

# **RAJIV GANDHI ARTS AND SCIENCE COLLEGE**

**THAVALAKUPPAM, PUDUCHERRY – 605 007**

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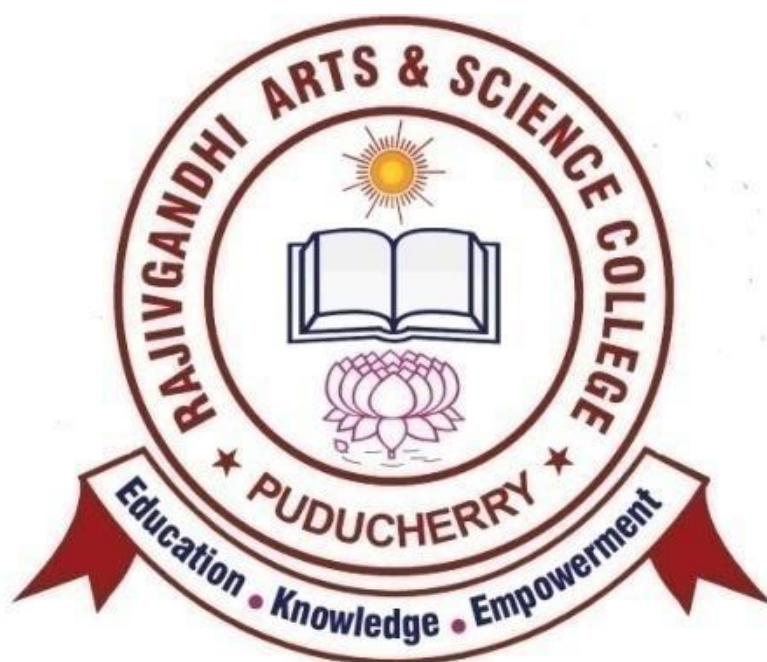
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**A Government of Puducherry Institution**

**Accredited by NAAC with 'B' Grade**

*(Affiliated to Pondicherry University)*



**CALENDAR**

**2019–2020**

Run under the aegis of  
**PONDICHERY SOCIETY FOR HIGHER EDUCATION (PONSHE)**  
(REG NO: 397/2007)

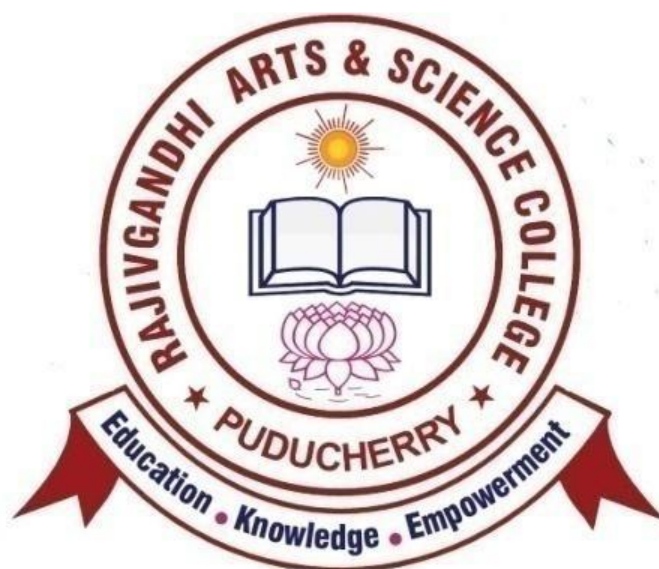
## **MISSION**

To fulfill the constitutional requirement of equality of educational opportunity, irrespective of race, ethnic background, religion, caste, creed, sex or economic conditions.

## **VISION**

To percolate education to rural and economically backward communities, in order to ensure equal opportunities for learning, social development and to uplift the living standard of the rural population"

## **COLLEGE EMBLEM AND MOTTO**



## **MOTTO**

- |       |  |
|-------|--|
| Sun   | – From Darkness unto Light, lead us                          |
| Book  | – Truths or Facts Accumulated in the Course of Time          |
| Lotus | – Pure White above the Water from the Depth of a Muddy Swamp |

## தமிழ்த்தாய் வாழ்த்து

வாழ்வினில் செம்மையைச் செய்பவள் நீயே!  
மாண்புகள் நீயே என் தமிழ்த் தாயே!  
வீழ்வாரை வீழாது காப்பவள் நீயே  
வீரனின் வீரமும், வெற்றியும் நீயே!

தாழ்ந்திடு நிலையினில் உனை விடுப்பேனோ?  
தமிழன்எந் நாளும் தலைகுனி வேனோ?  
சூழ்ந்தின்பம் நல்கிடும் பைந்தமிழ் அன்னாய்  
தோன்றுடல் நீஉயிர் நான்மறப் பேனோ?

செந்தமிழே! உயிரே! நறுந்தேனே!  
செயலினை மூச்சினை உனக்களித்தேனே!  
நைந்தா யெனில்நைந்து போகுமென் வாழ்வு  
நன்னிலை உனக்கெனில் எனக்குந் தானே!

முந்திய நாளினில் அறிவும் இலாது  
மொய்த்தநன் மனிதராம் புதுப்புனல் மீது  
செந்தாமரைக் காடு பூத்தது போலே  
செழித்தஎன் தமிழே ஒளியே வாழி!

- புரட்சிக் கவிஞர் **பாரதிதாசன்**

**NATIONAL ANTHEM**

Jana Gana Mana Adhinaayak Jaya Hey,  
Bhaarat Bhaagya Vidhaataa  
Panjaab Sindhu Gujarat Maraatha,  
Draavid Utkal Banga  
Vindhya Himaachal Yamuna Ganga,  
Uchchhal Jaladhi Taranga  
Tav Shubh Naamey Jaagey,  
Tav Shubh Aashish Maange  
Gaahey Tav Jayagaathaa  
Jana Gana Mangal Daayak,  
Jaya Hey Bhaarat Bhaagya Vidhaataa  
Jaya Hey, Jaya Hey, Jaya Hey,  
Jaya Jaya Jaya, Jaya Hey

**- Rabindranath Tagore**

**PERSONAL MEMORANDUM**

1. Name :
2. Register No :
3. Course & Branch :
4. Year (First / Second / Third) :
5. Date of Birth :
6. Sex :
7. Blood Group :
8. Address :
  
9. Telephone/Mobile :
10. E-Mail :
11. Other Details :

Affix  
Your  
Photo  
Here

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## INTRODUCTION

### PROFILE OF THE COLLEGE

**Rajiv Gandhi Arts and Science College** is situated in **Thavalakuppam**, a rural area nearly about 11 kms away from the town limit of Puducherry. It is almost the centre of axis between Puducherry and Cuddalore (Tamil Nadu). Having a glimpse at the history of the inception of the college, it is known that it got established as the Annexe of the age-old glorious institution, **Tagore Arts College** that was **founded** by the then **Honorable Prime Minister of India, Shri. Jawaharlal Nehru**, and later separated from it with a new name to exist on its own now.

On March 2007, the amalgamation of UTPASTICS with the Union Territory of Pondicherry Colleges of Education Society was made thus, emerged a new formation by the name Pondicherry Society for Higher Education (**PONSHE**). Registered under the society act 1860 (Act No. XXI of 1860) with the registration number 397/2007. His Excellency, the Lt. Governor of Puducherry accorded the approval to the college to function under the name "**Rajiv Gandhi Arts and Science College**" and thereafter, the college functions with all eminence for the growth of rural population.

Initially, the college functioned with two courses viz. **B.Com. (General)** and **B.Com. (Co-operative Management)** with intake of 30 students in each. During the year 2010, the number of seats in these two courses increased to 40 in each, and also provision for accommodation of three more courses were laid. Thus, Bachelor of Business Administration (**B.B.A.**), Bachelor of Computer Science (**B.Sc. Computer Science**) and Bachelor of Computer Applications (**B.C.A.**) emerged with an intake of 30 students in each.

It has now become the centre for Higher Education to the rural population with an ambitious remark and distinct characteristics inculcating socio-economical, moral and human values to the students apart from teaching curriculum. The college is located in the center of the rural area of Puducherry on a sprawling campus of **five acres**. It is in prime location for the rural genders, to have their higher education programs successfully, with an easy access to mobility.

This College is affiliated to Pondicherry University, offering 5 UG courses in Arts and Science disciplines. The Centre made a paradigm shift in the curriculum adopting Choice Based Credit System (CBCS) during 2017-18 for all UG programmes.

The institution has developed the students' strength to **900** through a common admission programme called **CENTAC** (Centralized Admission Committee for Arts and Science Courses) by the Government of Puducherry. Job opportunities are highlighted through the Career Guidance and Counseling Cell of the college that plays a significant role in showing up the opportunities available in the market and help the students to avail it. To create and develop the personality of the students with the society and community to live with, **N.C.C.**, **N.S.S.** and **R.R.C.** were started in this college. The college has a hierarchy committed towards the development of higher education under the concept "Education for All".

The Secretary to the Government (Education) functions as the Chairman of the Society Colleges run by the Government of Puducherry. The Director, Directorate of Higher & Technical Education, as Member Secretary, contributes for the overall functioning of the Pondicherry Society for Higher Education. The Principal administers the college with the functioning of faculty and non-teaching staff to cater the needs through Higher Education to the rural population. The vision and mission of the college depicts the importance of why and how it was framed for the complete development of rural folks through Higher Education.

### **COLLEGE TIMINGS**

Hour	Time
I	10.00 a.m. to 10.50 a.m.
II	10.50 a.m. to 11.40 a.m.
III	11.40 a.m. to 12.30 p.m.
Lunch Break	12.30 p.m. to 01.30 p.m.
IV	01.30 p.m. to 02.20 p.m.
V	02.20 p.m. to 03.10 p.m.
VI	03.10 p.m. to 04.00 p.m.



**GOVERNING BODY**

1.	Secretary to Government (Education)	Chairman	
2.	Secretary to Government (Finance)	Member	
3.	Representative of the Vice-Chancellor, Pondicherry University, Puducherry	Member	
4.	Regional Director, NCTE, Bangalore or His/her representative	Member	
5.	Joint/Deputy Secretary to Govt. (Education)	Member	
6.	Officer on Special Duty, DH&TE	Member	
7.	Under Secretary to Govt. (Finance)	Member	
8.	Principal, Rajiv Gandhi Arts and Science College, Puducherry	Member	
9.	Principal, Kasthurba College for Women, Puducherry	Member	
10.	Principal, Perunthalaivar Kamarajar Arts College, Puducherry	Member	
11.	Principal, Indira Gandhi College of Arts and Science, Puducherry	Member	
12.	Principal, Perunthalaivar Kamarajar College of Education, Karaikal	Member	
13.	Director, Directorate of Higher & Technical Education, Government of Puducherry	Member	Secretary

**ADVISORY COMMITTEE**

- |     |   |                  |
|-----|---|------------------|
| 1.  | Secretary to Government (Education).  | Chairman         |
| 2.  | Director of Higher & Technical Education.   | Member           |
| 3.  | The Under Secretary to Govt.,<br>Finance Department, Puducherry.  | Member           |
| 4.  | Dr. R. Venkatesan, Professor,<br>Department of Chemistry,<br>Pondicherry University. (University Nominee)   | Member           |
| 5.  | Dr. Pramod Singh, Professor<br>Department of Earth Science,<br>Pondicherry University. (University Nominee) | Member           |
| 6.  | The Principal,<br>IGCAS, Kathirkamam,<br>Puducherry.  | Member           |
| 7.  | The Principal,<br>PKASC, Kalitheerthalkuppam,<br>Puducherry.  | Member           |
| 8.  | Mrs. P. Gayathiri,<br>Assistant Professor of Computer Applications,<br>RGASC, Thavalakuppam,<br>Puducherry. | Member           |
| 9.  | Dr. P. Selvaraj,<br>Assistant Professor of Co-op. Management,<br>RGASC, Thavalakuppam,<br>Puducherry.       | Member           |
| 10. | The Principal,<br>Rajiv Gandhi Arts & Science College,<br>Thavalakuppam, Puducherry.                        | Member Secretary |

**PRINCIPAL**  
**Dr. V. ARJUNAN, M.Sc., M.Phil., M.Ed., PGDCA., Ph.D.**

**DEPARTMENT-WISE FACULTY**

**DEPARTMENT OF TAMIL**

Dr. R. B. Vivekanandadasan, M.A., M.Phil., Ph.D.	– Assistant Professor & Head
*Dr.M. Senthamizhco M.A., M.A., M.Phil., Ph.D.	– Assistant Professor

**DEPARTMENT OF ENGLISH**

Dr. U. Gayathri Devi, M.A., M.Phil., Ph.D.	– Assistant Professor & Head
Mrs. O.Vijayalakshmi, M.A., M.Phil.	– Assistant Professor

**DEPARTMENT OF MATHEMATICS**

Dr. K. Sathiya, M.Sc., M.Phil., B.Ed., Ph.D.	– Assistant Professor & Head
*Mr. C. Balamourugane, M.Sc., B.Ed., M.Phil.	– Assistant Professor

**DEPARTMENT OF ECONOMICS**

Mr. S. Saravanan, M.A., M.Com., M. Phil.	– Assistant Professor & Head
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**DEPARTMENT OF COMMERCE**

Dr. K. Balaji @ Mathimaran, M. Com., B. Ed., M. Phil., Ph.D.	– Assistant Professor & Head
Mr. K. Narayanan, M. Com., M.B.A., M. Phil.	– Assistant Professor
Mrs. V. Jeevalakshmi, M.Com.	– Assistant Professor
*Mr. C. Chandrakasan, M. Com., M.B.A., M. Phil.	– Assistant Professor
*Mr. A. Fyros, M. Com., M.B.A., M. Phil.	– Assistant Professor
*Mrs. Rouvier Sabrina Marie, M. Com., M.Phil.	– Assistant Professor

**DEPARTMENT OF CO-OPERATIVE MANAGEMENT**

Dr. P. Selvaraju, M. A., M. B. A., M. Phil., PGDCA., Ph.D.	– Assistant Professor & Head
*Dr. S. Sudhakar, M. A., M. Phil., Ph.D.	– Assistant Professor

**DEPARTMENT OF COMPUTER SCIENCE**

Mrs. Yamunarani, M.Sc., M.Phil.	– Assistant Professor & Head
*Mrs. S. Jegadeeswari, M.Sc., M.Phil.	– Assistant Professor
*Mrs. G. Punetha Sarmila, M.S.I.T., M.Phil.	– Assistant Professor
*Mrs. B. Balavinothini, M.S.I.T., M.Phil.	– Assistant Professor
*Mrs. P. Revathy, M.Sc., B.Ed., M.Phil.	– Assistant Professor
*Dr.D. Tamiz Selvam, M.Sc., M.Phil., Ph.D	– Assistant Professor
*Mr.M. Shanmugham, M.C.A., M.Tech.	– Assistant Professor

**DEPARTMENT OF COMPUTER APPLICATIONS**

Mrs. Gayathiri. P, M.C.A., M.Phil .	– Assistant Professor & Head
*Mr. R. Jeevangan, M.C.A., M. Phil.	– Assistant Professor
*Mrs. R. Senthil Vadivoo, M.Sc., M.C.A., M. Phil.	– Assistant Professor
*Mr. S. Rantheep Raja, M.C.A., M.Phil.	– Assistant Professor
*Mrs. S. Sutha, M.C.A., M.Phil.	– Assistant Professor
*Mr. Maleappane Lawrence Vanagamoudiar, M.C.A., M.Tech.	– Assistant Professor

**DEPARTMENT OF BUSINESS ADMINISTRATION**

*Dr. M. Kanthan, M.T.A., M.Phil., P.G.D.E.M, Ph.D.	– Assistant Professor & Head
*Mr. P. Jayakumar, M.B.A., M.A (HR), M.Com, B.Ed., M.Phil.	– Assistant Professor
*Mr. V. Ramesh Shankar, M.B.A., M.M.M., M.Phil.	– Assistant Professor
*Mrs. G. Vaigai, M.B.A.(I.B)	– Assistant Professor

**DEPARTMENT OF PHYSICAL EDUCATION**

Dr. Prakash Paquiaraj Sandou, M.P.Ed., M.Phil., PGDSM., Ph.D.	Director of Physical Education
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**LIBRARIAN**

Mrs. B. Sarasukala Jayavani, M.C.A., M.L.I.S., M.Phil.	Assistant Librarian
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**NATIONAL SERVICE SCHEME**

Dr. K. Sathiya, M.Sc., M.Phil., B.Ed., Ph.D.	N.S.S. Programme Officer
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**NATIONAL CADET CORPS**

Dr. Prakash Paquiaraj Sandou, M.P.Ed., M.Phil., PGDSM., Ph.D.	Associate N.C.C. Officer (ANO)
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**LAB ASSISTANT**

*Mr. D. Prabu, M.Sc. (Comp. Sci.)	Lab Technician
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\*On contract basis

**ADMINISTRATIVE STAFF**

DESIGNATION	NAME OF THE STAFF
OFFICE SUPERINTENDENT	Mr. S. TAMILSELVAM , M.Sc.
ASSISTANT	Mrs. B. ANANDAJOTHY
U.D.C	Mr. A. VEERAKRISHNAN
STORE KEEPER	Mr. A. MURUGAN
MTS GENERAL	Mrs. R. GUNASUNDARI
	Mr. R. NEDUNCHEZHIAN
	Mrs. POORANI
*Mrs. S. Sarasu	Sanitary Assistant
*Mrs. I. Devi	
*Mrs. M. Ruba	
* Mrs. S. Jayanthi Janatha	
* Mrs. M .Thamizh	

\*On contract basis

**COURSES OFFERED**

Sl. No.	Course	Students Intake
1.	B.Com (General)	60
2.	B.Com. (Co-operative Management)	60
3.	Bachelor of Business Administration	60
4.	B. Sc. (Computer Science)	60
5.	Bachelor of Computer Applications	60

## COURSE CURRICULUM

### 1. B.Com – General

Course	Sub Code	Title of the Paper
<b>SEMESTER I</b>		
MIL – 1	LT1(1)	HINDI-I/ TAMIL –I /MALAYALAM - I/TELUGU-I/ BENGALI – I/SANSKRIT-I
ENGL – 1	EN1(1)	ENGLISH – I
DSC – 1A	MT1(1)	FINANCIAL ACCOUNTING
DSC – 2A	MT2(1)	BUSINESS LAW
<b>AECC - 1</b>	AE1(1)	<b>PUBLIC ADMINISTRATION</b>
<b>SEMESTER II</b>		
MIL - 2	LT2(1)	HINDI-II/TAMIL –II /MALAYALAM -II/TELUGU-II/ BENGALI – II/ SANSKRIT-II
ENGL - 2	EN2(1)	ENGLISH – II
DSC – 1B	MT3(1)	BUSINESS MANAGEMENT
DSC – 2B	MT4(1)	COMPANY LAW
<b>AECC - 2</b>	AE2(1)	<b>ENVIRONMENTAL STUDIES</b>
<b>SEMESTER III</b>		
DSC – 1C	MT5(1)	GOODS AND SERVICES TAX
DSC – 2C	MT6(1)	BUSINESS STATISTICS
DSC – 3C	MT7(1)	MANAGEMENT ACCOUNTING- I
<b>SEC - 1</b>	MT8(1)	<b>COMMUNICATIVE SKILLS</b>
<b>SEMESTER IV</b>		
DSC – 1D	MT9(1)	MANAGEMENT ACCOUNTING - II
DSC – 2D	MT10(1)	COST ACCOUNTING
DSC – 3D	MT11(1)	INCOME TAX
<b>SEC - 2</b>	MT12(1)	<b>ARITHMETIC SKILLS</b>
<b>SEMESTER V</b>		
<b>SEC - 3</b>	MT17(1)	<b>COMPUTER APPLICATION SKILLS</b>
DSE – 1A	MT13(1)	FINANCIAL MANAGEMENT
DSE – 2A		FINANCIAL MARKET OPERATIONS
DSE – 3A	MT14(1)	<b>PRINCIPLES OF MARKETING</b>
DSE – 4A		CONSUMER BEHAVIOUR
DSE – 5A	MT15(1)	CORPORATE ACCOUNTING
<b>GE - 1</b>	MT16(1)	<b>PRINCIPLES OF MICRO ECONOMICS</b>
<b>SEMESTER VI</b>		
<b>SEC - 4</b>	MT18(1)	<b>ENTREPRENEURIAL SKILLS</b>
DSE – 1B		BANK MANAGEMENT
DSE – 2B		ESSENTIALS OF E-COMMERCE
DSE – 3B	MT19(1)	AUDITING
DSE – 4B	MT20(1)	ORGANIZATIONAL BEHAVIOUR
DSE – 5B	MT21(1)	HUMAN RESOURCE MANAGEMENT
<b>GE - 2</b>	MT22(1)	<b>INDIAN ECONOMY</b>

**2. B.Com. (Co-operative Management)**

<b>COURSE</b>	<b>SUB CODE</b>	<b>TITLE OF THE PAPER</b>
<b>SEMESTER I</b>		
MIL - 1	LT1(1)	HINDI-I/TAMIL-I/MALAYALAM - I/TELUGU-I / BENGALI – I/SANSKRIT-I
ENGL - 1	EN1(1)	ENGLISH – I
DSC – 1A	MT1(1)	FINANCIAL ACCOUNTING
DSC – 2A	MT2(1)	BUSINESS LAW
<b>AECC - 1</b>	AE1(1)	<b>PUBLIC ADMINISTRATION</b>
<b>SEMESTER II</b>		
MIL - 2	LT2(1)	HINDI-II/TAMIL-II/MALAYALAM - II/TELUGU-I / BENGALI – I/SANSKRIT-II
ENGL - 2	EN2(1)	ENGLISH – II
DSC – 1B	MT3(1)	BUSINESS MANAGEMENT
DSC – 2B	MT4(1)	COMPANY LAW
<b>AECC - 2</b>	AE2(1)	<b>ENVIRONMENTAL STUDIES</b>
<b>SEMESTER III</b>		
DSC – 1C	MT5(1)	GOODS AND SERVICES TAX
DSC – 2C	MT6(1)	BUSINESS STATISTICS
DSC – 3C	MT7(1)	MANAGEMENT ACCOUNTING – I
<b>SEC - 1</b>	MT8(1)	<b>COMMUNICATIVE SKILLS</b>
<b>SEMESTER IV</b>		
DSC – 1D	MT9(1)	MANAGEMENT ACCOUNTING – II
DSC – 2D	MT10(1)	COST ACCOUNTING
DSC – 3D	MT11(1)	INCOME TAX
<b>SEC - 2</b>	MT12(1)	<b>ARITHMETIC SKILLS</b>
<b>SEMESTER V</b>		
<b>SEC - 3</b>	MT17(1)	<b>COMPUTER APPLICATION SKILLS</b>
DSE – 1A	MT13(1)	PRINCIPLES AND PRACTICE OF CO-OPERATION
DSE – 2A	MT14(1)	CO-OPERATIVE CREDIT AND BANKING
DSE – 3A		CO-OPERATIVE ACCOUNTING
DSE – 4A	MT15(1)	CO-OPERATIVE LAW
DSE – 5A		CO-OPERATIVE AUDITING
<b>GE - 1</b>	MT16(1)	<b>PRINCIPLES OF MICRO ECONOMICS</b>
<b>SEMESTER VI</b>		
<b>SEC - 4</b>	MT18(1)	<b>ENTREPRENEURIAL SKILLS</b>
DSE – 1B	MT19(1)	NON- CREDIT CO-OPERATIVES
DSE – 2B	MT20(1)	CO-OPERATIVE MANAGEMENT & ADMINISTRATION
DSE – 3B		MARKETING MANAGEMENT IN CO-OPERATIVES
DSE – 4B		HUMAN RESOURCE MNGEMENT IN CO-OPERATIVES
DSE – 5B	MT21(1)	COOPERATIVE INSTITUTIONAL TRAINING AND REPORT
<b>GE - 2</b>	MT22 (1)	<b>INDIAN ECONOMY</b>



### 3. B. Sc. (Computer Science)

COURSE	SUB CODE	TITLE OF THE PAPER
<b>SEMESTER-I</b>		
MIL	LT1(1)	LANGUAGE-I
ENG	EN1(1)	ENGLISH-I
DSC-1	MT1(1)	INTRODUCTION TO PROBLEM SOLVING USING C
DSC-2	MT2(1)	DIGITAL ELECTRONICS & COMPUTER ORGANIZATION
AECC-1	AE1(1)	PUBLIC ADMINISTRATION
DSC-1(LAB)	MP1(1)	PROGRAMMING IN C LAB
DSC-2 (LAB)	MP1(2)	DIGITAL LAB
<b>SEMESTER-II</b>		
MI4L	LT2(1)	LANGUAGE-II
ENG	EN2(1)	ENGLISH-II
DSC - 3	MT3(1)	PYTHON PROGRAMMING
DSC - 4	MT4(1)	DATA STRUCTURES AND ALGORITHMS
<b>GE-1 (1 OUT OF 2)</b>	AT1(1)	MATHEMATICS FOR COMPUTER SCIENCE
		NUMERICAL METHODS
AECC-2	AE2(1)	EVS
DSC-3 (LAB)	MP1(3)	PYTHON LAB
DSC- 4(LAB)	MP4(1)	DATA STRUCTURE & ALGORITHM LAB
<b>SEMESTER-III</b>		
DSC – 5	MT5(1)	DATABASE MANAGEMENT SYSTEM
DSC – 6	MT6(1)	VISUAL PROGRAMMING USING C#
DSC – 7	MT7(1)	COMPUTER NETWORKS
DSC – 8	MT8(1)	SOFTWARE ENGINEERING
<b>GE-2 (1 OUT OF 2)</b>	AT3(1)	PROBABILITY AND STATISTICS
		AUTOMATA THEORY & COMPUTATIONS
DSC-6(LAB)	MP5(1)	VISUAL PROGRAMMING & DBMS LAB
DSC-7(LAB)	MP6(1)	NETWORKS LAB
<b>SEC (1 OUT OF 2)</b>		<b>SEC-1</b> SOFT SKILLS
	AP2(1)	<b>SEC-2</b> OFFICE AUTOMATION
<b>SEMESTER-IV</b>		
DSC – 9	MT9(1)	OPERATING SYSTEMS
DSC – 10	MT10(1)	OBJECT ORIENTED PROGRAMMING USING JAVA

DSE – 1 DSE – 2 <b>(2 OUT OF 5 STREAMS)</b>		CLIENT/SERVER COMPUTING
	MT11(1)	DATA WAREHOUSING
		OBJECT ORIENTED SYSTEM DESIGN
	MT12(1)	PRINCIPLES OF INFORMATION SECURITY
		PRINCIPLES OF PROGRAMMING LANGUAGES
OE-2 (1 OUT OF 2)	ET1(1)	DISTRIBUTED SYSTEM
		COMPUTER GRAPHICS
DSC-10 (LAB)	MP7(1)	OBJECT ORIENTED PROGRAMMING USING JAVA LAB
SEC ( 1 OUT OF 2)	MP8(1)	<b>SEC-3</b> PROGRAMMING WITH C++
	MP9(1)	<b>SEC-4</b> PROGRAMMING WITH PHP
<b>SEMESTER-V</b>		
DSC – 11	MT13(1)	WEB TECHNOLOGY
DSE – 3 DSE – 4 <b>(2 OUT OF 5)</b>		SERVICES COMPUTING
	MT14(1)	DATA MINING
		SOFTWARE ARCHITECTURE
	MT15(1)	CRYPTOGRAPHY AND NETWORK SECURITY
		SYSTEM SOFTWARE
OE-2 (1 OUT OF 2)		ARTIFICIAL INTELLIGENCE
	MT16(1)	INTRODUCTION TO E-COMMERCE
DSC-11(LAB)	MP12(1)	WEB TECHNOLOGY LAB
SEC (1 OUT OF 3)	MT17(1)	<b>SEC-5</b> ANDROID PROGRAMMING
		<b>SEC-6</b> PROLOG PROGRAMMING
		<b>SEC-7</b> SOFTWARE TESTING
<b><u>COMPULSORY</u></b>	MP10(1)	<b>SEC-8</b> ONLINE COURSE / IN-PLANT TRAINING (2 WEEKS) / ONE MONTH INTERNSHIP / MINI PROJECT
<b>SEMESTER-VI</b>		
DSC – 12	MT18(1)	MICROPROCESSORS & MICROCONTROLLERS
DSC – 13	MT19(1)	PROJECT
DSE - 5 DSE – 6 <b>(2 OUT OF 5)</b>		CLOUD COMPUTING
	MT20(1)	FOUNDATIONS OF DATA ANALYTICS
		SOFTWARE QUALITY MANAGEMENT
	MT21(1)	ETHICAL HACKING
		PRINCIPLES OF COMPILER DESIGN
DSC-12 (LAB)	MT17(1)	MICROPROCESSOR LAB

#### 4. B.C.A.(Bachelor of Computer Applications)

COURSE	SUB CODE	TITLE OF THE PAPER
<b>SEMESTER-I</b>		
MIL	LT1(1)	LANGUAGE-I
ENG	EN1(1)	ENGLISH-I
DSC – 1	MT1(1)	INTRODUCTION TO PROBLEM SOLVING USING C
DSC – 2	MT2(1)	DIGITAL ELECTRONICS
AECC-1	AE1(1)	PUBLIC ADMINISTRATION
	MP1(1)	PROGRAMMING IN C LAB
	MP2(1)	DIGITAL LAB
<b>SEMESTER-II</b>		
MI4L	LT2(1)	LANGUAGE-II
ENG	EN2(1)	ENGLISH-II
DSC – 3	MT3(1)	PYTHON PROGRAMMING
DSC – 4	MT4(1)	DATA STRUCTURES AND ALGORITHMS
GE-1 (10UT OF 2)		MATHEMATICS FOR BUSINESS
	AT1(1)	PROBABILITY AND STATISTICS
AECC-2	AE2(1)	EVS
	MP3(1)	PYTHON PROGRAMMING LAB
	MP4(1)	DATA STRUCTURES & ALGORITHMS LAB
<b>SEMESTER-III</b>		
CSCA231	MT5(1)	PROGRAMMING WITH VISUAL BASIC
CSCA232	MT6(1)	DATABASE MANAGEMENT SYSTEM
CSCA233	MT7(1)	COMPUTER NETWORKS
CSCA234	MT8(1)	SOFTWARE ENGINEERING
CSCA235 CSCA236		DISCRETE MATHEMATICS
	AT4(1)	OPERATIONS RESEARCH
CSCA201	AP2(1)	OFFICE AUTOMATION TOOLS
CSCA202		MULTIMEDIA TOOLS
CSCA237	MP5(1)	VISUAL BASIC AND DBMS LAB
CSCA238	MP6(1)	COMPUTER NETWORKS LAB
<b>SEMESTER-IV</b>		
CSCA241	MT9(1)	OPERATING SYSTEMS
CSCA242	MT10(1)	OBJECT ORIENTED PROGRAMMING USING JAVA PROGRAMMING

DSE – 1 DSE – 2 <b>(2 OUT OF 5 STREAMS)</b>	MT11(1)	DATA WAREHOUSING
		ARTIFICIAL INTELLIGENCE
		PRINCIPLES OF INFORMATION SECURITY
		WIRELESS COMMUNICATION TECHNOLOGIES
	MT12(1)	IT PROJECT MANAGEMENT
OE-1 <b>(1OUT OF 2)</b>	AT5(1)	FUNDAMENTALS OF ACCOUNTANCY
		FINANCIAL MANAGEMENT
SEC-2	AP3(1)	ACCOUNTING TOOLS
	MP7(1)	OBJECT ORIENTED PROGRAMMING USING JAVA LAB
<b>SEMESTER-V</b>		
DSC – 11	MT13(1)	VISUAL PROGRAMMING WITH C#
DSE – 3 DSE – 4 <b>(2 OUT OF 5 STREAMS)</b>	MT14(1)	DATA MINING
		NEURAL NETWORKS
		CRYPTOGRAPHY & NETWORK SECURITY
		INTRODUCTION TO MOBILE COMMUNICATION
	MT15(1)	SOFTWARE TESTING
OE-2 <b>(1OUT OF 2)</b>	MT16(1)	PRINCIPLES OF MANAGEMENT
		INTRODUCTION TO E-BUSINESS
SEC-3 <b>(1OUT OF 2)</b>	MP10(1)	MOBILE APPLICATION DEVELOPMENT
		LINUX AND SHELL PROGRAMMING
SEC-4 <b>(1 OUT OF 3)</b>	MP12(1)	ON JOB TRAINING
		ONLINE CERTIFICATION COURSE
		TWO WEEK FIELD TRAINING
	MP11(1)	VISUAL PROGRAMMING LAB
<b>SEMESTER-VI</b>		
DSC – 12	MT17(1)	WEB TECHNOLOGY
DSC – 13	MT18(1)	PROJECT
DSE – 5 DSE - 6 <b>(2 OUT OF 5 STREAMS)</b>	MT19(1)	FOUNDATIONS OF DATA ANALYTICS
		SOFT COMPUTING
		ETHICAL HACKING
		INTERNET OF THINGS
	MT20(1)	SOFTWARE QUALITY MANAGEMENT
	PW1(11)	WEB TECHNOLOGY LAB

### 5. Bachelor of Business Administration

COURSE	SUBJECT CODE	TITLE OF THE PAPER
<b>SEMESTER-I</b>		
MIL – 1	LT1(1)	BENGALI/HINDI/MALAYALAM/SANSKRIT/T A MIL/TELUGU
ENGLISH – 1	EN1(1)	ENGLISH – I
DSC – 1A	MT1(1)	PRINCIPLES OF MANAGEMENT
DSC – 2A	MT2(1)	MARKETING MANAGEMENT
AECC – 1	AE1(1)	PUBLIC ADMINISTRATION
<b>SEMESTER-II</b>		
MIL – 2	LT2(1)	BENGALI/HINDI/MALAYALAM/SANSKRIT/T A MIL/TELUGU
ENGLISH – 2	EN2(1)	ENGLISH – II
DSC – 1B	MT3(1)	ACCOUNTING FOR MANAGERS
DSC – 2B	MT4(1)	HUMAN RESOURCE MANAGEMENT
AECC – 2	AE2(1)	ENVIRONMENTAL STUDIES
<b>SEMESTER-III</b>		
MIL – 3	LT3(1)	BENGALI/HINDI/MALAYALAM/SANSKRIT/T A MIL/TELUGU
ENGLISH – 3	EN3(1)	ENGLISH – III
DSC – 1C	MT5(1)	BUSINESS STATISTICS
DSC – 2C	MT6(1)	FINANCIAL MANAGEMENT
SEC – 1	MP1(1)	FIELD STUDY
<b>SEMESTER-IV</b>		
MIL – 4	LT4(1)	BENGALI/HINDI/MALAYALAM/SANSKRIT/T A MIL/TELUGU
ENGLISH – 4	EN4(1)	ENGLISH – IV
DSC – 1D	MT7(1)	BUSINESS LAW
DSC – 2D	MT8(1)	OPERATIONS MANAGEMENT
SEC - 2	MT9(1)	BUSINESS ANALYTICS
<b>SEMESTER-V</b>		
SEC - 3	MT10(1)	RURAL ENTREPRENEURSHIP
*DSE – 1A *DSE – 2A *DSE – 3A	MT11(1)	SERVICE MARKETING
	MT12(1)	BANK FINANCIAL MANAGEMENT
	MT13(1)	TRAINING & DEVELOPMENT
	MT14(1)	RETAIL MARKETING

	MT15(1)	COMPENSATION MANAGEMENT
GE - 1	MT16(1)	RESEARCH METHODOLOGY
<b>SEMESTER-VI</b>		
SEC - 4	MT17(1)	SOFT-SKILL DEVELOPMENT
*DSE – 1B *DSE – 2B *DSE – 3B	MT18(1)	CONSUMER BEHAVIOUR
	MT19(1)	COST & MANAGEMENT ACCOUNTING
	MT20(1)	INDUSTRIAL RELATIONS MANAGEMENT
	MT21(1)	TAXATION MANAGEMENT
	MT22(1)	QUALITY MANAGEMENT
GE - 2	MT23(1)	STRATEGIC MANAGEMENT

<b>CATEGORY</b>	<b>COURSE NAME</b>
<b>MIL</b>	Modern Indian Languages
<b>ENG</b>	English
<b>AECC</b>	Ability Enhancement Compulsory Course
<b>SEC</b>	Skill Enhancement Course
<b>GE</b>	Generic Elective Course
<b>DSC</b>	Discipline Specific Core Course
<b>DSE</b>	Discipline Specific Elective Course
<b>OE</b>	Open Elective Course

### **FEES PAYABLE TO THE COLLEGE**

THE FEE PARTICULARS PER ANNUM ARE AS FOLLOWS:

Sl. No.	PARTICULARS	Rs.
1.	Tuition Fees (Residents) per Annum	200.00
2.	Tuition Fees (Non-Residents) per Annum	500.00
3.	Athletic Association	150.00
4.	College Day	150.00
5.	College Magazine	75.00
6.	Departmental Association & Students Development Fund	100.00
7.	College Calendar	50.00
8.	Reading Room/Library	25.00
9.	Admission Fee (on admission only)	10.00
10.	Laboratory for Science groups/Language Lab	100.00
11.	Fine Arts Association	50.00
12.	Stationery Fee, Test and Examination	75.00
13.	Caution Money Deposit (on admission only)	100.00
14.	Laboratory Fees (For Statistics/Biotech./Applied Microbiology/Comp. Sci./BCA)	300.00
15.	ID Card	75.00
16.	Group Insurance per Annum	100.00
17.	College maintenance Fee	100.00

### **FEES PAYABLE TO THE UNIVERSITY**

(To be paid at the time of admission)

1.	Matriculation Fees	100.00
<b>RECOGNITION FEE</b>		
2.	(i) The Higher Secondary Examination conducted by the Govt. of Tamil Nadu / Intermediate conducted by Govt. of Andhra Pradesh/Pre-Degree Examination conducted by Calicut University.	150.00
	(ii) For all other boards including CBSE.	500.00
3.	Athletic Association Fee (one-time payment at the time of admission for all students)	150.00
4.	University Development Fee	100.00

If a student after joining leaves the college during the term he/she shall have no right to claim a refund of any portion of the fee remitted **except the caution money deposit.**

## CHOICE BASED CREDIT SYSTEM (CBCS)

The following regulations for effective implementation of CBCS at the Under-graduate (UG) level in Arts, Science, and Commerce are adopted as per guidelines prescribed by UGC.

### DEFINITIONS OF KEYWORDS

1. **Programme:** An educational program leading to award of a degree/ diploma/ certificate.
2. **Programme Committee:** Each Program of Study shall have a Programme Committee to oversee implementation of the program.
3. **Course:** Usually a course referred to as 'subject' is a component of the Programme of Study. All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise lectures/tutorials/laboratory work/field work/outreach activities/project work/vocational training/viva/seminars/term papers/ assignments/presentations/self-study etc., or a combination of some of these.
4. **Core Course:** The Core Courses in all the semesters shall be compulsorily studied by a student.
5. **Elective Course:** Elective Course is a course which can be chosen from a pool of papers. It may be:
  - ❖ Supportive to the discipline of study
  - ❖ Providing an expanded scope
  - ❖ Enabling an exposure to some other discipline/domain
  - ❖ Nurturing student's proficiency/skill.

An elective may be "Generic Elective" focusing on those courses which add generic proficiency to the students. An elective may be "Discipline Centric" or may be chosen from an unrelated discipline. It may be called an "Open Elective."
6. **Foundation Course:** The Foundation Courses may be of two kinds: Compulsory Foundation and Elective foundation. "Compulsory Foundation" courses are the courses based upon the content that leads to Knowledge enhancement. They are mandatory for all disciplines. Elective Foundation courses are value-based and are aimed at providing ethical and humanistic education.
7. **Repeat Course:** If a student gets (i) less than 40% in the internal assessment and fails in the course or (ii) fails to get the required attendance, the student shall repeat the course when offered.
8. **Choice Based Credit System (CBCS):** The CBCS provides choice for students to select from the prescribed courses (core, elective or minor or soft skill courses etc.). Under the CBCS, the requirement for awarding a degree / diploma /



certificate is prescribed in terms of number of credits to be completed by the students.

9. **Credit:** It is a unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.
10. **Letter Grade:** It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.
11. **Grade Point:** It is a numerical weight allotted to each letter grade on a 10–point scale.
12. **Credit Point:** It is the product of grade point and number of credits for a course.
13. **Semester Grade Point Average (SGPA):** It is a measure of performance of work done in a semester. SGPA is the ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.
14. **Cumulative Grade Point Average (CGPA):** It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.
15. **Transcript or Grade Card or Certificate:** Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.
16. **Academic Year:** Two consecutive (one odd + one even) semesters constitute one Academic year.
17. **Semester:** Each semester will consist of 15–18 weeks of academic work equivalent to 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June.

#### **PATTERN OF EXAMINATION**

1. The End–Semester examination for each course in a Programme of Study shall be conducted by the Pondicherry University for a maximum of **75 marks** and Internal Continuous Assessment for **25 marks**.
2. Internal assessment for all theory courses shall be done on the basis of at least two Internal Assessment tests (15 marks), term papers/assignments/seminars/case demonstrations/ presentations/ write-ups/viva etc. (5 marks) and attendance (5 marks). The following weightage shall be given to attendance:
  - 95% – 100% (5 marks)
  - 90% – 94% (4 marks)
  - 85% – 89% (3 marks)

80% – 84% (2 marks)

75% – 79% (1 mark)

3. Internal Assessment for practical courses involving Laboratory/Field work/Project work, appropriate distribution of marks for Practical Record/Project Report, Practical end–semester exam, Viva shall be decided by the BOS.
4. A schedule of Internal Assessment tests shall be prepared by each College commonly to all departments in the beginning of each semester. Internal Assessment marks shall be displayed a week before the commencement of end–semester examinations.
5. End–semester examination shall be conducted for all courses offered. The duration of the end–semester examination shall be 3 hours.
6. Every student has to pay examination fee per Credit basis as fixed by the University.
7. A schedule of end–semester examinations will be prepared and displayed by the University much in advance.
8. No student with less than 75% attendance in any particular course shall be permitted to attend the end–semester examination and shall be given grade FA–failure due to lack of attendance. However, an overall condonation of 10% attendance (65% to 75%) is permitted for valid reasons (NCC, NSS, Swachh Bharat or medical reasons) with valid medical certificate may be permitted to write the end semester examination after the payment of Condonation Fee prescribed by the University.
9. Students with less than 65% of attendance should repeat the course (redo) as and when offered.
10. A student who has been awarded FA shall repeat the course when offered. The Principal/Head of the Department shall ensure that the candidate is informed about the lack of attendance before the commencement of end–semester examination and confirm that such candidates are not permitted to write the examination.
11. To pass a course the student must secure minimum of 40 out of 100 marks in the end–semester examination put together.
12. A student who has earned the required number of 120 credits by clearing all the required courses shall be declared as pass even if he/she could not clear optional courses which were taken in excess of the required number of courses
13. Result Passing Board for each Programme of Study shall be constituted by the Pondicherry University from time to time
14. Revaluation and re-totaling of the answer scripts shall be allowed within the stipulated period of time as decided by the Controller of Examinations (COE) after paying the required amount of fee
15. Malpractice, if any, committed by the students in the University exam will be dealt with as per XV (A) of the Academic Ordinances of Pondicherry University. Pondicherry University website may be referred for further information in this regard.

#### **SUPPLEMENTARY EXAMINATION**

1. A failed student who meets the attendance requirement may be permitted to register for the next end–semester examination in the following semester itself.
2. Students who have failed due to insufficient attendance should repeat (redo) the course as and when offered.

#### **GRADING AND GRADE CARD**

- Letter grades shall be used to assess the performance of students in each course by converting final marks (out of 100) into grades. In case of fractions the marks shall be rounded off to next integer. The following shall be used to convert marks into awarding grades:

Range of Marks	Letter Grade	Grade Point
96–100	O	10
86–95	A+	09
76–85	A	08
66–75	B+	07
56–65	B	06
46–55	C	05
40–45	P	04
Below 40	F	00
Lack of attendance	FA	00

- The SGPA shall also be calculated by taking all courses taken by the student in the semester and CGPA shall also be calculated by taking all the courses taken by the student in all the semesters (refer 16 and 17).
- The University shall award “class” to students who acquired 120 credits (or as prescribed by BOS, see 5.6) according to the following:

CGPA	Class
9.00 – 10.00	First Class with Distinction (should not have failed in any course)
7.00 – 8.99	First Class
5.50 – 6.99	Second Class
4.00 – 5.49	Pass

- The Grade card shall be issued to the students containing grades obtained by the student in the previous semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA).

The Grade card shall list the following:

- Title of the course taken by the student
- Number of credits allotted to the course
- The grades secured by the student in each course
- Total number of credits earned by the student in that semester
- SGPA of the student
- Total number of credits earned by the student till that semester
- CGPA of the student

#### COMPUTATION OF SGPA AND CGPA

Following procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be followed:

- The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student,

$$\text{i.e., } SGPA (S_i) = \frac{\sum (C_i \times G_i)}{\sum C_i}$$

where  $C_i$  is the number of credits of the  $i^{\text{th}}$  course

$G_i$  is the grade point scored by the student in the  $i^{\text{th}}$  course.

2. The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme,

$$\text{i.e., } CGPA = \frac{\sum (C_i \times S_i)}{\sum C_i}$$

where  $S_i$  is the SGPA of the  $i^{\text{th}}$  semester

$C_i$  is the total number of credits in that semester.

3. The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts

### ILLUSTRATION OF COMPUTATION OF SGPA AND CGPA, CONVERSION OF CGPA INTO PERCENTAGE AND FORMAT FOR TRANSCRIPTS

#### 1. Computation of SGPA and CGPA

##### 1.1. Illustration 1 for calculation of SGPA

The illustration is for a student who has taken six courses of given credits in a semester and performance is given in grade letter which carry certain grade point.

Course	Credit	Grade letter	Grade point	Credit Point Credit x Grade
Course 1	3	A	08	$3 \times 08 = 24$
Course 2	4	B+	07	$4 \times 07 = 28$
Course 3	3	B	06	$3 \times 06 = 18$
Course 4	3	O	10	$3 \times 10 = 30$
Course 5	3	C	05	$3 \times 05 = 15$
Course 6	4	B	06	$4 \times 06 = 24$
			20	139

$$SGPA = 139/20 = 6.95$$

##### 1.2. Illustration 2 for calculation of SGPA

A student registered for 6 (six) courses in a semester. At the end of the semester the student got A grade in a 4 credit course, A grade in 2 credit course B+ in a 3 credit course another B+ in a 3 credit course, B in a 3 credit course and F grade in a 3 credit course. Calculation of SGPA of this student is:

$$SGPA = \frac{8 \times 4 + 8 \times 2 + 7 \times 3 + 7 \times 3 + 6 \times 3 + 0 \times 3}{4 + 2 + 3 + 3 + 3 + 3}$$

$$= \frac{32 + 16 + 21 + 21 + 18 + 0}{18} = \frac{108}{18} = 6.0$$

SGPA of the student is 6.0 out of 10.0

##### 2.1 Illustration for calculation of CGPA (Example)

The illustration is for calculation of CGPA of a student who studied six semesters in a UG program.

Semester	Credits	SGPA
Semester 1	20	6.95
Semester 2	22	7.80
Semester 3	18	5.65
Semester 4	21	6.04
Semester 5	19	7.21

Semester 6	20	7.85
Total	120	

$$CGPA = \frac{20 \times 6.95 + 22 \times 7.80 + 18 \times 5.65 + 21 \times 6.04 + 19 \times 7.21 + 20 \times 7.85}{120}$$

$$= \frac{139.00 + 171.60 + 101.70 + 126.84 + 136.99 + 157.00}{120} = \frac{833.13}{120} = 6.94$$

CGPA = 6.94. The student has passed in the program and is placed in 2<sup>nd</sup> Class.

## CONDUCT AND BEHAVIOUR

1. All the students must attend the College decently dressed. Tight garments such as Jeans, T shirts etc., must be avoided.
2. The possession of ID card in the college premises at all times is a must.
3. At the first bell, announcing the commencement of the session (9.55 a.m. and 01.25 p.m.) students should be seated in their respective seats.
4. Every student must obey the teacher and respectfully carry out their instructions. The students shall observe politeness towards the non-teaching staff of the College and behave decorously with his / her fellow students.
5. No student shall leave the classroom or laboratory without the teacher's permission. Students must observe strict silence in the classes and listen to the lectures attentively, without distracting the attention of others.
6. Students must move to their classrooms or laboratories at the appointed hours silently. They must also remain silent during the interval between the teacher finishing his/her class and leaving and the next teacher entering to engage the class.
7. Students are forbidden from talking and making any sort of noise in the form of small or large group in the corridors or vicinity of rooms where classes are in progress or otherwise disturb them in any manner.
8. Every student must care for every property of the College and refrain from indulging in any activity that may damage the College property. Every student to whom books or any College property are entrusted will be held responsible for their preservation in good condition and in the event of their loss they will be required to replace them or repay their cost. Any students indulging in breaking or damaging any College property will be required to pay the cost of repair or replacements. In case of willful damage he / she will be punished in such a manner, as the Director may think fit.
9. Students should not leave the college during the working hours. Those who feel sick must contact the Head of the Department.
10. Students are prohibited from organizing any meeting or entertainment in the college or collecting money for any purpose without the permission of the Principal.
11. Students guilty of going over to other colleges and institutions to take part in acts of indiscipline such as organizing distortions and strikes would be deemed especially culpable and would be punished accordingly.

12. Students shall not hold meetings for criticizing the conduct of the University or the college authorities. Such meetings will be deemed unlawful and the Director will take such action as he / she deems necessary to prohibit or to punish and in case she considers it very serious he / she may recommend for rustication.
- 13. The teasing, ragging etc. are punishable offences to the extent of summary expulsion from the College.**
14. Consumption of alcohol and other intoxicants or narcotics in any form in the campus is strictly prohibited. Smoking inside the college premises is banned and strictly prohibited.
15. The possession of weapons is strictly prohibited.
16. The use of Cell phones is strictly prohibited inside the campus. If found, the instrument will be seized immediately.
17. Students are expected to read the notice / circulars put up in the notice board regularly.
18. No notice, which does not have the approval of the Principal, shall be circulated or displayed in the Notice board.

### **RULES OF DISCIPLINE**

1. The Principal of the College shall have complete power for the maintenance of the discipline of the students of the College. He / She may frame and issue from time to time disciplinary rules of a temporary or permanent character, regulating the conduct of the students within the campus or outside the College.
2. The Principal shall have the power to inflict punishment including fine, loss of attendance, withhold of term certificates, suspension, expulsion and rustication.
3. The Principal will ordinarily place himself / herself in communication where necessary, with the parent / guardian of the students who are academically backward and who do not show any improvement and whose attendance is irregular and whose conduct is unsatisfactory. The name of the students who are found incorrigible even after several warnings may be removed from the rolls after intimation to their parents / guardians. The order of the Principal in this matter shall be final.
4. Students of the college going on strike, in any way indulge in acts of indiscipline that may lead to dislocation of work in the college shall immediately forfeit their scholarships, fee concessions etc., besides punishments awarded by the Principal.
5. Petitions or complaints from individuals or groups to any higher authorities must be submitted only through the Principal.

## **DISCIPLINARY MEASURES**

Disciplinary actions may include:

1. A reprimand or warning
2. To call the parent and take an undertaking from the parent and the student
3. Depending upon the gravity of the offence, appropriate action will be taken by the Disciplinary Committee headed by the Principal as mentioned below:
  - i) When a student is continuously absent for more than 10 working days without applying leave of absence to the appropriate authority and comes with a plea and wishes to rejoin after getting dropped. For such instances Rs. 100/- is to be paid as revival fee.
  - ii) A student will be dropped from the rolls of the College:
    - a) If he/she involves in misconduct such as second attempt indulging in malpractice in a university examination, gross misbehaviour with teachers or wantonly disobeying the Principal and incidence of teasing, ragging which may not involve physical harm.
    - b) When the behaviour of the student vitiates the atmosphere of the College

The admission will be revived only after due consideration after Disciplinary Committee, paying Rs. 1000/- as revival fee

iii) When a student indulges in breaking or damaging College property or other student's/teacher's property, fine will be imposed accordingly to the damage caused.

4. Suspension or issue of Transfer Certificate (TC)

## **ANTI-RAGGING COMMITTEE**

Anti-Ragging and Disciplinary committee looks after the overall student discipline as per Honorable Supreme Court order. Any incident of indiscipline is brought to the purview of the Disciplinary Committee. The Committee conducts enquiry and submits report to the Principal, who takes appropriate action as per the rules.

## **LIBRARY FACILITY**

1. The library is open on all working days from 9.00 a.m. to 5.30 p.m.
2. Library cards issued to students are not transferable.
3. The students shall be responsible for the book borrowed on his/her card.

4. Marking, underlining, annotating anywhere in the book are strictly forbidden.
5. Each student can borrow not more than two books at a time. The books must be returned or renewed within two weeks time.
6. A student failing to return the books after two weeks from the date of issue will be fined 50 paise per book per working day from the third week onwards.
7. Readers/ borrowers shall be responsible for any damage of books or other properties of the library and shall be required to replace the books or properties at their own cost. In case replacement is not possible, cost of the books or other property lost, damaged or injured is payable by the reader as follows:
  - a) Double the current value of the book/property.
8. The Librarian reserves the right to recall the book at any time.
9. Students shall not carry any book or printed matter into the library.
10. Strict silence should be observed in the library. No discussion is allowed in the library.

### **BOOK BANK SCHEME**

Our college library is facilitated with the “Book Bank Scheme” for the welfare of Scheduled Castes Students. Each Student has the facility of taking two more books in addition to the usual two books. He /She can retain the books till the end of each semester. He /She can take another two books only after returning the books which were already taken.

### **N.C.C (NAVAL WING)**

NCC Navy wing of the college was raised in 2008 and is affiliated with 1(P) NAVAL UNIT NCC. It is a mixed wing of Senior Division (SD) boys and Senior Wing (SW) girls. Cadets from the institution attend various training and achievement camps like Republic Day Parade held on 26<sup>th</sup> January at New Delhi (topmost achievement camp in Navy). The cadets write their ‘B’ and ‘C’ Certificate exams in their II and III years, respectively. Every year it enrolls around 17 cadets from the volunteers based on discipline, commitment and physical fitness.

### **N.S.S (NATIONAL SERVICE SCHEME)**

To motivate social conduct and to inculcate discipline among students, the NSS is functioning under a programme officer. Activities like blood donation, cleaning of campus, planting saplings, anti pollution campaign, AIDS awareness programme, etc. are being organized regularly.



## **PHYSICAL EDUCATION DEPARTMENT**

A sprawling ground is available inside the College Campus. The department provides facility to impart Physical training for men / women students in order build up team and competitive spirit. It helps the students to participate in various national, intercollegiate sports competitions. Students are encouraged to participate in sports. Timings for coaching goes beyond college hours.

## **DEPARTMENT ASSOCIATIONS**

The different Department Associations of our college show keen interest in various co-curricular activities. Intellectual meetings like seminars, conferences, workshops, invited lectures and so on are conducted on a regular basis by these Associations.

## **CAREER GUIDANCE & COUNSELLING CELL**

The Career guidance & Counselling cell functions effectively in this college. It has done a lot of work such as conduct of skill development workshop and placement activities for the benefit of final year students. Every year, the cell conducts campus interviews, entrepreneurial development programmes and skill development workshops.

**CALENDAR FOR THE ACADEMIC YEAR 2019–2020****June – 2019**

Date	Day	Day Observed as	No. of Working Days
01-Jun-19	Saturday	International Children's Day	
02-Jun-19	Sunday		
03-Jun-19	Monday		
04-Jun-19	Tuesday		
05-Jun-19	Wednesday	World Environment Day	
06-Jun-19	Thursday		
07-Jun-19	Friday		
08-Jun-19	Saturday	World Ocean Day	
09-Jun-19	Sunday		
10-Jun-19	Monday		
11-Jun-19	Tuesday		
12-Jun-19	Wednesday	World Day Against Child Labour	
13-Jun-19	Thursday		
14-Jun-19	Friday	World Blood Donor's Day	
15-Jun-19	Saturday		
16-Jun-19	Sunday		
17-Jun-19	Monday	World Father's Day	
18-Jun-19	Tuesday		
19-Jun-19	Wednesday		
20-Jun-19	Thursday		
21-Jun-19	Friday	World Music Day/World Yoga Day	
22-Jun-19	Saturday		
23-Jun-19	Sunday		
24-Jun-19	Monday		
25-Jun-19	Tuesday		
26-Jun-19	Wednesday		
27-Jun-19	Thursday	College Reopens After Vacation	1
28-Jun-19	Friday		2
29-Jun-19	Saturday	National Statistics Day	—
30-Jun-19	Sunday		—

## July - 2019

Date	Day	Day Observed as	No. of Working Days
1-Jul-19	Monday	Doctor's Day	3
2-Jul-19	Tuesday		4
3-Jul-19	Wednesday		5
4-Jul-19	Thursday		6
5-Jul-19	Friday		7
6-Jul-19	Saturday		—
7-Jul-19	Sunday	International Co-operative Day	—
8-Jul-19	Monday		8
9-Jul-19	Tuesday		9
10-Jul-19	Wednesday		10
11-Jul-19	Thursday	World Population Day	11
12-Jul-19	Friday		12
13-Jul-19	Saturday		—
14-Jul-19	Sunday		—
15-Jul-19	Monday	Kamarajar Birthday	13
16-Jul-19	Tuesday	Mangani Festival	14
17-Jul-19	Wednesday	International Justice Day	15
18-Jul-19	Thursday		16
19-Jul-19	Friday		17
20-Jul-19	Saturday	International Chess Day	—
21-Jul-19	Sunday		—
22-Jul-19	Monday		18
23-Jul-19	Tuesday		19
24-Jul-19	Wednesday		20
25-Jul-19	Thursday		21
26-Jul-19	Friday	Kargil Vijay Diwas	22
27-Jul-19	Saturday		—
28-Jul-19	Sunday	World Hepatitis Day	—
29-Jul-19	Monday	International Tigers Day	23
30-Jul-19	Tuesday		24
31-Jul-19	Wednesday	Karkidaka Amavasi	25

## August - 2019

Date	Day	Day Observed as	No. of Working Days
1-Aug-19	Thursday		26
2-Aug-19	Friday		27
3-Aug-19	Saturday		—
4-Aug-19	Sunday		—
5-Aug-19	Monday		28
6-Aug-19	Tuesday		29
7-Aug-19	Wednesday		30
8-Aug-19	Thursday	World Senior Citizen's Day	31
9-Aug-19	Friday		32
10-Aug-19	Saturday		—
11-Aug-19	Sunday		—
12-Aug-19	Monday	Bakrid (Id-ul-Adha)* / International Youth Day	—
13-Aug-19	Tuesday		33
14-Aug-19	Wednesday		34
15-Aug-19	Thursday	Independence Day	—
16-Aug-19	Friday	De Jure Transfer Day / Veerampattinam Car Festival	—
17-Aug-19	Saturday		—
18-Aug-19	Sunday		—
19-Aug-19	Monday	World Humanitarian Day	35
20-Aug-19	Tuesday		36
21-Aug-19	Wednesday		37
22-Aug-19	Thursday		38
23-Aug-19	Friday	Gokulastami	39
24-Aug-19	Saturday		—
25-Aug-19	Sunday		—
26-Aug-19	Monday	<b>FIRST Internal Assessment for II &amp; III Year</b>	40
27-Aug-19	Tuesday		41
28-Aug-19	Wednesday		42
29-Aug-19	Thursday	National Sports Day	43
30-Aug-19	Friday		44
31-Aug-19	Saturday		—

## September – 2019

Date	Day	Day Observed as	No. of Working Days
1-Sep-19	Sunday		—
2-Sep-19	Monday	Vinayagar Chathurthi	—
3-Sep-19	Tuesday		45
4-Sep-19	Wednesday		46
5-Sep-19	Thursday	Teacher's Day	47
6-Sep-19	Friday		48
7-Sep-19	Saturday		—
8-Sep-19	Sunday	World Literacy Day	—
9-Sep-19	Monday		49
10-Sep-19	Tuesday	Onam 1 <sup>st</sup> Day / World Suicide Prevention Day	50
11-Sep-19	Wednesday	Onam 2 <sup>nd</sup> Day	51
12-Sep-19	Thursday		52
13-Sep-19	Friday	Sree Narayana Guru Jayanthi	53
14-Sep-19	Saturday		—
15-Sep-19	Sunday		—
16-Sep-19	Monday	World Ozone Day	54
17-Sep-19	Tuesday		55
18-Sep-19	Wednesday		56
19-Sep-19	Thursday		57
20-Sep-19	Friday		58
21-Sep-19	Saturday	World Peace Day / Sree Narayana Guru Samadhi	—
22-Sep-19	Sunday		—
23-Sep-19	Monday	<b>FIRST Internal Assessment for I Year</b> <b>SECOND Internal Assessment for II &amp; III Year</b>	59
24-Sep-19	Tuesday		60
25-Sep-19	Wednesday		61
26-Sep-19	Thursday		62
27-Sep-19	Friday	World Tourism Day	63
28-Sep-19	Saturday		—
29-Sep-19	Sunday		—
30-Sep-19	Monday	World Heart Day	64

## October – 2019

<b>Date</b>	<b>Day</b>	<b>Day Observed as</b>	<b>No. of Working Days</b>
1-Oct-19	Tuesday	International Day of Older Persons	65
2-Oct-19	Wednesday	Gandhi Jayanthi	—
3-Oct-19	Thursday		66
4-Oct-19	Friday		67
5-Oct-19	Saturday		—
6-Oct-19	Sunday		—
7-Oct-19	Monday	Saraswathi Pooja / Ayudha Pooja	—
8-Oct-19	Tuesday	Vijayadasami	68
9-Oct-19	Wednesday	World Postal Day	69
10-Oct-19	Thursday		70
11-Oct-19	Friday		71
12-Oct-19	Saturday		—
13-Oct-19	Sunday		—
14-Oct-19	Monday	World Standard's Day	72
15-Oct-19	Tuesday	St. Theresa Festival	73
16-Oct-19	Wednesday	World Food Day University Practical Examination	74
17-Oct-19	Thursday		75
18-Oct-19	Friday		76
19-Oct-19	Saturday		—
20-Oct-19	Sunday		—
21-Oct-19	Monday	Global Iodine Day	77
22-Oct-19	Tuesday		78
23-Oct-19	Wednesday		79
24-Oct-19	Thursday	United Nations Day	80
25-Oct-19	Friday		81
26-Oct-19	Saturday	Deepavali Eve	—
27-Oct-19	Sunday	Deepavali	—
28-Oct-19	Monday		82
29-Oct-19	Tuesday		83
30-Oct-19	Wednesday		84
31-Oct-19	Thursday		85

## November - 2019

Date	Day	Day Observed as	No. of Working Days
1-Nov-19	Friday	Puducherry Liberation Day	—
2-Nov-19	Saturday	All Souls Day	—
3-Nov-19	Sunday		—
4-Nov-19	Monday	<b>SECOND Internal Assessment for I Year Model Examinations for II &amp; III Year</b>	86
5-Nov-19	Tuesday		87
6-Nov-19	Wednesday		88
7-Nov-19	Thursday		89
8-Nov-19	Friday	End of Classes for II & III year	90
9-Nov-19	Saturday		—
10-Nov-19	Sunday	Milad-Un-Nabi	—
11-Nov-19	Monday	National Education Day (Maulana Abdul Kalam Azad Birthday)	91
12-Nov-19	Tuesday	Guru Nanak's Birth Day	92
13-Nov-19	Wednesday		93
14-Nov-19	Thursday	Children's Day/World Diabetes Day	94
15-Nov-19	Friday		95
16-Nov-19	Saturday		—
17-Nov-19	Sunday		—
18-Nov-19	Monday	Commencement of Semester Examinations / International Student's Day	96
19-Nov-19	Tuesday	National Integration Day (Indira Gandhi Birthday)	97
20-Nov-19	Wednesday	<b>Beginning of Examination (Odd semester) II &amp; III Years</b>	98
21-Nov-19	Thursday		99
22-Nov-19	Friday		100
23-Nov-19	Saturday		—
24-Nov-19	Sunday		—
25-Nov-19	Monday		101
26-Nov-19	Tuesday		102
27-Nov-19	Wednesday		103
28-Nov-19	Thursday		104
29-Nov-19	Friday	End of Classes for I year	105
30-Nov-19	Saturday		—

## December – 2019

<b>Date</b>	<b>Day</b>	<b>Day Observed as</b>	<b>No. of Working Days</b>
1-Dec-19	Sunday	World AIDS Day	—
2-Dec-19	Monday	Model Examinations for I Year National Pollution Day	106
3-Dec-19	Tuesday	World Disabled Day	107
4-Dec-19	Wednesday	Indian Navy Day	108
5-Dec-19	Thursday	<b>Beginning of Examination (Odd semester) I Year</b>	109
6-Dec-19	Friday		110
7-Dec-19	Saturday	International Civil Aviation Day	—
8-Dec-19	Sunday		—
9-Dec-19	Monday	Winter Holidays / International Anti-Corruption Day	—
10-Dec-19	Tuesday	Karthikai Deepam / Human Rights Day	—
11-Dec-19	Wednesday	UNICEF Day	—
12-Dec-19	Thursday		—
13-Dec-19	Friday		—
14-Dec-19	Saturday		—
15-Dec-19	Sunday		—
16-Dec-19	Monday		—
17-Dec-19	Tuesday		—
18-Dec-19	Wednesday		—
19-Dec-19	Thursday		—
20-Dec-19	Friday		—
21-Dec-19	Saturday		—
22-Dec-19	Sunday	National Mathematics Day	—
23-Dec-19	Monday	Farmer's Day	—
24-Dec-19	Tuesday	<b>Winter Holidays</b> /Christmas Eve	—
25-Dec-19	Wednesday	Christmas	—
26-Dec-19	Thursday		—
27-Dec-19	Friday		—
28-Dec-19	Saturday		—
29-Dec-19	Sunday		—
30-Dec-19	Monday		—
31-Dec-19	Tuesday		—



## January – 2020

<b>Date</b>	<b>Day</b>	<b>Day Observed as</b>	<b>No. of Working Days</b>
1-Jan-20	Wednesday	New Year	—
2-Jan-20	Thursday	College Reopens for Even Semester	111
3-Jan-20	Friday		112
4-Jan-20	Saturday	Issac Newton's Birth Day	—
5-Jan-20	Sunday		—
6-Jan-20	Monday		113
7-Jan-20	Tuesday		114
8-Jan-20	Wednesday		115
9-Jan-20	Thursday		116
10-Jan-20	Friday	World Laughter Day	117
11-Jan-20	Saturday		—
12-Jan-20	Sunday	National Youth Day	—
13-Jan-20	Monday		118
14-Jan-20	Tuesday	Bhogi Pongal	—
15-Jan-20	Wednesday	Pongal	—
16-Jan-20	Thursday	Thiruvalluvar Day	—
17-Jan-20	Friday	Uzhavar Thirunal	—
18-Jan-20	Saturday		—
19-Jan-20	Sunday		—
20-Jan-20	Monday		119
21-Jan-20	Tuesday		120
22-Jan-20	Wednesday		121
23-Jan-20	Thursday		122
24-Jan-20	Friday		123
25-Jan-20	Saturday	National Tourism Day	—
26-Jan-20	Sunday	Republic Day	—
27-Jan-20	Monday	World Leprosy Eradication Day	124
28-Jan-20	Tuesday		125
29-Jan-20	Wednesday		126
30-Jan-20	Thursday		127
31-Jan-20	Friday		128

## February – 2020

<b>Date</b>	<b>Day</b>	<b>Day Observed as</b>	<b>No. of Working Days</b>
1-Feb-20	Saturday		—
2-Feb-20	Sunday		—
3-Feb-20	Monday	FIRST Internal Assessment for I Year , II & III Year	129
4-Feb-20	Tuesday	World Cancer Day	130
5-Feb-20	Wednesday		131
6-Feb-20	Thursday		132
7-Feb-20	Friday		133
8-Feb-20	Saturday		—
9-Feb-20	Sunday		—
10-Feb-20	Monday		134
11-Feb-20	Tuesday		135
12-Feb-20	Wednesday		136
13-Feb-20	Thursday	World Radio Day	137
14-Feb-20	Friday		138
15-Feb-20	Saturday		—
16-Feb-20	Sunday		—
17-Feb-20	Monday		139
18-Feb-20	Tuesday		140
19-Feb-20	Wednesday		141
20-Feb-20	Thursday	World Day of Social Justice	142
21-Feb-20	Friday	International Mother's Language Day	143
22-Feb-20	Saturday	World Scout Day	—
23-Feb-20	Sunday		—
24-Feb-20	Monday		144
25-Feb-20	Tuesday		145
26-Feb-20	Wednesday		146
27-Feb-20	Thursday		147
28-Feb-20	Friday	National Science Day	148
29-Feb-20	Saturday		—

## March – 2020

<b>Date</b>	<b>Day</b>	<b>Day Observed as</b>	<b>No. of Working Days</b>
1-Mar-20	Sunday		—
2-Mar-20	Monday	SECOND Internal Assessment for I Year , II & III Year	149
3-Mar-20	Tuesday		150
4-Mar-20	Wednesday		151
5-Mar-20	Thursday		152
6-Mar-20	Friday	Ash Wednesday	153
7-Mar-20	Saturday		—
8-Mar-20	Sunday	International Women's Day	—
9-Mar-20	Monday		154
10-Mar-20	Tuesday		155
11-Mar-20	Wednesday		156
12-Mar-20	Thursday	World Kidney Day	157
13-Mar-20	Friday		158
14-Mar-20	Saturday		—
15-Mar-20	Sunday	World Consumer's Rights Day	—
16-Mar-20	Monday		159
17-Mar-20	Tuesday		160
18-Mar-20	Wednesday		161
19-Mar-20	Thursday	St. Joseph Fest.	162
20-Mar-20	Friday	International Day of Happiness	163
21-Mar-20	Saturday		—
22-Mar-20	Sunday	World Water Day	—
23-Mar-20	Monday	World Meterological day	164
24-Mar-20	Tuesday	World Tuberculosis	165
25-Mar-20	Wednesday		166
26-Mar-20	Thursday		167
27-Mar-20	Friday		168
28-Mar-20	Saturday		—
29-Mar-20	Sunday		—
30-Mar-20	Monday		169
31-Mar-20	Tuesday		170

## April – 2020

Date	Day	Day Observed as	No. of Working Days
1-Apr-20	Wednesday		171
2-Apr-20	Thursday	World Autism Awareness Day	172
3-Apr-20	Friday		173
4-Apr-20	Saturday		—
5-Apr-20	Sunday		—
6-Apr-20	Monday	International day of Sport for Development and Piece	174
7-Apr-20	Tuesday	World Health Day	175
8-Apr-20	Wednesday		176
9-Apr-20	Thursday		177
10-Apr-20	Friday		178
11-Apr-20	Saturday		—
12-Apr-20	Sunday	World Space Day	—
13-Apr-20	Monday	<b>Model Examinations Begins</b>	179
14-Apr-20	Tuesday	Tamil New Year / Palm Sunday	180
15-Apr-20	Wednesday		181
16-Apr-20	Thursday	World Entrepreneurship Day	182
17-Apr-20	Friday		183
18-Apr-20	Saturday	World Heritage Day	—
19-Apr-20	Sunday	Good Friday	—
20-Apr-20	Monday	<b>Commencement of Semester Examinations Including Practicals</b>	184
21-Apr-20	Tuesday	Easter	185
22-Apr-20	Wednesday	World Earth Day	186
23-Apr-20	Thursday	World Book and Copy right day	187
24-Apr-20	Friday		188
25-Apr-20	Saturday	World Malaria Day	—
26-Apr-20	Sunday	World Intellectual Property Day	—
27-Apr-20	Monday		189
28-Apr-20	Tuesday		190
29-Apr-20	Wednesday		191
30-Apr-20	Thursday		192

## May – 2020

<b>Date</b>	<b>Day</b>	<b>Day Observed as</b>	<b>No. of Working Days</b>
1-May-20	Friday	International Labour Day	—
2-May-20	Saturday		—
3-May-20	Sunday		—
4-May-20	Monday	International Fire Fighter's Day	193
5-May-20	Tuesday		194
6-May-20	Wednesday	Summer Vacation Begins	—
7-May-20	Thursday	World Asthma Day	—
8-May-20	Friday		—
9-May-20	Saturday		—
10-May-20	Sunday		—
11-May-20	Monday		—
12-May-20	Tuesday	International Nurses Day/World Mothers Day	—
13-May-20	Wednesday		—
14-May-20	Thursday		—
15-May-20	Friday		—
16-May-20	Saturday		—
17-May-20	Sunday	World Tele-communication Day	—
18-May-20	Monday		—
19-May-20	Tuesday		—
20-May-20	Wednesday		—
21-May-20	Thursday		—
22-May-20	Friday		—
23-May-20	Saturday		—
24-May-20	Sunday		—
25-May-20	Monday		—
26-May-20	Tuesday		—
27-May-20	Wednesday		—
28-May-20	Thursday		—
29-May-20	Friday		—
30-May-20	Saturday		—
31-May-20	Sunday	World No-Tobacco Day	—

<b>TIME TABLE (ODD SEMESTER)</b>								
	<b>1</b> (10.00- 10.50 am)	<b>2</b> (10.50- 11.40 am)	<b>3</b> (11.40- 12.30 pm)	<b>LUNCH BREAK</b>	<b>4</b> (1.30- 2.20 pm)	<b>5</b> (2.20-3.10 pm)	<b>6</b> (3.10- 4.00 pm)	
<b>MON</b>								
<b>TUE</b>								
<b>WED</b>								
<b>THU</b>								
<b>FRI</b>								

<b>TIME TABLE (EVEN SEMESTER)</b>								
	<b>1</b> (10.00- 10.50 am)	<b>2</b> (10.50- 11.40 am)	<b>3</b> (11.40- 12.30 pm)	<b>LUNCH BREAK</b>	<b>4</b> (1.30- 2.20 pm)	<b>5</b> (2.20-3.10 pm)	<b>6</b> (3.10- 4.00 pm)	
<b>MON</b>								
<b>TUE</b>								
<b>WED</b>								
<b>THU</b>								
<b>FRI</b>								

**Education is the key to success in life, and  
teachers make a lasting impact in the lives  
of their students.**