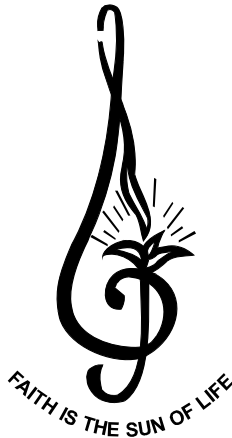


Providence College for Women

(Re-accredited with 'A' Grade by NAAC)

SPRINGFIELD, COONOOR - 643 104, THE NILGIRIS.

SELF FINANCE COURSES



CALENDAR

2020 - 2021

தமிழ்த்தாய் வாழ்த்து

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

– பேராசிரியர் பெ. சுந்தரம்பிள்ளை

PERSONAL INFORMATION

Name :

Father's Name :

Class : Blood Group

Date of Birth :

Full Address :

.....

.....

Phone : Student : Father :

Mother : Guardian :

If there is any emergency Call :

Name	Phone	Relationship

Signature of the Student

Signature of the Parent / Guardian


PROVIDENCE COLLEGE FOR WOMEN


SPRINGFIELD, COONOOR - 643 104.

Telephone : 0423 - 2234084 Fax : (0423) 2237949

E-mail : providencecnr@gmail.com

Web : providencecoonoor.com

OUR VISION

QUALITY EDUCATION AND EXCELLENCE

HOLISTIC PERSONALITY

SERVICE

OUR MISSION

To quench the students' intellectual thirst for learning and research;

Exploring and nurturing their potentiality and personality;

Moulding integrated persons;

Transforming family, society and nation through quality education.

GIVE IT A GLANCE

"To be wise you must first obey the Lord. If you know the Holy One, you have understanding. Wisdom will add years to your life. You are the one who will profit if you have wisdom."

Proverbs 9 : 10 - 12a

"Stand up, be bold, be strong. Take the whole responsibility on your own shoulders, and know that you are the creator of your own destiny".

- Swami Vivekananda

"Education today, more than ever before,
Must see clearly the dual objectives;
Education for living,
Education for making a living".

- James Mason Wood.

COLLEGE CALENDAR COMMITTEE

1. Dr. Sr. Sheela V. J. - Principal
2. Dr. Amudha R. - Staff Secretary
3. Mrs. B. Sashi Rekha - Staff Treasurer
4. Sr. Arockiamary - Administrative Staff
5. Ms. Daniel Akil Sait - Student President
6. Ms. Prathiksha S. - Vice-President
7. Ms. Reshma A. - Secretary
8. Ms. Hiba Thaslim - Joint Secretary

ABOUT THE COLLEGE

Providence College for Women is founded and run by the Sisters of St. Joseph of Tarbes, a Catholic minority institution registered under the Nilgiris St. Joseph's Sisters Society. This institution was started for the benefit of Catholics and in addition, to others without distinction of caste or creed. The College is affiliated to Bharathiar University as a first grade college and is situated in a spacious and beautiful campus on the Coonoor - Kotagiri road about 6 k.m. from the town. The college has good infrastructure along with hostel facility.

OBJECTIVES

To excel in learning and teaching through study and research.

To instill moral values that will lead to an integrated life.

To inculcate in students Social Responsibility and Human Dignity.

To train students to shoulder responsibilities and face challenges.

To strengthen the faith of the catholic students and foster inter-religious harmony.

NATIONAL ANTHEM

Janagana mana adhinayaka Jaya he
Bharatha bhagya vidhatha

Panjaba Sindhu Gujarata Marata
Dravida Uthkala Banga,

Vindhya Himachala Yamuna Ganga,
Uchala jaladhi taranga,
Tava Subha name jage,
Tava Subha asisa mage,
Gahe tava jaya gatha.

Janagana mangala dayaka jaya he
Bharatha bhagya vidhatha
Jaya he; Jaya he; Jaya he;
Jaya Jaya Jaya Jaya he

NATIONAL PLEDGE

India is my country, all Indians are my brothers and sisters.

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

I shall always strive to be worthy of it.

I shall give 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.

COLLEGE MOTTO - FAITH IS THE SUN OF LIFE

Explanation of the College emblem

Our emblem speaks of Our Motto -

"FAITH IS THE SUN OF LIFE"

"The lily lamp with its graceful curve

Recalls the Master's saying:

"Look at the lilies of the field !

They don't spin

And yet

Not even Glorious Solomon

Was arrayed as these

Because your Heavenly Father clothes them,"



The lily is then,

Divine Providence

a faith

That drinks from the heart of Providence.

Faith - the flame that scatters the darkness.

Cheers the gloom

And points to the narrow way



But mark the music it creates

With the treble clef

And in its base configuration

You'll detect

The hidden - clear initials

P. C.

That tells you

That Providence

Heart - pulsating, faith-inspiring

Are but one



THE COLLEGE ANTHEM

Among the birds and
flowers of Providence
The stately evergreen
You will feel His power in
the whip of the wind,
His loving care in the warm bright sun
Here life flies by.

I look around me and I see
The beautiful scenery
T'was made for me!
Lord ! I thank Thee.

Chorus

All noble hearts, great minds are here
To help me in my quest of you
For them I say
"Lord ! I thank you"

Chorus

Your sturdy walls that shelter me
It's just success that will carry me
Beyond your bounds,
Lord, I trust Thee.

Chorus

My future lying beyond the green
Does trouble me, but yet I feel
Your hand in mine
Will still lead me.

Chorus

And then the life beyond the grey,
The rocks before it, the thorns, the clay!
I'll follow yet,
Your beckoning light.

COLLEGE PRAYER

Gracious God, we your Providence children, raise our hearts to You in praise & thanksgiving.

We thank you for all the SJT Sisters under whom this College was formed, moulded & still growing. We also remember our retired staff and the present staff who work for the mission of education. We are grateful to You for all our benefactors who have labored with great dedication in one way or another. We also gratefully recall those who served this institution and are enjoying their heavenly bliss. We are grateful to you for our past & present students who have brought glory to this institution through their hard work & achievements.

We have felt your presence in our midst during these years, in our joys & tribulations, success & failures. As we continue to live as one Providence family, may we be able to share our Faith, Hope & Love and radiate Truth, Justice & Righteousness to the society and world in which we live. Bless all those who step in & out of the portals of Providence with Your peace & harmony. Bless our youth so that they blossom into empowered women & good home-makers who will make a difference to families and society as they scatter sunshine around them.

We place in You all our plans, hopes and desires for the success during the year. Shower your blessings on our efforts to make it a perfect and pleasing offering to you. Amen.

MEMBERS OF THE FACULTY

Secretary

1. Sr. Assumpta K.

Principal

2. Dr. Sr. Sheela V.J., M.A.,NET.,Ph.D.,D.Litt. (Hon.)

Department of English

3. Dr. N. Bhuvana, M.A.,M.Phil.,SLET., Ph.D., D.Litt. (Hon.) HOD
4. Dr. R. Amudha, M.A., M.Phil., Ph.D.
5. Dr. R. Anitha, M.A., M.Phil.,SET., Ph.D.
6. Dr. Beulah Gideon, M.A., M.Phil., B.Ed., Ph.D.
7. Mrs. S. Mary Shyla, M.A., B.Ed., M.Phil.
8. Dr. C. Josephine Gladys, M.A.(Eng.), M.A (JMC), M.Phil., Ph.D.
9. Dr. Anubhuti Vajpeyi, M.A., M.Phil., Ph.D.
10. Sr. Sithara Joseph, M.A. (Ph.D.)
11. Dr. R. Priyadarshini, M.A., B.Ed., M.Phil., SET, Ph.D.

Department of Economics

12. Dr. Hemasrikumar, M.A., B.Ed., M.Phil., Ph.D. HOD
13. Dr. C. Hemalatha, M.A., M.Phil., SLET.,Ph.D.
14. Mrs. C. Jeeva, M.A., M.Phil., NET., (Ph.D.)
15. Mrs. J. Karunambikai, M.A.,M.Phil.,SET.,PGDCA.,CLM., (Ph.D.)
16. Dr. C. Mythili, M.A., SET., Ph.D.
17. Mr. R. Karthikeyan, M.A., M.B.A.

Department of History

18. Dr. S.M. Sangeetha, M.A., M.Phil., DCA., Ph.D., (MBA), D.Litt. (Hon.) HOD
19. Dr. R. Shani Ruskin, M.A., B.Ed., MLISC., PGDCA., Ph.D., (MBA).
20. Dr. N. Sudha, M.A., B.Ed., Ph.D., Diploma in French.
21. Mrs. R. Revathi, M.A., M.Phil., B.Ed.

Department of Mathematics

22. Dr. M.S. Annie Christi, M.Sc., B.Ed., M.Phil., Ph.D. HOD
23. Dr. B. Ganga, M.Sc., M.Phil., PGDCA., Ph.D.
24. Dr. Sr. Selvi, M.Sc., M.Phil., Ph.D.
25. Dr. K. Karuppaiy, M.Sc., M.Phil., PGDCA., Ph.D.
26. Mrs. R. Shalini, M.Sc., B.Ed., M.Phil., (Ph.D.)

Department of Botany

27. Dr. N. Visalakshi, M.Sc., Ph.D. HOD
28. Dr. J. Rose de Leema, M.Sc., M.Phil., Ph.D., D.Litt. (Hon.)
29. Ms.G.Shajitha, M.Sc., M.Phil.

Department of Physics

30. Dr. K. Mahalakshmi, M.Sc., Ph.D.

Department of Chemistry

31. Dr. M. Buvaneswari, M.Sc.,M.Phil.,Ph.D.
32. Dr. R. Savidha, M.Sc.,Ph.D.,PDF.

Department of Zoology

33. Dr. M. Jyothi, M.Sc.,Ph.D.

Department of Commerce

34. Dr. C. Beulah Vijayarani, M.Com., M.Phil., B.Ed., MBA,PGDCA.,Ph.D., D.Litt. (Hon.) HOD
35. Mrs. B. Sashirekha, M.Com (FCA), NET., (Ph.D.)
36. Dr. Jacqueline Martin, M.Com., B.Ed., DSP., Ph.D.
37. Dr. M. Gomathi, M.Com., MBA., M.Phil., Ph.D., SET., PGDCA.

38. Dr. J. Aarti, M.Com.,MBA.,PGDCA.,
39. Mrs. S. Baby, M.Com.,M.Phil., (Ph.D.)
40. Ms. Shallini. K. Menon, M.Com (CA), M.Phil.,(Ph.D.)
41. Ms. S. Malini, M.Com.(C.A), M.Phil., (Ph.D.)

Department of Computer Science and Applications

42. Dr. N. Anandkrishnan, M.C.A.,M.Phil.,Ph.D.,M.A.(YHE.)
43. Mr. K. B. Manikandan, M.C.A.,M.Phil., (Ph.D),,
44. Mrs. N. Sharmila Banu, M.Sc., M.Phil.,(Ph.D.)
45. Mrs. K. Deepa, M.Sc., M.Phil., (Ph.D.)
46. Mrs. T. Preethi, MCA.,M.Phil., (Ph.D.)
47. Mr. K. Santhosh Kumar, MCA., M.Phil., MBA., (Ph.D.)
48. Mr. H. Sivalingan, M.Sc., PGDCA, HDSE, BLIS, M.Phil., (Ph.D.)

HOD
DOAC Coordinator

Department of Tamil

49. Dr. F. Malarvizhi, M.A.,SLET.,Ph.D.
50. Dr. P. Amutha, M.A., M.Phil., Ph.D.
51. Dr. J. Gunaseeli, M.A., M.Phil., B.Ed., Ph.D.

HOD

Department of Hindi

52. Mrs. R. S. Rekha, M.A., B.Ed., SET.,NET., (Ph.D.)

Department of French

53. Ms. Cynthia George, M.A.,NET.

Department of Physical Education

54. Dr. Kavitha Kumaran, M.P.Ed., SLET., Ph.D.

Librarian

55. Dr. A.Savio Sagayamary, M.Com, M.LIS., M.Phil., Ph.D.

Office Staff

1. Mrs. M. Isabella Mary, B.A. (Eng.)
2. Mr. T. Sakthivel
3. Mr. Vimal Kumar, B.Com., D.Com.
4. Mr. C. Henry
5. Mrs. Arockkiyasamy Jesumary
6. Sr. J. Arockiamary, B.Com., (M.Com.)
7. Mr. K. Madhan Ramkumar, D.C.E.
8. Sr. Lilly, B.Com., DSC., (M.Com.)
9. Ms. Jayanthi, B.Sc., MLIS., M.Phil., PGDCA.
10. Mrs. C. Saraswathi
11. Mrs. S.G. Rita
12. Mrs. Mary Vinolia, D.C.T., BCA.,
13. Mr. J. Rajesh Kumar
14. Mrs.B.Shalini, M.Sc., M.Phil., B.Ed.
15. Mr. K. Viswanathan, M.A., MLIS., M.Phil., D.C. Tech., H.D.S.E.
16. Mr. B. Arjun, M.A., CLIS.
17. Mrs. Stella Babitha, M.A., CLIS.
18. Mr. L. Kumar
19. Mr. D. Rajasekar
20. Mrs. Vasanthamani
21. Mrs. S. Vasuki
22. Mrs.Vijayalakshmi
23. Mrs. Kalayani
24. Mr. Mathiyalagan. D.

COLLEGE RULES

The College has formulated certain rules with the aim of developing the personality of the students. Discipline is the backbone of society. This is true of an educational institution also. Discipline is not to be considered as repressive. It is only formative and helps the students to develop self-control which is the essence of a well-ordered and successful life. Therefore "Providence" expects all the students to follow certain rules which are meant to ensure a smooth functioning of the college.

**RAGGING IS STRICTLY FORBIDDEN IN THE COLLEGE
AND IN THE HOSTEL**

**STUDENTS ARE NOT ALLOWED TO BRING THEIR
CELLPHONE AND ANY OTHER ELECTRONIC GADGETS
TO THE COLLEGE PREMISES**

RESIDENCE OF STUDENTS

Students who do not live in the College Hostel are to live with their parents or guardian or in hostels approved by the Principal.

Students living in the hostel shall be under the supervision of the Warden.

ATTENDANCE AND LEAVE

1. Every student should attend the classes regularly. Action will be taken against irregular students. The leave format is included in the calendar.
2. Attendance is noted for each period at the commencement of the class.
3. University and College Rules require **REGULAR ATTENDANCE** in all classes both theory and practical.
4. **Absence of one period in any session is treated as absence of half a day.**
5. In case of absence on medical reasons, the student should produce a medical certificate from a registered medical practitioner.

DRESS AND DISCIPLINE

The students are expected to dress modestly and in keeping with the place and occasion. Students are expected to wear their respective uniform jackets on Mondays and Wednesdays, examination days and occasions as and when announced. Students are also expected to come in uniform on Wednesdays (White Salwar). Tights, Short tops are strictly not allowed.

They should be regular and punctual in attending classes and all activities connected with the college.

During the leisure hours, the students may make use of the dailies and periodicals placed in the reading room without disturbing their neighbours.

Students will not be permitted to leave the class or enter late under the pretext of paying fees or taking books from the Library. Time fixed for those purposes during off hours must be adhered to strictly.

Change of classrooms between periods must be effected in an orderly and quiet manner.

Play fields must not be trespassed when games are on. Students witnessing games are expected to show sportsmanship in their appreciation and encouragement.

While attending college or public functions, they will conduct themselves in such a way as to bring credit to themselves and to the institution.

Students are expected to show respect and courtesy to elders, staff and visitors and treat everyone with dignity.

Health and hygiene, sanitation and conducive habits go to make a good citizen.

Spitting and throwing waste paper all over the campus should be avoided.

Students shall not enter the office room or laboratories during unspecified hours.

No unauthorised printed matter to be circulated. Students are strictly forbidden to post informations about the college in the social media without the consent of the Principal.

Students are forbidden to take part in political activities of any kind particularly in those directed against the authority of the Government.

Any student is at liberty to represent any grievance in person or in writing to the Principal. All such representations must be individual. Taking initiative for submitting mass petition or signing such petitions by students will be a serious offence.

Care must be exercised in handling the property of the college and any damage caused casually or purposely will entail serious disciplinary action and recovery of cost. Students shall not displace or interfere in any way with college furniture. Any damage done will be charged. Students are expected to read the notices put up on the College Notice Board periodically, and ignorance will not be accepted for non-compliance of the instruction contained in the notice.

Parents are advised not to disturb the students with unnecessary phone calls. Under no circumstance students will be called from classes to attend or to make phone calls. However, messages will be received and passed on to the students. Students are not permitted to make phone calls during the class hours.

Appeal to Parents / Guardians :

Parents / Guardians are requested to extend full cooperation to the authorities with regard to the character, discipline, attendance and academic progress of their daughters / wards. They must respond to all the communications sent to them from the college regarding the performance of their daughters / ward.

Under the Tamil Nadu Educational Rules, the Principal is empowered to inflict the following punishments in the interest of the student or the Institution concerned :

- (i) Fines
- (ii) Loss of attendance
- (iii) Loss of term certificate
- (iv) Suspension and
- (v) Expulsion

Periodical Tests and Model Examinations :

There will be two Internals and one Model Examination at the end of each semester. Progress Reports will be sent to the parents / guardians immediately after every model examination showing the progress made by the students.

GENERAL ASSEMBLY

General Assembly will be conducted three times a week. All are expected to be present in the college at 9.20 a.m.

COLLEGE CALENDAR

Students are expected to bring the College Calendar with them every day and use it.

LABORATORY RULES

Students are reminded that the practical work is the foundation on which the study of Science stands and every student is required to give their most earnest and careful attention to it. The laboratory work is arranged to accompany as closely as possible the principles of theory discussed in the lecture classes.

The certificates for the practical course required by the University Regulations will not be granted unless the student records 75 percent of attendance at practical classes and her progress has been satisfactory. The student will be judged not only by the practical work done in the laboratory but also by the neat, systematic and regular writing of the account in the Record Book.

Instruction Regarding Laboratory Work

Students should copy the instruction and tabular columns before entering the laboratory and must come prepared for the class.

They should handle the apparatus carefully. Any breakage of apparatus will be immediately reported to the Lecturer. Cost of broken articles will be recovered as and when they occur.

The attendance for practical class will be given only when :

1. The experiment is done;
2. The observation is signed, and
3. The record is submitted on the due date.

No record will be signed unless it is complete.

For the sake of uniformity and neatness, students are advised to obtain Record note books supplied by the college.

LIBRARY RULES

The Library is in the immediate charge of the Librarian of the college.

The staff and students of the college are members of the Library.

Strict silence should be observed in the Reading Room of the Library.

A student member is responsible for any book borrowed in her name.

For those who are borrowing books under regular basis other than reference books, not more than two renewals shall be allowed for any book. Books may be re-issued only if there is no applicant for it.

Reference books may be borrowed for not more than three days.

Every student shall return the book within the specified time. Absence from college will not be admitted as an excuse for delay in returning the books.

The Librarian may recall a book at any time even if the normal period of lending has not been over. In the case of reference books for which there is an exceptional demand, period of borrowing shall be reduced even to one day.

No student is allowed to sub-lend a book to any one in or outside the college.

Students are expected to use the books with care. If a book is lost / damaged, borrowers should replace the book or pay a penalty to cover the cost of the book.

Tearing off pages or making any sort of marks in the borrowed books will attract conditions as above.

The following timing will be observed for the Library during the academic year :

Working days : 9.00 a.m. to 5.00 p.m.

BOOK BANK

1. A Book Bank is operated in the Library.
2. The Book Bank is to provide text books to poor and deserving students every semester. It is a boon to our poor students who cannot buy costly books.
3. These books are available for circulation only in the beginning of each semester.
4. These books should be returned to the Book Bank on the last working day of each semester, failing which a fine of Re. 1/- per day per book will be collected.

Medical Examination

1. The students of first year degree courses will be medically examined soon after their admission in the college.
2. Students who are absent for the medical examination (when conducted at the college by the Medical Officer) shall be required to produce a certificate of medical examination from any qualified doctor at their own expense.

Fees

There will be 2 Semesters in one academic year. The First Semester will begin from the re-opening day in June after the summer vacation and extend to the end of November. The Second Semester will begin when the college reopens for the next Semester and extend to the end of March / April.

	Rs.
Laboratory fees for Science Students (B.Sc.,)	400-00
Games	100-00
College Union	25-00
Stationery	50-00
College Day	10-00
College Calendar	10-00
College Magazine	30-00
Visual Education	10-00
Medical Examination	5-00
Students Aid Fund	6-00
Social Service League	10-00
Curricular Projects	10-00
Identity Card	4-00
Assesment Records	10-00
Library Fees	25-00
Registration fee (New admission only)	125-00
Matriculation fee	150-00

University Sports Fees	75-00
Scrutiny of Marks card Fees	10-00
Recognition fees - Tamil Nadu (New admission only)	225-00
Other State Recognition fees (New admission only)	750-00
Outside India	1125-00
Admission fees	5-00
Administrative fees	300-00
N.S.S.	10-00
Flag	15-00
Insurance	35-00
YRC	20-00
Library (University)	40-00

Payment of fees

The fees should be paid in one sum not later than the tenth working day after reopening.

If a student leaves the College during the term she shall have no right to claim a remission of any portion of the term fees. Under no circumstance fees once paid will be refunded.

Fee Concession and Scholarships

- A. 1. Full fee concessions to daughters / dependents of Defence Service personnel.
2. Full fee concessions to daughters / dependents of repatriates of Burma and Ceylon.

- B.
1. Backward Classes Welfare Department Scholarships are available for the Backward / Most Backward class communities. Eligibility - Parental income less than Rs. 1,00,000/-.
 2. Government of India Scholarship to Scheduled Caste / Scheduled Tribe students. - Income Rs. 2,00,000/- p. a.
 3. Government of India National Scholarship to meritorious students whose parental income is below Rs. 2,00,000/- per year. For SC, ST, Converted SCC from AD. (No application is available as the selections are made by the Director of Collegiate Education on the performance of the candidate in the Higher Secondary Examinations)
 4. Government of India National Loan Scholarship for students getting more than 80% in Higher Secondary School Examination, if the parental income is below Rs. 1,00,000/- per annum. Loan amount of Rs. 720/- per year.
 5. Government of India National Loan Scholarship to Children of Primary and Secondary School Teachers who have scored more than 75% in the Higher Secondary School Examination.
 6. State Collegiate Scholarship to Physically Handicapped students.
- C.
1. Scholarship to daughters of Defence Service personnel, dependents of Freedom Fighters, repatriates of Burma and Ceylon.
 2. Scholarship to students from Non-Hindi speaking States for Post-Matric Studies in Hindi.
- D.
1. Assistance from the College Student's Aid Fund is available.

90% of attendance is required to avail any kind of Scholarship.

EXTRA AND CO-CURRICULAR ACTIVITIES

The Principal shall be the Ex-officio President of all the Associations.

There is a Student Council consisting of the following :

President	Afreen Sulthana M.	III B.Com.
Vice President	Sherin Sanofer J.	III B.A. History
Secretary	Saruthi R.	III B.Sc. Botany
Joint Secretary	Swathi H.	III B.Com.

At the beginning of the academic year, the Student Council will plan the activities of the semester keeping in mind the interest and aspirations of the student body and the ideals of the college. They will plan the budget of expenses for each semester. They shall obtain prior permission from the Principal for all the activities / programmes planned for each semester.

Every Wednesday afternoon will be devoted to Curricular and Co-curricular activities from 2.30 p.m. onwards.

All the staff and students of the college will collaborate actively in the programmes organised.

ASSOCIATIONS

A record of the academic performance, participation in extra curricular activities, conduct and any outstanding qualities of the students will be maintained for which certificates will be given.

The following Associations have their own activities during each semester.

1. English Literary Association
2. History Association
3. Economics Association
4. Botany Association
5. Commerce Association
6. Association of Languages (Tamil, Hindi & French)
7. Mathematics Club
8. Blood Donation Club / YRC

9. Computer Science Association
10. Book Club
11. Red Ribbon Club
12. Eco Club

UG - COURSES - REGULATIONS

Duration of the Course

The course shall extend over a period of three years comprising of six semesters with two semesters per year. There shall not be less than 90 instructional days for each semester.

Field work / Institutional Training

Every student shall be required to undergo Field work / Institutional Training for a period of not less than two weeks, conveniently arranged during the course of the III year. The Principal of the College and the Head of the Department shall issue a certificate that the student has satisfactorily undergone the field work for the prescribed period.

Co-curricular Activities : NSS / Physical Education / NCC

Every student shall participate compulsorily for a period of not less than two years (4 semesters) in any of the above programmes. These activities shall not be conducted during the working hours of the college.

National Service Scheme

All volunteers should enroll themselves as members for a period of two years. All volunteers must attend the 10 days Annual Special Camp and also are expected to regularly participate in the activities organised by the NSS Units.

The NSS affords opportunities for service, to develop character, team spirit and leadership qualities. It creates a way to social awareness.

Assessment of NSS volunteers will be done by the NSS Programme Officer concerned. The two year period of participation of the students in NSS will be evaluated for a minimum of 100 marks. The

Principal shall furnish a certificate regarding the student's performance and shall grade the student as follows.

- A - Exemplary
- B - Very Good
- C - Good
- D - Fair
- E - Satisfactory

The grading shall be incorporated in the mark sheet to be issued at the end of the appropriate semester.

Physical Education :

Life is fast paced. Each of us attain skills in life in our attempts to be successful. Our life reflects in the games and sports activities in many ways. Physical Education activities is a must for all the students. The class aims at instilling in the students, healthy physical and mental abilities and a spirit of sportsmanship.

Students are encouraged to excel in the arena of sports and also to move on to athletics, games and tournaments. Such an exposure is beneficial for prospects of higher studies and for jobs which consider sports skills.

Students who represent the University at tournaments will be issued form III Certificates which stand them in good stead when it comes to higher studies and jobs.

Timing : From 3.30 to 4.30 p.m. on all working days.

- Skill tests will be conducted at the end of the year. According to their performance, students will be graded.

National Cadet Corps

Enrollment intake into NCC for the year 2019-2020 is 23. A preliminary round of selection based on physical tests by physical instructors from the army would be conducted. A personal round on interview with the NCC – ANO/ CTO will be conducted for admission into NCC.

Cadets will be requested to participate in parades and NCC classes 2 hours a day, 3 days a week for 6 months. 75 percent attendance in parades is a mandate. Apart from regular parade classes cadets would be requested to participate in social service activities and camps as and when organized.

B and C certificate exam would be conducted at the end of 2nd and 3rd years respectively in the month of January/ February.

Grading is based on marks obtained in examinations, parade attendance and participation in camps and social service activities. Grade obtained would be incorporated into the final mark sheet of the student.

College facilitates employment in armed/ air forces and navy to cadets who pass C certificate examinations. NCC certificate also serves as an added advantage in placement in top notch companies.

Catechism and Value Education

All Catholic students must attend Catechism class and all non-catholic students must attend Value Education class once a week on all 1st day order - 3rd hour.

Alumnae Association

All the outgoing students are invited to become members of the Association. The subscription for life membership is Rs. 1,000/-. Life membership is very much encouraged because it helps to build up longstanding links with the Alma mater.

Parent - Teacher Association (PTA)

The Parent - Teacher Association meets twice a year. An orientation for parents is organized at the beginning of the year to update the parents about the academic and other activities of the college. Make sure parents attend them so that we work together in the development of the child.

All India Catholic University Federation (AICUF)

Students who wish to join the AICUF can enrol themselves in the unit. The main work of AICUF is social awareness programmes, leadership and women empowerment camps, exposure programmes, National and State level camps.

Requirements to appear for the Semester Examinations :

- 1) A Candidate will be permitted to appear for the University Examination for any semester if :

She secures not less than 75% of attendance in the number of working days during the semesters.

She earns a progress certificate from the Head of the Institution, for having satisfactorily completed the course of study prescribed in the subjects as required by these regulations.

Her conduct has been satisfactory.

- 2) A candidate will not be permitted to appear for the University Examination if she does not possess the minimum required attendance, but she will be allowed to continue for the subsequent semester, and she should compensate the requirement for both the present and earlier semesters. If she does not earn the attendance even after continuing the subsequent semester then she should rejoin the course and redo / repeat the semester last studied.

Submission of Record Note Books and other Information regarding Practical Examinations :

Candidates appearing for Practical Examinations should submit bonafide Record Note Books and other related submissions prescribed for their practical examinations. Otherwise the students will not be allowed to attend the University Practical Examination.

Each student should possess their identity card supplied by the college with the passport size photograph duly attested by the Principal of the college and the same should be brought to the college each day of the examination along with the hall ticket.

Class Tests, Assignments, Model Examinations :

Two tests, and model examinations are conducted regularly during the semester. Progress reports indicating the marks will be reported to the parents / guardians during the Parent - Teacher Meet.

Students are advised not to miss tests, assignments and model examinations.

Transfer Certificate

Generally T.C. will not be issued without a written request sent / given atleast 48 hours earlier. T.C. will not be issued if the student has any dues to the college by ways of fees, fine, breakage of college property or equipments, pending books to be returned to the library, canteen dues, hostel dues etc. As the general policy of the college, duplicate T.C. will not be issued without valid reasons for the same.

M. Com. - CA (COMPUTER APPLICATIONS) DEGREE

Semester I

Managerial Economics

Marketing Management

Database Management System

Computer Applications : MS Office & Oracle - Practical - I

Elective : Financial Market and Institutions

Semester II

Corporate Accounting

Human Resource Management

Business Research Methods

Object Oriented C++

Computer Applications : Tally and C++ - Practical - II

Elective : Indian Stock Exchanges

Semester III

Cost and Management Accounting

Visual Basic

Financial Management

Computer Applications : VB Script, Visual Basic - Practical - III

Institutional Training (Report 40 marks and Vive - Voce 10 marks)

Elective : Future & Options

Semester IV

Investment Management

Direct Tax

Java Programming and HTML

Project and Viva-voce

Elective : Fundamental and Technical Analysis

M. A. ENGLISH LANGUAGE AND LITERATURE
with **SURVEY OF ENGLISH LITERATURE**

Semester I

- ❖ British Literature - I (From Chaucer to Milton)
- ❖ American Literature
- ❖ Shakespeare
- ❖ Grammar for Communication
- ❖ The English Language - I
- ❖ Elective - I

Semester II

- ❖ British Literature - II (From the Victorian Age to the Modern Age)
- ❖ Indian Writing in English
- ❖ English Literature for Competitive Examination - I
- ❖ New Literatures in English
- ❖ The English Language - II
- ❖ Elective II

Semester III

- ❖ British - Literature - III
- ❖ English Literature for Competitive Exam - II
- ❖ Methods of Teaching English
- ❖ Translation Studies
- ❖ Research Methodology
- ❖ Elective III

Semester IV

- ❖ Introduction to Women's Studies
- ❖ Mass Communication and Journalism
- ❖ Project Work
- ❖ Elective IV

M.A. ECONOMICS

I Semester

Paper I	Advanced Micro Economics - I
Paper II	Economic Development and Policies
Paper III	Marketing Management
Paper IV	Research Methodology
Elective I	Agricultural Economics

II Semester

Paper V	Advanced Micro Economics - II
Paper VI	Macro Economics
Paper VII	Financial Management
Paper VIII	Quantative Techniques for Managerial Decisions
Paper IX	Industiral Economics
Elective II	Entrepreneur Development

III Semester

Paper X	Monetary Theory & Policies
Paper XI	Econometrics
Paper XII	Computer Applications in Economic (Theory)
Paper XIII	Environmental Economics
Paper XIV	Economics of Insurance
Elective III	Financial Marketing

IV Semester

Paper XV	Public Economics
Paper XVI	International Economics
Paper XVII	Human Resource Management
Project Work	
Elective IV	Export Procedure

M. Sc. MATHEMATICS DEGREE COURSE WITH COMPULSORY DIPLOMA IN MATHEMATICAL SOFTWARE

I Semester

Paper I	Abstract Algebra
Paper II	Real Analysis
Paper III	Ordinary Differential Equations
Paper IV	Numerical Methods
Elective Paper I	Latex

II Semester

Paper V	Complex Analysis
Paper VI	Partial Differential Equations
Paper VII	Mechanics
Paper VIII	Linear Algebra
Elective Paper II	Differential Geometry

III Semester

Paper IX	Topology
Paper X	Fluid Dynamics
Paper XI	Mathematical Statistics
Paper XII	Graph Theory
Elective Paper III	Fuzzy Logic & Fuzzy sets

IV Semester

Paper XIII	Functional Analysis
Paper XIV	Mathematical Methods
Paper XV	C++ Computer Programming
Practical	C++ Practical
Paper XVI	Number Theory
Elective Paper IV	Control Theory
Project	

M. Sc. COMPUTER SCIENCE

I Semester

Paper I	Analysis & Design of Algorithms
Paper II	Objects Oriented Analysis and Design & C++
Paper III	Advanced Networks
Paper IV	Advanced Software Engineering
Practical I	Algorithm and OOPS Lab
Practical II	Software Testing Lab

II Semester

Paper V	Data Mining and Warehousing
Paper VI	Advanced Operating System
Paper VII	Internet and Java Programming
Paper VIII	Artificial Intelligence & Expert Systems
Elective - I	
Practical III	Advanced Concept of Internet & Java Programming Lab
Practical IV	Data mining using R

III Semester

Paper IX	Digital Image Processing
Paper X	Advanced Tools in Computing
Paper XI	Network Security and Cryptography
Paper XII	Business Intelligence
Elective - II	
Practical V	Advanced Tools in Computing Lab
Practical VI	Digital image processing using Mat Lab

IV Semester

Project work and Viva Voce

M. Sc. BOTANY

I Semester

Paper I	Microbiology
Paper II	Phycology, Mycology and Lichenology
Paper III	Bryophytes, Pteridophytes, Gymnosperms and Paleobotany
Paper IV	Environmental Botany and Conservation Biology
Elective I	Phytopathology (Without practical examination)
Core Practical I	Comprised of Papers I, II, III & IV

II Semester

Paper V	Cell and Molecular Biology
Paper VI	Genetics, Evolution and Plant Breeding
Paper VII	Anatomy, Embryology and Morphogenesis
Paper VIII	Plant Tissue culture
Elective II	Horticulture (Without practical examination)
Core Practical II	Comprised of Paper V, VI,VII and VIII

III Semester

Paper IX	Plant Taxonomy
Paper X	Medicinal Botany
Paper XI	Plant Physiology
Paper XII	Phytochemistry
Elective III	Bioinstrumentation and Biological techniques (Without practical examination)
Core Practical III	Comprised of Paper IX and X)

IV Semester

Paper XIII	Biotechnology and Genetic Engineering
Elective IV	Bioinformatics & Biostatistics (Without practical examination)
Core Practical IV	Comprised of Paper XI, XII and XIII
Project & viva-voce Examination	

BACHELOR OF COMPUTER APPLICATIONS (B.C.A.) & DIPLOMA IN MULTIMEDIA AND ANIMATION

I Semester

Part - I	Language - I
Part - II	English - I
Part - III	Core - 1 : Computer Fundamentals and C Programming Core - 2 : Digital Computer Fundamentals Core Lab - 1 : Programming Lab - C Allied - 1 : Mathematical Structure for Computer Science
Part - IV	Environmental Studies

II Semester

Part - I	Language - II
Part - II	English - II
Part - III	Core - 3 : C++ Programming Core Lab -2 : Programming Lab - C++ Core Lab-3 : Programming Lab - Internet Basics Allied - 2 : Discrete Mathematics
Part - IV	Value Education - Human Rights

III Semester

Part - III	Core - 4 : Data Structures Core - 5 : Java Programming Core Lab - 3 : Java Lab Allied - 3 : OR
Part - IV	Skill based Subject I - Web Programming Tamil / Advanced Tamil (or) Non-major Elective - I (Yoga for Human Excellence) Women's Rights

IV Semester

Part - III	Core 6 : System Software and operating system Core 7 : Linux & Shell Programming Core Lab 5 : Linux & Shell Programming Lab Allied - 4 : Business Accounting
Part - IV	Skill based Subject 2 - Web Programming Lab
Part - IV	Tamil & Advanced Tamil (or) Non-major Elective - II (General Awareness)

V Semester

Part III	Core 8 : RDBMS & ORACLE Core 9 : Visual Basic Core Lab 6 : Visual Programming - VB & Oracle Elective - I
Part IV	Skill based Subject 3 : Case Tools Concepts & Applications

VI Semester

Part III	Core 11 : Graphics & Multimedia Core 12 : Project Work Lab Core Lab - 7 : Programming Lab - Graphics & Multimedia Elective - II Elective III
Part IV	Skill based subject 4 : Case Tools - Lab
Part V	Extension Activities

RESEARCH DEPARTMENTS

M. Phil / Ph.D. Programme in Commerce (FT / PT) Part I - Syllabus

Paper I	Research Methodology
Part I - Paper II	Statistical Analysis for Business Research Any one of the following :
Part I - Paper III	Marketing Management (or)
Part I - Paper III	Financial Management (or)
Part I - Paper III	Human Resource Management

M. Phil / Ph.D. Programme in Mathematics (FT / PT) Part I - Syllabus

Paper I	Algebra and Analysis
Paper II	Partial Differential Equations
Paper III	Operations Research (or) Non-linear Dynamics (or) Algebraic Topology

M. Phil / Ph.D. Programme in Economics (FT / PT) Part I - Syllabus

Paper I	Research Methodology
Paper II	Economic Analysis Any one of the following :
Paper III	Agricultural Economics (or) Industrial Economics (or) Monetary Economics (or) Environmental Economics (or) Development Economics (or) Entrepreneurial Development

M. Phil / Ph.D. Programme in English (FT / PT) Part I - Syllabus

Paper I	Research Methodology
Paper II	Approaches to Literature
Paper III	Special Paper

**M. Phil / Ph.D. Programme in History
(FT / PT) Part I - Syllabus**

Paper I	Research Methodology
Paper II	History of Tamilnadu from 1800 - 1967 A.D. Any one of the following :
Paper III	1. History of Ancient Tamil Nadu upto 1336 (or) 2. Socio-Economic History of Tamil Nadu Since AD 1600 (or) 3. Social History of Tamil Nadu upto 1565 A.D. (or) 4. Constitutional History of India from 1858 to 1950 A.D. 5. Freedom Struggle in India

**M. Phil / Ph.D. Programme in Computer Science
(FT / PT) Part I - Syllabus**

Paper I	Research Methodology
Paper II	Advanced Technologies in Computer Science
Paper III	Specialization

**M. Phil / Ph.D. Programme in Botany
(FT / PT) Part I - Syllabus**

Paper I	Research Methodology
Paper II	Trends in Plant Science
Paper III	(Any one of the following) 1. Plant Cytogenetics 2. Molecular Biology & Plant Biotechnology 3. Environment and Conservation Biology 4. Bioprospecting and Medicinal & Anomatic plants 5. Microbiology & Plant Pathology 6. Algology 7. Physiological embryology & Tissue culture 8. Seed Technology 9. Medico-Botany 10. Floristic Taxonomy & Ethnobotany

Date	Days of the week	Day Order	JUNE 2020	No. of Working days
1	Mon			
2	Tue			
3	Wed			
4	Thur			
5	Fri			
6	Sat			
7	Sun			
8	Mon			
9	Tue			
10	Wed			
11	Thur			
12	Fri			
13	Sat			
14	Sun			
15	Mon			
16	Tue			
17	Wed			
18	Thur			
19	Fri			
20	Sat			
21	Sun			
22	Mon			
23	Tue			
24	Wed			
25	Thur			
26	Fri			
27	Sat			
28	Sun			
29	Mon			
30	Tue			

Date	Days of the week	Day Order	JULY 2020	No. of Working days
1	Wed			
2	Thur			
3	Fri			
4	Sat			
5	Sun			
6	Mon			
7	Tue			
8	Wed			
9	Thur			
10	Fri			
11	Sat			
12	Sun			
13	Mon			
14	Tue			
15	Wed			
16	Thur			
17	Fri			
18	Sat			
19	Sun			
20	Mon			
21	Tue			
22	Wed			
23	Thur			
24	Fri			
25	Sat			
26	Sun			
27	Mon			
28	Tue			
29	Wed			
30	Thu			
31	Fri			

Date	Days of the week	AUGUST 2020	No. of Working days
1	Sat	Bakrid
2	Sun	
3	Mon	College Re-opens for II and III UG and II Pg	1
4	Tue		2
5	Wed		3
6	Thur		4
7	Fri		5
8	Sat	
9	Sun	
10	Mon		6
11	Tue	Krishna Jayanthi
12	Wed		7
13	Thur		8
14	Fri		9
15	Sat	Independence Day
16	Sun	
17	Mon		10
18	Tue		11
19	Wed		12
20	Thur		13
21	Fri		14
22	Sat	Vinayaka Chathurthi
23	Sun	
24	Mon		15
25	Tue		16
26	Wed		17
27	Thur		18
28	Fri		19
29	Sat		20
30	Sun	
31	Mon		21

Date	Days of the week	SEPTEMBER 2020	No. of Working days
1	Tue		22
2	Wed		23
3	Thur		24
4	Fri		25
5	Sat	
6	Sun		27
7	Mon		28
8	Tue		29
9	Wed	College Opens for I UG Students	30
10	Thur		31
11	Fri	
12	Sat	
13	Sun		32
14	Mon		33
15	Tue		34
16	Wed		35
17	Thur		36
18	Fri		37
19	Sat	
20	Sun	
21	Mon	Online Examinations (April 2020 Batch)
22	Tue	
23	Wed	
24	Thur	
25	Fri	
26	Sat	
27	Sun	
28	Mon	
29	Tue	
30	Wed	

Date	Days of the week	OCTOBER 2020	No. of Working days
1	Thur		38
2	Fri	Gandhi Jayanthi
3	Sat		39
4	Sun	
5	Mon		40
6	Tue		41
7	Wed		42
8	Thur		43
9	Fri		44
10	Sat	
11	Sun	
12	Mon		45
13	Tue		46
14	Wed		47
15	Thur		48
16	Fri		49
17	Sat		50
18	Sun	
19	Mon	Internal Examination 1	51
20	Tue		52
21	Wed		53
22	Thur		54
23	Fri		55
24	Sat		56
25	Sun	
26	Mon	Vijaya Dasami
27	Tue		57
28	Wed		58
29	Thur		59
30	Fri	Milad-un-Nabi
31	Sat		60

Date	Days of the week	NOVEMBER 2020	No. of Working days
1	Sun	
2	Mon	College opens for I PG Students	61
3	Tue	Internal Examination II	62
4	Wed		63
5	Thur		64
6	Fri		65
7	Sat		66
8	Sun	
9	Mon		67
10	Tue		68
11	Wed		69
12	Thur		70
13	Fri		71
14	Sat	Deepavali
15	Sun	
16	Mon		72
17	Tue		73
18	Wed		74
19	Thur		75
20	Fri		76
21	Sat		77
22	Sun	
23	Mon		78
24	Tue		79
25	Wed		80
26	Thur		81
27	Fri		82
28	Sat		83
29	Sun	
30	Mon		84

Date	Days of the week	DECEMBER 2020	No. of Working days
1	Tue		85
2	Wed		86
3	Thur		87
4	Fri		88
5	Sat		89
6	Sun	
7	Mon		90
8	Tue		91
9	Wed		92
10	Thur		93
11	Fri		94
12	Sat	
13	Sun	
14	Mon		
15	Tue		
16	Wed		
17	Thur		
18	Fri		
19	Sat		
20	Sun		
21	Mon		
22	Tue		
23	Wed	Online University Examinations	
24	Thur		
25	Fri	Christmas	
26	Sat		
27	Sun		
28	Mon		
29	Tue		
30	Wed		
31	Thu		

Date	Days of the week	JANUARY 2021	No. of Working days
1	Fri		
2	Sat		
3	Sun		
4	Mon	College re-opens for even semester	1
5	Tue		2
6	Wed		3
7	Thur		4
8	Fri		5
9	Sat	
10	Sun	
11	Mon		6
12	Tue	Pongal Celebrations	7
13	Wed		8
14	Thur	Pongal Holidays
15	Fri	Pongal Holidays
16	Sat	Pongal Holidays
17	Sun	
18	Mon		11
19	Tue		12
20	Wed	National Youth Day Celebrations	13
21	Thur		14
22	Fri		15
23	Sat		16
24	Sun	
25	Mon		17
26	Tue	Republic Day
27	Wed		18
28	Thur	Thaipoozam
29	Fri		19
30	Sat		20
31	Sun	

Date	Days of the week	FEBRUARY 2021	No. of Working days
1	Mon		21
2	Tue		22
3	Wed		23
4	Thur		24
5	Fri		25
6	Sat		26
7	Sun	
8	Mon		27
9	Tue		28
10	Wed		29
11	Thur		30
12	Fri		31
13	Sat	
14	Sun	
15	Mon		32
16	Tue		33
17	Wed		34
18	Thur		35
19	Fri		36
20	Sat		37
21	Sun	
22	Mon		38
23	Tue		39
24	Wed		40
25	Thur		41
26	Fri		42
27	Sat		43
28	Sun	

Date	Days of the week	MARCH 2021	No. of Working days
1	Mon		44
2	Tue		45
3	Wed		46
4	Thur		47
5	Fri		48
6	Sat		49
7	Sun	
8	Mon	Women's Day Celebration	50
9	Tue		51
10	Wed		52
11	Thur		53
12	Fri		54
13	Sat	
14	Sun	
15	Mon		55
16	Tue		56
17	Wed		57
18	Thur		58
19	Fri		59
20	Sat		60
21	Sun	
22	Mon		61
23	Tue		62
24	Wed		63
25	Thur		64
26	Fri		65
27	Sat		66
28	Sun	
29	Mon		67
30	Tue		68
31	Wed		69

Date	Days of the week	APRIL 2021	No. of Working days
1	Thur		70
2	Fri	Good Friday
3	Sat		71
4	Sun	
5	Mon		72
6	Tue		73
7	Wed		74
8	Thur		75
9	Fri		76
10	Sat	
11	Sun	
12	Mon		77
13	Tue	Telugu New Year
14	Wed	Tamil New Year
15	Thur		78
16	Fri		79
17	Sat		80
18	Sun	
19	Mon		81
20	Tue		82
21	Wed		83
22	Thur		84
23	Fri		85
24	Sat		86
25	Sun	
26	Mon		87
27	Tue		88
28	Wed		89
29	Thur		90
30	Fri		91

Date	Days of the week	MAY 2021	No. of Working days
1	Sat	May Day
2	Sun	
3	Mon		92
4	Tue		93
5	Wed		94
6	Thur		95
7	Fri		96
8	Sat		97
9	Sun	
10	Mon	
11	Tue	
12	Wed	
13	Thur	
14	Fri	
15	Sat	
16	Sun	
17	Mon		
18	Tue		
19	Wed		
20	Thur		
21	Fri		
22	Sat		
23	Sun		
24	Mon		
25	Tue		
26	Wed		
27	Thur		
28	Fri		
29	Sat		
30	Sun		
31	Mon		

**PERMISSION FORMAT FOR
STUDENTS LEAVING IN BETWEEN
WORKING HOURS**

Name :

Class :

Date and Time of Leaving :

Purpose of Leaving :

.....

.....

.....

Signature of the
Student

Signature of the
Staff

Signature of
Warden

1.

2.

3.

4.

5.

Signature of the Principal

TIME TABLE 2020 - 2021

DAYS	MORNING SESSION			AFTERNOON SESSION	
	9.30 - 10.30	10.30 - 11.30	11.30 - 12.30	1.30 - 2.30	2.30 - 3.30
MON					
TUE					
WED					
THU					
FRI					
SAT					

LUNCH BREAK

TIME TABLE 2020 - 2021

DAYS	MORNING SESSION			AFTERNOON SESSION	
	9.30 - 10.30	10.30 - 11.30	11.30 - 12.30	1.30 - 2.30	2.30 - 3.30
MON					
TUE					
WED					
THU					
FRI					
SAT					

LUNCH BREAK

