

**THIRU KOLANJIAPPAR GOVT
ARTS COLLEGE (GRADE-1)
VRIDHACHALAM – 606001**



**STUDENTS' HANDBOOK
2017-2018**

STUDENTS HANDBOOK COMMITTEE

1. **Mrs. A. MANONMANI** M.A., M.Phil., Associate Professor
2. **Dr. G. SENTHILKUMAR** M.Sc., Ph.D., Assistant Professor
3. **Mr. K. S. PRAVEEN SABU** M.Sc., M.Phil., B.Ed., Assistant Professor
4. **Dr. S. MUTHALAGI** M.Sc., (Zoo), CM.Sc (Bio-Inf), MBA (Ed.Mg), Ph.D., Assistant Professor
5. **Dr. N. SURESH** M.Sc., M.Phil., Ph.D, Assistant Professor
6. **Dr. S. DHANASEKARAN** M.Sc., M.Phil., Ph.D., B.Ed., Assistant Professor
7. **Dr. T. VIVEKANANTHAN** M.Sc., M.Phil., B.Ed., Ph.D., Assistant Professor
8. **Dr. R. MOHANAMBAL** M.Sc., M.Phil., B.Ed., Ph.D., Assistant Professor

*Education is the Most Powerful Weapon, which
you can use to change the world*

– **Nelson Mandela**

Introduce yourself to the world, rather than
let the world know you- **Dr. A.P.J. Abdul Kalam**

RETIRES IN 2016-17:

1. **Dr. V. INDUMATHI** M.Sc., M.Phil., Ph.D., Principal
2. **Mrs. S. KALAVATHI** M.Sc., M.Phil., Head of the Department of Botany
3. **Dr. A. B. KAVASKAR** M.A., M.Phil., M.P.Ed., Ph.D., Director of Physical Education

**THIRU KOLANJIAPPAR GOVT ARTS COLLEGE
(GRADE-1)
VRIDHACHALAM – 606001**

STD : 04143 – 260243
FAX : 04143-262513
e-mail : tkgac_vri@yahoo.co.in
website: tkgac.in



**Learning is excellence of wealth that none
destroy; to man nought else affords reality of
joy.**

-(Thirukkural)

DAILY CALENDAR
2017-2018

THE NATIONAL ANTHEM

Jana-gana-mana-adhinayakajaya he
Bharata-bhagya-vidhata
Panjab-Sindhu-Gujarata-Marath
Dravida-Utkala-Banga
Vindhya-Himachala-Yamuna-Ganga
uchchala-jaladhi-taranga
TavaSubha name jage,
tavesubhaasisa mage,
gahetavajaya-gatha.
Jana-gana-mangala-dayakajaya he
Bharata-bhagya-vidhata.
Jaya he, Jaya he, Jaya he,
jayajayajayajaya he.

- RabindraNath Tagore

TAMILTHAI VAZHTHU

Neeraarum kadaluduththa nilamadandhai kezhilolugum
Seeraarum vadhanamena thigazhbaradha kandamidhil
Thekkanamum adhilchirandha Dravidanal thirunaadum
Thakkasiru pirainudhalum tharithanarum thilagamume
Aththilaga vaasanaipol anaithulagum inbamura
Yeththisayum puhazhmanakk irundhaperum Thamizhanange!!!
Thamizhanange!!!
Un seerilamai thiramviyandhu seyalmarandhu
Vazhthudhume!!! Vazhthudhume!!! Vazhthudhume!!!

-Manonmaniam P.Sundaram Pillai

History of the College

Viruddhachalam Thirumudhukundram is one of the most backward taluks in the Cuddalore district. Because of catering to the needs of the rural people residing in this area, Thiru Kolanjiappar Government Arts College was started in the year 1966. At first, the college started functioning on the Boys High School campus. The present area where the college is located in 43.5 acres which was given at a low price by Pazhamalai Nadhar Temple for the construction of the permanent building of the college.

At first instance B.A History and B. A Tamil Literature course was offered in the year 1966 with two Lakh Rupees endowment received from Thiru Kolanjiappar temple.

The college started in the year 1966 at Boys High School and was shifted to a permanent campus in July 1971. B.Com degree program was offered in the same year.

B.Sc Mathematics was started in the academic year 1972-73. B.Sc Zoology in the year 1979-80, B.Sc Physics in the year 1980-81 respectively. M.A Tamil was offered in the year 1981. M.Phil Tamil (part-time and full time) was began in the year 1993- 94. B.Sc computer science was offered from 1997-to 98. PhD Tamil was offered from 2000-2001 onwards. The college was accredited B+ in the year 2005 by NAAC. B. English literature, B.Sc Chemistry, M.Sc Mathematics and M.Com program were started in the academic year 2005 2006.

The shift system was introduced in the academic year 2007-2008 in the college. In shift I all courses was offered. B.A Tamil, B.A. English, B.Com, B.Sc Mathematics and B.Sc Computer Science were offered in shift II.

B.Sc Botany, M.A English was offered from the academic year 2012-13. M.Phil Degree was offered in the Department of History, Mathematics, Zoology, and Commerce from the academic year 2013-14. PhD, in commerce, was offered in the same year.

B.A Economics (English/ Tamil medium) and M.Sc., Physics were started in the same year. Our college was elevated to **Grade-1** by Tamil Nadu Government GO No:71 dated 23- 05- 2014. B.B.A, M.SC chemistry, M.Phil programmes in Computer Science, Physics and PhD, in Chemistry were offered from the academic year 2015-16.

The College was accredited **B (2.88 grade)** by NAAC in the year 2016. The Golden Jubilee of our college was celebrated in the academic year 2016-17.

Our College Emblem

Our College Emblem consists of an arched harp, fragrant flower and Pazhamalai Nadhar temple and the Divine javelin (spear) of Thiru Kolanjiappar at the backside. Each symbol conveys certain virtues for students.

The Divine javelin stands for the sharp intelligence that students should possess. The Temple symbolizes confidence, a superior attitude in students. The flower represents sweetness and fragrance that students should inculcate. The harp embodies that one should live in harmony with the music. The Motto 'labour is the deity', is mentioned under the emblem which stresses the importance of hard work to students.

Oath of National Integration

I, as a citizen of India, claim that I will always protect and strengthen my nation's sovereignty and integrity. I will never resort to violence and will always resolve issues related to religion, language and region without any partiality and under our constitution.

Pledge of Abolition of Untouchability

Untouchability is a crime

Untouchability is a sin

Untouchability is inhuman

I, as a devoted citizen of India, am aware that untouchability is abolished in India. I uphold that I will never show discrimination against anybody based on their caste or religion. I will work towards a society that is free of discrimination and partiality. I will act upon the realization that it's my social responsibility to eradicate untouchability among our people who have been subjected to the cruelty of untouchability. And thus I affirm my faith and loyalty to our constitution.

Anti-Terrorism Day Pledge

We the people of India, having abiding faith in our country's tradition of non-violence and tolerance, hereby solemnly affirm to oppose with our strength, all forms of terrorism and violence. We pledge to uphold and promote peace, social harmony, and understanding among all fellow human beings and fight the forces of disruption threatening human lives and values.

Anti-Ragging Committee

Section-3

What is Ragging?

1. One or many students, using words, gestures, symbols or any other activity in an offensive way to tease and harass fresher or other students.
2. Causing physical or mental harm to new or other students
3. Forcing new or other students to do physical and shameful acts that no one else can normally do
4. Obstructing and disturbing the academic activities of new students
5. Senior students compelling new students to do their assigned academic works
6. Forcing other or new students to spend for them
7. Intimidating physical activity like sexual harassment (homosexuality, forced nudity)
8. Giving mental harassment through letters, email, phone, and social media to other students.
9. Distorting new students' mental health and self-confidence by showing off their authority and dominance

Section-7

Actions to be taken by The Principal

If a student is found ragged by others, it should be reported to the head of the Anti-Ragging Committee immediately. The same will be lodged to the police within 24 hours with or without a member of this Anti-Ragging Committee. And

documents will be prepared for the first information report (FIR). And the head of the committee will inform the district-level anti-ragging committee and the University to which the College is affiliated.

Section-9(1) Actions to be taken against ragging activities

The students indulging in ragging will be punished according to the nature and effects of their activities which will be investigated by the anti-ragging committee.

The punishment includes;

1. Suspension
2. Withholding of Scholarships or Benefits
3. Debarring from all exams
4. Withholding Results
5. Forbidden to attend any competition or sports events
6. Vocating from the hostel
7. Cancellation of admission
8. Suspension from one to four semesters.
9. Students expelled from one institution will be prevented from joining any other educational institution.

**THIRU KOLANJIAPAR GOVERNMENT ARTS COLLEGE
VRIDDHACHALAM – 606 001**

COLLEGE PRINCIPAL

Principal (Ad.in-Charge): Mrs. A. MANONMANI, M.a., M.Phil.,

Associate Professor

DEPARTMENT OF TAMIL

1. Head of the Department

Dr. K. Sivakumar M.A., M.Ed., M.Phil., Ph.D., Associate Professor

2. Dr. R. Karunanithi, M.A., B.Ed., Ph.D., Associate Professor

3. Dr.C.Bhouvanesvari, M.A., M.Phil., Ph.D., Associate Professor

4. Dr. V. Rani, M.A., M.Phil., M.Ed., Ph.D., Assistant Professor

5. Mr. S. Rajasekar, M.A., M.Phil., Assistant Professor

6. Mrs. M. Radha M.A., M.Phil., Assistant Professor

7. Mr. M. Durairasu, M.A., M.Phil., B.Ed., Assistant Professor

8. Dr. R. Sivakumar M.A., M.Phil., Ph.D., Assistant Professor

9. Mr. S. Salaman, M.A., B.Ed., M.Phil., PGDJMC (journalism)
Assistant Professor

10. Dr. V. Shanmugam, M.A., M.Phil., Ph.D., Assistant Professor

11. Mr. M. Sambathkumar M.A., M.A., M.Phil., Assistant Professor

12. Dr. M. Vijayakumar M.A., M.A.(Ling)., M.Phil., Ph.D.,
Assistant Professor

13. Dr. S. Kodiyarasu M.A., M.Phil., Ph.D., Assistant Professor

DEPARTMENT OF ENGLISH

1. Head of the Department

Mr. N. Pasupathi M.A., M.Phil., Ph.D., Assistant Professor

2. Mrs. K. Valarmathi M.A., M.Phil., Assistant Professor

3. Mrs. D. Priyadharshini M.A., M.Phil., B.Ed., Assistant Professor

4. Mr. N. Mannarsami M.A., M.Phil., Assistant Professor

5. to 14 vacant

DEPARTMENT OF HISTORY

1. Head of the Department

Mrs. A. Manonmani M.A., M.Phil., Associate Professor

2. Dr. R. Mathivanan M.A., M.Phil., B.Ed., Ph.D., Associate Professor

3. Mr. K. P. Suresh Kumar M.A., M.Phil., Associate Professor

4. Mr. S. Rangaraju M.A., M.Phil., Assistant Professor

5. Dr. S. Sivakumar M.A., M.Phil., Ph.D., Assistant Professor

6. Dr. S. Sathiyasekaran M.A., M.Phil., Ph.D., Assistant Professor

7. Dr. N. Raja M.A., M.Phil., Ph.D., B.Ed., Assistant Professor

8. Dr. K. Govindarajan M.A., M.Phil., Ph.D., B.Ed., Assistant Professor

9. Mr. A. Prabhakaran M.A., M.Phil., Ph.D., Assistant Professor

10. Dr. A. Rajaram M.A., M.Phil., Ph.D., Assistant Professor

11. Dr. P. Jeyabalakrishnan M.A., M.Phil., DLL & DAL, Pj.D., D.Litt., Assistant Professor

12. Dr. K. Karthikeyan M.A., M.Phil., Ph.D., PGDCA., Assistant Professor

DEPARTMENT OF COMMERCE

1. Head of the Department

Mrs. M. Kannagi M.Com., M.Phil., (SLET) B.Ed., Assistant Professor

2. Dr. J. Paramasivam M.Com., B.Ed., DCA., M.Phil., MBA., Ph.D., Assistant Professor

3. Dr. D. Thamizhvel M.Com., M.Phil., Ph.D., Assistant Professor

4. Dr. C. Vilvijayan M.Com., M.Phil., Ph.D., Assistant Professor

5. Mr. M. Suresh M.Com., M.Phil., ICWA(I) Assistant Professor

6. Dr. N. Lalitha M.Com., M.Phil., PGDCA., Ph.D., Assistant Professor

7. Dr. V. Suresh M.Com., M.Phil., Ph.D., Assistant Professor

8. Dfr. R. Kasilingam M.com., M.Phil., PGDCA., Ph.D., Assistant Professor

9. Dr. S. Rajeshwari M.Com., M.Phil., MBA., Ph.D., Assistant Professor

10 to 11 Part-time Vacant

DEPARTMENT OF BUSINESS ADMINISTRATION

1. Head of the Department

Dr. G. Suganthi B.E., MBA., (SLET) Ph.D., Assistant Professor

2. Dr. V. Sumathy MBA., M.Phil., Ph.D., Assistant Professor

3. Dr. K. Natarajan M.A. (Eco)., MLIS., MBA., M.Phil., Ph.D., Assistant Professor

DEPARTMENT OF ECONOMICS

1. Head of the Department

Mr. R. Magesan M.A., M.Phil., B.Ed., Assistant Professor

2. Dr. V. Premalatha M.A., M.Phil., Ph.D., Assistant Professor

3. Mrs. M. Rani M.A., M.Phil., B.Ed., Assistant Professor

4. Dr. N. Rajeshkumar M.A., M.Phil., Ph.D., Assistant Professor

5. Dr. V. Anbarasi M.A., M.Phil., Ph.D., Assistant Professor

6. Dr. C. Selvarani M.A., M.Phil., Ph.D., Assistant Professor

7. Dr. V. Selvam M.A., M.Phil., Ph.D., Assistant Professor

8. Dr. A. Gayathri M.A., M.Phil., Ph.D., Assistant Professor

9. Dr. R. Sambath M.A., M.Phil., D.Co.Op., Ph.D., Assistant Professor

DEPARTMENT OF MATHEMATICS

1. Head of the Department

Mr. K. Ramachandranan M.Sc., M.Phil., B.Ed., Associate Professor

2. Dr. R. Indira M.Sc., M.Phil., B.Ed., Ph.D., Assistant Professor

3. Dr. K. Balasangu M.Sc., M.Phil., Ph.D., Assistant Professor

4. Mrs. A. Ezhil M.Sc., M.Phil., Assistant Professor

5. Mr. V. Ganesan M.Sc., MCA., M.Phil., Assistant Professor

6. Dr. M. Simeringa M.Sc., M.Phil., Ph.D., Assistant Professor

7. Mrs. K. Ananthakanaga Jothi M.Sc., M.Phil., Assistant Professor

8. Dr. K. Lalitha M.sc., M.Phil., Ph.D., Assistant Professor

9 to 11 Vacant

DEPARTMENT OF PHYSICS

1. Head of the Department

Mrs. S. Mugundhakumari M.Sc., M.Phil., Assistant Professor

2. Dr. D. Praveena M.Sc., Ph.D., B.Ed., PGDCA., Assistant Professor

3. Mr. R. Murugesan M.Sc., M.Phil., Ph.D., Assistant Professor

4. Mrs. K. Velvizhi M.Sc., M.Phil., Assistant Professor

5. Dr. P. Shanmugasundaram M.Sc., M.Phil., Ph.D., Assistant Professor

6. Dr. K. Veeramuthu M.Sc., Ph.D., Assistant Professor

7. Dr. P. Anandan M.Sc., B.Ed., M.Phil., Ph.D., Assistant Professor

8. Dr. K. Helan Ruth Joice M.Sc., M.Phil., M.A., B.Ed., Ph.D., Assistant Professor

9. Dr. D. Jayakumari M.Sc., Ph.D., B.Ed., Assistant Professor

10. Dr. K. Vallalperuman M.Sc., M.Phil., Ph.D., Assistant Professor

11. Mrs. M. Anitha M.Sc., M.Phil., Assistant Professor

12. Dr. R. Ezhilpavai M.Sc., M.Phil., Ph.D., Assistant Professor

13. Dr. N. Sundaramoorthi M.Sc., B.Ed., M.Phil., Ph.D., Assistant Professor

DEPARTMENT OF CHEMISTRY

1. Head of the Department

Dr. G. Rajavel M.Sc., M.Phil., M.Ed., Ph.D., Associate Professor

2. Dr. S. Shiyamala M.Sc., M.Phil., B.Ed., Ph.D., Assistant Professor

3. Dr. M. Tamilselvi M.Sc., M.Phil., B.Ed., Ph.D., Assistant Professor

4. Mrs. G. Gunavathi M.Sc., M.Phil., B.Ed., Assistant Professor

5. Mr. G. Sundaraselvan M.Sc., M.Phil., M.Ed., M.Phil., ISTE., Assistant Professor

6. Mrs. S.M. Anuratha M.Sc., M.Phil., Assistant Professor

7. Mrs. K. Arulvani M.Sc., M.Phil., Assistant Professor

8. **Dr. M. Elangovan** M.Sc., M.Phil., M.Ed., Ph.D., FIC Assistant Professor
9. **Dr. A. Kuraitheerthakumaran** M.Sc., M.Phil., Ph.D., Assistant Professor
10. **Vacant**

DEPARTMENT OF ZOOLOGY

1. **Head of the Department**
Dr. G. Senthilkumar M.Sc., Ph.D., Assistant Professor
2. **Mr. K.S. Praveen Sabu** M.Sc., M.Phil., B.Ed., Assistant Professor
3. **Dr. S. Muthalagi** M.Sc (zoo)., M.Sc (Bio-Inf)., MBA (Ed-Mg)., Ph.D., Assistant Professor
4. **Dr. N. Suresh** M.Sc., M.Phil., Ph.D., Assistant Professor
5. **Dr. S. Dhanasekaran** M.Sc., M.Phil., Ph.D., Assistant Professor
6. **Dr. T. Vivekananthan** M.Sc., M.Phil., Ph.D., B.Ed., Assistant Professor
7. **Dr. R. Mohanambal** M.Sc., M.Phil., B.Ed., Ph.D., Assistant Professor
- 8 to 10 **Vacant**

DEPARTMENT OF BOTANY

1. **Head of the Department**
Dr. M. Sivashanmugam M.Sc., M.Phil., Ph.D., Assistant Professor
2. **Dr. K.M. Aalagulakshmanan** M.Sc., M.Phil., Ph.D., B.Ed., Assistant Professor
3. **Dr.K.Saravanakumar** M.Sc.,M.Phil.,Ph.D.,Assistant Professor
4. **Dr. R. Rajendiran** M.Sc., M.Phil., Ph.D., B.Ed., Assistant Professor
5. **Dr. R. Manivasagaperumal** M.Sc., M.Phil., B.Ed., Ph.D., Assistant Professor
6. **Dr. P.V. Sivakumar** M.Sc., M.Phil., Ph.D., Assistant Professor

DEPARTMENT OF COMPUTER SCIENCE

1. Head of the Department

Mrs. V. Tamilarasi M.Sc., M.Phil., Associate Professor

2. Mrs. V. Malarvizhi M.Sc., M.Phil., Associate Professor

3. Mrs. K. S. Padmashree M.Sc.(Maths)., M.Phil.(Maths)., MCA., M.Pgil(C.S)., B.Ed., PGDCA., Assistant Professor

4. Mr. T. Arulselvam M.Sc., M.Phil., M.Tech., Assistant Professor

5 to 8 Vacant

DEPARTMENT OF LIBRARY

Mr. A. Piradheep Kumar M.L.I.Sc., PGDLAN., College Librarian

DEPARTMENT OF PHYSICAL EDUCATION

1. Dr. R. Mathivanan M.A., M.Phil., M.P.Ed., Ph.D., Director of Physical Education

2. Vacant (Trainer)

NATIONAL SERVICE SCHEME

1. Dr. K. Veeramuthu M.Sc., Ph.D Assistant Professor

2. Dr. G. Sundaraselvan M.Sc., M.Phil., M.Ed., M.Phil., ISTE Assistant Professor

3. Mrs. A. Ezhil M.Sc., M.Phil., Assistant Professor

NATIONAL CARDET CORP

1. Dr. K. Veeramuthu M.Sc., Ph.D Assistant Professor

STUDENT COOPERATIVE SOCEITY

1. Mr. R. Magesan M.A., M.Phil., B.Ed., Assistant Professor

YOUTH RED CROSS

1. Dr. G. Sundaraselvan M.Sc., M.Phil., M.Ed., M.Phil., ISTE Assistant Professor

CAREER GUIDANCE CELL

1. **Dr. G. Senthilkumar** M.Sc., Ph.D Assistant Professor

STUDENTS FREE BUS-PASS
DEPARTMENT OF ZOOLOGY

COLLEGE OFFICE FACULTIES

- | | |
|--|--------------------|
| 1. Mrs. T. Thomas Ignesus Mary | - Bursar |
| 2. Mrs. S. Lakshadeepam B.Com | - Superintendent |
| 3. Mrs. G. Kanchana B.Com | - Assistant |
| 4. Vacant | - Assistant |
| 5. Mrs. Ezhilarasi B.com | - Junior Assistant |
| 6. Mrs. T. Jeyanthi B.Litt., M.A., | - Junior Assistant |
| 7. Mr. S. Natarajan M.A., | - Typist |
| 8. Mr. V. Balamurugan M.Sc., M.Phil., | - Prorammer |
| 9. Mr. M. Ranganayagi | - Lab Assistant |
| 10. Mr. C. Manikandan | - Lab Assistant |
| 11. Vacant | - Lab Assistant |
| 12. Vacant | - Lab Assistant |
| 13. Vacant | - Lab Assistant |
| 14. Vacant | - Lab Assistant |
| 15. Mrs. R. Revathi | - Office Assistant |
| 16. Vacant | - Office Assistant |
| 17. Vacant | - Office Assistant |
| 18. Mr. C. Jayabahadhur | - Watchman |
| 19. Vacant | - Sergeant |
| 20. Vacant | - Watchman |
| 21. Vacant | - Cleaner |
| 22. Vacant | - Cleaner |
| 23. Vacant | - Gardener |
| 24. Vacant | - Marker |
| 25. Mr. N. Kannadhasan | - Writer |

COURSES OFFERED

I. Under Graduate

Major	Medium	Allied
B.A. TAMIL Shift I & II	Tamil	1. Thamizhaga Varalarum Panbadum
		2. Tamil Ilakkiya Varalaru
B.A. ENGLISH Shift I & II	English	1. Social History of Enlgand
		2. Histroy of English Literature and Literary Forms
B. A. HISTORY	English / Tamil	1. Comparative Politics
		2. Tourism
B. A. ECONOMICS	English / Tamil	1. Agricultural Marketing
		2. Industrial Economics
B. Sc MATHEMATICS SHIFT I & II	English / Tamil	1. Physics
		2. Chemistry
B.Sc PHYSICS	English / Tamil	1. Chemistry
		2. Mathematics
B. Sc CHEMISTRY	English	1. Physics
		2. Mathematics / Botany
B. Sc ZOOLOGY	English / Tamil	1. Chemistry
		2. Botany
B. Sc BOTANY	English	1. Zoology
		2. Chemistry
B. Sc COMPUTER SCIENCE SHIFT I & II	English	1. Physics
		2. Mathematics
B. Com SHIFT I & II	English	1. Business Communication
		2. Business Statistics
BBA	English	1. Business Organisation
		2. Business Communication

II. Post Graduate

Arts	Science
1. M.A., TAMIL	1. M.Sc MATHEMATICS
2. M.A. ENGLISH	2. M.Sc ZOOLOGY
3. M.A. HISTORY	3. M.Sc COMPUTER SCIENCE
4. M. Com, COMMERCE	4. M.Sc PHYSICS
	5. M.Sc. CHEMISTRY

Mode of payment

1. Payment can be made only on college working days based on the time displayed on the notice board.
2. Tuition fees for each year must be paid in full within the first ten working days of the year. If a student fails to pay within the tenth working day of the year, a penalty of one rupee per day (excluding holidays) will be levied.
3. The student's name will be removed from the enrollment list if a student fails to pay within one month of the college opening after the holidays. If re-admitted the student should pay a fee of Rs.5. Student Attendance will not be issued for the intervening days from the date of removal from the name sheet to the date of payment and re-admission.
4. If a student leaves college in the middle of the year, the student will not be able to withdraw any of the tuition fees paid for that year.
5. If a student applies for a transfer certificate and conduct certificate, he will have to pay all the pay dues and penalties. A certificate will be issued only after the payment of dues.

Fee details

1. Tuition fees: Collected as per Government Order
2. Special computer training class is conducted for all first-year undergraduate (excluding computer science) students. The corresponding fee is Rs.700 / -
3. Model Examination Fee Rs.100 / Insurance Fee Rs.35 /

Thiruvalluvar University Attendance Rules

1. 181 days in an academic year are college working days.
2. 75 per cent and above Attendance Registration is needed to write University examinations.

3. Students who have got 65 per cent (55 per cent for pregnant students) and above but less than 75 per cent for attendance, have to pay condonation fees Rs.1000 to the Registrar, Thiruvalluvar University, Vellore – 5.
4. Pregnant students must submit a certificate issued by a government hospital DGO. After that, they will be permitted to write examinations.
5. Attendance of less than 50 per cent and up to 55 per cent will not be allowed to appear for the examination of that year. Those who have less than 50 per cent will be allowed to continue their studies. But he/she has to repeat the semester in the next academic year and they have to apply to the University through the Principal to rejoin the same class with the lowest attendance.
6. Science students should have 75 per cent of attendance for practical classes or else they will not be able to appear for their exams

CAREER GUIDANCE CELL

The career guidance bureau has been functioning vibrantly at Thiru Kolanjiappar Government Arts College with a Director and Members.

Its objectives are;

1. Informing students about employment details.
2. Preparing students to face employment-related competitive exams and interviews
3. Inviting various companies to the college to interview students and enable the eligible students to get placed.

Department of Physical Education

All students are members of the Sports Club. The sports committee includes a Principal (chairman), a Professor [Vice-Chairman] and Director of Physical Education (Secretary).

Also, a student member will be appointed as the General Captain of this committee.

National Service Scheme

Under the National Service Scheme Program, three units are functioning in our college. The principal objective of this program is; to foster a sense of nationalism among students and motivate them to partake in social welfare activities. Interested students can join this program with the consent of the Principal and selected students will be permitted the NSS Activities.

National Cadet Corps

The force operates with 100 students and a faculty member. Selected students should undergo a medical test before joining this force. They will be trained on the college campus and elsewhere according to the training program. Students will be sent to eight different camps based on merit. Students will be sent for B and C exams at the end of the year.

Objectives

Objectives of the NCC are; cultivating leadership traits, moral sense, friendliness, and charity. Trained with discipline to create an army and protect the welfare of the country in times of crisis. Making students get attributes to become officers in Army, Navy and Air-force.

Adi Dravidar Welfare Department, Backward Classes

Welfare Department, and De-notified Communities

Welfare Department

The scholarship will be provided to students who secure 75 per cent and above of attendance during the last academic year.

Department of Adi Dravidar and Tribal Welfare

According to G.O No: 41, the annual income of the parents from 03.07.2013 should be below Rs. 2,00,000.

Those who exceed the income of above two lakhs are not eligible for scholarships. Only Special fees and examination fees are given as stipends.

Scholarship provided by the Department of Backward Classes Welfare, Most Backward Classes and Rehabilitation

There is no income limit for receiving this allowance. However students will be approved based on the attendance percentage provided by the students. Therefore, students belonging to this category must also attend 75 percent. Therefore, it is informed that all types of scholarships will be given only to the students who have 75% attendance. Tamil Way Incentives will be given in cash to college students.

Conditions:

1. The annual income of the parents should not exceed Rs. 2,00,000/-.
2. Must be a backward student.
3. Proof of being the first graduate student to come from a backward family should be provided by the Dashildar.
4. If the annual income of the parents is more than Rs. 2,00,000/- Scholarships are not available for Christian students who have converted to Adi Dravidar caste.

When calculating this income only the basic salary received in the previous financial year should be taken into account. To receive this scholarship, students must have completed 75 percent attendance in the previous year and the current academic year. Scholarships will not be awarded to students with low attendance percentage for any reason.

Details of various Scholarships offered by the
Office of the Director of College Education

1. *National Eligibility Scholarship:*

Government of India Scheme: / 11th Class 12th Class and Vocational College National Scholarships are awarded to a limited number of students in the State. SSLC students will be selected for this scholarship based on marks obtained in +2 and degree classes. The list of students' selected based on merit will be obtained from the selection committee.

The monthly Scholarship is given to the Students of the parents subject to the prescribed condition. Students of the parents who are not subject to the condition will be given a certificate of merit and a cash award of Rs.100 / - as a prize. If one who wants to get this scholarship should not have received any other scholarships. Annual income 30 per cent of the general deduction or Rs. 10,000 / - and the balance Rs. Should not exceed 12,000/-

2. *Scholarship for freedom fighters:*

Students of the Parents who were imprisoned for at least three months for the cause of fighting for India's independence are also eligible to avail of this scholarship along with the fee concession. This also applies to students studying in Arts and Vocational College.

3. *Children of Army Veterans:*

For children of current and ex-servicemen, conditional fee waivers and allowances will be provided based on certain rules and regulations.

4. *Children of Sri Lankan Refugees:*

Children of Sri Lankan refugees studying in Govt. College of Arts will be offered scholarships and Fee concessions subject to certain terms and conditions.

5. National Credit Grant:

This is a scholarship based on study qualification and prescribed qualification. The annual income of the parents should not exceed Rs 15,000/- Applications are invited each year through the announcement of popular dailies.

6. Intermediate (Ad Hoc) Scholarship Scheme:

Rs. 400/- will be given only to the underprivileged and proselytizing Christian first-year students who have passed in the first attempt by securing not less than 60% marks at the higher secondary level. There is no income limit for this scheme.

7. Stipend for Research

A research stipend of Rs 36,000 is provided by the Government of Tamil Nadu.

Note: Socially and economically marginalized students and scheduled tribes are exempted to pay fees for the purchase and registration of college applications to admit them to eligible courses. Moreover, the tuition fee is not levied at the time of their admission. Most backward classes, scheduled castes and scheduled tribes were exempted from remit tuition fees and special fees at the time of admission to the college. Scheduled caste students by obtaining community certificate from tasildhar and most backward students from deputy tasildhar respectively to be submitted to the college.

College Library

The College Library functioning on the ground floor of the College's main building with a seating capacity of 50 students to access reference books at a time. It also has separate sections for students to use such as the reading area, reference area and textbooks distribution area. The College Library has 47,000 books, and multinational e-books to suit the curriculum and to enhance the knowledge of the students. The library is being computerized by library software to modernize it. Separate departmental libraries are functioning in all departments.

Services provided by the college library.

1. Distribution and receipt of books.
 2. Accessing reference books in the library is available
 3. Internet facility is available.
 4. Central / State Government public examination books are available in separate racks.
 5. Employment and important news are notified immediately through the notice board.
-
- The library is open on all working days. All students and teachers are its members..
 - The library is open on all working days.
 - All students and teachers are its members.
 - Post graduate and undergraduate students of arts and science are given one card each, for M.phil., students 2 cards each and for Ph.d., students 3 cards are provided.
 - Alternative card can be obtained by paying Rs. 50 / -.
 - Students are allowed to get books from the library from 11.00 am on all working days.
 - Only one book will be issued for each library card.
 - Texts must be returned within 15 days from the date of collection. Students will be charged Rs. 2 / - per book per day after the specified day.
 - Students can return their books or library card when they leave the college and obtain a certificate of no-dues.
 - Students are not allowed inside the library without an ID card and usage of mobile phone is also prohibited.

THIRU KOLANJIAPPAR GOVERNMENT ARTS COLLEGE,(GRADE-I)
VRIDDHACHALAM - 606 001.

BONAFIDE CERTIFICATE

This is to certify that Selvan/Selvi.....

is a bonafide Student of this College studying in FIRST/SECOND/THIRD
year Degree in during the

Academic year 20 - 20

Principal

JUNE 2017

Date	Day	Details	Day Order	No. of Working Days
1	Thu			
2	Fri			
3	Sat			
4	Sun			
5	Mon			
6	Tue			
7	Wed			
8	Thu			
9	Fri			
10	Sat			
11	Sun			
12	Mon			
13	Tue			
14	Wed			
15	Thu			
16	Fri	Collge Reopens After Summer Holidays	1	1
17	Sat	Holiday	***	***
18	Sun	Holiday	***	***
19	Mon		2	2
20	Tue		3	3
21	Wed		4	4
22	Thu		5	5
23	Fri		6	6
24	Sat	Holiday	***	***
25	Sun	Holiday	***	***
26	Mon	Ramzan Holiday	@	@
27	Tue		1	7
28	Wed		2	8
29	Thu		3	9
30	Fri		4	10
		Total Working Days		10

JULY 2017

Date	Day	Details	Day Order	No. of Working Days
1	Sat	Holiday	** *	** *
2	Sun	Holiday	** *	** *
3	Mon		5	11
4	Tue		6	12
5	Wed		1	13
6	Thu		2	14
7	Fri		3	15
8	Sat	Holiday	** *	** *
9	Sun	Holiday	** *	** *
10	Mon		4	16
11	Tue		5	17
12	Wed		6	18
13	Thu		1	19
14	Fri		2	20
15	Sat	Holiday	** *	** *
16	Sun	Holiday	** *	** *
17	Mon		3	21
18	Tue		4	22
19	Wed		5	23
20	Thu		6	24
21	Fri		1	25
22	Sat	Holiday	** *	** *
23	Sun	Holiday	** *	** *
24	Mon		2	26
25	Tue		3	27
26	Wed		4	28
27	Thu		5	29
28	Fri		6	30
29	Sat	Holiday	** *	** *
30	Sun	Holiday	** *	** *
31	Mon		1	31
		Total Working Days		21

AUGUST 2017

Date	Day	Details	Day Order	No. of Working Days
1	Tue		2	32
2	Wed		3	33
3	Thu		4	34
4	Fri		5	35
5	Sat	Holiday	** *	** *
6	Sun	Holiday	** *	** *
7	Mon		6	36
8	Tue		1	37
9	Wed		2	38
10	Thu		3	39
11	Fri		4	40
12	Sat	Holiday	** *	** *
13	Sun	Holiday	** *	** *
14	Mon	Gokulastami-Holiday	@@@	@@@
15	Tue	Independence Day-Holiday	@@@	@@@
16	Wed		5	41
17	Thu		6	42
18	Fri		1	43
19	Sat	Holiday	** *	** *
20	Sun	Holiday	** *	** *
21	Mon		2	44
22	Tue		3	45
23	Wed		4	46
24	Thu		5	47
25	Fri	Vinayagar Chathurthi_Holiday	@@@	@@@
26	Sat	Holiday	** *	** *
27	Sun	Holiday	** *	** *
28	Mon	Holiday	** *	** *
29	Tue		6	48
30	Wed		1	49
31	Thu		2	50
		Total Working Days		19

SEPTEMBER 2017

Date	Day	Details	Day Order	No. of Working Days
1	Fri		3	51
2	Sat	Bakrith -Holiday	@@@	@@@
3	Sun	Holiday	** *	** *
4	Mon		4	52
5	Tue		5	53
6	Wed		6	54
7	Thu		1	55
8	Fri		2	56
9	Sat	Holiday	** *	** *
10	Sun	Holiday	** *	** *
11	Mon		3	57
12	Tue		4	58
13	Wed		5	59
14	Thu		6	60
15	Fri		1	61
16	Sat	Holiday	** *	** *
17	Sun	Holiday	** *	** *
18	Mon		2	62
19	Tue		3	63
20	Wed		4	64
21	Thu		5	65
22	Fri		6	66
23	Sat	Holiday	** *	** *
24	Sun	Holiday	** *	** *
25	Mon		1	67
26	Tue		2	68
27	Wed		3	69
28	Thu	Holiday	@@@	@@@
29	Fri	Ayuthapoojai-Holiday	@@@	@@@
30	Sat	Vijayathasami-Holiday	@@@	@@@
		Total Working Days		19

OCTOBER 2017

Date	Day	Details	Day Order	No. of Working Days
1	Sun	Moharam-Holiday	** *	** *
2	Mon	Ganthi Jayathi-Holiday	@@@	@@@
3	Tue		4	70
4	Wed		5	71
5	Thu		6	72
6	Fri		1	73
7	Sat	Holiday	** *	** *
8	Sun	Holiday	** *	** *
9	Mon		2	74
10	Tue		3	75
11	Wed		4	76
12	Thu		5	77
13	Fri		6	78
14	Sat	Holiday	** *	** *
15	Sun	Holiday	** *	** *
16	Mon		1	79
17	Tue		** *	** *
18	Wed	Diwali - Holiday	@@@	@@@
19	Thu		** *	** *
20	Fri		2	80
21	Sat	Holiday	** *	** *
22	Sun	Holiday	** *	** *
23	Mon		3	81
24	Tue		4	82
25	Wed		5	83
26	Thu		6	84
27	Fri		1	85
28	Sat	Holiday	** *	** *
29	Sun	Holiday	** *	** *
30	Mon		2	86
31	Tue		3	87
		Total Working Days		18

NOVEMBER 2017

Date	Day	Details	Day Order	No. of Working Days
1	Wed		4	88
2	Thu		5	89
3	Fri		6	90
4	Sat	Holiday	** *	** *
5	Sun	Holiday	** *	** *
6	Mon		1	91
7	Tue	ODD Semester Ends		
8	Wed			
9	Thu			
10	Fri			
11	Sat			
12	Sun			
13	Mon			
14	Tue			
15	Wed			
16	Thu			
17	Fri			
18	Sat			
19	Sun			
20	Mon			
21	Tue			
22	Wed	Even Semster Begins	1	1
23	Thu		2	2
24	Fri		3	3
25	Sat	Holiday	** *	** *
26	Sun	Holiday	** *	** *
27	Mon		4	4
28	Tue		5	5
29	Wed		6	6
30	Thu		1	7
		Total Working Days		7

DECEMBER 2017

Date	Day	Details	Day Order	No. of Working Days
1	Fri		2	8
2	Sat	Milathunabi-Holiday	** *	** *
3	Sun	Holiday	** *	** *
4	Mon		3	9
5	Tue		4	10
6	Wed		5	11
7	Thu		6	12
8	Fri		1	13
9	Sat	Holiday	** *	** *
10	Sun	Holiday	** *	** *
11	Mon		2	14
12	Tue		3	15
13	Wed		4	16
14	Thu		5	17
15	Fri		6	18
16	Sat	Holiday	** *	** *
17	Sun	Holiday	** *	** *
18	Mon		1	19
19	Tue		2	20
20	Wed		3	21
21	Thu		4	22
22	Fri		5	23
23	Sat	Holiday	** *	** *
24	Sun	Holiday	** *	** *
25	Mon	Chritmas - Holiday	@@@	@@@
26	Tue		6	24
27	Wed		1	25
28	Thu		2	26
29	Fri		3	27
30	Sat	Holiday	** *	** *
31	Sun	Holiday	** *	** *
		Total Working Days		20

JANUARY 2018

Date	Day	Details	Day Order	No. of Working Days
1	Mon	New year-Holiday	@@@	@@@
2	Tue	Aruthra Darsan-Holiday	@@@	@@@
3	Wed		4	28
4	Thu		5	29
5	Fri		6	30
6	Sat	Holiday	** *	** *
7	Sun	Holiday	** *	** *
8	Mon		1	31
9	Tue		2	32
10	Wed		3	33
11	Thu		4	34
12	Fri		5	35
13	Sat	Bohi-Holiday	@@@	@@@
14	Sun	Pongal-Holiday	@@@	@@@
15	Mon	Mattu pongal_Holiday	@@@	@@@
16	Tue	Kaanum Pongal- Holiday	@@@	@@@
17	Wed		6	36
18	Thu		1	37
19	Fri		2	38
20	Sat	Holiday	** *	** *
21	Sun	Holiday	** *	** *
22	Mon		3	39
23	Tue		4	40
24	Wed		5	41
25	Thu		6	42
26	Fri		@@@	@@@
27	Sat	Holiday	** *	** *
28	Sun	Holiday	** *	** *
29	Mon		1	43
30	Tue		2	44
31	Wed	ThaiPoosam_Holiday	@@@	@@@
		Total Working Days		17

FEBRUARY 2018

Date	Day	Details	Day Order	No. of Working Days
1	Thu		3	45
2	Fri		4	46
3	Sat	Holiday	** *	** *
4	Sun	Holiday	** *	** *
5	Mon		5	47
6	Tue		6	48
7	Wed		1	49
8	Thu		2	50
9	Fri		3	51
10	Sat	Holiday	** *	** *
11	Sun	Holiday	** *	** *
12	Mon		4	52
13	Tue		5	53
14	Wed		6	54
15	Thu		1	55
16	Fri		2	56
17	Sat	Holiday	** *	** *
18	Sun	Holiday	** *	** *
19	Mon		3	57
20	Tue		4	58
21	Wed		5	59
22	Thu		6	60
23	Fri		1	61
24	Sat	Holiday	** *	** *
25	Sun	Holiday	** *	** *
26	Mon		2	62
27	Tue		3	63
28	Wed		4	64
		Total Working Days		20

MARCH 2018

Date	Day	Details	Day Order	No. of Working Days
1	Thu	Masimagam_holiday	@@@	@@@
2	Fri		5	65
3	Sat	Holiday	** *	** *
4	Sun	Holiday	** *	** *
5	Mon		6	66
6	Tue		1	67
7	Wed		2	68
8	Thu		3	69
9	Fri		4	70
10	Sat	Holiday	** *	** *
11	Sun	Holiday	** *	** *
12	Mon		5	71
13	Tue		6	72
14	Wed		1	73
15	Thu		2	74
16	Fri		3	75
17	Sat	Holiday	** *	** *
18	Sun	Telugu New Year-Holiday	** *	** *
19	Mon		4	76
20	Tue		5	77
21	Wed		6	78
22	Thu		1	79
23	Fri		2	80
24	Sat	Holiday	** *	** *
25	Sun	Holiday	** *	** *
26	Mon		3	81
27	Tue		4	82
28	Wed		5	83
29	Thu		6	84
30	Fri	Good Fri - Holiday	@@@	@@@
31	Sat	Holiday	** *	** *
		Total Working Days		20

APRIL 2018

Date	Day	Details	Day Order	No. of Working Days
1	Sun	Holiday	** *	** *
2	Mon		1	85
3	Tue		2	86
4	Wed		3	87
5	Thu		4	88
6	Fri		5	89
7	Sat	Holiday	** *	** *
8	Sun	Holiday	** *	** *
9	Mon		6	90
10	Tue		1	91
11	Wed			
12	Thu			
13	Fri			
14	Sat			
15	Sun			
16	Mon			
17	Tue			
18	Wed			
19	Thu			
20	Fri			
21	Sat			
22	Sun			
23	Mon			
24	Tue			
25	Wed			
26	Thu			
27	Fri			
28	Sat			
29	Sun			
30	Mon			
31		Total Working Days		7



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

*The Executive Committee of the
National Assessment and Accreditation Council
on the recommendation of the duly appointed
Peer Team is pleased to declare the
Thiru Kolanjiappar Government Arts College
Virudhachalam, Cuddalore, affiliated to Thiruvalluvar University, Tamil Nadu as
Accredited
with CGPA of 2.88 on four point scale
at B grade
valid up to March 16, 2021*

Date : March 17, 2016



[Signature]
Director

INSTRUCTIONS FOR STUDENTS

- 1. Students must always wear identity cards.**
- 2. Use of mobile phones is strictly prohibited on the college premises, if violated phone will be confiscated and penalized.**
- 3. Students must always be neatly dressed.**
- 4. Students are advised to maintain the canteen as clean as possible.**
- 5. Parking Two-wheelers and four-wheelers should be parked in a specified parking area only.**
- 6. All students are expected to offer obeisance to the teachers and seniors daily, on their first encounter.**
- 7. Students should not make horrible noises and disturb the classes.**
- 8. Unethical use of college walls, furniture, materials etc will be subjected to punishment.**
- 9. Damaging the college property is a punishable offence.**
- 10. Students are not allowed to gather or wander on verandah, stairs, porch, lawn etc.**
- 11. Students should observe the notice board on regular basis.**
- 12. No student will directly or indirectly indulge or provoke any kind of protest against the college administration or the government.**
- 13. Students must not involve in in-disciplinary activities as the principal considers their evil activity.**