

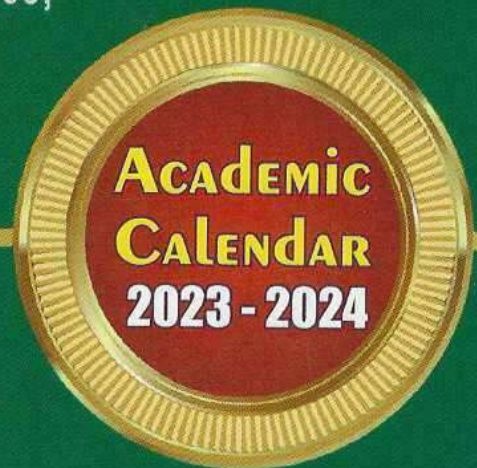
M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE

(Affiliated to Thiruvalluvar University)

HAKEEM NAGAR, MELVISHARAM - 632 509,
RANIPET DISTRICT. Mob. : 99445 83835

Email : mmeswc@yahoo.in

web : www.mmeswc.edu.in



PERSONAL DATA

1. Name.....

2. Class & Branch..... Roll No.....

3. Date of Birth.....

4. Parent's/Guardian's Name.....

5. Residential Address.....

.....

.....

.....

6. Savings Bank A/c. No.....

7. Blood Group.....

8. Vehicle No.....

9. Height cm.

Weight... Kg.

PLEDGE

“India is my country, all Indians are my brothers and sisters.
I Love my country and I am proud of its rich and varied heritage.

I shall always strive to be worthy of it.

I shall give my parents, teachers and all elders respect and treat everyone with courtesy. I shall be kind to animals. To my country and my people, I pledge my devotion. In their well-being and prosperity alone, lies my happiness.”

THE NATIONAL INTEGRATION PLEDGE

“I, as a Citizen of India, affirm my faith in the universal principle of civilized society, namely, that differences should be settled by peaceful means and I hereby pledge, myself having regard to the need for emotional integration among the people, never to resort to violence in any dispute relating to religious, linguistic, regional or other public issues

NATIONAL ANTHEM

Jana- gana-mana-adhinayaka jaya hey,

Bharatha-bhagya-vidhatha,

Punjaba-Sindhu-Gujarata-Maratha

Dravida-Uthkala-Banga

Vindhya-Himachal Yamuna-Ganga

Uchchala-jaladhi-taranga,

Tava shubha name jage,

Tava shubha asisa mage,

Gahe tava jaya-gatha,

Jana- gana-mangala-dayaka jaya hey,

Bharatha-bhagya –vidhata,

Jaya he, Jaya he, Jaya he,

Jaya Jaya Jaya Jaya he.



VISION

To help our wards to nurture an organized planning to fit themselves within the framework of an ideal system of academic excellence.

To foster the healthy seeds to enlarge the dimensions of their Secular, Spiritual and Universal knowledge.

To train the young curious questing minds to bloom into dedicated citizens of society.

MISSION

To empower students to think high of their potentialities to attain success in this competitive world.

To accelerate their capability to bring out the talents in them through their ingenuity.

To enhance leadership qualities in the empowerment of students by activating their zeal to convert every challenge into a promising future.

GOALS

To motivate the students with a sense of duty and discipline.

To reap a harvest of everlasting goodwill and popularity.

To translate every ideal into an ideology.

To strike the target of mutual co-existence by crossing the barriers of personal and national prejudices.

OBJECTIVES

To build the edifice of character through human values. To mould the young aspirants not to be a wandering generality but pursues of goals that are challenging. To strive, to seek, to find and not to yield.

OUR COLLEGE CREST



The book in the college crest is the Holy Quran, the eternal source of spiritual strength, sublime knowledge and impeccable guidance.

The computer symbolizes our keen interest in the latest innovations that expedite human labour for the betterment of human society.

The Rocket zooming towards space embodies our passion for the scientific and technological advancement which will usher us into an era of space progress.

The Tower throws light on our Endeavour to help our wards to zoom to greater heights to conquer their goals of excellence.

The circle depicts the truth that the campus is well governed and well protected to study and grow in an undisturbed environment.

The balance represents our dictum to render justice to all by generating the avenues that are similar for progress through hard work.

M.M.E.S

The Melvisharam Muslim Educational Society founded in 1918 that strove hard to metamorphose Primary, Secondary and Higher Education into splendid segments of pristine enlightenment irrespective of caste, creed, community or social status.

The Silver Jubilee Celebrations of MMES in 1944, the Golden Jubilee Celebrations in 1969, and the Diamond Jubilee Celebrations in 1994 and Centenary Celebrations in 2019, had been the richly rewarded trophies in high appreciation of the Society's journey through the realms of 'Education for all'.

Seven Schools and Four Colleges are most efficiently maintained by MMES

SCHOOLS

NAME OF THE INSTITUTION	YEAR OF ESTABLISHMENT
Islamiahs Boys Higher Secondary School	1918
Islamiahs Boys Primary School	1927
F.M. Primary School	1933
Islamiahs Girls Primary School	1946
Islamiahs Girls Higher Secondary School	1966
Hakeem Matriculation School	1972
R.A. Primary School	1945

COLLEGES

NAME OF THE INSTITUTION	YEAR OF ESTABLISHMENT
C.Abdul Hakeem College (Autonomous)	1965
C.Abdul Hakeem College of Engg. & Tech.	1998
MMES Women's Arts & Science College	2007
MMES Academy of Architecture	2017

COLLEGE COMMITTEEMEMBERS

President

Alijanab. Haji. M. Md.Sharfuddeen Sahib, B.A.,

General Secretary

Alijanab. Haji. S. Ziauddeen Ahmed Sahib, B.A.,

Correspondent

Alijanab. Haji. K. Anees Ahmed Sahib, B.A.,

MEMBERS

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Alijanab. Haji. S.Z. Abrar Ahmed Sahib, B.A.,C.S.,

Alijanab. Haji. S.Z. Ifthiquar Ahmed Sahib, B.Sc.,

Alijanab. Haji. M.R. Shabeer Ahmed Sahib

Alijanab. Haji. S.Z. Zulfiquar Ahmed Sahib

Alijanab. Haji. A. Iqbal Ahmed Sahib, B.Sc.,

Alijanab. Haji. V. Rizwanullah Sahib, B.A.,C.S.,M.B.A.,

Alijanab. Haji. V. Mohammed Ameen Sahib

Alijanab Haji. G. Najeeb Ahmed Sahib M.Sc., M.Phil.,

LIST OF PRINCIPALS

1. Prof. L. Saraswathy Moorthy, M.A., M.Phil., : 2007-2008
2. Prof. U. Peer, M.Sc, M.Phil., D.H.Ed, P.G.D.C.A : 2008-2011
3. Dr. Freda Gnanaselvam, M.A, M.B.A, M.M.M, Ph.D : 2011-2016
4. Dr. Sridevi, M.Sc., B.Ed., M.Phil., D.F.Tech., Ph.D : 2016-2017
5. Prof. Elizabeth Rani, M.A., M.Phil., : 2017-2018
6. Dr. Freda Gnanaselvam, M.A, M.B.A, M.M.M, Ph.D : 2018-

CORRESPONDENT MESSAGE

Dear Students,

MMES Women's Arts and Science College was established in the year 2007 on the felt need of the society. The growth of the institution in a short span of six years is encouraging. Students from the lower strata of the society too have come forward to pursue higher education. This shows that the importance of education has reached the people at all level.

Education is the only tool that can bring change in the society. "Educate women; it makes for common sense. As Mahatma Gandhi said, if you educate a boy, you create a good man at best. But if you educate a woman, you educate a family and transform society". Women can build a strong nation and bring out good citizens.

The students who enter our portals are given a holistic education without discrimination. It aims to extent its service to women students of all communities. The management has provided the best infrastructure to impart the education for women in this part of the society. We are striving for academic excellence and offer the best services to students who have entered as young adolescent and leave as strong women.

Wishing you all the best

ALIJANAB HAJI. Dr. K . ANEES AHMED Sb., B.A. D.Lit

Correspondent / Secretary

ABOUT THE COLLEGE

M.M.E.S Women's Arts and Science College is a Minority institution established in 2007, with the aim to translate every ideal into an ideology. The College is ISO certified and is affiliated to Thiruvalluvar University. M.M.E.S, houses 12 under graduate, 07 post graduate disciplines 2 Research departments. The college offers an ambience to provide excellence in education knowledge and training in skills for students. M.M.E.S has the honour of sheltering over 2050 students and 92 highly qualified and motivated work force.

Due to its location, well -built infrastructure and dedicated staff, the College is among the most preferred educational institutions in Vellore. The college provides remedial coaching for slow learners, students counselling programme. The career Guidance and Placement Cell has assisted students in obtaining placement in reputed companies

M.M.E.S Women's Arts and Science College is included under the section 2(f). The institute has a very strong Institute Partnership Cell. The Institute has signed MoU with Gondar University, Ethiopia.

In addition to the regular programmes the Institute offers Add on programmes like NCVRT, DMLT & Tally ERP 9 and Value added courses in several disciplines. The Institute has digital library with more than 7000 titles and 50+ Journals, including E-Journals. The college has active student cell such as NSS, YRC, RRC & CCC to support issues of social concern. The institute has well equipped multi-gym, indoor and outdoor sports complex. Our students have been doing exceedingly well in the University and state level competitions.

FLASH POINTS

2007	M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE was affiliated by Thiruvalluvar University on August 2007.
2008	Introduced BBA, B.Sc CS, B.Sc Mathematics
2009	<ul style="list-style-type: none">• On 2.7.2009 Academic Main Block was inaugurated• Introduced B.Sc Biotechnology
2011	Introduced M.A English
2012	Introduced M.Sc Biotechnology
2015	<ul style="list-style-type: none">• Introduced B.Com(CA), B.Sc IDD, B.A Arabic, M.Sc Mathematics• On 27.4.2015 M.M.E.S Auditorium was inaugurated
2017	Introduced B.Sc(ISM), M.Sc Computer Science, M.Com
2018	Introduced B.Sc (N&D), M.Phil English, M.Phil Biotechnology
2019	On 15.2.2019 PG Block & Central Library was inaugurated for Centenary Celebration
2020	Introduced M.A Arabic, M.Sc IDD
2021	Introduced Ph.D Commerce & Ph.D Computer Science
2022	On 26.2.22 Secretariat was inaugurated, On 26.2.22 Chemistry lab was constructed

COURSES OFFERED
FOUNDATION SUBJECTS FOR
DEGREE COURSES

Part I : Tamil (or) Urdu (or) Hindi (or) Arabic (or) French Part II :
English

UNAIDED COURSES

UG COURSES

S.No	Degree	Subject	Duration
1.	B.A.,	English Literature	3 Years
2.	B.Sc.,	Mathematics	3 Years
3.	B.Sc.,	Computer Science	3 Years
4.	B.Sc.,	Bio-Technology	3 Years
5.	B.Com.,	Commerce	3 Years
6.	B.C.A.,	Computer Applications	3 Years
7.	B.B.A.,	Business Administration	3 Years
8.	B.Com.,(C.A)	Computer Application	3 Years
9.	B.A.,	Arabic	3 Years
10.	B.Sc.,	Interior Design & Decor	3 Years
11.	B.Sc.,	Information System Management	3 Years
12.	B.Sc.,	Nutrition, Food Service, Management and Dietetics	3 Years

PG COURSES

S.No	Degree	Subject	Duration
1.	M.A.,	English Literature	2 Years
2.	M.Sc.,	Bio-Technology	2 Years
3.	M.Sc.,	Mathematics	2 Years
4.	M.Sc.,	Computer Science	2 Years
5.	M.Com.,	Commerce	2 Years
6.	M.A.,	Arabic	2 Years
7.	M.Sc.,	Interior Design & Decor	2 Years

M.Phil COURSES

S.No	Degree	Subject	Duration
1.	M.Phil.,	English Literature	1 Year
2.	M.Phil.,	Bio-Technology	1 Year

Ph.D COURSES

S.No	Degree	Subject	Duration
1.	Ph.D	Commerce	-
2.	Ph.D	Computer Science	-

VALUE ADDED COURSES

S.No	DEPARTMENT	COURSE CODE	NAME OF THE CERTIFICATE COURSES
1	English	VACE04	English for Competitive examinations
2	BBA	VAPD08	Personality Development
3	BCA	VAWE09	MS Word and Excel
4	B.Com	VAOP10	Organisation Psychology
5	B.Com CA	VAWE11	Women Entrepreneurship
6	Biotechnology	VACG16	Gardening
7	Computer Science	VAWD18	Web designing
8	ISM	VAPI23	Principles of Internet
9	IDD	VAFD24	Floral designing
10	Mathematics	VDMC25	Mathematics for Competitive examinations
11	Nutrition	VABC27	Bakery and confectionary
12	Arabic	VAAL38	Arabic language

IQAC

The Internal Quality Assurance Cell of this college is meant for planning, guiding and maintaining Quality Assurance (QA) and Quality Enhancement (QE) activities of the colleges. The cell is responsible for submitting data for NIRF & AISHE. It initiates methods for developing the performance of the college in the seven criteria for which the college is evaluated during NAAC accreditations.

The aims of IQAC are to build and ensure a quality culture at the institutional level, to initiate, plan and supervise various activities that are necessary to increase the quality of the education imparted in a college and to create benchmark for various academic and administrative of the institution.

Functions of IQAC are as follows:

- Development of the culture of quality in the institution
- Institutionalization of the Best Practices.
- Motivate faculty to build collaboration, Linkages and MOUs
- Documentation of the various programmes/activities based on the Seven Criteria
- Periodical conduct of Academic and Administrative Audit and its follow up.
- Creating a student-centric Teaching-Learning environment
- Facilitates the planning of the academic year's annual activity calendar

- Assiste in preparing the action plan and report of various committees
- Organization of various workshops and seminars for a quality educational environment
- Meditation of quality feedback mechanism

ACADEMIC & ADMINISTRATIVE COMMITTEE

IQAC MEMBERS

Alijanab Haji S. Ziauddeen Ahmed Sahib	General Secretary
Alijanab Haji K. Anees Ahmed Sahib	Correspondent
Alijanab Haji G. Najeeb Ahmed Sahib	Management Representative
Dr. Freda Gnanaselvam	Principal
Dr. Mrs. B. Sasireka	Coordinator
Mrs. Siddiqa Parveen	Member
Mrs. K. Shamila Sultana	Member
Mrs. M. Silambarasi	Member
Dr. J. Yogambigai	Member
Dr. Mrs. V. R. Punithavathi	Member
Mrs. S. Rashul Begum	Member
Mrs. M. Kathy	Member
Mrs. B. Yasmine	Member
Mrs. M. Pitchammal	Member
Mrs. M. N. Salma Farheen	Member
Mrs. V. Yasodha	Member
Mrs. G. Rakiya Nazneen	Member
Ms. A. Shabnam Shereen	Alumnae Representative

ACADEMIC COMMITTEE

1. Dr. Freda Gnanaselvam, M.A, M.B.A, M.M.M, Ph.D-Principal
2. Dr. Mrs. B. Sasireka, M.Com., M.Phil., Ph.D
3. Mrs. S. Rashul Begum, M.A., M.Phil., B.Ed., SET., NET
4. Mrs. Siddiqa Parveen, M.A,M.Phil,B.Ed, SET,NET,CTET,(Ph.D)
5. Mrs. K. Shamila Sultana, M.Com., M.Phil., (Ph.D)
6. Dr. Mrs. V.R. Punithavathi, M.Sc., M.Phil., Ph.D, PDF
7. Mrs. M. Silambarasi, M.Sc., M.Phil.,
8. Dr. J. Yogambigai, M.Sc., B.Ed., HDCA., Ph.D
9. Mrs. M. Kathy, M.Sc., NET.,
10. Mrs. B. Yasmine, M.A.,
11. Mrs. M. Pitchammal, M.C.A., M.Phil.,
12. Mrs. M.N. Salma Farheen, M.B.A,
13. Mrs. V. Yasodha, M.Sc., M.Phil., NET.,
14. Mrs. G. Rakiya Nazneen, M.A., M.Phil., B.Ed., D.T.Ed.,(Ph.D)

ACADEMIC AUDIT COMMITTEE

1. Mrs. Siddiqa Parveen, M.A,M.Phil,B.Ed, SET,NET,CTET,(Ph.D)
2. Dr. Mrs. B. Sasireka, M.Com., M.Phil., Ph.D
3. Mrs. K. Shamila Sultana, M.Com., M.Phil., (Ph.D)
4. Dr. Mrs. V.R. Punithavathi, M.Sc., M.Phil., Ph.D, PDF
5. Mrs. M. Silambarasi, M.Sc., M.Phil.,

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3. Mrs. G. Loganayagi, M.Com., M.Phil., Asst. Professor
4. Mrs. M. Silambarasi, M.Sc., M.Phil., Asst. Professor
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6. Mrs. S. Kamala, M.A., M.Phil., Asst. Professor for PG

CAREER GUIDANCE & PLACEMENT COMMITTEE

1. Dr. V. Nivethitha., M.B.A., M.Phil., Ph.D

UNIVERSITY EXAMINATION COMMITTEE

1. Mrs. M. Malathi., M.Sc., M.Phil.,
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1. Dr. Mrs. L. Saritha,M.A., M.Phil.,Ph.D
2. Mrs. R. Sangeetha, M.C.A., M.Phil.,
3. Mrs. N.S. Nancy Sopana, M.Sc., M.Phil., B.Ed., (Ph.D)

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1. Mrs. Siddiqa Parveen, M.A,M.Phil,B.Ed, SET,NET,CTET,(Ph.D)
2. Dr. Mrs. V.R. Punithavathi, M.Sc., M.Phil., Ph.D, PDF
3. Mrs. K. Shamila Sultana, M.Com., M.Phil., (Ph.D)
4. Dr. J. Yogambigai, M.Sc., B.Ed., HDCA., Ph.D.

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MINORITY STUDENT SCHOLARSHIP COMMITTEE

1. Mrs. S. J. Mubeen Begum, M.Com., M.Phil., B.Ed.,
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5. Mrs. A. Shaheen, M.Com.,

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7. Dr. K. Jayavani, Ph.D., SET
8. Mrs. A. Jeya Shanthi, M.C.A., M.Phil., B.Ed., (Ph.D)

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1. Mrs. Siddiqa Parveen, M.A,M.Phil,B.Ed, SET,NET,CTET,(Ph.D)
2. Mrs. P. Tharanya, M.Sc., M.Phil., B.Ed.,
3. Ms. A. Afrin, M.C.A., M.Phil.,
4. Mrs. M. Pitchammal, M.Sc., M.Phil.,
5. Mrs. S. Kamala, M.A., M.Phil.,
6. Mrs. S. Mohana Priya, BCS., DMW., DMTT.,

ISO COMMITTEE

Mrs. L. Sudhashini, M.A., M.Phil., SET.,

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2. Mrs. J. Hajira Tabasum, M.Sc.,
3. Ms. T.R. Umma Kulsum, M.C.A.,
4. Mrs. D. Gunasundari, M.C.A.,

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1. Mrs. S. Angel Priya, M.Ped, M.Phil.,- Physical Director

MAGAZINE & PUBLICATION COMMITTEE

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3. Dr. L. Saritha, M.A., M.Phil, B.Ed., Ph.D
4. Mrs. M. Silambarasi, M.Sc., M.Phil.,
5. Mrs. R. Sangeetha, M.C.A., M.Phil.,

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2. Dr. Mrs. B. Sasireka, M.Com., M.Phil., Ph.D
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4. Mrs. Siddiqa Parveen, M.A,M.Phil,B.Ed,SET,NET,CTET,(Ph.D)
5. Mrs. K. Shamila Sultana, M.Com., M.Phil., (Ph.D)
6. Dr. Mrs. V.R. Punithavathi, M.Sc., M.Phil., Ph.D, PDF
7. Mrs. M. Silambarasi, M.Sc., M.Phil.,
8. Dr. J. Yogambigai, M.Sc., B.Ed., HDCA., Ph.D.
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11. Mrs. M. Pitchammal, M.C.A., M.Phil.,
12. Mrs. M. N. Salma Farheen, M.B.A,
13. Mrs. V. Yasodha, M.Sc., M.Phil., NET.,
14. Mrs. G. Rakiya Nazneen, M.A., M.Phil., B.Ed., D.T.Ed,(Ph.D)

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CLUBS

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NSS-NATIONAL SERVICE SCHEME PROGRAM OFFICER

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CCC- CITIZEN CONSUMER CLUB

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JOURNALISM CLUB

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2. Mrs. M. G. Chitra, M.Sc., M.Phil.,

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7. Ms.Hina Kausar, M.Com.,

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4. Ms. S. Rafia Tabassum., M.Sc.,
5. Ms. S. Sathya Priya M.Sc.,

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4. Mrs. V. Fathima Thaskin., M.Sc.,
5. Ms. R. Monica, M.Sc.,

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3. Ms. S. Kamila, M.Com.,

NAAN MUDHALVAN

1. Mrs. L. Sudhashini, M.A., M.Phil., SET - SPOC

ED CELL

1. Mrs. A. S. Fasila Begum, M.Com., M.Phil.,
2. Mrs. J. Dhanalakshmi, M.Sc., M.Phil., B.Ed.,

MAPERUM TAMIL KANAVU

1. Mrs. S. Kamala, M.A., M.Phil.,

LIST OF TEACHING STAFF

PRINCIPAL

Dr. Freda Gnanaselvam, M.A, M.B.A, M.M.M, Ph.D

DEPARTMENT OF TAMIL

Head of the Department

Mrs. S. Rashul Begum, M.A., M.Phil., B.Ed., SET., NET

Assistant Professors

Dr. J. Kamatchi, M.A., M.Phil., Ph.D., SET., NET

Mrs. M. Nathiya, M.A., M.Phil., B.Ed.,

Mrs. S. Kamala, M.A., M.Phil.,

Mrs. R. Kumudhini, M.A., M.Phil., M.Ed.,

Mrs. E.Sujatha, M.A., M.Phil., B.Ed.,

Mrs. S.Sasikala, M.A,B.Ed., M.Phil, SET.,

Mrs.V.Gomathi, M.A., B.Ed.,

DEPARTMENT OF URDU

Head of the Department

Mrs. G. Rakiya Nazneen, M.A., M.Phil., B.Ed., D.T.Ed., (Ph.D)

Mrs. A.R.Saheera Banu, M.A., D.T.Ed.,

DEPARTMENT OF ENGLISH

Head of the Department

Mrs. Siddiqa Parveen, M.A,M.Phil,B.Ed, SET,NET,CTET,(Ph.D)

Assistant Professors

Mrs. L. Sudhashini, M.A., M.Phil., SET.,

Dr. L. Saritha, M.A., M.Phil, B.Ed., Ph.D

Mrs. R. Saranya, M.A., M.Phil.,
Mrs. R. Sangavi, M.A., M.Ed., M.Phil.,
Ms. J. Kasthuri, M.A., M.Ed.,
Mrs. F. Sudha, M.A., M.Phil.,
Mrs. D. Gulzar, M.A., B.Ed.,
Mrs. K. Pappitha, M.A., B.Ed.,
Ms. D. Keerthika, M.A.,
Mrs.P.Kalaiyarasi, M.A., B.Ed.,
Mrs.R.Sivarajini, M.A, M.Phil. B.Ed., CTET
Ms.U.Ashwini, M.A., B.Ed.,
Mrs.J.Pavithra, M.A., B.Ed.,
Ms.P. Nandhini, M.A.,
Mrs.S.Aswini, M.A., B.Ed.,

DEPARTMENT OF BUSINESS ADMINISTRATION

Head of the Department

Mrs. M.N. Salma Farheen, M.B.A,

Assistant Professors

Dr. V. Nivethitha., M.B.A., M.Phil., Ph.D
Mrs. M. Siriya., M.B.A.,
Mrs. S. Kaviya Priya, M.B.A.,
Mrs. A. Rama, MBA, UGC -NET & SET

DEPARTMENT OF COMPUTER APPLICATIONS

Head of the Department

Mrs. M. Pitchammal, M.C.A., M.Phil.,

Assistant Professors

Ms. A. Afrin, M.C.A., M.Phil.,

Ms. T.R. Umma Kulsum, M.C.A.,
Ms. R. Indumathi, M.C.A.,
Dr. K. Jayavani, Ph.D., SET
Mrs. N.S. Nancy Sopana, M.Sc., M.Phil., B.Ed., (Ph.D)
Mrs. G. Lakshmi, M.Sc., M.Phil.,
Mrs. D. Gunasundari, M.C.A.,

DEPARTMENT OF COMMERCE

Head of the Department

Dr. B. Sasireka, M.Com., M.Phil., Ph.D

Assistant Professors

Mrs. G. Loganayagi, M.Com., M.Phil.,
Mrs. S. J. Mubeen Begum, M.Com., M.Phil., B.Ed., (Ph.D)
Mrs. S. Soppana, M.Com., M.Phil.,
Mrs. A. Shaheen, M.Com.,
Ms. V. Deepa, M.Com.,
Ms. P. Ranjani Monisha., M.Com.,
Mrs. J. Archana, M.Com., M.Phil.,
Mrs. A. Ayisha, M.Com., M.Phil.,
Ms. R.Sangeetha, M.Com.,

DEPARTMENT OF COMMERCE

(COMPUTER APPLICATIONS)

Head of the Department

Mrs. K. Shamila Sultana, M.Com., M.Phil., (Ph.D)

Assistant Professors

Mrs. A. S. Fasila Begum, M.Com., M.Phil.,
Ms. S. Kamila, M.Com.,
Ms. N.Sabeeha, M.Com., B.Ed.,
Ms. Hina Kausar, M.Com.,

DEPARTMENT OF BIOTECHNOLOGY

Head of the Department

Dr. Mrs. V. R. Punithavathi, M.Sc., M.Phil., Ph.D, PDF

Assistant Professors

Mrs. S. Saritha, M.Sc., M.Phil., B.Ed., (Ph.D)

Mrs. P. Tharanya, M.Sc., M.Phil., B.Ed.,

Mrs. A. Lavanya, M.Sc., PGDMLT.,

Ms. L. Nivetha, M.Sc.,

Mrs. R. Kokila, M.Sc., PGDMLT.,

Mrs. A. Shabnam Shereen, M.Sc.,

Mrs. L. Dhivya M.Sc., (Ph.D)

DEPARTMENT OF COMPUTER SCIENCE & INFORMATION SYSTEM MANAGEMENT

Head of the Department

Mrs. M. Silambarasi, M.Sc., M.Phil.,

Assistant Professors

Mrs. R. Sangeetha, M.C.A., M.Phil.,

Mrs. M. G. Chitra, M.Sc., M.Phil.,

Ms. R. Aabidha Kousar., M.C.A.,

Mrs. M. Malathi., M.Sc., M.Phil.,

Ms. S. Rafia Tabassum., M.Sc.,

Mrs. J. Hajira Tabasum, M.Sc.,

Ms. B. Shobika, M.Sc.,

Ms. S. Deepika, M.Sc.,

Mrs. A. Jeya Shanthi, M.C.A., M.Phil., B.Ed., (Ph.D)

Ms. N. Thahseen Banu, M.C.A.,

DEPARTMENT OF INTERIOR DESIGN AND DECOR

Head of the Department

Mrs. V. Yasodha, M.Sc., M.Phil., NET.,

Assistant Professors

Mrs. J. Dhanalakshmi, M.Sc., M.Phil., B.Ed.,

Ms. N. Aarthi, B.E(Civil),

Ms. Kalyani Deka, M.Sc., NET.,

Ms. R. Monica, M.Sc.,

Mrs. U.Varalakshmi, M.Sc.,

Ms.J.Amrin Taj, M.Sc.,

DEPARTMENT OF MATHEMATICS

Head of the Department

Dr. J. Yogambigai, M.Sc., B.Ed., HDCA., Ph.D.

Assistant Professors

Ms. B. Aruna, M.Sc., M.Phil.,

Ms. S. Sathya Priya M.Sc.,

Mrs. J. Sandhiya, M.Sc.,

Mrs. D. Radha, M.Sc., M.Phil.,

Ms. V. Jyothi Mani, M.Sc., M.Phil.,

Mrs. R.Agalya, M.Sc., M.Phil., (Ph.D.,)

Mrs. K. Subbulakshmi, M.Sc., M.Phil.,

DEPARTMENT OF ARABIC

Head of the Department

Mrs. B. Yasmine, M.A.,

Assistant Professors

Ms. A.Sabeera Begum, M.A.,

Ms. L.Wajiha Banu, M.A.,

Mrs. J.Fahmida, M.A.,

Ms. K. Rahila, M.A.,

Dr. Abul Hassan, M.A., M.Phil., Ph.D(Guest Lecturer)

DEPARTMENT OF NUTRITION, FOOD SERVICE MANAGEMENT & DIETETICS

Head of the Department

Mrs. M. Kathy, M.Sc., NET.,

Assistant Professors

Mrs. V. Fathima Thaskin., M.Sc.,

Mrs. B. Anbarasi, M.Sc., M.Phil., NET.,

Mrs. Gowsiya, M.Sc., M.Phil.,

LIBRARY

Mrs. A. Shaguftha Afrin, M.A., B. LIS.,

LIST OF NON-TEACHING STAFF

PERSONAL SECRETARY

1. Mrs. S. Mohana Priya, BCS., DMW., DMTT.,

LIBRARY ASSISTANT

1. Ms.A. KusthaSana, B.Com(CA),.

LAB ASSISTANTS

1. Ms. M.A. Nazia Samreen, B.C.A.,
2. Ms. M. G. Rahimunnisa, B.Sc., DHRM.,
3. Mrs. Nasreen Banu., B.Sc.,
4. Ms. S. Asifa Tabassum, M.Sc., PGDMLT
5. Mrs. S. Parveen, B.Sc.,
6. Ms. K. Sadiya Amrin, B.A.,
7. Ms.A. Sahanakhatoon, B.Sc.,

ADMINISTRATIVE STAFF

1. Mr. Mohammed Shuaib, Hardware Engineer
2. Mrs. M. Fathima Begum, M.B.A.,
3. Mrs. A. Shaistha Amrin, B.Sc.,
4. Ms. J. Meharunisha, M.Com.,
5. Ms. R. Amreen, B.A.,

IOAC

1. Mrs. M.I. Farha Bahar, B.E(ECE),.

PAYMENT OF FEES

The Academic year is divided into TWO SEMESTERS. SEMESTER –I begins with the reopening of the college after summer vacation (June) and ends in November of the Academic Year and SEMESTER –II begins in the month of December of the Academic Year, and ends in April of the next Calendar year.

Every student is liable to pay the fees in one installment or semester wise during the academic year.

If a student fails to pay her fees by the specified date a fine of Rs.50/- shall be levied. If the fee is not paid within 15 days, her name shall be deleted off the roll and if re-admitted, she has to pay the fees and a fine due and also pay a Re-admission Fee of Rs. 100 /-

Students should take the receipts for all payments they make and preserve them carefully for future reference.

Students who discontinue their studies any time during a Semester have no right to claim remission of any portion of the Semester fee or other fees paid by them.

Students should put in their claims for refund of deposits before the end of the academic year.

RULES OF ATTENDANCE

1. No student shall absent herself from the college without submitting leave letter. All leave applications should be endorsed by the parent or guardian and recommended by the concerned Head of the Department.
2. Leave will ordinarily be granted when it is applied for sickness and other unavoidable circumstances extending three days, the Principal or the Registrar of attendance may require a medical or other certificate from the student.
3. Application for leave from students residing in the college Hostel should be recommended by the Deputy Warden.
4. Those who are late by more than five minutes will not be permitted to enter the class except on valid reason and a fine of Rs.10 will be collected.
5. A student requiring leave for an hour during the class hours must get permission from the Lecturer, in person before the class begins.
6. A Student absenting her for 3 days and more shall be fined at the discretion of the Principal, and that will be informed to her Parents.
7. A Student who continuously absents herself for 15 days without any valid reason will have her name deleted from the rolls.
8. Discontinuing at the end of the term or late return after Holidays will be punished with a heavy fine.
9. Absence from the test, composition and special classes shall be severely dealt with as per the discretion of the Head of the Department.

10. Absconding from Classes and habitual absentees shall be dealt with severely. The Punishment may involve suspension or dismissal from the college.
11. Only if a student puts in 75 % of the attendance she will be allowed for the university examinations. A student who puts in 65 % to 75 % of attendance will be allowed to take up the examinations, at the discretion of the Principal after Payment of Condonation fee and submission of medical Certificate.
12. Student who have less than 65% of attendance will not be permitted to appear for the university Examinations.
13. The above rule is also applicable to the Practical classes.

COLLEGE TESTS & EXAMINATIONS

Unit tests I, II and Model examination will be conducted.
Students are advised to take these examinations seriously.

GENERAL INSTRUCTIONS

1. Every student shall modestly dress in the uniform prescribed.
2. When the teacher enters the class-room, students should stand and wish the staff members.
3. No student shall leave the class-room without the permission of the teacher, or until the teacher leaves the room, or asks the class to disperse.
4. Students should not make noise while moving from class to class.
5. No student is allowed to enter the college office without prior permission.

6. Any damage by the student to the College/Hostel property will be made good at their expenses and those responsible for such damage shall be dealt with severely. A fine will be imposed for any such damage when the individual who did the damage is detected.
7. Students are expected to read notices put up on the college Notice Board. Ignorance of any notice thus put up will not be accepted as an excuse for failing to comply with it.
8. Students guilty of adopting unfair means in the Examination will be dealt with severely.
9. Any lost property found must be handed over to the lost property officer, from whom the owner can claim it after proving her ownership.
10. Students are expected to behave modestly and decently inside and outside the college in such a way to maintain the good name of the college as well as their own.
11. The names of students whose behaviors, in the judgment of the Principal or any other College Authority, is undesirable or has unwholesome influence on others shall be struck off the rolls without assigning any reason.
12. Students who violate college rules will be asked to face the disciplinary committee. The report of the committee will be communicated to the students/ parents.
13. No students of the College shall be member of Association unconnected with the college without the prior permission of the principal, nor shall a student take part in any anti-social and subversive activities. Any student violating these rules is liable to be sent out the College instantly.

14. Students are forbidden to organize or attend any meeting in the College or collect money for any purpose without the prior permission of the Principal.
15. In regard to all matters not specified in the foregoing rules, students shall aim at conducting themselves in a manner worthy of the alumni of the College and of the University and in harmony with the traditions of our national Life and culture.
16. Cases of improper behavior, or default in the matter of payment of College Fees, Fines or Hostel dues will entail disciplinary action as the Principal may deem fit.
17. 'RAGGING' of any kind is not permitted either inside the College Campus or in the Hostel or outside. Students who are guilty of the offence will be dismissed from the College and handed over to the Police Authorities for further action, as per the Govt. Orders.

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:

- a. Suspension from attending classes and academic privileges.
- b. Withholding/withdrawing scholarships/fellowship and other benefits.
- c. Debarring from appearing in any test/examination or other evaluation process.
- d. Withholding results.

- e. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival etc.
- f. Suspension/expulsion from the hostel.
- g. Cancellation of admission.
- h. Rustication from the institution for period ranging from 1 to 4 Semesters.
- i. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.
- j. Fine ranging between Rs.25,000/- and Rs.1,00,000/-
- k. Collective punishment: When the persons committing or abetting the crime or ragging are not identified, the institution shall resort to collective punishment.

19. Students who travel by bus have to show due respect to the bus-crew, ladies, old persons and teachers.

Note: Under the Government Educational Rules, the Principal has full power to influence the following punishments: Levy of fines, withholding of Certificates, Suspension and Exclusion.

GENERAL INFORMATION

There is no Student Union in our College and hence no election to it.

Any genuine grievance of students can be brought to the notice of the Principal through the concerned Heads of the Department and the Students Grievance and Welfare Cell. For the benefit of students, a Complaint Box is kept in front of our College Office. Even anonymous but genuine complaints will be sincerely attended to.

All students are advised to conduct themselves with discipline and decorum under the purview of the rules and regulations laid down.

ISSUES OF CERTIFICATES-RULES

Certificate from the College:

A notice of 2 days is necessary for the issue of any Certificates. Students must apply to the Principal for the following Certificates:

Conduct Certificate	Rs.100/-
Attendance Certificate	
Course Completion Certificate	
Bonafide Certificate	Rs.50/-
Duplicate Certificate	Rs.100/-
Mark Statement Form	Rs.20/-

A fee of Rs.100/- will be charged in case of applications made one year after leaving the college.

Certificates to be obtained from the University

1. Pass or Qualification Certificate can be had only from the University.
2. Provisional (pass) Certificate can be had only from the University on payment of the prescribed fee.
3. For Migration Certificates, application should be made to the University directly.
4. Application for Convocation should be made in the prescribed form to the Registrar, Thiruvalluvar University, Vellore, through the college, along with the fee prescribed by the University.

GENERAL RULES OF LIBRARY

CIRCULATION RULES :

MEMBER CATAGORY	ISSUE PRIVILAGES	DURATION
Staff	05 Books	1 semester
students	01 Books	1 Week

LIBRARY RULES

- Enter the names in entry register compulsory.
- Keep your personal belongings at the Property Counter.
- Institute ID –Cards is must for Library transaction.
- Use of mobile phones is not permitted in the library.
- Please maintain decorum, peace and silence within the premises of library.
- Please handle Library materials with utmost care.
- No material from the library should be taken out without proper issuing/recording.
- Reference materials such as dictionaries, handbook etc. is not issued out of the library.
- Do not mark or write anything in books.
- Check the book at the time of issuing. In case of any defect or damage please inform the library staff.
- All overdue Books are fined Rs.1.00 per book per day.
- In case of lost or damage of books, replacement of book or the fine amount has to be made by the user.
- Students should not bring ground floor books to first floor and vice versa.

- Students should sit in the desk near the rack from where they took books/refer books.
- Any type of violation may lead to a disciplinary action.

HOSTEL RULES AND REGULATIONS

- Loitering in the Hostel campus during the class hour will not be appreciated.
- Students must keep the campus & Room clean. Defacing wall, equipment, furniture etc is strictly prohibited.
- Students must turn off all the electrical equipment's before leaving their rooms.
- Students are not allowed to use electric stove, Iron box, Pedastol fan etc in room.
- Food will be served only in the designated dining hall(s) and only during the specified timings.

Morning Tea/Milk	: 8.00-8.30 am
Morning Breakfast	: 9.00-9.50 am
Lunch	: 1.00-1.40 pm
Evening Snacks tea/Milk	: 5.00-5.30 pm
Dinner	: 7.30-9.00 pm

- Wasting food and water will not be encouraged.
- All lights must be switched off before 11pm in the rooms.

- Students are not allowed to use mobile phones after 10 pm, should hand over to Hostel incharge.
- Visitors are allowed only in visitor room between 4.30 pm- 6.30 pm.
- No outside students are allowed inside the Hostel.
- Any complaint regarding electric equipment, plumbing etc is required to be entered in the “Complaint Book”.
- Food register In & Out entry should be entered strictly before entering & leaving the hostel campus.
- Permission to be submitted by students when they go to home and should collect gate pass from Hostel Warden before they leave and to be submitted to Security while leaving the main gate.
- Strict silence shall be observed in Hostel from 11 pm to 5.30 am ; care should be taken that music/loud talking is not audible outside the room.
- Students are responsible for their personal belongings.
- Students must enter their food entry in Mess entry register after they finish their food each time.
- 10 days time duration will be given to pay their mess fee after generating the monthly mess bill.
- Students during their stay in Hostel will be governed by the Management rules.

SCHOLARSHIP

The following scholarship are available for the students.

1. Minority Scholarship is for the students belonging to minority communities. This scholarship is available for UG, PG, M.Phil & Ph.D Courses. A minimum of 50% marks in the qualifying examination is required and Annual income limit is Rs.1,00,000/-
2. SC/ST Scholarship is for the students belonging to SC/ST. This scholarship is available for UG & PG Courses. A minimum of pass marks in the qualifying examination is required and Annual income limit is Rs.2,00,000/-
3. Students belonging to the family of farmer's community are eligible for scholarship under Tamilnadu Agricultural Laboureres – Farmer's Welfare Scheme, offered by the Directorate of Collegiate Education Tamilnadu.
4. Ministry of Human Resource Development gives scholarship to students with extraordinary academic achievements in qualifying examinations (80% & above), through the Directorate of Collegiate Education Tamilnadu.
5. Ministry of Labour, Government of India, gives scholarships to the children of Beedi/Mine/Cine workers from Tamilnadu.
6. Scholarship for the first generation students from backward classes. Annual income limit: Rs. 1,00,000/-. A certificate from the Tahsildar to the effect that there is no graduate in the family has to be produced.

7. Moovalur Ramamirtham Ammaiyar Higher Education Scheme: Monthly Scholarship Rs.1000/- to the girl child studied in Government School to complete Under graduate study.

NATIONAL SERVICE SCHEME(NSS)

National Service Scheme (NSS) is a permanent youth programme under the ministry of Youth Affairs and Sports, Government of India and funded by Government of India.

Objective of NSS

Development of personality of students through community service.

Motto

The motto of NSS is "NOT ME BUT YOU". It underlines that the welfare of an individual is ultimately dependent on the welfare of the society as a whole. This expresses the essence of democratic living and upholds the need of selfless service and appreciation of the other man's point of view and also consideration for fellow human beings.

NSS Unit & Programme Officer

One NSS Unit consists of 100 student volunteers guided by one Programme Officer who will be a faculty member. The Programme Officer is expected to motivate the student youth to understand the values and philosophy of NSS. The overall functions of Programme Officer are to help the students to plan, implement and evaluate the activities of NSS under his/her charge and give proper guidance and directions to the student volunteers.

Activities of NSS Volunteers and Adoption of Village

The Activities under NSS are two-fold, viz. i) Regular activities, which are undertaken during the working days of the semester, and ii) Special Camping activities for 7 days duration in the adopted village/urban slum during vacation.

Each NSS unit in the college is expected to adopt a nearby village/slum and work for its all-round development. Regular activities and special campus should preferably be organized in the adopted village/rural unit/slum for this purpose.



THE COLLEGE ALMANAC 2023-2024

Saturdays and Sundays are weekly Holidays. Any unexpected holiday will be compensated on the following Saturday.



JUNE 2023

1	THU		
2	FRI		
3	SAT		
4	SUN	HOLIDAY	
5	MON		
6	TUE		
7	WED		
8	THU		
9	FRI		
10	SAT		
11	SUN	HOLIDAY	
12	MON		
13	TUE		
14	WED		
15	THU		
16	FRI		
17	SAT		
18	SUN	HOLIDAY	
19	MON		
20	TUE		
21	WED	International Yoga Day Celebration-NSS	
22	THU		
23	FRI		
24	SAT		
25	SUN	HOLIDAY	
26	MON	Youth against Drugs and Substance Abuse-NSS	
27	TUE		
28	WED		
29	THU	BAKRID -HOLIDAY	
30	FRI		
No. of Working Days: ---			

JULY 2023

1	SAT		
2	SUN	HOLIDAY	
3	MON		
4	TUE		
5	WED		
6	THU		
7	FRI		
8	SAT		
9	SUN	HOLIDAY	
10	MON		
11	TUE		
12	WED		
13	THU		
14	FRI		
15	SAT		
16	SUN	HOLIDAY	
17	MON		
18	TUE		
19	WED	MUHARRAM - HOLIDAY	
20	THU		
21	FRI		
22	SAT		
23	SUN	HOLIDAY	
24	MON		
25	TUE		
26	WED		
27	THU		
28	FRI	International Seminar 2K23 on Cultural Intelligence and Service Excellence-Dept. of BBA	
29	SAT		
30	SUN	HOLIDAY	
31	MON		
No. of Working Days:24			

AUGUST 2023

1	TUE		
2	WED		
3	THU		
4	FRI		
5	SAT		
6	SUN	HOLIDAY	
7	MON	World Breast Feeding DayAwareness Programme-Dept.of N&D	
8	TUE		
9	WED		
10	THU		
11	FRI		
12	SAT		
13	SUN	HOLIDAY	
14	MON	Seminar on Herbs for you-Dept. of Biotechnology	
15	TUE	INDEPENDENCE DAY - HOLIDAY	
16	WED		
17	THU		
18	FRI	Poetry onThanirin Kannir-Dept.of Tamil	
19	SAT		
20	SUN	HOLIDAY	
21	MON	COMMENCEMENT OF CIA - I FOR UG/PG	
22	TUE	Seminar –Department of Arabic, Sudhandira Poratathil Pangupetra penn veeraganai Jansi Rani Drawing Competition-YRC	
23	WED		
24	THU	Seminar on Industry 4.0&FDP on Industry 4.0- Dept.of CS&ISM,BCA	
25	FRI	Skill Development Programme[Student Entrepreneurship]-Dept.of B.Com[CA]	
26	SAT		
27	SUN	HOLIDAY	
28	MON	Aurath Ka Muqam Islam Ki Nazar Mein-Dept.of Urdu	
29	TUE	NATIONAL SPORTS DAY, Onam Celebration- N&D,IDD	
30	WED	SMALL INDUSTRY DAY-Dept.of BBA	
31	THU		
No. of Working Days: 25			

SEPTEMBER 2023

1	FRI	NATIONAL NUTRITION WEEK	
2	SAT		
3	SUN	HOLIDAY	
4	MON	Dengue Awareness Programme-Dept.of BBA	
5	TUE	TEACHER'S DAY	
6	WED	KRISHNA JAYANTHI - HOLIDAY	
7	THU		
8	FRI	LITERACY DAY	
9	SAT		
10	SUN	HOLIDAY	
11	MON	COMMENCEMENT OF CIA – II FOR UG/PG	
12	TUE		
13	WED		
14	THU		
15	FRI	Nutrition Awareness Programme-Dept. of N&D	
16	SAT	WORLD OZONE DAY	
17	SUN	HOLIDAY	
18	MON	VINAYAGAR CHATURTHI – HOLIDAY	
19	TUE	Cancer Awareness Programme-Dept.of IDD	
20	WED	One Day State Level Seminar on Machine Learning- Dept. of CS&ISM,BCA	
21	THU	English Literary Association Inauguration-Dept. of English	
22	FRI		
23	SAT	One Day National Seminar on Sustainable Development of emerging economics through start ups-Dept. of Commerce	
24	SUN	NSS Day- HOLIDAY	
25	MON	SOCIAL JUSTICE DAY	
26	TUE		
27	WED	One Day State Level Seminar on Software & Professional Ethics-IDD, Maram Valorpom Mazhai Peruvom-Dept.of Tamil	
28	THU	MILAD-UN-NABI - HOLIDAY	
29	FRI	Awareness Programme –NSS - “World Heart Day”	
30	SAT		
No. of Working Days: 22			

OCTOBER 2023

1	SUN		
2	MON	GANDHI JAYANTHI - HOLIDAY	
3	TUE		
4	WED		
5	THU		
6	FRI	FOOD SECURITY DAY	
7	SAT		
8	SUN	HOLIDAY	
9	MON	COMMENCEMENT OF CIA - III FOR UG/PG, Competition on Importance of voting-NSS	
10	TUE		
11	WED	INTERNATIONAL GIRL CHILD DAY	
12	THU	Webinar on Emotional Intelligence- Dept. of Commerce, Right to Information Act-2005 - NSS	
13	FRI	One Month Training Programme -NSS	
14	SAT		
15	SUN	HOLIDAY	
16	MON		
17	TUE	WORLD FOOD DAY- Commerce Expo Exhibition-Dept. of Commerce	
18	WED		
19	THU	Awareness Programme on Cyber Security for Women- Department of Commerce&IQAC	
20	FRI	WORLD STATISTICS DAY One Day State Level Seminar on Independent Assortment Of Multi Culturalism- Dept. of English	
21	SAT		
22	SUN	HOLIDAY	
23	MON	AYUTHA POOJA - HOLIDAY	
24	TUE	VIJAYA DASAMI -HOLIDAY	
25	WED		
26	THU	Exhibition-Department of Arabic&Arts & Crafts Exhibition & Sale-Dept.of IDD	
27	FRI	NCERT Training-NSS	
28	SAT		
29	SUN	HOLIDAY	
30	MON		

No. of Working Days: 23

NOVEMBER 2023

1	WED	One Day State Level Workshop on “Expressions of Insulin Secretion in Bovine Pancreas by immunohistochemical Assay”-Dept. of Biotechnology	
2	THU	Student Educational Achievement Survey-NSS	
3	FRI		
4	SAT		
5	SUN	HOLIDAY	
6	MON		
7	TUE	CANCER DAY	
8	WED		
9	THU		
10	FRI		
11	SAT	COMMENCEMENT OF THEORY EXAMINATION	
12	SUN	DIWALI - HOLIDAY	
13	MON		
14	TUE	CHILDREN’S DAY/ DIABETICS DAY	
15	WED	PEACE DAY	
16	THU		
17	FRI	STUDENT’S DAY	
18	SAT		
19	SUN	CITIZEN DAY - HOLIDAY	
20	MON		
21	TUE		
22	WED	National Youth Festival-District Level Competition-NSS	
23	THU		
24	FRI		
25	SAT		
26	SUN	HOLIDAY	
27	MON	National Constitution Day -NSS	
28	TUE		
29	WED		
30	THU	FLAG DAY	
No. of Working Days: 25			

DECEMBER 2023

1	FRI	AIDS DAY	
2	SAT	COMPUTER DAY/NATIONAL POLLUTION DAY	
3	SUN	HOLIDAY	
4	MON		
5	TUE		
6	WED		
7	THU		
8	FRI		
9	SAT		
10	SUN	HUMAN RIGHTS DAY - HOLIDAY	
11	MON		
12	TUE		
13	WED		
14	THU		
15	FRI		
16	SAT		
17	SUN	HOLIDAY	
18	MON		
19	TUE		
20	WED		
21	THU		
22	FRI	NATIONAL MATHEMATICS DAY	
23	SAT		
24	SUN	HOLIDAY	
25	MON	CHRISTMAS - HOLIDAY	
26	TUE		
27	WED		
28	THU		
29	FRI		
30	SAT		
31	SUN	HOLIDAY	
No. of Working Days: ---			

JANUARY 2024

1	MON	NEW YEAR - HOLIDAY	
2	TUE		
3	WED		
4	THU		
5	FRI		
6	SAT		
7	SUN	HOLIDAY	
8	MON		
9	TUE		
10	WED		
11	THU		
12	FRI	YOUTH DAY	
13	SAT	BHOGI - HOLIDAY	
14	SUN	PONGAL - HOLIDAY	
15	MON	THIRUVALLUVAR DAY - HOLIDAY	
16	TUE	UZHAVAR THIRUNAL - HOLIDAY	
17	WED		
18	THU		
19	FRI		
20	SAT		
21	SUN	HOLIDAY	
22	MON		
23	TUE		
24	WED	INTERNATIONAL DAY OF EDUCATION	
25	THU	NATIONAL VOTER'S DAY	
26	FRI	REPUBLIC DAY – HOLIDAY	
27	SAT		
28	SUN	FOUNDER'S DAY - HOLIDAY	
29	MON		
30	TUE		
31	WED		
No. of Working Days: 21			

FEBRUARY 2024

1	THU		
2	FRI		
3	SAT		
4	SUN	HOLIDAY	
5	MON	COMMENCEMENT OF CIA – I FOR UG/PG	
6	TUE		
7	WED		
8	THU	SAFE INTERNET DAY	
9	FRI		
10	SAT		
11	SUN	HOLIDAY	
12	MON	WOMEN'S HEALTH DAY	
13	TUE		
14	WED		
15	THU		
16	FRI		
17	SAT		
18	SUN	HOLIDAY	
19	MON		
20	TUE		
21	WED		
22	THU		
23	FRI		
24	SAT		
25	SUN	HOLIDAY	
26	MON		
27	TUE		
28	WED	NATIONAL SCIENCE DAY	
29	THU		
No. of Working Days: 24			

MARCH 2024

1	FRI		
2	SAT	EMPLOYEE APPRECIATION DAY/WORLD BOOK DAY	
3	SUN	HOLIDAY	
4	MON	NATIONAL SAFETY DAY	
5	TUE		
6	WED		
7	THU		
8	FRI	WOMEN'S DAY	
9	SAT		
10	SUN	HOLIDAY	
11	MON		
12	TUE		
13	WED		
14	THU		
15	FRI		
16	SAT		
17	SUN	HOLIDAY	
18	MON	RECYCLING DAY	
19	TUE		
20	WED	COMMENCEMENT OF CIA - II / HAPPINESS DAY	
21	THU		
22	FRI		
23	SAT		
24	SUN	HOLIDAY - TB DAY	
25	MON		
26	TUE		
27	WED		
28	THU		
29	FRI	GOOD FRIDAY - HOLIDAY	
30	SAT		
31	SUN	HOLIDAY	
No. of Working Days: 24			

APRIL 2024

1	MON		
2	TUE		
3	WED		
4	THU		
5	FRI		
6	SAT		
7	SUN	HOLIDAY	
8	MON		
9	TUE	TELUGU NEW YEAR - HOLIDAY	
10	WED		
11	THU		
12	FRI		
13	SAT		
14	SUN	TAMIL NEW YEAR - HOLIDAY	
15	MON		
16	TUE		
17	WED		
18	THU		
19	FRI		
20	SAT		
21	SUN	MAHAVIR JAYANTHI - HOLIDAY	
22	MON	COMMENCEMENT OF CIA - III FOR UG/PG	
23	TUE		
24	WED		
25	THU		
26	FRI		
27	SAT		
28	SUN	HOLIDAY	
29	MON		
30	TUE		
No. of Working Days: 24			

TIME TABLE

DAY ORDER	1 10.00-10.55		2 11.05-12.00	3 12.00-12.55		4 1.40-2.35	5 2.35-3.30
I		TEA BREAK			LUNCH BREAK		
II							
III							
IV							
V							
VI							

ODD SEMESTER		EVEN SEMESTER	
Month	No. of Working days	Month	No. of Working days
June-2023	--	December	--
July	24	Jan-2024	21
August	25	February	24
September	22	March	24
October	23	April	21
November	25		

IMPORTANT DAYS

1	Jun 5	World Environment Day
2	June 2 nd Sun	Father's Day
3	July 11	World Population Day
4	Aug 3	International Friendship Day
5	Aug 8	World Senior Citizen Day
6	Sept 5	Teachers Day
7	Sept 8	World Literacy Day
8	Sept 22	Rose Day
9	Oct 24	United Nations Day
10	Oct 30	World Thrift Day
11	Oct 31	National Integration Day
12	Dec 1	World AIDS Day
13	Dec 10	Human Rights Day
14	Jan 12	National Youth Day
15	Jan 30	Martyr's Day
16	Feb 28	National Science Day
17	Mar 8	International Women's Day
18	Mar 15	World Consumer Rights
19	Mar 22	Day World Day for Water
20	Mar 24	World TB Day
21	April 7	World Health Day
22	May 1	International Labour Day
23	May 8	World Red Cross Day
24	May 2 nd Sun	Mother's Day
25	May 31	Anti-Tobacco Day

NOTES

NOTES

**M.M.E.S. WOMEN'S ARTS AND SCIENCE
COLLEGE**

(Affiliated to Thiruvalluvar University)

HAKHEEM NAGAR - MELVISHARAM- 632 509

Walaja Taluk, Arcot Block Phone:04172 266167, 266463

Email:mmeswc@yahoo.in website:www.mmeswc.edu.in

ATTENDANCE

ODD SEMESTER

NAME:

CLASS:

Note:

65% - 75% : Eligible to appear Thiruvalluvar University Examination.

Below 55% : Condonation fee of Rs. 1500/- payable to Thiruvalluvar University.

0% - 54% : Repeat Semester.

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Email:mmeswc@yahoo.in website:www.mmeswc.edu.in

ATTENDANCE

EVEN SEMESTER

NAME:

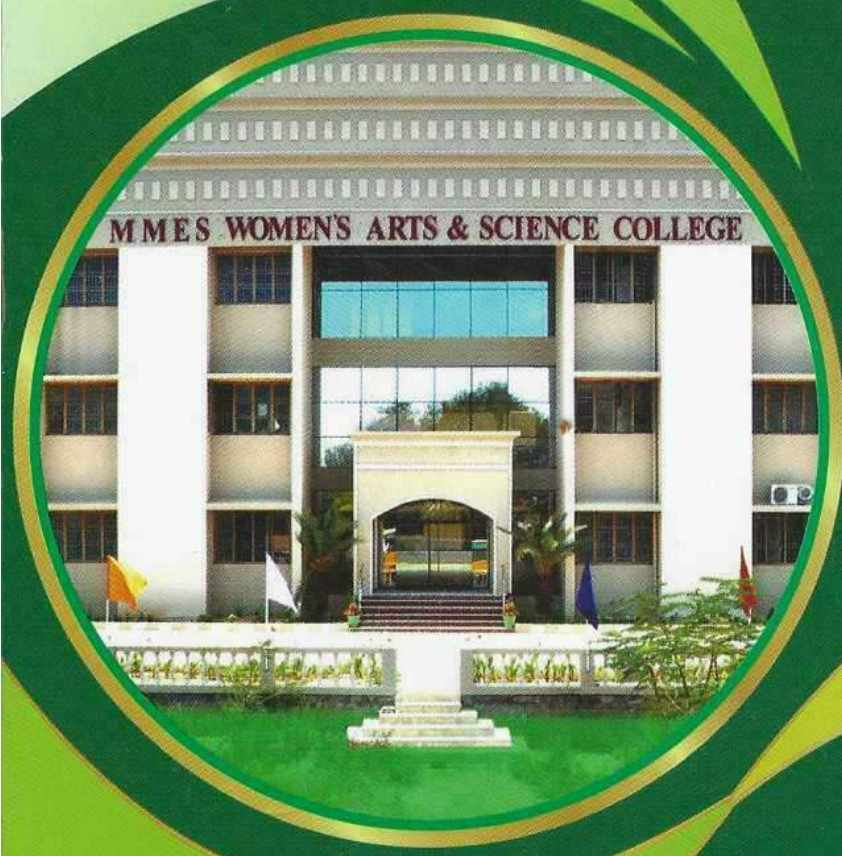
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