in) will be stopped at the entrance itself.

### **DRESS CODE FOR GIRLS**

Students are expected to be neatly dressed in accordance with the rules of approved etiquette, decency and modesty. Avoid dresses with low neck, short or sleeveless blouse, hipster saris, miniskirts, Jeans, tight and short tops or transparent clothing.

### **PAYMENT OF FEES**

All payments should be made through the Bank (Online Mode) within the prescribed time.

### **LIBRARY**

The library is computerized and has barcode facility.

### **LIBRARY TIMINGS**

Monday – Saturday	:	7.30 a.m. - 7.30 p.m.
Circulation Timings	:	8.30 a.m. – 5.30 p.m.
Reference Timings	:	9.00 a.m. – 6.00 p.m.
Internet Access	:	9.00 a.m. – 6.00 p.m.
Sunday	:	Holiday



## **LIBRARY CARDS**

- ❖ Every student enrolled in the College should have the Library Cards. Books will be issued or renewed only if the student produces the ID card.
- ❖ Every UG student will get **2** cards, PG Student will get **4** cards, and Research Scholars will get **4** General Library Cards.
- ❖ Library cards are **NON TRANSFERABLE**.

## **LIBRARY RULES**

1. When you are entering the library please wear your I.D. card. Do not lend your I.D. card to others, and do not use the I.D. cards of others.
2. When you are entering the library please leave your bags, books, notebooks, notes, etc. in the place allotted.
3. Collect the receipt for all transactions.
4. Avoid using cell phones.
5. When you are inside the library keep yourself engaged with reading or writing.
6. Kindly remember that others also have come for reading.
7. Except white paper (for taking down notes) no other material is allowed.
8. If you are not able to replace the books in the proper place, just leave them on the table; do not insert them in the wrong place. Please avoid hiding books in different places.
9. Reference Books and Periodicals will not be issued but are available for reference within the library.
10. If a student fails to return the Library Book on the due date a fine of 0.50 paise per book per day will be collected. If the due date happens to be holiday, the book shall be returned on the next working day.

11. Library is a service organization, not only for today but, for generations. So kindly avoid tampering with books or any other document.
12. All books and Library Cards shall be returned at the end of the academic year, on the date specified by the Librarian.
13. Photocopying will be permitted only for materials related to academic activities.
14. Library documents will not be allowed outside for photocopying.

All the students of our college become automatically members of the college library and as such they are entitled to make use of the library and the reference section.

There are more than **31,700** Books, **73** Journals and Magazines made available and also available INFLIBNET to the students for reference and lending. In addition, students and staff can have access to Internet Facility Digital Library and Photocopying.

### **PHYSICAL EDUCATION**

‘A sound mind in a sound body’, every student is required to undergo the course of Physical Training prescribed by the college. The course of Physical Training to be prescribed by the college and certified by the Principal may include field sports, games and physical exercises. Facilities are available for playing the following games and practicing athletic events in the vast, wide and extensive play field situated within St. Joseph’s Campus.

#### **Games**

Basketball	Netball	Cricket	Table-Tennis	Best Physique
Volley Ball	Kabaddi	Ball Badminton	Weight-Lifting	Carom & Chess
Foot ball	Kho-Kho	Badminton	Power-Lifting	Yoga & Karate
Hand Ball	Hockey	Tennis		

Intramural games and sports are conducted and talented players will be encouraged to participate in the Inter Collegiate and Inter University sports. Fee concession is also given to the deserving sportsmen and sports women. The Department is also equipped with a Gymnasium.

## **ASSOCIATIONS**

- The Tamil Association
- The English Association
- The Mathematics Association
- The Physics Association
- The Chemistry Association
- The Computer Science Association
- The Computer Application Association
- The Biochemistry Association
- The Microbiology Association
- The Commerce Association
- The Bank Management Association
- The History Association
- The Social Work Association
- The Business Administration Association
- The Economics Association
- The Statistics Association
- The Zoology Association
- The Psychology Association

## **CLUBS AND MOVEMENTS**

- ❖ National Service Scheme (NSS)
- ❖ National Cadet Corps (NCC)
- ❖ Youth Red Cross (YRC)
- ❖ The Rotaract
- ❖ Fine Arts Club
- ❖ Red Ribbon Club (RRC)
- ❖ Social Service Club (SSC)
- ❖ Women Empowerment Cell
- ❖ Enviro Club
- ❖ Citizen Consumer Club
- ❖ Placement Cell
- ❖ The Career and Counseling Cell
- ❖ Blood Donors' Association
- ❖ Journalism Club
- ❖ The Health Club
- ❖ Rovers Crew
- ❖ Village Service Learning (VSL)
- ❖ Entrepreneur Development Cell (EDC)

The Career Guidance and Placement Cell offers programmes on Personality Development, Leadership Training, Mock interviews and Campus interviews.

### **STUDENTS' FORUM**

The Office Bearers of Students' Forum is the President, Vice-President and Secretary. The Class Representatives are nominated by their respective class teachers at the beginning of each year. The members of the Associations are also nominated. All these together form the Students' Forum. One Staff member will be appointed as Advisor to the Students' Forum and every Association will function under the guidance of a teaching staff.

### **THE ALUMNI ASSOCIATION**

The St. Joseph's College of Arts & Science Alumni Association is the rallying centre of the alumni of our College and a connecting link between the past and the present students. It is one of the units of the worldwide, organization of the Past Students of the St. Joseph's College, Cuddalore.

Its main objective is to develop the College, and provide assistance to students (Both Present and Former Students) both in pecuniary form or in kind, out of voluntary donations given by the alumni of the College and the Public.

### **HOSTEL**

The St. Joseph's Hostel is under the direct control of the College Authorities which will act as "loco parentis" (local parents) to all in residence. Hostellers will not ordinarily leave the Hostel for weekends. They are admitted into the Hostel on the understanding that they will study hard and utilize the weekends for this purpose. They are permitted to go home for the terminal holidays. Students may seek assistance of the Warden and may freely approach him for any help.

## **AWARDS AND REWARDS FOR EXCELLENCE**

All the staff in the College are honored by the Management and greeted by the Students' Community during the Teachers' Day Celebrations. The Teaching Staff who have contributed meritoriously in the field of Academics are specially honoured.

The Students are also honoured for their excellent performance in the Semester Exams. The Certificates and Cash Awards are presented to the students who secure highest percentage in the Exams during the College day Celebrations.

## **PARENT-TEACHERS ASSOCIATION**

The Parent-Teachers Association is meant for the development of the college. This fastens the co-operation and understanding between the parents and teachers for the promotion of the welfare of the students. They meet thrice in a year to discuss for deliberations. Periodically the teachers shall meet the parents of the students.

## **TO THE PARENTS**

Parents / Guardians are requested to co-operate with College authorities in the formation of good character, in maintaining regularity in attendance and progress in studies of their children/ wards.

Warning letters will be sent to parents of the students who are irregular in attendance. At the same time, parents and guardians are advised to check in person with HODs / Vice-Principal regarding the attendance of their children/wards.

All the Parents/Guardians have to come with their wards for Parents-Teachers meeting and receive the mark sheets from the Departments concerned.

## ACADEMIC PROGRAMME REGULATIONS

As an Autonomous college, St. Joseph's College of Arts & Science follows the Semester pattern with Choice Based Credit System requiring 3 years of study for an under-graduate degree programme and 2 years of study for a post-graduate programme in Arts & Science. The duration of each semester is 90 working days.

### Medium of instruction and examination

The medium of instruction and examination will be in English.

### Credit system

The autonomous status of the college offers a student the benefits of Choice Based Credit System. Every paper is allotted a certain number of credits based on the subject content to be assimilated. A student is awarded the specified credits on obtaining a pass in the respective paper. The student has abundant opportunities during the course of study to take up Diploma and Certificate courses offered by the college.

### Under Graduate degree programme

An undergraduate student should earn a minimum of 140 credits

### Structure of under-graduate degree programme

- Part - I** Language
- Part - II** English
- Part-III**
  - a. Core Subjects
  - b. Allied Subjects
  - c. Project / Elective Subjects
- Part - IV**
  - a. Skill enhancement courses**
    - 1. Skill based subjects (Electives)
    - 2. Basic Tamil / Advanced Tamil / Non-Major Elective (Personality Development)
    - 3. Value Education
  - b. Ability enhancement Course**
    - 1) English Communication
    - 2) Environmental studies
- Part - V** Extra Curricular and Extension Activities
- PART -VI** Extra credits- Self study course

## **PART – I :Language**

Each B.A. / B.Sc. Degree programme has language for 4 semesters and B.C.A., B.Com., B.Com. Bank Management and B.B.A has language for 2 semesters. Three credits are allotted for each semester. The college offers Tamil, Hindi and French under Part-I.

## **PART – II :English**

Each B.A. / B.Sc. Degree programme has English for 4 semesters and B.C.A., B.Com., B.Com. Bank Management and B.B.A has English for 2 semesters and 3 credits are allotted for each semester.

## **PART – III**

### **a. Core Subjects**

Each programme has a set of core subjects spread over six semesters. The prescribed syllabi of the core subjects will help the student to acquire mastery over the fundamental concepts of the respective disciplines and to get updated with the recent developments in the subject. This will help the student to have a vertical mobility to pursue higher studies.

### **b. Allied Subjects**

The allied subjects will be of two categories–mandatory and optional. A student may have a choice in the allied optional subjects.

### **c. Project / Elective Subjects**

Each department will offer a set of elective subjects in the V and VI semesters. Departments may also include projects in the VI semester in UG and IV semester in PG programme.

## **PART – IV**

### **a. Skill enhancement courses**

#### **1. Skill based subjects (Electives)**

A total of 6 credits will be given for skill based subjects.

#### **2. Basic Tamil / Advanced Tamil / Non-Major Elective**

A total of 2 credits will be given for Basic Tamil / Advanced Tamil / Non-Major Elective.

- i) Those who have not studied Tamil up to XII Std., and taken a non-Tamil language under Part-I shall take Basic Tamil Course (level will be at 6<sup>th</sup> Std.) instead of Non-Major Elective (Personality Development).

ii) Those who have studied Tamil up to XII Std., and taken a non-Tamil language under Part-I shall take Advanced Tamil Course instead of Non-Major Elective (Personality Development).

iii) Others who do not come under (i) or (ii) shall take Non-Major Elective (Personality Development).

### **3. Value education**

A student should earn 2 credits in value education in I year in order to complete the degree programme.

#### **b. Ability Enhancement Course**

##### **1. English communication**

It is offered for UG students for two semesters as a compulsory course to enhance the English communicative skill. Two credits are allotted to this paper (one credit /semester).

##### **2. Environmental Studies**

The Environmental Studies are offered as a compulsory paper in the II Year in which a student has to obtain a pass to complete the programme. Two credits are allotted to this paper.

#### **PART – V Extra Curricular and Extension Activities**

Participation in Extra Curricular and Extension Activities of the college is compulsory and a student must earn 2 credits through such participation in the course of their study. The number of hours of work to be completed shall be decided by the respective organization/Department.

#### **PART – VI Extra credits - Self study Course**

Self study course is offered as an optional course to enhance the learning skills of the students. Students can earn two extra credits for this course.

#### **Other certificate courses and diploma courses:**

These courses are not a part of the curriculum and not conducted during the regular working hours. They are job-oriented courses designed to develop skills in students.



**COURSE STRUCTURE UNDER CHOICE BASED CREDIT SYSTEM**  
**B.A. / B.Sc. (15 weeks / Semester)**

Study Components	Credit Per Semester	Total Credits
<b>PART - I</b> Tamil / Other Languages	3	12
<b>PART - II</b> English	3	12
<b>PART - III</b> Core Subjects	4-5	60
Allied Subjects	4-6	24
Electives	4	16
<b>PART - IV</b> <b>I. SKILL ENHANCEMENT COURSES(SEC)</b>		
1. Personality Development / Basic Tamil (Those who have not studied Tamil up to XII std and taken a non Tamil language under Part-I shall take Basic Tamil (level will be at 6th std.)	2	2
2. Skill based subjects (Elective)	2	6
3. Value Education	2	2
<b>II. ABILITY ENHANCEMENT COURSES</b>		
Environmental Studies	2	2
English communication	1	2
<b>PART - V</b> Extension Activities	1	2
<b>PART VI-EXTRA CREDITS</b> SSC(Self study course) - Optional		2
<b>TOTAL</b>		<b>140 +2 (extra credits)</b>

\* One credit is approximated to one teaching hour and two hours of self study / home work / tutorial.

**COURSE STRUCTURE UNDER CHOICE BASED CREDIT SYSTEM**  
**B.Com./B.Com. Bank Management/B.C.A. B.B.A (CA) (15**  
**weeks / Semester)**

Study Components	Credit per Semester	Total Credits
<b>PART - I</b> Tamil / Other Languages	3	6
<b>PART - II</b> English	3	6
<b>PART - III</b> Core Subjects	4-5	70
Allied Subjects	4-5	22
Electives	5	20
<b>PART - IV</b> <b>I. SKILL ENHANCEMENT COURSES(SEC)</b> 1. Personality Development / Basic Tamil (Those who have not studied Tamil up to XII std and taken a non Tamil language under Part-I shall take Basic Tamil (level will be at 6th std.) 2. Skill based subjects (Elective) 3. Value Education	2  2 2	2  6 2
<b>II. ABILITY ENHANCEMENT COURSES</b> Environmental Studies English communication	2 1	2 2
<b>PART - V</b> Extension Activities	1	2
<b>PART VI-EXTRA CREDITS</b> SSC(Self study course) - Optional		2
<b>TOTAL</b>		<b>140+2 (extra credits)</b>

### **Post-Graduate Degree Programme:**

A postgraduate student should earn a minimum of 90 credits for 2 years course. A student will earn the credits assigned to a subject only when he / she passes in that subject.

### **Structure of Post-Graduate degree programme**

- a. Core Subjects
- b. Elective Subjects / Projects
- c. Human Rights Education

### **Core Subjects**

Each programme has a set of core subjects spread over four semesters. The prescribed syllabi of the core subjects will help the student to acquire in depth knowledge and to stay abreast with the recent developments in the respective discipline.

### **Elective Subjects / Projects**

Each programme has a set of elective subjects spread over four semesters (or) elective subjects spread over three semesters and project in the final semester.

### **Human Rights Education**

A course in Human Rights Education is offered in the III Semester.

### **COURSE STRUCTURE UNDER CHOICE BASED CREDIT SYSTEM (PG - 2 YEARS)**

<b>Subject</b>	<b>Credit per Course</b>	<b>Total Credits</b>
Subject (including practicals)	4 - 5	70
Electives (Major / Non-Major)	4 - 5	20
<b>TOTAL</b>		<b>90</b>

## **List of Skill Based Electives**

- First Aid
- Bio Instrumentation
- Food processing Technology
- E-Commerce
- Commerce in Practice
- Soft Skills
- Electrical wiring
- Computer Skills
- Office automation
- Office automation and designing
- Business organization & Management
- Tamil translation skills
- Arithmetic & quantitative aptitude for competitive examinations
- Employability skills
- Basics of computers and its applications
- Multimedia & Designing

### **Requirements of attendance:**

Attendance is obligatory in the College.

1. The minimum requirement of attendance for a candidate is 75 percent per semester, to enable him / her to appear for the semester examinations.
2. If the candidate has secured less than 75% but 65% and above, due to any of the following reasons, the candidate is eligible for the current Semester Examinations only after obtaining condonation from the Principal, by payment of the prescribed Condonation Fee:
  - a) Prolonged illness
  - b) Major surgery
  - c) Accident which requires a long period of rest
  - d) Maternity

The reason for the long period of absence should be informed to the Principal and the sanction obtained, within a week from the commencement of absence.

3. If the candidate has secured less than 65% but 55% and above in a semester, he/she is not eligible to appear for the current semester examinations. But he/she is permitted to appear for the arrear subjects if any. He/she is also permitted to move to the next semester but should compensate the shortage of attendance in subsequent semester.
4. For final year students if the attendance is below 65% he/she can rejoin the course after getting permission from university to compensate the shortage of attendance in subsequent semester.
5. If the attendance of the candidate is below 55 %, he/she is not eligible to continue the studies but can complete the programme by re-joining the course in the following academic year, if vacancy is available. He/she should obtain the approval from the university through the concerned Head of the Department and the Principal.

### **EXAMINATION AND VALUATION**

There are two components in the valuation and assessment of a student - internal and external. These are implemented through

1. Continuous Internal Assessment (CIA) during the semester for 25 marks.
2. Semester Examination (SE) at the end of the semester for 75 marks.

The maximum marks for each subject shall be hundred unless specified otherwise. Each under-graduate programme consists of 6 semesters. Each post-graduate programme consists 4 semesters for arts and science subjects.

#### **Continuous Internal Assessment (CIA)**

The CIA consists of two components - (i) two organized written tests, (ii) the second component.

##### **i) Organized written tests**

There will be two written tests (Mid-semester and End-semester) of 2 hours duration each and carries 50 marks. Organized written tests component carry 60% for UG &PG of the marks of the CIA. The syllabus for I CIA test minimum 3 units and for II CIA test minimum 2 units should be included. Any re-test is permitted by the Principal only for special reasons.

## **ii) The second component**

20% and 40% of marks will be distributed among the various types of work provided to students by the teacher-in-charge of the course for UG and PG respectively. The type of work is left to the initiative of the teacher-in-charge of the course and approved by the Head of the Department concerned. It is expected that the staff member in-charge of the course explains the modalities of the evaluation adopted for each subject (assignment, seminar, viva voce, mini project, group discussion, field visit etc.). If only one type of work is done, there would be a minimum of two such exercises per semester for each paper.

## **iii) Attendance**

For UG Students, 20 % of the CIA marks are given for attendance graded up from the minimum requirement. There is no attendance mark for the PG courses.

There is no provision for improvement in CIA.

## **Semester Examinations (SE)**

1. A student should register himself / herself to appear for the semester examinations by payment of the prescribed fee.
2. The semester examination will be in the form of comprehensive examination covering the entire syllabus in each subject. It will be of 3 hours duration for part I, II , III & IV subjects.

## **Valuation**

1. There shall be single valuation for the under-graduate and double valuation for post-graduate examinations. The panel of examiners consists of internal and external examiners.
2. The valuation will be centralized.
3. A student has a maximum period of 5 years from the date of admission to clear all the subjects prescribed for the programme at the time of his/her admission. After the fifth year, to complete the programme, the student has to appear for an examination in the same / equivalent paper under the revised syllabus structure.
4. Fraction of final marks in CIA and SE shall be rounded off to the nearest integer.

## **Revaluation**

1. A student can apply for the photocopy of answer script, if needed, on payment of the prescribed fee.

2. A student can apply for revaluation of any paper, on payment of the prescribed fee, if it is the first appearance in the paper. Receipt of photocopy of the answer script is a pre-requisite for revaluation.

**Instant Examination:** At the end of every programme, students with one subject arrear shall be given the privilege of appearing for instant exam.

**Preservation of answer scripts:** The examination answer papers (Theory & Practical) will be preserved for six months only from the date of commencement of the examinations. (as per the norms of University of Madras).

**Note:**

Any grievance regarding CIA and SE can be reported to the Controller of Examinations in writing.

**CIA and SE for Practical**

**Under-Graduate Courses**

CIA		SE	
Components	Marks	Components	Marks
Based on regular laboratory work and submission of record	40	Practical Examination	50
		Record	10
<b>Total</b>	<b>40</b>	<b>Total</b>	<b>60</b>

**Post-Graduate Courses**

CIA		SE	
Components	Marks	Components	Marks
Based on regular laboratory work and submission of record	40	Practical Examination	50
		Record	5
		Viva voce	5
<b>Total</b>	<b>40</b>	<b>Total</b>	<b>60</b>

**Project**

Components	Marks
Dissertation	80
Viva voce	20
<b>Total</b>	<b>100</b>

Evaluation has to be done by the external examiner for 80 marks and 20 marks by internal examiner.

## Passing Minimum

To get a pass in a course, a UG student must secure a minimum of 40 percent each in CIA and SE; a PG student must secure a minimum of 50 percent each in CIA and SE. A student cannot sit for the SE unless he/she obtains the minimum of 40 percent (for UG)/ 50 percent (for PG) in the CIA.

## Classification of successful candidates

### I. Classification based on Grades

#### Letter grade classification

A letter grade will be allotted for each paper based on the marks obtained. Each letter has a corresponding weightage.

#### Under-Graduates

Range of Marks	Grade Point	Letter Grade	Description
90-100	9.0-10.0	O	Outstanding
80-89	8.0-8.9	D++	Excellent
75-79	7.5-7.9	D+	Distinction
70-74	7.0-7.4	D	Very Good
60-69	6.0-6.9	A	Good
50-59	5.0-5.9	B	Average
40-49	4.0-4.9	C	Satisfactory
00-39	0.0-3.9	U	Re-Appear

#### Post-Graduates

Range of Marks	Grade Point	Letter Grade	Description
90-100	9.0-10.0	O	Outstanding
80-89	8.0-8.9	D+	Excellent
75-79	7.5-7.9	D	Distinction
70-74	7.0-7.4	D	Very Good
60-69	6.0-6.9	A	Good
50-59	5.0-5.9	B	Average
00-49	0.0-4.9	U	Re-Appear
Absent	0.0	AAA	Absent



## Cumulative Grade Point Average

The Cumulative Grade Point Average (CGPA) is calculated as

$C_i$  Credit earned for subject  $i$  in any semester

$G_i$  Grade Point obtained for subject  $i$  in any semester

$n$  refers to the semester in which such subjects were credited

For the entire programme

$$CGPA = \frac{\sum_n \sum_i C_{ni} G_{ni}}{\sum_n \sum_i C_{ni}}$$

$$CGPA = \frac{\text{Sum of the multiplication of grade points by the credit of the entire programme}}{\text{Sum of the credits of the subjects(passed) of the entire programme}}$$

Where,  $C_i$  and  $G_i$  are respectively the credit value and the grade weight.

The precision of two decimals will be considered in the CGPA.

The final classification is based on the CGPA as follows:

Grade Point	Letter Grade	Classification of Final Result
9.5-10.0	O+	First Class - Exemplary*
9.0-9.49	O	
8.5-8.99	D++	First Class with Distinction*
8.0-8.49	D+	
7.5-7.99	D	
7.0-7.49	A++	First Class
6.5-6.99	A+	
6.0-6.49	A	
5.5-5.99	B+	
5.0-5.49	B	Second Class
4.5-4.99	C+	
4.0-4.49	C	Third Class

\* The candidates who have passed in the first appearance and within the prescribed semester of the programme (Major, Allied and Elective Subjects) are eligible.

## Ranking of successful candidates

Ranking will be based on CGPA. Candidates who passed in all the examinations prescribed for the programme in the very first appearance only are eligible for ranking.

## Examination Regulations for M.Phil Course

Effective from the academic year 2018-2019

1. The minimum duration for the completion of M.Phil in a discipline is two semesters and the maximum duration is four semesters.
2. The M.Phil Degree is awarded if a student has
  - Registered, undergone and secured the required minimum number of credits for the core and elective courses including Dissertation specified in the corresponding programme within the stipulated time.
  - Secured the required attendance.
  - No dues to the College.
  - No disciplinary action pending against him/her.

### **3. Structure Of The Programme**

The M.Phil programme consists of:

Core courses which are mandatory for all students

Elective courses which students can choose from amongst the courses offered within the department or in other departments of the college.

Dissertation (Mandatory)

### **4. The Distribution of Credits will be as below:**

(i) Core courses – minimum two courses carrying 5 Credits each (10 or more credits)

(ii) Elective carrying 5 credits each – no minimum

(iii) Dissertation 21 credits

The total number of credits for core and electives shall be 15 consists of

- 2 core courses (10 credits ) plus one elective (5 credits)

The research topic for the dissertation may be finalized even at the beginning of the M.Phil programme, so the collection of the relevant literature and research design could be completed in the first semester leaving the entire second semester for the research work. The course registration for dissertation shall be in the first semester and a separate registration form shall be used for registration.

### **5. Evaluation of The Dissertation**

**5.1** The dissertation shall be jointly valued by the supervisor and one external examiner.

The external examiner is to be drawn from:

- (i) university department or affiliated college within the Thiruvalluvar University; or
- (ii) any accredited institution of higher education and or research within Tamilnadu and Puducherry.

The viva-voce examination on the dissertation shall be jointly conducted by the supervisor and external examiner. The distribution of marks is as follows:

- To be evaluated and awarded by both internal examinaer and external examiner separately.
- 80% for the dissertation
- 20% for the viva voce

**5.2** The last date for the submission of dissertation shall be 31<sup>st</sup> August every year without penalty. Those who do not submit the dissertation in time may be given an extension of a maximum of two months with a penal fee prescribed by the university (i.e up to 31<sup>st</sup> October). There shall be no further extension of time beyond this period. Any student failing to submit the dissertation within this period will be permitted to submit the dissertation only in the next academic year along with the subsequent batch of the students.

## **6. Regulations of M.Phil Programme**

The rules and regulations governing course registration, attendance and discipline of students for M.Philprogramme shall be the same for the Master's programme.

## **7. Evaluation**

The process of evaluation, examination, grading etc for the M.Philprogramme shall be the same for as for Master's programme except for the dissertation; Re-valuation of theory papers is allowed as per the Master's programme regulation. However, final semester students of the M.Phil should be allowed to appear for the examination in any arrear papers in second semester.

**Structure of Examination Fees  
(Effect from October / November 2015)**

Particulars	Certificate Courses	Under Graduates	Post Graduates		M.Phil. Research Course
			M.Sc. M.A. M.Com. M.S.W.	M.Sc.IT M.Sc.CS	
Cost of Application Form	70/-	70/-	70/-		70/-
Penalty for late submission of application form to 7 working days after the last date	150/-	150/-	150/-		150/-
Each Theory Paper	125/-	140/-	260/-		750/-
Each Practical of 3 Hours duration	180/-	180/-	300/-	350/-	-
Each Practical of 4 Hours duration	-	-	330/-		-
Each Practical of 6 Hours duration	-	250/-	350/-	400/-	-
Project/ Dissertation/ Viva – Voce	-	250/-	450/-	600/-	1600/-
Semester Project Viva – Voce	-	200/-	350/-		-
Comprehensive Viva – Voce/ Field Work	-	-	350/-		-
Statement of Marks	125/-	125/-	125/-		125/-
Photocopy of Answer Scripts	230/-	230/-	230/-		230/-
Revaluation of Answer Script	-	300/-	500/-		500/-
Cumulative Statement of Marks Sheets	-	400/-	450/-		450/-
Pass Certificate	-	150/-	150/-		150/-
Provisional Pass Certificate	-	150/-	150/-		150/-
Condonation of Attendance	-	400/-	400/-		400/-
Convocation	-	300/-	300/-		300/-

**Note:** Remuneration for the examination related work shall be not less than that of Parent University

**IMPORTANT NOTE:**

The decision of the Principal shall be final in all matters pertaining to the Academic Programme.

## **CONTROLLER OF EXAMINATIONS**

### **Malpractice rules & guidelines**

#### **ACTS OF MALPRACTICES**

Any student appearing for the CIA & Semester Examination is liable to be charged with committing malpractice(s) , if he / she is observed as committing any of the following acts:

- I. Misbehavior with officials / using unfair means / creating nuisance / using obscene language / violence at the centre to the person involved in conduct of examination etc or any other kind of rude behavior in or near the Examination Hall.
- II. Writing on the Question Paper/ Admission Card & or passing on any type of written paper to the other student(s) in the examination Hall.
- III. Disclosing his/her identity by writing any words or by making any peculiar marks on the pages other than the facing sheet in the answer scripts.
- IV. Possession of electronic gadgets like mobile phones, Programmable calculator, pen drive or such other storage devices in the Examination Hall.
- V. Bringing into the Examination Hall or being found in possession of portions of an unauthorized book, manuscript or such other material or matter in the Examination Hall.
- VI. Communicating with any other student(s) any other person(s) inside or outside the Examination Hall with a view to take assistance or aid to write answers in the examination.
- VII. Copying from the material or matter or answer(s) of another student or from similar aid or assistance rendered by another student within the Examination Hall.
- VIII. Making any request of representation or offer of any threat for inducement or bribery to Room Invigilator and / or any other official for favours in the Examination Hall or in the answer script.
- IX. Approaching the teaching staff, officials or examiners directly or indirectly or bring about undue pressure or influence or influence upon them for favour in the examination.

- X. Taking away or bringing in the answer script pages or supplementary sheets or tearing them off and / or inserting pages written outside the examination hall in to the answer scripts.
- XI. Receiving material from outside or inside the Examination Hall for the purpose of copying.
- XII. Impersonating or allowing any other person to impersonate to answer in his/her place in the Examination Hall.
- XIII. Committing any other act or commission or omission intending to gain an advantage or favour in the examination by misleading, deceiving or inducing the examiner or official.
- XIV. Having in one's possession any written matter on scribbling pad, calculator, palm, hand, leg, any part of body, clothing, socks, instrument box, identity Card, Hall Ticket, Scales etc.
- XV. Destroying any evidence of malpractice, like, tearing or mutilating the answer script(s) or running away along with the answer script(s) from the examination Hall. Notwithstanding anything contained above, any other activity in which the student has indulged and which in the opinion of the Examination authorities constitutes malpractice will be construed as malpractice.

### **PROCEDURE FOR REPORTING MALPRACTICES**

1. If the malpractice case is detected, the room invigilator / examination officials will seize the incriminating materials and the answer script(s), and report the same to Chief Superintendent immediately in the prescribed form.
2. When malpractice is brought to the notice of the Chief Superintendent either by Examination officials or by the room invigilators, he/she shall hold a preliminary inquiry and take on record the report of the room invigilator, the statement of the student concerned. Only then he/she will forward malpractice report along with answer script(s) and other incriminating material and other enclosures in a sealed cover to the Controller of Examinations. However, answer scripts of subsequent papers of such student noted under unfair means shall be sent directly to the valuation centre along with other answer script and shall not be marked as unfair means case anywhere.
3. The student, the room invigilator, the examination officials shall be required to give their statement in the prescribed form supplied by the controller of examinations. These statements shall always be

concise, specific and complete in every respect and include all the known facts and the relevant circumstances of the case and other evidences including seating arrangement.

4. The statement of all concerned shall be in their own handwriting
5. If the student refuses to handover the incriminating materials or the student refuses to give the statement, the student shall be asked to record in writing his/ her refusal to give a statement. If he/she refuses to do even that the facts will be recorded by the Chief Superintendent and / or the examination officials.
6. The student(s) noted under malpractice shall be allowed to write the subsequent papers. Having allowed to appear for the papers after noted the case under malpractice, the student/s shall have no claim over the performance of the subsequent papers. The answer scripts of those students noted under malpractice shall be evaluated and the results shall be kept in abeyance. The results will be declared based on the recommendations of the malpractice committee appointed for the same.
7. When a student noted under malpractice, the following steps shall be strictly adhered to:
  - a) Debar the student from writing that particular paper, in which he/she has been caught under alleged unfair means. Instruct the student to attend the meeting of malpractice committee, if required.
  - b) Send the answer script of that particular paper directly to the Controller of examinations, along with relevant documents. It shall be super scribed on the left hand corner of the facing sheet as Unfair or malpractice Case. There shall not be any indication of Unfair case on the pages other than the facing sheet of the answer script.
  - c) Permit the student to write the subsequent papers of the examination, if any, and such answer scripts shall be sent to valuation centre along with other answer scripts, without being marked as Unfair case or malpractice anywhere.
  - d) Do not confiscate the identity card (ID).

## **PROCEDURE FOR IMPOSING PENALTIES & PUNISHMENTS (For Semester Examinations)**

- I. The Malpractice committee (Unfair means committee) consisting of the Controller of Examinations (COE) as the Chairman, and other members shall be constituted to inquire into the Unfair means cases during the Examinations and to recommend the actions to be taken on the cases.
- II. The above committee shall meet after the conclusion of each Semester examination on the dates fixed by the COE and inquire on all matters connected with the students caught by malpractice. After detailed inquiry, the committee shall prepare a report giving its recommendation on the penalties and punishments to be imposed on the student.
- III. In the case of failure by the student to attend the inquiry on the specified date, the committee shall inquire into the charges alleged against the student and impose the necessary penalties and punishments.
- IV. The student shall present his/her case himself/herself and shall not engage a legal practitioner for the purpose.
- V. The malpractice committee shall examine the evidences placed before it and inquire about the student for his/her involvement in the alleged malpractice. After ascertaining the severity of the case, the malpractice committee shall recommend suitable penalties or punishments on the student.

### **The severity of the case shall be categorized as follows:**

1. The severity of the case in possession of electronic gadgets with or without any material(s) or matter, materials(s) or matter on hand, palm, calculator etc. / written, printed matter or copy thereof, shall be categorized as follows:
  - a) Which is/are not relevant to the paper the student is writing.
  - b) which is/are relevant to the paper the student is writing.
  - c) which is/are relevant to the paper the student is writing and are particularly for the purpose of copying.
  - d) which is/are relevant to the paper the student is writing and are particularly for the purpose of copying and copied the material to the answer book.



2. Repeatedly indulge in the act of malpractices during the Examinations.
3. Threatening with weapons and impersonation.
4. While recommending the penalties or punishments, the quantity of the material or matter and relevance of the same to the paper in which the student is caught using malpractice shall be taken in to consideration to decide the severity of the case.

### **For Continuous Internal Evaluation Examinations**

- a) The committee will consist of the controller of Examinations (COE), the members and/ or the room invigilator concerned.
- b) The committee will meet on the same day or within a week on which the use of malpractice is reported, with intimation to the student and decide the penalty and punishment.
- c) The severity of the cases will be the same as mentioned for Semester Examination.

### **GUIDELINES FOR RECOMMENDING PENALTIES & PUNISHMENTS**

<b>S.No.</b>	<b>Malpractices</b>	<b>Punishments to be imposed</b>
1.	Appeal for favourable consideration or mercy	Warn the candidate
2.	Writing candidate's name , Register Number /marking in any part of the answer book other than the front page	Warning/Cancel the examination taken in the particular subject only
3.	Letter of appeal for favourable consideration, promising any form of remuneration	Cancel that examination paper only/whole examination in that semester.
4.	Possession of notes or books/gadgets or any other source Copying from the above	Cancel that examination paper only/all the papers in that semester.
5.	For inserting previously written answer sheets brought from outside	Cancel that examination paper /whole examination and debar for the next semester for that paper
6.	For threatening or assaulting the Hall Superintendent, or other examination officials/ personnel or for insubordinate violent behaviour	Cancel all theory examination taken and debar for the next six semester examinations and not to pursue any course of studies during the corresponding period

7.	Taking away answer scripts or destroying any evidence of malpractice	Cancel the whole examination taken for that semester
8.	Case of impersonation a)present  b)past students	a)Cancel the examination taken and debar for the next six semester examinations and not to pursue any course of studies during the corresponding period b)reported to police and employer if any and debar for the next six semester examinations
9.	Helping others for copying or getting help from others in any form but do not accept malpractice	Cancel that examination paper /all papers in that semester and debar from two semesters.
10.	Tampering with Hall tickets/certificates etc	Not permitted to appear for any examination for a period of two years.
11.	Committing malpractice for second time	Cancel the whole examination taken for that semester and debar for next two years
12.	Malpractices in CIA	Cancel the paper in that semester.
13.	Creating nuisance/misbehavior/using obscene language in or near the examination hall	Warn/cancel that examination paper /papers in that semester.

### **AUTHORITY FOR IMPOSING PENALTIES & PUNISHMENTS**

- The Controller of Examination will be the authority for approving the recommendations of the Malpractice enquiry committee.
- The Controller of Examination along with examination board members can modify the recommendations of the Malpractice enquiry committee.

### **OTHER MATTERS**

- I. If the examiners he/ she suspects use of unfair means or other material such as insertion of answer sheet, revealing of identity or enclosure, such as currency,etc., the examiner shall return the answer script without valuing that paper with reasons in writing to the controller of examinations for further disciplinary actions.

II. If already valued, marks shall not be entered in the regular marks lists in which the marks awarded to other students are furnished but enter them in a separate list which shall be enclosed in a sealed cover and forwarded to the controller of Examinations.

### PROGRAMME OFFERED

#### Under Graduate Programme

<b>Degree</b>	<b>Branch</b>
B.A.	Tamil English History
B.Sc.	Mathematics Physics Chemistry Computer Science Biochemistry Microbiology Zoology
B.C.A.	Computer Applications
B.Com.	Commerce Bank Management
B.B.A.	Computer Application

#### Post Graduate Programme

<b>Degree</b>	<b>Branch</b>
M.A.	English History Tamil*
M.Sc.	Mathematics Physics Chemistry Computer Science Information Technology Biochemistry Microbiology
M.Com.	Commerce
M.S.W.	Social Work

### Research Programme

<b>Degree</b>	<b>Branch</b>
M.Phil.	Mathematics Physics Chemistry Computer Science Commerce Biochemistry Microbiology History English

<b>Degree</b>	<b>Branch</b>
Ph.D.	Chemistry Commerce History Biochemistry Microbiology Physics Mathematics* Computer Science*

*\*Subject to Affiliation*

## ADD ON COURSES

### Diploma Courses

S.No.	Diploma Course (Title)	Duration	Department Offered
1.	Diploma in Electrical and Electronic Instrumentation (DEEI)	1 Year	Physics
2.	Advanced Diploma in Graphic Design	3 Months	Computer Science
3.	Diploma in Soft Skills	6 Months	Computer Applications
4.	Diploma in Medical Laboratory Technology (DMLT)	1 Year	Biochemistry
5.	Diploma in Food Safety and Quality Assurance	1 Year	Microbiology

### Certificate Courses

S.No.	Certificate Course (Title)	Duration	Department Offered
1.	MATLAB	6 Months	Mathematics

### Value Added Courses

S.No.	Title of the course	Department
1.	Pechu Kalai (பேச்சுக்கலை)	Tamil
2.	English for Competitive Exam	English
3.	Latex	Mathematics
4.	Wiring and Repairing of Domestic Appliances	Physics
5.	Basic Chemistry for Competitive Examinations	Chemistry
6.	Hardware Troubleshooting	Computer science
7.	Advanced Web Development Technologies	Computer Application
8.	Water Quality Analysis	Biochemistry
9.	Food Safety and Regulations	Microbiology

10.	Tally-ERP9	Commerce
11.	GST: Law and Practice	Bank Management
12.	Indian History for Competitive Examinations	History
13.	Livelihood Welfare Schemes on Agriculturist	Economics
14.	Statistical Analysis using Excel Datasheet	Statistics
15.	Mushroom Cultivation Techniques	Zoology
	Vermi - Composting	
16.	Child Care	Psychology
17.	Management Technique for NGO	Social work

### **CERTIFICATES**

A written application with required details must be submitted to the Principal for the issue of any certificate. A notice of two days is necessary for the issue of any certificate.

#### **Details of fees for issue of Certificates:**

Course Certificate and Bonafide Certificate	: Rs. 20/-
Late application for TC and CC	: Rs. 50/-
Certificates involving, Reference to College Records	: Rs. 50/-
Any Certificate after a lapse of three years	: Rs. 250/-

**No Duplicate copy of Transfer Certificate will be issued.**

## ENDOWMENT SCHOLARSHIPS

### DEPARTMENT OF TAMIL

S.No.	Name of the Scholarship	Beneficiary	Instituted By	Amount
1	Prof. Dr. A. F. Anthoniraj Scholarship	Best Outgoing Student in Tamil	Friends, Relatives & Beneficiaries of Prof. Dr. A. F. Anthoniraj	Rs.5000/-
2	Mr. Devaraj & Mrs. Margaret Devaraj Memorial Scholarship	Best Outgoing Student in Tamil	Mr. D.M.J. Gandhi	Rs.3000/- Rs.2000/-

### DEPARTMENT OF ENGLISH

S.No.	Name of the Scholarship	Beneficiary	Instituted By	Amount
1	Thiru. Vanathaiyan and Thirumathi. Vanathaiyan Scholarship	Best Outgoing Student in English	Rev. Fr. V. Aruldass	Rs.5000/-
2	Pappu Periyannayagam & R. Hubert Raj Award	Best outgoing Student in B.A. English-(Shift-II)	Pappu Periyannayagam & R. Hubert Raj	Rs.5000/-
3	Dr. Chandran - Mrs. Prema Chandran Memorial Scholarship	Best outgoing Student in B.A. English-(Shift -II)	Mrs. Jeyanthi Ravichandran	Rs.5000/-

### DEPARTMENT OF MATHEMATICS

S.No.	Name of the Scholarship	Beneficiary	Instituted By	Amount
1	Mrs. Emilia Mary Memorial Scholarship	Best Student in Abstract Algebra – UG Shift II	Mr. Pathinathan	Rs.5000/-
2	Ganithajalam and D.S.Theresammal Memorial Scholarship	Best Outgoing Student in Mathematics	Friends & Relatives and Beneficiaries in the name of S.A.Swamy	Rs.5000/-
3	Srinivasa Ramanujam Memorial Shield	Best Outgoing Student in PG-Mathematics-Shift I	Students of Mathematics 1994-1997 Batch	Rs.2000/-
4	Mr. Antonysamy and Mrs. Mary Victoria Scholarship	Best outgoing student in M.Sc. Mathematics	Mr. Antonysamy and Mrs. Mary Victoria.	Rs.5000/-
5	Aryabhata Scholarship	Best Outgoing Students in PG Mathematics	2016-2018 & 2017-2019 Batch PG Mathematics Students	Rs.10000/-

<b>DEPARTMENT OF PHYSICS</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	Subramania Pillai Pattammal Scholarship	Best Outgoing Student in Physics	Dr. S. Krishnan	Rs.5000/-
2	Durairaj Memorial Scholarship	Best Outgoing Student in Physics	Students of Physics 1997-2000 Batch	Rs.5000/-
3	C. T. Manavala Aiyah & M. Suseela Scholarship	2 <sup>nd</sup> Best Outgoing Student in Physics	Dr. R. Thilak Kumar	Rs.5000/-
4	Madana Gurusamy Memorial Scholarship	3 <sup>rd</sup> Best Student in Physics	Dr.M.G. Sridharan, Visiting Scientist, Denmark.	Rs.5000/-
5	S. Vimala and R.Ganapathy Subramanian Scholarship	3 <sup>rd</sup> Best Outgoing Student in Physics	Dr. G. Vaitheeswaran, Visiting Scientist, Max Planck Institute, Germany.	Rs.5000/-
6	B.Chitra & M.Balathaundayutham Scholarship	Best Outgoing Student in Physics	Mr. B. Sivakumar, Short Film Director, Chennai	Rs.5000/-
<b>DEPARTMENT OF CHEMISTRY</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	Mobtron Enterprises Scholarship	Best Student of I M.Sc. Chemistry	M/s Mobtron Enterprises, Chennai	Rs.5000/-
2	Rev. Fr. G. Peter Rajendiram Scholarship	Best outgoing student from Shift II	2014-2017 Batch, Shift-II Students	Rs.30000/-
3	Mr. G. Muthukumarasamy Scholarship	Best outgoing B.Sc. student from Shift I	Mr. M. Ramesh, Alumni, 1999-2002 Batch	
4	Dr. H. Surya Prakash Rao & Dr. M. Jegan Mohan Scholarship	Best outgoing M.Sc. Student	Dr. H. Surya Prakash Rao & Dr. M. Jegan Mohan	
<b>DEPARTMENT OF COMPUTER SCIENCE</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	Thiru. Simon Padayachi Madharasi Ammal Scholarship	Best Outgoing Student in Computer Science	Mr. M. Arumai Selvam	Rs.5000/-
2	Charles Babbage Memorial Scholarship	Best Outgoing Student in Computer Science	Students of Comp. Sci. 1994-1997 Batch	Rs.5000/-

3	Thiru. Iyyappan Memorial Scholarship	Best Outgoing Student in Computer Science	Mr. V. Anandakumar & Mr.C.M. Parameswaran, Directors of Bharath Computers	Rs.5000/-
4	Professor Chitti Babu Scholarship	Best Outgoing Student in Computer Science	Dr. Chitti Babu, Asst. Professor Drexel Univ., Philadelphia	Rs.5000/-
5	A. V. Rangasamy Naidu Scholarship	Best Outgoing Student in Computer Science	Mr.AVR Muthukumarasamy Prop. AVR Transports, Cuddalore	Rs.5000/-
6	Mr. S. Kannan Scholarship	Best Outgoing Student in Computer Science	Mr. S. Kannan Executive Engineer, NLC	Rs.5000/-
7	Rev. Fr. Dr. Amalarpovadoss Memorial Scholarship	Best Outgoing Student in Computer Science	Mr. Vincent A. Marin, Director, IT Mc-Kinsey & Co., USA	Rs.5000/-
8	Velusamy Memorial Scholarship	2nd Best Outgoing Student in M.Sc. Comp. Science	M/s. Anandakumar, T.V. Centre, Cuddalore	Rs.5000/-
9	Rev. Fr. P. Paul Raj Kumar Appreciation Scholarship	Best Outgoing Student in M.Sc. (IT)	Department of Comp Science, St. Joseph's College, Cuddalore.	Rs.5000/-
10	Mr. R. Anand Memorial Scholarship (Director, Krishnasamy Engineering College)	Best outgoing student – UG Comp. Sci. Shift-I	Mr. M. Arumai Selvam	Rs.5000/-
11	Rev. Fr. V. Aruldass Scholarship	Second Best Outgoing in Computer Science Day	M/s. Devishree Elec. Cuddalore	Rs.5000/-
12	Mr. Travis (Annai Studio) Memorial Scholarship	Best Outgoing Student in M.Phil. Computer Science	Family members of Late Mr. Travis	Rs.10000/-
13	Dr. A. P. J. Abdul Kalam Memorial Scholarship	Best Outgoing Student in Academics & other Activities UG/PG	PG & Research Department of Computer Science	Rs.10000/-
<b>DEPARTMENT OF COMPUTER APPLICATIONS</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	Mr. & Mrs. Amalraj Scholarship	Best Outgoing Student in Computer Applications	Mr. Vincent A. Marin Director, IT Mc-Kinsey & Co., USA	Rs.5000/-
2	K. Thirugnana Sambandam Memorial Scholarship	Best Outgoing Student in Computer Applications	Mr. T. Arumugam	Rs.5000/-



3	S.K.M. Ramaiah Scholarship	Best Outgoing Student in Computer Applications	Mr. Elangovan, Ramaiah Hardwares, Cuddalore	Rs.5000/-
4	Hotel Ananda Bhavan Scholarship	Best Outgoing Student in Computer Applications	Mr. R. Narayanan, Prop., AnandaBhavan Hotels, Cuddalore	Rs.5000/-
5	Mr. A. Francis Roche Scholarship	Best Outgoing Student in Computer Applications	Mr. A. Francis Roche	Rs.5000/-
6	Apparsamy Scholarship	Best Outgoing Student in Computer Applications	M/s. Santhosh Textiles, Pondicherry	Rs.5000/-
7	Thiru. A. Mariappan and Thirumathi. D. S. Arulmary Scholarship	Best Outgoing Student in Computer Applications	Mr. Vincent A. Marin, Director, IT, Mc-Kinsey & Co., USA	Rs.5000/-
8	L. Anthony Samy And Jeya Pragasamary Memorial Scholarship	Best outgoing programmer of Computer Applications - Day	Ms. A. Nirmala	Rs.40000/-
9	Mrs. & Mr. Sarvapalli Appaiya Ramanan Memorial Scholarship	Most vibrant student of Computer Applications- Shift I	Ms. R. Aruna Kirthiga	
10	Mr. E. Albert Memorial Scholarship	Enterprising student of Computer Applications	Mr. John Pradeep Ebenezer	
11	Rev. Fr. P. Antony Samy and Rev. Fr. V. Antony Samy Memorial Scholarship	Best outgoing programmer of Computer Applications- Eve	Mr. J. Robert Adaikalaraj	
<b>DEPARTMENT OF BIOCHEMISTRY</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	Pope John Paul II Scholarship	Best outgoing Student in II PG Biochemistry	Staff and Students of Bio-Chemistry, St. Joseph's College, Cuddalore	Rs.5000/-
2	St. Joseph's Scholarship	Best Outgoing in Biochemistry - Evening	Staff and Students of Bio-Chemistry, St. Joseph's College, Cuddalore	Rs.5000/-

3	Rev. Fr. Aruldass Scholarship	Best Outgoing in Biochemistry – Day	Bio-Chemistry, St. Joseph’s College, Cuddalore	Rs.5000/-
<b>DEPARTMENT OF MICROBIOLOGY</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	Bright Sun Publications Scholarship	Best Outgoing Student in Microbiology – Day College	M/s. Bright Sun Publications, Chennai	Rs.5000/-
2	Rev. Fr. R. Ratchagar Scholarship	Best Outgoing in Microbiology – Day	The Students of the Department	Rs.5000/-
3	Rev. Fr. Aruldass Scholarship	Best Outgoing in Microbiology – Evening	The Students of the Department	Rs.5000/-
4	Rev. Fr. V. Aruldass cash Award	2nd best outgoing student in Microbiology-Evening College	The Staff and Students of Dept. of Microbiology	Rs.5000/-
<b>DEPARTMENT OF COMMERCE</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	Mr. A. Francis Joseph Mani Memorial Scholarship	Best Outgoing Student in Commerce – Shift-I	Friends, Relatives & Beneficiaries of Mr. A. Francis Joseph Mani	Rs.5000/-
2	Duraisamy Padayatchi and Dhanalakshmi Ammal Scholarship	Best Outgoing Student in Income Tax Law & Practice – Shift-I	Mr. D. Kannusamy Auditor, Cuddalore	Rs.5000/-
3	Duraisamy Padayatchi and Dhanalakshmi Ammal Scholarship	Best Outgoing Student in Income Tax Law & Practice – Shift-II	Mr. D. Kannusamy Auditor, Cuddalore	Rs.5000/-
4	The Most Rev. Archbishop Dr. Antony Anandarayar award for Best Entrepreneur	Best Entrepreneur	Dept. of Commerce, St. Joseph’s College, Cuddalore.	Rs.3000/-
5	Mr. Devasagayam and Mrs. Elizabeth scholarship	Deserving student of 2nd M.Com	Dr. S. Soosai John Rosario	Rs.5000/-
6	Mr. Perumal and Mrs. Saroja Scholarship	Best outgoing student in P.G Accountancy	Mr. Vaithiyanadane	Rs.5000/-
7	Rev. Fr. V. Agnel Award	2 <sup>nd</sup> Best Outgoing Student in B.Com (Shift- I)	Rev. Fr. V. Agnel	Rs.5000/-

8	Shankar Chettiar Scholarship	Best Outgoing Student in M.Com.	M/s. Shankar Jewellery, Cuddalore	Rs.5000/-
9	Mrs. Jayashree Ranganathan	2 <sup>nd</sup> Best Outgoing Student in Commerce – Shift-II	Mr. Ranganathan NSR Family	Rs.5000/-
<b>DEPARTMENT OF COMMERCE (BANK MANAGEMENT)</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	Thiru. R. Dheenadhayalan Scholarship	Best Student from Shift-I	Dr. D. Ilangovan, Prof. & Head Department of Commerce Annamalai University.	Rs.25000/-
2	Smt. K. Pushpakanthi Scholarship	Best Student from Shift-II	Dr. D. Ilangovan, Prof. & Head Department of Commerce Annamalai University.	Rs.25000/-
<b>DEPARTMENT OF BBA (COMPUTER APPLICATION)</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	Dr. D. Ilangovan Scholarship	Best Student from Shift-I	Dr. D. Ilangovan, Prof. & Head Department of Commerce Annamalai University.	Rs.25000/-
2	Dr. V. Sivagangailakshmi Scholarship	Best Student from Shift-II	Dr. D. Ilangovan, Prof. & Head Department of Commerce Annamalai University.	Rs.25000/-
<b>DEPARTMENT OF HISTORY</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	Thiru Dhandapani Memorial Scholarship	Best Outgoing Student in History	Mr. D. Desing Rajan & Brothers	Rs.5000/-
<b>DEPARTMENT OF SOCIAL WORK</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	Mrs. Rajammal Lourduraj	Best Fieldworker in Social Work	C.L. Anandakumar Selvaraj	Rs.15000/-
2	Rev. Sr. Xavier Mary	Emerging Social Worker in Social Work	Rev. Sr. Xavier Mary	
3	Rev. Fr. Dr. I. Ratchagar	All-rounder in Social Work Proficiency in Social Work	Rev. Fr. Dr. I. Ratchagar	

4	Mr. K. S. Periyanyagam Memorial Scholarship	Best Researcher in Social Work	Dr. K. P. Christiraj	Rs.10000/-
<b>DEPARTMENT OF ECONOMICS</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	Francois de Condappa Memorial Award	Best outgoing student in Economics Shift-I	Mrs. Liliane de Condappa	Rs.5000/-
<b>DEPARTMENT OF STATISTICS</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	Mr. John Britto Scholarship	Best Scorer in Allied Statistics	Mr. John Britto	Rs.5000/-
<b>DEPARTMENT OF PHYSICAL EDUCATION</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	Sajiv Sebastian Award	Best Cricketer	Parents of Sajiv Sebastian	Rs.5000/-
<b>DEPARTMENT OF LIBRARY</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	Rev. Fr. M. A. Ratchagar Scholarship	Best User of the Library – Shift-I (UG Student)	Rev. Fr. G. Peter Rajendiram	Rs.10000/-
2	Mr. A. R. George Scholarship	Best User of the Library – Shift-II (UG Student)	Rev. Fr. G. Peter Rajendiram	Rs.10000/-
3	Mrs. Theresammal George Scholarship	Best User of the Library- PG Student	Rev. Fr. G. Peter Rajendiram	Rs.10000/-
4	Mr. K.R.S. Rajaraman Scholarship	Best User of the Library – Staff	Rev. Fr. G. Peter Rajendiram	Rs.10000/-
<b>NATIONAL SERVICE SCHEME (NSS)</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	His Eminence Simon Cardinal Lourdusamy Scholarship	Best NSS Volunteer	Mr. M. Arumai Selvam	Rs.5000/-
2	Rev.Fr.Dr.I.Ratchagar's, Silver Jubilee Remembrance Scholarship	Best Social Worker Volunteer – NSS – Shift – I	Rev. Fr. Dr. I. Ratchagar	Rs.5000/-
3	Rev.Fr.Dr. I.Ratchagar's, Silver Jubilee Remembrance Scholarship	Best Social Worker Volunteer – NSS – Shift – II	Rev. Fr. Dr. I. Ratchagar	Rs.5000/-
4	Shervin Mervin Award	Best NSS Volunteer	Dr. R. Robert	Rs.5000/-

5	Most Rev. Archbishop Dr. Antony Anandarayar Award	Best NSS Leadership Award Shift-I	Dr. L. Santhana Raj, National Young Leadership Program Award 2015-2016	Rs. 5000/-
6	Most Rev. Bishop Dr. Antonysamy Peter Abir, Sulthanpet, Palakkad, Kerala	Best Blood Donor's Award	Dr. L. Santhana Raj, National Young Leadership Program Award 2015-2016	Rs. 5000/-
7	Rev. Fr. G. Peter Rajendiram Award, Secretary, St. Joseph's College, Cuddalore	Best NSS Leadership Award Shift-II	Dr. L. Santhana Raj, National Young Leadership Program Award 2015-2016	Rs. 5000/-
8	Thiru. V. T. Santhana Padayatchi & Veronika Ammal Award	Best Outgoing Student in UG Accountancy Shift-I	Dr. L. Santhana Raj, National Young Leadership Program Award 2015-2016	Rs. 5000/-
9	Thiru. S. Lourdu Samy & Nirmala Rani Award	Best Outgoing Student in UG Accountancy Shift-II	Dr. L. Santhana Raj, National Young Leadership Program Award 2015-2016	Rs. 5000/-
10	Dr. L. Santhana Raj & Mrs. S. Jacqueline Mary Award	Best Student Participation in Extra-Curricular Activity (NSS Competition)	Dr. L. Santhana Raj, National Young Leadership Program Award 2015-2016	Rs. 5000/-

**NATIONAL CADET CORPS (NCC)**

S.No.	Name of the Scholarship	Beneficiary	Instituted By	Amount
1	Rev. Fr. G. Peter Rajendiram Silver Jubilee Remembrance Scholarship	2 Nos. of NCC Best Volunteer of Senior Division/Senior Wing - Boys	Rev. Fr. G. Peter Rajendiram & NCC Volunteers	Rs.10000/-
2	Rev. Fr. A. J. Lawrence Scholarship	2 Nos. of NCC Best Volunteer of Senior Division/Senior Wing - Girls	St. Joseph's College of Arts & Science	Rs.10000/-

**YOUTH RED CROSS (YRC)**

S.No.	Name of the Scholarship	Beneficiary	Instituted By	Amount
1	Padmasree Dr. Sarojini Varadappan Award	Best Youth Red cross Volunteer-Day College	Mr. R. M. Balasubramaniam	Rs.5000/-
2	Rev. Fr. P. Paul Rajkumar Award	Best Youth Red cross Volunteer - Evening College	Youth Red Cross Volunteers	Rs.5000/-

<b>ROTARACT</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	The Holy Mother Theresa Memorial Scholarship	Best Rotaractor	Mr. M. ArumaiSelvam	Rs.5000/-
2	Rev. Fr. Secretary Scholarship	Best Rotaractor in Eve. College	Rev. Fr. Secretary	Rs.5000/-
<b>FINE ARTS CLUB</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	Rev. Fr. Dr. I. Ratchagar, Secretary Scholarship	Best Student in Fine Arts for Boys	Rev. Fr. Dr. I. Ratchagar	Rs.10000/-
2	Dr. (Tmt.). M. Valarmathi Regional Joint Director Scholarship	Best Student in Fine Arts for Girls	St. Joseph's College of Arts & Science	Rs.10000/-
3	Dr. (Tmt.). M. Valarmathi Regional Joint Director Scholarship	Best Student Organizer in Fine Arts	St. Joseph's College of Arts & Science	Rs.10000/-
<b>THE BEST TEACHER NATIONAL AWARDEE Rev. Fr. R. RATCHAGAR SCHOLARSHIP</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	The Best Teacher National Awardees Rev. Fr. R. Ratchagar Scholarship	Best Outgoing Student in B.Sc. Mathematics Best Outgoing Student in B.Sc. Physics Best Outgoing Student in B.Sc. Chemistry Best Outgoing Student in B.Sc. Computer Science Best Outgoing Student in B.Sc. Microbiology Best Outgoing Student in B.Sc. Biochemistry Best Outgoing Student in B.Com. Best Outgoing Student in B.B.M. Best Outgoing Student in B.A. History Best Outgoing Student in B.C.A. Computer Applications Best Outgoing Student in M.Sc. Computer Science	The Staff (1996) St. Joseph's College	Rs.40000/-

<b>SPECIAL AWARDS AND PRIZES</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	The Most Rev. Archbishop Dr. S. Michael Augustine Scholarship	The Best Student of the College	St. Joseph's College	Rs.5000/-
2	Dr. Kannan Service Memorial Scholarship	Best Outgoing UG - Physically Challenged Boy/Girl	Dr. R. Kannan	Rs.5000/- Rs.5000/-
3	Rev. Fr. Principal's Prize	UG-Best Outgoing Student – Evening College	Rev. Fr. A. J. Lawrence	Rs.5000/-
4	Rev. Fr. R. Ratchagar Award	Eminent Personalities for their untiring work and valuable contribution to the society	Dept. of Computer Science & Applications	Rs.15000/-
5	Rev. Fr. R. Ratchagar Special Award	Young prodigy in the District	Dept. of Computer Science & Applications	Rs.10000/-
6	Rev. Fr. Secretary Scholarship	Best Outgoing Student in Academic and Extracurricular Activities	Rev. Fr. Secretary	Rs.5000/-
8	Rev. Fr. G. Peter Rajendiram Scholarship for Staff	Best Paper Presentation – Teachers - Teacher's Day	Rev. Fr. G. Peter Rajendiram	Rs.47735/- Rs.51228/- Rs.56,519/-
<b>GOLD MEDAL AWARD – GRADUATION DAY</b>				
<b>S.No.</b>	<b>Name of the Scholarship</b>	<b>Beneficiary</b>	<b>Instituted By</b>	<b>Amount</b>
1	Rev. Fr. P. Paul Rajkumar – Gold Medal Award	Gold Medal – Topers of the all the departments during the Graduation Day	Rev. Fr. P. Paul Rajkumar	Rs.36953/-
2	Rev. Fr. G. Peter Rajendiram - Gold Medal Award	Gold Medal – Topers of the all the departments during the Graduation Day	Rev. Fr. G. Peter Rajendiram	Rs.39788/-

## LEAVE OF ABSENCE

Sl No	Date		No. of Days	Reason	Sign of Principal
	From	To			
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

## LATE COMING

Sl No	Date	Session	Reason	Sign of Principal
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				



## TIME TABLE

ODD SEMESTER		HOUR				
		1	2	3	4	5
DAY ORDER	I					
	II					
	III					
	IV					
	V					
	VI					

EVEN SEMESTER		HOUR				
		1	2	3	4	5
DAY ORDER	I					
	II					
	III					
	IV					
	V					
	VI					