



J.K.K.NATTRAJA COLLEGE OF ARTS & SCIENCE

(Managed by J.K.K.Rangammal Charitable Trust)

NATARAJAPURAM, KUMARAPALAYAM - 638 183.

HAND BOOK 2022-2023

69 YEARS OF EDUCATIONAL SERVICE



J.K.K.NATTRAJA

COLLEGE OF ARTS & SCIENCE

Kumarapalayam – 638 183, Namakkal Dt.

(Accredited by NAAC, Approved by AICTE and
Affiliated to Periyar University)

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Website: arts.jkkn.ac.in

Managed by:

J.K.K.RANGAMMAL CHARITABLE TRUST

HAND BOOK

2022-2023

VISION

To be a Leading Global Innovative Solution Provider for the ever-changing needs of the society.

MISSION

Enabling a Platform for all to seize exponential opportunities thereby facilitating them to become Dynamic Leaders.

PERSONAL MEMO

Name: _____

Class: _____

Roll No.: _____

Date of Birth & Age: _____

Father's Name: _____

Name of the Course: _____

Register No.: _____

Permanent Address: _____

Address for Communication: _____

E-mail Id: _____

Mobile/ Phone: _____

தமிழ்த்தாய் வாழ்த்து

நீராரும் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்
சீராரும் வதனமெனத் திகழ்பரதக் கண்டமிதில்
தெக்கணமும் அதிற்சிறந்த திராவிட நல் திருநாடும்
தக்கசிறு பிறைநுதலும் தரித்தநறுந் திலகமுமே
அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற
எத்திசையும் புகழ்மணக்க இருந்தபெரும்

தமிழணங்கே! தமிழணங்கே!

உன் சீரிளமைத் திறம் வியந்து

செயல்மறந்து வாழ்த்துதுமே!

வாழ்த்துதுமே! வாழ்த்துமே!

- மனோன்மணியம் பெ. சுந்தரம்பிள்ளை

இந்திய நாட்டுப்பண்

ஐன கண மன அதிநாயக ஜயஹே

பாரத பாக்ய விதாதா

பஞ்சாப ஸிந்து குஜராத மராட்டா

திராவிட உத்கல வங்கா

விந்தியா ஹரிமாச்சல யமுனா கங்கா

உச்சல ஜலதி தரங்கா

தவ சுப நாமே ஜாகே

தவ சுப ஆசிஸ மாகே

காஹே தவ ஜய காதா

ஐன கண மங்கள தாயக ஜயஹே

பாரத பாக்ய விதாதா

ஜயஹே ஜயவேஹ ஜயஹே

ஜய ஜய ஜய ஜயஹே

- இரவீந்தரநாத் தாகூர்

உறுதிமொழி

இந்தியா எனது நாடு, இந்தியர் அனைவரும் உடன் பிறந்தவர்கள். நான் நாட்டுப்பற்று கொண்டவன். என் நாட்டின் வளத்தையும் பலவகைப் பண்பாடுகளையும் அறிந்து நான் பெறுமையறுகிறேன். அப்பெருமைக்கு அணி செய்யும் வகையில் நான் செயல்படுவேன். என்னுடைய பெற்றோர்களுக்கும் ஆசிரியர்களுக்கும், பெரியோர்களுக்கும் தக்க மதிப்பு தந்து எல்லோரையும் பண்போடு நடத்துவேன். இந்நாட்டிற்கும் இந்நாட்டு மக்களுக்கும் நான் தொண்டாற்றுவேன் என்று உறுதி கூறுகிறேன். அவர்களுடைய நலத்தையும் வளத்தையும் பொறுத்தே என்னுடைய மகிழ்ச்சி அமைந்துள்ளது.

உறுதிமொழி - தீண்டாமை குறித்து

இந்திய அரசியலமைப்பின்பால் இடைவிடாத உளமார்ந்த பற்றுள்ள இந்திய குடிமகனாகிய நான் நமது அரசியல் அமைப்பின்படி தீண்டாமையை அடிப்படையாகக் கொண்டு எவர்மீதும் வேற்றுமையை மனம், வாக்கு, செயல் என்று எந்த வகையிலும் கடைப்பிடிக்கமாட்டேன் என்று இதனால் உளமார உறுதி அளிக்கிறேன்.

அரசியல் அமைப்பின் அடிப்படைக் கருத்திற்கிணங்க சாதி, சமய, வேறுபாடற்ற சமத்துவ சமுதாயத்தை உருவாக்குவதில் நேர்மையுடனும், உண்மையுடனும் பணியாற்றுவது எனது கடமையாகும்.

மேலும் தீண்டாதவர்கள் என்ற கொடுமைக்கு ஆளாகியுள்ள மக்களிடையே காணப்படும் தீண்டாமை உணர்வையும் போக்குவது நமது சமூகக் கடமை என்பதனையும் உணர்ந்து செயல்படுவேன். இந்திய அரசியல் அமைப்பின்பால் எனக்குள்ள முழுப்பற்றிற்கு இது என்றென்றும் எடுத்துக் காட்டாக விளக்கும் என்று இதனால் உளமார உறுதி அளிக்கின்றேன்.

முக்கிய அறிவிப்பு - மாணவர்கள் கவனத்திற்கு

பகடிவதை (Ragging) அரசாங்கத்தால் தடை செய்யப்பட்டுள்ளது. நேரிடையாகவோ, மறைமுகமாகவோ, பகடிவதையில் (Ragging) ஈடுபடும் மாணவர்களைச் சமூக விரோதிகள் எனக்கருதி சம்மந்தப்பட்ட மாணவர்கள் மீது கிரிமினல் வழங்குகள் தொடர்வதுடன் அவர்கள் கல்லூரியில் இருந்து கட்டாயமாக வெளியேற்றப்பட வேண்டும் என அரசு வலியுறுத்துகிறது.

HISTORY OF THE COLLEGE

J.K.K. NATARAJA COLLEGE OF ARTS & SCIENCE is affiliated to Periyar University, Salem -11. This Institution is managed by J.K.K. Rangammal Charitable Trust, Kumarapalayam. It was founded in the year 1974 and had grown in strength year after year. The Institution aims at helping the poor students from the mofussil areas.

The college is situated away from the buzzle of the town and it functions in a pucca building which can accommodate more than 2000 students.

The Institution offers six Under Graduate Courses viz, B.A. (English Literature, Histroy), B.Sc. (Maths, Chemistry, Zoology) and B.Com. At the Post Graduate level the College offers five Courses viz, M.A.,(Histroy), M.Sc., (Chemistry, Zoology), M.Com., and MCA.

The Departments of Zoology, Tamil and Chemistry are recognized as Research departments for conducting Research Programmes. Department of Zoology offers M.Phil (FT/PT) and Ph.D (FT/PT) courses. Department of Tamil offers M.Phil (FT) and Ph.D (PT) courses. Department of Chemistry offers Ph.D (FT/PT) course. Departments of English and Commerce offer M.Phil (FT/PT) course. Departments of History and Computer Science offer M.Phil (FT) course.

J.K.K.NATTRAJA COLLEGE OF ARTS & SCIENCE

KUMARAPALAYAM

TEACHING STAFF 2022-2023

	Dr. C. Seeranganayaki, M.Com., M.Phil., PGDCA., Ph.D.,	Principal Incharge
1.	TAMIL DEPARTMENT	
	Dr. S. Uma, M.A., M.Phil., Ph.D.,	Asst. Prof. & Head
	Mrs. S. Umarani, M.A., M.Phil., B.Ed., PGDCA.,	Asst. Prof.
	Mr. A. R. Sathiyaprakash, M.A., B.Ed., PGDTS., NET., SET.,	Asst. Prof.
	Dr. D.Sathiya, M.A., M.Phil., Ph.D., SET.,	Asst. Prof.
2.	ENGLISH DEPARTMENT	
	Dr. K. Radhai, M.A., M.Phil., Ph.D.,	Asso. Prof. & Head
	Dr. M. Eshwari, M.A., M.Phil., Ph.D.,	Asst. Prof.
	Dr. R. Malathi, M.A., M.Phil., Ph.D.,	Asst. Prof.
	Dr. C. Bharathi, M.A., M.Phil., Ph.D.,	Asst. Prof.
	Dr. S. Sumathi, M.A., M.Phil., Ph.D.,	Asst. Prof.
	Mr. A. Aravinth Raja, M.A., M.A., (Ling) PGDTE., NET., SET.,	Asst. Prof.
3.	HISTORY DEPARTMENT	
	Mrs. R. Kalpana Devi Priya, M. A., M.Phil.,	Asst. Prof. & Head
	Dr. P. Vennila, M.A., M.A(Pol.Sci.), M.Phil., Ph.D.,	Asst. Prof.
	Mrs. S. Sarala, M.A., B.Ed., M.Phil., SET.,	Asst. Prof.
	Mrs. E. Jaya, M.A., M.Ed., M.Phil., SET.,	Asst. Prof.
	Dr. C. Jothi, M.A., B.Ed., Ph.D.,	Asst. Prof.
	Dr. M. Samyuktha, M.A., Ph.D.,	Asst. Prof.
	Dr. S. Abirami, M.A., M.Phil., Ph.D., SET.,	Asst. Prof.
4.	GEOGRAPHY DEPARTMENT	
	Mrs. S. Bharathi., M.Sc., M.Phil., B.Ed., M.A., (ENG)., PGDCA,SET.,	Asst. Prof. & Head
5.	ECONOMICS DEPARTMENT	
	Dr. B. Suresh, M.A., Ph.D., SET.,	Asst. Prof. & Head
6.	PHYSICS DEPARTMENT	
	Dr. R. Rajanarthini, M.Sc., M.Phil., M.Ed., M.Phil., (Edu) PGDCA., Ph.D.,	Asso. Prof. & Head
7.	CHEMISTRY DEPARTMENT	
	Mrs. S. Malathi, M.Sc., M.Phil.,	Asso. Prof. & Head
	Mrs. S. Mangayarkarasi, M.Sc., M.Phil.,	Asso. Prof.
	Dr. B. Palanisamy, M.Sc., Ph.D.,	Asst. Prof.
	Dr. R. Mohanraj, M.Sc., M.Phil., Ph.D,NET., SET.,	Asst. Prof.
	Dr. S. Tamilselvi, M.Sc., M.Phil., Ph.D.,	Asst. Prof.
	Dr. K. Kalaiselvi, M.Sc., M.Phil., Ph.D.,	Asst. Prof.
	Dr. D. Navaneethan, M.Sc., Ph.D,SET.,	Asst. Prof.
	Dr. V. Gopalakannan, M.Sc., M.Phil., Ph.D.,	Asst. Prof.

	Dr. G. Devagi, M.Sc., Ph.D.,	Asst. Prof.
	Dr. N. Madankumar, M.Sc., Ph.D., NET., GATE.,	Asst. Prof.
8.	ZOOLOGY DEPARTMENT	
	Dr. S. Umavathi, M.Sc., M.Phil., Ph.D., PGDCA.,	Asst. Prof. & Head
	Dr. Y. Thangam, M.Sc., M.Phil., M.Ed., Ph.D.,	Asst. Prof.
	Dr. R. Sowdeswari, M.Sc., Ph.D.,	Asst. Prof.
	Dr. K. M. Syed Ali Fathima, M.Sc., M.Phil., Ph.D., D.C.A.,	Asst. Prof.
	Dr. P. Madhiyazhagan, M.Sc., M.Phil., B.Ed., Ph.D.,	Asst. Prof.
	Dr. S. Umamaheswari, M.Sc., M.Phil., B.Ed., Ph.D.,	Asst. Prof.
	Dr. K. Shenkani, M.Sc., M.Phil., Ph.D., PGDBI., SET.,	Asst. Prof.
	Mr. S. Kalaimani, M.Sc., M.Phil., SET., M.Ed., DCA.,	Asst. Prof.
	Mrs. S. Kowsalya, M.Sc., M.Ed., SET.,	Asst. Prof.
9.	BOTANY DEPARTMENT	
	Mr. N. Udhayakumar, M.Sc., NET.,	Asst. Prof. & Head
10.	MATHEMATICS DEPARTMENT	
	Dr. T. Santhi, M.Sc., M.Phil., Ph.D.,	Asst. Prof. & Head
	Capt. Dr. M. Nalini, M.Sc., M.Phil., Ph.D.,	Asst. Prof.
	Dr. V. Radhamani, M.Sc., Ph.D., SET.,	Asst. Prof.
	Dr. A.Kavitha, M.Sc., M.Phil., Ph.D., B.Ed.,	Asst. Prof.
	Dr. G.Sharmiladevi, M.Sc., M.Phil., Ph.D., SET.,	Asst. Prof.
11.	COMPUTER SCIENCE DEPARTMENT	
	Dr. K. P. Sivagami, M.Sc., PGDCA., M.Phil., Ph.D.,	Asso. Prof. & Head
	Ms. A. Geetha, M.C.A., M.Phil.,	Asso. Prof.
	Dr. S. Aranganayagi, M.C.A., Ph.D.,	Asso. Prof.
	Dr. E.Haripriya, M.C.A., M.Phil., M.E., Ph.D., NET.,	Asst. Prof.
	Mrs. K. Veena, M.C.A., M.Phil., SET.,	Asst. Prof.
	Dr. V.Sasirekha, M.C.A., M.Phil., Ph.D.,	Asst. Prof.
12.	COMMERCE DEPARTMENT	
	Dr. C. Seeranganayaki, M.Com., M.Phil., PGDCA., Ph.D.,	Asso. Prof. & Head
	Dr. S. Gokila, M.Com., M.Phil., PGDCA., Ph.D.,	Asst. Prof.
	Dr. V. K.Sasikala, M.Com., M.Phil., PGDCA., Ph.D.,	Asst. Prof.
	Dr. M. Boovathi, M.Com., M.Phil., PGDCA., Ph.D., NET.,	Asst. Prof.
	Dr. S. Thenmozhi, M.Com., M.Phil., Ph.D., PGDCA., M.B.A., SET.,	Asst. Prof.
	Dr. L. Kavitha, M.Com., M.Phil., Ph.D., SET.,	Asst. Prof.
	Dr. S. V. Ramesh, M.Com., M.Phil., Ph.D., NET.,	Asst. Prof.
	Dr. R. Mubeen, M.Com(CA)., M.Phil., Ph.D.,	Asst. Prof.
	Dr. S. Pavithra, M.Com(CA)., B.Ed., M.Phil., Ph.D., SET.,	Asst. Prof.
	Mr. G. Prabhu, M.A., B.L.,	Part Time Lecturer
13.	LIBRARY	

Mrs. S. Sasikala, B.Com., MLIS., M.Phil., PGDLAN., NET.,

Librarian

14. PHYSICAL EDUCATION

Dr. V. Anitha, B.Sc., M.P.Ed., M.Phil., Ph.D., NET.,

Directress of Physical Edu.

NON-TEACHING STAFF 2022-2023

Dr. K. Senthilkumar, M.Com(CA)., M.Phil., B.Ed., Ph.D.,

Superintendent

Mr. S. Palaniswamy, M.Com., M.Phil.,

Assistant

Dr. K. Kandasamy, M.Sc., M.Phil., Ph.D.,

Junior Assistant

Mr. M. Surendhar, B.E.,

Junior Assistant

Mrs. P. Thavapandiammal, B.A., D.Cop.,

Junior Assistant

Mr. S. Gunasekaran, M.Com., M.Phil., D.Cop.,

Record Clerk

Mrs. M. S. Saranya, B.A., B.Ed., D.T.Ed.,

Record Clerk

Mr. M. Karthi, M.A., M.Ed., M.Phil., D.T.Ed., PGPCP.,

Record Clerk

Mr. N. Thangaraj

Library Assistant

Mr. G. Panneerselvam, B.A.,

Lab Assistant

Mr. J. Ramesh, M.A.,

Lab Assistant

Mr. S. Dhanasekaran

Lab Assistant

Mrs. R. Mohana

Lab Assistant

Mr. S. Mohankumar, B.Sc.,

Lab Assistant

Mr. R. Subramanian, M.Com., MLIS., PGDCA.,

Lab Assistant

Mrs. S. Chitra, B.A.,

Lab Assistant

Mrs. V. Gandhimathi, B.Sc., B.Ed.,

Lab Assistant

Mrs. M. Rameswari, B.Sc., B.Ed.,

Lab Assistant

Mrs. V. Sampoorani, M.Sc., DCA.,

Office Assistant

Mrs. P. Anjali

Office Assistant

VARIOUS CLUBS IN THE COLLEGE – 2022-2023

1. INTERNAL QUALITY ASSURANCE CELL (IQAC)

President	:	Dr. C. Seeranganayaki, Principal i/c
Coordinator	:	Dr. S.V. Ramesh, Dept. of Commerce
Members	:	Mrs. K. Veena, Dept. of Computer Science Mrs. S. Malathi, Dept. of Chemistry Dr. K. Radhai, Dept. of English Dr. S. Sumathi, Dept. of English Dr. K. Kalaiselvi, Dept. of Chemistry

2. NATIONAL CADET CORPS (NCC)

Associate NCC Officer (ANO)	:	Capt. Dr. M. Nalini, Dept. of Mathematics
Cadet Senior Under Officer (SUO)	:	Selvi M. Devisri -III B.Com

3. NATIONAL SERVICE SCHEME (NSS)

Programme Officers	:	Mrs. S. Bharathi, Dept. of Geography Dr. N. Madankumar, Dept. of Chemistry
Students' Representatives	:	Selvan R. Harish – II B.Com Selvi V. Santhiya – II B.Com

4. YOUTH RED CROSS (YRC)

Programme Officer	:	Mr. N. Udhaya Kumar, Dept. of Botany
Students Representatives	:	Selvan M. Suhin - II B.Sc Zoology Selvi D. Manjula - II B.Sc Zoology

5. RED RIBBON CLUB (RRC)

Programme Officers	:	Mrs. S. Bharathi, Dept. of Geography
Students' Representative	:	Selvan R. Rahul - II B.A History Selvi K. Savitha - II B.A History

6. CALENDAR COMMITTEE

President	:	Dr. C. Seeranganayaki, Principal i/c
Coordinator	:	Mrs. S. Mangayarkarasi, Dept. of Chemistry
Members	:	Mrs. S. Umarani, Dept. of Tamil Dr. M. Eshwari, Dept. of English Dr. P. Vennila, Dept. of History Dr. Y. Thangam, Dept. of Zoology Dr. M. Nalini, Dept. of Mathematics Ms. A. Geetha, Dept. of Computer Science Dr. V.K. Sasikala, Dept. of Commerce

7. ANTI-RAGGING COMMITTEE

President	:	Dr. C. Seeranganayaki, Principal i/c, M. No. 9443929596
Secretary	:	Dr. K. Radhai, Dept. of English, M. No. 9842091091
Members	:	Mr. G. Prabhu, Part-Time Lecturer in Law, M. No. 09443185038 Dr. V. Anitha, Directress of Physical Education, M. No. 09976971585 Mr. C. Sundararajan, Daily Thanthi, M.No. 9442526999 Mrs. Mohanavalli, Magistrate, Erode M.No.9976013388 Mr. S. Ganesan, Parent Representative Dr. K. Kandasamy, Junior Assistant, M.No. 9940835751
Students' Representatives	:	Selvi V. Shalini - II B.A English Literature Selvi K. Santhiya- II B.A History

8. SPORTS COMMITTEE

President	:	Dr. C. Seeranganayaki, Principal i/c
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Secretary	:	Dr. V. Anitha, Directress of Physical Education
Members	:	Dr. Y. Thangam, Dept. of Zoology Dr. V. Radhamani, Dept. of Mathematics Dr. D. Sathiya, Dept. of Tamil
Students' Representatives	:	Selvi K. Renukadevi - III B.Com Selvi Y. Yogapriya - II B.A History

9. LIBRARY COMMITTEE

President	:	Dr. C. Seeranganayaki, Principal i/c
Secretary	:	Mrs. S. Sasikala, Librarian
Members	:	Dr. R. Rajanarthini, Dept. of Physics Dr. R. Mohanraj, Dept. of Chemistry Mrs. S. Kowsalya, Dept. of Zoology
Students' Representatives	:	Selvi S. Gomu - II B.Sc. Zoology Selvi T. Subhashree - II B.Com

10. INTERNAL COMPLIANCE COMMITTEE

President	:	Dr. C. Seeranganayaki, Principal i/c
Presiding Officer	:	Mrs. S. Mangayarkarasi, Dept of Chemistry
Members	:	Mrs. S. Malathi, Dept of Chemistry Dr. M. Eshwari, Dept. of English Dr. M. Samyuktha, Dept of History Dr. E. Haripriya, Dept. of Computer Science Dr. V.K. Sasikala, Dept of Commerce Ms. A. Geetha, Dept. of Computer Science Dr. S. Pavithra, Dept. of Commerce Mrs. Mohanavalli, Magistrate Dr. K. Kandasamy, Junior Assistant Dr. K. Senthilkumar, Store Keeper
Students' Representatives	:	

11. SC/ST COMMITTEE

President	:	Dr. C. Seeranganayaki, Principal i/c
Secretary	:	Mrs. S. Umarani, Dept. of Tamil
Members	:	Mrs. R. Kalpana Devi Priya, Dept. of History Dr. K. Shenkani, Dept. of Zoology Dr. C. Jothi, Dept. of History

12. MINORITY COMMITTEE

President	:	Dr. C. Seeranganayaki, Principal i/c
Secretary	:	Dr. K.M. Syed Ali Fathima, Dept. of Zoology
Members	:	Dr. A. Kavitha, Dept. of Mathematics Mr. A. R. Sathiyaprakash, Dept. of Tamil Dr. R. Mubeen, Dept. of History

13. OBC COMMITTEE

President	:	Dr. C. Seeranganayaki, Principal i/c
Secretary	:	Dr. S. Thenmozhi, Dept of Commerce
Members	:	Dr. B. Suresh, Dept. of Economics Mrs. S. Kowsalya, Dept. of Zoology Dr. G. Devagi, Dept. of Chemistry

14. RESEARCH COMMITTEE

President	:	Dr. C. Seeranganayaki, Principal i/c
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Coordinator	:	Dr. S. Umavathi, HOD of Zoology
Members	:	Dr. S. Uma, HOD of Tamil Dr. K. Radhai, HOD of English Mrs. S. Bharathi, Dept. of Geography Dr. B.Suresh, Dept. of Economics Dr. R. Rajanarthini, Dept. of Physics Mr. N. Udhaya Kumar, Dept. of Botany Mrs. R. Kalpana Devi Priya, HOD of History, Mrs. S. Malathi, HOD of Chemistry Dr. T. Santhi, HOD of Mathematics Dr. K.P. Sivagami, HOD of Computer Science Dr. C. Seeranganayaki, Principal i/c Dr. S. Sasikala, Librarian Dr. V. Anitha, Directress of Physical Education

15. ALUMNI COMMITTEE

President	:	Dr. C. Seeranganayaki, Principal i/c
Coordinator	:	Dr. S. Thenmozhi, Dept. of Commerce
Members	:	Dr. R. Malathi, Dept. of English Mrs. S. Sarala, Dept. of History Dr. B. Palanisamy, Dept. of Chemistry Dr. R. Sowdeswari, Dept. of Zoology Dr. A. Kavitha, Dept. of Mathematics Dr. V. Sasirekha, Dept. of Computer Science Dr. M. Boovathi, Dept. of Commerce

16. MAGAZINE COMMITTEE

President	:	Dr. C. Seeranganayaki, Principal i/c
Co-ordinator	:	Dr. M. Eshwari, Dept of English
Editorial Board Members	:	Dr. K. Radhai, Dept of English Dr. S. Uma, Dept of Tamil

17. ANTI-DRUG CELL

President	:	Dr. C. Seeranganayaki, Principal i/c
Secretary	:	Dr. P. Madhiyazhagan, Dept. of Zoology
Members	:	Dr. E. Haripriya, Dept. of Computer Science Dr. A.Kavitha, Dept. of Mathematics Dr. C. Jothi, Dept. of History Mr. A. Aravinth Raja, Dept. of English Dr. S. Pavithra, Dept. of Commerce Dr. N. Madankumar, Dept. of Chemistry
Students' Representatives	:	Selvan P. Balakumar - III B.A English Selvan M.S. Nithiyananthan - II B.A History Selvi L. Keerthika -II M.A History Selvan K. Krishna - III B.Sc Chemistry Selvan M. Sivakumar -II M.Sc.Chemistry Selvan M. Suhain -III B.Sc Zoology Selvi E. Narchonai - II M.Sc Zoology Selvi R. S.Sowmiya - II B.Sc Mathematics Selvan D. Soundhiraraj - II MCA Selvi R. Deepika - II M.Com

Selvan C. Manojkumar - II B.Com

18. INNOVATION ENTREPRENEURSHIP DEVELOPMENT CELL / Institutional Innovative Cell

President	:	Dr. C. Seeranganayaki, Principal i/c
Convener	:	Dr. B. Suresh, Dept. of Economics
Members	:	Mr. A. Aravinth Raja, Dept. of English Dr. C. Jothi, Dept. of History Dr. D. Navaneethan, Dept. of Chemistry Dr. .G. Sharmila Devi, Dept. of Mathematics Dr. P. Madhiyazhagan, Dept. of Zoology Dr. E. Haripriya, Dept. of Computer Science Dr. R. Mubeen, Dept. of Commerce
Students' Representatives	:	Selvan S. Ranjith - III B.A History Selvan R. Lingeswaran - III B.A History

19. GRIEVANCE REDRESSAL CELL

President	:	Dr. C. Seeranganayaki, Principal i/c
Counsellor	:	Dr. R. Malathi, Dept. of English
Members	:	Dr. S. Uma, HOD of Tamil Mrs. R. Kalpana Devi Priya, HOD of History, Mrs. S. Malathi, HOD of Chemistry Dr. S. Umavathi, HOD of Zoology Dr. T. Santhi, HOD of Mathematics Dr. S. Gokila, HOD of Commerce Dr. K.P. Sivagami, HOD of Computer Science Dr. S. Sasikala, Librarian Dr. V. Anitha, Directress of Physical Education Dr. T. Periyasamy, (OMBUDSMAN)

20. CAMPUS MONITORING FLYING SQUAD

President	:	Dr. C. Seeranganayaki, Principal i/c
Secretary	:	Dr. V. Anitha, Directress of Physical Education
Members	:	Dr. C. Bharathi, Dept. of English Dr. P. Vennila, Dept. of History Dr. R. Mohanraj, Dept. of Chemistry Mr. S. Kalaimani, Dept. of Zoology Dr. V. Sasirekha, Dept. of Computer Science Dr. M. Boovathi, Dept. of Commerce
Students' Representatives	:	Selvan P. Mathalai Deepak Roshan - II B.Com Selvi K. Indhumathi - II .B.Com

21. PLACEMENT CELL/Institution Industry Cell

President	:	Dr. C. Seeranganayaki, Principal i/c
Secretary	:	Dr. V. Sasirekha, Dept of Computer Science
Members	:	Dr. C. Bharathi, Dept. of English Dr. S. Umamaheswari, Dept. of Zoology Dr. L. Kavitha, Dept. of Commerce Mrs. E. Jaya, Dept. of History
Students' Representatives	:	Selvan T. Gokulakannan - III B.A History Selvi M. Sowmiya -III B.Sc Mathematics

22. GENDERS CHAMPIONS CLUB

President	:	Dr. C. Seeranganayaki, Principal i/c
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Vice-President	:	Dr. T. Santhi, Dept. of Mathematics
Secretary	:	Dr. V. Radhamani, Dept. of Mathematics
Members	:	Captain. Dr. M. Nalini, Dept. of Mathematics Dr. R. Rajanarthini, Dept. of Physics Dr. A. Kavitha, Dept. of Mathematics Dr. G. Sharmila Devi, Dept. of Mathematics
Students' Representatives	:	Selvi R. Akshayaprabha - III B.Sc Mathematics Selvi N. Ramya - II B.Sc Mathematics

23. MARKETING CLUB

President	:	Dr. C. Seeranganayaki, Principal i/c
Vice President	:	Dr. S. Gokila, Dept. of Commerce
Secretary	:	Dr. R. Mubeen, Dept. of Commerce
Members	:	Dr. V.K. Sasikala, Dept. of Commerce Dr. M. Boovathi, Dept. of Commerce Dr. S. Thenmozhi, Dept. of Commerce Dr. L. Kavitha, Dept. of Commerce Dr. S.V. Ramesh, Dept. of Commerce Dr. S. Pavithra, Dept. of Commerce Mr. G. Prabhu, Part Time Lecturer in Law
Students' Representatives	:	Selvi D. Eniya - III B.Com Selvi T. Ramya - II B.Com

24. ECO CLUB

President	:	Dr. C. Seeranganayaki, Principal i/c
Vice President	:	Dr. S. Umavathi, Dept. of Zoology
Secretary	:	Dr. S. Umamaheswari, Dept. of Zoology
Members	:	Dr. P. Madhiyazhagan, Dept. of Zoology Dr. Y. Thangam, Dept. of Zoology Dr. R. Sowdeswari, Dept. of Zoology Dr. K.M. Syed Ali Fathima, Dept. of Zoology Dr. K. Shenkani, Dept. of Zoology Mr. S. Kalaimani, Dept. of Zoology Mrs. S. Kowsalya, Dept. of Zoology Mr. N. Udhaya Kumar, Dept. of Botany
Students' Representatives	:	Selvi M. Savitha - III B.Sc Zoology Selvan M. Suhain - II B.Sc Zoology

25. CITIZEN CONSUMER CLUB (CCC)

President	:	Dr. C. Seeranganayaki, Principal i/c
Vice President	:	Dr. K.P. Sivagami, Dept. of Computer Science
Secretary	:	Dr. S. Aranganayagi, Dept. of Computer Science
Members	:	Ms. A. Geetha, Dept. of Computer Science Dr. E. Haripriya, Dept. of Computer Science Mrs. K. Veena, Dept. of Computer Science Dr. V. Sasirekha, Dept. of Computer Science
Students' Representatives	:	Selvi Indhira - II MCA Selvi M. Poomathi - III B.Com

26. READERS CLUB

President	:	Dr. C. Seeranganayaki, Principal i/c
Vice President	:	Dr. S. Uma, Dept. of Tamil

Secretary	:	Mr. A.R. Sathiyaprakash, Dept. of Tamil
Members	:	Mrs. S. Umarani, Dept. of Tamil Mrs. S. Sasikala, Librarian Dr. D. Sathiya, Dept. of Tamil
Students' Representatives	:	Selvi S. Ayshasiddik - II B.A English Literature Selvan R. Pavish - II B.A History

27. CREATIVE CLUB

President	:	Dr. C. Seeranganayaki, Principal i/c
Vice President	:	Dr. K.Radhai, Dept. of English
Secretary	:	Dr. S. Sumathi, Dept. of English
Members	:	Dr. M. Eshwari, Dept. of English Dr. R. Malathi, Dept. of English Dr. C. Bharathi, Dept. of English Mr. A. Aravinth Raja, Dept. of English
Students' Representatives	:	Selvi R. Dharshini - III B.A English Literature Selvan P. Hariharan - II History

28. LEGAL LITERACY CLUB

President	:	Dr. C. Seeranganayaki, Principal i/c
Vice President	:	Mrs. S. Malathi, Dept. of Chemistry
Secretary	:	Dr. K. Kalaiselvi, Dept. of Chemistry
Members	:	Mrs. S. Mangayarkarasi, Dept. of Chemistry Dr. B. Palanisamy, Dept. of Chemistry Dr. R. Mohanraj, Dept. of Chemistry Dr. S. Tamilselvi, Dept. of Chemistry Dr. D. Navaneethan, Dept. of Chemistry Dr. V. Gopalakannan, Dept. of Chemistry Dr. G. Devagi, Dept. of Chemistry Dr. N. Madankumar, Dept. of Chemistry
Students' Representatives	:	Selvan S. Karhtikeyan - III B.Sc Chemistry Selvi M. Nandhini - II B.Sc.Chemistry

29. HERITAGE CLUB

President	:	Dr. C. Seeranganayaki, Principal i/c
Vice President	:	Mrs. R. Kalpana Devi Priya, Dept. of History
Secretary	:	Dr. M. Samyuktha, Dept. of History
Members	:	Dr. P. Vennila, Dept. of History Mrs. S. Sarala, Dept. of History Mrs. E. Jaya, Dept. of History Dr. C. Jothi, Dept. of History Dr. S. Abirami, Dept. of History
Students' Representatives	:	Selvan S. Meiyarasan - II B.A History Selvan S. Ranjith - III B.A History

30. AUDIO-VISUAL CLUB

President	:	Dr. C. Seeranganayaki, Principal i/c
Secretary	:	Dr. S. Tamilselvi, Dept. of Chemistry,
Members	:	Dr. D. Navaneethan, Dept. of Chemistry Dr. D. Sathiya, Dept. of Tamil Dr. L. Kavitha, Dept. of Commerce

31. QUIZ CLUB

President : Dr. C. Seeranganayaki, Principal i/c
Secretary : Capt. Dr. M. Nalini, Dept of Mathematics
Student Representatives : Selvi M. Karunambiga - III B.Sc.Mathematics
Selvi P. Saraswathi - II B.Sc.Mathematics

32. YI-YUVA CLUB

President : Dr. C. Seeranganayaki, Principal i/c
Co-ordinators : Dr. G. Sharmila Devi, Dept. of Mathematics
Dr. V. Gopalakannan, Dept. of Chemistry
Members : Dr. K. Shenkani, Dept. of Zoology
Mrs. E. Jaya, Dept. of History
Student Representatives : Selvan K. Prasanth - II B.Com
Selvan C. Vijayakumar - II B.Sc Chemistry

33. GREEN CAMPUS:

Nodal Officer : Mr. N. Udhaya Kumar, Dept. of Botany
Students Representatives : Selvi M. Gayathri - II B.Sc Zoology
Selvi D. Manjula - II B.Sc Zoology

COURSES OFFERED IN THE COLLEGE

UNDER GRADUATE COURSES:

1. B.A. English
2. B.A. History
3. B.Sc. Mathematics
4. B.Sc. Chemistry
5. B.Sc. Zoology
6. B.Com.

POST GRADUATE COURSES:

1. M.A. History
2. M.Sc. Chemistry
3. M.Sc. Zoology
4. M.Com.
5. M.C.A.

RESEARCH PROGRAMMES:

- | | | |
|----|------------------|-----------------|
| 1. | Tamil | - M.Phil & Ph.D |
| 2. | English | - M.Phil |
| 3. | History | - M.Phil |
| 4. | Chemistry | - Ph.D |
| 5. | Zoology | - M.Phil & Ph.D |
| 6. | Computer Science | - M.Phil |
| 7. | Commerce | - M.Phil |

Ph.D. RESEARCH GUIDES IN THE DEPARTMENTS:

1. Tamil
2. English
3. History
4. Computer Science
5. Commerce
6. Physical Education
7. Chemistry
8. Zoology

JKK NATARAJA COLLEGE OF ARTS & SCIENCE, Komarapalayam CALENDAR

For the Academic year 2022-2023

ODD SEMESTER

DAY	DATE	JULY 2022	DAY ORDER	WORKING DAYS
Fri	01			
Sat	02			-
Sun	03			-
Mon	04			-
Tue	05			-
Wed	06			-
Thu	07			-
Fri	08			-
Sat	09			-
Sun	10	Bakrid		-
Mon	11			-
Tue	12			-
Wed	13			-
Thu	14			-
Fri	15			-
Sat	16			-
Sun	17			-
Mon	18	College re-opens / Odd semester starts		1
Tue	19			2
Wed	20			3
Thu	21			4
Fri	22			5
Sat	23	Holiday		-
Sun	24	Holiday		-
Mon	25			6
Tue	26			7
Wed	27			8
Thu	28			9
Fri	29			10
Sat	30			11
Sun	31	Holiday		-
Number of working days				11

DAY	DATE	AUGUST 2022	DAY ORDER	WORKING DAYS
Mon	01	World Wide Web Day		12
Tue	02			13
Wed	03	Adiperukku		-
Thu	04			14
Fri	05			15
Sat	06	Holiday		-
Sun	07	Holiday		-
Mon	08			16
Tue	09	Muharram*		-
Wed	10			17
Thu	11			18
Fri	12			19
Sat	13			20
Sun	14	Holiday		-
Mon	15	Independence day		-
Tue	16			21
Wed	17			22
Thu	18			23
Fri	19	Krishna Jayanthi		-
Sat	20	Holiday		-
Sun	21	Holiday		-
Mon	22			24
Tue	23			25
Wed	24			26
Thu	25			27
Fri	26			28
Sat	27			29
Sun	28	Holiday		-
Mon	29	CIA-I Starts		30
Tue	30			31
Wed	31	Vinayakar Chaturthi		-
Number of working days				20
*Subject to change				

DAY	DATE	SEPTEMBER 2022	DAY ORDER	WORKING DAYS
Thu	01			32
Fri	02			33
Sat	03	Holiday		-
Sun	04	Holiday		-
Mon	05			34
Tue	06			35
Wed	07			36
Thu	08			37
Fri	09			38
Sat	10	Holiday		-
Sun	11	Holiday/Bharathiar Memorial Day		-
Mon	12			39
Tue	13			40
Wed	14			41
Thu	15			42
Fri	16	World Ozone Day		43
Sat	17			44
Sun	18	Holiday		-
Mon	19			45
Tue	20			46
Wed	21			47
Thu	22			48
Fri	23			49
Sat	24	Holiday		-
Sun	25	Holiday		-
Mon	26			50
Tue	27	World Tourism Day		51
Wed	28			52
Thu	29			53
Fri	30			54
Number of working days				23

DAY	DATE	OCTOBER 2022	DAY ORDER	WORKING DAYS
Sat	01	Club Activity		55
Sun	02	Gandhi Jayanathi		-
Mon	03	Holiday		-
Tue	04	Saraswathi Pooja-Ayutha Pooja		-
Wed	05	Vijayadasami		-
Thu	06			56
Fri	07			57
Sat	08	Holiday		-
Sun	09	Milad Nabi*		-
Mon	10	CIA – II Starts		58
Tue	11	Myth & Legends Day		59
Wed	12			60
Thu	13			61
Fri	14			62
Sat	15			63
Sun	16	Holiday		-
Mon	17			64
Tue	18			65
Wed	19			66
Thu	20			67
Fri	21			68
Sat	22	Holiday		-
Sun	23	Holiday		-
Mon	24	Deepavali		-
Tue	25	Holiday		-
Wed	26			69
Thu	27			70
Fri	28			71
Sat	29			72
Sun	30	Holiday		-
Mon	31			73
Number of working days				19
*Subject to change				

DAY	DATE	NOVEMBER 2022	DAY ORDER	WORKING DAYS
Tue	01			74
Wed	02	Commencement of University Practical Examinations*		75
Thu	03			76
Fri	04			77
Sat	05			78
Sun	06	Holiday		-
Mon	07	Model Examination Starts		79
Tue	08			80
Wed	09			81
Thu	10			82
Fri	11			83
Sat	12			84
Sun	13	Founder's Day		-
Mon	14			85
Tue	15			86
Wed	16			87
Thu	17			88
Fri	18			89
Sat	19	Last Working Day For Odd Semester		90
Sun	20	Holiday		-
Mon	21			-
Tue	22			-
Wed	23			-
Thu	24			-
Fri	25			-
-Sat	26	Holiday		-
Sun	27	Holiday		-
Mon	28			-
Tue	29			-
Wed	30			-
Number of working days				17
*Subject to change				

Working Days for Odd Semester for the Academic Year 2022-2023

July 2022 - 11 days
August 2022 - 20 days
September 2022 - 23 days
October 2022 - 19 days
November 2022 - 17 days

Total - 90 days

JKK NATARAJA COLLEGE OF ARTS & SCIENCE, Komarapalayam
 CALENDAR
 For the Academic year 2022-2023
 EVEN SEMESTER

DAY	DATE	DECEMBER 2022	DAY ORDER	WORKING DAYS
Thu	01			-
Fri	02	Commencement of University Theory Examinations*		-
Sat	03	Holiday		-
Sun	04	Holiday		-
Mon	05			-
Tue	06			-
Wed	07			-
Thu	08			-
Fri	09			-
Sat	10	Holiday		-
Sun	11	Holiday		-
Mon	12			-
Tue	13			-
Wed	14			-
Thu	15			-
Fri	16			-
Sat	17	Holiday		-
Sun	18	Holiday		-
Mon	19	College Reopens For Even Semester*		1
Tue	20			2
Wed	21			3
Thu	22	National Mathematics Day		4
Fri	23			5
Sat	24	Holiday/ National Consumer Day		-
Sun	25	Holiday		-
Mon	26			6
Tue	27			7
Wed	28			8
Thu	29			9
Fri	30			10
Sat	31	Holiday		-
Number of working days				10
*Subject to change				

DAY	DATE	JANUARY 2023	DAY ORDER	WORKING DAYS
Sun	01	NEW YEAR		-
Mon	02			11
Tue	03			12
Wed	04			13
Thu	05			14
Fri	06			15
Sat	07			16
Sun	08	Holiday		-
Mon	09			17
Tue	10			18
Wed	11			19
Thu	12			20
Fri	13			21
Sat	14	Bhogi-Holiday		-
Sun	15	Thai Pongal-Holiday		-
Mon	16	Thiruvalluvar Day/Mattu Pongal-Holiday		-
Tue	17	Uzhavar Thirunal -Holiday		-
Wed	18			22
Thu	19			23
Fri	20			24
Sat	21			25
Sun	22	Holiday		-
Mon	23			26
Tue	24			27
Wed	25			28
Thu	26	Republic Day		-
Fri	27			29
Sat	28	Holiday		-
Sun	29	Holiday		-
Mon	30	Martyr's Day		30
Tue	31			31
Number of working days				21

DAY	DATE	FEBRUARY 2023	DAY ORDER	WORKING DAYS
Wed	01			32
Thu	02			33
Fri	03			34
Sat	04			35
Sun	05	Holiday - Thai Poosam		-
Mon	06			36
Tue	07			37
Wed	08			38
Thu	09			39
Fri	10			40
Sat	11	Holiday		-
Sun	12	Holiday		-
Mon	13			41
Tue	14			42
Wed	15	World Computer Day		43
Thu	16			44
Fri	17			45
Sat	18			46
Sun	19	Holiday		-
Mon	20			47
Tue	21			48
Wed	22			49
Thu	23			50
Fri	24			51
Sat	25	Holiday		-
Sun	26	Holiday		-
Mon	27			52
Tue	28	National Science Day		53
Number of working days				22

DAY	DATE	MARCH 2023	DAY ORDER	WORKING DAYS
Wed	01	Local Festival*		-
Thu	02			54
Fri	03			55
Sat	04	National Grammar Day		56
Sun	05	Holiday		-
Mon	06			57
Tue	07			58
Wed	08			59
Thu	09			60
Fri	10			61
Sat	11	Holiday		-
Sun	12	Holiday		-
Mon	13			62
Tue	14			63
Wed	15			64
Thu	16			65
Fri	17			66
Sat	18			67
Sun	19	Holiday		-
Mon	20			68
Tue	21			69
Wed	22	Telugu New Year-Holiday/ World Day For Water		-
Thu	23			70
Fri	24			71
Sat	25	Holiday		-
Sun	26	Holiday		-
Mon	27	Commencement of University Practical Examinations*		72
Tue	28			73
Wed	29			74
Thu	30			75
Fri	31			76
Number of working days				23
*Subject to change				

DAY	DATE	APRIL 2023	DAY ORDER	WORKING DAYS
Sat	01			77
Sun	02	Holiday		-
Mon	03			78
Tue	04	Mahaveer Jayanthi		-
Wed	05			79
Thu	06			80
Fri	07	Good Friday		-
Sat	08	Holiday		-
Sun	09	Holiday		-
Mon	10			81
Tue	11			82
Wed	12			83
Thu	13			84
Fri	14	Tamil New Year & Dr.B.R.Ambedkar's Birth Day		-
Sat	15	Holiday		85
Sun	16	Holiday		-
Mon	17			86
Tue	18			87
Wed	19			88
Thu	20			89
Fri	21	Last Working Day For Even Semester*		90
Sat	22	Holiday		-
Sun	23	Holiday		-
Mon	24			-
Tue	25			-
Wed	26			-
Thu	27			-
Fri	28			-
Sat	29	Holiday		-
Sun	30	Holiday		-
Number of working days				14
*Subject to change				

Working Days for Even Semester for the Academic Year 2022-2023

December 2022 - 10 days
January 2023 - 21 days
February 2023 - 22days
March 2023 - 23 days
April 2023 - 14 days

Total - 90 days

DAY	DATE	MAY 2023	DAY ORDER	WORKING DAYS
Mon	01	May Day		-
Tue	02			
Wed	03	Commencement of University Theory Examinations*		
Thu	04			
Fri	05			
Sat	06	Holiday		
Sun	07	Holiday		
Mon	08			
Tue	09			
Wed	10			
Thu	11			
Fri	12			
Sat	13	Holiday		
Sun	14	Holiday		
Mon	15			
Tue	16			
Wed	17			
Thu	18			
Fri	19			
Sat	20	Holiday		
Sun	21	Holiday		
Mon	22			
Tue	23			
Wed	24			
Thu	25			
Fri	26			
Sat	27	Holiday		
Sun	28	Holiday		
Mon	29			
Tue	30			
Wed	31			

Number of working days

*Subject to change

ATTENDANCE

1. It shall be the duty of each student to attend the College regularly and punctually on all working days. No student shall absent herself / himself from the college without applying for leave.
2. A student who absents herself / himself shall submit an application in the prescribed form to their Class incharge. In case of sudden illness, the application shall be submitted in person to the Class incharge along with a medical certificate as early as possible. All leave applications with the remarks of the Class incharge shall then be submitted to the Principal for orders.

In each case the reasons for absence shall be specifically mentioned. The Principal reserves the right of calling for a Medical Certificate and of deciding each case on its merits. In cases not covered by the above, leave application shall be submitted as soon as possible after the leave is taken and in any case, before 3.45 p.m. on the first day of absence after the period of absence.

3. Granting of leave is entirely at the discretion of the Principal. Non-compliance with rules will entail automatic refusal of leave unless the student explains to the satisfaction of the Class incharge. Her / His Failure to comply with the rules, habitual non-compliance will entail imposition of fine or removal of the student's name from the roll of the College.
4. If a student is absent herself / himself for a continuous period of five working days without leave, her / his name will be off from the roll. Unless she / he convince satisfactorily that her / his failure to obtain leave was unavoidable.
5. The working day is divided into two sessions as forenoon and afternoon sessions. There will be three periods in the forenoon session and two periods in the afternoon.
6. Attendance will be taken at the beginning of every period. A student who is not in the class when the attendance is taken shall be marked absent and shall lose attendance for that session. It shall however be open to the teacher to mark a late comer present if he/she is satisfied with the student's explanation. A student who is absent without leave during any one or more periods of a session will be regarded as absent for the whole session.
7. The attendance certificate will not be granted unless (i) the Principal is satisfied that the student's progress and conduct are satisfactory and (ii) the student has attended three fourths of the number of working days in the academic year. Attendance certificates are liable to be held within the case of students who have not attended at least 75 percent of the working days.

8. (அ) 75% வருகைப்பதிவு உள்ள மாணவ / மாணவியர்கள்:
பிழைபொறுப்பு கட்டணம் செலுத்த தேவையில்லை
- (ஆ) வருகைப்பதிவு 75% க்கு குறைவாகவும் 65% க்கு நிறைவாகவும் உள்ள மாணவ / மாணவியர்கள்:
பிழைபொறுப்பு கட்டணம் ரூ.800/- செலுத்தி இப்பருவத்திலேயே தேர்வுகள் எழுதலாம்
- (இ) வருகைப்பதிவு 65% க்கு குறைவாகவும் 50% க்கு நிறைவாகவும் உள்ள மாணவ / மாணவியர்கள்:

இப்பருவத்தேர்வில் பிழைபொறுப்பு கட்டணம் ரூ.800/- செலுத்திவிட்டு அடுத்து வரும் பருவத்தில் தேர்வுகள் எழுதலாம்

(ஈ) வருகைப்பதிவு 50% க்கு குறைவாக உள்ள மாணவ / மாணவியர்கள்:

இக்குறிப்பிட்ட பருவத்தினை, மீண்டும் சேர்க்கையடைந்து பயின்று தேர்விற்குரிய வருகைப்பதிவு விழுக்காட்டினை பெறவேண்டும்.

9. No students shall be permitted to leave the class in the course of the hour. If he / she is needed urgently by the parent or guardian, he / she shall obtain permission from the office and only on receipt of intimation from the office, the student shall be permitted to leave the class.

GENERAL CONDUCT AND BEHAVIOUR

1. Every student shall wear a clean and decent dress.
2. Every student should wear ID card when they enter the college. Every student shall wish teachers of the college when they meet them for the first time during the day, within the college or outside.
3. When the teacher enters or leaves the class room, students shall get up and keep standing, till the teacher takes his/her seat or leaves the room.
4. Student shall leave the class room with permission or until the teacher leaves the room.
5. Students can spend their leisure class/time in the Library. They shall not loiter in the verandah or in the College campus and disturb the other classes.
6. Students shall not make any noise while moving from class to class.
7. Students are warned against displacing the furniture of the college. Any damage done will be charged for.
8. Student can enter into the college office with permission.
9. Students are expected to read the notice on the college notice board. Ignorance of any notice will not be accepted as an excuse.
10. No notice of any kind shall be circulated among the students or displayed on the notice board without the written sanction of the Principal.

DISCIPLINARY REGULATIONS

1. Smoking inside the college premises, throwing out waste papers, defacing the walls and committing nuisance on the grounds are punishable offences.
2. No student shall take part in organizing any demonstration or strike.
3. Students on the rolls of college are forbidden to take an active part in political agitation directed against the authority of the government.
4. Principal or other constituted authorities of the College may frame and issue from time to time disciplinary rules of a permanent or temporary nature. Regulation for the conduct of students on the roll is sought for (a) the observance of the above rules and (b) to maintain the reputation of the College.

5. Principal or other constituted authorities of the College shall have the power to impose the following punishments: Fine, with-holding attendance and/or course certificate, suspension or expulsion from the College, cancellation of scholarship and fee concessions.
6. Students are not allowed to address any authority in a body.

THE COLLEGE LIBRARY

The general library now contains more than 26,000 books on various subjects. Dailies, magazines and periodicals of good order are available.

Our Library is an invaluable data centre for students and faculty members. It is well-equipped with the automation software “Campus I Lib”. The Library has a collection of over 26,300 books on different subjects, 40 reputed National and International Journals, Magazines, News papers, e-resources and back volumes. It consists of recent books and Journals in the field of Arts, Science and Social Sciences etc., in addition to online resources.

The total area of the Library is 3, 328 sq ft. with the seating capacity of about 100 readers. The Library is completely computerized with barcode technology. Barcode laser scanners are used in the circulation counter for book transactions. The staff members and the students are provided with separate ID cards with barcode which ensures easy accessibility and issue of book procedure. Provides Online Public Access Catalogue (OPAC) service to its users. The library is fitted with CCTV cameras. It provides N-LIST under UGC-INFONET to access E-resources at free of cost.

LIBRARY RULES AND REGULATIONS

1. Library is a “Temple of Learning” hence complete silence, dignity and decorum should be maintained inside the library.
2. On all Working days the library will be kept open from 9.00a.m to 4.45pm.
3. Personal books and files should be left at the entrance of the library. Plain sheet should be taken instead.
4. Students/Staff should scan their ID card in the E-gate register scanner while entering.
5. Books will be issued only on the production of ID card.
6. No sub-lending of books is permitted.
7. Underlining, scribbling, tearing of pages or any other type of mutilation of books, magazines, journals, etc., mishandling or misuse of computers will lead to severe action and fine.
8. Book Issue Procedure:

Teaching Staff	-	10 books
Non-Teaching Staff	-	5 books
UG Students	-	2 books
PG Students	-	3 books
Research Scholars	-	5 books
9. Books will be issued normally for a period of fourteen days. If the book is not returned on the due day, a fine of one rupee per day will be collected.

10. Before leaving the counter, the member must check whether the book is in proper condition. If not, immediately report to the librarian. Otherwise he/she is responsible for the replacement of the book.
11. The reference books like Dictionaries, Encyclopedias, Very expensive books, Journals and Magazines are not issued, they can be referred inside the library.
12. Students are expected to use the books with care. If a book is lost or damaged the borrower should replace the books or pay the three times the cost of the book as penalty.
13. The Librarian may ask a student to return the library book at any time.
14. Transfer certificate and conduct certificate will not be issued to the students if they have not returned the library books.
15. Violation of the rules would lead to severe action.

Note: The above rules are intended to regulate the use of Library resources and will be reviewed periodically to meet the changing needs.

LABORATORY RULES

1. Act responsibly and maintain silence.
2. Always work under the supervision of the staff or lab assistant.
3. Follow all written and verbal instructions carefully.
4. Do not bring any eatables inside the lab.
5. Wear your safety equipments.
6. Know how to use and where to find all safety equipments including the first aid kit, eyewash station, safety shower, fire extinguisher, fire blankets, fire alarm and exits.
7. Dispose all waste properly.
8. No horseplay will be tolerated.
9. Keep a tidy lab.
10. Students will be held responsible for missing, damaging and misusing of any lab equipments.

ASSESSMENT OF STUDENTS WORK

1. The course of study is based on semester pattern with Internal Assessment under choice based credit system.
2. The examinations consist of both the internal (CIA) and the external (end semester) theory exams. The theory examinations shall be conducted for three hours at the end of each semester.
3. The UG internal assessment will be done through two CIA and one model exam. Out of twenty five marks, it is split up as 5 marks for assignment, 5 marks for attendance and 15 marks for CIA/Model exams.
4. 40 marks is the passmark in the semester with minimum of 30 marks out of 75 and 10 marks out of 25.
5. The PG internal assessment will be done through two CIA and one model exam. Out of twenty five marks, it is split up as 5 marks for assignment, 5 marks for attendance 5 marks for seminar and 10 marks for CIA/Model exams.

6. 50 marks is the passmark in the semester with minimum of 38 marks out of 75 and 12 marks out of 25.
7. Students should attend all internal assessment exam and model exam. Two assignments and 75% of attendance are mandatory.
8. The students failing in any subject(s) will be permitted to appear for the same in the subsequent semester examinations.

CO-CURRICULAR AND EXTRA-CURRICULAR FORUMS / ACTIVITIES

1. National Service Scheme (NSS)

The NSS wing has five units with the sanctioned strength of 500 functioning under the guidance of five programme officers. Any student either in the aided or unaided stream, who has a penchant for social service may get enrolled in NSS. Besides regular activities, a seven days special camp focusing on tree plantation, creation of awareness regarding personal hygiene, AIDS, blood donation, Environmental protection etc. is organized every year. The wing pays attention to the all round development of the students.

2. National Cadet Corps (NCC)

The NCC Army wing with the sanctioned strength of 52 is under the command of a Commissioned Officer. Both boys and girls students who wish to improve their personality and leadership qualities and aspire to take up various positions in the army may get enrolled in NCC. The cadets may appear for 'B' and 'C' certificate examinations after fulfilling the requirements prescribed by the authorities.

3. Youth Red Cross (YRC)

This is yet another service organization with special focus on service to the society. Both Men and Women students may get enrolled in this forum. Training in Health Care, First Aid, Fire Fighting, Rescue Activities, personality Development are the salient features of YRC. It also lends helping hand in the housekeeping of the institution.

4. Red Ribbon Club (RRC)

The Red Ribbon Club in a voluntary on camp intervention program for students. The program organised by RRC address the knowledge, attitude and behaviour of the youths in the interrelated area of voluntary Blood Donation, HIV/AIDS, as demanded by their age, environment and life style.

Moto – “Embarking on the Journey of Life”

5. Physical Education (with Fitness Centre)

With the objective of improving the health and fitness of the youth, the fitness centre with many state-of-the art equipments is established for both men and women students. The Centre functions under the supervision of the Director of Physical Education. The students may avail the facilities between 4.00 p.m. and 5.30 p.m.

6. **Career Guidance and Placement Cell**

The cell provides Guidance and Counseling to the students regarding higher studies and conducts coaching, model tests, group discussions, mock interviews etc. it also arranges for campus interviews for placement in various organizations. Being housed in a separate room, the cell works between 9.00 a.m. and 10.00 a.m. and between 4.00 p.m. and 5.00 p.m.

7. **Fine Arts Association**

This Association intends to create fervour and passion among the students in fine arts. The raw talents in music, painting, drawing, drama, dance etc., are being honed through this club.

8. **Student's welfare and counselling centre**

With the objective of taking care of both physical and mental health of the students, welfare and counselling centre has been constituted. To be housed in a separate room, the centre is to be manned by five staff members, out of whom two would be women. Students both boys and girls having grievances and emotional problems may feel free to meet the counselors and get counselling.

COLLEGE UNION AND ALLIED ASSOCIATIONS

1. All the students of the college and members of the staff shall be honorary members of the college union. The following Associations are affiliated to the Union.

1. Tamil literary and Debating Association
2. English literary and Debating Association
3. History Association
4. Chemistry Association
5. Biology Association
6. Mathematics Association
7. Computer Science Association
8. Commerce Association
9. Games and Sports Association
10. Fine arts Association

2. The objectives of the union are as follows

- a) To provide its members a ground for acquiring habit of effective speaking and skillful debates.
- b) To further the common life of students which creates opportunities for social and cultural intercourse among its members.
- c) To plan and execute such programmes as would afford adequate opportunities for the development of special talent and interests of its members.
- d) To enable students to cultivate qualities of leadership and thereby prepare them for the service of the country.

3. The committee of the college union shall consist of:

- a) Principal as President

- b) Vice-President
 - c) Student – Chairman (to be elected by all the student members of the Union)
 - d) Secretary (to be elected by all the student members of the Union)
4. The Principal shall be the Ex-officio President of the College Union and other Associations affiliated to it and she shall be the final authority on all matters pertaining to the union and other Associations. The Vice-President of the Union and other Associations will be nominated by the Principal and the College Council Members.
 5. Meetings shall be held only with the prior approval of the Principal and the respective Vice-President deputed by her for this purpose.
 6. No expenditure shall be incurred except with the previous permission of the Principal.
 7. The Election will be conducted by ballots if necessary and the office bearers should hold office for the academic year. In the event of an office – bearer resigning her/his post, the President shall have the power to nominate a student member to carry on the functions of the office bearer.
 8. The functions of the Union Cabinet shall be
 1. To organize and conduct debates, study circles from time to time.
 2. To organise extension lecture, popular exhibition and undertake such other cognate work as would be of educative value to its members and to society.
 3. To afford opportunities for students to be trained as speakers, debaters and leaders.
 4. To do such other things which might contribute to the social and cultural advancement of the community and enhance its reputation and dignity.
 9. The Current funds of the Union shall be kept in such a manner as the Principal may direct.
 10. No information or report about the Union or other associations shall be sent to the press or the broadcasting agencies without the permission and approval of the President.
 11. For each Association, a student secretary will be elected by all the students of the college.
 12. The college union and other associations are purely bodies to foster co- curricular activities of the students and will not have anything to do with the day administration of the College nor with party politics.
 13. The rules that are framed for the college union are applicable to the associations which are affiliated to the College Union. Each association shall have its own Vice-president and Secretary but not a student - chairman.

FEE CONCESSION AND SCHOLARSHIPS

Students belonging to specified communities are eligible for the grant of Full or Half fee Concessions. The details of which can be known from the college office.

The Concession will be granted wherever permissible. Applications for concessions shall be submitted before the 1st August of every year. Prescribed application forms can be had from the College office.

Grant for scholarships from Government of India or State Government will be admissible to the students only when sanction orders are issued by the appropriate authorities. The college is not responsible

for the grant or non-grants of Government Scholarships. All students are expected to pay their dues in the College in time.

EDUCATIONAL CONCESSIONS

1. Half fee concession under rule 92 T.N.E.R for Degree Courses is given to backward Community students whose parental income does not exceed Rs. 2,00,000/- per annum. They may apply to the Principal for the same.
2. Full fee concession under rule 92. T.N.E.R. is available to the students of scheduled Casts / Tribe. Most Backward classes and Denitrified Tribes may apply to the Principal for the same.
3. Concessions for the Children and dependent of service personnel of the Indian Army, air Force and Indian Navy are available.
4. Concessions for the children of political sufferers are also available. In addition to the above concession, the following scholarships are also available for both residential and non residential students.
 1. Backward class / Most Backward class welfare scholarship and Adi-Dravidar Welfare scholarship.
BC, MBC, SC & ST students are eligible for the above scholarship.
The Income limit for BC/MBC : Rs. 2,00,000.
The Income limit for SC/ST : Rs. 2,50,000.
 2. Kallar – Reclamation scholarship is only for Primalaikallar students. They shall apply to the Special Deputy Collector, Kallar Reclamation, Madurai.
5. National Loan scholarship for the students who have obtained not less than 60 percent of marks in the qualifying examinations (Parental income limit Rs. 1,00,000/- per annum)
6. Government of India scholarship to the children of political sufferers : Apply to the Director of Collegiate Education, Chennai – 6 for the same.
7. National scholarship for the children of school teachers; Apply to the Director of Collegiate Education, Chennai – 6.
8. Government of India Scholarship for blind, deaf or othopaedically handicapped students: Apply to the Speical Officer, Handicapped, Ministry of Education and Social Welfare, Government of India, New Delhi – 1.
9. Government of India Financial Assistance to the Children of Repatriates from Burma: Apply to the Director of Collegiate Education, Chennai – 6.
10. Moovalur Ramamirtham Ammaiyaar Higher Education Assurance Scheme
The Government of TamilNadu has launched Moovalur Ramamirtham Ammaiyaar Higher Education Assurance Scheme to enhance the enrolment ratio of girls from Government schools to Higher Education Institutions. Through this scheme, the financial assistance of Rs. 1000/month will be provided to the girls till their completion of UG degree/Diploma/ITI/any other recognized course. The incentive amount under this scheme will be disbursed directly into the student's Bank Account.

NOTE:

1. The State government usually announces in May / June the details of various schemes and invites applications by issuing an advertisement in the leading newspapers of the State.
2. A scholarship holder cannot receive any other scholarship, financial assistance from Government or any other source, but she is entitled to fee concessions under 92 Madras Educational Rules.
3. When both the parents are not alive, Guardian's income can be given. Otherwise the sum total of the parent's income shall be given.
4. If a candidate is found, have obtained scholarship by making false statement, her/his scholarship will be cancelled forth and the amount of the scholarship paid will be recovered at the discretion of the Principal.
5. A scholarship may be cancelled if the scholar changes the subject of the course of study for which the scholarship was originally awarded or changes the institution of study without the prior approval of the Government.
6. The regulations of award can be changed at any time by the direction of the Government.
7. The Scholarships are liable to forfeiture for misconduct, irregularity, inattention, dissatisfactory progress in studies, Indiscipline etc.,

Various scholarships sanctioned by the collegiate Education, Chennai – 6.**I. National Merit Scholarship – Government of India scheme.**

A fixed number of National Scholarships are sanctioned to the students belonging to Tamilnadu who are pursuing their studies (Degree and Post-Graduate Course). The selection of candidates is based on the 12th and UG results. The list of students is obtained based on the merit from the examination bodies. Students whose parents satisfy 'Means Test' are awarded scholarships every month and those who do not satisfy are paid a prize amount of Rs. 100/- and a merit Certificate, provided they are not in receipt of any other scholarships. Their annual income shall not exceed Rs. 50,000/-

II. Secondary Grade Teachers Children Scholarship:

This scholarship is given to the Children of secondary Grade Teachers working in Government Recognized Primary and Middle Schools for Pursuing M.A.,M.Sc.,M.Com.,M.Ed.,ML.,M.C.A.,M.Phil., courses in Taminadu. There is no income ceiling limit, but the students should have secured not less than 60% marks in the U.G. Courses. Selection is made on the Merit basis.

Amount of Scholarship

Day scholar – Rs. 120/- per month

Hosteller – Rs. 300/- per month

III. State Government Merit scholarship scheme:

Each student who secures the first place in X std, Matriculation, A.I.S.L.C., C.B.S.E. and A.I.S.S.C Examinations are awarded the scholarship irrespective of parental income.

IV. Freedom Fighters Scholarship

Students whose Parents have participated in the emancipation of India and have undergone three months imprisonment are eligible for the award of this scholarship scheme besides fee concessions for their studies in colleges and professional courses of studies.

V. Children of Defense Service Personnel

Children of defense service personnel and Ex-servicemen are awarded scholarships and fee concessions subject to certain terms and conditions.

VI. The Children of Repatriates from Sri Lanka

Children of Repatriates from Sri Lanka studying in colleges are awarded scholarships and fee concessions subject to certain terms and conditions.

VII. National Loan Scholarship

This is a merit – sum – means based scholarship. The Parental income shall not exceed Rs. 1,00,000/- per annum. Applications are invited every year by notifications in leading dailies.

VIII. State Collegiate Scholarships

Under this head, the following scholarships are being sanctioned.

1. General
2. Post Graduate
3. Special for Languages (Tamil and Telugu)
4. Special for Muslims
5. Special for Widows
6. Special for original Learning
7. Special Q.M.C.
8. Awards of Anglo Indian Scholarships.

Students who do not get any other scholarships and whose parental income is below Rs. 12000/- per annum can apply to any one of the eligible scholarship through their Principal. A sum of Rs. 270/- per annum will be sanctioned except S.No. 6 for which Rs. 135/- per annum will be sanctioned.

IX. Tamilnadu Agricultural Labourers Farmers Scheme 2006

This scholarship is given to the farmer's children studying UG & PG courses in Colleges in Tamilnadu. There is no income ceiling limit. But the students should not avail any other scholarship.

X. B.C., M.B.C., and S.C. Scholarships:

B.C., M.B.C. / D.N.C., and SC / ST scholarships are given to the eligible students studying in Govt. Aided Arts and Science Colleges and Colleges of Education in Tamilnadu by the respective welfare departments through the college Principals.

XI. Post Graduate Indira Gandhi Scholarship Scheme for Single Girl Child

In order to achieve and promote girls education, UGC has introduced a Post Graduate Indira Gandhi Scholarship for single child with an aim to compensate direct costs of girl education to all levels especially for such girls who happen to be the only girl child in their families.

The Value of Scholarship is Rs. 2,000/- p.m. for a period of two year only (10 months in the year) i.e. full duration of a PG course.

The student who is awarded Post-Graduate Indira Gandhi Scholarship will not be debarred from accepting any other scholarships.

STUDENTS AID FUND

1. The objective of this fund is to render financial assistance to poor students to meet their tuition or examination fees or to purchase book.
2. The Managing Body of the Student's Aid Fund will consist of the following members.
 - i. The principal Ex. Office Chairman
 - ii. A Member of the Arts Faculties (to be nominated by the Principal)
 - iii. A Member of the Language Faculties (to be nominated by the Principal)
 - iv. A Member of the Science Faculties (to be nominated by the Principal)
3. The Members of the managing Body except the Principal shall hold office for one academic Year.
4. There shall be a secretary for the Managing body to be nominated by the Chairman among the members referred above.
5. Application for the aid under this fund shall be made by the students to the Principal in the prescribed form which can be had from the College Office.

MAGAZINE

To bring out the talents of the students and to give them ample scope for creative expressions, the College has a magazine of its own. The Magazine is also a mirror of the activities of the College and its Associations. An Editorial board will be constituted by the Principal.

UGC REGULATION ON CURBING THE MENACE OF RAGGING IN HIGHER EDUCATIONAL INSTITUTIONS - 2009

“Ragging is totally banned in the institution, and anyone found guilty of ragging and or abetting ragging is liable to be punished appropriately.

RAGGING MEANS THE FOLLOWING:

Any Conduct whether by words spoken or written or by an act which has the effect of teasing, treating, or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.

PUNISHABLE OF RAGGING BEHAVIOURS:

- Abetment to ragging;
- Criminal conspiracy to rag;
- Unlawful assembly and rioting while ragging;
- Public nuisance created during ragging;
- Violation of decency and morals through ragging;
- Injury to body, causing hurt or grievous hurt;
- Wrongful restraint;
- Wrongful confinement;
- Use of Criminal force;
- Assault as well as sexual offences of unnatural offences; Extortion;
- Criminal trespass;
- Offences against property;
- Criminal Intimidation ;

PUNISHMENTS AT THE INSTITUTION LEVEL:

Depending upon the nature and gravity of the offence as established by the Anti Ragging Committee of the institution, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following:

- Suspension from attending classes and academic privileges
- Withholding / withdrawing scholarship / and other benefits
- Debarring from appearing in any test / examination or other evaluation process
- Withholding results
- Debarring from representing the institution in any regional, national or international meet, tournament, youth festival etc.,
- Suspension / expulsion from the College
- Cancellation of admission
- Rustication from the institution for a period ranging from 1 to 4 semesters
- Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.
- Fine ranging between Rs. 25,000/- and Rs. 1 lakh.
- Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.

Students are advised to desist from ragging and help to Create Ragging free campus.

TIME TABLE 2022 -2023

Hours Day	I Hours 9.45 am – 10.45 am	II Hours 10.45 am – 11.45 am	11.45 am – 11.55 am	III Hours 11.55 am – 12.55 pm	12.55 pm – 1.45 pm	IV Hours 1.45 pm – 2.45 pm	V Hours 2.45 pm – 3.45 pm
I			TEA BREAK		LUNCH INTERVAL		
II							
III							
IV							
V							
VI							



J.K.K.NATTRAJA

EDUCATIONAL INSTITUTIONS

(Managed by J.K.K.Rangammal Charitable Trust)
Natarajapuram, NH-544 (Salem to Coimbatore)
Kumarapalayam-638 183, Near Erode, Tamil Nadu.

Further Details

Call or Whatsapp us on College: 93458 55001 | SCHOOL: 99658 91999
www.jkkn.ac.in info@jkkn.org www.facebook.com/myjkkn

J.K.K.NATTRAJA DENTAL COLLEGE AND HOSPITAL	1987
J.K.K.NATTRAJA COLLEGE OF PHARMACY	1985
J.K.K.NATTRAJA COLLEGE OF ENGINEERING & TECHNOLOGY	2000
J.K.K.NATTRAJA COLLEGE OF ARTS & SCIENCE	1974
J.K.K.NATTRAJA COLLEGE OF NURSING & RESEARCH	2006
J.K.K.NATTRAJA COLLEGE OF EDUCATION	2016
J.K.K.NATTRAJA MATRICULATION HIGHER SECONDARY SCHOOL	1969
NATTRAJA VIDHYALYA	2009
J.K.K.RANGAMMAL GIRLS HIGHER SECONDARY SCHOOL	1965
J.K.K.RANGAMMAL ELEMENTARY SCHOOL	1952
SENTHURAJA ORAL CANCER HOSPITAL AND RESEARCH CENTRE	2008

J.K.K.NATTRAJA

HEALTH SERVICES

J.K.K.NATTRAJA GENERAL HOSPITAL
J.K.K.NATTRAJA DENTAL HOSPITAL

FREE AMBULANCE SERVICE
FOR KUMARAPALAYAM
81 44 355 300



J.K.K.NATTRAJA COLLEGE OF ARTS & SCIENCE

(Managed by J.K.K.Rangammal Charitable Trust)

Natrajapuram, Kumarapalayam - 638 183.

(Accredited by NAAC, Approved by AICTE and Affiliated to Periyar University)

Cell: 99653 63999 | 94887 33332

Mail Id: arts@jkkn.org

Website: arts.jkkn.ac.in

HAND BOOK

2022-2023

VISION

**To be a Leading Global Innovative Solution
Provider for the ever-changing
needs of the society.**

MISSION

**Enabling a Platform for all to seize
exponential opportunities thereby
facilitating them to become
Dynamic Leaders.**

PERSONAL MEMO

Name: _____

Class: _____

Roll No.: _____

Date of Birth & Age: _____

Father's Name: _____

Name of the Course: _____

Register No.: _____

Permanent Address: _____

Address for Communication: _____

E-mail Id: _____

Mobile/ Phone: _____

தமிழ்த்தாய் வாழ்த்து

நீராரும் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்
சீராரும் வதனமெனத் திகழ்பரதக் கண்டமிதில்
தெக்கணமும் அதிற்சிறந்த திராவிட நல் திருநாடும்
தக்கசிறு பிறைநுதலும் தரித்தநறுந் திலகமுமே
அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற
எத்திசையும் புகழ்மணக்க இருந்தபெரும்

தமிழுணங்கே! தமிழுணங்கே!

உன் சீரிளமைத் திறம் வியந்து
செயல்மறந்து வாழ்த்துதுமே!
வாழ்த்துதுமே வாழ்த்துதுமே!

- மனோன்மணியம் பெ. சுந்தரம்பிள்ளை

இந்திய நாட்டுப்பண்

ஜன கண மன அதிநாயக ஜயவே
பாரத பாக்ய விதாதா
பஞ்சாப ஸிந்து குஜராத மராட்டா
திராவிட உத்கல வங்கா
விந்தியா ஹரிமாச்சல யமுனா கங்கா
உச்சல ஜலதி தரங்கா
தவ சுப நாமே ஜாகே
தவ சுப ஆசிஸ மாகே
காஹே தவ ஜய காதா
ஜன கண மங்கள தாயக ஜயவே
பாரத பாக்ய விதாதா
ஜயவே ஜயவே ஜயவே
ஜய ஜய ஜய ஜயவே

- இரவீந்தரநாத் தாகூர்

உறுதிமொழி

இந்தியா எனது நாடு, இந்தியர் அனைவரும் உடன் பிறந்தவர்கள். நான் நாட்டுப்பற்று கொண்டவன். என் நாட்டின் வளத்தையும் பலவகைப் பண்பாடுகளையும் அறிந்து நான் பெறுமையறுகிறேன். அப்பெருமைக்கு அணி செய்யும் வகையில் நான் செயல்படுவேன். என்னுடைய பெற்றோர்களுக்கும் ஆசிரியர்களுக்கும், பெரியோர்களுக்கும் தக்க மதிப்பு தந்து எல்லோரையும் பண்போடு நடத்துவேன். இந்நாட்டிற்கும் இந்நாட்டு மக்களுக்கும் நான் தொண்டாற்றுவேன் என்று உறுதி கூறுகிறேன். அவர்களுடைய நலத்தையும் வளத்தையும் பொறுத்தே என்னுடைய மகிழ்ச்சி அமைந்துள்ளது.

உறுதிமொழி - தீண்டாமை குறித்து

இந்திய அரசியலமைப்பின்பால் இடைவிடாத உளமார்ந்த பற்றுள்ள இந்திய குடிமகனாகிய நான் நமது அரசியல் அமைப்பின்படி தீண்டாமையை அடிப்படையாகக் கொண்டு எவரீதும் வேற்றுமையை மனம், வாக்கு, செயல் என்று எந்த வகையிலும் கடைப்பிடிக்கமாட்டேன் என்று இதனால் உளமார உறுதி அளிக்கிறேன்.

அரசியல் அமைப்பின் அடிப்படைக் கருத்திற்கிணங்க சாதி, சமய, வேறுபாடற்ற சமத்துவ சமுதாயத்தை உருவாக்குவதில் நேர்மையுடனும், உண்மையுடனும் பணியாற்றுவது எனது கடமையாகும். மேலும் தீண்டாதவர்கள் என்ற கொடுமைக்கு ஆளாகியுள்ள மக்களிடையே காணப்படும் தீண்டாமை உணர்வையும் போக்குவது நமது சமூகக் கடமை என்பதனையும் உணர்ந்து செயல்படுவேன். இந்திய அரசியல் அமைப்பின்பால் எனக்குள்ள முழுப்பற்றிற்கு இது என்றென்றும் எடுத்துக் காட்டாக விளக்கும் என்று இதனால் உளமார உறுதி அளிக்கின்றேன்.

முக்கிய அறிவிப்பு - மாணவர்கள் கவனத்திற்கு

பகடிவதை (Ragging) அரசாங்கத்தால் தடை செய்யப்பட்டுள்ளது. நேரிடையாகவோ, மறைமுகமாகவோ, பகடிவதையில் (Ragging) ஈடுபடும் மாணவர்களைச் சமூக விரோதிகள் எனக்கருதி சம்மந்தப்பட்ட மாணவர்கள் மீது கிரிமினல் வழங்குகள் தொடர்வதுடன் அவர்கள் கல்லூரியில் இருந்து கட்டாயமாக வெளியேற்றப்பட வேண்டும் என அரசு வலியுறுத்துகிறது.

HISTORY OF THE COLLEGE

J.K.K.Nattraja College of Arts & Science is affiliated to Periyar University, Salem -11. This Institution is managed by J.K.K. Rangammal Charitable Trust, Kumarapalayam. It was founded in the year 1974 and had grown in strength year after year. The Institution aims at helping the poor students from the mofussil areas.

The college is situated away from the buzzle of the town and it functions with around 2000 students.

The Institution offers Eleven Under Graduate Courses viz, B.A. (English Literature), B.Sc. (Mathematics, Physics, Computer Science and Textile & Fashion Designing), BCA., B.Com(C.A), B.Com (Accounting & Finance) B.Com(Banking&Insurance), B.Com(Financial Analytics), B.B.A.,. At the Post-Graduate level, the college offers Five courses viz, M.A. (English Literature), M.Com and M.Sc (Mathematics, Computer Science, Data Analytics).

Department of English, Commerce and Computer Science offer M.Phil., (FT) course.

**J.K.K.NATTRAJA COLLEGE OF ARTS & SCIENCE
KUMARAPALAYAM**

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Dr. (Mrs.) V.ANITHA, B.Sc.,M.P.Ed.,M.Phil.,Ph.D.,NET - Directress of Physical Education	
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Miss. K.Epshiba, Dept. of Computer Science
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Dr. (Mrs.) N.Latha, Dept. of Physics
Mr. A.Anbusaravanan, Dept. of TFD

23. QUIZ CLUB

President : Dr. (Mrs). C. Seeranganayaki, Principal I/C
Secretary : Mr. K. Ramesh, Dept of Mathematics
Student Representatives : K.Balamanikandan, II B.Sc Mathematics
S.Dhivyabharathi, III B.Sc Mathematics

24. YI-YUVA CLUB

President : Dr. (Mrs). C. Seeranganayaki, Principal I/C
Members : Miss. R.Monisha, Dept. of English
Miss. P.Dheepika, Dept. of English
Student Representatives : S.Madhumitha, III BA English
P.Soundharya, II BA English

25. ANTI-DRUG CELL

President : Dr. (Mrs). C. Seeranganayaki, Principal I/C
Secretary : Mr.B.N.Dhanasekaran, Dept. of Computer Science
Members : Mr.K.Muthuvel, Dept. of English
Mr. A.Jegadishkumar, Dept. of Commerce (CA)
Mr.K.Murugan, Dept. of Mathematics
Mr. K.Dinesh, Dept. of Physics
Mr. M.Anbusaravanan, Dept. of TFD
Student Representatives : C.Vijayakumar, III B.Sc TFD
S.Vignesh, II B.Sc Computer Science
G.Pasupathirajan, III B.Sc Computer Science
M.Sanjaypriyadharsan, III B.Com (CA)
D.Muthazhgan, II B.Com (CA)

26. GREEN CAMPUS:

Nodal Officer : Mrs.M.Umarani, Dept. of Commerce (CA)
Student Representatives : M.Punithavalli, III BBA
V.Yogeswari, II B.Com (CA)

27. MAGAZINE COMMITTEE

President : Dr. (Mrs). C. Seeranganayaki, Principal I/C
Editorial Board Members : Mr.A.Kumar, Dept of Tamil
A.D.Sasikala, Dept of English

28. RESEARCH COMMITTEE

President : Dr. (Mrs). C. Seeranganayaki, Principal I/C
Research Co-ordinator : Dr. (Mr.) M.Palanisamy, Dept. of Humanities
Mrs. R.Manimegalai, Dept. of Commerce (CA)
Mr. P.Ragupathi, Dept. of Commerce (CA)
Miss. P.T.Jamuna Devi, Dept. of Computer Science
Mrs. S.Shalini, Dept. of Computer Science
Mr. S.Venugopal, Dept. of Tamil
Mr. K.Muthuvel, Dept. of English
Mrs.M.Vijayakumari, Dept. of English
Miss. D.Manjula Devi, Dept. of Mathematics
Mr.K.Dinesh, Dept. of Physics
Mrs. B.V.Revathi, Dept. of Textile & Fashion Designing

COURSES OFFERED IN THE COLLEGE

UNDER GRADUATE COURSES :

1. B.A. English
2. B.Sc., Computer Science
3. B.Sc., Physics
4. B.Sc., Mathematics
5. B.B.A
6. B.C.A
7. B.Com. (C.A.)
8. B.Sc., Textile and Fashion Designing
9. B.Com. Accounting and Finance
10. B.Com. Banking and Insurance
11. B.Com. Financial Analytics

POST GRADUATE COURSES :

1. M.A. English
2. M.Sc., Mathematics
3. M.Sc., Computer Science
4. M.Com.,
5. M.Sc., Data Analytics

RESEARCH PROGRAMMES (FULL TIME) :

1. M.Phil., Computer Science
2. M.Phil., Commerce
3. M.Phil., English

J.K.K.NATTRAJA COLLEGE OF ARTS & SCIENCE,
Komarapalayam
CALENDAR
For the Academic year 2022-2023

DAY	DATE	JULY 2022	DAY ORDER	WORKING DAYS
Fri	01			
Sat	02			
Sun	03			
Mon	04			
Tue	05			
Wed	06			
Thu	07			
Fri	08			
Sat	09			
Sun	10	Bakrid		
Mon	11			
Tue	12			
Wed	13			
Thu	14			
Fri	15			
Sat	16			
Sun	17			
Mon	18	College re-opens / Odd semester starts		1
Tue	19			2
Wed	20			3
Thu	21			4
Fri	22			5
Sat	23	Holiday		-
Sun	24	Holiday		-
Mon	25			6
Tue	26			7
Wed	27			8
Thu	28			9
Fri	29			10
Sat	30	Holiday		
Sun	31	Holiday		
Number of working days				10

J.K.K.NATTRAJA COLLEGE OF ARTS & SCIENCE,
Komarapalayam
CALENDAR
For the Academic year 2022-2023

DAY	DATE	AUGUST 2022	DAY ORDER	WORKING DAYS
Mon	01			11
Tue	02			12
Wed	03	Adiperukku		-
Thu	04			13
Fri	05			14
Sat	06	Holiday		-
Sun	07	Holiday		-
Mon	08			15
Tue	09	Muharram*		-
Wed	10			16
Thu	11			17
Fri	12			18
Sat	13	Holiday		-
Sun	14	Holiday		-
Mon	15	Independence day		-
Tue	16			19
Wed	17			20
Thu	18			21
Fri	19	Krishna Jayanthi		-
Sat	20	Holiday		-
Sun	21	Holiday		-
Mon	22			22
Tue	23			23
Wed	24			24
Thu	25			25
Fri	26			26
Sat	27	Holiday		-
Sun	28	Holiday		-
Mon	29	CIA – I starts		27
Tue	30			28
Wed	31	Vinayakar Chathurthi		-
Number of working days *Subject to change				18

**J.K.K.NATTRAJA COLLEGE OF ARTS & SCIENCE,
Komarapalayam
CALENDAR
For the Academic year 2022-2023**

DAY	DATE	SEPTEMBER 2022	DAY ORDER	WORKING DAYS
Thu	01			29
Fri	02			30
Sat	03	Holiday		-
Sun	04	Holiday		-
Mon	05			31
Tue	06			32
Wed	07			33
Thu	08			34
Fri	09			35
Sat	10	Holiday		-
Sun	11	Holiday		-
Mon	12			36
Tue	13			37
Wed	14			38
Thu	15			39
Fri	16			40
Sat	17	Holiday		-
Sun	18	Holiday		-
Mon	19			41
Tue	20			42
Wed	21			43
Thu	22			44
Fri	23			45
Sat	24	Holiday		-
Sun	25	Holiday		-
Mon	26			46
Tue	27			47
Wed	28			48
Thu	29			49
Fri	30			50
Number of working days *Subject to change				22

**J.K.K.NATTRAJA COLLEGE OF ARTS & SCIENCE,
Komarapalayam
CALENDAR
For the Academic year 2022-2023**

DAY	DATE	OCTOBER 2022	DAY ORDER	WORKING DAYS
Sat	01	Holiday		-
Sun	02	Gandhi Jayanthi		-
Mon	03	Holiday		-
Tue	04	Saraswathi Pooja-Ayutha Pooja		-
Wed	05	Vijayadasami		-
Thu	06			51
Fri	07			52
Sat	08	Holiday		-
Sun	09	Milad Nabi*		-
Mon	10	CIA – II starts		53
Tue	11			54
Wed	12			55
Thu	13			56
Fri	14			57
Sat	15	Holiday		-
Sun	16	Holiday		-
Mon	17			58
Tue	18			59
Wed	19			60
Thu	20			61
Fri	21			62
Sat	22	Holiday		-
Sun	23	Holiday		-
Mon	24	Deepavali		-
Tue	25	Holiday		-
Wed	26			63
Thu	27			64
Fri	28			65
Sat	29	Holiday		-
Sun	30	Holiday		-
Mon	31			66
Number of working days *Subject to change				16

J.K.K.NATTRAJA COLLEGE OF ARTS & SCIENCE - Komarapalayam
CALENDAR For the Academic year 2022-2023

DAY	DATE	NOVEMBER 2022	DAY ORDER	WORKING DAYS
Tue	01			67
Wed	02			68
Thu	03			69
Fri	04			70
Sat	05			71
Sun	06	Holiday		-
Mon	07	Model Examination Starts		72
Tue	08			73
Wed	09			74
Thu	10			75
Fri	11			76
Sat	12	Holiday		-
Sun	13	Founder's Day		-
Mon	14			77
Tue	15			78
Wed	16			79
Thu	17			80
Fri	18			81
Sat	19			82
Sun	20	Holiday		-
Mon	21			83
Tue	22			84
Wed	23			85
Thu	24			86
Fri	25			87
Sat	26			88
Sun	27	Holiday		-
Mon	28			89
Tue	29			90
Wed	30	Last Working Day for Odd Semester		91
Number of working days *Subject to change				25

**J.K.K.NATTRAJA COLLEGE OF ARTS & SCIENCE,
Komarapalayam
CALENDAR
For the Academic year 2022-2023**

DAY	DATE	DECEMBER 2022	DAY ORDER	WORKING DAYS
Thu	01			
Fri	02			
Sat	03	Holiday		
Sun	04	Holiday		
Mon	05			
Tue	06			
Wed	07			
Thu	08			
Fri	09			
Sat	10	Holiday		
Sun	11	Holiday		
Mon	12	College Reopens for Even Semester		1
Tue	13			2
Wed	14			3
Thu	15			4
Fri	16			5
Sat	17	Holiday		
Sun	18	Holiday		
Mon	19			6
Tue	20			7
Wed	21			8
Thu	22			9
Fri	23			10
Sat	24	Holiday		
Sun	25	Holiday		
Mon	26			11
Tue	27			12
Wed	28			13
Thu	29			14
Fri	30			15
Sat	31	Holiday		-
Number of working days *Subject to change				15

**J.K.K.NATTRAJA COLLEGE OF ARTS & SCIENCE,
Komarapalayam
CALENDAR
For the Academic year 2022-2023
EVEN SEMESTER**

DAY	DATE	JANUARY 2023	DAY ORDER	WORKING DAYS
Sun	01	NEW YEAR		-
Mon	02			16
Tue	03			17
Wed	04			18
Thu	05			19
Fri	06			20
Sat	07	Holiday		
Sun	08	Holiday		
Mon	09			21
Tue	10			22
Wed	11			23
Thu	12			24
Fri	13			25
Sat	14	Pogi		-
Sun	15	Pongal / Thiruvalluvar Day		-
Mon	16	Uzhavar Thirunal		-
Tue	17			26
Wed	18	CIA – I Starts		27
Thu	19			28
Fri	20			29
Sat	21	Holiday		-
Sun	22	Holiday		-
Mon	23			30
Tue	24			31
Wed	25			32
Thu	26	Republic Day		-
Fri	27			33
Sat	28	Holiday		-
Sun	29	Holiday		-
Mon	30			34
Tue	31			35
Number of working days *Subject to change				20

**J.K.K.NATTRAJA COLLEGE OF ARTS & SCIENCE,
Komarapalayam
CALENDAR
For the Academic year 2022-2023**

DAY	DATE	FEBRUARY 2023	DAY ORDER	WORKING DAYS
Wed	01			36
Thu	02			37
Fri	03			38
Sat	04	Holiday		-
Sun	05	Holiday - Thai Pooam		-
Mon	06			39
Tue	07			40
Wed	08			41
Thu	09			42
Fri	10			43
Sat	11	Holiday		-
Sun	12	Holiday		-
Mon	13			44
Tue	14			45
Wed	15			46
Thu	16			47
Fri	17			48
Sat	18	Holiday		-
Sun	19	Holiday		-
Mon	20			49
Tue	21			50
Wed	22			51
Thu	23			52
Fri	24			53
Sat	25	Holiday		-
Sun	26	Holiday		-
Mon	27			54
Tue	28			55
Number of working days *Subject to change				20

**J.K.K.NATTRAJA COLLEGE OF ARTS & SCIENCE,
Komarapalayam
CALENDAR
For the Academic year 2022-2023**

DAY	DATE	MARCH 2023	DAY ORDER	WORKING DAYS
Wed	01	Local Festival*		-
Thu	02			56
Fri	03			57
Sat	04	Holiday		-
Sun	05	Holiday		-
Mon	06	CIA – II Starts		58
Tue	07			59
Wed	08			60
Thu	09			61
Fri	10			62
Sat	11	Holiday		-
Sun	12	Holiday		-
Mon	13			63
Tue	14			64
Wed	15			65
Thu	16			66
Fri	17			67
Sat	18	Holiday		-
Sun	19	Holiday		-
Mon	20			68
Tue	21			69
Wed	22			70
Thu	23			71
Fri	24			72
Sat	25	Holiday		-
Sun	26	Holiday		-
Mon	27			73
Tue	28			74
Wed	29			75
Thu	30			76
Fri	31	Model Examination Starts		77
Number of working days *Subject to change				22

J.K.K.NATTRAJA COLLEGE OF ARTS & SCIENCE, Komarapalayam
CALENDAR For the Academic year 2022-2023

DAY	DATE	April 2023	DAY ORDER	WORKING DAYS
Sat	01	Holiday		-
Sun	02	Holiday		-
Mon	03			78
Tue	04	Mahaveer Jayanthi		-
Wed	05			79
Thu	06			80
Fri	07	Good Friday		-
Sat	08	Holiday		-
Sun	09	Holiday		-
Mon	10			81
Tue	11			82
Wed	12			83
Thu	13			84
Fri	14	Tamil New Year &		-
Sat	15	Dr.B.R.Ambedkar's Birth Day		-
Sun	16	Holiday		-
Mon	17	Holiday		85
Tue	18			86
Wed	19			87
Thu	20			88
Fri	21			89
Sat	22			-
Sun	23	Holiday		-
Mon	24	Holiday		90
Tue	25			91
Wed	26	Last Working Day for Even Semester		
Thu	27			-
Fri	28			-
Sat	29			-
Sun	30	Holiday		-
Mon	31	Holiday		-
Number of working days *Subject to change				14

Working Days for Odd Semester for the Academic Year 2022-2023

December 2022- 10 days March 2023- 23 days
 January 2023- 21 days April 2023- 15 days
 February 2023- 22days

Total- 91 days

J.K.K.NATTRAJA COLLEGE OF ARTS & SCIENCE, Komarapalayam
CALENDAR For the Academic year 2022-2023

Working Days for Odd Semester for the Academic Year 2022-2023

July 2022 - 10 days
August 2022 - 18 days
September 2022 - 22 days
October 2022 - 16 days
November 2022 - 25 days

Total - 91 days

Working Days for Even Semester for the Academic Year 2022-2023

December 2022 - 15 days
January 2023 - 20 days
February 2023 - 20 days
March 2023 - 22 days
April 2023 - 14 days

Total - 91 days

ATTENDANCE

1. It shall be the duty of each student to attend the College regularly and punctually on all working days. No student shall absent herself / himself from the college without applying for leave.
2. A student who absents herself / himself shall submit an application in the prescribed form to their Class incharge. In case of sudden illness, the application shall be submitted in person to the Class incharge along with a medical certificate as early as possible. All leave applications with the remarks of the Class incharge shall then be submitted to the Principal for orders.
In each case the reasons for absence shall be specifically mentioned. The Principal reserves the right of calling for a Medical Certificate and of deciding each case on its merits. In cases not covered by the above, leave application shall be submitted as soon as possible after the leave is taken and in any case, before 3.45 p.m. on the first day of absence after the period of absence.
3. Granting of leave is entirely at the discretion of the Principal. Non-compliance with rules will entail automatic refusal of leave unless the student explains to the satisfaction of the Class incharge. Her / His Failure to comply with the rules, habitual non-compliance will entail imposition of fine or removal of the student's name from the roll of the College.
4. If a student is absent herself / himself for a continuous period of five working days without leave, her / his name will be off from the roll. Unless she / he convince satisfactorily that her / his failure to obtain leave was unavoidable.
5. The working day is divided into two sessions as forenoon and afternoon sessions. There will be three periods in the forenoon session and two periods in the afternoon.
6. Attendance will be taken at the beginning of every period. A student who is not in the class when the attendance is taken shall be marked absent and shall lose attendance for that session. It shall however be open to the teacher to mark a late comer present if he/she is satisfied with the student's explanation. A student who is absent without leave during any one or more periods of a session will be regarded as absent for the whole session.
7. The attendance certificate will not be granted unless (i) the Principal is satisfied that the student's progress and conduct are satisfactory and (ii) the student has attended three fourths of the number of working days in the academic year. Attendance certificates are liable to be held within the case of students who have not attended at least 75 percent of the working days.

8. (அ) 75 மூ வருகைப்பதிவு உள்ள மாணவ ஃ மாணவியர்கள்:

பிழைபொறுப்பு கட்டணம் செலுத்த தேவையில்லை

(ஆ) வருகைப்பதிவு 75 மூ க்கு குறைவாகவும் 65 மூ க்கு நிறைவாகவும் உள்ள மாணவ ஃ மாணவியர்கள்:

பிழைபொறுப்பு கட்டணம் ரூ.800ஃ- செலுத்தி இப்பருவத்திலேயே தேர்வுகள் எழுதலாம்

(இ) வருகைப்பதிவு 65 மூ க்கு குறைவாகவும் 50 மூ க்கு நிறைவாகவும் உள்ள மாணவ ஃ

மாணவியர்கள்: இப்பருவத்தேர்வில் பிழைபொறுப்பு கட்டணம் ரூ.800ஃ- செலுத்திவிட்டு அடுத்து வரும்

பருவத்தில் தேர்வுகள் எழுதலாம்

(ஈ) வருகைப்பதிவு 50 மூ க்கு குறைவாக உள்ள மாணவ ஃ மாணவியர்கள்:

இக்குறிப்பிட்ட பருவத்தினை, மீண்டும் சேர்க்கையடைந்து பயின்று தேர்விற்குரிய வருகைப்பதிவு

விழுக்காட்டினை பெறவேண்டும்.

9.No students shall be permitted to leave the class in the course of the hour. If he / she is needed urgently by the parent or guardian, he / she shall obtain permission from the office and only on receipt of intimation from the office, the student shall be permitted to leave the class.

GENERAL CONDUCT AND BEHAVIOUR

1. Every student shall wear a clean and decent dress.
2. Every student should wear ID card when they enter the college. Every student shall wish teachers of the college when they meet them for the first time during the day, within the college or outside.
3. When the teacher enters or leaves the class room, students shall get up and keep standing, till the teacher takes his/her seat or leaves the room.
4. Student shall leave the class room with permission or until the teacher leaves the room.
5. Students can spend their leisure class/time in the Library. They shall not loiter in the verandah or in the College campus and disturb the other classes.
6. Students shall not make any noise while moving from class to class.
7. Students are warned against displacing the furniture of the college. Any damage done will be charged for.
8. Student can enter into the college office with permission.
9. Students are expected to read the notice on the college notice board. Ignorance of any notice will not be accepted as an excuse.
10. No notice of any kind shall be circulated among the students or displayed on the notice board without the written sanction of the Principal.

DISCIPLINARY REGULATIONS

1. Smoking inside the college premises, throwing out waste papers, defacing the walls and committing nuisance on the grounds are punishable offences.
2. No student shall take part in organizing any demonstration or strike.
3. Students on the rolls of college are forbidden to take an active part in political agitation directed against the authority of the government.
4. Principal or other constituted authorities of the College may frame and issue from time to time disciplinary rules of a permanent or temporary nature. Regulation for the conduct of students on the roll is sought for (a) the observance of the above rules and (b) to maintain the reputation of the College.
5. Principal or other constituted authorities of the College shall have the power to impose the following punishments: Fine, with-holding attendance and/or course certificate, suspension or expulsion from the College, cancellation of scholarship and fee concessions.
6. Students are not allowed to address any authority in a body.

THE COLLEGE LIBRARY

The general library now contains more than 26,000 books on various subjects. Dailies, magazines and periodicals of good order are available.

Our Library is an invaluable data centre for students and faculty members. It is well-equipped with the automation software “Campus I Lib”. The Library has a collection of over 26,300 books on different subjects, 40 reputed National and International Journals, Magazines, News papers, e-resources and back volumes. It consists of recent books and Journals in the field of Arts, Science and Social Sciences etc., in addition to online resources.

The total area of the Library is 3,328 sq ft. with the seating capacity of about 100 readers. The Library is completely computerized with barcode technology. Barcode laser scanners are used in the circulation counter for book transactions. The staff members and the students are provided with separate ID cards with barcode which ensures easy accessibility and issue of book procedure. Provides Online Public Access Catalogue (OPAC) service to its users. The library is fitted with CCTV cameras. It provides N-LIST under UGC-INFONET to access E-resources at free of cost.

LIBRARY RULES AND REGULATIONS

1. Library is a “Temple of Learning” hence complete silence, dignity and decorum should be maintained inside the library.
2. On all Working days the library will be kept open from 9.00a.m to 4.45pm.
3. Personal books and files should be left at the entrance of the library. Plain sheet should be taken instead.
4. Students/Staff should scan their ID card in the E-gate register scanner while entering.
5. Books will be issued only on the production of ID card.
6. No sub-lending of books is permitted.
7. Underlining, scribbling, tearing of pages or any other type of mutilation of books, magazines, journals, etc., mishandling or misuse of computers will lead to severe action and fine.
8. Book Issue Procedure:

Teaching Staff	-10 books
Non-Teaching Staff	-5 books
UG Students	-2 books
PG Students	-3 books
Research Scholars	-5 books
9. Books will be issued normally for a period of fourteen days. If the book is not returned on the due day, a fine of one rupee per day will be collected.
10. Before leaving the counter, the member must check whether the book is in proper condition. If not, immediately report to the librarian. Otherwise he/she is responsible for the replacement of the book.
11. The reference books like Dictionaries, Encyclopedias, Very expensive books, Journals and Magazines are not issued, they can be referred inside the library.
12. Students are expected to use the books with care. If a book is lost or damaged the borrower should replace the books or pay the three times the cost of the book as penalty.

13. The Librarian may ask a student to return the library book at any time.
 14. Transfer certificate and conduct certificate will not be issued to the students if they have not returned the library books.
 15. Violation of the rules would lead to severe action.
- Note: The above rules are intended to regulate the use of Library resources and will be reviewed periodically to meet the changing needs.

LABORATORY RULES

1. Act responsibly and maintain silence.
2. Always work under the supervision of the staff or lab assistant.
3. Follow all written and verbal instructions carefully.
4. Do not bring any eatables inside the lab.
5. Wear your safety equipments.
6. Know how to use and where to find all safety equipments including the first aid kit, eyewash station, safety shower, fire extinguisher, fire blankets, fire alarm and exits.
7. Dispose all waste properly.
8. No horseplay will be tolerated.
9. Keep a tidy lab.
10. Students will be held responsible for missing, damaging and misusing of any lab equipments.

ASSESSMENT OF STUDENTS WORK

1. The course of study is based on semester pattern with Internal Assessment under choice based credit system.
2. The examinations consist of both the internal (CIA) and the external (end semester) theory exams. The theory examinations shall be conducted for three hours at the end of each semester.
3. The UG internal assessment will be done through two CIA and one model exam. Out of twenty five marks, it is split up as 5 marks for assignment, 5 marks for attendance and 15 marks for CIA/Model exams.
4. 40 marks is the passmark in the semester with minimum of 30 marks out of 75 and 10 marks out of 25.
5. The PG internal assessment will be done through two CIA and one model exam. Out of twenty five marks, it is split up as 5 marks for assignment, 5 marks for attendance 5 marks for seminar and 10 marks for CIA/Model exams.
6. 50 marks is the passmark in the semester with minimum of 38 marks out of 75 and 12 marks out of 25.
7. Students should attend all internal assessment exam and model exam. Two assignments and 75% of attendance are mandatory.
8. The students failing in any subject(s) will be permitted to appear for the same in the subsequent semester examinations.

CO-CURRICULAR AND EXTRA-CURRICULAR FORUMS / ACTIVITIES

1.National Service Scheme (NSS)

The NSS wing has five units with the sanctioned strength of 500 functioning under the guidance of five programme officers. Any student either in the aided or unaided stream, who has a penchant for social service may get enrolled in NSS. Besides regular activities, a seven days special camp focusing on tree plantation, creation of awareness regarding personal hygiene, AIDS, blood donation, Environmental protection etc. is organized every year. The wing pays attention to the all round development of the students.

2.National Cadet Corps (NCC)

The NCC Army wing with the sanctioned strength of 52 is under the command of a Commissioned Officer. Both boys and girls students who wish to improve their personality and leadership qualities and aspire to take up various positions in the army may get enrolled in NCC. The cadets may appear for 'B' and 'C' certificate examinations after fulfilling the requirements prescribed by the authorities.

3.Youth Red Cross (YRC)

This is yet another service organization with special focus on service to the society. Both Men and Women students may get enrolled in this forum. Training in Health Care, First Aid, Fire Fighting, Rescue Activities, personality Development are the salient features of YRC. It also lends helping hand in the housekeeping of the institution.

4.Red Ribbon Club (RRC)

The Red Ribbon Club is a voluntary on camp intervention program for students. The program organised by RRC addresses the knowledge, attitude and behaviour of the youths in the interrelated area of voluntary Blood Donation, HIV/AIDS, as demanded by their age, environment and life style.

Moto – “Embarking on the Journey of Life”

5.Physical Education (with Fitness Centre)

With the objective of improving the health and fitness of the youth, the fitness centre with many state-of-the art equipments is established for both men and women students. The Centre functions under the supervision of the Director of Physical Education. The students may avail the facilities between 4.00 p.m. and 5.30 p.m.

6.Career Guidance and Placement Cell

The cell provides Guidance and Counseling to the students regarding higher studies and conducts coaching, model tests, group discussions, mock interviews etc. it also arranges for campus interviews for placement in various organizations. Being housed in a separate room, the cell works between 9.00 a.m. and 10.00 a.m. and between 4.00 p.m. and 5.00 p.m.

7.Fine Arts Association

This Association intends to create fervour and passion among the students in fine arts. The raw talents in music, painting, drawing, drama, dance etc., are being honed through this club.

8.Student's welfare and counselling centre

With the objective of taking care of both physical and mental health of the students, welfare and counselling centre has been constituted. To be housed in a separate room, the centre is to be manned by five staff members, out of whom two would be women. Students both boys and girls having grievances and emotional problems may feel free to meet the counselors and get counselling.

COLLEGE UNION AND ALLIED ASSOCIATIONS

- 1.All the students of the college and members of the staff shall be honorary members of the college union. The following Associations are affiliated to the Union.
 - 1.Tamil literary and Debating Association
 - 2.English literary and Debating Association
 - 3.History Association
 - 4.Chemistry Association
 - 5.Biology Association
 - 6.Mathematics Association
 - 7.Computer Science Association
 - 8.Commerce Association
 - 9.Games and Sports Association
 - 10.Fine arts Association
- 2.The objectives of the union are as follows
 - a)To provide its members a ground for acquiring habit of effective speaking and skillful debates.
 - b)To further the common life of students which creates opportunities for social and cultural intercourse among its members.
 - c)To plan and execute such programmes as would afford adequate opportunities for the development of special talent and interests of its members.
 - d)To enable students to cultivate qualities of leadership and thereby prepare them for the service of the country.
- 3.The committee of the college union shall consist of:
 - a)Principal as President
 - b)Vice-President
 - c)Student – Chairman (to be elected by all the student members of the Union)
 - d)Secretary (to be elected by all the student members of the Union)
- 4.The Principal shall be the Ex-officio President of the College Union and other Associations affiliated to it and she shall be the final authority on all matters pertaining to the union and other Associations. The Vice-President of the Union and other Associations will be nominated by the Principal and the College Council Members.
- 5.Meetings shall be held only with the prior approval of the Principal and the respective Vice-President deputed by her for this purpose.
- 6.No expenditure shall be incurred except with the previous permission of the Principal.

7. The Election will be conducted by ballots if necessary and the office bearers should hold office for the academic year. In the event of an office – bearer resigning her/his post, the President shall have the power to nominate a student member to carry on the functions of the office bearer.
8. The functions of the Union Cabinet shall be
 1. To organize and conduct debates, study circles from time to time.
 2. To organise extension lecture, popular exhibition and undertake such other cognate work as would be of educative value to its members and to society.
 3. To afford opportunities for students to be trained as speakers, debaters and leaders.
 4. To do such other things which might contribute to the social and cultural advancement of the community and enhance its reputation and dignity.
9. The Current funds of the Union shall be kept in such a manner as the Principal may direct.
10. No information or report about the Union or other associations shall be sent to the press or the broadcasting agencies without the permission and approval of the President.
11. For each Association, a student secretary will be elected by all the students of the college.
12. The college union and other associations are purely bodies to foster co- curricular activities of the students and will not have anything to do with the day administration of the College nor with party politics.
13. The rules that are framed for the college union are applicable to the associations which are affiliated to the College Union. Each association shall have its own Vice-president and Secretary but not a student - chairman.

FEE CONCESSION AND SCHOLARSHIPS

Students belonging to specified communities are eligible for the grant of Full or Half fee Concessions. The details of which can be known from the college office.

The Concession will be granted wherever permissible. Applications for concessions shall be submitted before the 1st August of every year. Prescribed application forms can be had from the College office.

Grant for scholarships from Government of India or State Government will be admissible to the students only when sanction orders are issued by the appropriate authorities. The college is not responsible for the grant or non-grants of Government Scholarships. All students are expected to pay their dues in the College in time.

EDUCATIONAL CONCESSIONS

1. Half fee concession under rule 92 T.N.E.R for Degree Courses is given to backward Community students whose parental income does not exceed Rs. 2,00,000/- per annum. They may apply to the Principal for the same.
2. Full fee concession under rule 92. T.N.E.R. is available to the students of scheduled Casts / Tribe. Most Backward classes and Denitrified Tribes may apply to the Principal for the same.
3. Concessions for the Children and dependent of service personnel of the Indian Army, air Force and Indian Navy are available.

4. Concessions for the children of political sufferers are also available. In addition to the above concession, the following scholarships are also available for both residential and non residential students.

1. Backward class / Most Backward class welfare scholarship and Adi-Dravidar Welfare scholarship.

BC, MBC, SC & ST students are eligible for the above scholarship.

The Income limit for BC/MBC : Rs. 2,00,000.

The Income limit for SC/ST : Rs. 2,50,000.

2. Kallar – Reclamation scholarship is only for Primalaikallar students. They shall apply to the Special Deputy Collector, Kallar Reclamation, Madurai.

5. National Loan scholarship for the students who have obtained not less than 60 percent of marks in the qualifying examinations (Parental income limit Rs. 1,00,000/- per annum)

6. Government of India scholarship to the children of political sufferers : Apply to the Director of Collegiate Education, Chennai – 6 for the same.

7. National scholarship for the children of school teachers; Apply to the Director of Collegiate Education, Chennai – 6.

8. Government of India Scholarship for blind, deaf or orthopaedically handicapped students: Apply to the Special Officer, Handicapped, Ministry of Education and Social Welfare, Government of India, New Delhi – 1.

9. Government of India Financial Assistance to the Children of Repatriates from Burma: Apply to the Director of Collegiate Education, Chennai – 6.

10. Moovalur Ramamirtham Ammaiyar Higher Education Assurance Scheme

The Government of TamilNadu has launched Moovalur Ramamirtham Ammaiyar Higher Education Assurance Scheme to enhance the enrolment ratio of girls from Government schools to Higher Education Institutions. Through this scheme, the financial assistance of Rs. 1000/month will be provided to the girls till their completion of UG degree/Diploma/ITI/any other recognized course. The incentive amount under this scheme will be disbursed directly into the student's Bank Account.

NOTE:

1. The State government usually announces in May / June the details of various schemes and invites applications by issuing an advertisement in the leading newspapers of the State.

2. A scholarship holder cannot receive any other scholarship, financial assistance from Government or any other source, but she is entitled to fee concessions under 92 Madras Educational Rules.

3. When both the parents are not alive, Guardian's income can be given. Otherwise the sum total of the parent's income shall be given.

4. If a candidate is found, have obtained scholarship by making false statement, her/his scholarship will be cancelled forth and the amount of the scholarship paid will be recovered at the discretion of the Principal.

5. A scholarship may be cancelled if the scholar changes the subject of the course of study for which the scholarship was originally awarded or changes the institution of study without the prior

VIII.State Collegiate Scholarships

Under this head, the following scholarships are being sanctioned.

- 1.General
- 2.Post Graduate
- 3.Special for Languages (Tamil and Telugu)
- 4.Special for Muslims
- 5.Special for Widows
- 6.Special for original Learning
- 7.Special Q.M.C.
- 8.Awards of Anglo Indian Scholarships.

Students who do not get any other scholarships and whose parental income is below Rs. 12000/- per annum can apply to any one of the eligible scholarship through their Principal. A sum of Rs. 270/- per annum will be sanctioned except S.No. 6 for which Rs. 135/- per annum will be sanctioned.

IX.Tamilnadu Agricultural Labourers Farmers Scheme 2006

This scholarship is given to the farmer's children studying UG & PG courses in Colleges in Tamilnadu. There is no income ceiling limit. But the students should not avail any other scholarship.

X.B.C., M.B.C., and S.C. Scholarships:

B.C., M.B.C./D.N.C., and SC/ST scholarships are given to the eligible students studying in Govt. Aided Arts and Science Colleges and Colleges of Education in Tamilnadu by the respective welfare departments through the college Principals.

XI.Post Graduate Indira Gandhi Scholarship Scheme for Single Girl Child

In order to achieve and promote girls education, UGC has introduced a Post Graduate Indira Gandhi Scholarship for single child with an aim to compensate direct costs of girl education to all levels especially for such girls who happen to be the only girl child in their families.

The Value of Scholarship is Rs. 2,000/- p.m. for a period of two year only (10 months in the year) i.e. full duration of a PG course.

The student who is awarded Post-Graduate Indira Gandhi Scholarship will not be debarred from accepting any other scholarships.

STUDENTS AID FUND

- 1.The objective of this fund is to render financial assistance to poor students to meet their tuition or examination fees or to purchase book.
- 2.The Managing Body of the Student's Aid Fund will consist of the following members.
 - i.The principal Ex. Office Chairman
 - ii.A Member of the Arts Faculties (to be nominated by the Principal)
 - iii.A Member of the Language Faculties (to be nominated by the Principal)
 - iv.A Member of the Science Faculties (to be nominated by the Principal)
- 3.The Members of the managing Body except the Principal shall hold office for one academic Year.

4. There shall be a secretary for the Managing body to be nominated by the Chairman among the members referred above.

5. Application for the aid under this fund shall be made by the students to the Principal in the prescribed form which can be had from the College Office.

MAGAZINE

To bring out the talents of the students and to give them ample scope for creative expressions, the College has a magazine of its own. The Magazine is also a mirror of the activities of the College and its Associations. An Editorial board will be constituted by the Principal.

UGC REGULATION ON CURBING THE MENACE OF RAGGING IN HIGHER EDUCATIONAL INSTITUTIONS - 2009

“Ragging is totally banned in the institution, and anyone found guilty of ragging and or abetting ragging is liable to be punished appropriately.

RAGGING MEANS THE FOLLOWING:

Any Conduct whether by words spoken or written or by an act which has the effect of teasing, treating, or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.

PUNISHABLE OF RAGGING BEHAVIOURS:

- Abetment to ragging;
- Criminal conspiracy to rag;
- Unlawful assembly and rioting while ragging;
- Public nuisance created during ragging;
- Violation of decency and morals through ragging;
- Injury to body, causing hurt or grievous hurt;
- Wrongful restraint;
- Wrongful confinement;
- Use of Criminal force;
- Assault as well as sexual offences of unnatural offences; Extortion;
- Criminal trespass;
- Offences against property;
- Criminal Intimidation ;

PUNISHMENTS AT THE INSTITUTION LEVEL:

Depending upon the nature and gravity of the offence as established by the Anti Ragging Committee of the institution, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following:

- Suspension from attending classes and academic privileges
- Withholding / withdrawing scholarship / and other benefits
- Debarring from appearing in any test / examination or other evaluation process
- Withholding results
- Debarring from representing the institution in any regional, national or international meet, tournament, youth festival etc.,
- Suspension / expulsion from the College
- Cancellation of admission
- Rustication from the institution for a period ranging from 1 to 4 semesters
- Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.
- Fine ranging between Rs. 25,000/- and Rs. 1 lakh.
- Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.

Students are advised to desist from ragging and help to Create Ragging free campus.

TIME TABLE 2022 -2023

Hours Day	I Hour 9.45 am – 10.45 am	II Hour 10.45 am – 11.45 am	11.45 am – 11.55 am	III Hour 11.55 am – 12.55 pm	12.55 pm – 1.45 pm	IV Hour 1.45 pm – 2.45 pm	V Hour 2.45 pm – 3.45 pm
I			TEA BREAK		LUNCH INTERVAL		
II							
III							
IV							
V							
VI							