



# **DHANRAJ BAID JAIN COLLEGE**

## **(AUTONOMOUS)**

Owned & Managed by Tamil Nadu Educational and Medical Foundation  
A RELIGIOUS MINORITY INSTITUTION



**DARKNESS TO LIGHT**

**Academic Calendar**  
**2025-2026**



## **SETH SRI. DHANRAJ BAID**

Shri. Dhanraj Baid hailed from Lakshkar (Gwalior) in M.P. He came to Chennai in the year 1903 and started his business career, During the early 1930's and 1940's he became a leading member of the Jain community and contributed his wealth for the growth and welfare of the activities of Jains in particular and the society in general. He executed a will earmarking all his properties for the pursuit of higher education which culminated in the establishment of the Dhanraj Baid Jain College in the year 1972.



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**Tamil Nadu Educational and Medical Foundation**

A Jain Minority Institution, Co-Education

Approved by Government of Tamilnadu

Affiliated to University of Madras

“A” Grade in NAAC, 4th Cycle

Rajiv Gandhi Salai, Jyothi Nagar, IT Corridor, Thoraipakkam,  
Chennai - 600 097. Tamilnadu, India.

Tel : +91 72000 71798

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Email : [dbjainmca@yahoo.co.in](mailto:dbjainmca@yahoo.co.in)



## **ACADEMIC CALENDAR**

### **2025 - 2026**

## College Prayer

<p><b>Jain Mahamantra</b> NAMO Arihantanam</p>	<p><b>தமிழாக்கம்</b> நமக்குள்ளிருக்கும் பற்று, வெறுப்பு ஆகிய எதிரிகளை அழித்து ஜீவன் முக்தர்களாக விளங்குபவர்களை வணங்குகிறேன்.</p>
<p>NAMO Siddhanam</p>	<p>கர்ம வினைகளை ஒழித்து அமரர்களாகி விட்ட சித்தர்களை வணங்குகிறேன்.</p>
<p>NAMO Aayariyanam</p>	<p>ஐஜன சமயத்தின் தலைசிறந்த சாதுக்காளாகிய ஆசிரியர்களை வணங்குகிறேன்.</p>
<p>NAMO Vuvajzhayanam</p>	<p>நமக்கு நல்வழிகாட்டும் கல்வியிற்சிறந்த குருமார்களை (உபாத்யாயர்களை) வணங்குகிறேன்.</p>
<p>NAMO Loye Savve Sahunam</p>	<p>இவ்வலக பந்தங்களினின்று விடுபட்டு, பேரின்பமாகிய வீடு பேற்றை (மோட்சத்தை) நாடும் எல்லா சாதுக்களையும் வணங்குகிறேன்.</p>
<p>Ayso Pancha Namu Karo</p>	<p>இந்த ஐந்து வித நமஸ்காரங்களும்</p>
<p>Savva Paava Pano Sano</p>	<p>எல்லா வித பாவங்களையும் அழிக்கும்</p>
<p>Mangala Nancha Savvesim</p>	<p>எல்லா வித மங்களங்களையும் விட</p>
<p>Padhamam Havai Mangalam</p>	<p>இது மிக உன்னதமான மங்களமாகும்</p>

### 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 Upadhayayas, the adepts, guiding the scholar - ascetics
- To All the sadhus, the ascetics devoted to the contemplation of self I  
make obeisance humble.

**STUDENTS PERSONAL PROFILE**



Name of the Student: Ms/ Mr. : \_\_\_\_\_

Phone No.: \_\_\_\_\_ E-mail: \_\_\_\_\_

Roll No: \_\_\_\_\_ Branch: \_\_\_\_\_

Year: \_\_\_\_\_ Semester: \_\_\_\_\_ Section: \_\_\_\_\_

University Register No: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Blood Group:- \_\_\_\_\_

Local Residential Address:                      Permanent Residential Address:

_____	_____
_____	_____
_____	_____
_____	_____

Name of the Class Advisor: \_\_\_\_\_

Phone Number of the Class Advisor: \_\_\_\_\_

Name of the Proctor: \_\_\_\_\_

Phone Number of the Proctor: \_\_\_\_\_

Allergy ( If any) \_\_\_\_\_

Name of the Person to contact in Emergency with phone number

\_\_\_\_\_

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## தமிழ்த்தாய் வாழ்த்து

நீராருங் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்  
சீராரும் வதனமெனத் திகழ்பரதக் கண்டமீதில்,  
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!



- மனோன்மணியம் 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



- Rabindranath Tagore

## **PLEDGE TO THE NATION**

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

## **GOLDEN PRECEPTS**

The best day	– <b>TODAY</b>
The greatest need	– <b>DISCIPLINE</b>
The greatest teacher	– <b>NATURE</b>
The greatest sin	– <b>FEAR</b>
The greatest troublemaker	– <b>GOSSIP</b>
The meanest feeling	– <b>JEALOUSY</b>
The most expensive indulgence	– <b>HATE</b>
The cheapest, easiest, stupidest thing to do	– <b>FAULT FINDING</b>
The worst bankruptcy	– <b>THE SOUL THAT LOST ITS CHEER</b>
The best part of anyone's religion	– <b>CHEERFULNESS</b>

## **JAINISM - THUS SPOKE LORD MAHAVEER**



### **DARKNESS TO LIGHT**

- ✘ Every Soul is independent. None depends on other
- ✘ All soul are alike. None is superior or inferior
- ✘ Every soul is in itself absolutely omniscient and blissful. The bliss does not come from outside.
- ✘ All human beings are miserable due to their own fault, and they themselves can be happy by correcting these faults.
- ✘ The greatest mistake of soul is non recognition of its real self and can only be corrected recognizing itself.
- ✘ There is no separate existence of God. Everybody can attain. Godhood by making supreme efforts in the right direction.
- ✘ Know thyself, recognize thyself, be immersed by thyself you will attain Godhood. God is neither the creator nor the destructor of the Universe. He is merely a silent observer and omniscient.
- ✘ One, who - even after knowing the whole universe can remain unaffected and unattached, is God.
- ✘ Fight with yourself, why fight with external foes? He who conquers himself through himself will obtain happiness.
- ✘ A man is seated on top of a tree in the midst of a burning forest. He sees all living beings perish. But he doesn't realize that the same fate is soon to overtake him also. That man is a fool.
- ✘ All beings hate pain. Therefore one should not hurt or kill them. Ahimsa (non-violence) is the highest religion.

## **Our Mission**

To instill an everlasting urge in the students to learn and to think clearly and objectively; in addition 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 - into a total human being vibrant with honesty, sincerity and truthfulness and is thus established in godness 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.

**MAXIMUM PERIOD FOR COMPLETION OF THE PROGRAMS TO QUALIFY FOR A DEGREE**

A Student who for whatever reasons is not able to complete the programs within the normal period (N) or the Minimum duration prescribed for the programme, may be allowed two years period beyond the normal period to clear the backlog to be qualified for the degree. Time Span = N + 2 years for the completion of programme. (UG - 3+2 Years. PG - 2+2 Years)

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**IMPORTANT NOTICE**

**RAGGING IS A PUNISHABLE OFFENCE**

Ragging in any form, in any place or time is a cognizable offence that will attract severe punishment including summary expulsion from the college. Any violation of this rule will lead to dismissal of students involved as per the act of Govt. of Tamilnadu and UGC guidelines. Any student who directly or indirectly commits, participates in, abets or propagates RAGGING within or outside the educational institution shall be punished with imprisonment which may extend up to 2 years and shall also be liable to a fine which may extend up to Rs 2,50,000/ He/She shall also be dismissed from the educational institution and such student shall not be admitted in any other educational institution.

**RESTRICTIONS ON USE OF MOBILE PHONES**

Use of mobile phones inside the college is strictly prohibited. If anyone is found using mobile phones, sending SMS etc., inside the college, stringent action will be taken and the mobile phones will be confiscated and will not be returned. However, in case of emergency parents can contact their son/daughter on the following number:

Mobile number: **7200071798**



**PREVENTION OF TOBACCO PRODUCTS**

Use of tobacco products is strictly prohibited inside the college. As per the Cigarettes and Tobacco Products Act, the sale of cigarettes and tobacco products is banned within a radius of 100 yards from this college.

**Non-Vegetarian Food (Including Egg) in any form inside the Campus is Strictly Prohibited**

**TAMILNADU EDUCATIONAL AND MEDICAL FOUNDATION**

(CIN: U85300TN2021NPL142123)

(Formerly known as Tamilnadu Educational and Medical Trust)

Board of Directors  
**Sri. Lalchand Munoth**  
Chairman

**Dr. Harish L Metha**  
Secretary - Administration

**Sri. Jaswant Munoth**  
Secretary - Finance & Secretarial

**Shri.Abhishek Siroya**

**Sri.R.Dharmendra Savansukha**

**Sri.S.Mahaveerchand Jain**

**Sri.Vinaychand Galada**

**Sri.M.Shantilal Munoth**

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. Sri.Ratanchand Savansukha, the Founder Trustee and Sri.Sundarlal Nahata, Sri.S.Suganmal Srisrimal, 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 Madras and elsewhere together with donations, contributions and collection to be secreted and collected and realized by them.

**The Broad base of 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. Sri.J.Pukhraj Jain ceased to be a Trustee on his demise in September 2019.

### **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 land.

### **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 came forward with a donation of Rs.10 lakhs in 1984. The polytechnic was named after the Chariman's father 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.

**Conversion:**

Tamilnadu Educational & Medical Trust was converted into Tamilnadu Educational & Medical Foundation, a company registered under Section 8 of Companies Act, 2013 with effect from 1<sup>st</sup> April 2021.



**BOARD OF DIRECTORS OF THE  
TAMILNADU EDUCATIONAL & MEDICAL  
FOUNDATION**

Shri. M. Lalchand Munoth	Chairman
Dr. Harish L Metha	Secretary (Administration)
Shri. Jaswant Munoth	Secretary (Finance & Secretarial)
Shri. Abhishek Siroya	Director
Shri. R. Dharmendra Savansukha	Director
Shri. S. Mahaveerchand Jain	Director
Shri. M. Shantilal Munoth	Director
Shri. K. Vinaychand Galada	Director

**D.B. JAIN COLLEGE OFFICE BEARERS**

**Shri. M. Lalchand Munoth**  
Chairman

**Dr. Harish L Metha**  
Secretary (Administration)

**Shri. Jaswant Munoth**  
Secretary (Academic & Finance)

**D.B. JAIN COLLEGE**  
**GOVERNING BODY MEMBERS**

Thiru. M.Lalchand Munoth Chairman, Team Foudation	Thiru.M.Lalchand Munoth, Munoth Centre, Suite No.44 & 45, No.343, Triplicane High Road, Chennai – 600 005
Dr. Harish L Metha	Dr. Harish L Metha, Chairman, Governing Body D.B.Jain College, Chennai-97.
Thiru. Jaswant Munoth	Thiru. Jaswant Munoth Munoth Centre, Suite No.44 & 45, No.343, Triplicane High Road, Chennai – 600 005
Thiru. S.Mahaveerchand Jain	Thiru.S.Mahaveerchand Jain "Green Harmony" No.4, 3 <sup>rd</sup> Street, Kasturi Estate, Chennai-600 086.
Thiru. K. Vinaychand Galada	Thiru.K.Vinaychand Galada No.80, V.S.Mudali Street, Saidapet, Chennai-15.
Thiru.Abhishek Siroya	A-103, A-Block, 1st Floor, Vimalachal Apartment, 1088, Poonamallee High Road, Flowers Road, Chennai - 600 084.
Sri.R.Dharmendra Savansukha	Sri.R.Dharmendra Savansukha 7 <sup>th</sup> Floor, Ekta Heights, 16 <sup>th</sup> Road, Khar (West), Mumbai – 400 052.

## **D.B. JAIN COLLEGE**

### **GOVERNING BODY MEMBERS**

Joint Director  
JDCE, Chennai,  
**Tamilnadu Government Nominee**

The Joint Director  
Joint Director of Collegiate Education,  
Chennai Region  
Model Hr. Sec. School Campus,  
Saidapet, Chennai – 600 015.

Dr. R. Rangarajan  
**University Representative**

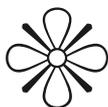
Dr. R. Rangarajan  
University Nominee,  
Professor of Head, Dept. of Commerce,  
University of Madras,  
Chepauk, Chennai - 600 005.

Dr.M.Sakthivel Murugan

Dr.M.Sakthivel Murugan  
Professor In-charge,  
D.B.Jain College, Chennai – 600 097.

Dr.C.Sundar  
Principal, Member Secretary

Dr.C.Sundar  
Principal, Member Secretary  
D.B.Jain College, Chennai – 600 097.



**Dhanraj Baid Jain College, Chennai – 600 097.**  
**Academic Council Members - 2025-2026**

1. Dr.C.Sundar - Principal, Chairman
2. Dr.M.Sakthivel Murugan - Prof. In-charge
3. Dr.S. Jayakkumar - Controller of Examinations
4. Dr.R.Desingurajan - Director of Physical Education
5. Dr.S.Balaji - Dept. of Computer Science -PG
6. Mr.V.Karunakaran - Assistant Coordinator
7. Dr.B.Jagadeesan - IQAC Coordinator & Dept. of Computer Science-UG
8. Dr.E.Viswanathan - NCC Officer, Dept. of Commerce
9. Mrs.J.Benita Selvakumari - Department of English
10. Dr.K.Rajasekaran - ERP Coordinator and Dept. of B.Com. C.A.
11. Dr.G.K.Ashok - Librarian
12. Dr.R.Lavanya - Dept. of Corporate Secretaryship
13. Dr.K.Gubendiran - YRC - Coordinator
14. Dr.G.Kalpana - Dept. of Business Administration
15. Mrs.J.Usha - Dept. of Tamil
16. Mr.M.Naresh Kumar - Dept. of Visual Communication
17. Dr.S.Ramdoss - Professor & Head, Dept. of Criminology,  
University of Madras, Chepauk,  
Chennai– 600 005.
18. Dr.D.Ravi Shankaran - Professor, National Centre for Nano Science  
and Technology, University of Madras,  
Guindy Campus, Chennai -600 025.
19. Dr.R.Ravindran - Professor & Head, Dept. of Physiology,  
University of Madras, Taramani Campus,  
Chennai -600 113.
20. Prof.D.S.Luther - Educationist, Rathna Kamal, No.4/42,  
2nd Cross Street, R.K.Nagar, Mandaveli,  
Chennai 600 028.
21. Thiru C.A.V. Murali - DLF Commander's Court, Tower-C,  
Flat No.34, No.49, Ethiraj Salai,  
Chennai – 600 008.
22. Dr.M.R.Srinivasan - Chennai Mathematical Institute  
H1,SIPCOT IT Park, Kelambakkam,  
Siruseri, Tamil Nadu-603103.

## COLLEGE ACADEMIC ADMINISTRATORS

<b>Dr.C.Sundar</b> , M.B.A.,M.Phil.,Ph.D.	- Principal
<b>Dr.M.Sakthivel Murugan</b> , M.Com, M.Phil.,ACS., Ph.D.	- Professor In-Charge
<b>Dr.S.Jayakkumar</b> , M.Com.,M.Phil., Ph.D.,	- Controller of Examinations
<b>Dr.S.Balaji</b> , M.C.A., M.Phil., MBA., Ph.D.,	- Additional Controller of Examinations
<b>Dr.B.Jagadhesan</b> , M.C.A., M.Phil., MBA., Ph.D.,	- Assistant Coordinator & - IQAC Coordinator
<b>Mr. V. Karunakaran</b> , M.Sc., M.Phil., M.L.I.S. PGDOR.	- Assistant Coordinator
<b>Dr.K.Rajasekaran</b> , M.C.A., M.Phil., Ph.D.	- ERP Coordinator
<b>Dr.K.Gubendiran</b>	- Additional Controller of Examinations

### Department of Tamil

1. Mrs.J. Usha, M.A.,M.Phil., B.Ed. **(HOD)**
2. Dr.R. Ranitha, M.A.,M.Phil., Ph.D.
3. Dr.A.Adilakshmi, M.A.,M.Phil.,Ph..D.
4. Dr.E.Selvakumar, M.A.,B.Ed.,M.Phil.,Ph.D.
5. Dr.S.Poonguzhali, M.A.,M.Phil.,Ph..D., NET
6. Dr.D.Jaya Bharathi, M.A., M.Phil., Ph.D.
7. Dr.N.Saraswathi, B.Lit., B.Ed., M.A., M.Phil., Ph.D.

### Department of English

1. Mrs. J. Benita Selvakumari, M.A.,M.Phil., Ph.D., **(HOD)**
2. Mrs.R.Smitha Mary, M.A., B.Ed.,
3. Mr. M.Ratheesh, M.A., M.Ed.,
4. Mrs. M. Nandhini, M.A., M.Phil.,
5. Mrs. S.V.Dhivya, M.A.,M.Phil., (Ph.D.,)
6. Ms. P.V.Deepika, M.A.,M.Phil., (Ph.D.,)

### **Department of Mathematics**

1. Mr. V. Karunakaran, M.Sc., M.Phil., M.L.I.S. PGDOR. **(HOD)**
2. Mrs. M. Puruchothama Nayaki, M.Sc., M.Phil., Ph.D.
3. Mr. J. Poovaraghavan, M.Sc., M.Phil., SET. Ph.D.

### **Department of Economics**

1. Dr.K.Gubendiran, M.A., M.Phil., Ph.D., SLET, DNCC

### **Department of Commerce**

1. Dr. E. Viswanathan, M.Com., M.Ed., M.Phil., MBA, Ph.D., SET. (In-charge)
2. Dr.C. Mekkal Roy, M.Com., M.Phil., B.Ed., Ph.D., SET
3. Dr. M. Ezhilarasi, M.Com., M.Phil., M.Com CA, Ph.D., NET
4. Dr. E. Indra Gandhi, M.Com., M.Phil., Ph.D., MBA,
5. Dr.M.Revathy, M.Com., SET, Ph.D.,
6. Mr.M.Manoharan, M.Com., M.Phil., MBA, SET,
7. Dr.M.Ramesh, M.Com., M.Phil., MBA, Ph.D., SET,
8. Mr.B. Loganathan, MBA, NET, CFA (ICFAI)

### **Department of Commerce (CA&AF)**

1. Dr. K.Rajasekaran, M.C.A., M.Phil., Ph.D. **(HOD-CA)**
2. Mr.M.Karthikeyan, MBA, NET, (HOD - A&F)
3. Mr.R.Shanmugam, M.Com., B.Ed., M.Phil.,
4. Mr.S.Ganapathy, M.Com., M.Phil., SET,
5. Mrs. T. Parimalakanthi, M.Com., M.Phil., Ph.D.
6. Mrs.B.Jenifer Amali, MCA., M.Phil., B.Ed.,
7. Mr.B.Venkatachalam, MCA., M.Phil., PGDCA.,
8. Mr.M.Karthikeyan, M.Com., M.Phil., B.Ed., SET, Ph.D.,

### **Department of Corporate Secretaryship**

1. Dr. R. Lavanya, M.Com., MBA, PG E-Commerce, M.Com., Co-Op,  
M.Phil., Ph.D. **(HOD)**
2. Mrs. D. Devipriya, M.Com., M.Phil., NET, TNSET,
3. Dr. S. Rajamani, M.Com.(C.S), M.Com., Co-Op, M.Phil., Ph.D.,
4. Mr. A. Umamathy, M.Com., M.Com(C.A), M.Com., Co-Op, M.B.A., M.Phil.,  
SET, TNSET, Ph.D.,
5. Dr.S.Selvaraj, M.Com. M.A., M.Phil.,Ph.D.,

### **Department of Management Studies and Information System Management**

1. Dr. G. Kalpana M.Com., Co-Op, M.Com., (CS) M.Phil.,Ph.D. **(HOD)**
2. Mr. G. Anbalagan, M.B.A., M.Com., M.Phil., Ph.D.
3. Mrs. S. Sudha, M.Sc., IT, MBA., SET, NET,
4. Dr.T.Suganthi, MSc., M.Phil., Ph.D., SET,
5. Ms. S. Karthika, M.Com., (CS) M.Phil.,

### **Department of Visual Communication**

1. Mr.M.Naresh Kumar, M.Sc., M.Phil., NET **(HOD)**
2. Mr.V.Karthik, M.A., (Mass Comm.,) M.A. (Advertising)
3. Mr.M.Vignesh, B.Sc., M.Sc., (Viscom.,)
4. Mr.M.Sai Ramanujam, B.Sc., (Viscom.,) M.A.(Media Arts)
5. Mr. S. Ganesh Kumar, B.Sc., M.Sc., (Viscom.,)

### **Department of Computer Science**

1. Dr.S.Balaji, M.C.A., M.Phil., MBA., Ph.D., **HOD-P.G.** Computer Science
2. Dr.B.Jagadhesan, M.C.A., M.Phil., MBA., Ph.D., **HOD-U.G.** Computer Science
3. Dr.K.Rajasekaran, M.C.A., M.Phil., Ph.D., **HOD-Computer Applications**
4. Mr.P.Saravanan, M.Sc., M.Phil., (Ph.D.,)
5. Mrs. M. Rengalakshmi, M.Sc., M.Phil.,NET
6. Mrs.S.Vijaya Bharathi, M.C.A., M.Phil., (Ph.D.,)
7. Mrs. S. Jayaselvi, MCA., M.Phil.,
8. Mrs. R. Georgina Shefani, MCA., M.Phil., (Ph.D.,)
9. Mr. E. Ganesh, MCA.,
10. Mrs. M. Balakarthika
11. Mrs. T. Maheswari, M.Sc, M.Phil.,
12. Ms. A. Nandhini, M.Sc.,
13. Ms. A. Devi, M.C.A.,
14. Mrs. S. Rashida, M.C.A.,

### **Department of Physical Education**

1. Dr.R.Desigurajan, M.A.,MPES.,M.Phil.,Ph.D. Director

### **Department of Library Science**

1. Dr.G.K.Ashok, M.A.,M.L.I.S.,M.Phil.,Ph.D. Librarian
2. Mr.P. Vijaya Baskar, B.Sc.,M.L.I.S.,M.Phil. Asst. Librarian

**Non Teaching Staff**

1. CA K. R. Rajesh, M.Com. M.Phil. ACA	Manager (Finance & Admin)
2. Mrs.K.Latha, B.A.	Sr. Assistant
3. Ms. C. Helen Gladly, B.A.	Sr. Assistant
4. Mr. A. Sekar, M.C.A.	Programmer
5. Mr. T. A. Abhinanth, B.Sc.	System Admin
6. Mrs.K.Jeevitha, B.A.,	Assistant
7. Mrs.S.Papitha, M.B.A.	ERP Assistant
8. Mrs.S.P.Sreeja Mol- B.Sc., BLIS.,	Assistant
9. Mr. K. Ganesh Baskar,	Office Assistant
10. Mr. A. Muthaiya Pandian,	Office Assistant
11. Mr.R.Perumal,	Campus Supervisor
12. Mr.G.Krishnan,	Electrician
13. Mr. A. Balasubramanian	Library Assistant
14. Mr. D. Magesh, ITI,	Electrician Helper
15. Mr. S. Srinivasan, B.Com.,	PA to Principal
16. Mr. G. Deepuraj, B.E.,	Assistant
17. Mrs.M.Sundaravalli,	Gardener
18. Mr. N. Balaraman,	Marker
19. Mr.R.Kanagaraj,	Marker
20. Mr. D.K.Krishnamurthy,	Watchman
21. Mr. L.Thiyagarajan,	Plumber
22. Mrs. S.Janani, B.Com.,	Tally Assistant
23. Mrs. S.Anandhan,	Lab Assistant
24. Mrs. L.Saritha, B.Com., MLT,	Warden
25. Ms. K.Pooeswari, B.Com.,	ERP Assistant
26. Mr. Neeraj Rajendran	Attender
27. Ms. V.Nandhini, B.Sc., ISM.,	Clerk
28. Mr. K.Gowtham, B.Com.,	Lab Assistant
29. Mr. S.Mahesh, B.Sc.,	Assistant
30. Mr. V.Loganathan, B.Com.,	Lab Assistant

**N.C.C. Officer**

Major. Dr. E. Viswanathan, M.Com., M.Ed., M.Phil., MBA., Ph.D., SET.

**N.S.S Programme Officer**

Unit I - Dr. R. Lavanya, M.Com., M.Phil., Ph.D.

Unit II - Dr.E.Selvakumar, M.A.,B.Ed.,M.Phil.,Ph.D.,

Unit III - Mrs. J.Benita Selvakumari, M.A. M.Phil., (Ph.D.,)

Unit IV - Dr. S. Selvaraj, M.Com., M.A. M.Phil., Ph.D.,

Unit V - Mr. P. Saravanan, M.Sc., M.Phil., Ph.D.,

**Youth Red Cross (YRC)**

Dr. K. Gubendiran M.A., M.Phil., DNCC., SLET, Ph.D.,

**Red Ribbon Club(RRC)**

Dr. T. Suganthi, M.Sc., M.Phil., Ph.D., SLET

**Health Centre**

Dr. A. Kalaiselvan, M.B.B.S.Medical Officer

**IQAC Executive Committee**

Dr.B.Jagadhesan	Co-ordinator
Mr. V. Karunakaran	Member
Mrs. M. Puruchothama Nayaki	Member
Dr. C. Mekkal Roy	Member
Mr. P. Saravanan	Member
Mrs. S. Sudha	Member
Dr. T. Suganthi	Member
Mr. A. Umapathy	Member
Dr. M.Ezhilarasi	Member
Dr. E. Viswanathan	Member
Dr. S. Selvaraj	Member
Mrs. S. Vijayabharathi	Member
Mr. M. Karthikeyan	Member
Ms. S. Karthika	Member

**IQAC**

**Management Member**

Dr. Harish L Metha - Secretary (Administration)  
Shri. Jaswant Munoth - Secretary (Academic & Finance)

**Chairperson**

Dr. C. Sundar - Principal

**Coordinator**

Dr. B. Jagadhesan - Head, Department of Computer Science

**Faculty Members**

Dr. S. Balaji - Head (PG), Department of Computer Science  
Mr. V. Karunakaran - Head, Department of Mathematics  
Dr. E. Viswanathan - Department of Commerce  
Dr. K. Rajasekaran - Head, Department of Computer Applications  
Mr. P. Saravanan - Department of Computer Science  
Dr. K. Gubendiran - Department of Economics  
Mr.M. Naresh Kumar - Head, Department of Visual Communication  
Dr. R. Lavanya - Head, Department of Corporate Secretaryship  
Dr. G. Kalpana - Head, Department of Management Studies  
Mrs. J.Benita Selvakumari - Head, Department of English  
Mrs. J. Usha - Head, Department of Tamil  
Dr. T. Suganthi - Department of Management Studies

**Senior Administrative Officers**

Dr. M. Sakthivel Murugan - Professor in-charge  
Dr. S. Jayakkumar - Controller of Examinations  
Dr. R. Desingurajan - Director, Physical Education  
CA. K. R. Rajesh - Manager (Finance & Admin)  
Dr. G. K. Ashok - Librarian

**Nominee From Stakeholders**

Dr. S. Ganapathy - S. A. Arts and Science College

**Nominee From Students**

K. Suresh - III Bsc., Computer Science  
V. Adhiyaman - III B.Com., General

**Nominee From Industrialists**

Mr. Narayanan .D - Associate Consultants, TCS

**Nominee From Alumni**

Mrs. Srivaishnavini - Faculty , Patrician College of Arts and Science

**Nominee From Local Society**

Mr. R. Saravana Kumar - V.S Agency ,Thoraipakkam  
Mr. Selvakumar - SMS Decors, Perungudi

<b>Academic Audit Committee</b>	
Dr. C. Vethirajan	Professor, Department of Corporate Secretaryship, Alagappa University, Karaikudi.
Dr. P. V. Kumaraguru	Professor & Controller of Examinations Guru Nanak College, Chennai
Prof. D. S. Luther	Educationist, Rathna Kamal, R.K. Nagar, Mandaveli, Chennai- 600 028.
Dr. A. R. Somasundaram	Chartered Accountant, Chennai
Dr.C.B. Senthil Kumar	Professor & Head, Department of Commerce Dr. MGR Educational & Research Institute, Chennai
Dr.B.Vijayakumar	Associate Professor, Department of Commerce Dwaraka Doss Govardhan Doss Vaishnava College
Dr.J.Sridevi	Professor - Head - FP Faculty of Management Studies Dean - Centre for professional Excellence Dr. MGR Educational & Research Institute, Chennai
Dr. M.R. Srinivasan	Chennai Mathematical Institute, H1, SIPCOT IT Park, Kelampakkam, Siruseri, Tamil Nadu - 603 103. Dr. MGR Educational & Research Institute, Chennai

### **Training And Placement Cell**

1.	Dr.B.Jagadhesan	Convenor
2.	Mrs.P.Sandhiya	Placement Officer
3.	Mr. V.Karunakaran	NPTEL Coordinator
4.	Dr.K.Rajasekaran	ICTACT Coordinator
5.	Mr.P.Saravanan	ICTACT Asst. Coordinator
6.	Mr.B.Venkatachalam	Member
7.	Mr.M.Vignesh	Member
8.	Dr.S.Selvaraj	Member
9.	Ms.S.Karthika	Member

### **Statutory Admission Committee**

1.	Dr.C. Sundar	Convenor
2.	Dr.M.Sakthivel Murugan	Member
3.	Mr.V.Karunakaran	Member
4.	Dr.K.Rajasekaran	Member
5.	Dr.S.Balaji	Member
6.	Dr.B.Jagadhesan	Member

### **Calendar Committee**

1.	Dr.C.Sundar	Convenor
2.	Dr.M.Sakthivel Murugan	Member
3.	Mr.V.Karunakaran	Member
4.	Dr.S.Balaji	Member
5.	Mrs. J.Benita Selvakumari	Member

### **Time Table Committee**

1.	Dr.C. Sundar	Convenor
2.	Dr.M.Sakthivel Murugan	Member
3.	Dr.B.Jagadhesan	Member
4.	Mr.V.Karunakaran	Member
5.	Dr.K.Rajasekaran	Member

### **Work Diary Committee**

1.	Dr.K.Rajasekaran	Convenor
2.	Mr.V.Karunakaran	Member
3.	Dr.R.Lavanya	Member

### **Planning and Evaluation Committee**

- |    |                          |          |
|----|--------------------------|----------|
| 1. | Dr.C.Sundar              | Convenor |
| 2. | Dr.S.Balaji              | Member   |
| 3. | Dr.B.Jagadhesan          | Member   |
| 4. | Dr.E.Viswanathan         | Member   |
| 5. | Dr.G.K.Ashok             | Member   |
| 6. | Mrs.J. Usha              | Member   |
| 7. | Mrs.J.Benita Selvakumari | Member   |
| 8. | Dr.R.Lavanya             | Member   |
| 9. | Dr.G.Kalpana             | Member   |

### **Grievance Redressal Committee**

- |    |                       |  |
|----|-----------------------|--|
| 1. | Dr.C.Sundar           | Convenor                                       |
| 2. | Dr.K.Rajasekaran      | Member   |
| 3. | Mr.P.Saravanan        | Member   |
| 4. | Dr.K.Kubendiran       | Member   |
| 5. | Dr.M.Ezhilarasi       | Member   |
| 6. | Mrs.S.Vijaya Bharathi | Member   |
| 7. | Dr.M.R.Srinivasan     | Rtd. Professor,<br>University Of Madras        |
| 8. | Mrs. Kavitha          | Counsellor/Special Invitee,<br>Apollo Hospital |
| 9. | Mr.V.Adhiyaman        | Student Member                                 |

### **Library Committee**

- |    |                 |          |
|----|-----------------|----------|
| 1. | Dr.S.Balaji     | Convenor |
| 2. | Dr.M.Ezhilarasi | Member   |
| 3. | Dr.Indra Gandhi | Member   |

### **Students Welfare Committee**

- |    |                  |          |
|----|------------------|----------|
| 1. | Mr.V.Karunakaran | Convenor |
| 2. | Dr.GK.Ashok      | Member   |
| 3. | Dr.K.Rajasekaran | Member   |

4.	Mr.B.Venkatachalam	Member
5.	Dr.K.Gubendiran	Member
6.	Mr.P.Saravanan	Member
7.	Mrs.M.Puruchothama Nayaki	Member
8.	Dr.C.Mekkal Roy	Member
9.	Dr.S. Selvaraj	Member
10.	Mrs.S.Vijaya Bharathi	Member
11.	Mr.M.Karthikeyan	Member
12.	Mrs.M.Rengalakshmi	Member

### **Extra-Curricular Activities**

1.	Mrs.J.Benita Selvakumari	Convenor
2.	Mr.M.Naresh Kumar	Member
3.	Dr.GK.Ashok	Member
4.	Dr.R.Lavanya	Member
5.	Mr.P.Saravanan	Member
6.	Mr.V.Karthik	Member
7.	Mr.R.Shanmugam	Member
8.	Dr.E.Selvakumar	Member

### **Website Committee**

1.	Dr.S.Balaji	Convenor
2.	Mr.M.Naresh Kumar	Member
3.	Mr.V.Karthik	Member
4.	Mrs.S.Vijaya Bharathi	Member
5.	Mr.M.Rathieesh	Member
6.	Mrs.B.Jenifer Amali	Member

### **Students Council**

- |    |                  |          |
|----|------------------|----------|
| 1. | Dr.C.Sundar      | Convenor |
| 2. | Dr.B.Jagadhesan  | Member   |
| 3. | Mr.V.Karunakaran | Member   |
| 4. | Dr.E.Viswanathan | Member   |
| 5. | Dr.K.Rajasekaran | Member   |
| 6. | Dr.R.Lavanya     | Member   |

### **Magazine committee**

- |    |                          |          |
|----|--------------------------|----------|
| 1. | Dr.M.Sakthivel Murugan   | Convenor |
| 2. | Mr.V.Karunakaran         | Member   |
| 3. | Dr.G.K.Ashok             | Member   |
| 4. | Mrs.J.Benita Selvakumari | Member   |
| 5. | Mrs.J.Usha               | Member   |
| 6. | Mrs.R.Smitha Mary        | Member   |

### **Sports Council**

- |    |                    |          |
|----|--------------------|----------|
| 1. | Dr.R.Desingurajan  | Convenor |
| 2. | Mr.J.Poovaraghavan | Member   |
| 3. | Dr.R.Lavanya       | Member   |
| 4. | Dr.G.Kalpana       | Member   |
| 5. | Mr.A.Umapathy      | Member   |

### **Internal Complaints Committee**

- |    |                          |                           |
|----|--------------------------|---------------------------|
| 1. | Dr.G.Kalpana             | Convenor                  |
| 2. | Mrs.J.Benita Selvakumari | Teaching Faculty Member   |
| 3. | Dr.K.Gubendiran          | Teaching Faculty Member   |
| 4. | Mr.S.Srinivasan          | Non Teaching Staff Member |
| 5. | Ms.C.Helen Gladly        | Non Teaching Staff Member |
| 6. | Ms.L.Saritha             | Warden – Women's Hostel   |
| 7. | Mr.V.Adhiyaman           | Student Representative    |

- |                      |   |
|----------------------|---|
| 7. Mr.K.Suresh       | Student Representative                  |
| 8. Mrs.P.Hemalatha   | Consultant, Hope Foundation NGO         |
| 9. Mrs.Kavitha aiyer | Counsellor, Apollo Hospital             |
| 10. Ms.Thilagavathi  | Advocate,<br>Madras High Court, Chennai |

### **Women Students Forum & Welfare Committee**

- |                          |          |
|--------------------------|----------|
| 1. Dr.R.Lavanya          | Convenor |
| 2. Dr.C.Mekkal Roy       | Member   |
| 3. Mrs.S.Vijayabharathi  | Member   |
| 4. Dr.E.Indra Gandhi     | Member   |
| 5. Dr.M.Ezhilarasi       | Member   |
| 6. Mrs.M.Rengalakshmi    | Member   |
| 7. Dr.R.Ranitha          | Member   |
| 8. Mrs.R.Smitha Mary     | Member   |
| 9. Mrs. B. Jenifer Amali | Member   |

### **Discipline Committee**

- |                       |          |
|-----------------------|----------|
| 1. Dr.C.Sundar        | Convenor |
| 2. Dr.R.Desingurajan  | Member   |
| 3. Dr.K.Gubendiran    | Member   |
| 4. Dr.R.Lavanya       | Member   |
| 5. Mr.G.Anbalagan     | Member   |
| 6. Dr.S.Selvaraj      | Member   |
| 7. Mr.Shanmugam       | Member   |
| 8. Mr.M.Naresh Kumar  | Member   |
| 9. Dr.E.Selvakumar    | Member   |
| 10. Dr.E.Indra Gandhi | Member   |

### **Anti-Ragging Committee**

1. Dr.C.Sundar	Convenor
2. Inspector Of Police	Police Member, J9 Police Station
3. Mr.M.Karthikeyan	Media Member, Ani News
4. Dr.E.Viswanathan	Member
5. Dr.M.Puruchothama Nayaki	Member
6. Dr.K.Gubendiran	Member
7. Dr.G.Kalpana	Member
8. Mrs.S.Vijaya Bharathi	Member
9. Mr.M.Naresh Kumar	Member
10. Mrs.S.Papitha	Non Teaching Staff
11. Mr.G.Deepuraj	Non Teaching Staff
12. Mr.V.Adhiyaman	Student Representative
13. Mr.K.Suresh	Student Representative
14. Mr.V.Daniel	Parent

### **Entrepreneurial Development Cell**

1. Mrs.S.Sudha	Convenor
2. Dr.E.Indra Gandhi	Member
3. Dr.G.Kalpana	Member
4. Dr.E.Selvakumar	Member
5. Dr.T.Suganthi	Member
6. Mr.V.Karthik	Member

### **Yoga Committee**

1. Dr.R.Desingu Rajan	Convenor
2. Dr.K.Gubendiran	Member
3. Dr.R.Lavanya	Member
4. Dr.E.Selvakumar	Member
5. Dr.S.Selvaraj	Member

### **Minority Committee**

1. Dr.M.Sakthivel Mururan	Convenor
2. Dr.R.Desingurajan	Member
3. Dr.S.Balaji	Member
4. Dr.B.Jagadhesan	Member
5. Dr.K.Rajasekaran	Member

## **Programmes Offered**

Medium of Instruction is **English** for all Programmes.

### **A) UNDER - GRADUATE**

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

### **B) POST - GRADUATE**

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

### **RESEARCH PROGRAMMES**

1. Commerce
2. Physical Education

**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
<b>Part – I Foundation Course</b> Tamil / Other Languages	2+2=4	3	12
<b>Part – II</b> English	2+2=4	3	12
<b>Part – III</b> Core Subjects Elective Subjects Discipline specific electives projects and practicals	13-15 4	4-5 5	60 20 15
<b>Part – IV</b> 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 <sup>th</sup> 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 Enhancement Courses 3 Foundation Course 4 Environmental Studies 5 Value education 6 Professional competency skill course for competitive examinations.	1+1=2 3+3=6 1 1 1	2 2 2 2	4 12 2 2
<b>Part – V</b> 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
<b>Total</b>	<b>100</b>

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
<b>Total</b>			<b>90</b>

**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

**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:**

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

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

**For the entire programme:**

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

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

### 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++		First Class	
6.5 and above but below 7.0		A+			
6.0 and above but below 6.5		A			
5.5 and above but below 6.0		B+		Second Class	
5.0 and above but below 5.5		B			
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 candidates 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 the distinction of obtaining the coveted NAAC Accreditation for the academic excellence achieved by us for the last five decades.

Our consistent and unflinching effort in attaining nobler heights in the field of higher education led to the autonomous status being conferred on us in June 2006.

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 the one side and to pursue enduring research that vertically takes them to greater heights in academic attainments on the other. It confers on us the province to initiate examination reforms that brings to fore the innate talents that 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 an enduring nexus with leading industrialists to create conduit for the gainful employment of our students. All these will follow with a redoubled vigour, fervent enthusiasm as a sequel to the autonomous status attained by us.

The special feature of Autonomy is the introduction of Internal Assessment System to continuously assess the academic performance of the students. Adequate attention is focussed on Communication Skills, Personality Development and other skills to tap their potential and to mould them towards work-life balance.

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

The doyens and stalwarts in industry and academics who represent the Board of the studies and the Academic Council guide the institution to integrate the curriculum with the needs of the Industry.

Thanks to the autonomous status, all our efforts concentrate on maintaining a higher level of excellence in education, accommodating new schemes (courses), introducing new methods of teaching and creating conducive learning environment in the campus.

## **D.B. Jain Club Activities**

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 students by having MOU with Krishnamacharya Yoga Mandiram- a Non-Profit organisation located in Chennai.
12. **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.

### **13. Alumni Association**

Students 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 with 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 (Admn) of the college Dr. Harish L Metha - the illustrious son of Late. Dr. C. L. Metha - the founder secretary of our college, was an alumnus of our college and incidentally a dynamic member of the Alumni Association of the college.

Apart from these clubs, various departmental clubs also function in the campus. Students are requested to actively participate in the clubs and improve their organization and leadership skills.

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

1. The Student should enrol in atleast one club and a maximum of 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. An application form will be given to the students and they are expected to submit the filled form before the stipulated time.
6. The Students must report to the respective faculty in charge of the club, as soon as the college approves the membership.
7. Memberships shall be renewed every year.
8. The Students are strictly instructed to wear formals during the club activities.
9. Any form of availing leave during the club activities must be reported to the respective club in charges.
10. The students are expected to actively participate throughout the year as the College strongly believes that hands-on experience is equivalent to classroom learning.

**D.B. Jain Club Activities**

<b>S. No.</b>	<b>Name of the Club</b>	<b>Convenor</b>
1	L.E.A.P. or Value Education Club	Mr. V. Karunakaran
2	Women's Empowerment Club	Mrs. S.Vijaya Bharathi
3	Entrepreneurship Development Club	Mrs. S. Sudha
4	Dr.A.P.J. Abdul Kalam Quiz Club	Mrs. R. Smitha Mary
5	Earth Lovers Club	Mrs. J. Benita Selvakumari
6	Citizen Consumer Club	Dr. E. Indra Gandhi
7	NSS	Dr. E. Selvakumar
8	NCC	Dr. E. Viswanathan
9	Youth Red Cross	Dr. K. Gubendiran
10	Red Ribbon club	Dr. T. Suganthi
11	Yoga Club	Dr. R. Desingurajan
12	Jain Cultural Meet (JCM)	Dr. R. Lavanya
13	Alumni Association	Dr. G. Kalpana
14	Sports Club	Dr. R. Desingurajan
15	Electoral Literacy Club	Dr. Rajasekaran

## PROGRAMWISE COURSE CODES FOR THE YEAR 2025-26

### PART-I-LANGUAGES FOR ALL UG PROGRAMS

SEMESTER : 1		
Part - I	23BL1AA	BASIC TAMIL - I
	23LB1AA	TELUUGU PAPER - I
	23LD1AA	MALAYALAM PAPER- I
	23LE1AA	HINDI PAPER - I
	23LG1AA	SANSKRIT PAPER - I
	23LH1AA	KANNADA - I
	23LK1AA	FRENCH PAPER - I
23LI1AA	TAMIL - I	
SEMESTER : 2		
Part - I	23BL2AB	BASIC TAMIL - II
	23LB2AB	TELUUGU PAPER - II
	23LD2AB	MALAYALAM PAPER- II
	23LE2AB	HINDI PAPER - II
	23LG2AB	SANSKRIT PAPER - II
	23LH2AB	KANNADA - II
	23LK2AB	FRENCH PAPER - II
23LI2AB	TAMIL II	
SEMESTER -3		
Part - I	23LB3AC	TELUUGU PAPER - III
	23LD3AC	MALAYALAM PAPER- III
	23LE3AC	HINDI PAPER - III
	23LG3AC	SANSKRIT PAPER - III
	23LH3AC	KANNADA - III
	23LK3AC	FRENCH PAPER - III
	23LI3AC	TAMIL -III
SEMESTER : 4		
Part - I	23LB4AD	TELUUGU PAPER - IV
	23LD4AD	MALAYALAM PAPER- IV
	23LE4AD	HINDI PAPER - IV
	23LG4AD	SANSKRIT PAPER - IV
	23LH4AD	KANNADA - IV
	23LK4AD	FRENCH PAPER - IV
	23LI4AD	TAMIL -IV
PART-II-ENGLISH FOR ALL UG PROGRAMS		
SEMESTER : 1		
PART - II	23E11AA	ENGLISH -I
SEMESTER : 2		
PART - II	23E12AB	ENGLISH -II
SEMESTER : 3		
PART - II	23E13AC	ENGLISH -III
SEMESTER : 4		
PART - II	23E14AD	ENGLISH -IV

**BBA- BACHLER OF BUSINESS ADMINISTRATION**

PART – III (Core Courses and Elective Courses) Part – IV & V ( Skill Enhancement Courses, Foundation Courses, Naan Mudhalvan (Language Proficiency for Employability, Digital Skills for Employability Professional Competency Skill Enhancement Course ) Environmental Studies, Value Education and Extension Activities.

SEMESTER : 1		
PART - III	23C961A	CC-I - PRINCIPLES OF MANAGEMENT
	23C961B	CC- II - ACCOUNTING FOR MANAGERS - I
	23E961A	ELECTIVE - I- MANAGERIAL ECONOMICS
PART - IV	23961SA	SEC -I - BASICS OF EVENT MANAGEMENT
	23961FC	FC - MANAGERIAL COMMUNICATION
SEMESTER : 2		
PART - III	23C962A	CC- III- MARKETING MANAGEMENT
	23C962B	CC- IV- ACCOUNTING FOR MANAGERS - II
	23E962A	ELECTIVE - II- INTERNATIONAL BUSINESS
PART - IV	23962SA	SEC-2 -MANAGERIAL SKILL DEVELOPMENT
	23962SB	SEC-3- BUSINESS ETIQUETTE AND CORPORATE GROOMING
SEMESTER : 3		
PART - III	23C963A	CC-V- ORGANISATIONAL BEHAVIOUR
	23C963B	CC- VI – FINANCIAL MANAGEMENT
	23E963A	ELECTIVE - III- BUSINESS STATISTICS
PART - IV	23963SA	SEC-4- COMPUTER APPLICATIONS IN BUSINESS
	23963SB	SEC-5- NEW VENTURE DEVELOPMENT
SEMESTER : 4		
PART - III	23C964A	CC- VII- BUSINESS ENVIRONMENT
	23C964B	CC- VIII- BUSINESS REGULATORY FRAME WORK
	23E964A	ELECTIVE- IV- OPERATIONS RESEARCH
PART - IV	23964SA	SEC- 6-TALLY
	23964SB	SEC -7- INTELLECTUAL PROPERTY RIGHTS
	23964ES	ENVIRONMENTAL STUDIES
SEMESTER : 5		
PART - III	23C965A	CC-IX – HUMAN RESOURCE MANAGEMENT
	23C965B	CC- X - RESEARCH METHODOLOGY
	23C965C	CC-XI – BUSINESS TAXATION
	23C965D	CC-XII –MANAGEMENT INFORMATION SYSTEM
	23E965A/ 23E965B/ 23E965C	DSE:I (A) DIGITAL MARKETING OR (B) INDUSTRIAL RELATIONS OR © FINANCIAL SERVICES
	23E965I	DSE:II. PROJECT WITH VIVA –VOCE
	PART - IV	23965VE
23965SI		SUMMER INTERNSHIP

SEMESTER :6		
PART - III	23C966A	CC-XIII – ENTREPRENEURIAL DEVELOPMENT
	23C966B	CC-XIV- SERVICES MARKETING
	23C966C	CC-XV- PRODUCTION AND MATERIALS MANAGEMENT
	23E966A/ 23E966B/ 23E966C	DSE; III. (A) CONSUMER BEHAVIOUR OR <b>(B) INNOVATION MANAGEMENT</b> OR © SECURITY ANALYSIS & PORTFOLIO MANAGEMENT
	23E966D/ 23E966E/ 23E966F	DSE; IV. (A) FUNDAMENTALS OF LOGISTICS MANAGEMENT OR <b>(B) E-BUSINESS</b> OR © STRATEGIC MANAGEMENT
	PART - IV	23966SA
PART - V	23966EA	EXTENSION ACTIVITY

**Dhanraj Baid Jain College**

**BCA- BACHLER OF COMPUTER APPLICATIONS**

PART – III (Core Courses and Elective Courses) Part – IV & V (Skill Enhancement Courses, Foundation Courses, Naan Mudhalvan (Language Proficiency for Employability, Digital Skills for Employability, Professional Competency Enhancement Course) Environmental Studies, Value Education and Extension Activities.

SEMESTER - 1		
PART - III	23C331A	CORE COURSE -I – OBJECT ORIENTED PROGRAMMING WITH C++
	23C331I	CORE COURSE - II – OBJECT ORIENTED PROGRAMMING IN C++ - PRACTICAL
	23E331A	ELECTIVE –I- STATISTICS - I
PART - IV	23331SI	SEC – 1- AUTOMATED OFFICE SYSTEMS - PRACTICAL
	23331FC	FC- PROBLEM SOLVING TECHNIQUES
SEMESTER : 2		
PART - III	25C332A	CORE COURSE - III – PYTHON PROGRAMMING
	25C332I	CORE COURSE - IV – PYTHON PROGRAMMING- PRACTICAL
	23E332A	ELECTIVE – II- RESOURCE MANAGEMENT TECHNIQUES
PART - IV	23332SA	SEC - 2 QUANTITATIVE APTITUDE
	23332SI	SEC- 3- ADVANCED EXCEL - PRACTICAL
SEMESTER : 3		
PART - III	23C333A	CORE COURSE - V - PYTHON PROGRAMMING
	23C333I	CORE COURSE – VI- PYTHON PROGRAMMING- PRACTICAL
	23E333A	ELECTIVE –III – FINANCIAL ACCOUNTING
PART - IV	23333SA	SEC-4- WEB DESIGNING
	23333SI	SEC-5 – WEB DESIGNING -PRACTICAL
SEMESTER : 4		
PART - III	23C334A	CORE COURSE – VII- PROGRAMMING IN JAVA
	23C334I	CORE COURSE – VIII- PROGRAMMING IN JAVA- PRACTICAL
	23E334A	ELECTIVE –IV – COST AND MANAGEMENT ACCOUNTING
PART - IV	23334SA	SEC-6 - PHP PROGRAMMING
	23334SI	SEC-7 – PHP PROGRAMMING- PRACTICAL
	23334ES	ENVIRONMENTAL STUDIES
SEMESTER : 5		
PART - III	23C335A	@ CORE COURSE-IX – OPERATING SYSTEMS
	23C335B	@ CORE COURSE-X – DATABASE MANAGERMENTSYSTEM
	23C335I	@ CORE COURSE-XI – OPERATING SYSTEM- PRACTICAL
	23C3352	@ CORE COURSE-XII - DATABASE MANAGEMENT SYSTEM- PRACTICAL
	23E335A	@DSE-I - INTRODUCTION TO DATA SCIENCE
	23E335B	DSE-II MULTI MEDIA SYSTEM
PART-IV	23335VE	VALUE EDUCATION
	23335SI	SUMMER INTERNSHIP
SEMESTER : 6		
PART - III	23C336A	CORE COURSE-XIII – DATA ANALYTICS USING R PROGRAMMING
	23C336B	CORE COURSE-XIV- DATA COMMUNICATION AND NET WORK
	23C336I	CORE COURSE-XV- DATA ANALYTICS USING R PROGRAMMING - PRACTICAL
	23E336I	DSE – III : MINI PROJECT
	23E336A	@DSE - IV- SOFTWARE ENGINEERING
	23336EA	EXTENSION ACTIVITY
PART - IV	23336SA	PROFESSIONAL COMPETENCY SKILL COURSE PCSC. CLOUD COMPUTING
PART - V	23336EA	EXTENSION ACTIVITY

**Dhanraj Baid Jain College**

**B.COM (A&F)- Bachlor of Commerce (Accounting and Finance)**

PART – III (Core Courses and Elective Courses) Part – IV & V (Skill Enhancement Courses, Foundation Courses, Naan Mudhalvan ( Language Proficiency for Employability, Digital Skills for Employability, Professional Competency Enhancement Course for Competitive Examinations) Environmental Studies, Value Education and Extension Activities.

SEMESTER : 1		
PART - III	23C341A	CORE COURSE -I - FINANCIAL ACCOUNTING -I
	23C341B	CORE COURSE -II - PRINCIPLES OF MANAGEMENT
	23E341A	ELECTIVE -I - BUSINESS COMMUNICATION
	23E341B	ELECTIVE -I - INDIAN ECONOMIC DEVELOPMENT
PART - IV	25E341C	ELECTIVE -I - BUSINESS ECONOMICS
	23341SA	SEC -I -INTRODUCTION TO HTML
	23341FC	FC-CAMPUS TO CORPORATE
SEMESTER : 2		
PART - III	23C342A	CORE COURSE -III - FINANCIAL ACCOUNTING - II
	23C342B	CORE COURSE -IV - BUSINESS LAW
	23E342A	ELECTIVE -II- WORKING CAPITAL MANAGEMENT
	23E342B	ELECTIVE -II - HUMAN RESOURCE MANAGEMENT
PART - IV	25E342C	ELECTIVE -II - INTERNATIONAL TRADE
	23342SI	SEC - 2 - HTML - PRACTICAL
	23342SA	SEC -3 (N.M) LANGUAGE PROFICIENCY FOR EMPLOYABILITY
SEMESTER : 3		
PART - III	23C343A	CORE COURSE -V - CORPORATE ACCOUNTING - I
	23C343B	CORE COURSE -VI -PRINCIPLES OF MARKETING
	23E343A	ELECTIVE -III - FUNDAMENTALS OF INVESTMENT
	23E343B	ELECTIVE -III - BUSINESS MATHEMATICS AND STATISTICS
PART - IV	23E343C	ELECTIVE -III - FINANCIAL DERIVATIVES
	23343SA	SEC - 4 - QUANTITATIVE APTITUDE
	23343SB	SEC - 5 - CONSUMER PROTECTION RIGHTS
SEMESTER : 4		
PART - III	23C344A	CORE COURSE -VII -CORPORATE ACCOUNTING - II
	23C344B	CORE COURSE -VIII -COMPANY LAW
	23E344A	ELECTIVE -IV- FINANCIAL SERVICES
	23E344B	ELECTIVE -IV- MANAGEMENT INFORMATION SYSTEM (MIS)
PART - IV	23E344C	ELECTIVE -IV- OPERATION RESEARCH
	23344SA	SEC - 6 - PROJECT METHODOLOGY
	23344SB	SEC - 7 - (N.M) DIGITAL SKILLS FOR EMPLOYABILITY-OFFICE FUNDAMENTALS - MS EXCEL
	23344ES	ENVIRONMENTAL STUDIES
SEMESTER : 5		
PART - III	23C345A	@CORE COURSE -IX - COST ACCOUNTING - I
	23C345B	@CORE COURSE -X - BANKING LAW AND PRACTICE
	23C345C	@CORE COURSE -XI - INCOME TAX LAW AND PRACTICE -I
	23E345I	@CORE COURSE -XII - PROJECT VIVA VOCE
	23E345E	AUDITING AND CORPORATE GOVERNANCE
	23E345A	@DSE-I -(A) FINANCIAL MANAGEMENT
	23E345B	DSE-I (B) INDIRECT TAXATION
	23E345C	DSE-II - (A)INVESTMENT ANALYSIS AND PORTFOLIO MANAGEMENT
PART - IV	23E345D	DSE-II (B) MERCHANT BANKING
	23345VE	VALUE EDUCATION
	23345SI	SUMMER INTERNSHIP / INDUSTRIAL TRAINING
SEMESTER : 6		
PART - III	23C346A	@CORE COURSE -XIII - COST ACCOUNTING - II
	23C346B	@CORE COURSE -XIV-MANAGEMENT ACCOUNTING
	23C346C	@CORE COURSE -XV-INCOME TAX LAW AND PRACTICE -II
	23E346A	DSE-III (A) FINANCIAL REPORTING
	23E346B	@ DSE-III (B)COMPUTERAPPLICATIONS IN BUSINESS
PART - V	23E346C	@ DSE -IV - (A) HUMAN RESOURCE MANAGEMENT /
	23E346D	DSE - IV (B) SPREADSHEET FOR BUSINESS
	23346SA	PROFESSIONAL COMPETENCY SKILL ENHANCEMENT
		COURSE SE - GENERAL AWARENESS FOR COMPETITIVE EXAMINATIONS

**Dhanraj Baid Jain College**

**B.COM (C.A)- Bachlor of Commerce (Computer Applications)**

PART – III (Core Courses and Elective Courses) Part – IV & V (Skill Enhancement Courses, Foundation Courses, Naan Mudhalvan ( Language Proficiency for Employability, Digital Skills for Employability, Professional Competency Enhancement Course ) Environmental Studies, Value Education and Extension Activities

SEMESTER : 1		
PART - III	23C401A	CORE COURSE -I- FINANCIAL ACCOUNTING-1
	23C401B	CORE COURSE -II - PRINCIPLES OF MANAGEMENT
	23E401A	ELECTIVE- 1 - PROGRAMMING IN C AND PRACTICAL (THEORY AND PRACTICAL)
PART - IV	23E401B	ELECTIVE-1 - COMPUTER FUNDAMENTALS
	23401SA	SEC -1 -INTRODUCTION TO HTML
	23401FI	FC - OFFICE AUTOMATION - PRACTICAL
SEMESTER : 2		
PART - III	23C402A	CORE COURSE -III -FINANCIAL ACCOUNTING - II
	23C402B	CORE COURSE -IV-BUSINESS LAW
	23E402A	ELECTIVE II - DIGITAL MARKETING
PART - IV	23E402B	ELECTIVE- II - PROGRAMMING IN C++ AND PRACTICAL (THEORY AND PRACTICAL)
	23402SI	SEC -2 -HTML - PRACTICAL
	23402SA	SEC -3 –(N,M) LANGUAGE PROFICIENCY FOR EMPLOYABILITY
SEMESTER : 3		
PART - III	23C403A	CORE COURSE -V- CORPORATE ACCOUNTING - I
	23C403B	CORE COURSE -VI – BUSINESS MATHEMATICS AND STATISTICS
	23E403A	ELECTIVE -II – PROGRAMMING IN JAVA AND PRACTICAL (THEORY AND PRACTICAL)
PART IV	23E403B	ELECTIVE -III – WEB TECHNOLOGY AND PRACTICAL (THEORY AND PRACTICAL)
	23403SA	SEC – 4 - QUANTITATIVE APTITUDE
	23403SB	SEC – 5 - PYTHON PROGRAMMING
SEMESTER : 4		
PART - III	23C404A	CORE COURSE -VII- CORPORATE ACCOUNTING -II
	23C404B	CORE COURSE -VIII- COMPANY LAW
	23E404A	ELECTIVE -IV– RELATIONAL DATABASE MANAGEMENT SYSTEM
PART -IV	23E404B	ELECTIVE -IV– INTRODUCTION TO DATA SCIENCE
	23404SI	SEC -6- PYTHON PROGRAMMING - PRACTICAL
	23404SA	SEC -7 - (N, M)-DIGITAL SKILLS FOR EMPLOYABILITY - OFFICE FUNDAMENTALS - MS EXCEL
	23404ES	ENVIRONMENTAL STUDIES
SEMESTER : 5		
PART - III	23C405A	@CORE COURSE-IX – COST ACCOUNTING I
	23C405B	@CORE COURSE -X – BANKING LAW AND PRACTICE
	23C405C	@CORE COURSE -XI – INCOME TAX LAW AND PRACTICE - I
	23E405I	@CORE COURSE -XII – PROJECT VIVA - VOCE
	23E405E	@AUDITING AND CORPORATE GOVERNANCE
	23E405A	@DSE - I –(A) FINANCIAL MANAGEMENT
PART - IV	23E405B	DSE - I (B) INDIRECT TAXATION
	23E405C	@DSE-II - (A) SOFTWARE ENGINEERING+ UML PRACTICAL
	23E405D	DSE - II (B) OBJECT ORIENTED ANALYSIS AND DESIGN+UML PRACTICAL ( T&P)
	23405VE	VALUE EDUCATION
	23405SI	SUMMER INTERNSHIP / INDUSTRIAL TRAINING
SEMESTER : 6		
PART - III	23C406A	@CORE COURSE -XIII – COST ACCOUNTING - II
	23C406B	@CORE COURSE -XIV-MANAGEMENT ACCOUNTING
	23C406C	@CORE COURSE -XV- INCOME TAX LAW AND PRACTICE - II
	23E406A	@DSE – III (A) ENTREPRENEURIAL DEVELOPMENT
	23E406B	DSE - III (B) HUMAN RESOURCE MANAGEMENT
	23E406C	@DSE -IV(A) R LANGUAGE/
PART - IV	23E406I	DSE -IV (B) – TALLY - PRACTICAL
	23406SA	NAAN MUDHALVAN -DIGITAL BANKING, LOGISTICS AND AUDIT ESSENTIALS
PART -V	23406EA	EXTENSION ACTIVITY

**B.COM (C.S)- Bachler of Commerce (Corporate Secretary ship)**

PART – III (Core Courses and Elective Courses) Part – IV & V (Skill Enhancement Courses, Foundation Courses, Naan Mudhalvan ( Language Proficiency for Employability, Digital Skills for Employability, Professional Competency Enhancement Course for Competitive Examinations) Environmental Studies, Value Education and Extension Activities.

SEMESTER :1		
PART - III	23C421A	CORE COURSE – I - FINANCIAL ACCOUNTING - I
	23C421B	CORE COURSE – II -PRINCIPLES OF MANAGEMENT
	23E421A	ELECTIVE – I – (A) BUSINESS COMMUNICATION
	23E421B	ELECTIVE - I – (B) INDIAN ECONOMIC DEVELOPMENT
PART- IV	23E421C	ELECTIVE - I – C. BUSINESS ECONOMICS
	23421SA	SEC – I (A) BASICS OF PERSONAL FINANCE & INVESTMENT MANAGEMENT
	23421SB	SEC - 1 -(B) LOGISTICS MANAGEMENT
	23421FC	FC - FUNDAMENTAL CONCEPTS OF ACCOUNTING & COMMERCE
SEMESTER : 2		
PART - III	23C422A	CORE COURSE – III - FINANCIAL ACCOUNTING - II
	23C422B	CORE COURSE – IV - BUSINESS LAW
	23E422A	ELECTIVE – II - (A) BUSINESS ENVIRONMENT
	23E422B	ELECTIVE – II - (B) INSURANCE RISK MANAGEMENT
PART- IV	23E422C	ELECTIVE - I – C. INTERNATIONAL TRADE
	23422SA	SEC-2 (A) EVERY DAY BANKING
	23422SB	SEC-2 (B) EMOTIONAL INTELLIGENCE
	23422SC	SEC-3 FUNDAMENTALS OF AUDITING
SEMESTER :3		
PART - III	23C423A	CORE COURSE -V- CORPORATE ACCOUNTING - I
	23C423B	CORE COURSE -VI - PRINCIPLES OF MARKETING
	23E423A	ELECTIVE III (A) BUSINESS LEGISLATION
	23E423B	ELECTIVE III (B) BUSINESS MATHEMATICS & STATISTICS
	23E423C	ELECTIVE III (C) E-COMMERCE
PART- IV	23423SA	SEC-4. BUSINESS BUILDING SKILL
	23423SB	SEC-5- GST FILING AND RETURNS
SEMESTER : 4		
PART - III	23C424A	CORE COURSE -VII – CORPORATE ACCOUNTING - II
	23C424B	CORE COURSE -VIII - GST & CUSTOMS LAW
	23E424A	ELECTIVE IV - (A) FINANCIAL SERVICES
	23E424B	ELECTIVE IV (B) CONSUMERISM AND CONSUMER PROTECTION
PART- IV	23E424C	ELECTIVE IV C OPERATIONS RESEARCH
	23424SA	SEC – 6 TALLY ACCOUNTING SOFTWARE
	23424SB	SEC-7-(N.M) PROFESSIONAL SKILLS FOR CORPORATE WORLD
	23424ES	ENVIRONMENTAL STUDIES
SEMESTER : 5		
PART - III	23C425A	CORE PAPER IX – COST ACCOUNTING
	23C425B	@ CORE COURSE -X - BANKING LAW AND PRACTICE
	23C425C	@ CORE COURSE -XI – INCOME TAX LAW AND PRACTICE - I
	23C425I	CORE COURSE -XII – INSTITUTIONAL TRAINING
	23E425A/B	DSE -I @ (A) FINANCIAL MANAGEMENT / (B) MODERN MARKETING MANAGEMENT
PART- IV	23E425C/D	DSE – II (A) KNOWLEDGE MANAGEMENT/ (B) OFFICE MANAGEMENT
	23425VE	VALUE EDUCATION
	23425SI	STIMMER INTERNSHIP / INDUSTRIAL TRAINING
SEMESTER :6		
PART - III	23C426A	CORE COURSE – CC XIII - COMPANY LAW & SECRETARIAL PRACTICE
	23C426B	@ CORE COURSE – CC XIV - MANAGEMENT ACCOUNTING
	23C426C	@ CORE COURSE – CC XV - INCOME TAX LAW & PRACTICE-II
	23E426A/B	DSE -III @ (A) ENTREPRENEURIAL DEVELOPMENT (B) BASICS OF RESEARCH METHODOLOGY
PART- IV	23E426C/D	DSE -IV (A) CORPORATE GOVERNANCE & BUSINESS ETHICS (B) INDUSTRIAL LAW
	23426SA	PROFESSIONAL COMPETENCY SKILL – TRAINING FOR COMPETITIVE EXAMINATIONS C.A FOUNDATION
PART - V	23426EA	EXTENSION ACTIVITY

**Dhanraj Baid Jain College**

**B.COM Bachler of Commerce (General)**

PART - III (Core Courses and Elective Courses) Part – IV & V (Skill Enhancement Courses, Foundation Courses, Naan Mudhalvan ( Language Proficiency for Employability, Digital Skills for Employability, Professional Competency Enhancement Course for Competitive Examinations) Environmental Studies, Value Education and Extension Activities.

SEMESTER - 1		
PART - V	23C361A	CORE COURSE -I –FINANCIAL ACCOUNTING -I
	23C361B	CORE COURSE -II – PRINCIPLES OF MANAGEMENT
	23E361A	ELECTIVE -I (A) BUSINESS COMMUNICATION
	23E361B	<b>ELECTIVE -I (B) INDIAN ECONOMIC DEVELOPMENT</b>
PART - IV	23E361C	ELECTIVE -I (C) BUSINESS ECONOMICS
	233618A	SEC - 1 - PUBLIC SPEAKING
	233618C	EC - CAMPUS TO CORPORATE
SEMESTER - 2		
PART - III	23C362A	CORE COURSE -III –FINANCIAL ACCOUNTING - II
	23C362B	CORE COURSE -IV -BUSINESS LAW
	23E362A	ELECTIVE -II – (A) BUSINESS ENVIRONMENT
	23E362B	ELECTIVE -II – (B) INSURANCE AND RISK MANAGEMENT
PART - IV	23E362C	<b>ELECTIVE -II – (C) INTERNATIONAL TRADE</b>
	233628A	SEC - 2 – CREATIVE ADVERTISING
	233628B	SEC - 3-(N,M) LANGUAGE PROFICIENCY FOR EMPLOYABILITY
SEMESTER - 3		
PART -III	23C363A	CORE COURSE -V- CORPORATE ACCOUNTING -I
	23C363B	CORE COURSE -VI- PRINCIPLES OF MARKETING
	23E363A	ELECTIVE -III –(A) BUSINESS LEGISLATION
	23E363B	<b>ELECTIVE -III –(B) BUSINESS MATHEMATICS &amp; STATISTICS</b>
PART - IV	23E363C	ELECTIVE -III – (C) E-COMMERCE
	233638A	SEC - 4 - QUANTITATIVE APTITUDE
	233638B	SEC - 5 –(N, M) CONSUMER PROTECTION RIGHTS
SEMESTER - 4		
PART -III	23C364A	CORE COURSE -VII- CORPORATE ACCOUNTING - II
	23C364B	CORE COURSE -VIII -COMPANY LAW
	23E364A	<b>ELECTIVE -IV- (A) FINANCIAL SERVICES</b>
	23E364B	ELECTIVE -IV –(B) CONSUMERISM & CONSUMER PROTECTION
PART - IV	23E364C	ELECTIVE -IV - (C) OPERATIONS RESEARCH
	233648A	SEC - 6- PROJECT METHODOLOGY
	233648B	SEC - 7– (N, M) DIGITAL SKILLS FOR EMPLOYABILITY- OFFICE FUNDAMENTALS - MS EXCEL
	233648E	ENVIRONMENTAL STUDIES
SEMESTER - 5		
PART - III	23C365A	@CORE COURSE-IX –COST ACCOUNTING I
	23C365B	@CORE COURSE-X - BANKING LAW AND PRACTICE
	23C365C	@CORE COURSE-XI – INCOME TAX LAW AND PRACTICE -I
	23E365I/ 23E365E	@CORE COURSE -XII – PROJECT VIVA – VOCE/ @AUDITING AND CORPORATE GOVERNANCE
	23E365A/ 23E365B	@DSE- I-(A) FINANCIAL MANAGEMENT / DSE I-(B) INDIRECT TAXATION
	23E365C/ 23E365D	DSE-II- (A) HUMAN RESOURCE MANAGEMENT/ / II- (B)OFFICE MANAGEMENT & SECRETARIAL PRACTICE
	PART - IV	233658E
233658I		SUMMER INTERNSHIP / INDUSTRIAL TRAINING
SEMESTER - 6		
PART - III	23C366A	@CORE COURSE -XIII –COST ACCOUNTING -II
	23C366B	@CORE COURSE -XIV-MANAGEMENT ACCOUNTING
	23C366C	@CORE -XV- INCOME TAX LAW AND PRACTICE II
	23E366A/ 23E366B	@DSE- III- (A)ENTREPRENEURIAL DEVELOPMENT / DSE -III (B) COMPUTER APPLICATION IN BUSINESS
	23E366C/ 23E366D	@DSE- IV - (A) LOGISTICS AND SUPPLY CHAIN MANAGEMENT DSE -IV-(B) SPREADSHEET FOR BUSINESS
PART -IV	233668A	GENERAL AWARENESS FOR COMPETITIVE EXAMINATION
PART - V	233668A	EXTENSION ACTIVITY

**B.Com - (ISM) Bachler of Commerce - (Information System Management)**  
 PART – III (Core Courses and Elective Courses) Part – IV & V (Skill Enhancement Courses,  
 Foundation Courses, Naan Mudhalvan ( Language Proficiency for Employability,  
 Digital Skills for Employability, Professional Competency Enhancement Course )  
 Environmental Studies, Value Education and Extension Activities.

SEMESTER -1		
PART - III	25C441A	CC-3- PRINCIPLES OF MANAGEMENT
	25C441B	@CC-3 –ACCOUNTING FOR MANAGERS -I
	23E441A	ELECTIVE- I – (A) PROGRAMMING IN C AND PRACTICAL (THEORY AND PRACTICAL)
	25E441A	ELECTIVE- I – INTRODUCTION TO INFORMATION TECHNOLOGY
PART - IV	23441SA	SEC-1 - INTRODUCTION TO HTML
	23441FI	EC -OFFICE AUTOMATION - PRACTICAL
SEMESTER -2		
PART - III	25C442A	CC-III -MODERN BANKING AND FINANCIAL SERVICES
	25C442B	@CC-III –ACCOUNTING FOR MANAGERS -II
	23E442A	ELECTIVE- II: (A) PROGRAMMING IN C ++
	25E442B	(B) PROGRAMMING IN JAVA AND PRACTICAL (THEORY AND PRACTICAL)
PART - IV	23442SI	SEC-2 - HTML - PRACTICAL
	23442SA	SEC – 3- LANGUAGE PROFICIENCY FOR EMPLOYABILITY
SEMESTER -3		
PART - III	23C443A	CC-V- CORPORATE ACCOUNTING- I
	23C443B	CC- VI – BUSINESS MATHEMATICS AND STATISTICS
	23E443A	ELECTIVE- III – (A) PROGRAMMING IN JAVA AND PRACTICAL (THEORY AND PRACTICAL)
	23E443B	ELECTIVE- III- (B) WEB TECHNOLOGY(PHP)AND LAB (THEORY AND PRACTICAL)
PART - IV	23443SA	SEC- 4- QUANTITATIVE APTITUDE
	23443SB	SEC-5 – PYTHON PROGRAMMING
SEMESTER -4		
PART - III	23C444A	CC-VII-CORPORATE ACCOUNTING -II
	23C444B	CC -VIII-COMPANY LAW
	23E444A	ELECTIVE- IV- RELATIONAL DATABASE MANAGEMENT SYSTEM
	23E444B	ELECTIVE- IV – INTRODUCTION TO DATA SCIENCE
PART - IV	23444SI	SEC- 6- PYTHON PROGRAMMING - PRACTICAL
	23444SA	@ SEC - 7- DIGITAL SKILLS FOR EMPLOYABILITY-OFFICE FUNDAMENTALS-MS-EXCEL
23444ES	ENVIRONMENTAL STUDIES	
SEMESTER :5		
PART - III	23C445A	@CC- IX –COST ACCOUNTING- I
	23C445B	@CC- X - BANKING LAW AND PRACTICE
	23C445C	@CC- XI – INCOME TAX LAW AND PRACTICE- I
	23C445E	@CC-XII – PROJECT VIVA- VOCE /AUDITING AND CORPORATE GOVERNANCE
	23E445A	DSE- I- @ (A) OPERATION RESEARCH I
	23E445B	(B) RESEARCH METHODOLOGY
	23E445C/	@DSE- II- (A) SOFTWARE ENGINEERING+ UML PRACTICAL
23E445D	(B) CRYPTOGRAPHY AND NETWORK SECURITY	
PART - IV	23445VE	VALUE EDUCATION
	23445SI	SUMMER INTERNSHIP
SEMESTER :6		
PART - III	23C446A	@CC-XIII –COST ACCOUNTING - II
	23C446B	@CC-XIV-MANAGEMENT ACCOUNTING
	23C446C	@CC-XV- INCOME TAX LAW AND PRACTICE- II
	23E446A	DSE-III- @ (A) ENTREPRENEURIAL DEVELOPMENT /
	23E446B	(B) MANAGEMENT INFORMATION SYSTEM
	23E446C	@DSE-IV-(A) R- LANGUAGE/
23E446I	(B) – TALLY - PRACTICAL	
PART - IV	23446SA	@DIGITAL BANKING, LOGISTICS AND AUDIT ESSENTIALS
PART - V	23446EA	EXTENSION ACTIVITY

**Dhanraj Baid Jain College**

**B.SC.- C.S- BACHLER OF SCIENCE (COMPUTER SCIENCE)**

PART – III (Core Courses and Elective Courses) Part – IV & V (Skill Enhancement Courses, Foundation Courses, Naan Mudhalvan ( Language Proficiency for Employability, Digital Skills for Employability, Professional Competency Enhancement Course ) Environmental Studies, Value Education and Extension Activities.

<b>SEMESTER - 1</b>		
PART - III	23C581A	CORE COURSE -I- OBJECT ORIENTED PROGRAMMING WITH C++
	23C581I	CORE COURSE -II- OBJECT ORIENTED PROGRAMMING IN C++- PRACTICAL
	23E581A	ELECTIVE- 1- STATISTICS -I
PART -IV	25581S1	SEC - 1 – AUTOMATED OFFICE SYSTEMS – PRACTICAL
	23581FC	FC - PROBLEM SOLVING TECHNIQUES
<b>SEMESTER : 2</b>		
PART -IV	25C582A	CORE COURSE -III- PYTHON PROGRAMMING
	25C582I	CORE COURSE -IV- PYTHON PROGRAMMING- PRACTICAL
	23E582A	ELECTIVE- II- RESOURCE MANAGEMENT TECHNIQUES
	235825A	SEC - 2- QUANTITATIVE APTITUDE
	23582S1	SEC - 3 - ADVANCED EXCEL - PRACTICAL
<b>SEMESTER : 3</b>		
PART - III	23C583A	CORE COURSE -V- PYTHON PROGRAMMING
	23C583I	CORE COURSE -VI - PYTHON PROGRAMMING - PRACTICAL
	23E583A	ELECTIVE -III – DISCRETE MATHEMATICAL STRUCTURES
PART -IV	235835A	SEC-4- WEB APPLICATION DEVELOPMENT
	23583S1	SEC-5 - WEB APPLICATION DEVELOPMENT – PRACTICAL
<b>SEMESTER : 4</b>		
PART - III	23C584A	CORE COURSE -VII – PROGRAMMING IN JAVA
	23C584I	CORE COURSE -VIII-PROGRAMMING IN JAVA - PRACTICAL
	23E584A	ELECTIVE -IV –NUMERICAL METHODS
PART -IV	235845A	SEC-6 - PHP PROGRAMMING
	23584S1	SEC-7 - PHP PROGRAMMING - PRACTICAL
	23584ES	ENVIRONMENTAL STUDIES
<b>SEMESTER : 5</b>		
PART - III	23C585A	@ CC9 - OPERATING SYSTEMS
	23C585B	@ CC10 - DATABASE MANAGEMENT SYSTEM
	23C585I	@CC11 - OPERATING SYSTEMS -PRACTICAL
	23C5852	@CC12 - DATABASE MANAGEMENT SYSTEM -PRACTICAL
	23E585A	@ DSE - I. INTRODUCTION TO DATA SCIENCES
PART -IV	23E585B	DSE -II COMPUTER NETWORK
	23585VE	VALUE EDUCATION
	23585SI	SUMMER INTERNSHIP
<b>SEMESTER : 6</b>		
PART - III	23C586A	CC13 - .NET PROGRAMMING
	23C586I	CC14 - NET PROGRAMMING- PRACTICAL
	23C5862	CC15 MINI PROJECT
	23E586A	DSE - III – CYBER SECURITY
	23E586B	@DSE - IV SOFTWARE ENGINEERING
PART -IV	23586SA	PROFESSIONAL COMPETENCY SKILL ENHANCEMENT COURSE: PCSEC. CLOUD COMPUTING
PART -V	23586EA	EXTENSION ACTIVITY

*Dhanraj Baid Jain College*

**B.SC.- (VIS.COM) - BACHLER OF SCIENCE (VISUAL COMMUNICATION)**

PART – III (Core Courses and Elective Courses) Part – IV & V (Skill Enhancement Courses, Foundation Courses, Naan Mudhalvan (Language Proficiency for Employability, Digital Skills for Employability, Professional Competency Enhancement Course ) Environmental Studies, Value Education and Extension Activities.

<b>SEMESTER - 1</b>		
PART III	23C901A	CC -I- INTRODUCTION TO HUMAN COMMUNICATION
	23C901B	CC –II- HISTORY OF TAMIL CINEMA
	23E9011	ELECTIVE –I- GRAPHIC DESIGN AND TYPOGRAPHY -PRACTICAL
PART IV	23901S1	SEC -I- DIGITAL STORYTELLING AND SCRIPTWRITING – PRACTICAL
	23901F1	FC- DIGITAL DRAWING AND PAINTING -PRACTICAL
<b>SEMESTER : 2</b>		
PART III	23C902A	CC -III- UNDERSTANDING VISUAL COMMUNICATION
	23C9021	CC -IV- PHOTOGRAPHY AND VIDEOGRAPHY -PRACTICAL
	23E9021	ELECTIVE – II- PUBLICATION DESIGN -PRACTICAL
PART IV	23902S1	SEC –2- IMAGE EDITING AND COLOUR MANAGEMENT – PRACTICAL
	23902S2	SEC -3- WORKING WITH HYPERLOCAL AND COMMUNITY MEDIA – PRACTICAL
<b>SEMESTER : 3</b>		
PART III	23C903A	CC -V- MULTIMEDIA TECHNOLOGIES AND STANDARDS
	23C9031	CC-VI- AUDIO-VISUAL EDITING- PRACTICAL
	23E9031	ELECTIVE-III- 2D AND 3D MODELING -PRACTICAL
PART IV	23903S1	SEC- 4- MULTIMEDIA CONTENT PACKAGING - PRACTICAL
	23903SA	SEC-5- DESIGN THINKING
<b>SEMESTER : 4</b>		
PART III	23C904A	CC -VII - FILM APPRECIATION AND ANALYSIS
	23C9041	CC –VIII - ANIMATION AND CHARACTER DESIGN - PRACTICAL
	23E9041	ELECTIVE – IV. COMPOSITING AND VISUAL EFFECTS – PRACTICAL
PART IV	23904S1	SEC-6- SCRIPT WRITING AND STORYBOARD DEVELOPMENT – PRACTICAL
	23904S2	SEC -7- DIGITAL SKILLS FOR EMPLOYABILITY: LEARNING PATHWAY – MICROSOFT OFFICE FUNDAMENTALS AND LINKEDIN CAREER ESSENTIALS -PRACTICAL
	23904ES	ENVIRONMENTAL STUDIES
<b>SEMESTER : 5</b>		
PART III	23C905A	CC-IX. ADVERTISING AND BRAND COMMUNICATION
	23C905B	CC-X. TELEVISION PRODUCTION
	23C9051	CC-XI. ADVANCED 3D TEXTURING AND SCULPTING – PRACTICAL
	23C9052	CC-XII. 3D ENVIRONMENT DESIGN -PRACTICAL
	23E905A	DSE-I- IMMERSIVE MEDIA DESIGN
	23E9051	DSE-II- SHORT FILMMAKING (FICTION OR NON-FICTION) – PRACTICAL
PART -IV	23905S1	SUMMER INTERNSHIP
PART IV	23905VE	VALUE EDUCATION
<b>SEMESTER : 6</b>		
PART III	23C906A	CC-XIII. MEDIA CULTURE IN TAMILNADU
	23C906B	CC-XIV. MEDIA ENTREPRENEURSHIP
	23C9061	CC-XV. EXTENDED REALITY DESIGN -PRACTICAL
	23E9061	DSE – III. CAPSTONE PROJECT -PRACTICAL
	23E906A	DSE – IV. CYBER SECURITY TRAINING FOR MEDIA PROFESSIONAL.
PART IV	23906SA	PROFESSIONAL COMPETENCY SKILL :CYBER SECURITY TRAINING FOR MEDIA PROFESSIONALS
PART V	23906EA	EXTENSION ACTIVITIES

**Dhanraj Baid Jain College**

M.SC - COMPUTER SCIENCE		
SEMESTER - 1		
PART - I	23P781A	CORE COURSE -1-ADVANCED DATA STRUCTURES AND ALGORITHMS
	23P781B	CORE COURSE -2-ADVANCED PYTHON PROGRAMMING
	23P781C	CORE COURSE -3- ARTIFICIAL INTELLIGENCE
	23P7811	CORE COURSE -4- DATA STRUCTURE AND ALGORITHMS- PRACTICAL
	23P7812	CORE COURSE -5- ADVANCED PYTHON PROGRAMMING - PRACTICAL
	25D781A	EXTRA DISCIPLINARY COURSE-1- INFORMATION SECURITY
PART - II	23781SA	SOFT SKILL-1- COMMUNICATION SKILLS FOR SOFTWARE ENGINEERS
SEMESTER : 2		
PART - I	25P782A	CC-VI: SOFT COMPUTING
	23P782B	CC-VII: ADVANCED NETWORKS
	25P7821	CC- VIII: SOFT COMPUTING- PRACTICAL
	23E782A	ELECTIVE -I (A) CLOUD COMPUTING [OR]
	<b>23E782B</b>	<b>ELECTIVE -I (B) INTERNET OF THINGS [OR]</b>
	23E782C	ELECTIVE -I (C) DATA ANALYTICS
	23E782D	ELECTIVE -II (A) FULL STACK DEVELOPMENT [OR]
	23E782E	ELECTIVE -II (B) NATURAL LANGUAGE PROCESSING [OR]
	<b>23E782F</b>	<b>ELECTIVE -II (C) DIGITAL IMAGE PROCESSING</b>
	CORE CUM ELECTIVE 9 (ELECTIVE II BASED) - PRACTICAL	
	23E7821	ELECTIVE - III - FULL STACK WEB DEVELOPMENT - PRACTICAL
	23E7822	ELECTIVE - III - NATURAL LANGUAGE PROCESSING - PRACTICAL
	<b>23E7823</b>	<b>ELECTIVE - III - DIGITAL IMAGE PROCESSING - PRACTICAL</b>
23D782A	EXTRA DISCIPLINARY COURSE -II- PRINCIPLES OF COMPILER DESIGN	
PART - II	25782SA	SOFTSKILL-: GENERAL APTITUDE FOR COMPETITIVE EXAMINATIONS
SEMESTER : 3		
PART - I	23P783A	CORE COURSE - 10-.PARALLEL AND DISTRIBUTED COMPUTING
	23P783B	CORE COURSE - 11-.DEEP LEARNING AND NEURAL NETWORKS
	23P783C	CORE COURSE - 12.CRYPTOGRAPHY
	23P7831	CORE COURSE - 13:- DEEP LEARNING - PRACTICAL
	<b>23E783A/</b>	<b>ELECTIVE -IV (A)CYBER SECURITY (23E783A)</b>
	23E783B/	ELECTIVE -IV (B)ADVANCED COMPUTER ARCHITECTURE (23E783B)
	25E783C	ELECTIVE -IV (C) DISTRIBUTED DATABASE SYSTEMS(23E783C)
	<b>23E783D/</b>	<b>ELECTIVE -V (A)HUMAN COMPUTER INTERACTION (23E783D)</b>
	23E783E/	ELECTIVE -V (B) AGILE SOFTWARE ENGINEERING (23E783E)
	23E783F	ELECTIVE -V (C) COMPUTER VISION(23E783F)
PART - II	23783SA	SOFT SKILL-3-.PERSONALITY DEVELOPMENT AND OTHER SOFT SKILLS FOR SOFTWARE ENGINEERS
	23783SB	SOFT SKILL-4-. DOCUMENTATION AND INTERVIEW SKILLS FOR SOFTWARE ENGINEERS
	23J7831	SUMMER INTERNSHIP- (EVALUATION OF 4 TO 5 WEEKS OF INTERNSHIP DURING SUMMER VACATION OF 1 YEAR)
SEMESTER : 4		
PART - I	23P7841	CORE COURSE - 14. PROJECT AND VIVA-VOCE
PART - II	23784EA	EXTENSION ACTIVITIES

**Dhanraj Baid Jain College**

M.SC -INFORMATION TECHNOLOGY			
SEMESTER : 1			
PART - I	25P801A	CORE COURSE -1 OBJECT ORIENTED PROGRAMMING WITH C++	
	25P801B	CORE COURSE -2 ADVANCED PYTHON PROGRAMMING	
	25P801C	CORE COURSE -3 DATA STRUCTURES	
	25P8011	CORE COURSE -4 OBJECT ORIENTED PROGRAMMING WITH C++ PRACTICAL	
	25P8012	CORE COURSE -5 PRACTICAL – II: ADVANCED PYTHON PROGRAMMING-PRACTICAL	
	23E801A 23E801B 23E801C	ELECTIVE-3: (A) DATA WAREHOUSING AND DATA MINING(23E801A)/ (B)E-COMMERCE(23E801B) © AGILE SOFTWARE ENGINEERING(23E801C)	
PART -II	23801SA	SOFT SKILL -1-COMMUNICATION SKILLS FOR SOFTWARE ENGINEERS	
SEMESTER : 2			
PART - I	23P802A	CORE COURSE -6 DESIGN & ANALYSIS OF ALGORITHMS	
	23P802B	CORE COURSE -7 PROGRAMMING IN JAVA	
	23P8021	CORE COURSE -8: PROGRAMMING IN JAVA - PRACTICAL	
	23E802A 23E802B 25E802A	ELECTIVE – II : (A) CLOUD COMPUTING (23E802A) (B) SOFTWARE TESTING (23E802B) © SOFT COMPUTING (25E802A)	
	23E802C 25E802B 23E802D	ELECTIVE – III : (A) WEB TECHNOLOGY (23E802C) (B) RELATIONAL DATABASE MANAGEMENT SYSTEM (25E802B) © MOBILE APPLICATION DEVELOPMENT (23E802D)	
	23E8021 25E8021 23E8022	CORE COURSE CUM ELECTIVE – 9- (BASED ON ELECTIVE III) PRACTICAL – IV WEB TECHNOLOGY PRACTICAL (23E8021)(B) RELATIONAL DATABASE MANAGEMENT SYSTEM (25E802) (C) MOBILE APPLICATION DEVELOPMENT PRACTICAL (23E8022)	
	23802SA 23802S1	SOFT SKILL -2- GENERAL APTITUDE FOR COMPETITIVE EXAMINATIONS SOFT SKILL – 3- TEAM PROJECT	
SEMESTER : 3			
PART - I	23P803A	CORE COURSE -10- COMPUTING NETWORKS	
	23P803B	CORE COURSE -11 OPERATING SYSTEMS	
	23P803C	CORE COURSE – 12 MACHINE LEARNING	
	23P8031	CORE COURSE – 13 MACHINE LEARNING - PRACTICAL	
	23P8032	CORE COURSE – 14 MINI PROJECT	
	23D803A 23E803A/ 23E803B/ 23E803C	EXTRA- DISCIPLINARY COURSE –INFORMATION SECURITY ELECTIVE – IV: (A) INTERNET OF THINGS (23E803A) / OR ELECTIVE – IV (B) COMPUTER VISION (23E803B) OR ELECTIVE – IV © DATA VISUALIZATION (23E803C)	
PART - II	23803SA	SOFT SKILL-4 PERSONALITY DEVELOPMENT AND OTHER SOFT SKILLS FOR SOFTWARE ENGINEERS	
	2318031	SUMMER INTERNSHIP (EVALUATION OF 4 TO 5 WEEKS OF INTERNSHIP DURING SUMMER VACATION OF 1 YEAR)	
SEMESTER : 4			
PART - I	23P8041	CORE COURSE – 15. PROJECT AND VIVA-VOCE	
PART - II	23804EA	EXTENSION ACTIVITIES	

M.COM-CORPORATE SECRETARYSHIP		
SEMESTER : 1		
PART - I	23P851A	CORE COURSE –I- BUSINESS FINANCE
	23P851B	CORE COURSE –II- DIGITAL MARKETING
	23P851C	CORE COURSE –III- BANKING AND INSURANCE
	23E851A	<b>ELECTIVE I (A) COMPANY LAW AND SECRETARIAL PRACTICE [OR]</b>
	23E851B	ELECTIVE I (B) - CORPORATE DUE DILIGENCE
	23E851C	ELECTIVE II (A)- DRAFTING AND CONVEYANCING [OR]
	23E851D	<b>ELECTIVE -II (B) – FOREX MANAGEMENT</b>
Semester : 2		
PART - I	23P852A	CORE COURSE -IV- STRATEGIC COST MANAGEMENT
	23P852B	CORE COURSE -V- ADVANCED COMPANY ACCOUNTING
	23P852C	CORE COURSE -VI - SETTING UP OF BUSINESS ENTITIES
	23E852A	<b>ELECTIVE III (A) -STRATEGIC CORPORATE MANAGEMENT (OR)</b>
	23E852B	ELECTIVE III (B) - STRATEGIC MANAGEMENT
	23E852C	<b>ELECTIVE IV (A) - SECURITY ANALYSIS AND PORTFOLIO MANAGEMENT</b>
PART - I	23E852D	ELECTIVE IV (B) - CORPORATE RESTRUCTURING LAW AND PRACTICE (OR)
PART - II	23S852S1	SOFT SKILL -1 - ADVANCED EXCEL → PRACTICAL
		SUMMER INTERNSHIP / INDUSTRIAL ACTIVITY
SEMESTER : 3		
PART - I	23P853A	CORE COURSE -VII - BUSINESS TAXATION
	23P853B	CORE COURSE -VIII - RESEARCH METHODOLOGY
	23P853I	CORE COURSE -IX - COMPUTERS IN BUSINESS - PRACTICAL
	23P853C	CORE COURSE -X - CORPORATE AND ECONOMIC LAWS
	23E853A	<b>ELECTIVE -V - (A) SECRETARIAL, MANAGEMENT AND SYSTEMS AUDIT (23E853A)</b>
	23E853B	ELECTIVE -V (B) FORENSIC AUDIT(23E853B)
PART - II	23S853SA	SOFT SKILL -2- MANAGEMENT INFORMATION SYSTEMS
	23S853SI	SOFT SKILL -3- SUMMER INTERNSHIP
SEMESTER : 4		
PART - I	23P854A	CORE COURSE -XI - HUMAN RESOURCE ANALYTICS
	23P854B	CORE COURSE -XII - INTERNATIONAL BUSINESS
	23E854A	<b>ELECTIVE VI (A) - INSOLVENCY LAW AND PRACTICE (23E854A)</b>
	23E854B	ELECTIVE VI (B) DERIVATIVE MARKET (23E854B)
	23P854I	CORE COURSE –XIII- PROJECT WITH VIVA-VOCE
	23S854SA	SOFT SKILL -4- CONSUMER PROTECTION AND CONSUMER RIGHTS
PART - II	23S854EA	EXTENSION ACTIVITIES

## 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 English

1. Inauguration
2. Quiz Programme in English
3. Essay Competition in English
4. Oratorical Competition in English
5. Euphoria - Intra Collegiate Competitions
6. Guest Lecture
7. Valedictory Function

### 3. Department of Mathematics

1. Inauguration of Math Club
2. Ramanujan's Day Celebration
3. Exhibition of Mathematical Designs / Models
4. Quiz Programme
5. Guest Lecture
6. Math Fest
7. Personality Development Programme
8. Aptitude & Reasoning Programme
9. Special Lecture
10. NPTEL Programme
11. Valedictory Meeting of Mathematics Association

#### **4. Department of Commerce**

1. Inauguration of Departmental Association
2. Entrepreneurial Awareness Programme for III year students
3. Personality Development Programme for III year students
4. Career guidance for commerce students
5. Inter-Collegiate One day Seminar “Jainspire”
6. State Level Seminar
7. Effective Communication skills and strategies
8. HRD Programme to the III year students for the preparation of Bio-Data, Interview and Group Discussion
9. Parents Meeting
10. Valedictory Function

#### **5. Department of Management Studies**

1. Departmental Association Inauguration
2. Intra & Inter-Departmental Management Events “Jains Gestor Casino”  
Stock Market Play, Business Quiz, Best Manager, Ad-Zap,  
Strees Interview, Corporate Grooming, etc.,
3. Inter-Collegiate Management Event - “Jains Esprit Gestionnaire”
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
10. National Level Paper Presentation on ‘Recent Topics’ for Students
11. Industrial Visits
12. Management Day (Valedictory) Celebration

## **6. Department of Corporate Secretaryship**

1. Inauguration of Department Association
2. Personality Development Programme.
3. Talk on Stock Market.
4. Talk on Recent Trends in Banking.
5. Talk on Recent Trends in Corporate Law.
6. Effective Communication Skill, Development Programme
7. Special Lecture on Public Speaking.
8. HRD programme focussing on preparation of Bio-Data, attending interview and participating in Group Discussion.
9. One day Inter-Collegiate Seminar "JAIN CORP".
10. Career guidance.
11. Parents Meeting.
12. Valedictory Function.

## **7. 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 Corporate Voice
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

## **8. 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. On-Campus & off-Campus Drives
16. Placement Day

## கல்லூரி விதிமுறைகள் :

### 1. உடை கட்டுப்பாடு :

#### மாணவர்களுக்கு :

- ❖ ஆடவர் முழுக்கால் சட்டை மற்றும் மேல் சட்டை அணிந்து வருதல் வேண்டும்.
- ❖ ஜீன்ஸ் டீஷர்ட், 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 இல்லாமல் 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. மீறினால் 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 வளாகத்திற்குள் எடுத்து வருவது கண்டிப்பாகத் தடைசெய்யப்பட்டுள்ளது.
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, பல்கலைக் கழகத்திலிருந்து 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.

## **RULES & REGULATIONS FOR STUDENTS**

### **GENERAL RULES**

- Keep the campus clean and green.
- Use the dustbins provided in the classrooms and college premises to discard papers and garbage.
- Don't waste water and food items.
- Switch off fans and lights when not in use in class rooms/ laboratories.
- Use only courteous and polite language and behave with decorum when talking to the faculty members and the staff of the college

### **DISCIPLINARY RULES**

- The college gives utmost priority for discipline and every student is bound to follow the rules and regulations of the college and maintain strict discipline.
- Students should wear / display their Identity Card prominently, while they are within the campus. The security staff/ faculty will not permit any student inside the campus without their identity card. It should be shown to the security / faculty whenever it is demanded.
- Each student must fill the '**Students Response Form**' (page no.113) available in the Academic Calendar immediately on joining the college and forward it to the Principal through the HoD. Subsequent changes in the details provided should also be reported immediately and without fail.
- Students will promptly stand to solemn attention when Jain Prayer song, 'Tamilthai Vazhthu' and National Anthem being played at all times.

- Use of mobile phones inside the college campus is strictly prohibited. If anyone is found using cell phones, sending SMS, browsing on the internet etc. inside the college, stringent action will be taken and the cell phones will be confiscated and will not be returned.
- Loitering inside the campus during working hours is strictly prohibited.
- Students should not leave the college premises during class hours without written permission of the Class In Charge/HoD/ Principal
- Students should be punctual in attending classes and other co-curricular and extra-curricular activities. Late comers will not be allowed in the class.
- Damage or destruction to any form to any college property will invite severe punishment. The cost of any damage so caused will be recovered from the students collectively if the responsibility for it cannot be fixed on any individual or group of individuals.
- Students should not write or carve names on the furniture, walls, tiles, boards, vehicles and automobiles etc. within the college premises.
- Pasting of papers, brochures, posters and other printed materials is not permitted anywhere inside the campus.
- During games / library hours / laboratory hours the classroom should be locked if bags are kept inside.
- Students should take care of their belongings. The college will not be responsible for any loss of belongings.
- Shouting is not permitted in college premises and absolute silence and discipline should be maintained in the classrooms.

- The following acts of misconduct will result in immediate dismissal from the college:

Assault of any person

Wilful damage to University property

Intimidation, coercion and/or interference with other students

Misbehaviour with other students and/or Staff

- Smoking and consumption of tobacco products, intoxicants, alcohol and drugs are strictly prohibited inside the campus. If so that will lead to immediate dismissal from the college.
- Weapons must not be brought into, or kept, within the campus.
- Students should not involve themselves in any political or religious activity inside the Campus. Students are forbidden to organize or attend any meeting in the college or collect money for any purpose without prior written permission of the Principal.
- No student shall take part in any anti-social or subversive activities. No student shall be a member of any organization or association not concerned with academics, without prior written permission of the Principal.
- No celebrations of festivals, birthdays or similar events are permitted among students during college hours or in the campus or college bus.
- Only Vegetarian Food is Permitted within the Campus. Non - Vegetarian Food in any form is Totally Prohibited.
- Students are expected to maintain discipline in bus, bus stops and other public places.

- Foot board travel must also be avoided.
- All two wheeler users should wear helmet.
- Over speed inside the campus is prohibited. Vehicles should be parked at the central parking lot in places earmarked for each vehicle. Parking of vehicles in places other than the central parking lot is totally prohibited.

### **DRESS CODE FOR MALE STUDENTS**

- \* Hair should be neatly cut and well groomed (Long hair not permitted) Shall be clean - shaven.
- \* Shall wear washed, pressed pants with decent shirt full sleeve (No folding of full sleeve) / half sleeve) neatly tucked in and well polished formal shoes.
- \* Multi-pocket pants, T-shirts, banians, jeans / pants similar in appearance to jeans and cargo pants are not permitted.
- \* Exhibition of unwanted designs with (lowers, cartoons or writings or phrases on either shirt or pant are not permitted. Multi-pocket pants and shirts are not permitted.
- \* Wearing of ear rings is not permitted unless there is prior permission from the Principal with genuine reasons.

### **DRESS CODE FOR FEMALE STUDENTS**

- \* Saree or churidhar with dupatta pinned to the kurta.
- \* Sleeveless kurtas / blouses, high slit kurtas, short kurtas and single pleat dupatta, leggings are not permitted.
- \* Wearing Transparent materials is not allowed.

## **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.**

## **CODE OF CONDUCT DURING PROGRAMMES/ EVENTS/CELEBRATIONS/FUNCTIONS**

- All functions - culturals, events, seminars, meetings, training / classroom sessions etc. demand discipline and students must follow the dress code.
- Discipline must be maintained while attending functions like College Day, Graduation Day, and Sports Day etc.

- i. Maintain absolute silence until the meeting / function is over,
  - ii. Be seated before the commencement of the meeting.
  - iii. When the Chief Guest / VIP enters the auditorium, the audience should stand and welcome. They should sit only after the Chief Guests are seated.
  - iv. Students and audience can leave the auditorium only after the Chief Guest / VIP leaves the auditorium.
  - v. Only the official/authorized photographer is permitted.
- Under the Government's Educational Rules, the Principal has full power to inflict punishment on errant and defaulting students for lack of attendance, loss of term certificates, etc. The punishment could be Fine, Suspension, Expulsion, etc. This is in order to maintain discipline and punctuality.

## **RAGGING**

**Ragging in any form is totally banned and is punishable as per the Government Order. If any student is found to be indulging in any sort of ragging or harassment to juniors or other fellow students, inside or outside the campus, bus, hostel, he/she will be dismissed immediately from the college, and criminal action will be taken against them as per the rules.**

## **Fees**

**All fees due to college are to be paid through Online Mode with in due dates. No extention of time shall be granted. In case of failure, the name of the student concerned will be struck off from the rolls.**

## **LEAVE/ON DUTY/PERMISSION RULES LEAVE RULES**

- Applications for leave shall be addressed to the Principal and submitted to the HoD. (Sample attached on page no.112).
- In case of sickness or injury, intimation is to be given to the HoD over telephone or e-mail or letter followed by a formal leave letter with an authorized Medical Certificate before the student attend the classes after availing leave.
- Any unauthorized absence will attract punishment.
  - i) Absence without leave or permission for any part of a working day shall be considered as absence for the whole day.
  - ii) Late comers in the morning will not be allowed unless prior permission or suitable intimation is given to the HoD concerned.
- On Duty will be recommended / initiated by the controlling officer and will be granted by the respective HoD of the department concerned depending on the genuineness of the participation in cultural / paper presentation / inter-collegiate competitions etc., through the Principal. No On Duty will be granted for practice.
- Students representing the college in co- curricular or extra-curricular activities should apply to the Principal for “ON DUTY” in a prescribed format.

## **ATTENDANCE**

- Students shall be regular and punctual in their attendance and every student is expected to put in 100% attendance in both theory and practical classes. Due credit for attendance will be given in the internal assessment mark.
- **Students must be present for all tests & events conducted by the college.**

Dates of Unit Tests/Model Exams will be intimated by the respective HoDs and will be available in the College website.

- Students must secure not less than 85% of overall attendance in a semester. However, a candidate who secures attendance between 75% to 85% only in the current semester due to medical reasons hospitalization/ specific illness or due to participation in College/University/State/ National/ International level sports/Cultural events with prior permission of the Principal, shall be given exemption from the prescribed attendance requirement and he/she shall be permitted to appear for the current semester examination.
- **It will be considered as gross indiscipline, if the students absent themselves on the first and the last working day of each semester.**
- Attendance shall be marked during all the class hours and during practical classes every day.

## **OFFICIAL APPROVALS FROM THE PRINCIPAL**

In order to get a certificate from the Principal, the following procedure has to be followed:

A requisition letter must be written with a recommendation from the Class Advisor and the HoD.

**It should be handed over to the Principal's office/placed in the Principal's office.**

**The office requires at least two days to prepare and dispatch the necessary certificates.**

### **TIME SCHEDULE TO MEET THE PRINCIPAL**

Parents : 10.00 a.m. - 11.00 a.m.  
(except on Mondays)

Visitors, Suppliers &

Students : 3.00 p.m. - 4.00 p.m.

**Non-Vegetarian Food (Including Egg) in any form inside the Campus is Strictly Prohibited**

## **Tirthankara Student's Senate 2025-2026**

### **ABOUT:**

Tirthankara Student's Senate is the Student Council of the college. The council was established on 2nd October 2018 on the auspicious day of Mahatma Gandhi Jayanti. Tirthankaras are called the Jina or the conquerors of all instincts. There are 24 Tirthankaras. The term, 'Tirthankara' is a combination of 'Teertha' and 'Samsara'. Teertha is a pilgrimage site and samsara is the worldly life. Tirthankara Student's Senate follows the top three foundational virtues of Jainism, Humanity, Forgiveness and Donation. DBJC is known for its exceptional legacy by holding to these virtues. One of the unique reasons for TSS to shine brighter among other student councils is its motto. TSS, DBJC believes not every student is acquainted with discipline and kindness. Therefore, we cannot expect any student to behave rightly. It is the duty of TSS to hold to the three virtues of Tirthankara, Humanity, Forgiveness and Donation. Showing utmost Kindness and Love to wants students and forgiving them for their misbehaviour are the first duties of every Tirthankara Student's Senate member. The term "Donation" or "Offering" does not only mean donating money, food or even blood, It also means teaching discipline and sharing the knowledge with fellow students without making them feel low, which is also synonymous with Donation. Tirthankara Student's Senate is not only to represent the students of the college. It is an example of how a student should be.

### **FUNCTIONS:**

It is the responsibility of the office bearers of the Senate to arrange for monthly meetings inviting eminent persons from all walks of life. The Senate will have an inaugural function in June or July. All other Department associations and the clubs such as NSS/YRC/RRC/Jain Cultural Meet will be inaugurated immediately after. The Senate activities for the year will end with a valedictory function in the first week of April. All activities and programmes of the college Senate shall have the Tirthankara Submit once in every month to review the functioning of the Senate. The Senate office bearers are accountable to the Tirthankara Students Senate.

**ELIGIBILITY / ELECTION:**

- Only the Chairperson will be Elected during the Senate Election.
- A Student must have good academic records and should have a minimum of 80% of attendance.
- Students who are willing to stand for Chairperson election must be studying in final year in UG or Must be a PG Student.
- Students who are willing to stand for chairperson election must file the nomination on or before the Nomination End date.
- Students nominating themselves for chairperson must also submit the nominations of their senate members.
- All year (I, II & III) Class Representatives, Assistant Class Representatives, Teaching faculties and non-teaching faculties can vote in the senate election.
- The Election Commission consists of 5 governing bodies, Speaker, Co-Speaker, Chief Superintendent and two Additional Chief Superintendents.
- The Principal of the college is the Speaker of the senate and he/she will serve as the Election Commissioner during the Election period.
- Nominations must be submitted to the Election Commission before the nomination date ends.
- Election Commissioner have the exclusive rights to decline any nominations if the nomination does not meet the requirements.
- If only one nomination is received by the Election Commission, then there shall be no election. The nominated candidate will be declared the Chairperson of the academic year.

**She/He must be a Final year student to become**

- The Chairperson
- Vice Chairperson She/He can be either Second or Final Year Student to become

**SENATE MEMBERS ELIGIBILITY:**

- Secretary
- Joint Secretary
- NCC/NSS- Convenors
- Treasurer
- Joint Treasurer
- Club Convenors

**CONDUCT:**

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

**CODE OF CONDUCT FOR THE TIRTHANKARA STUDENT SENATE**

1. TSS Members must shine as the role models in the college in practising discipline and in academic performance.
2. They should help the principal and the staff in organising inaugurations, orientations, cultural fests like Yaathisai, Prayaas, Euphoria, Samathuva pongal, college day, sports day, seminars, workshops, FDP's, Skill development program, outreach programs, etc.
3. As the Tirthankara Student's Senate is the elected council for overall college they have the right to contribute to all department and Clubs events.
4. Every Class representative and assistant class representatives are called Tirthankara Student's Senate Members.
5. Departments can have their own student unions within their department, However, A Department can have A Secretary, Joint Secretary and other designations. But there can only be one Chairperson and one Vice-Chairperson for the entire students of the college. Departments can not have their department President or Vice-President or Chairperson or Vice Chairperson or Chairman or Vice-Chairman.
6. They should carry various royal leadership qualities.
7. They must have creative knowledge in visualising and adopting new trends, for the better growth of the college.
8. They should act as a mediator between faculties and students.
9. They should cooperate and coordinate with the staff in conducting all the extracurricular and cocurricular activities at the college.
10. They have the rights to (must) organise new seminars, workshops in the college.
11. They shall bring various new ideas to achieve the goal of each student.
12. In organising any event or programme they shall seek the support and guidance of the HOD's, staff members appointed for a particular event.
13. When students participate in any extracurricular activities or academic activities during the college hours, they are obliged to get "on duty" attendance.
14. The attendance sheet should be duty signed by the organising staff or the concerned staff incharge.
15. Students council members must exhibit good academic records all throughout the academic year.
16. They should never be involved in creating any groups based on class, creed, caste, etc in campus.
17. Students council members are responsible for scheduling, allocating and assigning students incharge during programs. They are also responsible to allot rooms to Practice and rehearsal (they must have permission of the principal to use the power No.17).
18. They shall notify the authorities (principal/professors-in-charges/hod) if any untoward things take place amidst the students or in the college campus.
19. Tirthankara Student's Senate members must guide and monitor the students who are participating in Culturals/Seminars/Competitions etc in other colleges.

### **LIBRARY**

DBJC Library is an important intellectual resource of the College which helps the College fraternity to fulfill the curriculum needs and to promote research. The College Library functions as an auxiliary to all the departments in carrying out teaching programmes effectively and efficiently. The library is a physical space with rooms full of books .and machines-printers, copiers, and computers. With an ever-changing landscape of digital technology and easy access to information, the College Library has its own identification within the College campus.

Dhanraj Baid Jain College Library is fully automated with a wide collection of the latest books, periodicals and CDRoms, which is expanded and updated every year. The library, which has an open access system, is committed to using technology in efficient and innovative ways. The Library functions in a RFID networked environment and maintains two servers with 12 PCs to support its various operations and services. Electronic resources from N-List and DELNT are made available to all members of the library via the Internet. Today one enters the library, scan the ID's, breeze past the several reference books to reach the computer section to find the books through online catalogue such as OPAC.

“DBJC Archives”, the College archives, which collects, preserves and maintains the historical evidence of the institution's heritage. It contains Calendar, magazines, Journal, Seminar/Conference proceeding of the College.

It also houses rare books, ready reference books like encyclopedias, yearbooks, almanacs, and dictionaries etc.

The air-conditioned Audio-Visual room in the library is used for orientation programmes, seminars and other programmes

## **LIBRARY RULES**

- ✍ Students must scan their Identity Card (ID) before entering the library. Exchange of ID cards is not permitted.
- ✍ Strict silence should be maintained in the library.
- ✍ Books will be issued or renewed only if the student produces her identity card.
- ✍ Students are not allowed to bring any printed matter or files into the library.
- ✍ Students must deposit their mobile phones and wallets at the token counter for security reasons.
- ✍ Books must not be marked or damaged in any manner
- ✍ A student found guilty of damaging books will be debarred from using the library.
- ✍ Students must examine each book before borrowing and immediately report any damaged/ missing pages to the Librarian.
- ✍ Students shall replace or pay for the cost of any book lost by them. If one book of a set is lost or damaged the whole set shall be replaced.
- ✍ A fine of Rs. 2/- will be charged for each day a book is overdue for the first week, and thereafter Rs. 3/- for each day it is overdue.
- ✍ The student must return all books and settle any outstanding dues prior to applying for the Transfer Certificate

## **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 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 a.m. and 2 p.m.

## **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 a 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

1. The Tamil Nadu Prohibition of Ragging Ordinance 1996 is hereby repealed.
2. Not with standing 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 of the Government)

Secretary to Govt. Law Dept.

கல்லூரி கல்வி இயக்குநர் அவர்களின்  
செயல்முறைகள்  
சென்னை - 600 006.

ந.க. எண். 57638/ஜே 6/82 நாள் (20.09.1992)  
திருவள்ளூர்வராண்டு 2013, துந்துபி, புரட்சி 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

அலுவலர்களுக்குரிய வழிகாட்டி விதிகளின் தொகுப்பு

1. பேரவை அலுவலர்கள், மாணவரின் நுண்ணறிவும் மக்கட்பண்பும், 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. கல்லூரியல் ஏற்படும் சிக்கல்களுக்கு / முரண்களுக்கு முறையிட்டு, பேச்சு வார்த்தை நெறிகளிலேயே தீர்வுகாண வேண்டும். பிற வழிகளை மேற்கொள்ளலாகாது.
4. கல்லூரிக்கு தொடர்பில்லாத புறம்பான பிரச்சனைகளில் தலையிடக்கூடாது.
5. கல்லூரிப் பேரவையில் வரம்புக்குள் வராத பொருள்களையும் காரணங்களையும் 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 பரிந்துறையினையும் முதல்வரின் ஏற்பு அனுமதியினையும் பெறாத எந்த ஒரு நிகழ்வினைச் செய்யக்கூடாது.

## SPORTS

### CODE OF SPORTS ETHICS

"The goal in sportsmanship is not simply to win, but to pursue Victory with honor by giving one's best effort. Ethics in sport request four key virtues: fairness integrity, responsibility coaches must follow established rules and guidelines of their respective sport".

### SPORTS POLICY

- The physical education department brings out the budding professionals to make them physically, mentally, emotionally, and intellectually top in their field through intensive sporting programmes and excellent sporting facilities.
- The college provides an environment which facilitates the optimal efficiency and effectiveness for the emerging dynamic students.
- The college provides the best sporting and coaching facilities to groom the enormous potential lying hidden amongst the students.
- The college provides education outside the classroom which includes health, safety and discipline.

### OBJECTIVES:

- The physical education department makes efforts to make the students physically as well as mentally fit by giving proper guidance and training.
- After the admission, a circular is sent to all the first year departments asking their area of interest in sports and games.
- A circular is issued requesting students to inform about their school/college level participation (i.e. whether they have played district, divisional, national level.)
- The physical director associates with national or state level coaches to impart training for various sports and games.
- As per the management's approval, few students are admitted through sports quota and are eligible to participate in team sports without selection.

### INTER COLLEGIATE SPORTS EVENTS:

- After the admission, a circular is sent to all the first year the students are formed as batches for every event and the training is given under the guidance of the physical director.
- Wherever special practices are required, specialist in that particular game/event is called to train the students.
- The training / practice are planned, without disturbing the classes. Wherever special training/practice is required, the same is intimated to the concerned HOD and the permission is obtained to permit the students.

### SELECTION OF STUDENTS:

- Soon after the date and venue of the event is finalized, the candidates are short listed as teams with sufficient number of substitutes, for each event.
- Then a final list is prepared with respect to the year, event, and department.
- The Physical Director informs the concerned faculty-in-charge, HOD and Principal about the events.

### **SELECTION OF STUDENTS:**

- The students are asked to All the OD forms for taking part in the events. It is approved by. Physical Director and submitted to the concerned HOD and faculty-in-charge.
- Depending upon the number of students the transport is arranged for the students.

### **REPORT:**

- After returning from the Inter-College Sports Event, the Physical Director prepares a detailed. Sports event report, which consists of the events (sports & games) in which the students have participated, the number of rounds they won, the prizes won with the list of prize winners.
- The report is given to the Principal within 5 days after completion of the event

### **SPORTS DAY**

- Every year during the month of February, D.B. Jain College, celebrates the Sports day. Participating students are split into batches depending upon their proficiency in the events.. The Physical Director discusses with Principal and HODs to chart out the dates for each event (Sports & Games) without affecting any of the classes. It is displayed in the College and Department notice board.
- Outside referees (wherever required) are invited to help in conducting the event.
- The faculty members are also given responsibilities like conducting matches, short listing the candidates for conducting events.
- The students in the Sports Committee are formed in batches and they are given work like marking the courts, making the ground ready for matches and helping to conduct events.
- During the conduct of matches and other events, the staff nurse inside the college campus is intimated and made available near the tournament venue, so that in case of any injury it can be treated immediately.
- After making all the necessary arrangements, the matches/events are conducted as per the schedule and the names of the winning team/ candidates are noted down.
- In-case of any natural calamities like flood, the students are informed as to when the particular or group of sports events would be conducted.
- The short listing of running and other events are completed before the Sports Day.

### **CANTEEN**

The college canteen serves as a central hub for both students and staff, offering not only a place to eat but also a space to socialize and unwind. More than just a dining area, it acts as a venue for informal gatherings and discussions. The canteen provides hygienic, pure vegetarian food at nominal rates and is equipped with a reverse osmosis water purification system to ensure safe drinking water. It has a seating capacity of over 250 people at a time.

### **MEMORANDUM OF UNDERSTANDING**

Dhanraj Baid Jain College signed a Memorandum of Understanding with Apollo Foundation under a comprehensive programme SHINE, a “Student Health Initiative” on 5<sup>th</sup> of June 2015. The college collaborated with Apollo Foundation to provide a comprehensive health package to the staff and students of the institution. This programme aims at inculcating habits of discipline, focus and moderation that will lead to a life time of good health among students of educational institutions. This programme shall deliver services related to health screening, health education and training, administration of first aid room and accident insurance coverage to the students of the institution at a nominal rate and free of cost to staff members and certain under privileged students who are economically backward. The following services are rendered by Apollo Foundation under the SHINE programme.

- To set up first aid room in the institution. A trained nurse will be available to provide services.
- To provide ambulance services, whenever necessary.
- The SHINE services will be provided during the working hours of the institution.
- Apollo shall provide SHINE help line numbers for Emergency calls and for appointment coordination for appointments at Apollo institution.
- Health screening will be conducted once in every academic year. Information literature in Tamil and English will be distributed to the students on health issues and talks on health issues and training programme will be conducted.
- The staff members will be given training on basic first aid skills and will be certified after completion of the training.
- Health records will be maintained. The records will be returned to the members concerned on expiry of the MOU.
- SHINE card holders will be given 15% to 20% discount on health check up, out-patient investigation, on purchase of medicines, room rent and on X-ray.

The SHINE members will be entitled to accident insurance coverage of Rs. 1,00,000 /- specifically for in-patient hospitalization due to accidents at any Apollo hospital in Chennai, and Rs.1, 00,000 /- in case of loss of life.

## **TAMIL PUDHALVAN SCHEME 2025-2026**

### **Under this scheme:**

- Cash incentive of Rs.1000/month per beneficiary as DBT will be sanctioned till the completion of their first higher education. This will be paid on a monthly basis to all eligible boy students who have studied from 6th 12th Std. in Government schools and Government aided schools in tamil medium.
- The boy students availing other scholarships are also eligible to enroll in this scheme.
- This cash incentive extended to any number of boy students in a family pursuing higher education at a recognized Institutions / Colleges / Universities.
- This scheme activity is implemented through online portal 'UMIS' wherein the boy students themselves can apply for the scheme directly.
- Tamil Nadu e-Governance Agency is maintaining the online portal and assists the department in implementation of end-to end e-governance mechanism of the scheme.
- The higher education department facilitate to open 'zero balance' bank account and to certify every six months in a year viz., 30th June and 31st December on the bonafide status of the boy students who had applied.
- A Separate Programme Management Unit (SPMU) for the scheme is to be established for monitoring the effective implementation of the scheme.
- To open Aadhar seeded bank account from any banks to the students wherever necessary furnish the debit card.
- The boy students should pursue their education in recognized course and college / universities (only first course of higher education will be considered as an eligible factor)

### **Salient Features of this scheme**

By providing financial benefits to the boy students, under this programme negotiates a behavioural change in the area of reduction in low ratio of enrolment in higher education, and retention of boy students in higher education. Moovalur Ramamirtham Ammaiyar Higher Education Assurance Scheme therefore envisages empowerment of boys specifically who have passed out from Government schools/Government aided schools.

1. Promotes boy students educational status and in still motivation to pursue higher education giving them better foundation in both economic and social spheres including improving gender parity at higher levels.
2. Enables the creation and participation of skilled men workforce.
3. Incentive benefits of Rs.1,000/- per month per beneficiary, enables boy children to pursue education without incurring additional expenses and hindrances.
4. Enable Boy Students to get involved in public spaces and enhance career opportunities.
5. Ensures Socio-Economic Empowerment of men.
6. Prevents drop outs beyond higher secondary and increase the retention ratio in higher education.

**MOOVALUR RAMAMIRTHAM AMMAIYAR NINAIVU PUTHUMAI PENN  
THITTAM-2025-2026**

**Under this scheme:**

- Cash incentive of Rs.1000/month per beneficiary as DBT will be sanctioned till the competition of their first higher education. This will be paid on a monthly basis to all eligible girl students who have studied from 6th 12th Std. in Government schools.
- The girl students availing other scholarships are also eligible to enroll in this scheme.
- This cash incentive extended to any number of girl students in a family pursuing higher education at a recognized Institutions / Colleges / Universities.
- This scheme activity is implemented through online portal 'Penkalvi' wherein the girl students themselves can apply for the scheme directly.
- Tamil Nadu e-Governance Agency is maintaining the online portal and assists the department in implementation of end-to-end e-governance mechanism of the scheme.
- The higher education department facilitate to open 'zero balance' bank account and to certify every six months in a year viz., 30th June and 31st December on the bonafide status of the girl students who had applied.
- A Separate Programme Management Unit (SPMU) for the scheme is to be established for monitoring the effective implementation of the scheme.
- Four core banks viz., Indian Bank, Canara Bank, Indian Overseas Bank and SBI have been identified to open bank accounts to the students wherever necessary furnish the debit card.
- The girl students should pursue their education in recognized course and college / universities (only first course of higher education will be considered as an eligible factor)

**Salient Features of this scheme**

By providing financial benefits to the girl students, under this programme negotiates a behavioral change in the area of reduction in higher incidences of early marriage and low ratio of enrolment in higher education, and retention of girl students in higher education. Moovalur Ramamirtham Ammaiyar Higher Education Assurance Scheme therefore envisages empowerment of girls specifically who have passed out from Government schools..

1. Promotes girl student's educational status and instill motivation to pursue higher education giving them better foundation in both economic and social spheres including improving gender parity at higher levels.
2. Enables the creation and participation of skilled women workforce.
3. Incentive benefits of Rs.1,000/- per month per beneficiary, enables girl children to pursue education without incurring additional expenses and hindrances.
4. Enable Girl Students to get involved in public spaces and enhance career opportunities.
5. Ensures Socio-Economic Empowerment of women.
6. Prevents drop outs beyond higher secondary and increase the retention ratio in higher education.

### Educational Scholarship

Adi Dravidar and Tribal Welfare Department is implementing various educational scholarship Schemes from 1st Std to P.G & Ph.D degree with the prime objective of providing quality education to Socially and Economically backward communities such as Adi Dravidar, Scheduled Tribes and Adi Dravidar converts to Christianity to ensure socio-economic, educational development, social dignity and self-sustainability.

Sl.No	Name of the Scheme and Nature	Eligibility condition	Contact Person
1	<p><b>Post Matric Scholarship Scheme</b></p> <p>This educational assistance is being provided to enable students studying above class 10, to continue their education without financial constraints and to increase the Gross Enrollment Ratio (GER) of Adi Dravidar students in higher education.</p> <p>The expenditure incurred for the implementation of this scheme is shared by the Union and State Governments in the ratio of 60:40.</p> <p>To avail scholarship under this scheme, the annual income of the parent/guardian should not exceed Rs.2.50 lakh.</p> <p>For Adi Dravidar students studying in recognized courses above class 10 in recognized educational institutions Tamil Nadu, educational fees and academic allowances are credited to the students' bank accounts by the Government as scholarship.</p>	<p>Student studying recognized courses beyond 10th Std in recognized institutions</p> <p>Parents/ Gaurdian's Annual Income Ceiling upto RS 2.50 lakhs (Gross income of all Sources will be taken into account)</p> <p>Adi Dravidar Students only</p>	<p>Headmaster/ College Principal/ District Adi Dravidar and Tribal Welfare Officer (Students studying in TamilNadu)</p> <p>a. For Adi Dravidar students</p>

Date	Day	June 2025	Day Order	No. of Working Days
1	Sun		-	-
2	Mon		-	-
3	Tue		-	-
4	Wed		-	-
5	Thu		-	-
6	Fri		-	-
7	Sat		-	-
8	Sun		-	-
9	Mon		-	-
10	Tue		-	-
11	Wed		-	-
12	Thu		-	-
13	Fri		-	-
14	Sat		-	-
15	Sun		-	-
			-	-

Success is a journey not a destination. /  
Starting is easy persistence is an art -German Proverb.

Date	Day	June 2025	Day Order	No. of Working Days
16	Mon	College Re-opens Second & Third Year - UG & PG	1	1
17	Tue		2	2
18	Wed		3	3
19	Thu		4	4
20	Fri		5	5
21	Sat	International Yoga Day	-	-
22	Sun		-	-
23	Mon	International Olympic Day	6	6
24	Tue		1	7
25	Wed		2	8
26	Thu		3	9
27	Fri		4	10
28	Sat		-	-
29	Sun		-	-
30	Mon		5	11

சுதந்திரம் : நான் யாருக்கும் அடிமையில்லை எனக்கு அடிமை யாருமில்லை.

Date	Day	July 2025	Day Order	No. of Working Days
1	Tue	Chartered Accountants' Day	6	12
2	Wed		1	13
3	Thu		2	14
4	Fri		3	15
5	Sat		4	16
6	Sun	Muharam	-	-
7	Mon		5	17
8	Tue		6	18
9	Wed		1	19
10	Thu	Chaturmasya Begins	-	-
11	Fri		2	20
12	Sat		-	-
13	Sun		-	-
14	Mon		3	21
15	Tue		4	22
16	Wed		5	23

A smile is an inexpensive way to improve your looks.

Date	Day	July 2025	Day Order	No. of Working Days
17	Thu		6	24
18	Fri		1	25
19	Sat		2	26
20	Sun		-	-
21	Mon		3	27
22	Tue		4	28
23	Wed		5	29
24	Thu		6	30
25	Fri		1	31
26	Sat		-	-
27	Sun		-	-
28	Mon		2	32
29	Tue		3	33
30	Wed		4	34
31	Thu		5	35

பொறுமை கடலினும் பெரிது. ஒன்றுப்பட்டால் உண்டு வாழ்வு.

Date	Day	August 2025	Day Order	No. of Working Days
1	Fri		6	36
2	Sat		1	37
3	Sun		-	-
4	Mon		2	38
5	Tue		3	39
6	Wed		4	40
7	Thu		5	41
8	Fri	Varalakhmi Vritham	6	42
9	Sat	Rakshabandhan	-	-
10	Sun		-	-
11	Mon	Online access of Exam form - odd semester	1	43
12	Tue		2	44
13	Wed		3	45
14	Thu		4	46
15	Fri	Independence Day	-	-
16	Sat	Krishna Jayanthi	-	-

Change is the law of nature. Those who change survive. Those who don't persih.

Date	Day	August 2025	Day Order	No. of Working Days
17	Sun		-	-
18	Mon	CAT - I Begins	5	47
19	Tue		6	48
20	Wed	Paryushan Parva Begins	-	-
21	Thu		-	-
22	Fri		-	-
23	Sat		-	-
24	Sun		-	-
25	Mon		-	-
26	Tue		-	-
27	Wed	Vinayagar Chaturthi	-	-
28	Thu	Paryushan Parva Ends	-	-
29	Fri		1	49
30	Sat		2	50
31	Sun		-	-

நல்ல புத்தகத்தை விட நல்ல நண்பன் வேறு எதுவுமில்லை.

Date	Day	<b>September 2025</b>	Day Order	No. of Working Days
1	Mon	Last date for online access of Exam form - odd semester	3	51
2	Tue		4	52
3	Wed		5	53
4	Thu		6	54
5	Fri	Milad-un-Nabi / Teacher day	-	-
6	Sat		-	-
7	Sun		-	-
8	Mon	International Literacy day	1	55
9	Tue		2	56
10	Wed		3	57
11	Thu		4	58
12	Fri		5	59
13	Sat		6	60
14	Sun	World First Aid Day	-	-
15	Mon		1	61

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

Date	Day	September 2025	Day Order	No. of Working Days
16	Tue		2	62
17	Wed		3	63
18	Thu		4	64
19	Fri		5	65
20	Sat		6	66
21	Sun		-	-
22	Mon		1	67
23	Tue	CAT - II Begins	2	68
24	Wed		3	69
25	Thu		4	70
26	Fri		5	71
27	Sat	World Tourism Day	6	72
28	Sun		-	-
29	Mon	Hall Ticket Issue	1	73
30	Tue		2	74

“குழந்தை என்னும் மாறுவோடத்தில் கடவுள் உள்ளார்”

Date	Day	<b>October 2025</b>	Day Order	No. of Working Days
1	Wed	Ayudha Pooja	-	-
2	Thu	Gandhi Jayanthi / Vijaya Dasami	-	-
3	Fri		-	-
4	Sat		-	-
5	Sun		-	-
6	Mon		3	75
7	Tue	Practical Examinations Commences	4	76
8	Wed		5	77
9	Thu		6	78
10	Fri		1	79
11	Sat	International Girl Child Day	2	80
12	Sun		-	-
13	Mon		3	81
14	Tue		4	82
15	Wed		5	83
16	Thu	Model Exam - Begins	6	84

Learning is a treasure that accompanies its owner everywhere.

Date	Day	October 2025	Day Order	No. of Working Days
17	Fri		1	85
18	Sat		-	-
19	Sun		-	-
20	Mon	Deepavali	-	-
21	Tue	Deepavali	-	-
22	Wed		2	86
23	Thu		3	87
24	Fri		4	88
25	Sat		-	-
26	Sun		-	-
27	Mon		5	89
28	Tue		6	90
29	Wed		-	-
30	Thu	Last day for Internal mark submission	-	-
31	Fri	Autonomous Semester Exam Begins	-	-

தந்தை தாய் பேண்

Date	Day	<b>November 2025</b>	Day Order	No. of Working Days
1	Sat		-	-
2	Sun		-	-
3	Mon	Last date for internal mark submission	-	-
4	Tue	Chaturmasya Ends	-	-
5	Wed		-	-
6	Thu		-	-
7	Fri		-	-
8	Sat		-	-
9	Sun	Dr. C.L. Metha Birthday	-	-
10	Mon		-	-
11	Tue		-	-
12	Wed		-	-
13	Thu		-	-
14	Fri		-	-
15	Sat		-	-
			-	-

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

Date	Day	November 2025	Day Order	No. of Working Days
16	Sun		-	-
17	Mon		-	-
18	Tue		-	-
19	Wed		-	-
20	Thu		-	-
21	Fri		-	-
22	Sat	Guru Nanak Jayanthi	-	-
23	Sun		-	-
24	Mon	Re-opens for Even Semester	1	1
25	Tue		2	2
26	Wed		3	3
27	Thu		4	4
28	Fri		5	5
29	Sat		6	6
30	Sun		-	-

அன்பினால் ஆகாத்து எதுவுமில்லை.

Date	Day	<b>December 2025</b>	Day Order	No. of Working Days
1	Mon	World AIDS Day	1	7
2	Tue		2	8
3	Wed		3	9
4	Thu	Karthigai Deepam	4	10
5	Fri		5	11
6	Sat		6	12
7	Sun		-	-
8	Mon	Human Rights' Day	1	13
9	Tue		2	14
10	Wed		3	15
11	Thu		4	16
12	Fri		5	17
13	Sat		-	-
14	Sun		-	-
15	Mon		6	18
16	Tue		1	19

Manage yourself, lead others.

Date	Day	December 2025	Day Order	No. of Working Days
17	Wed		2	20
18	Thu		3	21
19	Fri		4	22
20	Sat		5	23
21	Sun		-	-
22	Mon	National Mathematics Day	6	24
23	Tue		1	25
24	Wed		2	26
25	Thu	Christmas	-	
26	Fri		-	-
27	Sat		-	-
28	Sun		-	-
29	Mon		-	-
30	Tue		-	-
31	Wed		-	-

இறை பக்தி என்பது உயிர்களின் மூச்சுக்காற்றைப் போன்றது.

Date	Day	January 2026	Day Order	No. of Working Days
1	Thu	New Year Eve	-	-
2	Fri		3	27
3	Sat		4	28
4	Sun		-	-
5	Mon		5	29
6	Tue		6	30
7	Wed		1	31
8	Thu		2	32
9	Fri		3	33
10	Sat		-	-
11	Sun		-	-
12	Mon	Swami Vivenandar Birthday / National Youth Day	4	34
13	Tue	Bogi	-	-
14	Wed	Pongal	-	-
15	Thu	Thiruvalluvar Day	-	-
16	Fri	Uzhavar Thirunal	-	-

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

Date	Day	January 2026	Day Order	No. of Working Days
17	Sat		-	-
18	Sun		-	-
19	Mon		5	34
20	Tue		6	35
21	Wed		1	36
22	Thu		2	37
23	Fri		3	38
24	Sat		-	39
25	Sun	National Voter's Day	-	-
26	Mon	Republic Day & Alumni Meet	-	-
27	Tue		4	40
28	Wed		5	41
29	Thu		6	42
30	Fri	Martyrs' Day	1	43
31	Sat		-	-

இயற்கை வளம் காப்போம்; இன்பமான வாழ்வைப் பெறுவோம்

Date	Day	<b>February 2026</b>	Day Order	No. of Working Days
1	Sun	Thaipooosam	-	-
2	Mon		2	44
3	Tue	Online access of Exam form - Even Semester	3	45
4	Wed	World Cancer Day	4	46
5	Thu		5	47
6	Fri		6	48
7	Sat		-	-
8	Sun		-	-
9	Mon		1	49
10	Tue		2	50
11	Wed		3	51
12	Thu		4	52
13	Fri		5	53
14	Sat		-	-
15	Sun		-	-

Your attitude determines your altitude

Date	Day	February 2026	Day Order	No. of Working Days
16	Mon		6	54
17	Tue		1	55
18	Wed		2	56
19	Thu	Dhanraj Baid Jain Birthday	3	57
20	Fri		4	58
21	Sat		5	59
22	Sun		-	-
23	Mon	CAT - II	6	60
24	Tue		1	61
25	Wed		2	62
26	Thu		3	63
27	Fri	Last date for online exam form access	4	64
28	Sat		-	-

பசித்திரு; தனித்திரு; விழித்திரு

Date	Day	March 2026	Day Order	No. of Working Days
1	Sun		-	-
2	Mon		5	65
3	Tue		6	66
4	Wed		1	67
5	Thu		2	68
6	Fri		3	69
7	Sat		4	70
8	Sun	International Women's Day	-	-
9	Mon		5	71
10	Tue		6	72
11	Wed	Hall Ticket Issue	1	73
12	Thu		2	74
13	Fri		3	75
14	Sat		-	-
15	Sun		-	-
16	Mon	Practical Exam Commences	4	76

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

Date	Day	March 2026	Day Order	No. of Working Days
17	Tue		5	77
18	Wed		6	78
19	Thu		1	79
20	Fri	Telugu New Year	-	-
21	Sat	Ramzan	-	-
22	Sun		-	-
23	Mon		2	80
24	Tue		3	81
25	Wed		4	82
26	Thu	Model Exam Begins	5	83
27	Fri		6	84
28	Sat		-	-
29	Sun		-	-
30	Mon		1	85
31	Tue	Mahaveer Jayanthi	-	-

எல்லா மனிதர்களையும் நம்பி விடுவது ஆபத்து: ஒருவரையும் நம்பாமல் இருப்பதும் பேராபத்து.

Date	Day	April 2026	Day Order	No. of Working Days
1	Wed		2	86
2	Thu		3	87
3	Fri	Good Friday	-	-
4	Sat		-	-
5	Sun		-	-
6	Mon		4	88
7	Tue		5	89
8	Wed		6	90
9	Thu		1	91
10	Fri		2	92
11	Sat		-	-
12	Sun		-	-
13	Mon	Last date for submission of Internal mark	-	-
14	Tue	Dr. Ambedkar Jayanthi / Tamil New Year	-	-
15	Wed	Autonomous Semester Exam Begins	-	-

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

Date	Day	April 2026	Day Order	No. of Working Days
16	Thu		-	-
17	Fri		-	-
18	Sat		-	-
19	Sun		-	-
20	Mon		-	-
21	Tue		-	-
22	Wed		-	-
23	Thu		-	-
24	Fri		-	-
25	Sat		-	-
26	Sun		-	-
27	Mon		-	-
28	Tue		-	-
29	Wed		-	-
30	Thu		-	-

நிம்மதி, என்ற சொல்லின் முதல் கடை எழுத்துக்கள் நிதி.

Date	Day	May 2026	Day Order	No. of Working Days
1	Fri	May Day	-	-
2	Sat		-	-
3	Sun		-	-
4	Mon		-	-
5	Tue		-	-
6	Wed		-	-
7	Thu		-	-
8	Fri	World Red Cross Day	-	-
9	Sat		-	-
10	Sun		-	-
11	Mon		-	-
12	Tue		-	-
13	Wed		-	-
14	Thu		-	-
15	Fri		-	-
16	Sat		-	-

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

Date	Day	May 2026	Day Order	No. of Working Days
17	Sun		-	-
18	Mon		-	-
19	Tue		-	-
20	Wed		-	-
21	Thu		-	-
22	Fri		-	-
23	Sat		-	-
24	Sun		-	-
25	Mon		-	-
26	Tue		-	-
27	Wed		-	-
28	Thu		-	-
29	Fri		-	-
30	Sat		-	-
31	Sun		-	-

கடமையை செய் பலனை எதிர் பார்க்காதே.

**ODD SEMESTER CLASS TIME TABLE**

Semester : ..... Section : ..... Course : .....

	1st Hour	2nd Hour	3rd Hour	4th Hour	5th Hour
	9.45 am -10.35	10.35 am -11.25	11.25 am -12.15 pm	12.50 am -01.40 pm	01.40 am -02.30 pm
	<b>Break Time : 12.15 to 12.50</b>				
<b>Day I</b>					
<b>Day II</b>					
<b>Day III</b>					
<b>Day IV</b>					
<b>Day V</b>					
<b>Day VI</b>					

SL.No.	SUBJECT CODE / NAME	NAME OF THE FACULTY
1		
2		
3		
4		
5		
6		
7		

**EVEN SEMESTER CLASS TIME TABLE**

Semester : ..... Section : ..... Course : .....

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

SL.No.	SUBJECT CODE / NAME	NAME OF THE FACULTY
1		
2		
3		
4		
5		
6		
7		

SL .No.	NAME	CONTACT NUMBERS
1	ERP-Help Desk	63741 83720
2	Controller of Examinations	72000 71797
3	College Office	72000 71798
4	Indian Bank - DB Jain College Branch	044 - 2496 6567
5	Railway Enquiry	132
6	Blood Bank	044 - 2829 4870
7	Apollo Hospital Perungudi	044 - 2496 1111
8	Electricity board	044 - 2496 0708
9	Dr. R. Kalaiselvan .A Medical Officer	94448 00388
10	Womens Helpline	
11	Personal Doctor	
12	Head of the Department	
13	Others Bank(s)	
14	Class Advisor	
15		

## LEAVE REQUISITION FORM

Name :

Roll No. / Branch / Section / Year :

Leave Dates (Applying for) :

Purpose\* :

Signature of Father / Mother /  
Guardian / Warden / Custodian\*\* :

(Signature of the Student) :

Recommendations and

Signature of Class Advisor :

### APPROVED / NOT APPROVED

HOD

Date

\* If medical leave is for more than two days, Medical certificate is to be enclosed.

\* Father to sign under normal circumstances; Mother (only if mother is the guardian when parents have separated or father is abroad or is deceased); Guardian (if father & mother are deceased or if they are abroad); warden (for hostel resident students'); Custodian (if staying away from parents)

**REQUISITION FOR BONAFIDE CERTIFICATE**

Name :  
Roll No. / Branch / Section / Year :  
Purpose :  
Date :

Student's Signature

Recommendation of HoD

Date : Signature :

**BONAFIDE CERTIFICATE**

This is to certify that Mr. / Ms. ....of  
.....(Year/Branch)  
is a bonafide student of Dhanraj Baid Jain College, Chennai  
600 097. This certificate is issued for the following purpose.

- ◆ Practical Training
- ◆ Project Work
- ◆ Seminars / Workshop
- ◆ Study Tour / Travel Concession
- ◆ Competitions

Principal

**STUDENT RESPONSE FORM**

Name of the student: \_\_\_\_\_

Branch: \_\_\_\_\_ Semester: \_\_\_\_\_ Year: \_\_\_\_\_

Emergency contact number: \_\_\_\_\_

Local residential address: \_\_\_\_\_ Permanent residential address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone number: \_\_\_\_\_ Phone number: \_\_\_\_\_

Name of local guardian: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Date of birth: \_\_\_\_\_ Blood group: \_\_\_\_\_

Allergy if any:  
\_\_\_\_\_

We have read through the academic calendar and are aware of the information given in the calendar. Our ward will abide by the rules and regulations stipulated in the calendar.

Name of the father: \_\_\_\_\_ Signature: \_\_\_\_\_

Name of the mother: \_\_\_\_\_ Signature: \_\_\_\_\_

Name of the guardian: \_\_\_\_\_ Signature: \_\_\_\_\_

Name of the local guardian: \_\_\_\_\_ Signature: \_\_\_\_\_

Signature of the student: \_\_\_\_\_

Place:

Date:

- Mother should sign in the absence of the father
- Guardian can sign in the absence of both the parents

Name and phone number of contact person in emergency:  
\_\_\_\_\_

**ANNEXURE**

**THIS FORM SHOULD BE SIGNED AS INDICATED BELOW AND RETURNED TO THE CLASS ADVISOR ALONG WITH THE RESPONSE SHEET**

**CAMPUS DRESS CODE**

Every student shall wear a clean and respectful dress.

**MALE STUDENTS**

- Hair should be neatly cut and well groomed.
- Shall be clean-shaven.
- Shall wear washed / pressed pants with decent shirt neatly tucked with formal shoes. Sleeves should not be folded.
- T-Shirts, banians, jeans / pants similar in appearance to jeans and cargo pants are not permitted.
- No exhibition of dress designs with flowers, cartoons, writings on either shirts or pants.
- Wearing of earrings is not permitted.

**FEMALE STUDENTS**

- Permitted dress is churidhar with dupatta pinned to the kurta or saree. High slits, short kurtas and single fleet dupatta, sleeveless blouse and leggings are not permitted.

**NO MOBILE PHONES:**

Mobile phones should not be used inside the classrooms, if found stringent action and fine will be imposed.

I have read the rules and I promise to abide by them.

Father's Signature.....Student's Signature.....

Mother's Signature.....Guardian's Signature..... (if father and mother are deceased)

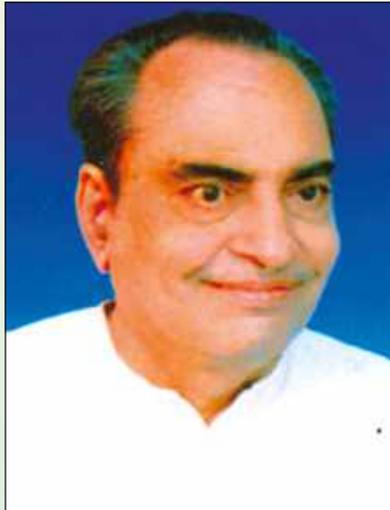
## Notes

## Initiator & Donor



**Late. Sri. Ratanchand Savansukha**  
*Managing Trustee, TEAM Trust*

## Idea & Inspiration



**Late. Dr. C.L. Metha**  
*Secretary of Dhanraj Baid Jain College since inception*



# **DHANRAJ BAID JAIN COLLEGE**

## **(AUTONOMOUS)**

**A Jain Minority Institution, Co-Education**  
**Owned & Managed by Tamil Nadu Educational and Medical Foundation**

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**E-mail: [dbjainmca@yahoo.co.in](mailto:dbjainmca@yahoo.co.in) Website: [dbjaincollege.org](http://dbjaincollege.org)**

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