



مِظَانُ الْعِلْمِ  
مَوْجِدُ الْوَجْدِ

## MAZHARUL ULOOM COLLEGE, AMBUR

Tirupattur District, Tamil Nadu, India  
Established and Managed by Ambur Muslim Educational Society  
Re-Accredited by NAAC with B+ Grade  
Affiliated to Thiruvalluvar University, Vellore

# Hand Book and Calendar

**2023-2024**  
**Hijri 1444-1445**

Tel: +91 4174 242644 / +91 63690 23310  
Email : principalmuc@gmail.com / principal@mucollege.ac.in  
website : www.mucollege.ac.in



**PERSONAL MEMORANDUM**

1 Name (English) \_\_\_\_\_

(Tamil) \_\_\_\_\_

2 Father / Guardian Name \_\_\_\_\_

3 Mother Name \_\_\_\_\_

4 Class Co-ordinator \_\_\_\_\_

5 Degree \_\_\_\_\_ Year    Batch 20 to 20

6 Roll No \_\_\_\_\_ Univeristy Reg. No. \_\_\_\_\_

7 Date of Birth \_\_\_\_\_

8 Religion / Community / Caste \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

9 Blood Group \_\_\_\_\_

10 Permanent Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Mobile No. (Student) \_\_\_\_\_

Aadhaar Card No. (Student) \_\_\_\_\_

Email ID (Student) \_\_\_\_\_

Mobile No. (Parent) \_\_\_\_\_

Student Signature

Class Co-ordinator Signature



THE ESSENCE OF  
QURAN

In the Name of Allah, the Beneficent, the Merciful

Praise be to Allah, the Lord of the Worlds

The Beneficent, the Merciful  
Master of the Day of Judgement

Thee (alone) we worship :  
Thee (alone) we ask for help  
Show us the right path,

The path of those whom Thou hast favoured :  
Not (the path) of those who earn Thine anger  
nor of those who go astray.

Aameen!

(Al Qur'an 1:1-7)

(Translation by Muhammad Marmaduke Pickthall)

## தமிழ்த்தாய் வாழ்த்து

நீராருங் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்  
 சீராரும் வதனமெனத் திகழ் பரதக் 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 adhinayaka jaya hey  
 Bharata bhagya vidhata  
 Punjab Sindh Gujarat Maratha  
 Dravida Utkala Banga  
 Vindhya Himachala Yamuna Ganga  
 Uchchala Jaladhi taranga  
 Tava shubha name jage  
 Tava shubha asisa mage  
 Gahe tava jaya gatha  
 Jana gana mangala dayaka jaya hey  
 Bharata bhagya vidhata  
 Jaya hey jaya hey jaya hey  
 Jaya jaya jaya jaya hey !

- Rabindranath Tagore

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## **A BRIEF HISTORY OF AMES**

The Ambur Muslim Educational Society (AMES) was founded in the year 1905 which made a humble beginning by starting a small elementary school for boys has now grown well to an extent of having of following institutions to its credit:

1. Mazharul Uloom College (Shift I & Shift II)
2. Mazharul Uloom Higher Secondary School
3. Mazharul Uloom Aided Primary School
4. Mazharul Uloom Women's Coaching Centre
5. Hasanath-e-Jaria Girls Higher Secondary School
6. Hasanath-e-Jaria Girls Aided Primary School
7. AMES College of Education

Islam has given immense importance to education and spreading of knowledge. Prophet Mohammed(PBUH) has stressed the need for having education compulsory through many of his saying such as

1. Seeking education is compulsory for both men and women.
2. The ink of the scholar is holier than the blood of the martyrs.
3. Grasp knowledge even if it is available in China.

The educational backwardness of the Muslim community moved the altruistic heart of the tireless social activist, Janab T. Abdullah Sahib, who thought of doing something to improve the condition. With the support of some prominent Muslims, he started Madrasa-e-Mazharul Uloom, a small school meant for students of all communities without any discrimination. However, his primary intent was to uplift the Muslim Community educationally, economically and culturally. He was rightly honored with the appellation "Sir Syed of Ambur".

The Caravan of the AMES with its dedicated team is on the march transforming the society to take upto modern education for their future betterment and make our country India, stronger.



AMES celebrated its centenary in grand manner on 4th, 5th and 6th September 2006 at the Mazharul Uloom Higher Secondary School premises and the then President of India Dr. A.P.J. Abdul Kalam inaugurated the function, interacted with the students who had gathered there from different institutions and delivered his inspiring speech.

## **MAZHARUL ULOOM COLLEGE, AMBUR**

The Mazharul Uloom College was founded by the Ambur Muslim Educational Society (AMES) in 1969 with the united efforts of a dedicated team under the initiative, support and guidance of the great leather industrialist and philanthropist Late Janab Anaikar Abdul Shukoor Sahib.

The College started with a few students and has now grown over the years like a snowball with increasing number of students and teaching and non-teaching staffs catering to the ever increasing student population. It is situated on its own grounds of 20.5 acres along with the newly founded AMES College of Education from the academic year 2003-2004.

The College, true to the vision of its founders, caters to learner sat large transcending the limits of caste, colour and creed with five UG courses in the Shift I and seven UG, four PG courses and also 4 Research Programmes in the Shift II.

The college was upgraded to First Grade with the affiliation of B.A. (Econ) and B.Sc (Maths) for the academic year 1971-1972. The University of Madras granted affiliation to B.Com. Course from the academic year 1975-1976, B.A. Corporate Secretaryship (B.C.S) course from 1984-1985 and B.Sc. Computer Science from 1987-1988. Degree classes started functioning in the newly constructed permanent building from 24.01.1972. B.A. (Econ) course was converted as B.A (Corporate Economis with Computer Application) from the academic year 2002-2003.

Another mile-stone in the history of the College is the commencing of Shift-II within the same premises from the academic year 1995-1996 with B.Sc (Computer Science) in 1995, B.B.A., in 1996-1997 and B.Sc. Microbiology course in the year 1997-1998. In the year 2000-2001 B.C.A., was Started. In the year 2007-2008 PG courses M.Sc. IT and M.Com. were started. In the year 2009-2010 B.Sc. ISM, in 2010-2011 B.Com CA, in 2011-2012 B.A. English were started. In the year 2012-2013 two more PG courses M.A. English and M.Sc. Mathematics were started. In the year 2023-2024 B. Sc., Data Science Course was started

In the same year, 2012-2013 Research Programmes M.Phil in Computer Science and Commerce, both full time and part time were started, in addition to the Ph.D part time in Commerce and English that we already have. From the AY 2015-2016, Thiruvalluvar University has granted affiliation for M.Phil in English, both full time and part time.

"Mazharul Uloom" means the threshold of knowledge or fountain of knowledge. It refers to the source from where knowledge flows.

The College Motto is "Striver Secures Success" and its emblem has four symbols in it- crescent, lotus, book and torch symbolizing growth, knowledge, source of learning and light dispelling darkness of ignorance respectively. The staff and the Management expect every student of the institution to live upto the Motto of the College.



The College apart from its regular courses imparts of moral and value education to the students. The teaching plan gives quality education to the students to enable them to become good citizens of your country.

The College also conducts awareness campaigns, personality development and service-oriented programs etc. to instill leadership qualities, human values, team spirit, etc. in the minds of the students.

## COURSES OFFERED

Shift I (Aided Courses)			
UG Courses			
1	B.A. (Corporate Economics)	4	B.Com (Corporate Secretaryship)
2	B.Sc. (Mathematics)	5	B.Com
3	B.Sc. (Computer Science)		

Shift II (Un Aided Courses)			
UG Courses		PG Courses	
1	B.B.A.	1	M.Sc. (Information Technology)
2	B.C.A.	2	M.Com (General)
3	B.Com (Computer Application)		
4	B.Sc. (Data Science)		
5	B.Sc. (Microbiology)		

Research Programmes		
M. Phil	Computer Science	Full Time / Part Time
	Commerce	
	English	
	Mathematics	
Ph. D.	Commerce	Full Time / Part Time
	English	Part Time
	Urdu	
	Economics	
	Mathematics	

## AMBUR MUSLIM EDUCATIONAL SOCIETY AMBUR

### LIST OF PRESIDENTS

Janab Maligai Abdur Rahman Sahib	1917-1938
Janab Meddekar Moulvi Hajee Casim Sahib	1939-1963
Janab Anaikar Hajee Shukoor Sahib	1968-1976
Janab T. Abdul Wahid Sahib	1976-1982
Janab Natamkar Mohamed Zackriah Sahib	1982-2021
Janab Dr. Mecca Rafeeque Ahmed Sahib	2022-

### LIST OF HON'Y GENERAL SECRETARIES

Janab Meddekar Moulvi	
Hajee Mohamed Casim Sahib	1914-1916
Janab V. L. Mohamed Usman Sahib	1917-1920
Janab Kandrikar Hajee Abdus Salam Sahib	1921-1947
Janab Kandrikar Abdul Latheef Sahib	1947-1952
Janab Ayyapillai Abdur Rawoof Sahib	1952-1954
Janab Peshiman Abdul Khyoom Sahib	1955-1958
Janab T. Abdul Wahid Sahib	1958-1968
Janab Kandrikar Khaleelur Rahman Sahib	1968-1972
Janab Jalal Abdullah Basha Sahib	1972-1976
Janab Nathersa Mohammed Sayeed Sahib	1976-1978
Janab Kurvikar Sanauallah Sahib	1978-1982
Janab Dr. Nathersa Mohamed Sayeed Sahib	1982-

### LIST OF SECRETARY AND CORRESPONDENTS

Janab K. Khalilur Rahaman Sahib	1969-1971
Janab C. Mohamed Akbar Sahib	1971-1976
Janab Ko. Rafeeq Ahmed Sahib	1976-1981
Janab K. Munawer Hussain Sahib	1981-1982
Janab B. Akbar Pasha Sahib	1982-1998
Janab Dr. N. Mohamed Sayeed Sahib	1998-1999
Janab M. Nazar Mohamed Sahib	1999-2002
Janab M. Mohamed Kaleemullah Sahib	2002-2005
Janab M. Nazar Mohamed Sahib	2005-

### LIST OF PRINCIPALS

Prof. Basheer Ahmed Usmani Sahib	1969-1970
Prof. H. Bharkath Ali Khan Sahib	1970-1973
Prof. P. M. Thameem Ansari Sahib	1973-1994
Prof. L. Azeez Ahmed Sahib (Principal i/c)	1994 -
Prof. D. Nisar Ahmed Sahib	1994-2011
Dr. P. M. Aadil Ahmed Sahib	2011-2019
Dr. M. Mohamad Yunus Sahib (Principal i/c)	2019-2020
Dr. K. H. Kaleemullah Sahib (Principal i/c)	2020-2022
Dr. M. Mohamed Ismail Sahib	2022

## **COLLEGE MANAGEMENT COMMITTEE**

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### **PRESIDENT**

**Alijanab Alhaj Dr. Mecca Rafeeqe Ahmed Sahib**

### **HON'Y GEN. SECRETARY**

**Alijanab Alhaj Dr. N. Mohamed Sayeed Sahib**

### **SECRETARY AND CORRESPONDENT**

**Alijanab Alhaj M. Nazar Mohamed Sahib, B.Sc.**

### **MEMBERS**

**Alijanab Alhaj T. Rafeeq Ahmed Sahib**

**Alijanab N. Shafeeq Ahmed Sahib**

**Alijanab Dr. P. M. Aadil Ahmed Sahib, M.Com., M.Phil., Ph.D.,**

**Alijanab K. Firdaus Ahmed Sahib**

**Alijanab U. Thameem Ahmed Sahib**

**Dr. M. Mohamed Ismail, M.Sc., P.G.D.C.A., M.Sc. (IT), M.Phil., Ph.D.,  
Principal (Ex-Officio)**

## SHIFT-I

### MEMBERS OF THE TEACHING STAFF

#### PRINCIPAL

Dr. M. Mohamed Ismail, M.Sc., P.G.D.C.A., M.Sc., (IT), M.Phil., Ph.D.,

#### VICE-PRINCIPAL (ADMINISTRATION)

Dr. A. Shafee Ahmed Khan, M.A., M.Sc., M.Phil., N.E.T., CTE., Ph.D.,

#### VICE-PRINCIPAL (ACADEMIC)

Dr. P. Rizwan Ahmed, M.C.A., M.Sc., M.Phil., Ph.D.,

#### DEPARTMENT OF URDU

Dr. K.H. Kaleemullah, M.A., M.Phil., N.E.T., Ph.D.,  
Head, Assistant Professor & Research Supervisor

Mr. P. Mohamed Jafar, M.A., M.Phil.,  
Assistant Professor

#### DEPARTMENT OF TAMIL

Dr. A. Meeramaitheen, M.A., M.Phil., Ph.D.,  
Head & Assistant Professor

Mrs. R. Gandhimathi, M.A., M.Phil., B.Ed., D.T.Ed., T.ET., N.E.T.,  
Assistant Professor

#### DEPARTMENT OF ENGLISH

Dr. A. Shafee Ahmed Khan, M.A., M.Sc., M.Phil., N.E.T., CTE., Ph.D.,  
Head, Assistant Professor & Research Supervisor

Dr. P. J. Sadia Parveen, M.A., M.Phil., S.E.T., Ph.D.,  
Assistant Professor & Research Supervisor

Mrs. M. A. Uzefa Rashida, M.A., B.Ed., S.E.T.,  
Assistant Professor

**DEPARTMENT OF ECONOMICS**

Mr. S. Niyaz Ahmed, M.Com., M.Phil.,  
Head & Assistant Professor

Dr. T. Aasif Ahmed, M.A., M.Com., N.E.T., Ph.D.,  
Assistant Professor & Research Supervisor

Dr. A. Arifa Begum, M.A., M.Phil., M.B.A., P.G.D.C.A., S.E.T., Ph.D.,  
Assistant Professor & Research Supervisor

Dr. M. Mohamed Abubakkar, M.A., M.A., M.L.I.S.C., M.Phil., Ph.D.,  
Assistant Professor

Mr. S. Abdul Kareem, M.A., M.Phil., S.E.T.,  
Assistant Professor

**DEPARTMENT OF MATHEMATICS**

Dr. R. Jothilakshmi, M.Sc., M.Phil., M.Tech (IT), Ph.D.,  
Head, Assistant Professor & Research Supervisor

Mr. J. Premkumar, M.Sc., M.Phil., D.A.C.P.,  
Associate Professor & Research Supervisor

Mr. P. Markandan, M.Sc., M.Phil., B.Ed., S.L.E.T.,  
Associate Professor & Research Supervisor

Mr. I. Syed Abuthahir, M.Sc., M.Phil.,  
Assistant Professor & Research Supervisor

Mrs. M. Parveen Banu, M.Sc., M.Phil., N.E.T.,  
Assistant Professor & Research Supervisor

Mr. P. M. Mudassirur Rahman, M.Sc., M.Phil., N.E.T.,  
Assistant Professor

**DEPARTMENT OF COMPUTER SCIENCE**

Mr. S. Joseph Gabriel, M.C.A., M.Phil.,  
Head, Associate Professor & Research Supervisor

Dr. M. Mohamed Ismail, M.Sc., P.G.D.C.A., M.Sc (IT), M.Phil., Ph.D.,  
Principal, Associate Professor & Research Supervisor

Mr. A. Zakiuddin Ahmed, M.Sc., M.Phil., PGDCSM., M.S., PGDDM.,  
Assistant Professor & Research Supervisor

Dr. P. Rizwan Ahmed, M.C.A., M.Sc., M.Phil., Ph.D.,  
Assistant Professor

Dr. A. Kaleemullah, M.Sc., M.Phil., S. E. T., Ph.D.,  
Assistant Professor & Research Supervisor

#### **DEPARTMENT OF CORPORATE SECRETARYSHIP**

Mr. A. Noorul Ameen, M.Com., M.Phil., M.A., N.E.T., P.G.D.C.A.,  
Head, Assistant Professor & Research Supervisor

Dr. Lt. A. Sanjeev Kumar, M.Com., M.B.M., M.B.A., M.Phil., N.E.T., S.E.T., Ph.D.,  
Assistant Professor & Research Supervisor

Dr. A. Niyaz Ahmed, M.Com., M.A., MBIM., M.Phil., S.E.T., ADCA., DBME., Ph.D.,  
Assistant Professor

Dr. V. S. Suhail Ahmed, M.Com., M.B.A., M.A., M.Phil., ADCA., Ph.D.,  
Assistant Professor

#### **DEPARTMENT OF COMMERCE**

Dr. P. Saleem Basha, M.Com., M.Phil., Ph.D.,  
Head, Assistant Professor & Research Supervisor

Mr. V. Muthu, M.Com., M.Phil., N.E.T.,  
Assistant Professor & Research Supervisor

Dr. N. Fathima Thabassum, M.Com., M.B.A., M.Phil., N.E.T (Com)., N.E.T (Mgt)., Ph.D.,  
Assistant Professor & Research Supervisor

Dr. S. Afsar Ahmed, M.Com., M.Phil., S.E.T., Ph. D.,  
Assistant Professor

Mr. A. Md. Nayeemullah Khan, M.Com., M.B.A., N.E.T., D.C.A., R.B.P.,  
Assistant Professor

#### **DEPARTMENT OF PHYSICAL EDUCATION**

Dr. S. Diwan Mohdum, B.Sc., M.A., M.P.Ed., SLET., M.Phil., Ph.D.,  
Director of Physical Education

#### **LIBRARY**

Dr. B. Asadullah, M.Sc., M.L.I.S., M.Phil., P.G.D.L.A.N., N.E.T., Ph.D.,  
Librarian

#### **STAFF VICE-PRESIDENT - COLLEGE UNION**

Mr. S. Niyaz Ahmed, M.Com., M.Phil.,



## MEMBERS OF THE NON-TEACHING STAFF (AIDED)

Mr. I. Aslam Sheriff, M.Com.,	Superintendent (SG)
Mr. K. Mohamed Sadiq, B.Com., D.E.E.E.,	Assistant
Mr. K. Abrar Ahmed, M.Com., M.Phil.,	Junior Assistant
Vacant .....	Junior Assistant
Mr. K. Naveed Ahamed, B.C.A., M.A.,	Typist
Mr. G. Mohammed Afzal, M.C.A, M.Phil.,	Record Clerk
Mrs. Aneesa Fathima, M.A., D.T.Ed.,	Record Clerk
Mr. A. Aqeel Ahmed, M.Sc., M.Phil., B.Ed.,	Office Assistant
Mr. N. Abu Athar, M.Sc. (IT).,	Office Assistant
Vacant .....	Office Assistant
Vacant .....	Office Assistant
Vacant .....	Gardener
Vacant .....	Waterman
Vacant .....	Watchman
Vacant .....	Watchman
Mr. S. Khader Basha	Sweeper (Super Gr.)
Mr. A. Abdul Rahim	Sweeper (Spl. Gr.)
Vacant .....	Sweeper
Vacant .....	Sweeper
Mr. N. Seenivasan	Scavenger (SG)
Vacant .....	Marker

## MANAGEMENT STAFF

Mr.B. Jameel Basha, B.A.,M.P.Ed.,PGDY.,	Junior Assistant
Mr. L. Muhamed Alam	Lab Instructor
Mr. S. M. Mohammed Yaseen, MCA.,	IQAC - LDC
Mr. S. Afser Basha, M.A., M.L.I.S.,	Library Assistant
Mr. P. Nirmal Kumar, D.M.L.T.	Office Assistant
Mr.G. Uvaraj	Security
Mr.C. Ramu	Gardener
Mr. Ishaque	Sweeper (PT)
Mrs. Vijaya	Sweeper (PT)
Mrs. Shamshad Begum	Sweeper (PT)
Mr. S. Senthil Kumar	Sweeper (PT)

## SHIFT-II

### MEMBERS OF THE TEACHING STAFF

#### PRINCIPAL

Dr. M. Mohamed Ismail, M.Sc., P.G.D.C.A., M.Sc., (IT), M.Phil., Ph.D.,

#### VICE-PRINCIPAL (ADMINISTRATION)

Dr. A. Shafee Ahmed Khan, M.A., M.Sc., M.Phil., N.E.T., CTE., Ph.D.,

#### VICE-PRINCIPAL (ACADEMIC)

Dr. P. Rizwan Ahmed, M.C.A., M.Sc., M.Phil., Ph.D.,

#### DEPARTMENT OF URDU

Dr. K. H. Kaleemullah, M.A., M.Phil., N.E.T., Ph.D.,  
Head, Assistant Professor & Research Supervisor

Mr. P. Mohamed Jafar, M.A., M.Phil.,  
Assistant Professor & Asst. to HoD

#### DEPARTMENT OF TAMIL

Dr. P. K. Govindaraj, M.A., M.Phil., N.E.T., Ph.D.,  
Assistant Professor

#### P.G. & RESEARCH DEPARTMENT OF COMMERCE

Dr. N. Fathima Thabassum, M.Com., M.B.A., M.Phil., N.E.T(Com).,  
N.E.T (Mgt)., Ph.D.  
Head, Assistant Professor & Research Supervisor

Mr. K. A. Abbas Rahman, M.Com., M.Phil.,  
Assistant Professor

Dr. P. Saleem Basha, M.Com., M.Phil., Ph.D.,  
Assistant Professor & Research Supervisor

Mr. V. Muthu, M.Com., M.Phil., N.E.T.,  
Assistant Professor & Research Supervisor

Mr. A. Noorul Ameen, M.Com., M.A., M.Phil., PGDCA., N.E.T.,  
Assistant Professor & Research Supervisor

Dr. M. Mohamed Abubakkar, M.A., M.A., M.L.I.S.C., M.Phil., Ph.D.,  
Assistant Professor

Dr. S. Afsar Ahmed, M.Com., M.Phil., S.E.T., Ph.D.,  
Assistant Professor

Dr. A. Niyaz Ahmed, M.Com., M.A., MBIM., M.Phil., S.E.T., ADCA., DBME., Ph.D.,  
Assistant Professor

Mr. A. Md. Nayeemullah Khan, M.Com., M.B.A., N.E.T., D.C.A., R.B.P.,  
Assistant Professor

### **PG & RESEARCH DEPARTMENT OF COMPUTER SCIENCE**

Dr. P. Rizwan Ahmed, M.C.A., M.Sc., M.Phil., Ph.D.,  
Head, Assistant Professor (PG Program, Research Program)

Mr. S. Joseph Gabriel, M.C.A., M.Phil.,  
Associate Professor & Research Supervisor

Mr. A. Zakiuddin Ahmed, M.Sc., M.Phil., PGDCSM., M.S., PGDDM.,  
Assistant Professor & Research Supervisor

Mr. A. Kaleemullah, M.Sc., M.Phil., S.E.T.,  
Assistant Professor & Research Supervisor

Mr. J. Aamir Azeez, M.Sc., M.Phil.,  
Assistant Professor & Research Supervisor

### **UG, PG & RESEARCH DEPARTMENT OF ENGLISH**

Dr. A. Shafee Ahmed Khan, M.A., M.Sc., M.Phil., N.E.T., C.T.E., Ph.D.  
Head, Assistant Professor & Research Supervisor (PG & Research Program)

Dr. P. J. Sadia Parveen, M.A., M.Phil., S.E.T., Ph.D.,  
Head (UG), Assistant Professor & Research Supervisor

Mrs. M. A. Uzefa Rashida, M.A., B.Ed., S.E.T.,  
Assistant Professor

Mrs. J. Dilshadunnisa, M.A.,  
Assistant Professor

**DEPARTMENT OF BUSINESS ADMINISTRATION**

Dr. V. S. Suhail Ahmed, M.Com., M.B.A., M.A., M.Phil., ADCA., Ph.D.,  
Head & Assistant Professor

Mr. S. Azeem Ahmed, M.Com., M.Phil.,  
Assistant Professor

Mr. H. Mohammed Faizan, M.Com., M.Phil.,  
Assistant Professor

**DEPARTMENT OF COMPUTER APPLICATION**

Dr. P. Rizwan Ahmed, M.C.A., M.Sc., M.Phil., Ph.D.,  
Head & Assistant Professor

Mr. A. Kaleemullah, M.Sc., M.Phil., S.E.T.,  
Assistant Professor & Research Supervisor

Mr. J. Aamir Azeez, M.Sc., M.Phil.,  
Assistant Professor & Research Supervisor

Mr. P. Shafeeullah, M.Sc., (IT).,  
Assistant Professor

Mrs. P. Supriya, M.C.A.,  
Assistant Professor

**DEPARTMENT OF COMMERCE (COMPUTER APPLICATIONS)**

Dr. A. Niyaz Ahmed, M.Com., M.A., MBIM., M.Phil., S.E.T., ADCA., DBME., Ph.D.,  
Assistant Professor

**DEPARTMENT OF MICROBIOLOGY**

Mr. G. Janarthanan, M.Sc., M.Phil., B.Ed.,  
Head & Assistant Professor

Mrs. B. Sridevi, M.Sc.,  
Assistant Professor

Ms. G. R. Gayathri, M.Sc.,  
Assistant Professor

Ms. B. Meena, M.Sc.,  
Assistant Professor

Ms. A. Bushra Fathima, M.Sc.,  
Assistant Professor (Part Time)

**UG, PG & RESEARCH DEPARTMENT OF MATHEMATICS**

Dr. R. Jothilakshmi, M.Sc., M.Phil., M.Tech (IT)., Ph.D.,  
Head, Assistant Professor & Research Supervisor

Mr. S. J. Rafeeq Ahmed, M.Sc., M.Phil.,  
Assistant Professor & Asst. to HoD

Mr. P. Markandan, M.Sc., M.Phil., B.Ed., S.L.E.T.,  
Associate Professor & Research Supervisor

Mr. I. Syed Abuthahir, M.Sc., M.Phil.,  
Assistant Professor & Research Supervisor

Mrs. M. Parveen Banu, M.Sc., M.Phil., N.E.T.,  
Assistant Professor & Research Supervisor

**DEPARTMENT OF PHYSICAL EDUCATION**

Mr. B. Jameel Basha, B.A., M.P.Ed., PGDY.,  
Assistant Director of Physical Education

**LIBRARY**

Dr. B. Asadullah, M.Sc., M.L.I.S., M.Phil., P.G.D.L.A.N., N.E.T., Ph.D.,  
Librarian

**STAFF VICE-PRESIDENT - COLLEGE UNION**

Dr. P. J. Sadia Parveen, M.A., M.Phil., S.E.T., Ph.D.,

**MEMBERS OF THE NON-TEACHING STAFF**

Mr. I. Aslam Sheriff, M.Com.,	Superintendent
Mr. K. Mohamed Sadiq, B.Com., D.E.E.E.,	Assistant
Mr. K. Abrar Ahmed, M.Com., M.Phil.,	Junior Assistant
Mr. K. Naveed Ahamed, B.C.A., M.A.,	Typist
Mr. S. Afser Basha, M.A., M.L.I.S.,	Library Assistant
Mr. G. Mohammed Afzal, M.C.A, M.Phil.,	Record Clerk
Mrs. Aneesa Fathima, M.A., D.T.Ed.,	Record Clerk
Mrs. S. Rabia Basri, B. Sc.,	P. A. to Principal
Mr. A. Aqeel Ahmed, M.Sc., M.Phil., B.Ed.,	Office Assistant
Mr. N. Abu Athar, M.Sc.,(IT),	Office Assistant
Mr. L. Muhamed Alam	Lab Instructor
Mr. S. M. Mohammed Yaseen, MCA.,	IQAC - LDC
Ms. A. Bushra Fathima, M.Sc.,	Lab Technician
Mr. P. Nirmal Kumar, D.M.L.T.,	Office Assistant
Mr. S. Irbaz Ahmed	Office Assistant
Mr. G. Uvaraj	Security
Mr. G. Arun Kumar	Electrician
Mr. S. Khadher Basha	Sweeper
Mr. A. Abdul Rahim	Sweeper
Mrs. Vijaya	Sweeper
Mr. Ishaque	Watchman
Mr. C. Ramu	Gardener
Mr. Rajendran	Gardener
Mr. C. Rahmathullah	Watchman
Mrs. V. Rajeswari	Scavenger (PT)
Mrs. Dilshad Begum	Sweeper

**NODAL OFFICER**

Dr. M. Mohamed Ismail  
(Principal)

Public Relations Officer  
AISHE (All India Survey of  
Higher Education) NIRF  
(National Institutional Ranking  
Framework)  
RUSA (Rashtriya Uchchatar  
Shiksha Abhiyan)

**COLLEGE DEVELOPMENT COUNCIL**

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Mr. N. Nazar Mohamed - Secretary	Convener
Mr. N. Shafeeq Ahmed	Member
Mr. N. Jameel Ahmed	Member
Dr. P. M. Aadil Ahmed	Member
Dr. M. Mohamed Ismail - Principal	Member
Mrs. M. A. Uzefa Rashida - Director IQAC	Member

**IQAC – INTERNAL QUALITY ASSURANCE CELL**

Mrs. M. A. Uzefa Rashida	Director
Dr. B. Asadullah	Coordinator
Mr. A. Aqueel Ahmed	Technical Assistant

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Dr. R. Jothilakshmi	Member
Mr. I. Aslam Sheriff	Member
Mr. K. Naveed Ahamed	Member

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Mrs. M. A. Uzefa Rashida	Nodal Officer
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**ACADEMIC COMMITTEE**

Mr. S. Niyaz Ahmed	Coordinator All Heads of Departments Members
Mrs. M. A. Uzefa Rashida	Director IQAC Member

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Dr. K. H. Kaleemullah	Co-Chaiman
Dr. B. Asadullah	Co-ordinator-1
Mr. I. Aslam Sheriff	Co-ordinator-2
Mr. K. Naveed Ahamed	Member

**ANTI RAGGING COMMITTEE**

Mr. A. Zakiuddin Ahmed	Nodal Officer
All Heads of Departments	Member

**EXAMINATION COMMITTEE**

Dr. A. Arifa Begum	Examination i/c - Independent Charge
Mr. K. Mohamed Sadiq	Assistant
Mr. N. Abu Athar	Assistant
Mr. S. Afser Basha	Assistant

**MOOC AND ONLINE COURSES COMMITTEE**

Dr. R. Jothilakshmi	Nodal Officer
Mr. A. Md. Nayeemullah Khan	Member
Mr. S. J. Rafeeque Ahmed	Member

**EXTENSION ACTIVITIES****N. C. C.**

Dr. Lt. A. Sanjeev Kumar	Associate NCC Officer (ANO)
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**N. S. S.**

<b>Programme Officer Unit-I</b>	<b>Camp Assistant Unit-I</b>
Mr. A. Md. Nayeemullah Khan	Mr. B. Jameel Basha I

<b>Programme Officer Unit-II</b>	<b>Camp Assistant Unit II</b>
Mr. S. Abdul Kareem	Mr. P. M. Mudassir ur Rahman

<b>Programme Officer Unit-III</b>	<b>Camp Assistant Unit III</b>
Dr. V. S. Suhail Ahmed	Dr. A. Kaleemullah



**YRC–YOUTH RED CROSS**

Mrs. R. Gandhimathi	Coordinator
Mr. S. Azeem Ahmed	Member

**RED RIBBON (RRC) & BLOOD DONORS CLUB (BDC)**

Mr. P. Mohamed Jafar	Coordinator
Mr. G. Janarthanam	Asst. Coordinator

**ELECTORAL LITERACY CLUB**

Mr. A. Noorul Ameen	Nodal Officer
Dr. M. Mohamed Abubakkar	Member

**CITIZEN CONSUMER CLUB**

Dr. A. Niyaz Ahmed	Coordinator
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**LEGAL LITERACY CLUB**

Mr. P. Markandan	Coordinator
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**ROTRACT CLUB**

Mr. I. Syed Abuthahir	Coordinator
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**LEO CLUB**

Mr. P. M. Mudassirur Rahman	Coordinator
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**ENVIRO CLUB**

Dr. A. Meeramaitheen	Coordinator
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**KHIDMATH-UN-NISA**

Dr. P. J. Sadia Parveen	Coordinator
Mrs. M. Parveen Banu	Member

**STUDENT INDUCTION PROGRAMME (SIP)**

Mr. A. Md. Nayeemullah Khan	Coordinator
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**STUDENTS ATTENDANCE COMMITTEE**

Dr. A. Niyaz Ahmed	Coordinator
Mr. G. Mohammed Afzal	Member

**STUDENTS DISCIPLINARY COMMITTEE**

Dr. K. H. Kaleemullah	Co-Chairman
Vice Principal - (Administration & Academic)	Member
All Heads of Departments	Members
Chairman College Union Shift I & II	Students' Representative

**SCHOLARSHIP COMMITTEE**

Dr. N. Fathima Thabassum	Co-Chairperson
Mr. K. Naveed Ahamed	Member
Mr. N. Abu Athar	Member

**PUDHUMAI PENN SCHEME**

Mr. G. Janarthanan	Nodal Officer
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**NAAN MUDHALVAN SCHEME COMMITTEE**

Dr. S. Afsar Ahmed	Coordinator
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**STUDENTS' GRIEVANCES REDRESSAL COMMITTEE**

Mr. A. Zakiuddin Ahmed	Co-Chairman
Dr. S. Diwan Mohdum	Member
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**COLLEGE MAGAZINE & NEW SLETTER EDITORIAL BOARD**

Dr. A. Shafee Ahmed Khan	Co-Editor
Dr. K. H. Kaleemullah	Associate Editor
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Dr. A. Meeramaitheen	Member
Dr. B. Asadullah	Member
Mr. I. Aslam Sheriff	Member
Mr. S. M. Mohammed Yaseen	Member
Students Representatives: Secretary - Shift I & II	Member

**CALENDAR & PROSPECTUS COMMITTEE**

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Dr. B. Asadullah	Member
Mr. J. Aamir Azeez	Member
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**ICT AND WEBSITE COMMITTEE**

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**CMRI – CENTRE FOR MULTI DISCIPLINARY RESEARCH & INNOVATION**

Dr. N. Fathima Thabassum	Coordinator
Dr. P. J. Sadia Parveen	Member
Dr. T. Aasif Ahmed	Member
Dr. R. Jothilakshmi	Member
Dr. P. Rizwan Ahmed	Member

**CAREER GUIDANCE AND PLACEMENT CELL**

Dr. S. Afsar Ahmed	Placement Officer
Mr. P. M. Mudassirur Rahman	Asst. Placement Officer

**INCUBATION & ENTREPRENEURSHIP CENTRE**

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Mr. S. Abdul Kareem	Member

**ALUMNI FORUM**

Dr. P. Saleem Basha	Coordinator
Mr. K. Abrar Ahmed	Member
Mr. Gokula	President-MUCAA
	Member
Mr. P. Taha Mohammed	Secretary MUCAA
	Member
Mr. M. Athaullah	Treasurer MUCAA
	Member

**SOCIAL MEDIA CHAMPION**

Mr. G. Mohammed Afzal Nodal Officer

**SPORTS COMMITTEE**

Mr. J. Prem Kumar Coordinator

Mr.K.Mohamed Sadiq Member

**SC / ST CELL**

Dr. P. K. Govindaraj Coordinator

**MINORITY CELL**

Dr. S. Diwan Mohdum Coordinator

**PARENT TEACHER ASSOCIATION**

Dr. M. Mohamed Abubakkar Coordinator

**LEARNING SUPPORT CENTRE (IDE)**

Dr. A. Arifa Begum Coordinator

Mr. K. Abrar Ahmed Member

Mr. S. Afser Basha Member

\*Principal, Vice-Principals (Administration & Academic) and Director IQAC are the ex-officio members of all the committees.

\*\*Dr. K. H. Kaleemullah will be a special invitee for all the committees.

## RULES FOR ADMISSION AND DISCONTINUATION

1. Those who have passed the Higher Secondary Examination conducted by the Board of Higher Secondary Education, Tamil Nadu or an equivalent examination of any other Board/University accepted by the Syndicate of Thiruvalluvar University as such, are eligible for admission to first year degree classes.

2. Certificates to be produced at the time of admission :

- i. +1 & +2 Mark Statement Original with 4 Xerox Copies
- ii. Transfer Certificate - Original
- iii. Conduct Certificate - Original
- iv. Community Certificate - Xerox Copy
- v. Aadhar Card - Xerox Copy

3. Candidate seeking admission in the middle of a term must produce transfer certificate from the college last attended and the term certificate or certificate required by the University relating to the previous term of the course and an order from the University permitting such transfer during the middle of the course/term.

4. If a student desires to leave the College during a term he/she cannot claim remission of the fees paid by him/her either in full or in part for the term. He/she shall have to pay the fees and other dues to the College for the entire course.

5. A student applying for transfer and conduct certificate on any day during the term in which he/she has been enrolled or leaving within one year shall be given such certificate only on production of a No Dues Certificate. A student applying for such certificate after a year from the date of leaving shall pay a fee of Rs.100/- for each year.

## STUDENTS DISCIPLINE AND CONDUCT

### RULES AND REGULATIONS

- Students shall wear College ID Card all the time in the Campus.
- Students shall wear clean, decent and respectable dress.
- At the stroke of the first bell, they must be seated in their respective class rooms.
- Students must observe silence inside the class.
- Students shall not loiter about in the verandah during the class hours. Gathering in groups and making noise in the College premises are strictly forbidden. While moving from one class to another, they shall not create any disturbance or make any noise.
- If, for any reasons, there is no class, students must make use of the library or the playground.
- No student shall leave the College premises during the College hours without the permission of the Principal.
- When classes are dispersed, students are to leave the rooms in a quiet and orderly manner.
- Students should enter the class room with the permission of the member of the staff concerned.
- As a mark of culture and courtesy, every student shall greet the members of the teaching staff when he meets them first in the day.
- When a member of the staff enters the class room students shall rise and remain standing till they are asked to sit or till the teacher takes his or her seat. Similarly students should remain standing when he or she leaves the class.

- Students are expected to keep the premises of the College neat and tidy. They are forbidden from smoking anywhere in the College premises, scribbling on the wall, scratching on or damaging furniture or throwing about litter in class rooms, passages or open space in the College premises. Disfiguring the walls, furniture, garden etc., is strictly prohibited and punishable. Students should not disturb or change the order of the college furniture unless and otherwise instructed. They will be fined / punished for any damage caused by them. If the offender is not traceable, a collective fine will be levied
- Students shall be regular and punctual in attending classes and in all activities connected with the College.
- Food or any other eatables are not allowed inside the class room, halls or verandah.
- Students shall not organize or attend any meetings in the College or collect money for any purpose without the prior permission of the Principal. Students are not allowed to participate in the matches and competitions not conducted by the College without the permission of the Principal.
- Students are strictly forbidden from entering the College Office. However, they may be allowed inside with prior permission on official work.
- No student shall be a member of any association unconnected with the College without the previous permission of the Principal nor shall a student take part in any anti-social and subversive activities prejudicial to the ideals of the College. Students contravening these rules are liable to be punished with cancellation of scholarships, fee concessions etc., granted to them and it will also be open to the Principal to issue the transfer certificate at any time during the academic year to them.

- Students should cultivate a sense of dignity, responsibility and order. They should learn to think straight and develop aesthetic sense. In general, students are expected to conduct themselves in and outside the College as gentlemen and maintain the honour and dignity of their Alma Mater and not to do anything to tarnish the image of the College.
- For the functions organized by the College the Principal shall be the ex-officio chairman.
- Students should not do anything by word or deed that may disturb the unity and harmony of life of the College. However, they may approach the authorities concerned individually to express their requirements and redress their grievances.
- Guests to the College must be received and treated with courtesy.
- The College stands above politics of all communities. Therefore, any activity prejudicial to this is strictly prohibited and violation will lead to severe punishment including expulsion of the offender.

## **CLASS COORDINATOR**

### **GUIDANCE & COUNSELING**

A student will have same class coordinator for his / her entire course of study to help in the following matters.

### **DURING THE STUDENTS PERIOD OF STUDY**

- Continuous Internal Assessment of the students
- Maintaining the students profile and attendance records
- Giving details regarding the subject codes to the students
- Guiding the students in choosing the Non-Major papers, preparing the list and submitting it to the office.
- Meeting with the parents
- Keeping track of the students behaviour, character, attitude and discipline inside the campus.



- Representing the students to the Principal of any matters relating to his study, examination etc
- Recognizing the talents and giving proper guidance
- Issue of calendars / magazines / ID cards
- Checking that the students wear ID cards all time in the campus
- Any other duties assigned by the Principal.

#### **DURING THE TIME OF EXAMINATION**

- Assigning of CIA internal marks
- His/her attendance position and eligibility for appearing for the examination
- Condonation, detainment, re-do and fee defaulters if any
- Helping the students in filling up of the examination forms
- Issue of Hall Tickets

#### **WHEN THE RESULTS COME**

- Continuous track of his examination results - his passed papers and arrears if any
- Interacting with students the reasons for poor performances if any.

## **FOR THE ATTENTION OF PARENTS / GUARDIANS**

Parental responsibility does not end with securing admission for children / wards in a college. Parents / guardians must keep a watch over the regularity of attendance and progress of their children / wards in studies through the test marks / progress and terminal reports sent to their addresses periodically. They are requested to meet the Principal / HOD as and when necessary so that the students may be properly appreciated for excellence or admonished if lagging behind.

## **UNIVERSITY ATTENDANCE RULES FOR APPEARING UNIVERSITY EXAMINATIONS**

It is the duty of every student to attend the College regularly and punctually.

Students monthly attendance position will be put up in the Department Notice Board during the 1st week of the following month.

Students will be permitted to appear for the University Examinations, only if they have earned required attendance and progress, as certified by the Principal.

Details of working day and Attendance Rules prescribed by the University are furnished below for information and strict adherence, for more details visit [www. thiruvalluvaruniversity.ac.in](http://www.thiruvalluvaruniversity.ac.in).

### **TOTAL NUMBER OF WORKING DAYS**

Each affiliated College shall work for a minimum period of 90 days or 450 instructional hours for semester course.

### **ATTENDANCE REQUIREMENT**

a) A candidate shall be permitted to appear for the university examinations for any semester (theory as well as practical) if

1. He / She secures not less than 75% of attendance in theory as well as in practicals (Separate attendance registers shall be maintained for theory and practicals) in the number of working days during the semester.

2. In the case of married woman candidates the minimum attendance requirement shall be not less than 55% of the total instructional days in theory as well as in practicals.

3. He / She earns a progress certificate from the Head of the institution, of having satisfactorily completed the course of study prescribed in the scheme of examinations for that semester as required by these regulations.

4. His/ Her conduct shall be satisfactory. Provided that it shall be open to the Syndicate, or any authority delegated with such powers by the Syndicate, to grant exemption to a candidate who has failed to earn 75% of the attendance in theory as well as in practicals prescribed, for valid reasons, subject to usual conditions.

b) A candidate who has secured less than 75% but 65% and above attendance in any semester separately for theory and practicals, shall be permitted to take the examination on the recommendations of the Head of the Institution to condone the lack of attendance on the payment of prescribed fees to the University, separately for theory and practicals.

c) A candidate who has secured less than 65% but 55% and above attendance in any semester in theory as well as in practicals, has to compensate the shortage in attendance in the subsequent semester (in the next year) besides earning the required percentage of attendance in the semester and appear for both semester papers together at the end of the later semester, on the payment of prescribed fees to the University, separately for theory and practicals. However, shortage of attendance in I-semester shall be compensated while studying in III semester, shortage of attendance in II-semester shall be compensated while studying IV semester, shortage of attendance in III-semester shall be compensated while studying V semester, shortage of attendance in IV-semester shall be compensated while studying VI semester, shortage of attendance in V & VI-semester shall be compensated after rejoining the course in the 4th year. Also, separate attendance registers shall be maintained in theory as well as practicals, for compensating the shortage of attendance. During the hours of compensation of attendance, the candidate shall not be given attendance for the regular semester classes.

d) A candidate who has secured less than 55% of attendance in any semester separately for theory and practicals, shall not be permitted to appear for the regular examinations in that particular semester or in subsequent semesters. He/she has to rejoin/re-do the semester in which the attendance is less than 55%, on the payment of prescribed fees to the University separately for theory and practicals, after getting prior approval of the University.

e) A candidate who has secured less than 65% of attendance in the final semester separately for theory and practicals, has to compensate his/her attendance shortage in a manner as decided by the concerned Head of the department, after getting prior approval of the University. The candidate shall be permitted to rejoin in the 6th semester, after completing his/her regular 3 year course.

f) All candidates admitted in first year, should get registered for the first semester examination, compulsorily. If registration is not possible owing to any reason including shortage of attendance beyond condonation limit, belated joining or on medical grounds, the candidates are permitted to rejoin the course in the next year.

For more details visit The Thiruvalluvar University website.

## INTRODUCTION OF CHOICE BASED CREDIT SYSTEM

From the academic year 2008-09 the Government of Tamil Nadu and the Thiruvalluvar University, Vellore have introduced a new academic scheme called CBSC (Choice Based Credit System) with semester pattern. The regulations and course model are given here under. It permits the students to :

- Learn at their own pace
- Choose electives from a wide range of elective course offered by the departments of the affiliated colleges
- Undergo additional courses and acquire more than the required number of credits
- Adopt an inter-disciplinary approach to learning
- Make the best use of expertise of available faculty
- The main subjects of Bachelor Degree course shall consist of the following.

Part I	Tamil/Urdu/Other Language
Part II	English
Part III	Core subjects, Allied Subjects, Project/Electives
Part IV	1(a) Those who have not studied Tamil upto XII Std.; and taken Non-Tamil Language under part-I shall take Tamil comprising of two courses (of 6th Standard Level).
	(b) Those who have studied Tamil upto XII Std. and taken a Non Tamil Language Under Part-I shall take Advanced Tamil Comprising of two courses.
	(c) Others who do not come under (a), (b) can choose a non-major elective comprising of two courses.
	2. Skill Based Subjects (Elective) 3. Environmental Studies 4. Value Education
Part V	Extension Activities

A Candidate shall be awarded a maximum of 1 credit for compulsory extension service.

## DISTRIBUTION OF MARKS FOR EXTERNAL AND INTERNAL - UG THEORY

The following are the distribution of marks for external and internal for University (external) examination and continuous internal assessment and passing minimum marks for **theory papers of UG programmes.**

Uni. Exam Total (ESE)	Passing Minimum For Uni. Exam	CIA Total	Passing Minimum For CIA	Total Marks Allotted	Passing Minimum (Uni. Exam + CIA)
75	30	25	0	100	40

Note: ESE - End Semester Examination

The following are the Distribution of marks for the Continuous Internal Assessment in the theory papers of UG programmes.

S. No.	For Theory - UG Courses	Distribution of Marks	
		Assignments	Tests
1	Assignment-1 (First 2 Units of the Syllabus)	10	-
2	Test-1 (First 2 Units of the Syllabus for 1 Hour duration)	-	50
3	Assignment-2 (3rd & 4th Units of the Syllabus)	10	-
4	Test-2 (First 4 Units of the Syllabus for 2 Hours duration)	-	50
5	5 Assignment-2 ( 5th Unit of the Syllabus)	10	-
6	Test-3 (Entire Syllabus for 3 Hours duration)	-	100
	<b>TOTAL MARKS</b>	<b>30</b>	<b>200</b>
	<b>Marks to be converted to</b>	<b>5</b>	<b>20</b>
	<b>Total Maximum Marks for CIA</b>	<b>25</b>	

## UG PRACTICAL

The following are the distribution of marks for University (external) examinations and continuous internal assessments and passing minimum marks for the practical courses of UG programmes.

Uni. Exam Total (ESE)	Passing Minimum For Uni. Exam	CIA Total	Passing Minimum For CIA	Total Marks Allotted	Passing Minimum (Uni. Exam + CIA)
75	30	25	0	100	40

The following are the distribution of marks for the Continuous Internal Assessment in UG practical courses.

S. No.	For Practical - UG Courses	Distribution of Marks	
		Assignments	Tests
1	Regular maintenance of the Observation note book-1 (Upto the end of I-Semester)	10	-
2	2 Test-1 (Upto the end of I-Semester for 2 Hours duration)	-	25
3	3 Regular maintenance of the Observation note book-2 (Upto the end of II-Semester)	10	-
4	Test-2 (Upto the end of II-Semester for 2 Hours duration)	-	25
5	Regular maintenance & proper completion of the Record note book	10	-
6	Test-3 (Entire Syllabus following University examination pattern)	-	50
	<b>TOTAL MARKS</b>	<b>30</b>	<b>75</b>
	<b>Marks to be converted to</b>	<b>10</b>	<b>15</b>
	<b>Total Maximum Marks for CIA</b>	<b>25</b>	

However, for those students who select Tamil under Part IV - (i)(a) & (i)(b), the External examinations shall be conducted by the University and Continuous Internal Assessment (CIA) shall be conducted by the teacher concerned as per the prescribed syllabus. The CIA marks shall be furnished to the COE by the respective colleges.

### **DISTRIBUTION OF MARKS FOR EXTERNAL AND INTERNAL - PG THEORY**

The following are the distribution of marks for external and internal for University (external) examination and continuous internal assessment and passing minimum marks for theory papers of PG programmes.

Uni. Exam Total (ESE)	Passing Minimum For Uni. Exam	CIA Total	Passing Minimum For CIA	Total Marks Allotted	Passing Minimum (Uni. Exam + CIA)
75	38	25	0	100	50

Note: ESE - End Semester Examination

The following are the Distribution of marks for the Continuous Internal Assessment in the theory papers of PG programmes.

S. No.	For Theory - PG Courses	Distribution of Marks	
		Assignments	Tests
1	Assignment-1 (First 2 Units of the Syllabus)	10	-
2	Test-1 (First 2 Units of the Syllabus for 1 Hour duration)	-	50
3	Assignment-2 (3rd & 4th Units of the Syllabus)	10	-
4	Test-2 (First 4 Units of the Syllabus for 2 Hours duration)	-	50
5	Seminar ( Entire Syllabus)	10	-



6	Test-3 (Entire Syllabus for 3 Hours duration)	-	100
	<b>TOTAL MARKS</b>	<b>30</b>	<b>200</b>
	<b>Marks to be converted to</b>	<b>5</b>	<b>20</b>
	<b>Total Maximum Marks for CIA</b>	<b>25</b>	

### PG Practical

The following are the distribution of marks for University (external) examinations and continuous internal assessments and passing minimum marks for the practical courses of PG programmes.

Uni. Exam Total (ESE)	Passing Minimum For Uni. Exam	CIA Total	Passing Minimum For CIA	Total Marks Allotted	Passing Minimum (Uni. Exam + CIA)
75	38	25	0	100	50

The following are the distribution of marks for the Continuous Internal Assessment in PG practical courses.

S. No.	For Practical - PG Courses	Distribution of Marks	
		Assignments	Tests
1	Regular maintenance of the Observation note book-1 (Upto the end of I-Semester)	10	-
2	Test-1 (Upto the end of I-Semester for 2 Hours duration)	-	50
3	Regular maintenance of the Observation note book-2 (Upto the end of II-Semester)	10	-
4	Test-2 (Upto the end of II-Semester for 2 Hours duration)	-	50

5	Regular maintenance & proper completion of the Record note book	10	-
6	Test-3 (Entire Syllabus following University examination pattern)	-	50
	<b>TOTAL MARKS</b>	<b>30</b>	<b>150</b>
	<b>Marks to be converted to</b>	<b>10</b>	<b>30</b>
	<b>Total Maximum Marks for CIA</b>	<b>25</b>	

### Grading - UG

Once the marks of the CIA and end-semester examinations for each of the course are available, they shall be added. The mark thus obtained shall then be covered to the relevant letter grade, grade point as per the details given below:

### Conversion of Marks to Grade Points and Letter Grade (Performance in a Course/Paper)

RANGE OF MARKS	GRADE POINTS	LETTER GRADE	DESCRIPTION
90-100	9.0-10	O	Outstanding
80-89	8.0-8.9	D+	Distinction
75-79	7.5-7.9	D	
70-74	7.0-7.4	A+	First Class
60-69	6.0-6.9	A	
50-59	5.0-5.9	B	Second Class
40-49	4.0-5.9	C	Third Class
00.39	0.0	U	Re-appear
Absent	0.0	AAA	ABSENT

**Grading - PG**

Once the marks of the CIA and end-semester examinations for each of the course are available, they shall be added. The mark thus obtained shall then be converted to the relevant letter grade, grade point as per the details given below:

**Conversion of Marks to Grade Points and Letter Grade  
(Performance in a Course/Paper)**

<b>RANGE OF MARKS</b>	<b>GRADE POINTS</b>	<b>LETTER GRADE</b>	<b>DESCRIPTION</b>
90-100	9.0-10	O	Outstanding
80-89	8.0-8.9	D+	Distinction
75-79	7.5-7.9	D	
70-74	7.0-7.4	A+	First Class
60-69	6.0-6.9	A	
50-59	5.0-5.9	B	Second Class
40-49	4.0-5.9	C	Third Class
00.39	0.0	U	Re-appear
Absent	0.0	AAA	ABSENT

## SCHOLARSHIP AND CONCESSIONS

Students are eligible for a large number of scholarship, fee concessions and other aids. Arrangements exists to enable students to avail themselves of the following scholarship, fee concessions and aids.

Following State and Central Government scholarships are available to eligible students.

### A. State Government Scholarship and Aids

- i) Backward Class Scholarship.
- ii) Free Education to the First Generation graduates belonging Backward Class.
- iii) Most Backward Class Scholarship
- iv) Scholarships to the children of school Teachers
- v) Scholarships to the children of Political suffers.
- vi) Merit Scholarship
- vii) Defence Services personnel Scholarship
- viii) Beedi workers Scholarship
- ix) National Loan Scholarship

In addition students belonging to Scheduled Castes, Scheduled Tribes and Adi Dravidar Christians are eligible for the concession under 92 T.N.E.R. irrespective of the income of the parents.

### B. Central Government Scholarship and Aids

- i) Government of India Scholarship.
- ii) Physically Handicapped Scholarship.

In addition to these, arrangements are also made by the College to secure financial assistant to the deserving students provided by the social and other organizations.

Grant of Scholarship for the students is subject to progress in studies, regularity in attendance and proper conduct.

Application form for scholarship should be submitted to College office on the prescribed dates. Application after this date will not be accepted under any circumstance.

### **ENDOWMENT FUND FOR THE MERITORIOUS STUDENTS**

1. Meddekar Foundation has created an Endowment from the Academic Year 2010-2011, and it will be known as Moulana Molvi Alhaj Meddekar Mohammed Casim Sahib Memorial Rolling Trophy. This trophy will be for the winner students institution. It is given separately for Boys and Girls.

Apart from this trophy, Medals (Gold, Silver and Bronze) and cash prize (Rs.1000, Rs.750, Rs.500) are given for the First, Second and Third Prize winners respectively again for Boys and Girls separately Rs.10,000.

2. Dr. M. Damodharan Memorial Endowment Fund (2006) for the Best Meritorious Student of Mathematics Department (B.Sc Maths) Rs.10,000

3. Thiru. G. Viswanathan VIT University Chancellor Endowment Fund (2007) for the best overall meritorious student of the College

4. Dr. M. Akber Memorial Endowment Fund - Rs.10,000 (2015) for the best meritorious student of Commerce Department B.Com (General).

5. Nagore Rumi Endowment Fund - Rs.1,00,000 (2016) by Dr.A.S.Mohammed Rafee, towards paying the fees of poor and deserving students.

6. Mr. U. Feroze Khan Endowment Fund - Rs. 50,000 (2016) and a matching grant of Rs.50,000 from the Management towards paying the fees of poor and deserving students.

7. Dr. N. Raja Hussain Endowment Fund - Rs.1,00,000 (2017) towards paying the fees of poor and deserving students.

8. Zubaida Khatoon Academic Excellence Award - R. 1,00,000 (2023) By Dr. P. M. Aadil Ahmed for the best Student of the College Selected on Merit Cum Conduct Basis.

## **COLLEGE UNION AND ITS AFFILIATED ASSOCIATIONS**

There shall be a College Union and other Associations affiliated to it. The aim of the College Union and its other affiliated Associations is to encourage and promote the talents of the students in different fields. The office bearers should not interfere with the administrative and academic affairs of the College.

They can only assist their respective staff Vice-Presidents in the conduct of functions under the auspices of their respective associations.

The College Union will have Student Chairman, Vice-Chairman and Secretary. They will be selected on merit-cum-good conduct basis by the Principal. The Principal is its ex-officio. President is assisted by the Staff Vice-President. They will advise and guide the Union in the proper conduct of its functions. Each affiliated Association will have a Student Secretary and a Student Assistant Secretary. They will be selected by the Principal on Merit-cum-Good Conduct basis. Each association will be guided by its staff Vice-President.

## **MOULANA ABDUL KALAM AZAD CENTRAL LIBRARY**

The College library functions from 8.00.a.m. to 8.00.p.m. on all working days.

The library works on the Open Access System.

I & II Year students can take two books and III year students can take three books at a time for a period of 15 days.

Students should not keep the books for more than a fortnight and if the due date happens to be a holiday they have to return the books on the next working day

A book may be re-issued to the same student if no one else has asked for it. Library books should be handled with great care. Students damaging them in any way, will be severely dealt with.

Before leaving the counter the student must satisfy himself as to whether the book is in good condition. If not he should bring the matter to the notice of the librarian immediately.

A borrower shall replace any book lost by him or pay such compensation as decided by the Principal.

A fine of Re.1.00 shall be levied for every day a book is detained after the due date.

Sub-lending of books is strictly prohibited.

Strict silence shall be maintained in the library.

Students losing the borrowers Library Identification Card shall make a written report to the Librarian immediately. A period of one month will be allowed to trace and produce the card. If even after this period, the card could not be traced an undertaking in writing shall be taken to the effect that the student shall hold himself responsible for any unauthorized borrowing against the lost identity card. Duplicate card will be issued on payment of Rs.20.00.

## **ENGLISH DEPARTMENT LIBRARY**

Around 300 books have been earmarked for and deposited in the English Department Library of our college for the benefit of students of English Literature and Language. The books can be directly borrowed from the Department through the Librarian in-charge.

## **URDU DEPARTMENT LIBRARY**

Around 1000 books have been earmarked for and deposited in the Urdu Department Library of our college for the benefit of students of Urdu Literature and Language. The books can be directly borrowed from the Department through the Librarian in-charge.

## **PHYSICAL EDUCATION**

Excellent opportunities are offered to the students to promote and exhibit their talents on the play-ground. Best coaching and guidance are given to the students in all the games and sports both indoor and outdoor. Students are advised to take full advantage of these facilities. Students are trained to take part in various sports competitions from inter-collegiate to national level ones and to benefit from the winning spirit.

## EXTENSION AND EXTRA CURRICULAR ACTIVITIES

We do have a wide range of extension and extra-curricular activities in our college like NSS, NCC, YRC, RRC and BDC, Career Guidance and Placement Cell, Citizen Consumer Club, Legal Literacy Club, Rotaract Club etc.

### NSS

Our NSS unit is more than four decades old and has served excellently over the years for the benefit of our society in general and the rural community in particular, covering many villages in and around Ambur in trying to make them self-sufficient, clean and green. Our volunteers have been able to create social awareness for the development of our country and ample opportunities have been provided for the development of leadership qualities and personality development.

### NCC

Since 1979, a full-fledged NCC company has been functioning in our college. It has given and continues to give para-military training and leadership qualities to the volunteers.

### SUPPORT FACILITIES

N. M. Zackriah Auditorium  
Sir Syed Ahmed Khan Convention Hall  
Open Auditorium  
Dr.Allama Iqbal Multimedia Room  
Language Lab  
Canteen  
Gym Centre  
Health Care Centre  
Day Care Centre  
Ladies Prayer Hall  
Ladies Rest Room  
Public Addressing System  
Wifi Facility  
CCTV Cameras at 48 vantage points  
Water Coolers



## **INTERNAL QUALITY ASSURANCE CELL**

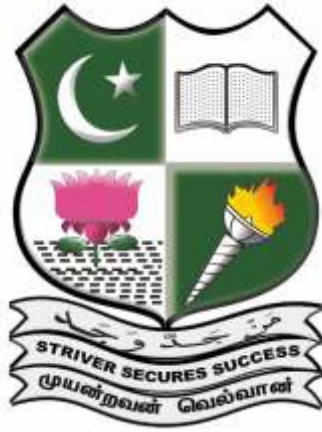
The Internal Quality Assurance Cell (IQAC) of our college was launched after Accreditation in the year 2007 and has been doing yeoman service from then. It tries to ensure quality in higher education programmes and has been instrumental in switching over from the chalk and talk method to techno-teaching, automation of office work, providing internet facility to all departments and connecting them through LAN. The Smart Room and the Smart Seminar Hall have been extensively used. It has facilitated co-curricular activities like Soft Skills, Spoken English and Orientation programs for the students as well as the Staff.

## **CAREER GUIDANCE AND PLACEMENT CELL**

Choosing the right career is a very challenging task. Careers can actually make or break ones life. So it is important to make the right choice. The Career Guidance Cell of our College does give continuous counseling to students and as what they may do after graduation. It tries to help them in pursuing the right courses, in the right Colleges or institutes and guides in choosing a suitable career. As a useful dimension of the Career Guidance Cell, our College has been permitting in-campus and off-campus interviews conducted by the various MNCs and other major companies through the placement cell. Many talented students have benefited from this unique opportunity since accreditation. As a permanent feature of our College this would certainly continue to benefit the students community.

## **GOVERNMENT FREE HOSTEL**

The Department of District Backward Class and Minority Welfare, Government of Tamilnadu has sanctioned a Minority Hostel for Ambur exclusively for the benefit of the minority students. Free Lodging and Boarding will be provided. Our College minority students can be benefitted of this great opportunity.



# ***ALMANAC***

**2023-2024**  
**Hijri 1444-1445**

Day	Date	June 2023	Day Order	No. of Working days
		Significance of the Day		
Thu	1			
Fri	2			
Sat	3			
Sun	4	Holiday		
Mon	5	Holiday		
Tue	6			
Wed	7			
Thu	8			
Fri	9			
Sat	10			
Sun	11	Holiday		
Mon	12	Holiday		
Tue	13			
Wed	14			
Thu	15			
Fri	16			
Sat	17			
Sun	18	Holiday		
Mon	19	College Re-open after the Summer Vocation for II & III Year Students	D1	1
Tue	20		D2	2
Wed	21		D3	3
Thu	22		D4	4
Fri	23		D5	5
Sat	24		D6	6
Sun	25	Holiday		
Mon	26		D1	7
Tue	27		D2	8
Wed	28	Yaum-e-Arafath Holiday		
Thu	29	Eid-ul-Azha Holiday		
Fri	30	"		

No of Working days: 08

Day	Date	July 2023	Day Order	No. of Working days
		Significance of the Day		
Sat	1	Holiday		
Sun	2	Holiday		
Mon	3		D3	9
Tue	4		D4	10
Wed	5		D5	11
Thu	6		D6	12
Fri	7		D1	13
Sat	8		D2	14
Sun	9	Holiday		
Mon	10		D3	15
Tue	11		D4	16
Wed	12		D5	17
Thu	13		D6	18
Fri	14		D1	19
Sat	15		D2	20
Sun	16	Holiday		
Mon	17		D3	21
Tue	18		D4	22
Wed	19		D5	23
Thu	20		D6	24
Fri	21		D1	25
Sat	22		D2	26
Sun	23	Holiday		
Mon	24		D3	27
Tue	25		D4	28
Wed	26		D5	29
Thu	27		D6	30
Fri	28		D1	31
Sat	29	Muharram 10th - Holiday		
Sun	30	Holiday		
Mon	31		D2	32

No of Working days: 24

Day	Date	August 2023	Day Order	No. of Working days
		Significance of the Day		
Tue	1		D3	33
Wed	2		D4	34
Thu	3		D5	35
Fri	4		D6	36
Sat	5	Holiday		
Sun	6	Holiday		
Mon	7		D1	37
Tue	8		D2	38
Wed	9	Aadi Kiruthigai - Holiday		
Thu	10		D3	39
Fri	11		D4	40
Sat	12	Holiday		
Sun	13	Holiday		
Mon	14		D5	41
Tue	15	Independence Day - Holiday		
Wed	16		D6	42
Thu	17		D1	43
Fri	18		D2	44
Sat	19		D3	45
Sun	20	Holiday		
Mon	21		D4	46
Tue	22		D5	47
Wed	23		D6	48
Thu	24		D1	49
Fri	25		D2	50
Sat	26	Holiday		
Sun	27	Holiday		
Mon	28		D3	51
Tue	29		D4	52
Wed	30		D5	53
Thu	31		D6	54

No of Working days: 22

Day	Date	September 2023	Day Order	No. of Working days
		Significance of the Day		
Fri	1		D1	55
Sat	2	Holiday		
Sun	3	Holiday		
Mon	4		D2	56
Tue	5		D3	57
Wed	6	Krishna Jayanthi - Holiday		
Thu	7	Commencement of CIA-II for II and III year	D4	58
Fri	8		D5	59
Sat	9	Holiday		
Sun	10	Holiday		
Mon	11		D6	60
Tue	12		D1	61
Wed	13		D2	62
Thu	14		D3	63
Fri	15		D4	64
Sat	16		D5	65
Sun	17	Holiday		
Mon	18	Vinayakar Chathurthi - Holiday		
Tue	19		D6	66
Wed	20		D1	67
Thu	21		D2	68
Fri	22		D3	69
Sat	23	Holiday		
Sun	24	Holiday		
Mon	25		D4	70
Tue	26		D5	71
Wed	27		D6	72
Thu	28	Meelad-un-Nabi - Holiday		
Fri	29		D1	73
Sat	30	Holiday		

No of Working days: 19

Day	Date	October 2023	Day Order	No. of Working days
		Significance of the Day		
Sun	1	Holiday		
Mon	2	Gandhi Jayanthi - Holiday		
Tue	3		D2	74
Wed	4		D3	75
Thu	5		D4	76
Fri	6		D5	77
Sat	7	Holiday		
Sun	8	Holiday		
Mon	9		D6	78
Tue	10		D1	79
Wed	11		D2	80
Thu	12		D3	81
Fri	13		D4	82
Sat	14	Holiday		
Sun	15	Holiday		
Mon	16		D5	83
Tue	17		D6	84
Wed	18		D1	85
Thu	19		D2	86
Fri	20		D3	87
Sat	21	Holiday		
Sun	22	Holiday		
Mon	23	Ayutha Pooja - Holiday		
Tue	24	Vijaya Dasami - Holiday		
Wed	25		D4	88
Thu	26	Commencement of CIA-III for 2nd & Final year UG/PG	D5	89
Fri	27		D6	90
Sat	28	Holiday		
Sun	29	Holiday		
Mon	30	Commencement of CIA-III for First year UG/PG	D1	91
Tue	31		D2	92

No of Working days: 19

Day	Date	November 2023	Day Order	No. of Working days
		Significance of the Day		
Wed	1			
Thu	2			
Fri	3			
Sat	4	Holiday		
Sun	5	Holiday		
Mon	6	Commencement of Odd Semester University Exams		
Tue	7			
Wed	8			
Thu	9			
Fri	10			
Sat	11	National Education Day - Holiday		
Sun	12	Deepavali - Holiday		
Mon	13			
Tue	14			
Wed	15			
Thu	16			
Fri	17			
Sat	18			
Sun	19	Holiday		
Mon	20			
Tue	21			
Wed	22			
Thu	23			
Fri	24			
Sat	25	Holiday		
Sun	26	Holiday		
Mon	27			
Tue	28			
Wed	29			
Thu	30			

No of Working days: ----



Day	Date	December 2023	Day Order	No. of Working days
		Significance of the Day		
Fri	1	World Aids Day		
Sat	2	Holiday		
Sun	3	Holiday		
Mon	4			
Tue	5			
Wed	6			
Thu	7			
Fri	8			
Sat	9	Holiday		
Sun	10	Human Right Day - Holiday		
Mon	11	College Re-opens after the Winter / Semester Vacation	D1	1
Tue	12		D2	2
Wed	13		D3	3
Thu	14		D4	4
Fri	15		D5	5
Sat	16	Holiday		
Sun	17	Holiday		
Mon	18		D6	6
Tue	19		D1	7
Wed	20		D2	8
Thu	21		D3	9
Fri	22		D4	10
Sat	23	Holiday		
Sun	24	Holiday		
Mon	25	Christmas - Holiday		
Tue	26		D5	11
Wed	27		D6	12
Thu	28		D1	13
Fri	29		D2	14
Sat	30	Holiday		
Sun	31	Holiday		

No of Working days: 14

Day	Date	January 2024	Day Order	No. of Working days
		Significance of the Day		
Mon	1	New Year - Holiday		
Tue	2		D3	15
Wed	3		D4	16
Thu	4		D5	17
Fri	5		D6	18
Sat	6	Holiday		
Sun	7	Holiday		
Mon	8	IQAC Meeting	D1	19
Tue	9		D2	20
Wed	10		D3	21
Thu	11		D4	22
Fri	12		D5	23
Sat	13	Holiday		
Sun	14	Bhogi - Holiday		
Mon	15	Pongal - Holiday		
Tue	16	Thiruvalluvar Day - Holiday		
Wed	17	Uzhavar Thirunal - Holiday		
Thu	18	Commencement of CIA - I for UG / PG	D6	24
Fri	19		D1	25
Sat	20	Holiday		
Sun	21	Holiday		
Mon	22		D2	26
Tue	23	Career Guidance and Placement Meeting	D3	27
Wed	24		D4	28
Thu	25	National Voter's Day / Thai Pooam - Holiday		
Fri	26	Republic Day - Holiday		
Sat	27	Holiday		
Sun	28	Holiday		
Mon	29		D5	29
Tue	30	Marty's Day	D6	30
Wed	31		D1	31

No of Working days: 17

Day	Date	February 2024	Day Order	No. of Working days
		Significance of the Day		
Thu	1	Shab - e - Meeraj - Holiday		
Fri	2	IQAC Meeting	D2	32
Sat	3		D3	33
Sun	4	Holiday		
Mon	5	Seerath-un-Nabi Celebrations	D4	34
Tue	6		D5	35
Wed	7		D6	36
Thu	8		D1	37
Fri	9		D2	38
Sat	10	Holiday		
Sun	11	Holiday		
Mon	12	NSS-7 Days Special Camp - Inauguration	D3	39
Tue	13		D4	40
Wed	14		D5	41
Thu	15		D6	42
Fri	16		D1	43
Sat	17		D2	44
Sun	18	NSS-7 Days Special Camp - Valedictory		
Mon	19	Commencement of CIA - II for UG / PG	D3	45
Tue	20		D4	46
Wed	21		D5	47
Thu	22		D6	48
Fri	23		D1	49
Sat	24		D2	50
Sun	25	Shab- e - Bara'th - Holiday		
Mon	26		D3	51
Tue	27		D4	52
Wed	28		D5	53
Thu	29		D6	54

No of Working days: 23

Day	Date	March 2024	Day Order	No. of Working days
		Significance of the Day		
Fri	1		D1	55
Sat	2	Holiday		
Sun	3	Holiday		
Mon	4	IQAC Meeting	D2	56
Tue	5	Magazine Committee Meeting	D3	57
Wed	6		D4	58
Thu	7		D5	59
Fri	8	International Women's Day	D6	60
Sat	9		D1	64
Sun	10	Holiday		
Mon	11	Ramzan 1st Day - Holiday		
Tue	12		D2	62
Wed	13		D3	63
Thu	14		D4	64
Fri	15	World Consumer Rights Day	D5	65
Sat	16		D6	66
Sun	17	Holiday		
Mon	18	Commencement of CIA -III for UG / PG	D1	67
Tue	19		D2	68
Wed	20		D3	69
Thu	21		D4	70
Fri	22		D5	71
Sat	23		D6	72
Sun	24	Holiday		
Mon	25		D1	73
Tue	26		D2	74
Wed	27		D3	75
Thu	28	College Day / Sports Day Celebrations	D4	76
Fri	29	Good Friday - Holiday		
Sat	30	Holiday		
Sun	31	Holiday		

No of Working days: 22

Day	Date	April 2024	Day Order	No. of Working days
		Significance of the Day		
Mon	1		D5	77
Tue	2		D6	78
Wed	3		D1	79
Thu	4		D2	80
Fri	5		D3	81
Sat	6	Lailahul - ul - Qadar - Holiday		
Sun	7	Ramzan - Holiday		
Mon	8	"		
Tue	9	Telugu New Year - Holiday		
Wed	10	Eid - ul -Fitr - Holiday		
Thu	11	"		
Fri	12		D4	82
Sat	13		D5	83
Sun	14	Dr. Ambedkar Birth Day / Tamil New Year Day - Holiday		
Mon	15		D6	84
Tue	16		D1	85
Wed	17		D2	86
Thu	18		D3	87
Fri	19		D4	88
Sat	20		D5	89
Sun	21	Mahaveer Jayanthi - Holiday		
Mon	22	Commencement of University Theory Exams for Even Semester	D6	90
Tue	23		D1	91
Wed	24		D2	92
Thu	25			
Fri	26			
Sat	27	Holiday		
Sun	28	Holiday		
Mon	29			
Tue	30			

No of Working days: 16

Day	Date	May 2024	Day Order	No. of Working days
		Significance of the Day		
Wed	1	May Day - Holiday		
Thu	2			
Fri	3			
Sat	4	Holiday		
Sun	5	Holiday		
Mon	6			
Tue	7			
Wed	8			
Thu	9			
Fri	10			
Sat	11	Holiday		
Sun	12	Holiday		
Mon	13			
Tue	14			
Wed	15			
Thu	16			
Fri	17			
Sat	18	Holiday		
Sun	19	Holiday		
Mon	20			
Tue	21			
Wed	22			
Thu	23			
Fri	24			
Sat	25	Holiday		
Sun	26	Holiday		
Mon	27			
Tue	28			
Wed	29			
Thu	30			
Fri	31	Anti - Tobacco Day		

No of Working days: ----

**NOTES**

**NOTES**



**NOTES**

## NOTES

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**NOTES**

**ODD SEMESTER TIME TABLE**

Day Order	I Hour	II Hour	III Hour	IV Hour	V Hour	VI Hour
Day 1						
Day 2						
Day 3						
Day 4						
Day 5						
Day 6						

**EVEN SEMESTER TIME TABLE**

Day Order	I Hour	II Hour	III Hour	IV Hour	V Hour	VI Hour
Day 1						
Day 2						
Day 3						
Day 4						
Day 5						
Day 6						

**PERSONAL MEMORANDUM**  
**DEPARTMENT FILE**

1 Name (English) \_\_\_\_\_  
(Tamil) \_\_\_\_\_

2 Father / Guardian Name \_\_\_\_\_

3 Mother Name \_\_\_\_\_

4 Class Co-ordinator \_\_\_\_\_

5 Degree \_\_\_\_\_ Year    Batch 20 to 20

6 Roll No \_\_\_\_\_ Univeristy Reg. No. \_\_\_\_\_

7 Date of Birth \_\_\_\_\_

8 Religion / Community / Caste \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

9 Blood Group \_\_\_\_\_

10 Permanent Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Mobile No. (Student) \_\_\_\_\_

Aadhaar Card No. (Student) \_\_\_\_\_

Email ID (Student) \_\_\_\_\_

Mobile No. (Parent) \_\_\_\_\_

Student Signature

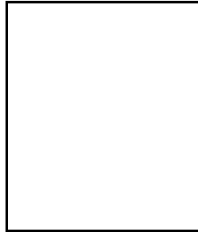
Class Co-ordinator Signature





## ID CARD INFORMATION

Fill up this Memorandum in CAPITAL LETTERS and submit to Mentor



NAME (in English)	<input style="width: 100%; height: 20px;" type="text"/>
NAME (in Tamil)	<input style="width: 100%; height: 20px;" type="text"/>
Roll No.	<input style="width: 100%; height: 20px;" type="text"/>
Register No.	<input style="width: 100%; height: 20px;" type="text"/>
Degree	<input style="width: 100%; height: 20px;" type="text"/>
Batch	<input style="width: 100%; height: 20px;" type="text" value="2 0 to 2 0"/>
Address	<input style="width: 100%; height: 20px;" type="text"/> <input style="width: 100%; height: 20px;" type="text"/> <input style="width: 100%; height: 20px;" type="text"/> <input style="width: 100%; height: 20px;" type="text"/>
Town	<input style="width: 100%; height: 20px;" type="text"/>
Pin	<input style="width: 100%; height: 20px;" type="text"/>
Mobile No.	<input style="width: 100%; height: 20px;" type="text"/>
Aadhaar No.	<input style="width: 100%; height: 20px;" type="text"/>
Email ID	<input style="width: 100%; height: 20px;" type="text"/>
Blood Group	<input style="width: 100%; height: 20px;" type="text"/>

Student Signature

Class Co-ordinator Signature



**ANTI RAGGING AFFIDAVIT FORM**

Fill up this in CAPITAL LETTERS and submit to Mentor

**STUDENT'S DETAILS**

Student Name :  
Name of Course : Roll No. :  
Student Mobile No :  
Aadhaar No. :  
Student Friends Mobile No. :  
(in case of emergency)  
Landline Phone No. :  
Student Email ID :  
Permanent Address :

**PARENT / GUARDIAN DETAILS**

Name :  
Address :  
Landline Phone No. :  
Mobile No. :  
Email ID :

Date :

Student Signature

Class Co-ordinator Signature

**NOTE :**

1. Each student has to pay Rs.10/- to the mentor.
2. Each student should have an active Email ID, if not he / she has to create one.
3. If students Mother / Father / Guardian doesnt have a phone or mobile or Email then he / she has to give the numbers / Email ID of their friends / relations / neighbors.
4. If students do not have a mobile number, then he / she have to give the mobile number of his / her friend in the college.
5. The mentor will help in filling this form and upon successful filling of this form, students will receive the Students Anti Ragging Affidavit and the Parents Anti Ragging Affidavit in their Email.
6. Mentor will give the printed copy of both the affidavits which has to be signed by the students and the parents.
7. Finally the student has to submit both the signed affidavits to mentor.

<b>Ragging Warning / ராகிங் எச்சரிக்கை</b>	
<b>Ragging is a Sin</b>	<b>Ragging is Inhuman</b>
<b>Raaging is a Crime</b>	<b>Raaging is Punishable</b>
<p>ராகிங் அரசால் தடை செய்யப்பட்டுள்ளது. உடனடியாக இரண்டாண்டு சிறை தண்டனை வழங்கப்படுகிறது.  ராகிங் செய்பவர்கள் யாராக இருந்தாலும் மிகவும் கடுமையான நடவடிக்கை எடுக்கப்படும்.  ராகிங் செய்யப்பட்ட மாணவர்கள் நேரடியாக கல்லூரி முதல்வரிடம் புகார் செய்யலாம் சிறிதும் பயப்பட  தேவையில்லை</p>	
<b>ANTI RAGGING COMMITTEE</b>	
Mr. A. Zakiuddin Ahmed Nodal Officer +91 97860 55513	All Heads Members 04174-242644