

**SREE DEVI KUMARI WOMEN'S COLLEGE**  
**Kuzhithurai, Kanyakumari District.**

Under the management of Kanyakumari District Temples, Suchindrum.

(HR & CE Dept. Govt of Tamil Nadu)

(Accredited with B Grade by NAAC)



**CALENDAR 2023-2024**

**STUDENT PARTICULARS**

Name : .....

Dept. : .....

Roll No. : .....

Reg. No. : .....

Res. Address : .....

.....

Pincode : ..... Phone : .....

Adhaar No : .....

## தேசிய கீதம்

ஜன கண மன அதிநாயக ஜய ஹே  
 பாரத பாக்ய விதாதா  
 பஞ்சாப ஸிந்து குஜராத மராட்டா  
 திராவிட உத்கல பங்கா  
 விந்திய ஹரிமாசல யமுனா கங்கா  
 உச்சல ஜலதி தரங்கா  
 தவ சுப நாமே ஜாகே  
 தவ சுப ஆசிஸ மாகே  
 காஹே தவ ஜய காதா  
 ஜன கண மங்கள தாயக ஜய ஹே  
 பாரத பாக்ய விதாதா  
 ஜய ஹே ஜய ஹே ஜய ஹே  
 ஜய ஜய ஜய ஜயஹே!

- மகாகவி. ரவீந்திரநாத் தாகூர்

## தமிழ்த்தாய் வாழ்த்து

நீராரும் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்  
 சீராரும் வதனமெனத் திகழ்பரதக் கண்டமிதில்  
 தெக்கணமும் அதிற்சிறந்த திராவிடநல் திருநாடும்;  
 தக்கசிறு பிறைநுதலும் தரித்தநறும் திலகமுமே  
 அத்திலக வாசனைபோல் அனைத்துலகம் இன்பமுற  
 எத்திசையும் புகழ்மணக்க இருந்தபெரும்  
 தமிழணங்கே! தமிழணங்கே!  
 உன் சீரிளமை திறம் வியந்து  
 செயல் மறந்து வாழ்த்துதுமே!  
 வாழ்த்துதுமே! வாழ்த்துதுமே!

- மனோன்மணியம் பெ. சுந்தரம் பிள்ளை

Days	1	2	3	4	5
1					
2					
3					
4					
5					
6					

Date	Day	MAY 2024	Working Day	Day Order
1	Wednesday			
2	Thursday			
3	Friday			
4	Saturday			
5	Sunday			
6	Monday			
7	Tuesday			
8	Wednesday			
9	Thursday			
10	Friday			
11	Saturday			
12	Sunday			
13	Monday			
14	Tuesday			
15	Wednesday			
16	Thursday			
17	Friday			
18	Saturday			
19	Sunday			
20	Monday			
21	Tuesday			
22	Wednesday			
23	Thursday			
24	Friday			
25	Saturday			
26	Sunday			
27	Monday			
28	Tuesday			
29	Wednesday			
30	Thursday			
31	Friday			

எனது அன்றாட  
**உறுதிமொழி**

எனது நாடு இந்தியா, இந்தியர் அனைவரும் என் உடன் பிறந்தவர்கள். என் தாய்திருநாட்டை நான் உளமார நேசிக்கிறேன்.

நான் நாட்டுப்பற்றுடன் நாட்டின் வளமான பல்வேறு மரபு குறித்து பெருமை கொள்கிறேன். நான் எப்போதும் அதற்கு தகுதி உள்ளவளாக நடந்து கொள்வேன்.

நான் என் பெற்றோர் ஆசிரியர் முதியோர்களுக்கு மதிப்பு கொடுத்து யாவரிடமும் பணிவுடன் நடந்து கொள்வேன்.

நான் என் நாட்டின் மீதும் மக்கள் மீதும் என்றும் பற்றுடையவளாக இருப்பேன் என்று உறுதி கூறுகிறேன். என் மகிழ்வு நாட்டின் நலத்திலும் மக்களின் நலத்திலும் அமைந்திருக்கிறது.

**தீண்டாமைப் பழக்கத்தை கைவிட  
மேற்கொள்ளும் உறுதிமொழி**

இந்திய அரசியலமைப்பின்பால், இடைவிடாத, உளமார்ந்த பற்றுள்ள இந்திய குடிமகளாகிய நான், நமது அரசியலமைப்பின் படி தீண்டாமை ஒழிக்கப்பட்டு விட்டது என்பதை அறிவேன். தீண்டாமையை அடிப்படையாகக் கொண்டு, எவர் மீதும், சமூக வேற்றுமையை, மனம், வாக்கு, செயல் என்ற எந்த வகையிலும் கடைப்பிடிக்கமாட்டேன் என்றும், இதனால் உளமார உறுதியளிக்கிறேன். அரசியலமைப்பின் அடிப்படைக் கருத்திற்கிணங்க, சாதி, சமய வேறுபாடற்ற சமத்துவ சமுதாயத்தை உருவாக்குவதில் நேர்மையுடனும், உண்மையுடனும் பணியாற்றுவது எனது கடமையாகும். மேலும், தீண்டத்தகாதவர்கள் என்ற கொடுமைக்கு ஆளாகியுள்ள மக்களிடையே காணப்படும் தீண்டாமை உணர்வையும் போக்குவது நமது சமூகக் கடமை என்பதையும் உணர்ந்து செயல்படுவேன். இந்திய அரசியலமைப்பின் பால் எனக்குள்ள முழுப்பற்றிற்கு இது என்றென்றும் எடுத்துக்காட்டாக விளங்குமென்றும் இதனால் உளமார உறுதியளிக்கிறேன்.

## HISTORY OF THE COLLEGE

Sree Devi Kumari Women's College started in the year 1965, is under the management of Kanyakumari District Temples, Suchindrum by HR & CE Dept. Govt of Tamil Nadu. The college is located at Kuzhithurai, 32 k.m. from Nagercoil, the District Head quarters and 35 k.m. from Trivandrum, the Capital of Kerala State. It was affiliated to the Madras University at its inception and afterwards affiliated to the Madurai Kamaraj University and now it is affiliated to the Manonmanium Sundaranar University., Tirunelveli.

The College offers U.G. Courses (Aided) in B.A. B.Sc., B.Com., Self-financing UG Courses in B.A. (Eng. Lit) B.Sc. Physics, Maths and Comp. Science and PG Courses in M.A. (Eco) M.Sc. (Maths) , M.Com. and M.Sc. ( Chemistry).

The College aptly named after the Virgin Goddess of Kanyakumari, is intended not only to provide education as prescribed by the University from time to time but also to instill the students the ethical and cultural values of life.

NAAC : The College is accredited by NAAC with 'B' Grade on February, 2019

## THE EMBLEM

The emblem of the college consists of a flower with the portrait of the Virgin Goddess of Kanyakumari in middle, two lighter lamps on either side and an open book at the feet of the Goddess and with the inscription “கற்றனைத் தூறும் அறிவு” (education promotes knowledge).

Date	Day	APRIL 2024	Working Day	Day Order
1	Monday		75	
2	Tuesday		76	
3	Wednesday		77	
4	Thursday		78	
5	Friday		79	
6	Saturday	Holiday		
7	Sunday	Holiday		
8	Monday		80	
9	Tuesday	Holiday - Telugu New Year		
10	Wednesday		81	
11	Thursday		82	
12	Friday		83	
13	Saturday	Holiday		
14	Sunday	Holiday - Tamil New Year		
15	Monday		84	
16	Tuesday		85	
17	Wednesday		86	
18	Thursday		87	
19	Friday		88	
20	Saturday	Holiday		
21	Sunday	Holiday - Mahavir Jayanthi		
22	Monday		89	
23	Tuesday		90	
24	Wednesday		91	
25	Thursday		92	
26	Friday	Last Working Day	93	
27	Saturday			
28	Sunday			
29	Monday			
30	Tuesday			

Date	Day	MARCH 2024	Working Day	Day Order
1	Friday		57	D3
2	Saturday	Holiday		
3	Sunday	Holiday		
4	Monday	Holiday - Ayya Vaikundar Jayanthi		
5	Tuesday		58	D4
6	Wednesday		59	D5
7	Thursday		60	D6
8	Friday	Holiday - Maha Siva Rathri		
9	Saturday	Holiday		
10	Sunday	Holiday		
11	Monday		61	D1
12	Tuesday	Holiday - Mondaikadu Kovil Fest		
13	Wednesday		62	D2
14	Thursday		63	D3
15	Friday		64	D4
16	Saturday	Working Day	65	D5
17	Sunday	Holiday		
18	Monday	III <sup>rd</sup> Internal	66	
19	Tuesday		67	
20	Wednesday		68	
21	Thursday		69	
22	Friday		70	
23	Saturday	Holiday		
24	Sunday	Holiday		
25	Monday		71	
26	Tuesday		72	
27	Wednesday		73	
28	Thursday		74	
29	Friday	Holiday - Good Friday		
30	Saturday	Holiday		
31	Sunday	Holiday		

## VISION AND MISSION

Sree Devi Kumari Women's college was started in the year 1965 by the Kanyakumari Devasowom Board with the noble mission of imparting education to the women folks by moulding them with competency, empathy and commitment to fellow beings. Even though the college is located in the municipal area, the students are from economically and socially handicapped rural areas of Kuzhithurai and its sub-urban villages. Hence, our mission is always to enlighten the locality as a whole by giving proper education to the women folks of the area. The challenges of contemporary socio-economic, cultural, political and technological changes are great. The college strives to equip the individual as well as the society to meet these challenges successfully. We work hard to create individuals who are ethical, intellectually competent and spiritual so that the country as a whole may be benefited.

### Our Specific Objectives :-

1. To provide quality education to the maximum number of women folks.
2. To equip the teachers and students to become intellectually competent.
3. To help the students self-reliant.
4. To make the students and teachers committed to the society.
5. To take up research oriented projects in various fields of science and humanities.
6. To make the students involve in extension activities in the sub-urban villages.
7. To interact and co-operate with other organizational excellence.
8. To develop a multi-disciplinary approach to life as well as to education.
9. To network with ingistruction of excellence for mutual advancement.

## கல்லூரிக்குழு

1. **திரு. முரளிதரன். க.வி.**, இ.ஆ.ப.,  
ஆணையர், இந்து சமய அறநிலையத்துறை,  
சென்னை - 34 - தலைவர்
2. - - உறுப்பினர்
3. **திருமதி. எஸ். ஹரிப்பிரியா**, பி.எல்.,பி.ஐ.டி.எல்.ஏ.  
கூடுதல் ஆணையர்  
கல்வி மற்றும் தொண்டு நிறுவனங்கள்)  
இந்து சமய அறநிலையத்துறை, சென்னை - 34 - உறுப்பினர்
4. **திரு. து. ரத்தினவேல் பாண்டியன்**, எம்.ஏ.பி.எல்.,  
இணை ஆணையர் / செயல் அலுவலர்  
கன்னியாகுமரி மாவட்ட திருக்கோயில்கள், சுசீந்திரம் - செயலர் / தாளாளர்
5. **திருமதி. பா. கவிதா பிரியதர்ஷினி**, எம்.ஏ.பி.எல்.,  
இணை ஆணையர்  
இந்து சமய அறநிலையத்துறை, திருநெல்வேலி. - உறுப்பினர்
6. **முனைவர். ஆர். வாசுகி**, பி.எச்.டி.  
உதவி பேராசிரியர் / ஆங்கிலத்துறை,  
மனோன்மணியம் சுந்தரனார் பல்கலைக்கழகம், - பல்கலைக்கழக பிரதிநிதி  
திருநெல்வேலி.
7. **முனைவர். ம. சீதாலட்சுமி**, எம்.எஸ்ஸி.,எம்.பில்.,எம்.எட்.,பி.எச்.டி.,  
முதல்வர் (பொறுப்பு) / துறைத்தலைவர், விலங்கியல் துறை  
உதவி பேராசிரியர். - உறுப்பினர்
8. - - உறுப்பினர்
9. - - உறுப்பினர்
10. **திருமதி. நீ. சாந்தி**, பி.காம்.  
உதவியாளர், ஸ்ரீ தேவிசுமரி மகளிர் கல்லூரி,  
குழித்துறை. - உறுப்பினர்

Date	Day	FEBRUARY 2024	Working Day	Day Order
1	Thursday		36	D6
2	Friday		37	D1
3	Saturday	Holiday		
4	Sunday	Holiday		
5	Monday		38	D2
6	Tuesday		39	D3
7	Wednesday		40	D4
8	Thursday		41	D5
9	Friday		42	D6
10	Saturday	Holiday		
11	Sunday	Holiday		
12	Monday		43	D1
13	Tuesday		44	D2
14	Wednesday		45	D3
15	Thursday		46	D4
16	Friday		47	D5
17	Saturday	Holiday		
18	Sunday	Holiday		
19	Monday	11 <sup>nd</sup> Internal	48	D6
20	Tuesday		49	D1
21	Wednesday		50	D2
22	Thursday		51	D3
23	Friday		52	D4
24	Saturday	Holiday - Maasi Maham		
25	Sunday	Holiday		
26	Monday		53	D5
27	Tuesday		54	D6
28	Wednesday		55	D1
29	Thursday		56	D2

Date	Day	JANUARY 2024	Working Day	Day Order
1	Monday	New Year		
2	Tuesday		18	D6
3	Wednesday		19	D1
4	Thursday		20	D2
5	Friday		21	D3
6	Saturday	Holiday		
7	Sunday	Holiday		
8	Monday		22	D4
9	Tuesday		23	D5
10	Wednesday		24	D6
11	Thursday		25	D1
12	Friday		26	D2
13	Saturday	Holiday		
14	Sunday	Holiday		
15	Monday	Holiday - Pongal		
16	Tuesday	Holiday - Thiruvalluvar Day		
17	Wednesday	Holiday - Uzhavar Day		
18	Thursday	1 <sup>st</sup> Internal	27	D3
19	Friday		28	D4
20	Saturday		29	D5
21	Sunday	Holiday		
22	Monday		30	D6
23	Tuesday		31	D1
24	Wednesday		32	D2
25	Thursday	Holiday - Thai Poosam		
26	Friday	Holiday - Re Public day		
27	Saturday	Holiday		
28	Sunday	Holiday		
29	Monday		33	D3
30	Tuesday		34	D4
31	Wednesday		35	D5

1. Year of Establishment : 1965
2. Name of the College : **Sree Devi Kumari Women's College,**  
with full Postal address : **Kuzhithurai.**  
Door No. Village, Taluk, : Pincode : 629 163.  
District : Thettivilai Village, Vilavancode Taluk,  
K.K. District.
3. College Tel / Fax : 04651 - 260344  
email : sdkw.college@rediffmail.com
4. Website : www.sdkwc.org.  
Naac.mail : naac.sdkwcollege@gmail.com
4. Name of the Secretary : **Thiru. T. Rathna Vel Pandiyan** M.A.,B.L.,  
Joint Commissioner / Executive Officer  
Under the management of  
Kanyakumari District Temples, Suchindrum.
5. Name of the Principal i / c : **Dr. Tmt. M. Seetha Lakshmy,**  
Residential Telephone No. : M.Sc.,M.Phil.,M.Ed.,Ph.D.

## 6. Academic Courses Offered

### **Choice Based Credit System - English Medium**

(with effect from 2008-2009 for UG / PG Classes )

#### **Curriculum :**

The Curriculum was envisaged under the CBCS for the undergraduate courses comprises a five - tier structure.

#### **Curriculum design and credits :**

The curriculum pattern for the undergraduate courses:

- Part I - Language (Tamil / Malayalam)
- Part II - English
- Part III - Core Subjects / Allied Subjects / Elective Subjects
- Part IV - Skill Based subjects
- Part V - Extension Activities (NSS, YRC, YWF, Yoga, ....)

The curriculum pattern for the Post Graduate courses :  
as per university norms

Courses	Year of Establishment	Sanctioned strength
<b>Aided Courses :</b>		
B.A. Economics	1966-67	64
B.Com.	1986-87	64
B.Sc., Maths	1984-85	48
B.Sc. Chemistry	1966-67	48
B.Sc. Botany	1985-86	48
B.Sc. Zoology	1966-67	48
<b>Self-Financing Courses</b>		
B.A. English	2016-17	64
B.Sc. Maths	2016-17	48
B.Sc. Physics	2009-10	48
B.Sc. Computer Science	2009-10	48
M.Sc. Mathematics	2006-07	25
M.A. Economics	2009-10	30
M.Com.	2006-07	30
M.Sc. Chemistry	2019-20	10

Date	Day	DECEMBER 2023	Working Day	Day Order
1	Friday			
2	Saturday			
3	Sunday			
4	Monday			
5	Tuesday			
6	Wednesday	College Reopens	1	D1
7	Thursday		2	D2
8	Friday		3	D3
9	Saturday	Holiday		
10	Sunday	Holiday		
11	Monday		4	D4
12	Tuesday		5	D5
13	Wednesday		6	D6
14	Thursday		7	D1
15	Friday		8	D2
16	Saturday	Holiday		
17	Sunday	Holiday		
18	Monday		9	D3
19	Tuesday		10	D4
20	Wednesday		11	D5
21	Thursday		12	D6
22	Friday		13	D1
23	Saturday	Holiday		
24	Sunday	Christmas Eve		
25	Monday	Christmas		
26	Tuesday	Susindrum Carfest		
27	Wednesday		14	D2
28	Thursday		15	D3
29	Friday		16	D4
30	Saturday	Working Day	17	D5
31	Sunday	Holiday		



Date	Day	NOVEMBER 2023	Working Day	Day Order
1	Wednesday	Local Holiday		
2	Thursday			
3	Friday			
4	Saturday			
5	Sunday	Holiday		
6	Monday			
7	Tuesday			
8	Wednesday			
9	Thursday			
10	Friday			
11	Saturday			
12	Sunday	Holiday - Deepawali		
13	Monday			
14	Tuesday			
15	Wednesday			
16	Thursday			
17	Friday			
18	Saturday			
19	Sunday	Holiday		
20	Monday			
21	Tuesday			
22	Wednesday			
23	Thursday			
24	Friday			
25	Saturday			
26	Sunday	Holiday		
27	Monday			
28	Tuesday			
29	Wednesday			
30	Thursday			

## 7. MEMBERS OF STAFF

### TEACHING STAFF :

Principal i/c : **Dr.Tmt. M. Seetha Lekshmy** M.Sc., M.Phil.,M.Ed.,Ph.D.

### **Faculties**

#### Tamil Department

1) **Dr. H. Latha Maheswari**, M.A., M.Phil.,Ph.D.

H.O.D. (Asst. Prof)

2) **Tmt. M. Uma Devi**, M.A. M.Phil. (Asst. Prof)

#### Malayalam Department

1) —

#### English Department

1) **Tmt. U. Subazini**, M.A.,NET, H.O.D. (Asst. Prof)

2) **Dr. V.R. Suju** M.A., M.Phil.,B.Ed., Ph.D. (Asst. Prof)

3) **Tmt. M.B. Divya** M.A., NET, (Asst. Prof)

#### Economics Department

1) **Dr. S. Binduja**, M.A., M.Phil., B.Ed.,M.B.A.,Ph.D.,

H.O.D. (Asst. Prof)

2) **Dr. N. Baby**, M.A., M.Phil. B.Ed., Ph.D. (Asst. Prof.)

3) **Dr. S.V. Mini**, M.A., M.Phil., (Asst. Prof)

4) **Dr. J.P. Sreeja**, M.A., M.Phil.,Ph.D. (Asst. Prof)

5) **Dr. A. Chandra Prabha**, M.A., M.Phil.,Ph.D.,M.B.A.,M.A.,  
(Yoga), DGT (Asst. Prof)

#### Commerce Department

1) **Dr. R. Manju**, M.Com., M.Phil., Ph.D.,H.O.D. (Asst. Prof)

2)

3)

4) —

5) —

**Mathematics Department**

- 1) **Dr. P. Chandrakala**, M.Sc., M.Phil., Ph.D. **H.O.D** (Asst. Prof)
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_

**Chemistry Department**

- 1) **Dr. T. Ajantha Aekis**, M.Sc., B.Ed. M.Phil., **H.O.D** (Asst. Prof)
- 2) **Dr. B. Sindhu Kumari**, M.Sc., M.Phil., M.Ed., Ph.D., PGDCA  
(Asst. Prof)
- 3) **Dr. S.S. Swathy**, M.Sc., Ph.D. (Asst. Prof)
- 4) **Dr. R. Gomathi**, M.Sc., B.Ed, M.Phil., Ph.D. (Asst. Prof)
- 5) \_\_\_\_\_

**Physics Department**

**Dr. K. Seetha Lakshmi** M.Sc., M.Phil., Ph.D.  
**H.O.D.** (Asst. Prof)

**Botany Department**

- 1) **Dr. S. Sreelaja** M.Sc., M.Phil., D.J. , Ph.D. **H.O.D.** (Asst. Prof)
- 2) **Dr. R. Shanmugapriya** M.Sc., M.Phil., Ph.D. (Asst. Prof)
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_

**Zoology Department**

- 1) **Dr. M. Seetha Lekshmy**, M.Sc., M.Phil., M.Ed., Ph.D  
H.O.D., (Asst. Prof)
- 2) **Dr. R.S. Dhivya** M.Sc., M.Phil., Ph.D., (Asst. Prof.)
- 3) **Dr. K. Sivakami** M.Sc., M.Phil., Ph.D. (Asst. Prof.)
- 4) \_\_\_\_\_
- 5) \_\_\_\_\_

Date	Day	OCTOBER 2023	Working Day	Day Order
1	Sunday	Holiday		
2	Monday	Holiday - Gandhi Jayanthi		
3	Tuesday	III Internal	73	
4	Wednesday		74	
5	Thursday		75	
6	Friday		76	
7	Saturday	Holiday		
8	Sunday	Holiday		
9	Monday		77	
10	Tuesday		78	
11	Wednesday		79	
12	Thursday		80	
13	Friday		81	
14	Saturday	Holiday		
15	Sunday	Holiday		
16	Monday		82	
17	Tuesday		83	
18	Wednesday		84	
19	Thursday		85	
20	Friday		86	
21	Saturday	Working Day	87	
22	Sunday	Holiday		
23	Monday	Holiday - Saraswathi Pooja		
24	Tuesday	Holiday - Vijaya Dhasami		
25	Wednesday		88	
26	Thursday		89	
27	Friday		90	
28	Saturday	Holiday		
29	Sunday	Holiday		
30	Monday		91	
31	Tuesday		92	

Date	Day	SEPTEMBER 2023	Working Day	Day Order
1	Friday		52	
2	Saturday	Holiday		
3	Sunday	Holiday		
4	Monday		53	
5	Tuesday		54	
6	Wednesday	Holiday - Krishna Jayanthi		
7	Thursday		55	
8	Friday		56	
9	Saturday	Working Day	57	
10	Sunday	Holiday		
11	Monday		58	
12	Tuesday		59	
13	Wednesday		60	
14	Thursday		61	
15	Friday		62	
16	Saturday	Holiday		
17	Sunday	Holiday - Vinayagar Chathurthi		
18	Monday		63	
19	Tuesday		64	
20	Wednesday		65	
21	Thursday		66	
22	Friday		67	
23	Saturday	Holiday		
24	Sunday	Holiday		
25	Monday		68	
26	Tuesday		69	
27	Wednesday		70	
28	Thursday	Holiday - Miladi Nabi		
29	Friday		71	
30	Saturday	Working Day	72	

**Physical Directress**

**Dr. U. Narayani**, M.P.Ed.,M.Phil.,Ph.D.,DIY,PGDSM, PGDFM

**Librarian**

---

**NON TEACHING STAFF**

1. **Tmt. N. Santhi**, B.Com., Asst.
2. **Tmt. K. Chandrika**, Lab. Asst.
3. **Tmt. J. Sandhya**, M.Sc., Junior Asst.
4. **Tmt. D. Stanly Bai**, Lab Asst.
- 5.

**Fees**  
UG

1. Special Fees	Rs.	P.
Library & Reading Room	15	00
Games fee	100	00
College union & other College Associations	5	00
College Day	4	00
Model Examination & Stationery	50	00
Calendar	10	00
Magazine	10	00
Audio - Visual Education	2	00
Medical Inspection	5	00
Students Aid fund	3	00
Community Social Service	3	00
W.U.S.		
Campus Amenity Fee	10	00
Students Service	2	00
Flag Day	5	00
N.S.S.	10	00
Red cross	20	00
Convocation	25	00
	279	00
	279	00

Date	Day	AUGUST 2023	Working Day
1	Tuesday		31
2	Wednesday		32
3	Thursday		33
4	Friday		34
5	Saturday	Holiday	
6	Sunday	Holiday	
7	Monday		35
8	Tuesday		36
9	Wednesday		37
10	Thursday		38
11	Friday		39
12	Saturday	Holiday	
13	Sunday	Holiday	
14	Monday		40
15	Tuesday	Holiday - Independence day	
16	Wednesday	Holiday - Aadi Amavasai	
17	Thursday		41
18	Friday		42
19	Saturday	Working Day	43
20	Sunday	Holiday	
21	Monday	II Internal	44
22	Tuesday		45
23	Wednesday		46
24	Thursday		47
25	Friday		48
26	Saturday	Holiday	
27	Sunday	Holiday	
28	Monday	Working Day	49
29	Tuesday	Holiday - Onam	
30	Wednesday		50
31	Thursday		51

Date	Day	JULY 2023	Working Day	Day Order
1	Saturday	Holiday		
2	Sunday	Holiday		
3	Monday		10	D4
4	Tuesday		11	D5
5	Wednesday		12	D6
6	Thursday		13	D1
7	Friday		14	D2
8	Saturday	Holiday		
9	Sunday	Holiday		
10	Monday		15	
11	Tuesday		16	
12	Wednesday		17	
13	Thursday		18	
14	Friday		19	
15	Saturday	Holiday		
16	Sunday	Holiday		
17	Monday		20	
18	Tuesday		21	
19	Wednesday		22	
20	Thursday		23	
21	Friday		24	
22	Saturday	Holiday		
23	Sunday	Holiday		
24	Monday	I Internal	25	
25	Tuesday		26	
26	Wednesday		27	
27	Thursday		28	
28	Friday		29	
29	Saturday	Holiday - Moharam		
30	Sunday	Holiday		
31	Monday		30	

## Fee Structure

- Admission Fee : Rs. 5 for UG Courses  
 " : Rs. 10 for P.G. Courses  
 Tuition Fee : Nil for U.G. Courses
- Special fee : Rs. 279 per annum for I.D.C.  
Rs. 249 per annum for II & III D.C.
  - Laboratory fee collected per year is Rs. 100/- for Science Major and Rs. 50/- for allied Chemistry and Zoology and Rs. 40/- for allied Physics and Botany
  - University Entrance Fee Rs. 100/-
  - University Recognition Fee Rs. 100/-
  - Higher Secondary Certificate Verification Fee Rs. 50/- (for UG courses only)

## SCHOLARSHIP AND FEE CONCESSIONS

Scholarships and fee concessions are awarded by the government and other bodies to the disabled students and to those who are unable to continue their studies without financial help. They are awarded on the basis of their performance in the Higher Secondary Examination and also on the basis of the annual income of their parents.

### 1. Adi Dravidar Welfare Scholarship

Students belonging to Scheduled Castes and Scheduled Tribes are granted scholarship by the Government of India. Students belonging to converted Christian Community of Scheduled Caste and Scheduled Tribes are granted scholarship by the State Welfare Department.

### 2. District Backward Class Welfare Scholarship

Scholarships and fee concessions are awarded by Government to the students belonging to Backward Class and Most Backward Class. They are awarded on the basis of their Performance in the Higher Secondary Examination, provided the annual income of the parent does not exceed Rs. 50,000/-

### 3. Free Education Scholarship (First generation / first graduate)

The State Government gives Free Education Scholarship (Tuition fees) to the Students (first generation, first graduate) belonging to poor families and not in receipt of any other Scholarship / Concession provided their parental annual income does not exceed Rs. 50,000/-

### 4. Tamil Nadu Educational Trust

Tamil Nadu Educational Trust award Scholarships are given to the first year Students on the basis of their performance and brilliance in their Higher Secondary Examination.

### 5. Merit Scholarship

This Scholarship is awarded by the M.S. University to the first year students on the basis of marks obtained in their Higher Secondary Examination.

## Endowment Awards

1. Naryanan Nampoothiri cash award of Rs. 101/- is established by Tmt. M. Lakshmi Kutty Amma, former Principal and Head of the Department of Malayalam for the student who gets the maximum mark in Part I Malayalam in the U.G level examination.
2. Dr. Parameswari Memorial cash award of Rs. 501/- each to two students who get the maximum marks in Part I Tamil in the B.A. / B.Sc. Degree examination, established by her husband (late) Thiru. Kandaswamy.
3. Gowri Retna Raj cash award of Rs. 501/- is awarded by Tmt. R. Lalitha Kumari, former Principal and Head of the dept. of Tamil to a poor meritorious student.
4. Tmt. B. Padma Thampi Memorial cash award of Rs. 1001/- is awarded by her old student Dr. B. Kumari Vasanthi to the student who gets the maximum mark in the B.Sc., Chemistry.
5. Athancode Asan Cash award of Rs. 501/- is awarded by Dr. K. Sadasivan, Professor & Head (Rtd) Department of History, Dean, Faculty of Arts, Member - Syndicate, Registrar (i/c) to the student who gets the maximum marks in the Tamil Part - I in the UG Degree Examination.

## CALENDAR FOR 2023 - 2024

Date	Day	JUNE 2023	Working Day	Day Order
1	Thursday			
2	Friday			
3	Saturday			
4	Sunday			
5	Monday			
6	Tuesday			
7	Wednesday			
8	Thursday			
9	Friday			
10	Saturday			
11	Sunday			
12	Monday			
13	Tuesday			
14	Wednesday			
15	Thursday			
16	Friday			
17	Saturday			
18	Sunday			
19	Monday	Cl - re opening	1	D1
20	Tuesday		2	D2
21	Wednesday		3	D3
22	Thursday		4	D4
23	Friday		5	D5
24	Saturday	Holiday		
25	Sunday	Holiday		
26	Monday		6	D6
27	Tuesday		7	D1
28	Wednesday		8	D2
29	Thursday	Bakrid - Holiday		
30	Friday		9	D3

## **NUMBER OF WORKING DAYS**

### **ODD SEMESTER**

#### **19<sup>th</sup> June 2023 - 31<sup>st</sup> October 2023**

June	-	09 Days
July	-	21 Days
August	-	21 Days
September	-	21 Days
October	-	20 Days

**92 Days**

### **Even Semester**

#### **6<sup>th</sup> December 2023 - 26<sup>th</sup> April 2024**

December	-	17
January	-	18
February	-	21
March	-	18
April	-	19
<b>Total</b>	<b>-</b>	<b><u>93</u></b>

6. Tmt. Muthammal memorial Cash award of Rs. 1001/- is awarded by Dr. M. Seetha Lekshmy Asstant Professor, Dept. of Zoology to the student who gets the maximum marks in the B.Sc. Zoology.
7. Thiru. N.B. Nair Memorial cash award of 501/- is established by Tmt. S. Jayalakshmi, (Rtd.) Associate Professor and Head of the Department in Malayalam for the students who gets the maximum mark in Part I Malayalam in the university Degree Examination.
8. Thiru. N.B. Nair Memorial cash award of 501/- is established by Tmt. S. Jayalakshmi, (Rtd.) Associate Professor and Head of the Department in Malayalam for the students who gets the maximum mark in Part I Tamil and Part II English (Self-Finance) in the University Degree Examination.
9. Dr. A. Suryakala Endowment cash award of Rs. 1001/- by Dr. A. Suryakala, Associate Professor & Former Head, Department of Mathematics to the student who secured the Highest mark in Mathematics.
10. Thiru. P. Muthiah memorial cash award of Rs. 1001/- by Mrs. M.R. Girija Devi, Head, Department of Mathematics for meritorius Hindu student who secured the Highest mark in Mathematics.
11. Thiru. K. Sukumaran Nair, Memorial cash award Rs. 1001/- by Dr. S. Sreelaja, Asistant Profesora and head department of Botany to the student who secured highest marks in Botany.

### **WORKING HOURS**

Morning Session : 9.55 a.m. First Bell

9.55a.m. to 10.00 a.m. Prayer

10.00 a.m. to 11.00 a.m. I Period

11.00 a.m. to 11.55 a.m. II Period

11.55 a.m. to 12.00 a.m. Interval

12.00 a.m. to 1.00 p.m. III Period

Lunch Interval : 1.00 p.m. to 1.30 p.m.

Afternoon Session : 1.30 p.m. to 2.25 p.m. IV period

2.35 p.m. to 3.30 p.m. V period

3.30 p.m. to 4.30 p.m. N.S.S. / Games / Youth Welfare activities.

Necessary students are expected to work till 5 p.m.

## GUIDELINES TO STUDENTS

### ***I. Attendance***

1. Students should gather in the ground for assembly at 9.55 a.m. in the first day of every week.
2. Students shall attend the classes regularly and punctually and no student shall absent herself from classes without proper leave intimation to the HOD or the teacher concerned is must.
3. All students are expected to be in their respective classes when the bell rings.
4. Late comers shall enter the classes only with the permission of the teacher.
5. Attendance will be marked at the beginning of each period.
6. Absence for one period will be treated as absence with out leave for half a day and absence for more than a period in a day as absence for the whole day.

### ***II. Campus Discipline***

1. Students are asked to move quickly and quietly when they go from one class to another. They must keep left-side while moving along the corridors and staircases.
2. Students Should consider the college property as their own. They should not write or make any unwanted remarks on the walls, on desks or on any part of the college premises.
3. Students should not throw any waste papers or empty plastic covers inside the college campus.
4. Students who lost anything or find anything inside the campus, should report immediately to the office.
5. While attending the meetings students should stay inside the Hall till the meeting is over.
6. Students should give respect to all the teachers.
7. Use of cellphones inside the college campus is strictly prohibited. If found punishment will be given by the principal.
8. Students are not allowed to leave the college or go outside the college campus during the working hours.

The copy of the minutes with the Principal's remarks if any, shall be sent to the College Committee at an early date.

In the Principal's absence the Senior Most member shall preside over the meeting and in the Secretary's absence a member deputed for the purpose by the Chair shall act as Secretary.

The quorum for the meeting shall be not less than half the strength of the Council, excluding the President. All questions shall be decided by the majority votes of the members. If the votes including the President's are divided, the President shall have a casting vote. In exceptional circumstances the president can over rule the decision of the Council in which case she shall record the circumstances that warranted such a course and get her action ratified by the College Committee.

The President shall be the sole judge at any point of order. She can call any member to order and shall have the power to take such action as she deems fit, to enforce her decision.

Not with standing anything contained in the above paragraphs, the Principal is empowered to dispose off any matter which shall ordinarily be disposed off by the council without referring the matter to it.

### **Student counsellor :**

1. **Dr. S. Binduja**, M.A., M.Phil., B.Ed., M.B.A., Ph.D., H.O.D. (Asst. Prof)  
Mob : 9495830897
2. **Dr. A. Chandra Prabha**, M.A., M.Phil., Ph.D., M.B.A., M.A., (Yoga), DGT  
(Asst. Prof)  
Mob : 8248439899

### **Calendar Designed by :**

1. **Dr. S. Binduja**, M.A., M.Phil., B.Ed., M.B.A., Ph.D., H.O.D. (Asst. Prof)
2. **Dr. S. Sreelaja** M.Sc., M.Phil., D.J. , Ph.D. H.O.D. (Asst. Prof)



student will be called upon to refund the whole amount. Failure on the part of the student to do so will be considered as a serious breach of college discipline.

## **N.S.S.**

National Service Scheme has been introduced in the year 1976-77. Two UNITS (units 98 & 99) with 200 volunteers involved in the regular activities of the N.S.S and special camps are conducted every year.

## **ADMINISTRATION STAFF COUNCIL**

While the financial and over all administrative control of the college is vested with the College Committee, the internal administration is vested with the Principal, in consultation with the Staff Council.

The Staff Council shall consist of the Principal as the President, ex-officio and the Head of Departments as members. When the Principal is also the Head of a Department her immediate staff in the Department shall be co-opted for the Council, but with no voting rights.

The Council shall elect one of its members as the Secretary who will hold office normally for a full academic year.

Attendance at the Council meeting is obligatory and exemption from attendance will be granted only for exceptional circumstances.

### **Procedure :-**

Meetings of the Council shall be convened by the Principal when necessity arises. The Council shall also meet when directed by the College Committee in receipt of request not fewer than two members. In such case the purpose for which it is to be convened should be specifically stated by them.

The Staff Council Secretary shall give notice of the meeting and maintain a record of the minutes of every meeting held. The minutes will be circulated among the members within three days after the meeting and get duly signed by the president.

## **MODEL FORM FOR LEAVE APPLICATION**

1. Name of applicant -
2. Class & Roll No. -
3. Reason -
4. Signature of applicant -
5. Signature of Parent / Guardian -
6. Recommendation of the H.O.D. -
7. Contact phone number (Parents) -

Station :

Date :

## **THE COLLEGE UNION**

1. The College Union will be a union of several Associations of the College.
2. All the faculty members and students are the Staff honorary members of the Union.
3. The College Union consists of :
  - (i) The president : The Principal shall be the President / Ex-Officio of the Union
  - (ii) The Vice -President (A faculty member nominated by the Principal)
  - (iii) Treasurer (A faculty member)
  - (iv) Chairman : (Student member)
  - (v) Secretary : " "
  - (vi) Class Representatives : (One from each Class)
  - (vii) Three student members of the Magazine Committee.
  - (viii) The Secretaries of the affiliated Associations
4. The Chairman shall preside over the meetings of the College / event.
5. The Secretary shall arrange the meetings of the union and maintain the minutes of the functions of the union.

## **Affiliated Associations / Clubs**

1. English Association
2. Tamil Association
3. Malayalam Association
4. Economics Association
5. Commerce Association
6. Mathematics Association
7. Chemistry Association
8. Botany Association
9. Zoology Association
10. Athletic Association
11. Planning Forum and Social Service
12. Youth Welfare Unit
13. Quiz Club
14. Youth Red Cross Society and World University Service
15. Eco Club
16. Vivekananda Kendra activities Unit
17. Career guidance cell
18. Anti eve - teasing comitte
19. Anti ragging Committe
20. Grievance redressal cell
21. Computer Club
22. Consumer Club
23. Students Counselling Unit
24. Student Affairs Committee

Faculty members will be nominated as the Vice-Presidents for the Associations concerned.

## **LIBRARY**

The college library will remain open during working hours. Strict silence should be maintained inside the library. Magazines periodicals, reference books and project reports will not allowed to take out. Private belongings should be kept outside / counter allotted. Students can borrow books on all working days. Books borrowed should be handled with care. Penalty will be collected in the case of any loss / damage.

Each student is allowed to borrow two books. Books should be returned on the due date. (two weeks for students and three months for staff).

## **LABORATORIES**

Great care must be taken in handling all apparatus / material in the laboratory.

All breakages, damages, etc. must be reported immediately to the teacher in-charge by the students concerned. The cost of the broken or damaged or lost apparatus will be recovered from the students concerned.

## **Students Aid Fund**

1. The student aid fund has been established to provide financial assistance, as non-refundable advance to the deserving student, who are financially handicapped in the efficient prosecution of their studies.
2. The fund is administered by a committee with the Principal as the Chairman.
3. Applications for receiving the fund are to be made in the prescribed forms available with the secretary of the Committee. The application must be counter signed by the parent / Guardian of the applicant.
4. All payments will be acknowledged by the student concerned.
5. Advance granted from this fund must be used for the purpose for which they are given. If the committee found that it has been misused, the