



DHANRAJ BAID JAIN COLLEGE

(AUTONOMOUS)

Co-educational Religious Minority Institution

(Owned & Managed by Tamilnadu Educational & Medical Trust)

Approved by Government of Tamilnadu

Affiliated to University of Madras

RE-ACCREDITED WITH “A” GRADE BY NAAC

Jyothinagar, Okkiyam Thorapakkam, Chennai - 600 097.

Phone : 24960889, 65871798, Fax : 24963435

CALENDAR 2018 - 2019

SHIFT - II

DARKNESS TO LIGHT

STUDENT'S PERSONAL PROFILE

Stamp
Size
Photo

Name

Class Roll No.

Examination Register No.

Address

.....

.....

Telephone No. Mobile No.

Date of BirthBlood Group.....

Height..... Weight.....

Parent's / Guardian's Name

Address

.....

.....

Occupation.....

Contact Person / Mobile No., in case of Emergency

.....

.....

STUDENT'S PERSONAL PROFILE

Stamp
Size
Photo

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Class Roll No.

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Address

.....

.....

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Contact Person / Mobile No., in case of Emergency

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College Prayer

Jain Mahamantra

NAMO Arihantanam

தமிழாக்கம்

நமக்குள்ளிருக்கும் பற்று, வெறுப்பு ஆகிய
எதிரிகளை அழித்து ஜீவன் முக்தர்களாக
விளங்குபவர்களை வணங்குகிறேன்.

NAMO Siddhanam

கர்ம வினைகளை ஒழித்து அமரர்களாகி
விட்ட சித்தர்களை வணங்குகிறேன்.

NAMO Aayariyanam

ஜைன சமயத்தின் தலைசிறந்த
சாதுக்களாகிய ஆசிரியர்களை
வணங்குகிறேன்.

NAMO Vuvajzhayanam

நமக்கு நல்வழிகாட்டும் கல்வியிற்சிறந்த
குருமார்களை (உபாத்யாயர்களை)
வணங்குகிறேன்.

NAMO Loye Savve Sahunam

இவ்வுலக பந்தங்களினின்று விடுபட்டு,
பேரின்பமாகிய வீடு பேற்றை
(மோட்சத்தை) நாடும் எல்லா
சாதுக்களையும் வணங்குகிறேன்.

Ayso Pancha Namō Karo

இந்த ஐந்து வித நமஸ்காரங்களும்

Savva Paava Pano Sano

எல்லா வித பாவங்களையும் அழிக்கும்

Mangala Nancha Savvesim

எல்லா வித மங்களங்களையும் விட

Padhamam Havai Mangalam

இது மிக உன்னதமான மங்களமாகும்

English Translation:

- To Arhants the perfect souls embodied
Possessed of infinite cognition Knowledge, happiness and power

- To Siddhas, the perfect souls in nirvana
Formless and bodiless, free from all karmic attachments

- To Acharyas, the masters adept in spirituality

- To Upadhyayas, the adepts, guiding the scholar - ascetics

- To All the sadhus, the ascetics devoted to the contemplation of self I
make obeisance humble.

தமிழ்த்தாய் வாழ்த்து

நீராரங் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்

சீராரும் வதனமெனத் திகழ்பரதக் கண்டமியில்,

தெக்கணமும் அதிற் சிறந்த திராவிடநல் திருநாடும்

தக்கசிறு பிறைநுதலும் தரித்தநுறுந் திலகமுமே

அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற

எத்திசையும் புகழ்மணக்க இருந்த பெருந் தமிழணங்கே!

- தமிழணங்கே!

உன் சீரிளமைத் திறம் வியந்து செயல் மறந்து

வாழ்த்துதுமே! வாழ்த்துதுமே! வாழ்த்துதுமே!

- மனோன்மனையம் சுந்தரனார்

National Anthem

Jana gana mana adhinayaka jayahe
Bharatha Bhagya Vidhata
Punjaba Sindu Gujaratha Maratha
Dravida Utkala Vanga
Vindhya Himachala Yamuna Ganga
Ucchhala Jaladhi Taranga
Tava Shuba name jage
Tava Shuba asisa mage
Gahe tavajaya gatha
Jana ganamangala dayaka jayahe
Bharatha Bhagya Vidhata
Jaya he, Jaya he, Jaya jaya jaya jaya he

Short Version

Jana gana mana adhinayaka Jaya he Bharata bhagya vidhata
Jaya he, Jaya he, jaya jaya jaya jaya he

Translation

Thou art the ruler of the minds of all people,
Thou dispenser of India's destiny
Thy name rouses the hearts of Punjab, Sindhu Gujarat
and Maratha of Dravid, Orissa and Bengal.

It echoes in the hills of the Vindhyas and Himalayas, mingles in the music of the Jumuna and Ganges and is chanted by waves of the Indian Ocean.

They pray for Thy blessings and sing Thy praise.

Thou Dispenser of India's destiny.

Victory Victory Victory, to thee.

The Pledge

India is my country

All Indians are my brothers and sisters

I love my country,

and I am proud of its rich and varied heritage

I shall always strive to be worthy of it.

I shall give my parents, teachers and

all elders respect

And treat everyone with courtesy

To my country and my people

I pledge, my devotion

In their well-being and prosperity

alone, lies my happiness

தீண்டாமைப் பழக்கத்தைக் கைவிட

மேற்கொள்ளும் உறுதிமொழி

இந்திய அரசியலமைப்பால், இடைவிடாத, உளமார்ந்த பற்றுள்ள இந்தியக் குடிமகனாகிய நான் நமது அரசியலமைப்பின்படி தீண்டாமை ஒழிக்கப்பட்டுவிட்டது என்பதை அறிவேன். தீண்டாமையை அடிப்படையாகக் கொண்டு, எவர்மீதும் சமூக வேற்றுமையை மனம், வாக்கு, செயல் என்ற எந்த வகையிலும் கடைபிடிக்கமாட்டேன் என்று இதனால் உளமார உறுதியளிக்கிறேன். அரசியலமைப்பின் அடிப்படைக் கருத்திற்கிணங்க சாதி, சமய வேறுபாடற்ற சமத்துவ சமுதாயத்தை உருவாக்குவதில் நேர்மையுடனும் உண்மைடனும் பணியாற்றுவது எனது கடமையாகும், மேலும் தீண்டத்தகாதவர்கள் என்ற கொடுமைக்கு ஆளாகியுள்ள மக்களிடையே காணப்படும் தீண்டாமை உணர்வையும் போக்குவது நமது சமூகக் கடமை என்பதையும் உணர்ந்து செயல்படுவேன், இந்திய அரசியலமைப்பின்பால் எனக்குள்ள முழுப்பற்றிற்கு இது என்றென்றும் எடுத்துக்காட்டாக விளங்குமென்றும் இதனால் உளமார உறுதியளிக்கிறேன்.

Our Mission

To instill an everlasting urge in the students to learn and think clearly and objectively; to develop energy and vitality to them and enable them to perform effectively to bring peace and prosperity in the society.

Our Vision

Transformation of Human mind and creation of a new culture that has a patience for rules, laws, code of conduct, moral values, natural courtesies and human dignity.

Our Goals

Life is a constant process of teaching and learning. So much emphasis is laid on the quality of education being imparted. The quality that shapes, persuades and patterns a person - a total human being vibrant with honesty, sincerity and truthfulness and is thus established in goodness both outwardly and inwardly.

Our Quality Policy

To create a powerful army of youth, knowledgeable, sensitive to nature, proactive with a spirit of adventure, scientific temper and a deep inner craving for structuring a Globe of concord and harmony.

HISTORY OF TEAM TRUST

The Tamilnadu Educational & Medical Trust was founded in 1972 as a public Charitable Trust with a view to provide high quality technical & medical education in Tamilnadu. Late Sri.Ratanchand Savansukha, the Founder Trustee and Late Sri.Sundarlal Nahata, Late Sri.S.Suganmal Srisrimal, Late Sri.Dr.C.L.Metha and Sri.Dayachand Savansukha, all promoter Trustees contributed Rs.101/- each towards and for the purpose of founding and maintaining educational Institutions and medical and health centre in the city of Chennai and elsewhere together with donations, contributions and collection to be secured and collected and realized by them.

The Broad base of the Trust

Subsequently in 1974, Sri.Pukhraj Jain, Sri.Lalchand Munoth, Sri.Nalli Kuppusamy Chetty, Sri.P.G.Chengalvaraya Chetty, Sri.Kushalchand Galada & Sri.S.M.Vasraj Jain were inducted as Life Trustees. To comply with the requirement of Jain minority institution Sri.Nalli Kuppusamy Chetty & Sri.P.G.Chengalvaraya Chetty resigned. Sri.Sundarlal Nahata & Sri.S.M.Vasraj Jain also ceased to be Trustee on their demise. In 1981 Sri.Vinaychand Galada was inducted as Life Trustee. In 1983 Sri.Mahaveerchand Srisrimal was inducted as Life Trustee on the demise of his father Sri.Suganmal Srisrimal. In 1984 Sri.Shantilal Munoth, brother of Chairman Sri.Lalchand Munoth, was inducted as Life Trustee following the establishment of Misrimal Navajee Munoth Jain Polytechnic. In 1994 Sri.Jaswant Munoth, son of Chairman Sri.Lalchand Munoth, was inducted as Life Trustee following the establishment of Engineering College. In 1995 Sri.Harish L Metha was inducted as Life Trustee on the demise of Sri.Dr.C.L.Metha. In February 2015 Sri.Dharmendra Savansukha was inducted as Life Trustee on the demise of Sri.C.Ratanchand Savansukha.

Properties

The Dhanraj Baid Charities gifted to the Trust property & land measuring 12.5 grounds in Mahalingapuram valued at Rs.2.59 lakhs (TEAM Trust paid Rs.75,000/- for the property as that sum was unpaid by Dhanraj Baid Charities) in 1972 as part of their Rs.7 lakhs donation. The Trust acquired 25.33 acres of land for Rs.2.5 lakhs in the period 1975 to 1978 and 6.08 acres for Rs.3.60 lakhs in 1981 in Thoraipakkam.

The Misrimal Navajee Munoth Jain Engineering College acquired 5 acres of land for Rs.33.25 lakhs in the year 2001.

All the institutions belonging to the Trust are located in these lands.

The Institutions

The Trust established Dhanraj Baid Jain College in 1972. Dhanraj Baid Charities represented by its trustee Sri.Ratanchand Savansukha came forward with a donation of Rs.7 lakhs partly in the form of property & partly as cash (paid in installments between 1972 and 1988) and made it possible to establish the Arts & Science College in Chennai. The college was named after Sri.Dhanraj Baid. The Trust established Dhanraj Baid Jain Institute of Management in 1976. Both these Institutions are located on a land measuring 17.05 acres with a built up area of over 1,80,000sq.ft.

The Trust established Misrimal Navajee Munoth Jain Polytechnic in the year 1984. Sri.Lalchand Munoth, Chairman of the Trust, and Sri.Shantilal Munoth came forward with a donation of Rs.10 lakhs in 1984. The Polytechnic was named after the Chairman's father Late Sri.Misrimal Navajee. The said Polytechnic was closed in April 1996 as per AICTE directions.

The Trust established Misrimal Navajee Munoth Jain Engineering College in 1994. Sri. Lalchand Munoth, Chairman of the Trust came

forward with a donation of Rs.25 lakhs in 1994 and made it possible to realize the dream of Late Dr.C.L.Metha, Secretary of the Trust and himself to establish a technical College in Chennai. The college was named after the Chairman's father Late Sri.Misrimal Navajee. This college is located in an extent of land measuring 16.86 acres with a built up area of over 3,49,000sq.ft.

The Trust established Misrimal Navajee Munoth Jain School of Architecture in the year 2012. This college is located in an extent of land measuring 2 acres with a built-up area of over 50,000 sq.ft.

The Trust established Lalchand Leeladevi Munoth Jain Medical Care at Mahalingapuram in the year 2016. Sri.Lalchand Munoth, Chairman of the Trust since 1983 came forward with a donation of Rs.51 lakhs to establish a State of Art Medical Care. The Medical Care is named after the Chairman and his wife – Lalchand Leeladevi Munoth.

With the background of educational & medical service of which TEAM Trust can well be proud of and with the enthusiasm, cooperation of several donors and well-wishers the institutions have made all round progress.

Donors

Apart from the main donors after whom the institutions are named a large number of philanthropists contributed handsomely. In the initial days (1972-1975) of the establishment of the Trust, a group of 82 people donated Rs.8,33,186/- (including donations from Sri.Champalal Savansukha family Trust Rs.2,50,000/- Sri.Kushalchand Galada Rs.51,000/-, Sri.Suganmal Srisrimal, Dr.C.L.Metha, Sri.Lalchand Munoth, Sri.S.M.Vasraj Jain, Sri.Pukhraj Jain, Sri.Nalli Kuppusamy Chetty, Sri.P.G.Chengalvaraya Chetty Rs.10,000/- each and Sri.Sundarlal Nahata Rs.5,000/-) for the establishment of the Dhanraj Baid Jain College.

In 1984 a group of 7 people donated Rs.6,00,000/- (M/s. Kumbhat & Co., M/s.S.Devraj & Sons, Sri.Sugalchand Jain, Sri.Nalli Kuppusamy Chetty, Sri.P.G.Chengalvaraya Chetty Rs.1 Lakh each and Sri.Subhashchand Ranka, Sri.Mohanlal Chordia Rs.50,000/- each) as building fund for the Misrimal Navajee Munoth Jain Polytechnic.

In 1997 a group of 11 people donated Rs.43,00,000/- (M/s.Bhawarlal Bafna & sons Rs.15 Lakhs, Munoth Communication Ltd, Sri.Harish Uday Metha, M/s.Meghraj Sakaria & sons, Sri.Ravikant Choudhry, M/s.J.G.Group, Sri.S.Shantilal Jain, Sri.K.Shantilal Jain, Sri.Bherulal R.Jain and Sri.Subhashchand Ranka, (Rs.3 Lakhs each), Sri.Prithviraj Kawad (Rs.1 Lakh) as building fund for the Misrimal Navajee Munoth Jain Engineering College. The Trust has also received donations from others over a period of time including Rs.1 Lakh from Sri.Manakchand Gouthamchand Bethala.

TRUSTEES OF TEAM TRUST

Thiru. M. Lalchand Munoth	Chairman
Dr. Harish L Metha	Secretary (Administration)
Thiru. Jaswant Munoth	Secretary (Finance & Secretarial)
Thiru. R. Dayachand Savansukha	Trustee
Thiru. R. Dharmendra Savansukha	Trustee
Thiru. S. Mahaveerchand Jain	Trustee
Thiru. J. Pukhraj jain	Trustee
Thiru. M. Shantilal Munoth	Trustee
Thiru. K. Vinaychand Galada	Trustee

OFFICE BEARERS

Sri.R.Dayachand Savansukha

President

Dr.Harish L Metha

Secretary (Administration)

Sri.Jaswant Munoth

Secretary (Academic & Finance)

GOVERNING BODY MEMBERS

Dr. Harish L Metha	Chairman
Prof. K.K. Vashishtha	UGC Nominee
Thiru. M. Lalchand Munoth	Member
Thiru. Jaswant Munoth	Member
Thiru. R. Dayachand Savansukha	Member
Thiru. R. Dharmendra Savansukha	Member
Thiru. S. Mahaveerchand Jain	Member
Thiru. J. Pukhraj jain	Member
Thiru. K. Vinaychand Galada	Member
Thiru. L. Uday Metha	Member
Thiru. K. Subashchand Ranka	Member
Representative of Joint Director of Collegiate Education, Chennai Region	GOVERNMENT NOMINEE
Dr. R. Meganathan	University Representative
Dr. M. Sakthivel Murugan	Member
Dr. Pankaja R.P.	Principal, Member Secretary

COLLEGE ACADEMIC ADMINISTRATORS

Dr. Pankaja R.P.	Principal
Dr. M. Sakthivel Murugan	Professor-In-Charge
Thiru. T. Murugan	Controller of Examinations
Dr. S. Balaji	Additional Controller of Examination
Dr. M. Rajesh	Co-ordinator
Thiru. V. Karunakaran	Asst. Co-ordinator

ACADEMIC COUNCIL MEMBERS

Dr. Harish L Metha	Secretary (Admin)
Thiru. Jaswant Munoth	Secretary (Finance & Academic)
Dr. Pankaja R.P.	Principal – Chairman
Dr. M. Sakthivel Murugan	Professor-In-Charge
Dr. K. Minraj	HOD of Co-operation
Dr. R. Desingurajan	HOD of Physical Education
Dr. M. Rajesh	HOD Department of Corporate Secretaryship
Dr. S. Balaji	HOD of Computer Science
Tmt. A. Vijayalakshmi	HOD of Tamil
Dr. B. Jagadhesan	Department of Computer Science
Thiru. V. Karunakaran	Asst. Coordinator (Shift II)
Dr. E. Viswanathan	NCC Officer
Thiru. D.S. Luther	Educationist
Thiru. C.A.V. Murali	Chartered Accountant
Dr. Grace Rathnam	Principal, C.L. Metha College of Pharmacy, Chennai – 600 097.
Dr. V.D. Swaminathan	University Nominee
Dr. V. Madha Suresh	University Nominee
Dr. T.V.S. Padmaja	University Nominee
Thiru. G.K. Ashok	Librarian
Thiru. S. Ganapathy	Asst. Academic Co-ordinator

FACULTY

Thiru. T. Murugan

Controller of Examination

Faculty of Tamil

Tmt. J. Usha, M.A., M.Phil., B.Ed.,

Lecturer

Selvi. D. Jaya Bharathi, M.A., M.Phil.,

Lecturer

Dr. A. Adilakshmi, M.A., M.Phil., Ph.D.,

Lecturer

Thiru. M. Ramajayam, M.A., M.Phil., B.Ed.,

Lecturer

Dr. R. Jothibas, M.A., M.Phil., Ph.D.,

Lecturer

Faculty of English

Thiru. T. Hamilton, M.A., M.Phil.,

Lecturer

Tmt. R. Malarvizhi, M.A., M.Phil.,

Lecturer

Tmt. V. Manjula Purushothaman, M.A., M.Phil.,

Lecturer

Selvi. D. Kalaivani, M.A., M.Phil.,

Lecturer

Thiru. K. Kannan, M.A., M.Phil., M.A., B.Ed., Dip-in-Kannada

Lecturer

Faculty of Mathematics

Thiru. V. Karunakaran, M.Sc., M.Phil., M.L.I.S., PGDOR

HOD

Thiru. J. Poovaraghavan, M.Sc., M.Phil.,

Lecturer

Tmt. K. Bhuvaneswari, M.Sc., M.Phil., B.Ed.,

Lecturer

Thiru. A. Selvadurai, M.Sc., M.Phil., B.Ed.,

Lecturer

Tmt. T. Anusuya, M.Sc., M.Phil.,

Lecturer

Faculty of Economics

Dr. K. Sampathkumar, M.A., M.Phil., Ph.D.,

Lecturer

Faculty of Commerce

Dr. S. Gothandaraman, M.Com., M.Phil., D.ISM., MBA., Ph.D.,

Lecturer & Dept.In-Charge

Dr. T. Sivakumar, M.Com., M.Phil., Ph.D.,

Lecturer & Dept.In-Charge

Thiru. T. Velayutham, M.Com., M.Phil.,

Lecturer

Thiru. K. Thiagarajan, M.Com., M.Phil., PCP.,

Lecturer

Thiru. N. Harisingh, M.Com., M.Phil.,

Lecturer

Thiru. S. Mari, M.Com., M.Phil.,

Lecturer

Thiru. T. Vetriprabhu, M.Com., M.Phil.,

Lecturer

Tmt. B. Vaishnavi, MBA., M.Phil.,

Lecturer

Tmt. R. Raajalakshmi, MBA.,

Lecturer

Tmt. K.E. Deepa, M.Com., MBA.,

Lecturer

Tmt. Vijaya Govindarajan,

Lecturer

Faculty of Management Studies

Thiru. S. Ganapathy, MCS., M.Phil., MBA.,

Lecturer & Dept.In-Charge

Dr. A. Narmadha, MBA., M.Phil., Ph.D.,

Lecturer

Thiru. R. Elanchezhiyan, MBA., M.A., M.Phil.,	Lecturer
Thiru. G. Anbalagan, MBA., M.Com., M.Phil.,	Lecturer
Thiru. B. Venkatachalam, MCA., M.Phil.,	Lecturer
Tmt. Blessie Rachel, MBA., M.Sc.,	Lecturer
Tmt. R.V. Archana, MBA.,	Lecturer

Faculty of Corporate Secretaryship

Tmt. G. Kalpana, M.Com., M.Phil.,	Lecturer & Dept.In-Charge
Selvi. D. Devipriya, M.Com., M.Phil., B.Ed.,	Lecturer
Dr. A. Muruganantham, M.Com., M.Phil., M.A., Ph.D.,	Lecturer
Thiru. S. Rajamani, M.Com., M.Phil.,	Lecturer
Thiru. D.K. Jayakanth, M.Com., M.Phil., B.Ed.,	Lecturer
Thiru. A. Umapathy, M.Com., M.Com (CA)., MBA., M.Phil.,	Lecturer
Dr. M. Shanmugam, M.Com., M.Com (CA)., M.Phil.,MBA., Ph.D.,	Lecturer
Selvi. C. Poongothai, M.Com., M.Phil.,	Lecturer

Faculty of Computer Science

Dr. S. Balaji, MCA., MBA., M.Phil., Ph.D.,	HOD (PG)
Dr. B. Jagadhesan, MCA., MBA., M.Phil., Ph.D.,	HOD (UG)
Thiru. D. Elangovan, MCA., M.Phil.,	Lecturer
Thiru. G. Jeyakumar, M.Sc., M.Phil.,	Lecturer & Dept.In-Charge (BCA)
Thiru. P. Prabhakaran, MCA., M.Phil.,	Lecturer
Tmt. C. Radha, MCA., M.Phil.,	Lecturer
Tmt. J. Lysa Eben, MCA., M.Phil.,	Lecturer
Tmt. V. Nisha, MCA., M.Phil.,	Lecturer
Tmt. G. Linda Rose, MCA., M.Phil.,	Lecturer
Thiru. P. Sabesan, MCA., M.Phil.,	Lecturer
Thiru. S. Karthikeyan, MCA., M.Phil., M.E.,	Lecturer
Tmt. R. Shalini, M.Sc., M.Phil.,	Lecturer
Tmt. M. Bharathi, MCA., M.Phil., M.Tech.,	Lecturer
Tmt. M. Rengalakshmi, M.Sc., M.Phil.,	Lecturer
Tmt. V. Jayalakshmi, MCA., M.Phil.,	Lecturer
Thiru. S. Sujin Lal, MCA., M.Phil., M.HRM.,	Lecturer
Thiru. J. Muralidharan, MCA., M.Phil.,	Lecturer

Faculty of Visual Communication

Thiru. Jebastin J.A, M.Sc., M.Phil.,	HOD
Thiru. Mohammed Sulaiman	Guest Lecturer
Thiru. S. Hari Ganesh, MFA.,	Guest Lecturer
Thiru. K. Kavithran, M.A., M.Phil.,	Lecturer
Dr. Elangovan, M.A., Ph.D.,	Lecturer

Faculty of Physical Education

Thiru. E. Anburaj

Asst. of Physical Education

Library

Thiru. G.K. Ashok, M.A., M.L.I.S., M.Phil.,

Librarian

Thiru. P. Vijayabaskar, B.Sc., M.L.I.S., M.Phil.,

Asst. Librarian

Selvi. K.S. Girija, M.L.I.S., M.Phil.,

Asst. Librarian

Tmt. P. Thenmozhi, B.A., B.L.I.S.,

Assistant

Tmt. P. Kalaivani

Office Assistant

Department of Training & Placement

Tmt. P. Chandrakala, MBA.,

Placement Officer

Dr. B. Jagadhesan, MCA., MBA., M.Phil., Ph.D.,

Placement Coordinator

Dr. S. Gothandaraman, M.Com., M.Phil., D.ISM., MBA., Ph.D.,

Placement Member

Commerce (G)

Dr. T. Sivakumar, M.Com., M.Phil., Ph.D.,

Placement Member

Commerce (CA/AF)

Thiru. S. Ganapathy, MCS., M.Phil., MBA.,

Placement Member

Management Studies

Thiru. D. Elangovan, MCA., M.Phil.,

Placement Member

Computer Science

Thiru. G. Jeyakumar, M.Sc., M.Phil.,

Placement Member

Computer Application

Tmt. G. Kalpana, M.Com., M.Phil.,

Placement Member

Corporate Sec.

Thiru. K. Rajasekaran, MCA., M.Phil.,

ICTACT Coordinator

Thiru. S. Sujin Lal, MCA., M.Phil., M.HRM.,

ICTACT Asst. Coordinator

Thiru. J. Muralidharan, MCA., M.Phil.,

Asst. Coordinator

N.C.C. OFFICER

Capt. Dr.E. Viswanathan, M.Com., M.Ed., M.Phil., Ph.D.,

N.S.S. PROGRAMME OFFICERS

Dr. S. Gothandaraman, M.Com., M.Phil., Ph.D.,

Thiru. M.D. Palanivel, M.Com., M.Phil., MBA., B.L.I.S

Thiru. E. Paranthaman, M.Com., M.Phil., B.Ed.,

Thiru. K. Gubendhiran, M.A., M.Phil., DNCC.,

OFFICE ADMINISTRATION

Thiru. K.R. Rajesh, M.Com., M.Phil., ACA

Manager, Finance & Admin

Tmt. K. Sita, M.A.,

Administrative Co-ordinator

D.B. JAIN COLLEGE

Tmt. K. Latha, B.A.,	Senior Assistant
Selvi. C. Helen Glady, B.A.,	Senior Assistant
Thiru. M. Suresh Kumar, B.Com.,	Assistant
Thiru. M. Siva Kumar, M.Com., MBA., M.Phil.,	PA to Principal
Tmt. A. Ashwini, B.E.,	Assistant
Tmt. P. Jeevitha, B.C.A	Assistant
Tmt. L. Radhika, MBA	Assistant
Tmt. A. Viji	Accounts Assistant
Tmt. K. Jeevitha	Assistant
Tmt. A. Supriya	Assistant
Thiru. M. Chinna Thambi	Campus Supervisor
Thiru. G. Krishnan	Electrician
Thiru. V. Arulselvan	Helper to Electrician
Thiru. R. Perumal	Campus Supervisor
Selvi. V. Uma Maheswari, BCA.,	Assistant

Technical Staff (Computer)

Thiru. T. Sathya Arasu, M.Sc., BEd,	Programmer
Thiru. A. Sekar, M.C.A.,	Programmer
Thiru. T.A. Abhinath, B.Sc.,	Programmer
Thiru. N. Anandakumar	Programmer
Thiru. A. Santhosh	Audio Visual Technician
Thiru. V. Srikanth	Programmer
Thiru. K. Sathish Kumar	Programmer
Thiru. S. Ganapathy	Programmer

Contingent Staff

Thiru. K. Ganesh Basker	Office Assistant
Thiru. S. Shanmugam	Office Assistant
Thiru. A. Ramachandran	Office Assistant
Thiru. A. Muthaiya Pandian	Office Assistant
Thiru. D.K. Krishnamurthy	Watchman
Thiru. D. Mohan	Watchman
Thiru. R. Pandiyan	Watchman
Thiru. Tej Bahadur	Watchman
Thiru. N. Balaraman	Marker
Selvi. P. Kalaivani	Sanitary Worker (Part Time)
Thiru. R. Paneer	Sanitary Worker
Tmt. Bujjamma	Sanitary Worker
Tmt. Kumari	Sanitary Worker

NAAC & IQAC Core Committee

Dr. Pankaja R.P.	Chairman
Dr. M. Sakthivel Murugan	Member
Dr. M. Rajesh	Member
Tmt. J. Usha	Member
Thiru. K. Kannan	Member
Dr. S. Gothandaraman	Member
Dr. T. Sivakumar	Member
Thiru. S. Ganapathy	Member
Tmt. G. Kalpana	Member
Thiru. J.A. Jebastin	Member

NAAC & IQAC Executive Committee

Tmt. R. Malarvizhi	Member
Thiru. J. Poovaraghavan	Member
Thiru. T. Velayutham	Member
Thiru. T. Vetriprabhu	Member
Dr. A. Narmada	Member
Selvi. D. Devipriya	Member
Tmt. C. Radha	Member

Statutory Admission Committee

Dr. Pankaja R.P.	Chairman
Dr. M. Sakthivel Murugan	Member
Dr. M. Rajesh	Member
Thiru. V. Karunakaran	Member
Thiru. S. Ganapathy	Member
Thiru. K. Rajasekaran	Member

Calendar Committee

Dr. Pankaja R.P.	Chairman
Dr. M. Sakthivel Murugan	Member
Thiru. S. Ganapathy	Member

Time Table Committee

Dr. Pankaja R.P.	Chairman
Dr. M. Sakthivel Murugan	Member
Dr. M. Rajesh	Member

Magazine Committee

Dr. Pankaja R.P.	Chairman
Thiru. V. Karunakaran	Member

Thiru. A. Vijayalakshmi	Member
Selvi. M. Manjula Devi	Member
Tmt. J. Benita Selvakumari	Member

Planning & Evaluation Committee

Dr. Pankaja R.P.	Convenor
Dr. M. Sakthivel Murugan	Member
Dr. M. Rajesh	Member
Dr. S. Gothandaraman	Member

Grievance Appeal Committee

Dr. Pankaja R.P.	Convenor
Dr. T. Sivakumar	Member
Tmt. B. Vaishnavi	Member
Dr. A. Muruganantham	Member
Thiru. G. Jeyakumar	Member
Thiru. J. Poovaraghavan	Member
Dr. K. Sampathkumar	Member

Students Welfare Committee

Dr. Pankaja R.P.	Convenor
Dr. M. Sakthivel Murugan	Member
Dr. M. Rajesh	Member
Thiru. J. Poovaraghavan	Member
Thiru. S. Rajamani	Member
Thiru. J. Muralidharan	Member
Tmt. Blessie Rachel	Member
Tmt. K. Bhuvaneshwari	Member

Discipline Committee Members

Dr. M. Rajesh	Chairman
Thiru. S. Rajamani	Member
Thiru. S. Ganapathy	Member
Thiru. G. Jeyakumar	Member
Thiru. S. Sujin Lal	Member
Selvi. D. Devipriya	Member
Tmt. C. Radha	Member
Dr. S. Gothandaraman	Member
Dr. T. Sivakumar	Member
Thiru. T. Velayutham	Member
Thiru. E. Anburaj	Member

Anti-Ragging Committee

Dr. Pankaja R.P.	Convenor
Dr. R. Desingurajan	Convenor
Dr. M. Rajesh	Member
Dr. S. Gothandaraman	Member
Dr. T. Sivakumar	Member
Thiru. D. Elangovan	Member
Dr. A. Muruganantham	Member
Thiru. T. Velayutham	Member

Library Committee

Dr. Pankaja R.P.	Convenor
Dr. M. Sakthivel Murugan	Member
Thiru. G. Anbalagan	Member
Dr. A. Adilakshmi	Member
Tmt. B. Vaishnavi	Member
Thiru. N. Harisingh	Member
Dr. M. Shanmugam	Member
Tmt. R. Shalini	Member
Thiru. S. Mari	Member

Sports Council Committee

Dr. R. Desingurajan	Convenor
Thiru. T. Vetriprabhu	Member
Tmt. J. Usha	Member
Thiru. D.K. Jayakanth	Member
Thiru. P. Prabakaran	Member
Tmt. V. Nisha	Member
Tmt. M. Bharathi	Member
Thiru. E. Anburaj	Assistant Physical Director

Extra-Curricular Activities

Tmt. G. Kalpana	Convenor
Selvi. D. Jayabharathi	Member
Selvi. D. Kalaivani	Member
Thiru. K. Thiyagarajan	Member
Dr. A. Narmadha	Member
Thiru. A. Umapathy	Member
Tmt. J. Lysa Eben	Member
Thiru. S. Karthikeyan	Member

D.B. JAIN COLLEGE

Thiru. S. Sujin Lal	Member
Dr. K. Sampathkumar	Member
Thiru. A. Selvadurai	Member

Training and Placement Cell

Tmt. P. Chandrakala	Placement Officer
Dr. B. Jagadhesan	Convenor
Tmt. Padma	Assistant

Women Students' Forum & Welfare Committee

Tmt. Durga Sidharth	Convenor
Tmt. G. Kalpana	Member
Tmt. D. Jayabharathi	Member
Tmt. R. Malarvizhi	Member
Selvi. D. Devipriya	Member
Tmt. J. Lysa Eben	Member
Tmt. G. Linda Rose	Member
Tmt. M. Bharathi	Member
Tmt. M. Rengalakshmi	Member
Tmt. V. Jayalakshmi	Member
Tmt. K. Bhuvaneshwari	Member

Entrepreneurial Development Cell (EDC)

Dr. B. Jagadhesan	Convenor
Prof. Durga Siddarth	Member
Prof. R. Lavanya	Member
Prof. M. Bharathi	Member
Prof. S. Sujinlal	Member
Pro. T. Vetriprabhu	Member
Prof. N. Nisha	Member
Prof. B. Vaishnavi	Member

Health Centre

Dr. A. Kalaiselvan, MBBS.,	Medical Officer
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Academic Audit Committee

Dr. C. Vedhirajan	Professor, Department of Corporate Secretaryship, Alagappa University
Thiru. Sujith Kumar	Regional Head, HR, INFOSYS, Chennai

Courses Offered in Shift II

Medium of Instruction is English for all courses.

A) UNDER - GRADUATE

1. B.Com., (General)
2. B.Com., (Corporate Secretaryship)
3. B.Com., (Accounting & Finance)
4. B.Com., (Information Systems Management)
5. B.Com (Computer Applications)
6. B.Sc., (Computer Science)
7. B.Sc., (Visual Communication)
8. BCA., (Computer Application)
9. B.B.A., (Business Administration)

B) POST - GRADUATE

1. M.Com., (Corporate Secretaryship)
2. M.Sc., (Information Technology)
3. M.Sc., (Computer Science)

No Capitation

No Donation

Choice Based Credit System (CBCS)

What is CBCS?

Choice – Based Credit System is a flexible system of learning. ‘Credit’ defines the quantum of contents / syllabus prescribed for a course and determines the number of hours of instruction required. The distinguishing features of the CBCS are the following:

It permits students to

- learn at their own pace
- choose electives from a wide range of elective courses offered by the various departments
- undergo additional courses and acquire more than the required number of credits
- adopt an inter-disciplinary approach to learning
- make best use of the expertise of available faculty

1 – Schools, Departments and Programmes:

1.1 There are several departments of study and research in the college which are grouped into various schools. Most of these departments offer programmes at various levels under the CBCS. The programmes offered include:

- a) Under-Graduate Degree Programmes
- b) Master’s Degree Programmes
- c) M.Phil Programmes
- d) Certificate Programmes
- e) Diploma Programmes
- f) P.G Diploma Programmes

2 Courses

2.1 A programme consists of a number of courses. A ‘Course’ is a component (a paper) of a programme. Every course offered by any department is identified by a unique course code. A course may be designed to involve lectures / tutorials / laboratory work / seminar / project work / practical training / report writing / viva – voce etc. or a combination of these to meet effectively the teaching and learning needs and the credits may be assigned suitably.

3 Seminars

3.1 An academic year consists of two semesters

Odd Semester – June to November

Even Semester – December to April

3.2 A Semester normally extends over a period of 15 weeks. Each week has 30 hours of instruction spread over a 5-day week.

4 Credits

4.1 Credit defines the quantum of contents / syllabus prescribed for a course and determines the number of hours of instruction required per week. Thus, normally in each of the courses, credits will be assigned on the basis of the number of lectures / tutorials / laboratory work and other forms of learning required to complete the course contents in a 15 week schedule.

1 Credit = 1 hour of lecture per week

(1 Credit course = 15 hours of lectures per semester)

3 Credits = 3 hours of lecture per week

(3 Credit course = 45 hours of lectures per semester)

Instruction can be through lectures / tutorials / laboratory work / field work or other forms. In determining the number of hours of instruction required for a course involving laboratory / field work, 3 hours of laboratory / field work is generally considered equivalent to 1 hour of lecture

CBCS for U.G Courses

Study Components	No. of Courses	Credit for Course	Total Credits
Part – I Foundation Course Tamil / Other Languages	2+2=4	3	12
Part – II English	2+2=4	3	12
Part – III Core Subjects Allied Subjects Project / Electives with three courses	13-15 4	4-5 5	60 20 15
Part – IV 1 (a) Those who have not studied Tamil upto XII Std and taken a non-Tamil language under Part – I shall take Tamil comprising of two courses (level will be at 6 th Std) 1 (b) Those who have studied Tamil upto XII Std and have taken a non-Tamil language under Part – I shall take Advanced Tamil comprising of two courses 1 (c) Others who do not come under (a) + (b) can choose non-major elective comprising of two courses 2 Skill based subjects (Elective) 3 Environmental Studies 4 Value Education	1+1=2 3+3=6 1 1	2 2 2 2	4 12 2 2
Part – V Extension Activities	1	1	1

Notes:

1. Distribution of marks between Theory and Internal Assessment
80 : 20
2. Practicals: 80 : 20
3. Minimum pass mark for External and Overall put together: 40
4. Project

Report submission	80
Viva – Voce	20
Total	100
5. For B.Com, BCA, BBA and other Job-Oriented Courses – the present system for languages shall continue excepting that each paper shall carry an external: internal assessment component 80: 20

CBCS for P.G Courses

Study Components	No. of Courses	Credit for Course	Total Credits
Subject (including practicals)	14-17	4-5	70
Electives (Major / Non-Major)	4-5	4-5	20
Total			90

Notes:

1. Each paper carries an internal component of 20 Marks
2. There is a minimum pass for External component of 40 Marks
3. Minimum pass mark for External and Overall put together: 50
4. Theory: Internal Assessment: 80: 20
5. Practical: 80:20

D.B. JAIN COLLEGE

Conversion of Marks to Grade Points and Letter Grade (Performance in a paper/course)

RANGE OF MARKS		GRADE POINTS		LETTER GRADE		DESCRIPTION	
PG & UG		PG & UG		PG & UG		PG & UG	
90 -100		9.0-10.0		O		Outstanding	
80-89		8.0-8.9		D+		Excellent	
75-79		7.5-7.9		D		Distinction	
70-74		7.0-7.4		A+		Very Good	
60-69		6.0-6.9		A		Good	
50-59		5.0-5.9		B		Average	
PG	UG	PG	UG	PG	UG	PG	UG
00-49	40-49	0.0	4.0-4.9	U	C	Re-appear	Satisfactory
	00-39		0.0		U		Re-appear
ABSENT		0.0		AAA		ABSENT	

PG : Post-Graduate(also for PG Diploma) UG: Under-Graduate (also for Certificate/Diploma)

C_i = Credits earned for course i in any semester.

G_i = Grade Point obtained for course i in any semester.

n refers to the semester in which such courses were credited.

For a Semester:

$$\text{GRADE POINT AVERAGE [GPA]} = \sum_i C_i G_i / \sum_i C_i$$

$$\text{GPA} = \frac{\text{Sum of the multiplication of grade points by the credits of the courses}}{\text{Sum of the credits of the courses (passed) in a semester}}$$

For the entire programme:

$$\text{CUMULATIVE GRADE POINT AVERAGE [CGPA]} = \sum_n \sum_i C_{ni} G_{ni} / \sum_n \sum_i C_{ni}$$

$$\text{CGPA} = \frac{\text{Sum of the multiplication of grade points by the credits of the entire programme}}{\text{Sum of the credits of the courses of the entire programme}}$$

Overall Performance

CGPA		GRADE		CLASSIFICATION OF FINAL RESULT	
PG & UG		PG & UG		PG & UG	
9.5 – 10.0		O+		First Class – Exemplary*	
9.0 and above but below 9.5		O			
8.5 and above but below 9.0		D++		First Class with Distinction*	
8.0 and above but below 8.5		D+			
7.5 and above but below 8.0		D			
7.0 and above but below 7.5		A++			
6.5 and above but below 7.0		A+		First Class	
6.0 and above but below 6.5		A			
5.5 and above but below 6.0		B+			
5.0 and above but below 5.5		B		Second Class	
PG	UG	PG	UG	PG	UG
0.0 and above but below 5.0	4.5 and above but below 5.0	U	C+	Re-appear	Third Class
	4.0 and above but below 4.5		C		
	0.0 and above but below 4.0		U		Re-appear

* Applicable to candidate: who have passed the courses prescribed for the programme in the first appearance as per the scheme of examination; otherwise they are eligible for classification only

AUTONOMOUS

Our College has a distinction of obtaining the coveted 'A' grade from NAAC in April 2013 for the academic excellence achieved by us for the last four decades.

Our consistent and unflinching efforts in attaining nobler heights in the field of higher education culminated in the autonomous status being conferred on us in June 2006 and has been renewed for a further period of six years i.e upto 2017-18.

This again is no small honour as we passed through the evaluative gaze and the critical assessment of the Expert Committee of the University Grants Commission.

Autonomy means literally autonomy in the introduction of useful courses that serve as a springboard for students to reach higher level of employment on one side and to pursue enduring research that vertically take them to greater heights in academic attainments on the other. It confers on us the province to initiate examination reforms that brings to the fore the talents lie hidden in a student. It is again within our competence to device and practice with success curriculum innovation, conduct of seminars and arranging project work, formulating schemes for the benefit of the State and the Nation, establishing enduring nexus with leading industrialists to created conduit for the gainful employment of our students. All these will follow with a redoubled vigour, fervent enthusiasm sequel to the autonomous status attained by us.

A special feature of Autonomy is introduction of Internal Assessment System which would help teachers to continuously assess the performance of the students and bring to fore their latent talents. Adequate

attention could be focussed on communication skills, Personality Development and other soft skills so that students can get along with personnel in any organization with team spirit.

The College is empowered to constitute its own Board of Studies and Academic Council which will decide the syllabus, set the Question Paper and scheme of Evaluation in accordance with the UGC guidelines. Proper credit to each subject could be determined.

The doyens and stalwarts in industry and educational fields who represent the Board of Studies and Academic Council guide the Institution to bring about reforms.

Thanks to the autonomous status, all our efforts in future would be concentrated on maintaining higher level of excellence in education, accommodating new schemes (courses), introducing new methods of teaching and creating conducive climate for study in the campus.

Fees

1. All items of fees payable to the College must be paid in time on dates as mentioned in the Calender. No extension of time will be granted.
2. If the payment is not made within the dates in the manner indicated in the Calender, the name of the student concerned will be struck off the rolls and he will not be eligible for any of the privileges enjoyed by students of this college, i.e. attendance, participation in extracurricular activities, applying to the University for appearance at the examination, bus or railway concession etc., However, the student can apply for re-admission on payment of a fine of Re.5/- per working day after the first due date and an admission fee of Rs.100/- and this too has to be

done before the expiry of one month from the date on which the fees first become due for payment.

3. All fines imposed are payable within a week's time from the date of notice.
4. After Payment of fees, the students should produce the Original challans to the College office for verification. **They should keep the challans (Receipts) under safe custody.**
5. All fees payable to college should be paid in **Indian Bank, in Challan** issued. Students are advised not to pay in cash to any staff for payment of any fees.

Eligibility for Under-Graduate Courses :

- ♦ A pass in the Higher Secondary Course (+2) examination of Tamilnadu (or) equivalent examination recognised by the University of Madras.
- ♦ For admission to B.Com (Gen), B.Com (Corporate Secretaryship) courses, the candidate should have studied Commerce and Accountancy in the academic stream or Accountancy in the Vocational Stream of the Higher Secondary Course.
- ♦ The candidate should not have completed 21 years of age as on 1-7-2018

Eligibility for Post-Graduate Courses :

- ♦ A pass in the 3 year Degree course B.Com., B.A., B.Sc in respective major subject.
- ♦ Candidate should not have completed 24 years of age as on 1-7-2018

For enhancing the student's organizing abilities and to develop the habit of serving the society, the college expects the student to be a member of at least one of the clubs mentioned below. It is mandatory for all the students irrespective of the departments. Some of the clubs are,

1. **Entrepreneurship development cell**-Promotes and develops innovative ideas among Students and help them with their start up ideas. Specific activities undertaken are, organizing expos, start-ups in the campus, seminars by young entrepreneurs, etc.
2. **L.E.A.P Value education club**- Makes the Students socially responsible and helps in individual's holistic development. Competitions like essay writing, quiz are periodically conducted on the theme "Human values and ethics".
3. **Women's empowerment club**- Makes the girl students aware of their strengths, potential and helps them to be independent. Some of the activities include, awareness programme on health and hygiene, interactive sessions with Apollo Healthcare Foundation etc.
4. **A.P.J Abdul Kalam Quiz club** – Intends to empower the students with knowledge to create interest and curiosity to collect information related to different fields, current affairs and aspects of life. Quiz programs are periodically conducted.
5. **Earth Lovers' club**- Creates sustainable, environment friendly culture inside the campus and also promotes affinity towards our planet. The activities include, plantation drives, clean campus drives, awareness programmes on recycling waste etc.
6. **Citizen Consumer club**- Educate Consumers (students) on Consumer rights and duties. Numerous awareness programmes are conducted cyclically.
7. **NSS**—Provides value contribution to the society by actively taking part in various volunteering activities like blood donation camp, eye donation camp, tobacco awareness camp, cancer awareness camp, voter awareness camp etc.

8. **NCC-** Cadets participate in various activities like National level trekking camp, Mountaineering camp, Child abuse awareness programme, drug abuse awareness programme, traffic awareness programme etc.
9. **Youth Red Cross** - Develops the culture of humanity, unity, neutrality and independence among the people. YRC activities include, AIDS awareness programme, disaster management programmes, first-aid and fire safety training programme, Swachh Bharath programmes etc.
10. **Red Ribbon Club-** Creates health awareness among the students through activities such as Swachh Bharath programmes, AIDS awareness rally, Oratorical competition on "AIDS awareness" etc.
11. **Yoga Club-** Promotes healthy mind in a healthy body. Compulsory yoga classes are conducted for all the first year students by having MOU with Krishnamacharya Yoga Mandiram- a Non-Profit organisation located in Chennai.
12. **Friends Of Police** - A community policing initiative that aims to bring police and public closer. The pupils of the college, service Thoraipakkam police in managing the traffic in slots.
13. **Jain Cultural Meet club-** Conducts annual events to enhance the extra-curricular activities of the Students. More than 50 events are conducted each year which includes singing, dancing, adzap, vegetable carving, MIME, rangoli, jewellery design etc.
14. **Business Park** - A dedicated business lab for the benefit of staff and students has been initiated to keep them updated with recent practices in the business world. The Business Lab consists of Management Gurus and their Contributions, Management & Strategies Gurus, Top 10 Companies in India of various Segments, Marketing Mix of Companies, SWOT Analysis of Companies, Study Material (Soft Copy) – 400 Books, Department Library, Management Concepts, How to Start A Startup, Wi-Fi Installed With Systems and Model Manufacturing Plants – Milk & Biscuits Processing Units.

Apart from these clubs, various departmental clubs also function in the campus. Students are instructed to actively participate in the clubs to inculcate managerial and leadership skills.

Rules and regulations to be followed by the members of the club

1. A Student should enrol in minimum one club and maximum four clubs.
2. The Students should also participate in the departmental activities by enrolling to the Heads of the respective departments.
3. Certificates will be provided to all the members at the end of the academic year.
4. One additional credit will be given to the students as this is also a part of extension activities.
5. The Students must report to the respective faculty in charge of the club, as soon as the college approves the membership.
6. The Students are strictly instructed to wear formals during the club activities.
7. Any form of availing leave during the club activities must be reported to the respective club in-charges.
8. The students are expected to actively participate throughout the year as the College strongly believes that practical studies are equivalent to classroom learning.
9. Students are expected to observe the rules and regulations of the college during the activities.
10. Any act of indiscipline reported during the departmental activity or while representing the institution will entail severe action against the student.

List of Subjects & Subject Codes for Various Disciplines

B.Com (Commerce)

Subject	Sub. Code
Tamil – I	14L11AA
English – I	14E11AA
Major – I: Financial Accounting – I	16M431A
Major – II: Business Statistics	16C431A
Allied: Business Economics	14C431B
Non – Major Elective: Basics of Retail Marketing	14N61ZA
Soft Skill – I: Essentials of Language & Communication	14S61AA
Tamil – II	14L12AB
English – II	14E12AB
Major – I: Financial Accounting – II	16M432B
Major – II: Quantitative Analysis for Management	16C432C
Allied: Indian Economy	14C432D
Non – Major Elective: Fundamentals of Insurance	14N62ZB
Soft Skill – II: Essentials of Spoken & Presentation Skills	14S62AB
Major – I: Corporate Accounting – I	16M433C
Major – II: Business Law	16M433D
Major – III: Business Management	16M433E
Major – IV: Banking Theory Law & Practice	16M433G
Allied: Principles of E-Commerce	16M433H
Soft Skill – III: Personality Enrichment	14S63AC
Major – I: Corporate Accounting – II	16M434J
Major – II: Company Law	16M434K
Major – III: Business Environment	16M434L
Major – IV: Business Communication	16M434M
Allied: Computer Applications in Business (Practical)	16M434I
Environmental Studies	14E64AA
Soft Skill – IV: Computing Skills	14S64AD
Major – I: Cost Accounting	16M435N
Major – II: Human Resources Management	16M435P
Major – III: Income Tax Law & Practice – I	16M435Q
Major – IV: Marketing Management	16M435R
Application – Oriented: Entrepreneurial Development	16A435A
Value Education	14V66AG
Major – I: Accounting for Managerial Decisions	16M436S
Major – II: Practical Auditing	16M436T
Major – III: Financial Services	16M436U
Major – IV: Income Tax Law & Practice – II	16M436V
Application – Oriented: Financial Statement Analysis	16A436B

List of Subjects & Subject Codes for Various Disciplines

B.Com (Corporate Secretaryship)

Subject	Sub. Code
Tamil – I	14L11AA
English – I	14E11AA
Major – I: Financial Accounting – I	16M441A
Major – II: Business Management	16M441B
Allied: Banking & Financial Services	16C441A
Non – Major Elective: Basics of Retail Marketing	14N61ZA
Soft Skill – I: Essentials of Language & Communication	14S61AA
Tamil – II	14L12AB
English – II	14E12AB
Major – I: Financial Accounting – II	16M442C
Major – II: Business Environment	16M442D
Allied: Office Management	16C442B
Non – Major Elective: Fundamentals of Insurance	14N62ZB
Soft Skill – II: Essentials of Spoken & Presentation Skills	14S62AB
Tamil – III	14L13AC
English – III	14E13AC
Major – I: Corporate Accounting – I	16M443E
Major – II: Business Law	16M443G
Allied: Business Statistics – I	16C443C
Soft Skill – III: Personality Enrichment	14S63AC
Tamil – IV	14L14AD
English – IV	14E14AD
Major – I: Corporate Accounting – II	16M444H
Major – II: Business Communication	16M444J
Allied: Business Statistics – II	16C444D
Environmental Studies	14E64AA
Soft Skill – IV: Computing Skills	14S64AD
Major – I: Cost Accounting	16M445K
Major – II: Human Resources Management	16M445L
Major – III: Income Tax Law & Practice – I	16M445M
Major – IV: Company Law & Secretarial Practice	16M445N
Application – Oriented: Entrepreneurial Development	16A445A
Value Education	14V66AG
Major – I: Accounting for Managerial Decisions	16M446P
Major – II: Industrial Law	16M446Q
Major – III: Computer Applications (Practical)	16M446I
Major – IV: Income Tax	16M446R
Application – Oriented: Institutional Training Project & Viva Voce	16A446B

List of Subjects & Subject Codes for Various Disciplines

B.B.A.

Subject	Sub. Code
Tamil – I	14L11AA
English – I	14E11AA
Major – I: Financial Accounting	14M411A
Major – II: Business Economics	16M411B
Allied: Business Statistics	16C411A
Non – Major Elective: Basics of Retail Marketing	14N61ZA
Soft Skill – I: Essentials of Language & Communication	14S61AA
Tamil – II	14L12AB
English – II	14E12AB
Major – I: Production & Materials Management	16M412C
Major – II: Management Information Systems	14M412D
Allied: Quantitative Analysis for Management	16C412B
Non – Major Elective: Fundamentals of Insurance	14N62ZB
Soft Skill – II: Essentials of Spoken & Presentation Skills	14S62AB
Major – I: Business Management	16M413E
Major – II: International Business	16M413G
Major – III: Cost Accounting	16M413H
Major – IV: Introduction to Information Technology	16M413J
Practical: IT Lab	16M413I
Allied: Business Mathematics	16C413C
Soft Skill – III: Personality Enrichment	14S63AC
Major – I: Company Law	16M414K
Major – II: Services Marketing	16M414L
Major – III: Management Accounting	16M414M
Major – IV: Business Communication	16M414N
Allied: Business Environment	16C414D
Environmental Studies	14E64AA
Soft Skill – IV: Computing Skills	14S64AD
Major – I: Human Resources Management	16M415P
Major – II: Corporate Financial Management	16M415Q
Major – III: Strategic Management	16M415R
Major – IV: Marketing Management	16M415S
Application – Oriented: Entrepreneurial Development	16A415A
Value Education	14V66AG
Major – I: Marketing Research	16M416T
Major – II: Research Methodology	16M416U
Major – III: Computer Applications – Tally	16M416V
Major – IV: Organizational Behaviour	16M416W
Application – Oriented: Project & Viva – Voce	16A416B

List of Subjects & Subject Codes for Various Disciplines

B.Com (ISM)

Subject	Sub. Code
Tamil – I	14L11AA
English – I	14E11AA
Major – I: Financial Accounting	16M481A
Major – II: Introduction to Information Technology	14M481B
Practical: IT Lab	14M4811
Allied: Business Statistics	16C481A
Non – Major Elective: Basics of Retail Marketing	14N61ZA
Soft Skill – I: Essentials of Language & Communication	14S61AA
Tamil – II	14L12AB
English – II	14E12AB
Major – I: Production & Materials Management	16M482C
Major – II: Management Information Systems	14M482D
Allied: Quantitative Analysis for Management	16C482B
Non – Major Elective: Fundamentals of Insurance	14N62ZB
Soft Skill – II: Essentials of Spoken & Presentation Skills	14S62AB
Major – I: Business Management	16M483E
Major – II: Problem Solving & Programming	16M483G
Major – III: C Lab	16M4832
Major – IV: Corporate Financial Management	16M483H
Allied: Business Mathematics	16C483C
Soft Skill – III: Personality Enrichment	14S63AC
Major – I: Database Management Systems	16M484J
Major – II: DBMS Lab	16M4843
Major – III: Management Accounting	16M484K
Major – IV: Business Communication	16M484L
Allied: Business Environment	16C484D
Environmental Studies	14E64AA
Soft Skill – IV: Computing Skills	14S64AD
Major – I: Human Resources Management	16M485M
Major – II: Visual Basic Programming	16M485N
Major – III: VB Lab	16M4854
Major – IV: Marketing Management	16M485P
Application – Oriented: Entrepreneurial Development	16A485A
Value Education	14V66AG
Major – I: Marketing Research	16M486Q
Major – II: Organizational Behaviour	16M486R
Major – III: Research Methodology	16M486S
Major – IV: Computer Applications – Tally	16M486T
Application – Oriented: Project & Viva – Voce	16A486B

List of Subjects & Subject Codes for Various Disciplines

B.Sc (Computer Science)

Subject	Sub. Code
Tamil – I	14L11AA
English – I	14E11AA
Major – I: Programming in C	14M221A
Allied: Mathematics – I	14C221A
Practical: C Lab	14M2211
Non – Major Elective: Office Automation	14N622A
Soft Skill – I: Essentials of Language & Communication	14S61AA
Tamil – II	14L12AB
English – II	14E12AB
Major – I: Data structures using C++	14M222B
Allied: Mathematics – II	14C222B
Practical: Data Structures using C++	14M2222
Non – Major Elective: Office Automation Lab (Practical)	14N6223
Soft Skill – II: Essentials of Spoken & Presentation Skills	14S62AB
Tamil – III	14L13AC
English – III	14E13AC
Major – I: Digital & Computer Architecture	14M223C
Major – II: Programming in Java	14M223D
Allied: Statistical Methods & its Applications	14C223C
Practical: Programming in Java	14M2234
Soft Skill – III: Personality Enrichment	14S63AC
Tamil – IV	14L14AD
English – IV	14E14AD
Major – I: Database Management Systems	14M224E
Major – II: Visual Programming	14M224G
Allied: Numerical Methods	14C224D
Practical: VB & RDBMS Lab	14M2245
Environmental Studies	14E64AA
Soft Skill – IV: Foreign Language – French	14S64AE
Major – I: Web Technology	14M225H
Major – II: Data Communication & Networks	14M225J
Major – III: Operating Systems	14M225K
Elective: Programming in ASP.NET	14M22ZA
Practical: OS Lab	14M2256
Practical: Web Applications Lab	14M2257
Value Education	14V66AG
Major – I: Software Engineering	14M226L
Major – II: XML & Web Services	14M226M
Elective: Data warehousing and Data Mining	14M22ZB
Elective: Software Quality Management	14M22ZC
Practical: Mini Project	14M2268
Practical: XML Lab	14M2269

List of Subjects & Subject Codes for Various Disciplines

B.C.A.

Subject	Sub. Code
Tamil – I	14L11AA
English – I	14E11AA
Major: Computing Fundamentals & C Programming	14M211A
Allied: Mathematics – I	14C211A
Practical: C Lab	14M2111
Non – Major Elective: Office Automation	14N621A
Soft Skill – I: Essentials of Language & Communication	14S61AA
Tamil – II	14L12AB
English – II	14E12AB
Major: Object Oriented Programming with C++	14M212B
Allied: Mathematics – II	14C212B
Practical: OOP with C++ Lab	14M2122
Non – Major Elective: Office Automation Lab (Practical)	14N6223
Soft Skill – II: Essentials of Spoken & Presentation Skills	14S62AB
Major: Digital Logic Fundamentals	14M213C
Major: Multimedia	14M213D
Major: Programming in Java	14M213E
Allied: Financial Accounting	14C213C
Practical: Multimedia Lab	14M2134
Practical: Java Lab	14M3135
Soft Skill – III: Personality Enrichment	14S63AC
Major: Computer Graphics	14M214G
Major: Operating Systems	14M214H
Major: Data Structures & Algorithms	14M214J
Allied: Cost & Management Accounting	14C214D
Practical: DS using C++ Lab	14M2146
Practical: OS Lab	14M2147
Environmental Studies	14E64AA
Soft Skill – IV: Foreign Language – French	14S64AE
Major: Web Technology	14M215K
Major: Database Management Systems	14M215L
Major: Visual Programming	14M215M
Application – Oriented: Numerical Methods	14A215A
Practical: VB with RDBMS Lab	14M2158
Practical: Web Applications Lab	14M2159
Value Education	14V66AG
Major – I: Computer Networks	14M216M
Major – II: Software Engineering	14M216N
Elective: XML and Web Services	14M21ZA
Application – Oriented: PHP	14A216B
Practical: Mini Project	14M2161
Practical: PHP Lab	14M2162

List of Subjects & Subject Codes for Various Disciplines

B.Com (Computer Applications)

Subject	Sub. Code
Tamil – I	14L11AA
English – I	14E11AA
Major – I: Financial Accounting – I	16M451A
Major – II: Business Statistics	16M451B
Allied: Introduction to Information Technology	14C451A
Non – Major Elective: Basics of Retail Marketing	14N61ZA
Soft Skill – I: Essentials of Language & Communication	14S61AA
Tamil – II	14L12AB
English – II	14E12AB
Major – I: Financial Accounting – II	16M52C
Major – II: Office Automation Packages	14M452D
Allied: Indian Economy	16C452B
Non – Major Elective: Fundamentals of Insurance	14N62ZB
Soft Skill – II: Essentials of Spoken & Presentation Skills	14S62AB
Major – I: Corporate Accounting – I	16M453E
Major – II: Business Law	16M453G
Major – III: Business Management	16M453H
Major – IV: Principles of E-Commerce	16M453J
Allied: Banking Theory Law & Practice	16C453C
Soft Skill – III: Personality Enrichment	14S63AC
Major – I: Corporate Accounting – II	16M454K
Major – II: Company Law	16M454L
Major – III: Business Communication	16M454M
Major – IV: Management Information System	16M454N
Allied: Programming in C	16C454D
Practical: C Lab	16C454I
Environmental Studies	14E64AA
Soft Skill – IV: Computing Skills	14S64AD
Major – I: Cost Accounting	16M455P
Major – II: Income Tax Law & Practice – I	16M455Q
Major – III: Entrepreneurial Development	16M455R
Major – IV: VB & DBMS	16M455S
Practical: VB & DBMS Lab	16M4552
Application – Oriented: Web Design	16A455A
Value Education	14V66AG
Major – I: Financial Services	16M456T
Major – II: Practical Auditing	16M456U
Major – III: Accounting for Managerial Decisions	16M456V
Major – IV: Income Tax Law & Practice – II	16M456W
Application – Oriented: Computer Applications – Tally	16A456B

List of Subjects & Subject Codes for Various Disciplines

B.Com (Accounting & Finance)

Subject	Sub. Code
Tamil – I	14L11AA
English – I	14E11AA
Major – I: Financial Accounting – I	16M461A
Major – II: Business Economics	16M461B
Allied: Business Statistics	16C461A
Non – Major Elective: Basics of Retail Marketing	14N61ZA
Soft Skill – I: Essentials of Language & Communication	14S61AA
Tamil – II	14L12AB
English – II	14E12AB
Major – I: Financial Accounting – II	16M462B
Major – II: Indian Economy	16M462D
Allied: Quantitative Analysis for Management	16C462B
Non – Major Elective: Fundamentals of Insurance	14N62ZB
Soft Skill – II: Essentials of Spoken & Presentation Skills	14S62AB
Major – I: Corporate Accounting – I	16M463E
Major – II: Business Law	16M463G
Major – III: Business Management	16M463H
Major – IV: Banking Theory Law & Practice	16M463J
Allied: Principles of E-Commerce	16C463C
Soft Skill – III: Personality Enrichment	14S63AC
Major – I: Corporate Accounting – II	16M464K
Major – II: Company Law	16M464L
Major – III: Financial Management	16M464M
Major – IV: Office Automation Packages	16M464N
Allied: Business Communication	16C464D
Environmental Studies	14E64AA
Soft Skill – IV: Computing Skills	14S64AD
Major – I: Human Resources Management	16M465P
Major – II: Cost Accounting	16M465Q
Major – III: Income Tax Law & Practice – I	16M465R
Major – IV: Marketing Management	16M465S
Application – Oriented: Entrepreneurial Development	16A465A
Value Education	14V66AG
Major – I: Accounting for Managerial Decisions	16M466T
Major – II: Financial Services	16M466U
Major – III: Income Tax Law & Practice – II	16M466V
Major – IV: Computer Applications – Tally	16M466W
Application – Oriented: Practical Auditing	16A466B

List of Subjects & Subject Codes for Various Disciplines

B.Sc (Visual Communication)

Subject	Sub. Code
Tamil – I	14L11AA
English – I	14E11AA
Major – I: Introduction to Visual Communication	14M471A
Major –II: Practical: Drawing – I	14M4711
Allied: Practical: Graphic Design – I	14C4711
Non – Major Elective: History of Tamil Cinema	14N647A
Soft Skill – I: Essentials of Language & Communication	14S61AA
Tamil – II	14L12AB
English – II	14E12AB
Major – I: Communication Skills	14M472B
Major: Practical: Drawing – II	14M4722
Allied: Practical: Graphic Design – II	14C4722
Non – Major Elective: Understanding Radio	14N647B
Soft Skill – II: Essentials of Spoken & Presentation Skills	14S62AB
Tamil – III	14L13AC
English – III	14E13AC
Major – I: Advertising	14M473C
Major – II: Elements of Film	14M473D
Allied: Practical: Computer Graphics – I	14C4733
Soft Skill – III: Personality Enrichment	14S63AC
Tamil – IV	14L14AD
English – IV	14E14AD
Major –I: Basic Photography	14M474E
Major – II: Practical Photography (Practical)	14M4743
Allied: Practical: Computer Graphics – II	14C4744
Environmental Studies	14E64AA
Soft Skill – IV: Computing Skills	14S64AD
Major – I : Media, Culture & Society	14M475G
Major – II: Television Production	14M475H
Major – III: Practical: Web Publishing	14M4754
Major – IV: Practical: Advertising Photography	14M4755
Application – Oriented: Project Phase – I	14M475J
Value Education	14V66AG
Major – I : Media Organization	14M476K
Major – II: Practical: Production practice	14M4766
Major – III: Practical: 3D animation	14M4767
Major – IV: Project Phase – II	14M476L
Application – Oriented: Project Phase – III	14M476M

List of Subjects & Subject Codes for Various Disciplines

M.Com (Corporate Secretaryship)

Subject	Sub. Code
Business Law	14P821A
Corporate Accounting – I	14P821B
Labour & Industrial Laws	14P821C
Corporate Financial Management	14P821D
Research Methodology – I	14P821E
Soft Skill – I: Essentials of Language & Communication	14S21AA
Income Tax Law & Practice – I	14P822G
Corporate Accounting – II	14P822H
Securities Laws & Regulations of Financial Markets	16P822J
Business Environment	14P822K
Research Methodology – II	14P822L
Soft Skill – II: Essentials of Spoken & Presentation Skills	14S22AB
Income Tax Law & Practice – II	14P823M
Company Law & Secretarial Practice – I	14P823N
Advanced Cost Accounting	14P823P
Practical: Computer Applications in Business	14P8231
Organisational Behaviour	14P823Q
Soft Skill – III: Personality Enrichment	14S23AC
Management Accounting	14P824R
Company Law & Secretarial Practice – II	14P824S
Human Resources Management	16P824T
Marketing Management	14P824U
Project & Viva Voce	14P824V
Soft Skill – IV: Computing Skills	14S24AD
Internship	14PZ14A

List of Subjects & Subject Codes for Various Disciplines

M.Sc (IT)

Subject	Sub. Code
Problem Solving & Programming	14P621A
VB & DBMS	14P621B
Data Structures	14P621C
Elective I: Software Engineering	14P622A
Practical: Problem Solving using C Lab	14P6211
Practical: VB & RDBMS Lab	14P6212
Soft Skill – I: Essentials of Language & Communication	14S21AA
Operating Systems	14P622D
Object Oriented Programming with C++	14P622E
Elective II: Multimedia Systems	14P622B
Elective III: Web Technology	14P622C
Practical: DS using C++ Lab	14P6223
Practical: Elective III Lab	14P6224
Soft Skill – II: Essentials of Spoken & Presentation Skills	14S22AB
Programming in JAVA	14P623G
Internet Programming	14P623H
Information Security	14P623J
Elective IV: Software Quality Management	14P622D
Elective V: Enterprise Resource Planning	14P622E
Practical: JAVA Lab	14P6235
Practical: Internet Programming Lab	14P6236
Soft Skill – III: Personality Enrichment	14S23AC
Soft Skill – IV: Foreign Language – French	14P623E
Project & Viva – Voce	14P624K
Internship	14PZ14A

List of Subjects & Subject Codes for Various Disciplines

M.Sc (Computer Science)

Subject	Sub. Code
Design and Analysis of Algorithms	182781A
Advanced Java Programming	182781B
Systems Software	182781C
Principles of Compiler Design	182781D
Practical: Algorithms Lab	1827811
Practical II: Advanced Java Lab	1827812
Soft Skill – I: Essentials of Language & Communication	18S21AA
Computer Networks	182782A
Digital Image Processing	182782B
Practical III: RDBMS Lab	1827823
Practical IV: Image Processing using Lab	1827824
Elective - I	182782A
Theoretical Foundations of Computer Science	18278NI
Soft Skill – II: Essentials of Spoken & Presentation Skills	14S22AB
Information Security	182783A
Artificial Intelligence	182783B
Practical V: Mini Project	1827835
Elective - II	182782B
Elective - III	182782C
Object Oriented Analysis and Design	18278N2
Soft Skill – III: Personality Enrichment	14S22AC
Soft Skill – IV: Foreign Language – French	18S22AD
Project & Viva – Voce	182784
Internship	18PZ14A

BUS ROUTES AVAILABLE TO REACH THE COLLEGE

FROM SAIDAPET

19B, 19BCut,

FROM T. NAGAR

5G, 19C, M119A, 519, M19C, M19B, 19A

FROM ADYAR

19K

M-5, 19D

FROM THIRUVANMIYUR

95, 91, A21V

FROM BROADWAY

102, 102C, 102K, 521H, 319B, 221H

FROM KOYAMBEDU

570, 570S

FROM GUINDY

M119, 119B

BY TRAIN ROUTE :

Suburban Electric Trains : Saidapet Station

MRTS Electric Trains : Tiruvanmiyur Station

கல்லூரி விதிமுறைகள் :

1. உடை கட்டுப்பாடு :

மாணவர்களுக்கு :

- ❖ ஆடவர் முழுக்கால் சட்டை மற்றும் மேல் சட்டை அணிந்து வருதல் வேண்டும்.
- ❖ ஜீன்ஸ் டீ ஜர்ட், கார்டோ மற்றும் இறுக்கமான ஆடைகள் அணிந்து வர அனுமதியில்லை.
- ❖ நீண்ட முடி, பங்க் ஆகிய சிகையலங்காரங்கள் தடை செய்யப்பட்டுள்ளது.

மாணவியருக்கு :

- ❖ மாணவிகள் புடவை, சல்வார் கமீஸ் ஆகியன அணிந்து வருதல் வேண்டும்.
 - ❖ துப்பட்டா சரியான முறையில் பிணைக்கப்பட வேண்டும்.
 - ❖ லெக்கின்ஸ் ஜீன்ஸ் அணிதல் தடை செய்யப்பட்டுள்ளது.
 - ❖ கையில்லாத குறுகிய மேல் சட்டை அணிதல் தடை செய்யப்பட்டுள்ளது.
 - ❖ கூந்தலை கட்டாமல் பின்னி முடிந்து வருதல் வேண்டும்.
2. மாணாக்கர் கல்லூரி **அடையாள அட்டை** இல் லாமல் கல்லூரி வளாகத்திற்குள் நுழைய அனுமதியில்லை. மாணாக்கரின் அடையாள அட்டை நூலக அட்டை களவு போனாலோ, தொலைந்துவிட்டாலோ உடனடியாக கல்லூரி நிர்வாகத்திற்கு தெரியப்படுத்த வேண்டும். இவற்றை ரூ.25 செலுத்தி மீண்டும் பெறலாம்.
 3. மாணாக்கர் கல்லூரிக்கும், வகுப்பறைக்கும் உரிய நேரத்தில் வருதல் வேண்டும்.
 4. மாணாக்கர் கல்லூரியின் முதல் மணி ஒலித்தவுடன் வகுப்பறையில் இருத்தல் வேண்டும்.
 5. பேராசிரியர்கள் அனுமதியின்றி மாணாக்கர் பாடவேளையில் வெளியே வரவும், உலாவுதற்கும் அனுமதியில்லை. தகுந்த காரணமின்றி மாணாக்கர் 5 நிமிடத்திற்குமேல் தாமதமாக வந்தால் வகுப்பறைக்குள் அனுமதிக்கப்படமாட்டார்கள். பாடவேளையில் வகுப்பில் இல்லாதோர் / ஒழுங்கீன நடவடிக்கையுடையோர் கண்காணிக்கப்பட்டு இடைநீக்கம் / நிரந்தர நீக்கம் செய்யப்படுவர்.
 6. மாணாக்கர்கள் வகுப்பு நேரங்களில் வகுப்பில் கண்டிப்பாக அமைதி காக்க வேண்டும்.

7. மாணாக்கர்கள் பேராசிரியர்கள் வகுப்பினுள் நுழைந்தவுடன் அமைதியாக எழுந்து நின்று பின் போராசிரியர் அமரக் கூறிய பின் அமர்தல் வேண்டும்.
8. பாட புத்தகமின்றி வரும் மாணாக்கர் வகுப்பறைக்குள் அனுமதிக்கப்படமாட்டார்கள்.
9. வகுப்பு நேரத்தில் விடுப்பு வேண்டின், வகுப்பு தொடங்கும் முன்பே அந்த வகுப்பு ஆசிரியரிடம் முன் அனுமதி பெற வேண்டும்.
10. முதல்வரின் அனுமதி பெறாமல் எந்த அறிவிப்புகளையும் தகவல் பலகைகளில் ஒட்டுதல் கூடாது.
11. கல்லூரி வளாகத்திற்குள் மாணாக்கர் கூட்டம் கூட அனுமதியில்லை. முதல்வர் அனுமதியின்றி எந்த கூட்டமோ, விழாவோ கல்லூரி வளாகத்திற்குள் நடத்த அனுமதியில்லை.
12. மாணாக்கர்கள் தங்களுக்குள் எந்தவிதமான சுற்றறிக்கைகளை அனுப்புவதோ அல்லது நிர்வாக அனுமதி இல்லாமல் தகவல் பலகைகளில் ஒட்டுதலோ நிச்சயமாக தடைசெய்யப்படுகிறது.
13. மிதிவண்டி மற்றும் இருசக்கர வாகனங்களும் அதற்கென ஒதுக்கப்பட்ட இடத்தில் மட்டுமே நிறுத்த வேண்டும். தேவையற்ற இடங்களில் நிறுத்துவது தண்டனைக்குரியது.
14. சமூக உணர்வுகள் மேலோங்க விளையாட்டு நிகழ்வுகளைக் காணவும், விளையாடவும், விளையாட்டு உணர்வுகளை பலப்படுத்தவும் வேண்டும்.
15. மாணாக்கர்கள் கல்லூரி நடைபெறும் நிகழ்ச்சியிலோ அல்லது கல்லூரி சம்பந்தப்பட்ட பொது நிகழ்ச்சிகள் நடத்தப்படும்போதோ கல்லூரியின் பெருமையை பேணிக்காத்தல் வேண்டும்.
16. மாணாக்கர்கள் எந்தவிதமான தன்னிச்சையான அமைப்புகளாக ஏற்படுத்தி நடைமுறைப்படுத்தவோ அல்லது வழி நடத்தவோ அனுமதி இல்லை. மீரினால் ஒழுங்கு நடவடிக்கைக்கு உட்படுத்தப்படுவர்.
17. மாணாக்கர் எந்த விதமான அரசியல் மற்றும் பொது கூட்டங்களில் பங்கேற்க அனுமதியில்லை. ஊடகங்களில் கருத்து பரிமாற அல்லது தகவல்களை அனுப்ப முன் அனுமதி கல்லூரி முதல்வரிடமிருந்து பெறுதல் வேண்டும்.
18. மாணாக்கர்கள் வகுப்பு புறக்கணிப்புகளில் ஈடுபடுவது மற்றும் கல்லூரி புறக்கணிப்பு போராட்டங்களில் ஈடுபடுவது முற்றிலும் தண்டனைக்குரியது. இதனை முன்னின்று செயல்படுத்துபவர்கள் மீது முதல்வர் அவர்கள் நேரடியாக ஒழுங்கு நடவடிக்கைக்கு உட்படுத்த முழு உரிமை உண்டு.
19. தொடர்ச்சியான வருகைப்பதிவு மற்றும் அவ்வப்பொழுது சமர்ப்பிக்க வேண்டிய எழுத்து ஒப்படைவு (Assignment) போன்றவைகளை கட்டாயம் செய்தல் வேண்டும். மீறும் மாணாக்கர்கள் மீது ஒழுங்கு நடவடிக்கை எடுக்கப்படும்.

20. கல்லூரி வருகைப்பதிவு :

மாணாக்கர்கள் முன்னறிவிப்புடன் விடுப்பு விண்ணப்பம் அளித்து விடுப்பு எடுக்க அனுமதிக்கப்படுவர். விடுப்பு விண்ணப்பங்கள், பெற்றோர் அல்லது பாதுகாவலர் கையொப்பத்துடன் துறைப் பொறுப்பாசிரியரிடம் முன்கூட்டியே அளிக்கவேண்டும். அவ்வாறு செய்ய இயலாவிட்டால் திரும்ப வருகை தரும் முதல் நாளிலேயே விடுப்பு விண்ணப்பத்தை சமர்ப்பிக்க வேண்டும்.

மூன்று நாட்களுக்குமேல் விடுப்பு எடுக்க நேரிட்டால் மருத்துவச் சான்றிதழுடன் விடுப்பு விண்ணப்பத்தை சமர்ப்பிக்க வேண்டும்.

மாணாக்கர் 15 நாட்களுக்கு மேல் முன்னறிவிப்பின்றி, தகுந்த காரணங்களின்றி வகுப்பிற்கு செல்ல அனுமதிக்கப்படமாட்டார்.

கல்லூரியில் நடத்தப்படும் அனைத்து தொடர் மதிப்பீட்டுத்தேர்வுகள் மற்றும் சிறப்பு வகுப்புகளுக்கு வராமல் இருந்தால் அபராதத் தொகை வசூலிக்கப்படும். மறுதேர்வுகள் நடத்தப்பட மாட்டாது.

21. கேலிவதை :

மத்திய / மாநில அரசு, பல்கலைக்கழக மானியக்குழு மற்றும் சென்னைப் பல்கலைக் கழகம் ஆகியன கேலிவதைகளுக்கு எதிராக, கடுமையான சட்டங்களை வகுத்துள்ளன. கல்லூரிகள் அந்த விதிமுறைகளை கடுமையாக பின்பற்றுமாறு அறிவுறுத்தப்பட்டுள்ளது

மாணாக்கர் கேலிவதை செயல்களில் ஈடுபட்டால், அது பற்றி புகார் பெறப்பட்டவுடன் கல்லூரி நிர்வாகம் காவல் துறைக்கு புகார் தெரிவிக்க அறிவுறுத்தப்பட்டுள்ளது. மேற்படி, மாணாக்கர்கள் மீது காவல்துறை நடவடிக்கை மேற்கொள்ளும் பட்சத்தில் அவர்கள் கல்லூரியிலிருந்து நீக்கப்படுவார்கள்.

பெண்களுக்கான கேலிவதை செயல்களில் ஈடுபடும் மாணவர்கள் மீது பாராளுமன்றத்தின் பெண்களுக்கான பாதுகாப்பு சட்டத்தின் மீது நடவடிக்கை எடுக்கப்படும்.

22. கல்லூரிக்கு கைப்பேசி கொண்டுவருதல் மற்றும் உபயோகப்படுத்துதல் தடை செய்யப்பட்டுள்ளது. கல்லூரி வளாகத்திற்குள் மாணாக்கரிடமிருந்து கைப்பேசி கைப்பற்றப்பட்டால், அக்கைப்பேசியை மாணாக்கரின் முழு கல்வியாண்டும் (3 ஆண்டுகள்) முடிந்தபின் பெற்றோரிடம் ஒப்படைக்கப்படும்.

23. மாணாக்கர்கள் சக மாணவர்களை தீயவார்த்தைகள் கூறி அவமானப்படுத்துவது, வன்முறை ரீதியிலான செயல்களில் ஈடுபடுவது மற்றும் மிரட்டுதல் போன்றவை முற்றிலும் தண்டனைக்கு உட்பட்டது. அவர்கள்மீது கல்லூரி நிர்வாகம் உடனடியாக ஒழுங்கு நடவடிக்கை எடுக்கும்.

24. மது அருந்துதல், போதை பொருட்கள் மற்றும் புகையிலைப் பொருட்கள்

பயன்படுத்துதல் தடை செய்யப்பட்டுள்ளது. அவ்வாறு கண்டறியப்பட்டால் அம்மாணாக்கர் மீது ஒழுங்கு நடவடிக்கை மற்றும் விசாரணைக்கு உட்படுத்தப்பட்டு கல்லூரியிலிருந்து நீக்கப்படுவர்.

25. சைவ உணவுகளுக்கு மட்டும் கல்லூரி வளாகத்தில் அனுமதி உண்டு. அசைவ உணவுகளைக் கல்லூரி வளாகத்திலிருந்து எடுத்து வருவது கண்டிப்பாகத் தடை செய்யப்பட்டுள்ளது.
26. கல்லூரி வளாகத்திற்குள் எந்தவித அறிக்கையும், துண்டுச் சீட்டும் ஒட்டுதல் கூடாது. கல்லூரிச் சொத்துக்களுக்கு சேதம் விளைவிக்கும் மாணாக்கர் ஒழுங்கு நடவடிக்கைக்கு உட்படுத்தப்பட்டு, அதற்குரிய அபாராதத் தொகையும் வசூலிக்கப்படும். கல்லூரி வளாகம், வகுப்பறை, ஓய்வறை, ஆய்வுக் கூடங்கள், விளையாட்டு மைதானம் ஆகிய இடங்களை தூய்மையாக வைத்துக் கொள்ளவேண்டும்.
27. மாணாக்கர்கள் கல்லூரியின் அனைத்து விதிமுறைகளையும் அவ்வப்போது கொண்டு வரப்படும் கட்டுப்பாடு நடவடிக்கைகளையும் கட்டாயமாக பின்பற்ற வேண்டும். மேற்கண்டவைகளை முழுமையாக பின்பற்றும் மாணாக்கர்கள் மட்டுமே பருவத்தேர்வு எழுத அனுமதிக்கப்படுவர். மேலும் உதவித்தொகை பெறுதல், வேலை வாய்ப்பு முகாமில் பங்கேற்றல் மற்றும் எல்லா விதமான சான்றிதழ்களும் பெற பரிந்துரை செய்யப்படுவார்கள். கல்லூரி விதிமுறைகளை மீறும் மாணாக்கர்கள் மீது ஒழுங்கு நடவடிக்கை எடுத்து இடைநீக்கம் செய்ய அல்லது மாற்றுச் சான்றிதழ் அளித்து முழு நீக்கம் செய்ய முதல்வர் அவர்களுக்கு முழு உரிமை உண்டு.
28. சான்றிதழ்கள் தேவைப்படும் மாணாக்கர் இரண்டு நாட்களுக்கு முன்பே முதல்வருக்கு சான்றிதழ் வேண்டி விண்ணப்பிக்க வேண்டும். கல்லூரியிலிருந்து பெறப்படும் சான்றிதழ்களுக்கும், பல்கலைக்கழகத்திலிருந்து பெறப்படும் சான்றிதழ்களுக்கும் நிர்ணயிக்கப்பட்ட தொகையை செலுத்திப் பெற்றுக் கொள்ளலாம்.
29. கல்லூரி விதிமுறைகளை அவ்வப்பொழுது உள்ள சூழ்நிலைக்கேற்ப மாற்றம் செய்ய, திருத்தம் செய்ய அல்லது கூடுதலாக இணைக்க நிர்வாகத்திற்கு உரிமை உண்டு.
30. மாணவர்கள் பேருந்து நிறுத்தங்களிலும் பேருந்துகளிலும் ஒழுங்காக நிற்கவும், பயணிக்கவும் அறிவுறுத்தப்படுகிறார்கள். சகபயணிகளுக்கு பாதிப்பு விளைவித்தால் கடுமையான தண்டனைக்கு ஆளாகுவார்கள். பேருந்தில் ஆடல், பாடல், விவாத செயல்களில் ஈடுபடுதல் கூடாது.

Faculty Mentorship:

A faculty member is assigned to every student as a Mentor. The Mentor acts as de-facto guardian for the student in providing guidance and mentorship in both academic as well as individual-based needs of

the student. The Mentor/Class In-Charge will also stay in correspondence with parents and guardians of the respective student.

Students Discipline and Campus Norms

1. All students admitted to the College are subject to the discipline and control of the College authorities. The students are required to adhere strictly to the rules and regulations that may be framed from time to time by the College authorities. Proper observance of College discipline, good conduct and participation in games and other events play an important role in recommendation for final College examination/scholarship/placement/award of certificates, when leaving the College. In case of breach of discipline the Principal shall have the power to fine, suspend or even expel the concerned student(s) from the College.
2. All Students should be neat, clean, tidy and smartly dressed.
3. Students should wear Identity Card (ID) issued by the College at all times while on campus. In case of loss of identity card, the student must inform the College office to get a new ID card by paying Rs. 25/-.
4. Student should be regular and punctual in attending the classes and all other activities of the College.
5. The first bell announcing commencement of the session shall find them seated in their respective class rooms.
6. During class hours gathering in groups at entrance and exit pathways, playfield, garden, gateways and lobby (veranda) is strictly prohibited.
7. Strict silence should be observed inside the class room.
8. Student should get up quietly when staff enters the class and keep standing till the latter sits or desires them to be seated.
9. Students will not be permitted to attend the classes without the text books and note books.
10. Student should not leave the classroom without the permission of the staff.
11. Students are expected to read notices display on the College notice board. Ignorance of any notice thus displayed will not be accepted as an excuse for failing to comply with directions contained in it.
12. Students should not hold meeting for criticizing the authorities of the College. Such meeting will be deemed unlawful and the

Principal may take such severe action as he/she may feel necessary under the rules.

13. Notice of any kind should not be circulated among the students or pasted on the notice-board without the previous written approval from the Principal.
14. Bicycles and Two wheelers must be parked safely in the allocated places only. Vehicles found parked in unauthorized places shall be impounded.
15. Students witnessing games are expected to show sportsmanship in their appreciation and encouragement. They must not indulge in jeering or shouting that will distract any player in the team.
16. When attending College or any other public function they will conduct themselves in such a way as to bring credit to themselves and to the institution.
17. Students are forbidden from collecting any donation for any purpose without the permission of the Principal.
18. Students should not address public meetings, media or take part in the political activities of any kind. No information or report should be sent to press or broadcasting agencies without the permission and approval of the Principal.
19. The Principal will deal strictly with students who play a leading part by organizing or assisting in strikes.
20. Regular attendance in the class room as well as in the submission of periodical assignments is expected from the students. Any irregularity in this regard or absence without prior permission will be strictly viewed by the College and adversely affect the evaluation of the student concerned and may entail disciplinary action.
21. The Principal can suspend a student for irregular attendance for habitual neglect of homework, indolence, disobedience and disrespect towards teachers and office staff and for indecorous conduct.
22. Students should not indulge in misbehavior such as ragging, eve-teasing, etc., Such students shall be strictly dealt with as per law and may be dismissed from the College. (See Tamil Nadu Government Act in the upcoming pages).
23. Cell phones are strictly banned inside the College campus. Students are not permitted to use cell phones at any time or in any place in the College campus.

24. Students should avoid using any insulting, inciting, threatening language when talking with fellow students and should abstain themselves from violence.
25. Only Vegetarian Food is Permitted within the Campus. Non - Vegetarian Food in any form is Totally Prohibited.
26. Spitting Smoking, Alchohal strictly Prohibited the campus in any form is Consumption.
27. Consumption of alcohol, tobacco and tobacco products or any other which is hazardous to health, in and around the College is strictly prohibited.
28. Students are prohibited from damaging the building or any other property of the College in any way. The cost of any damage so caused will be collected from the students.
29. For certificates that are to be collected from the Principal's Office, the request letter must be submitted through Class-In-Charge & HOD giving two days in advance of the date of requirement.
30. The College reserves the right to delete, to add or amend the rules & regulations given above as and when deemed necessary.
31. Students are expected to maintain discipline in bus & bus stops and other public places.

Dress Code

Both men and women students are to dress modestly.

- ❖ Men students are expected to wear Neat and Formal dresses only. Students should not wear T.Shirts and Jeans while coming to the college.
- ❖ Girl students are permitted to wear chudidhars with their duppattas pinned, or sarees only. Sleeveless is not permitted. They are expected to braid their hair properly. Tight and transparent fittings are strictly prohibited. Students are requested to avoid wearing precious and costly jewellery.

The college authorities will not be responsible for the loss of the personal belongings of the students..

MOST IMPORTANT

TAMIL NADU GOVERNMENT GAZETTE EXTRAORDINARY

The following Act of the Tamil Nadu Legislative Assembly received assent of the Governor on the 14th February 1997 and is hereby published for general information.

Act No. 7 of 1997

An Act to prohibit ragging in educational institutions in the State of Tamil Nadu. Be it enacted by the Legislative Assembly of the State of Tamil Nadu the Forty eighth year of Republic of India as follows.

Short title, extent and commencement:

1. 1. The Act may be called the Tamil Nadu prohibition of Ragging Act 1997
2. It extends to the whole of the State of Tamil Nadu.
3. It shall be deemed to have come into force on the 19th day of December 1996.

Definitions

2. In this Act unless context otherwise requires, “ragging” means display of noisy disorderly conduct during any act which causes or is likely to cause physical or psychological harm or raise apprehension or fear shame or embarrassment to a student in any educational institution and includes.
 - a. Teasing, abusing of, playing practical jokes on, or causing hurt to such student **or**.
 - b. Asking the student to do any or perform something which such student will not in the ordinary course willingly do.

Prohibition of Ragging

3. Ragging within or without any educational institution is prohibited.

Penalty for Ragging

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

Dismissal of Student

5. Any student convicted of an offense under section I shall also be dismissed from the educational institution and such student shall not

be admitted in any other educational institution.

Suspension of Student

6. 1. Without prejudice to the foregoing provisions, whenever any student complains of ragging to the Head of an educational institution, or to any other person responsible for management of the educational institution, such head of the educational institution or person responsible for the management of the educational institution shall inquire into the same immediately and if found true shall suspend the student, who has committed the offense, from the educational institution.
2. The decision of the Head of the Educational institution or the person responsible for the management of the educational institution that any student has indulged in ragging under sub section (1) shall be final.

Deemed abetment

7. If the head of the educational institution or the person responsible for the management of the educational institution fails or neglects to take action in the manner specified in sub-section(I) of section 6 when a complaint of ragging is made, such person shall be deemed to have abetted the offense of ragging and shall be punished as provided for in section.

Power to make rules

8. 1. The state Government may make rules for carrying out all any of the purposes of the Act.
2. All rules made under this Act shall be published in the Tamil Nadu •Government Gazette and unless they are expressed to come in to force on a particular day, shall come into force on the day on which they are published.
3. Every rule under this Act, shall, as soon as possible after it is made, be placed on the table of the Legislative Assembly and if, before the expiry of the session in which it is so placed or the next session the Assembly makes any modification in any such rule, or the Assembly decides that the rule should not be made, the rule shall thereafter have effect only in such modified form or be of no effect, as the case may be, so, however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under

that rule.

Repeal and Saving-Tamil Nadu Ordinance 10 of 1996

9. 1. The Tamil Nadu Prohibition of Ragging Ordinance 1996 is hereby repealed.
2. Notwithstanding such repeal anything done or any action taken under the Ordinance shall be deemed to have been done or taken under this act.

(By Order the Government)

A.K. Rajan

Secretary to Govt. Law Dept.

Student Attendance & Leave Procedure

1. University and College rules require Regular Attendance in all classes.
2. For a Student to sit for the Autonomous Examination requires that he or she has (a) attended 75% of the working days and (b) satisfied the college by his or her conduct and academic progress, (c) The College expects the students to attend classes regularly.
3. **The decision of the Pricipal shall be final in all matters concerning attendance.**
4. The absentees must submit their application for leave to the Principal as early as possible following the absence and in any case within three days. Late leave applications will not be considered.
5. Student's leave applications should be in the prescribed format and should be countersigned by the parent/guardian, Class Teacher and H.O.D.
6. Application for sick leave for more than 3 days must be accompanied by a Medical certificate. **The Medical Certificate must be submitted on the day the student returns to the classes.**
7. A student who goes on leave / on duty for any occation (NSS, NCC, Sports, Cultural etc.) **must submit the application well in advance and that should be approved by the Principal.**
8. If a student is absent without leave for **more than 10 working days** at a stretch **his name will be removed from the rolls.**

Model Leave Application Form

Name of the Student :

Class and Section :

Roll No :

Day of absence :

Cause of absence :

Signature of the Parent/Guardian

Signature of the Student.

Signature of Class-in-charge

Signature of Head of the Dept.

Signature of the Principal

Issue of Certificates

1. A notice of **two working days** is necessary for the issue of the any Certificates.
2. T.C. and CC will be issued only after the payment of all fees and dues payable to the College.
3. For obtaining a TC, mark-lists & Provisional certificates after a period of one year from the date of leaving the college, a fee of Rs. 100/- for each year has to be paid. In the event of loss of original T.C., Mark-List the applicant has to produce a the complaint given to the Police for the loss of the original T.C.
4. For the issue of a Bonafide Certificate a fee of Rs.50- has to be paid.
5. Students should collect their, Semester Mark Statements from Examination department within six months from the conclusion of their Exams, otherwise a penal tee of Rs. 100/- will be changed for each mark statement.

LIBRARY AND THE STUDENTS

1. Library books are the assets of the college and its is the responsibility of all the students to handle them carefully.
2. Access to the library including entering in to the reading room is strictly on the basis of the students IDENTITY CARD. Without Identity Card no student is permitted even to enter in to the library. Borrowing of library books shall be allowed only on production of the Identity Card.
3. All students are required to sign in the register placed at the entrance of the library.
4. Personal belongings are to be kept outside the library.
5. No student shall deface the library books by underlining, scribbling notes, in the margin. Any damage, mutilation, theft and mal practice will be severely dealt with including imposing fine and suspension.
6. Printed books, note books are NOT allowed inside the library other than library books. If necessary only papers are allowed for reference to write notes.
7. Do not disturb the furniture in the library in any way.
8. All the UG students are permitted to take 2 books, PG students 3 books, for M.Phil and Research scholars 4 books at a time. The students can retain the books for a maximum period of 15 days only. If the students are desirous of extending the period, they shall do so only with the approval of the librarian, such extension shall be granted only for 15 days after which they have to return the books. If the due date falls on a holiday he/she should return it on the next working day. However, if a student wants to keep a book during the holiday (Except summer holidays) he/she has to return the books and borrow on the working day prior to commencement of holidays. These books can be returned on the reopening day. No book will be issued for use in the summer vacation. All books should be returned on or before the last working day of the college.
9. The Librarian can call for return of books at any time without assigning any reason.

10. If a student does not return the book when due or called for, a fine of Rs. 2 per day of default will be levied and the defaulting student will not be allowed the use of the library till the book is turned and the fine paid.
11. If a book is lost by a student he/she shall replace it with a **copy of the latest edition or pay the double the amount of book.**

Student Counselling System

1. The welfare of the students is looked after by Principal with the willing-co-operation of the staff. Besides there is a student's Counselling system in the College which aims at:
 - (a) Bringing about intimate contact between the teacher and the taught;
 - (b) Detecting and developing the latent talents in the students; and
 - (c) Making the student an accomplished, enlightened and useful citizen.
2. The Principal desires the co-operation of all the parents and guardians in the progress, education and conduct of the sons/daughters/wards.

Free Easy English Class

Communication skills in English is an indispensable qualification of this 21st century. To be competitive enough in this arena the students who were not exposed to this area much are spotted out and they are given ample training to meet out the necessities of the job market.

Free Computer Awareness Class

Exposure to Computer is an imperative need to people hailing from all walks of life. To fulfill this need Computer awareness classes are conducted for students on all Saturdays between 10.00 a.m. and 2.00 p.m

DEPARTMENTAL ACTIVITIES

1. தமிழ்த்துறை நிகழ்ச்சிகள்

1. “தமிழ் மன்றம்” தொடக்க விழா
2. மாணவர் அரங்கம்
3. முத்தமிழ் விழா - இயல்
4. முத்தமிழ் விழா - இசை
5. முத்தமிழ் விழா - நாடகம்
6. வள்ளலார் விழா
7. பாரதியார் விழா
8. அனைத்துக் கல்லூரி கவிதைப் போட்டி
9. அனைத்துக் கல்லூரி பேச்சுப் போட்டி
10. அனைத்துக் கல்லூரி கட்டுரைப் போட்டி
11. சிறப்புச் சொற்பொழிவு
12. “தமிழ் மன்றம்” நிறைவு விழா

2. Department of Management Studies

1. Departmental Association Inauguration
2. Intra & Inter-Departmental Management Events “Jains Gestor Casino 2016 - 17” viz., Stock Market Play, Business Quiz, Best Manager, Ad-Zap, Streets Interview, Corporate Grooming, etc.,
3. Inter-Collegiate Management Event - “Jains Esprit Gestionnaire 2016-17”
4. Parent - Teachers Meet
5. Workshop on Interview Techniques
6. International Guest Lecture
7. Career Opportunities in Banking and Finance
8. Career Opportunities in Marketing and Sales
9. National Research Conference on “Progress, Challenges and strategies in Business, Finance, Management, Economics and Information Technology in Global Market” (PCSGM'16)”
10. National Level Paper Presentation on ‘Recent Topics’ for Students
11. Industrial Visits
12. Management Day (Valedictory) Celebration

3. Department of English

1. Inauguration of English Association
2. Weekly Quiz Programme in English
3. Essay Competition in English
4. Oratorical Competition in English
5. Spell bee competition in English
6. Inter Collegiate Essay Competition in English
7. Inter Collegiate Oratorical Competition in English
8. National Seminar
9. Orientation
10. English Association Valedictory Function
11. Library Visit

4. Department of Commerce

1. Entrepreneurial Awareness Programme for III year students
2. Entrepreneurial Motivation and Development for III year students
3. Personality Development Programme for III year students
4. Inauguration of Departmental Association
5. Career guidance for commerce students organised by ICSI, Southern Regional Office, Chennai
6. Inter-Collegiate One day Seminar “Jainspire”
7. State Level Seminar
8. Effective Communication skills and strategies
9. HRD Programme to the III year students for the preparation of Bio-Data, Interview and Group Discussion
10. Parents/Teachers Meeting for the Department of Commerce

5. Department of Corporate Secretaryship

1. Inauguration of Department Association
2. Entrepreneurial Awareness Programme by EDI / MSME
4. Entrepreneurial motivation and development programme by EDI / MSME.
5. Personality Development Programme.

6. Talk on Stock Market.
7. Talk on Recent Trends in Banking.
8. Talk on Recent Trends in Corporate Law.
9. Effective Communication Skill. Development Programme
10. Special Lecture on Public Speaking.
11. HRD programme focussing on preparation of Bio-Data, attending interview and participating in Group Discussion.
12. One day Inter Collegiate Seminar "JAIN CORP".
13. Career guidance organised by ICSI, SIRC, Chennai.
14. Parents Meeting.
15. Valedictory Function.

6. Department of Computer Science

1. Inauguration
2. Technical Seminar on Applications of Networking
3. Seminar on personality empowerment
4. Industry visit (Multimedia industry)
5. Art of mind maximization
6. Parent - Teacher meet
7. Inter - Departmental meet
8. Talk on emerging trends on IT
9. Lecturer on way to success
10. Mock interview
11. Our CorporateVoice
12. One-Day workshop on effective communication
13. State level Conference
14. Discussion Forum
15. Intercollegiate Technical Symposium
16. Reality of IT industry - Special lecture
17. Technical Seminar & Valedictory

7. Training & Placement Cell Activities

1. Workshop on “Communication Skills”
2. Personality Development Program
3. Guidelines to “Resume Writing”
4. Seminar on “Current Trends & Opportunities in Job Market”
5. Aptitude & Reasoning
6. Workshop on “Speed maths”
7. Job Opportunities in Banking Sector
8. Career opportunities in Multimedia & Animation
9. Mock Group Discussion
10. Mock Interview
11. Workshop on “Employability Skills”
12. Training on BPO Sector
13. Industrial Visit
14. Job Fair
15. Placement Day

Date	Day	June 2018	Day order	No. of Working Days
1	Fri		-	-
2	Sat		-	-
3	Sun		-	-
4	Mon		-	-
5	Tue	World Environment Day	-	-
6	Wed		-	-
7	Thu		-	-
8	Fri		-	-
9	Sat		-	-
10	Sun		-	-
11	Mon		-	-
12	Tue		-	-
13	Wed		-	-
14	Thu	World Blood Donor Day	-	-
15	Fri	Ramzan	-	-

Success is a journey not a destination.

Date	Day	June 2018	Day order	No. of Working Days
16	Sat		-	-
17	Sun		-	-
18	Mon	College Opens for the II & III Year Students	1	1
19	Tue		2	2
20	Wed		3	3
21	Thur	International Yoga Day	4	4
22	Fri		5	5
23	Sat	International Olympic Day	-	-
24	Sun		-	-
25	Mon		6	6
26	Tue		1	7
27	Wed		2	8
28	Thu		3	9
29	Fri		4	10
30	Sat		5	11

சுதந்திரம் : நான் யாருக்கும் அழைமையில்லை எனக்கு அழைமை யாருமில்லை.

Date	Day	July 2018	Day order	No. of Working Days
1	Sun	Chartered Accountants Day	-	-
2	Mon		6	12
3	Tue		1	13
4	Wed		2	14
5	Thu		3	15
6	Fri		4	16
7	Sat	International Cooperative Day	5	17
8	Sun		-	-
9	Mon		6	18
10	Tue		1	19
11	Wed		2	20
12	Thu		3	21
13	Fri		4	22
14	Sat		-	-
15	Sun		-	-
16	Mon		5	23

A smile is an inexpensive way to improve your looks.

Date	Day	July 2018	Day order	No. of Working Days
17	Tue		6	24
18	Wed		1	25
19	Thu		2	26
20	Fri		3	27
21	Sat		4	28
22	Sun		-	-
23	Mon		5	29
24	Tue		6	30
25	Wed		1	31
26	Thu	Chaturmasya begins	-	-
27	Fri		2	32
28	Sat		-	-
29	Sun		-	-
30	Mon	Continuous Assessment-I Commences	3	33
31	Tue		4	34

பொறுமை கடலிலும் பெரிது. ஒன்றுபட்டால் உண்டு வாழ்வு

Date	Day	August 2018	Day order	No. of Working Days
1	Wed		5	35
2	Thu		6	36
3	Fri		1	37
4	Sat	Continuous Assessment-I Ends	2	38
5	Sun		-	-
6	Mon		3	39
7	Tue		4	40
8	Wed		5	41
9	Thu		6	42
10	Fri	Examination Application form by online - Begins	1	43
11	Sat		2	44
12	Sun		-	-
13	Mon	State Level Independence Day Cup	3	45
14	Tue		4	46
15	Wed	Independence Day	-	-
16	Thu		5	47

Change is the law of nature. Those who change survive, Those who dont perish.

Date	Day	August 2018	Day order	No. of Working Days
17	Fri		6	48
18	Sat		1	49
19	Sun	National Photography Day	-	-
20	Mon		2	50
21	Tue		3	51
22	Wed	Bakrid	-	-
23	Thu		4	52
24	Fri	Examination Application form by online - Ends	5	53
25	Sat	Onam	-	-
26	Sun	Rakshabandhan	-	-
27	Mon		6	54
28	Tue	Continuous Assessment-II Commences	1	55
29	Wed	National Sports Day	2	56
30	Thu		3	57
31	Fri		4	58

நல்ல புத்தகத்தை விட நல்ல நண்பன் வேறு எதுவுமில்லை

Date	Day	September 2018	Day order	No. of Working Days
1	Sat		-	-
2	Sun	Krishna Jayanthi	-	-
3	Mon		5	59
4	Tue	Continuous Assessment - II Ends	6	60
5	Wed		1	61
6	Thu	Paryushan Parva Begins	-	-
7	Fri	World Forgiveness Day	-	-
8	Sat		-	-
9	Sun		-	-
10	Mon		-	-
11	Tue		-	-
12	Wed		-	-
13	Thu	Vinayaka Chathurti	-	-
14	Fri	Paryushan Parva Ends	-	-
15	Sat		-	-
			-	-

Quality is never an accident. It is always an outcome of intelligent work.

Date	Day	September 2018	Day order	No. of Working Days
16	Sun	World Ozone Day	-	-
17	Mon		2	62
18	Tue		3	63
19	Wed		4	64
20	Thu		5	65
21	Fri	Muharam	-	-
22	Sat		-	-
23	Sun		-	-
24	Mon		6	66
25	Tue		1	67
26	Wed		2	68
27	Thu		3	69
28	Fri		4	70
29	Sat		5	71
30	Sun		-	-

“குழந்தை என்னும் மாறுவேடத்தில் கடவுள் உள்ளார்”

Date	Day	October 2018	Day order	No. of Working Days
1	Mon		6	72
2	Tue	Gandhi Jayanthi	-	-
3	Wed	Practical Exams. Commence	1	73
4	Thu		2	74
5	Fri		3	75
6	Sat		4	76
7	Sun		-	-
8	Mon	Practical Exams. End.	5	77
9	Tue	Model Exams. Commence	6	78
10	Wed		1	79
11	Thu		2	80
12	Fri		3	81
13	Sat		4	82
14	Sun		-	-
15	Mon	Dr. A.P.J. Abdul Kalam's Birthday	5	83
16	Tue	Model Exams End	6	84

Learning is a treasure that accompanies its owner everywhere.

Date	Day	October 2018	Day order	No. of Working Days
17	Wed		1	85
18	Thu	Ayudha Pooja	-	-
19	Fri	Vijaya Dashami	-	-
20	Sat		-	-
21	Sun		-	-
22	Mon	Arrear Exams. Begin	2	86
23	Tue		3	87
24	Wed		4	88
25	Thu		5	89
26	Fri		6	90
27	Sat		1	91
28	Sun		-	-
29	Mon		2	92
30	Tue		3	93
31	Wed		4	94

தந்தை தாய் பேண்

Date	Day	November 2018	Day order	No. of Working Days
1	Thu	Odd Semester Exams Begins	-	-
2	Fri		-	-
3	Sat		-	-
4	Sun		-	-
5	Mon		-	-
6	Tue	Deepavali Holiday	-	-
7	Wed	Deepavali Holiday	-	-
8	Thu		-	-
9	Fri	Dr. C.L. Metha Birthday	-	-
10	Sat		-	-
11	Sun	National Education Day	-	-
12	Mon		-	-
13	Tue		-	-
14	Wed		-	-
15	Thu		-	-
			-	

Be the change that you wish to see in this world.

Date	Day	November 2018	Day order	No. of Working Days
16	Fri		-	-
17	Sat	National Journalism Day	-	-
18	Sun		-	-
19	Mon		-	-
20	Tue		-	-
21	Wed	Milad - un - Nabi	-	-
22	Thu	Chaturmasya Ends	-	-
23	Fri	Karthigai Deepam	-	-
24	Sat		-	-
25	Sun		-	-
26	Mon	Classes Commence for the Even Semester	1	1
27	Tue		2	2
28	Wed		3	3
29	Thu		4	4
30	Fri		5	5

அன்பினால் ஆகாதது எதுவுமில்லை.

Date	Day	December 2018	Day order	No. of Working Days
1	Sat	World AIDS Day	6	6
2	Sun		-	-
3	Mon		1	7
4	Tue		2	8
5	Wed		3	9
6	Thu		4	10
7	Fri		5	11
8	Sat		-	-
9	Sun		-	-
10	Mon	Human Rights' Day	6	12
11	Tue		1	13
12	Wed		2	14
13	Thu		3	15
14	Fri		4	16
15	Sat		5	17
16	Sun		-	-

Manage yourself, lead others.

Date	Day	December 2018	Day order	No. of Working Days
17	Mon		6	18
18	Tue	College Closed for University Valuation	-	-
19	Wed		-	-
20	Thu		-	-
21	Fri		-	-
22	Sat	National Mathematics Day	-	-
23	Sun		-	-
24	Mon	National Consumer Day	-	-
25	Tue	Christmas	-	-
26	Wed		-	-
27	Thu		-	-
28	Fri		-	-
29	Sat		-	-
30	Sun		-	-
31	Mon		-	-

இறை பக்தி என்பது உயிர்களின் மூச்சுக்காற்றைப் போன்றது.

Date	Day	January 2019	Day order	No. of Working Days
1	Tue	New Year's Day	-	-
2	Wed		1	19
3	Thu		2	20
4	Fri		3	21
5	Sat		4	22
6	Sun		-	-
7	Mon		5	23
8	Tue		6	24
9	Wed		1	25
10	Thu		2	26
11	Fri		3	27
12	Sat	National Youth Day	-	-
13	Sun		-	-
14	Mon	Bhogi	-	-
15	Tue	Pongal	-	-
16	Wed	Thiruvalluvar day	-	-

Great works are performed, not by strength but by perserverance.

Date	Day	January 2019	Day order	No. of Working Days
17	Thu	Uzhavar Thirunal	-	-
18	Fri	Continuous Assessment - II Commences	4	28
19	Sat		5	29
20	Sun		-	-
21	Mon		6	30
22	Tue		1	31
23	Wed		2	32
24	Thu	Continuous Assessment - II Ends	3	33
25	Fri	National Voter's Day	4	34
26	Sat	Republic Day	-	-
27	Sun		-	-
28	Mon		5	35
29	Tue		6	36
30	Wed	Martyr's Day	1	37
31	Thu		2	38

இயற்கை வளம் காப்போம்; இப்பமான வாழ்வைப் பெறுவோம்

Date	Day	February 2019	Day order	No. of Working Days
1	Fri	Examination Application Form by online - Begins	3	39
2	Sat		4	40
3	Sun		-	-
4	Mon	World Cancer Day	5	41
5	Tue		6	42
6	Wed		1	43
7	Thu		2	44
8	Fri		3	45
9	Sat		-	-
10	Sun		-	-
11	Mon		4	46
12	Tue		5	47
13	Wed		6	48
14	Thu		1	49
15	Fri	Submission of Examination Application Form by online - Ends	2	50

Your attitude determines your altitude

Date	Day	February 2019	Day order	No. of Working Days
16	Sat		3	51
17	Sun		-	-
18	Mon	Continuous Assessment - II Commences	4	52
19	Tue	Dhanraj Baid Jain Birthday	-	-
20	Wed		5	53
21	Thu		6	54
22	Fri		1	55
23	Sat		2	56
24	Sun		-	-
25	Mon	Continuous Assessment - II Ends	3	57
26	Tue		4	58
27	Wed		5	59
28	Thu	National Science Day	6	60

யசித்திரு : தனித்திரு : விழத்திரு

Date	Day	March 2019	Day order	No. of Working Days
1	Fri		1	61
2	Sat		2	62
3	Sun		-	-
4	Mon		3	63
5	Tue		4	64
6	Wed		5	65
7	Thu		6	66
8	Fri	International Women's Day	1	67
9	Sat	Sports Day	2	68
10	Sun		-	-
11	Mon	Practical Exams. Commence	3	69
12	Tue		4	70
13	Wed		5	71
14	Thu		6	72
15	Fri	World Consumer Day	1	73
16	Sat		2	74

Learn from the mistakes of others, instead of making your own.

Date	Day	March 2019	Day order	No. of Working Days
17	Sun		-	-
18	Mon	Practical Exams Ends	3	75
19	Tue	Model Exams. Commence	4	76
20	Wed		5	77
21	Thu		6	78
22	Fri		1	79
23	Sat		2	80
24	Sun		-	-
25	Mon	Model Exams. Ends	3	81
26	Tue		4	82
27	Wed		5	83
28	Thu		6	84
29	Fri		1	85
30	Sat		2	86
31	Sun		-	-

எல்லா மனிதர்களையும் நம்பி விடுவது ஆபத்து; ஒருவரையும் நம்பாமல் இருப்பதும் பேராபத்து.

Date	Day	April 2019	Day order	No. of Working Days
1	Mon		3	87
2	Tue		4	88
3	Wed		5	89
4	Thu		6	90
5	Fri	End Semester Examination Commence	-	91
6	Sat	Ugadi	-	-
7	Sun	World Health Day	-	-
8	Mon		-	92
9	Tue		-	93
10	Wed		-	94
11	Thu		-	95
12	Fri		-	96
13	Sat		-	-
14	Sun	Tamil New Year Dr. Ambedhkar Jayanthi	-	-
15	Mon		-	97

Do not give up, the beginning is always the hardest.

Date	Day	April 2019	Day order	No. of Working Days
16	Tue		-	98
17	Wed	Mahaveer Jayanthi	-	99
18	Thu		-	100
19	Fri	Good Friday	-	-
20	Sat		-	-
21	Sun		-	-
22	Mon	World Earth Day	-	-
23	Tue		-	-
24	Wed		-	-
25	Thu		-	-
26	Fri		-	-
27	Sat		-	-
28	Sun		-	-
29	Mon		-	-
30	Tue		-	-

நிம்மதி, என்ற சொல்லின் முதல் கடை எழுத்துக்கள் நிதி.

Date	Day	May 2019	Day order	No. of Working Days
1	Wed	May Day	-	-
2	Thu		-	-
3	Fri		-	-
4	Sat		-	-
5	Sun		-	-
6	Mon		-	-
7	Tue		-	-
8	Wed	World Red Cross Day	-	-
9	Thu		-	-
10	Fri		-	-
11	Sat		-	-
12	Sun		-	-
13	Mon		-	-
14	Tue		-	-
15	Wed		-	-
16	Thu		-	-

If you want to test a man's character, give him power.

Date	Day	May 2019	Day order	No. of Working Days
17	Fri		-	-
18	Sat		-	-
19	Sun		-	-
20	Mon		-	-
21	Tue		-	-
22	Wed		-	-
23	Thu		-	-
24	Fri		-	-
25	Sat		-	-
26	Sun		-	-
27	Mon		-	-
28	Tue		-	-
29	Wed		-	-
30	Thu		-	-
31	Fri	Anti - Tobacco Day	-	-

கடமையை செய் பலனை எதிர் பார்த்தாகாதே.

List of Restricted Holidays

Hindus / General

1. Varalakshmiviratham
2. Aadi Perukku
3. Yajur Upa Karma
4. Rig Upa Karma
5. Gayathri Japam
6. Onam
7. Deepavali Nonbu
8. Karthigai Deepam
9. Vaikundha Ekadasi
10. Aarudra Dharshanam
11. Bhogi
12. Thai Poosam
13. Mahasivarathri
14. Masi Maham
15. Chitra Pournami
16. Sama Upa Karma
17. Sri Gurunanak
Devji Birthday

Christians

1. All Souls day
2. Christmas Eve
3. New Year Eve
4. Montieth Thursday
5. Easter
6. Ash Wednesday

Muslims

1. Shabe Miraj
2. Shabe Barath
3. Shabe Khader
4. Hijra New Year
5. Mohideen Andavar Urz
6. Arfa

Unique Features

National Cadet Corps (N.C.C)

Aims of NCC

- (a) Development of leadership, character, Comradeship, Spirit of Sportmanship and the idea of Service.
- (b) Stimulating interest in the defence of the country and building up a Reserve of Potential Manpower during emergency.

Incentives to NCC Cadets:

- (a) Preference is given to NCC Cadets at the time of recruitment in Police, B.S.F., CISF and Para Military Forces.
- (b) NCC 'C' Certificate holders will be given preference at the time of recruitment into Indian Armed Forces (Infantry, Navy and Air Force) under Direct Recruitment category.
- (c) Preference is being given to NCC Cadets at the time of recruitment in more than 250 corporate houses.
- (d) 5% to 10% seats are reserved for NCC Cadets in universities and colleges for professional courses.
- (e) Director General NCC Scholarship is being given to meritorious NCC cadets at the State level.

Utilities of NCC

- (a) Guard of Honour to visiting V.I.Ps & Dignitaries to the college.
- (b) Participation in various social service activities in and around the college.

National Service Scheme (N.S.S.)

The aims of National Service Scheme may be broadly listed as follows:

1. To be actively and constructively involved in the needs and problems of the community particularly be working with the poor around the college.

2. To instill a feeling of social concern for the under-privileged.
3. To create respect for the dignity of labour, specially through participation in manual work.
4. To train students towards responsible and responsive leadership, by making them familiar with skills, social work tools and techniques answerable to the needs of modern times.

These aims are to be carried out by a wide variety of service projects, and selected and operated by the students themselves under the guidance and supervision of the staff.

Realizing the importance of their role of NSS, the College is making an attempt to integrate it into the curriculum, so that work, service and education go hand in hand. It expects every student to be involved in any one of its various development projects and thus fulfil its objective of being an agent of social change.

Scouts and Guides Unit

Bharath Scouts & Guides Unit of Dhanraj Baid Jain College was started in the year 1975, with the initiative of Late Shri Dr. C.L. Metha, the Founder Secretary of the College. It was formed with the motive of inculcating healthy practices in students.

The main aim of the unit is to develop a “service bond” among the student community.

This unit conducts various programmes to initiate the leadership quality and to highlight the hidden talents of the students.

Health Centre

A health centre has been functioning in our college (Room No.26) to cater to the health needs of the Staff and the Students Dr. A. Kalai Selvan, M.B.B.S., visits health centre on Monday, Wednesday & Friday between 12.00 Noon to 2.00 PM. Staff and Students can make use of the Health Centre for their general ailments and for emergency medicare

Departmental Associations

Associations of English, Tamil, Computer Management Studies, Commerce, Corporate Secretaryship are held and students should take active part in the programmes arranged on behalf of these associations.

Identity Cards

Each student of this College is expected to wear the identity card issued by the college. No Student is permitted to enter in the campus without ID Card. Some of the specific uses of the ID Card are given below.

1. To get concessional tickets to travel by Bus, Rail or Air.
2. To become a member of the U.S.I.S. Library, British Council Library, Connemara Library or Local Library Authority and to enable the students to borrow books.
3. For postal identity.
4. To get the magazine, campus FORUM etc.
5. For the receipt of payment of fee concession, Scholarship etc, at the College counter.
6. As a general identity card.
7. To get hall tickets for the University Automous Examinations.

Students should meet their Head of the Department to get their identity card.

College Union Composition

All students of the College are “ipso facto” members of the College Union. The Union will have a Chairman, a Vice-Chairman, a Secretary and a Joint-secretary. The Union office bearers are elected from among the students of the College. The Union will have an Executive body known as Students’ Council. The students council will consist of the principal, four vice presidents and the student office bearers of the College Union. The Vice-presidents are members of the faculty nominated by the Principal.

Functions:

It is the responsibility of the office bearers of the union to arrange for monthly meeting inviting eminent persons from all walks of life. The Union will have a simple inaugural function in August. All other associations and clubs will be inaugurated immediately after that. The Union activities for the year will end with a valedictory function in the first week of February. All activities and programmes of the college union shall have the students council which will meet once in three months to review the functioning of the union. The union office bearers are accountable to the students council.

Eligibility:

Students should have appeared and passed all the papers of the End Semester examination meant for them held before the date of filing the nomination.

They should not be in arrears of payment of fees to the college.

Conduct:

The office bearers of the college union shall conduct themselves with dignity and responsibility. In addition to the general rules of attendance and discipline, the college union office bearers had be governed by the code of conduct issued by the Government of Tamilnadu.

கல்லூரி கல்வி இயக்குநர் அவர்களின்
செயல்முறைகள்
சென்னை - 600 006.

ந.க. எண். 57638/ஜே 6/82 நாள் (20.09.1992)
திருவள்ளூர்வராண்டு 2013, துந்துபி, புரட்டாசி 4
பொருள் : கல்லூரிகள் பொது விதிமுறைகள் குறித்து

மாணவப் பேரவை அலுவலர்க்குரிய வழிகாட்டு விதிகளின் தொகுப்பு (ஆங்கிலம் மற்றும் தமிழ்) அனைத்துக் கல்லூரி முதல்வர்களுக்கும் உரிய நடவடிக்கைகளுக்கு அனுப்பலாகிறது. முதல்வர்கள் அதனைத் துணை கொள்ளுமாறு வேண்டப்படுகின்றனர்.

இச்சுற்றறிக்கையைப் பெற்றுக் கொண்டதற்கான ஒப்புதலை அளிக்குமாறு அனைவரும் கோரப்படுகின்றனர்.

நா. அனந்தபத்மநாபன்
கல்லூரி கல்வி இயக்குனருக்காக

பெறுநர்

அனைத்துக் கல்லூரி முதல்வர்கள்
தமிழ்நாடு அனைத்து மண்டலத் துணைக்
கல்லூரிக் கல்வி இயக்குநர்கள்

உண்மை நகல்/உத்தரவுப் படி/அனுப்பலாகிறது
ஒம்/.....
கண்காணிப்பாளர்.

கல்லூரிகளில் தேர்ந்தெடுக்கப்பெற்ற மாணவர்
அலுவலர்க்குரிய வழிகாட்டி விதிகளின் தொகுப்பு

1. பேரவை அலுவலர்கள், மாணவரின் நுண்ணறிவும் மக்கட பண்பும், மேலோங்குவதற்குரிய பணிகளைக் கல்லூரி முதல்வரும் பணியாளரும் மேற்கொள்ளும் போது இணைந்து ஒத்து செயல்படுவர்.
2. பேரவை அலுவலர்கள், கல்லூரி வளாகத்தின் இயல்பான நடைமுறையைக் குலைக்கும் எவ்வித ஒழுக்கமற்ற செயலிலும் தம்மை ஈடுபடுத்திக்கொள்ள மாட்டோம் என்ற பொறுப்பினைத் தாமே தம்மீது வரம்பாக ஏற்றுக் கொள்வர்.
3. கல்லூரியில் ஏற்படும் சிக்கல்களுக்கு / முரண்களுக்கு முறையிட்டு, பேச்சு வார்த்தை நெறிகளிலேயே தீர்வுகாண வேண்டும். பிற வழிகளை மேற்கொள்ளலாகாது.

4. கல்லூரிப் தொடர்பில்லாத புறம்பான பிரச்சனைகளில் தலையிடக்கூடாது.
5. கல்லூரிப் பேரவையில் வரம்புக்குள் வராத பொருள்களையும் காரணங்களையும பொறுப்புடையவர் போல் எடுத்து மொழிவது எவ்விதச் சூழ்நிலையிலும் தம்முடைய கடமை எனக் கருதக் கூடாது.
6. தனிப்பட்டவரின் அக்கறைக்குரிய பொருள் பற்றி அன்றி பெரும்பாலான மாணவர்களின் அக்கறைக்குரிய பொருள்களைப் பற்றியே பேரவை அலுவலர்கள் முதல்வரிடம் எடுத்துமொழிவர்.
7. முதல்வர் பொறுப்பில் அடங்கிய ஒழுக்கம், அதன் மீது எழும் நடவடிக்கை ஆகியவற்றில் நேர்முகமாகவோ மறைமுகமாகவோ பேரவை அலுவலர்கள் தலையிடக் கூடாது.
8. துறைமன்றங்களின் அலுவலர்களும் ஆசிரிய அறிவுரையாளர்களும் கொண்ட பரிந்துரையினையும் முதல்வரின் ஏற்பு அனுமதியினையும் பெறாத எந்த ஒரு நிகழ்வினையோ செய்யக்கூடாது.
9. கல்லூரி ஒப்பும் ஏற்பும் பெறாமல் வெளியாரைக் கல்லூரிக் கூட்டங்களுக்கும் விழாக்களுக்கும் பேரவை அலுவலர்கள் வரவழைத்தல் கூடாது.
10. முதல்வரின் தனித்த இசைவு பெற்றதற்கு அன்றி பேரவை அலுவலர்கள் தம்மை எவ்வித நிதி தீரட்டும் செய்யலிலும் ஈடுபடுத்திக் கொள்ளக் கூடாது.
11. மேற்கூறப்பட்ட நெறிகளைக் கடைப்பிடித்தல் வேண்டும். இவற்றிலிருந்து பிறழ்வோர் மீது தக்க நடவடிக்கை எடுக்கப்படும்.

Code of Conduct for the elected student - Office Bearers.

1. The office bearers of the college union shall co-operate fully with the principal and staff of the college in promoting intellectual and Cultural activities amongst students.
2. The college union office bearers shall impose on themselves the responsibility of not involving in any act of indiscipline leading to disruption of normal life in the campus,
3. The problems/issues in the college shall be resolved by representation and negotiations and not by resorting to any other method.

4. The office bearers shall not involve in any issues not connected with the college.
5. The office bearers shall under no circumstances, deem it as a part of their duty to represent to the authorities on matters and causes which do not fall under the purview of the college union.
6. The office bearers may make their representations to the Principal on matters pertaining to the general interest of the students only and not on individual cases.
7. The office bearers shall not interfere directly or indirectly in matters involving discipline and action thereon which are the responsibilities of the Principal.
8. No decision on the activities/programmes of the college union shall be taken by the union office bearers except with the recommendation of the Student's Council consisting of the class representatives and staff advisers and approval of the Principal.
9. It shall be obligatory on the part of the College Union office bearers to present the statement of accounts twice a semester to the Student's Council.
10. The office bearers shall not invite anyone not connected with the college for meetings and functions except with the specific approval and consent of the principal.
11. The union office bearers shall not issue any press statement pertaining to the college matters without the permission of the Principal.
12. The union office bearers shall not involve themselves in any kind of fund raising campaigns except with the specific approval of the principal.
13. The above said instructions shall be followed and those who violate shall be dealt with suitably.

Scholarships and Concessions

The Government of India and the State Government award fee concession and scholarships to poor and deserving students, For each of these fee concession and scholarships, students have to apply on the prescribed forms which will be made available.

The fee concessions and scholarships are liable to be withdrawn for poor attendance and progress, anti-social or subversive activities.

All kinds of scholarships will be sanctioned subject to 90% attendance of the student. The payment of the scholarships amount is dependent on maintenance of 90% of the attendance and no relaxation of this rule will be granted to anybody.

Given below are few details regarding scholarships available to students of Arts and science Colleges. For further details the students are advised to contact the College Office.

1. National Merit Scholarship

Based on X Standard marks for Plus 2 and Degree classes and undergraduate marks for P,G. Courses. Minimum marks 60% in aggregate. Income for parents should not exceed Rs.25,000/- per annum.

2. State Scholarship for the Children of School Teachers

Available only to children of all working teachers of recognised primary and secondary schools. Parental income should not exceed Rs.1,000/- per mensem. Minimum marks 60% in the aggregate in the qualifying examination.

3. State Government Merit Scholarship Scheme

This Scholarship is available to meritorious students who come first in the state in S.S.L.C. / Matriculation / AISLC / India Council for Secondary Education / C.B.S.E. Whose parental income does not exceed Rs.25,000/- per annum.

4. Scholarship in Jawaharlal Nehru University School of International Students, New Delhi : The Scholarship is available to a bonafide

resident of Tamil Nadu intending to take up M.Phil/Ph.D. Course for Advance Studies of International affairs at the school & the Candidates should be below 25 years of age.

5. Scholarship at the Rashtriya Indian Military College Dehradun : These Scholarships are available to candidates natives of Tamil Nadu or domiciled there in who secure admission in the Rashtriya Indian Military College.

6. **Award of Scholarship to cadets belonging to Tamil Nadu in National Defence Academy, Khadakvasla : PUNE.**

These Scholarships are available to cadets belonging to Tamil Nadu in the Defence Academy, Khadakvasla Maharashtra State.

7. **Educational Concession and Scholarship to the children of Repatriates from Sri Lanka :**

Students of degree classes should have secured 50% marks. They should be children of Repatriates of Sri Lanka. Income of parents should be not more than Rs.500/- per month.

8. Scheme of Scholarship to students from Non-Hindi speaking state for Post Matric studies in Hindi :

These scholarships are available to students of Higher Secondary/ pre-degree/Intermediate or equivalent examinations.

9. First degree courses on the basis of Higher Secondary/Indian school certificate/Intermediate or equivalent examinations, M.A., (Hindi) on the basis of B.A., B.Sc., B.Com., or equivalent examinations.

Only candidates whose mother tongue is not Hindi and who belong to non-Hindi speaking states and who take Hindi as a subject their course of study are eligible for this scholarship. The state Government offers the following concessions also.

10. Educational concessions and scholarships to the children of Freedom Fighters.
11. Educational concessions and scholarships to the children/ dependents of Defence Service Personnel.

12. Jawaharlal Nehru Science Talent Book Scheme. Science Books worth Rs.2000/- is given to boys and girls of first year B.Sc., degree class on basis of merit.

13. National Loan Scholarships

About 1500 scholarships are allocated to Tamil Nadu every year. Students who pass the qualifying examination with atleast 50% marks and whose parental income does not exceed Rs.12,000/- per annum are eligible to apply.

14. State Collegiate Scholarships

The scholarship under this scheme is open only to students belonging to Tamil Nadu or domiciled therein. These are awarded on the basis of the results of the qualifying examinations to students whose parental income does not exceed Rs.6,000/- per annum.

15. Award of Anglo-Indian Scholarship

these are available to Anglo-Indian students doing their studies in Tamil Nadu.

16. Adhoc Merit Grant Scheme

SC/ST students of first year degree who have 60% and above in Higher Secondary Examinations are eligible for a book grant of Rs.300/-. This is not renewable.

17. Under Rule 92 TNER

- (a) Half fee concession to Backward class (subject to income limit specified)
- (b) Full fee concession to Most Backward classes and denotified tribes (subject to income limit specified)
- (c) Full fee concessions for SC (subject to income limit specified)

18. Educational concessions to the children of Government servants who die in harness

Tuition fee, special fee and cost of the books purchased reimbursed.

19. Residential non-residential state scholarship for BC and MBC (subject to the income limit and merit)

20. Residential and non-residential scholarship for SC and ST.

21. Tamil Harijan welfare loan scholarship Residential SC/ST students (besides Post-Metric scholarship)
22. Scholarship for the physically handicapped For the natives of Tamil Nadu subject to the income limit and merit specified,
- 23. Post-Metric Scholarship**
SC/ST students subject to the progress and promotion.
- 24. Physically handicapped scholarship**
To, blind, deaf and orthopedically handicapped children.
- 25. Scholarship from amalgamated Funds, Directorate of Ex-Servicement Welfare.**
To dependents of ex-servicemen whose income does not exceeds Rs.650/- per month and in special cases to bright students whose parental income is less than Rs.750/- per month.
- 26. Maharani Vidyavathi Devi of Vizianagaram Endowment Scholarship,**
Value of Scholarship : Rs. 960/-for year.
Eligibility : All, I, II and III years students without arrears
Income limit : 2,000/- per month,
27. In the name of former Principal K.S. Nagarajan an endowment for Rs. 20,000/- has been created for granting scholarship to students.
28. In the name of Shri. Shanthi Rajaiah, our retired staff Prof. K.N. Vasupaliah donated Rs. 50,000/- for granting scholarship to students of Economics,
- 29. Sultan Chand Dropadi Devi Memorial Scholarship Endowment:**
An award of Rs. 250/- per month for a II B.Com. (General) student.

Prizes**ACADEMIC**

1. Sri. Ladmal Bhandari Rolling Cup for the best team in inter collegiate oratorical contest in Hindi.
2. Donated by Kalyanmal Prakashmal Chordia Trust Misrimal Kalyanmal Chordia Memorial Medal for the student who secures the highest aggregate marks in B.Com., Final Examination.
3. Rolling Cup for the best team in inter-Collegiate Oratorical contest in Telugu.
4. Rolling Shield for the best team in the inter-Collegiate oratorical contest in Tamil donated "by SUTTY" Monthly Magazine Chennai.
5. Cash Prize by Sri. Champalal Savansukha Charitable Trust for the Best three students of our college who secure ranks in the University examinations in any subject.

SPORTS AND ATHLETICS

1. Sri. Ramana Rao Rolling Shield for Sports and Athletics donated by Sri. P.M. Gopalakrishna.
2. Thiagaradha Rolling Shield for Volley Ball donated by Sri. T. Rajendran.
3. Surana Rolling Shield for Cricket donated by Proprietor of Surana & Co.
4. Surana Rolling Shield for Badminton donated by the Proprietor of Surana & Co.
5. Surana Rolling Shield for Basket Ball and Dhanraj Baid Memorial Rolling Trophy for inter-Collegiate Kabadi Tournament donated by the Proprietor of Surana & Co.

Alumni Association

Student who are coming out of the college after Graduation or Post Graduation can become members of the Alumni Association. The Association aims at instilling a sense of belonging and togetherness even after years of separation. Frequent meetings under the auspices of the Association will offer a platform for the members to interact each other. Mutual help, if any, can be had of. Constructive suggestions can be brought to the attention of the college authorities. It will help to formulate policies for implementation.

Responding to the old students and keeping the welfare of the present students in mind, the college could strive to do all that is good for the future students which will catapult the college to the summit of fame and name.

The college has a well knit Alumni Association which is very much active. The Alumni Association of D.B. Jain College has towering personalities such as I.P.S. Officers, State and Central Govt. Officers, Bank Officers, Cine Actors and Directors, Educationists, Industrialists, Editors of leading Magazines, MLA's, Panchayat Chairman and Councillors.

The Association makes all out efforts to improve the development of the college. It is gratifying to note that the present Secretary (Admin) of the college Dr. Harish L Metha - the illustrious son of Late. Dr. C. L. Metha - the founder secretary of our college, is an alumnus of our college and incidentally a dynamic member of the Alumni Association of the college.

Time Table (Odd Semester)

	1st Hour	2nd Hour	3rd Hour	4th Hour	5th Hour
Day I					
Day II					
Day III					
Day IV					
Day V					
Day VI					

Time Table (Even Semester)

	1st Hour	2nd Hour	3rd Hour	4th Hour	5th Hour
Day I					
Day II					
Day III					
Day IV					
Day V					
Day VI					

STUDENT'S LEAVE RECORD SHEET

Month	No. of Working Days	No. of Days Present	No. of Days Absent	Reason for Absence
June 2018	11			
July 2018	23			
Aug 2018	24			
Sep 2018	13			
Oct 2018	23			
Nov 2018	05			
Dec 2018	13			
Jan 2019	20			
Feb 2019	22			
Mar 2019	26			
Apr 2019	14			
Grand Total	194			



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विराटविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

Quality Profile

Name of the Institution : Dhanraj Baid Jain College (Autonomous)

Place : Thorapakkam, Chennai, Tamil Nadu

Criteria	Weightage (W _i)	Criterion-Wise Grade Point Averages (Cr _i GPA)	W _i X Cr _i GPA
I. Curricular Aspects	100	3.50	350
II. Teaching-Learning and Evaluation	350	3.00	1050
III. Research, Consultancy and Extension	150	2.87	431
IV. Infrastructure and Learning Resources	100	3.20	320
V. Student Support and Progression	100	3.00	300
VI. Governance and Leadership	150	3.37	506
VII. Innovative Practices	050	3.00	150
Total	$\sum_{i=1}^7 W_i = 1000$		$\sum_{i=1}^7 W_i \times Cr_i \text{ GPA} = 3107$

$$\text{Institutional Score} = \frac{\sum_{i=1}^7 W_i \times Cr_i \text{ GPA}}{\sum_{i=1}^7 W_i} = \frac{3107}{1000} = 3.11$$

Grade = **A**

Descriptor = **VERY GOOD**

Date : January 05, 2013



HARSHAN
Director

- This certification is valid for a period of Five years with effect from January 05, 2013
- An Institutional CGPA on four point scale in the range of 3.01 - 4.00 denotes A grade (Very Good), 2.01 - 3.00 denotes B grade (Good), 1.51 - 2.00 denotes C grade (Satisfactory)
- Scores rounded off to the nearest integer

D.B. JAIN COLLEGE

NOTES