

ST. ANTONY'S COLLEGE OF ARTS AND SCIENCES FOR WOMEN

AMALA ANNAI NAGAR, THAMARAIPADI, DINDIGUL - 5

(Recognized under 2(f) and 12(b) status of UGC Act. 1956) (Affiliated to Mother Teresa Women's University, Kodaikanal.)

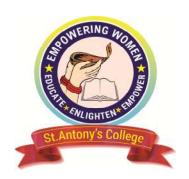


CALENDAR & HAND BOOK 2022 – 2023

ST. ANTONY'S COLLEGE OF ARTS AND SCIENCES FOR WOMEN

AMALA ANNAI NAGAR, THAMARAIPADI POST DINDIGUL - 624 005

Approved under 2(f) and 12(B) Status of UGC $A\Box$ liated to Mother Teresa Women's University, Kodaikanal



CALENDAR & HAND BOOK 2022 – 2023

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PERSONAL MEMORANDUM

| Name | : | | Affix your |
|--------------------------|---|---------|------------|
| Date of Birth | : | | photo here |
| Father's Name | : | | |
| Mother's Name | : | | |
| Course | : | | |
| Blood Group | : | | |
| Register No. | : | | |
| Address: | | | |
| Present | | Permane | ent |
| | | | |
| | | | |
| | | | |
| | | | |
| Days Scholar / Hosteller | : | | |
| Bank Account No. | : | | |
| Aadhar No. | : | | |
| E-Mail ID | : | | |
| Any Other Particulars | : | | |
| | | | |

Parent

Student

OUR 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

OUR PLEDGE

India is my country and all Indians are my brothers and sisters.

I love my country and I am proud of its rich and varied heritage.

I shall always strive to be worthy of it.

I shall give respect to my parents, teachers and elders and treat everyone with courtesy.

To my country and my people, I pledge my devotion.

In their well-being and prosperity alone lies my happiness.

j kpoj j ha; thoj ;J

ethUq; flYLjj epyklejjf; nfomyhOFk;
rthUk; tjdnkdj; jpfogujf; fz!kjpy;
njf;fzKk; mjpwrpwej jphtpley; jpUehLk;
jf;frpW gpi wEjYk; jhpjjeWe; jpyfKNk!
mjjpyf thri dNghy; mi dj;JyFk; , dgKw
vjjpirAk; Gfokzf;f , UejngUe; jkpozqNf!
jkpozqNf!

cd; rbpsi kj; j pwk;tpae; nraykwe; thoj; JJNk! thoj; JJNk!

> 'kNdhdkz lak" ng. Rejukgpsi s

j ½ ; hi ki a xopf;f Nkwnfhs;S k; c Wj pnkhop

, ej pa murpayi kggpdghy; , i I tpl hj > c skhhej gwWss, ej paf; Fbkfdhfpa ehd> ekJ murpayi kggpdgb j ½; l hi k xopf;fg;gl;Ltpl;l J vd;gi j mwpNtd; j ½; l hi ki a mbggi l ahffnfhz; L> vthkUk; nj hpeNj h> nj hpahkNyh r%f NtwWi ki a kdk> thf;F> nray; vdw vej ti fapYk; fi l ggpbf;fkhl Nl d; vdW, j dhy; c skhu c Wj paspf;fNwd; murpayi kggpd; mbggi l f; fUj j pw; fpz q;f> rka NtWghl ww Rje;j pu rKj haj;i j c Uthf;Ftj py; Nehi kAl Dk> c z i kAl Dk; gz pahwWtJ vdJ fl i kahFk; vd;gi j Ak; c z hNtd; , e;j pa murpayi kg;pd;ghy; vdf;Fs;s KOg;gw;pw;F , J vdnwd;Wk; vLj;Jf;fhl l hf tpsq;Fnkd;Wk; , j dhy; c skhu c Wj paspf;fNwd; (Taking of Pledge against Untouchability especially on Martyrs' Day - 30th January, after the observance of silence between 11:00 and 11:02 am)

nfhLQnray; vj hgG ehs; c Wj nkhop (On Anti-Terrorism Day - 21st May)

mfpki r> rfpgGjjdi k Mfpa ek; ehlbd; kuGfspy; jsuhj ekgpfi fAila, ejpa kffshfpa ehk> vt;ti fahd nfhLQnrayfi sAk> td;Ki wfi sAk; KO MwwNyhL vj pgNghk; vd c Wjp \$WfpNwhk; vy;yh kffsplj;Jk> mi kjp rKjha xwWi k> ey;Yzh;T Mfpatwi wg; Nghwwp tsh;ffTk> kffSila cap;fSfFk; kwWk; ewgz GfSf;Fk; CWtpi stpf;Fk; gpptpi d rfjpfi s vj pj;Jg; Nghuhl Tk; ehk; c Wjp\$WfpNwhk;

Foei jj; nj hopyhsh; Ki wapi d mfwWtj w;fhd c Wj phkhop (On Anti-Child Labour Day - 12th June)

, ej pa murpayi kgG tpj pfspdgb fy;tp ngWtJ Foe; j fspd; mbggi l c hpi k vdgj hy> 14 taj pv;Flgl;l Foe; j fi s xUNghJk; vej tpj g; gz pfspYk; <LgLj j khl Nl d; vdTk> mth;fs; gs;spf;Fr; nry;ti j Cf;FtpgNgd; vdTk> Foe; j j; nj hopyhsh; Ki wapi d KwwpYkhf mfwwpl rKj haj j py; tppgGz h;T VwgLj;JNtd; vdTk> j kpofj;i j f; Foe; j j; nj hopyhsuww khepykhf khw;Wtj w;F vd;dhy; , adwti u ghLgLNtd; vdTk; cskhu cWj p\$WfNwd;

eyypz f;f ehs; c Wj pnkhop

(On Communal Harmony Day - 20th August)

ehd; rhj p , d> tl; hu> kj myyJ nkhop ghFghL vJTkpdwp , ej pahtpd; mi dj; J kf;fspd; czh;TGh;t xwWi kf;Fk> eyypz f;fj j pw;Fk; ghLgLNtd; vdW cskhu c Wj pnkhop vLj; Jf;nfhs;fpNwd;. NkYk> vq;fSf; fpi l Naahd mi dj; J NtWghLfi sAk> td;Ki wapy; <Lgl hky> NgrRthhj i j fs; %ykhfTk; murpayi kgGr; rl; l topKi wfi sg; gpdgwwpAk; j ħj; Jf;nfhsNtd; vd;Wk; , j dhy; c Wj paspf;fpNwd;

Njrpa xUi kgghL c Wjpnkhop

(On National Integration Day – 19th November)

ehlbd; Rjej µk> xUi kgghL Mfpatwi wf; fhf;fTk> tYggLjjTk; vdi d mhggz jj:Jr; nraygLNtd; vdW kdkhu c Wjp\$WfpNwd; NkYk; ehd; xUNghJk; td;Ki wapy; <Lgl khl Nld; vd;Wk> kj k> nkhop tl; huk; kw;Wk; murpay; myyJ nghUshj hu Ngjq;fSf;F mi kjpahd Ki wapYk; murpay; rl;ljjp;F clgl;Lk; j M;Tfhzj; njhlhe;JghLgLNtd;vd;Wk;cWjp\$WfpNwd;

Essence of Tamil Nadu Prohibition of Ragging Act, 1997

- i) Ragging means:
 - (a) Display of noisy, disorderly conduct during any act which causes or is likely to cause physical or psychological harm or raise apprehension or fear or shame or embarrassment to a student in any educational institution;
 - (b) Teasing, abusing or playing practical jokes or causing hurt to such students:
 - (c) Asking the student to do any act or perform something which such student will not in the ordinary course willingly do.
- ii) Ragging in colleges is a cognizable offence (i.e., a Police Officer can arrest without warrant).
- iii) Ragging within or without any educational institution is totally prohibited.
- iv) Whoever directly or indirectly commits, participates in, abets or propagates ragging shall be punished with imprisonment for a term which may extend to two years and shall also be liable to a fine which may extend to Rs. 10,000.
- v) Any student convicted of an offence under Section iv shall also be dismissed and such student shall not be admitted in any other educational institution.

- vi) Whenever any student complains of ragging to the head of an educational institution or to any other person responsible for the management, such person shall enquire in to the same immediately and if found true shall suspend the student, who has committed the offence, from the educational institution.
- vii) If the head of the educational institution or the person responsible for management of the educational institution fails or neglects to take action when a complaint of ragging is made to have abetted such person shall be deemed to the offence of ragging and shall be punished as provided for in Section iv of TNPR Act, 1997.

COLLEGE PRAYER

God of Love and Wisdom, we thank you for your grace and presence in us. We humbly ask you to bestow your grace on our college and its inmates. Bless all our parents, faculty, friends and well wishers and inspire us with the fire of Love on us that we may grow and heighten our knowledge us liable women in our community. May your beloved Mother be a model for all of us, to foster our Spirit, to empower the least lost and abounded people in our society. May we begin and end the day with you joyfully and peacefully. Our Lady of Amala Annai Pray for us.

- Amen

COLLEGE PROFILE

St. Antony's College of Arts and Sciences for Women is a premier institution of higher education located on a 20-acre campus with beautiful garden and well - furnished and aesthetically designed building at Thamaraipadi, 10km North of Dindigul on Trichy - Dindigul Highways (NH45), away from the noise and disturbances of the town - which is very conducive to laboratory works. This college is established, managed and run by the Congregation of the Sisters of the Immaculate Conception (C.I.C), which has a vast experience in the field of education, apart from other types of social work.

This college for women was started with the Blessings, guidance and moral support of the Most Rev. Dr. Antony

Pappusamy, the Bishop of Dindigul in the year 2007 and is proudly marching towards the goal of empowering women through higher education.

Our college is a minority, self-financing women's college, approved by the Department of Higher Education, Govt. of Tamil Nadu, permanently affiliated to the Mother Teresa Women's University, Kodaikanal, Approved under 12(b) & 2(f) Status of UGC. The college offers 11 UG courses, 6 PG courses and 2 M.Phil courses.

Objective

S

- 1. To liberate and empower the women in order to free them from constraints and make them an instrument of social transformation and development.
- 2. To impart higher education to the rural women especially to those who are denied higher education.
- 3. To make them employable by developing their mental ability, aptitudes, attitudes and skills.

Vision

"Profoundly, ethically and Socially empowering women"

Moto

"Empowering women "

Mission

- 1. To impart quality higher education with creativity to women, especially the poor, the needy and the underprivileged
- 2. To cause their holistic development in response to the greatest commandment of love of our Saviour.
- 3. To train them to be empowered through education and help to them contribute towards building a great India.

GOVERNING BODY

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Rev. Sr. M. Daisy Rani ,CIC ,Provicial

2. Vice Chairman:

Rev.Sr. Arul Devi, CIC- Secretary ,St.Antony's College

3. Secretary:

Rev.Dr.Mary Pramila Santhi, CIC- Principal, St.Antony's College

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- Vice Principal- Academic Mrs.J.Antony Justina Mary, Asst.Prof.
- Vice Principal- Cultural Dr.M.Kavitha- Asst.Prof.
- Vice Principal- Infra Mrs. A.Ameenammal, Asst.Prof.
- 6. Bursar

Rev.Sr. Jeyarani, CIC

- 7. Staff Representativs
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- (ii) Mrs. J. Rohini Dept.of Commerce(CA)
- 8. Special Invitees:
- 1. Dr. T. Mary Josephine Isabella Dean of Arts
- 2. Dr. S. Rajendran Dean of Science
- 3. Mrs. J.Gracy IQAC Coordinator
- 4. Mrs. P.Jenitha Exam Coordinator

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Rev.Sr. Arul Devi, CIC

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Vice Principal- Cultural : Dr.M.Kavitha

Vice Principal- Infra : Mrs. A.Ameenammal

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Dr. S. Rajendran - Dean of Science

IQAC

Mrs. J.Gracy - IQAC Coordinator

Exam

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Mr.G. Peter Jeyaraj

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8. Mrs. N. Shanthi - Commerce

9. Mrs. J. Rohini - Commerce with CA

10.Dr. N. Dharani - BBA

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R.Saradha, President, Student's Council.

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| 10. Mrs.S.Santhosh Mary | - Lab Assistant |
| 10. Iviisio io animosti Iviai y | Zuo i issistant |
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| | 1,10111001 |
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| 3.Mrs.B.Sathyasri,MBA.,PGDM., | -Member |
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- 2.Mrs. S. Priyanga, B.Com., B.PEd.,

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- 2.Mrs. A. Jansi Rani, DTED., B.A., M.Lib Sci., M.Phil.,

Student Counsellor

1.Mrs.L.Beaulah,B.Sc(Psychology).,Diploma in Counseling & Psychotherapy, Family Counsellor.,

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3.Mrs.S.Arul Philominal Mary, D.Ted., CLS.,

4.Mrs.A.Gnanamani Sahaya Mary, B.A.,

5. Ms. L. M. Ambika

6.Mrs.A.Rosali Mary, B.A.,

7.Mrs.Infant Santhiya, B.Com., CA

8.Ms.S.Thevainai, B.Com., CA.,

9.Mrs.A.Arockia Mary

10.Ms.B.Abirami, M.Com.,

-Burasr

- Typist - Typist.

-Office Assistant

-Office Assistant

-Junior Assistant

-Junior Assistant

-Junior Assistant

-Nurse

-Junior Assistant

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- 2. Ms. L. M. Ambika
- 3. Mr. Justin Diraviam
- 4. Mr.P. Karthikeyan
- 5.Mr.G.Ravinth Kumar
- 6. Mr.S.Subramani
- 7. Mrs. Noorjakan
- 8.Mr. K. Xavier

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- 4. Ms.S.Maria Christy
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- 6. Mrs.K.Arockiammal
- 7. Mrs.S.Mala
- 8.Mrs.S.Paul Mary
- 9.Mrs.V.Clara Jeyakodi
- 10.Mrs.D.Mahali

- 11.Mrs.S.Mahaliammal
- 12.Mr.T.Anthony(Gardener)
- 13.Mr.A.Akbar Ali(Watch man)
- 14.Mr.S.Perumal(Watch man)

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Chief Coordinator -Rev.Dr.Mary Pramila Santhi, Principal

Coordinator - Mrs P Muthu Pandiammal

Teaching Staff Member-Dr.S.Gowri

Student Representative - R.Saradha, President, College Council

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Chief Coordinator -Rev.Dr.Mary Pramila Santhi, Principal

Coordinator - Mrs.J.Antony Justina Mary- Vice

Principal

Teaching Staff Member- 1.Sr. Vanith Jaya Rani

2.Mrs.J.Rohini

Student Representative - R.Saradha, President, College Council

Counsellor - Mrs.L.Beaulah

Student Representative- M.Dawood Sahanas, Vice Pressdent,

College Council

- Mrs.Ramani Mathew Advocate

COMPLAINT COMMITTEE

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2.Mrs.J.Antony Justina Mary - Vice Principal (Academic) 3.Dr.M.Kavitha

- Vice Principal (Cultural)

- Vice Principal (Infra) 4.Mrs.A.Ameenammal

- Physical Directress 5. Mrs.R.Sophia Sahaya Rani 6. Mrs. S. Priyanka - Physical Directress

7. Mrs.Ramani Mathew -Advocate, High Court,

Madurai

PURCHASE COMMITTEE

1.Rev.Sr.Arul Devi - Secretary 2.Rev.Dr.Mary Pramila Santhi - Principal

3.Sr.Jeya Rani - Purchase Officer

4.Mrs.A.Ameenammal - Coordinator

5. Mrs.J.Revathi - Coordinator - Coordinator - Coordinator - Department of Physics

6. Mrs. J. Maria Praveena - Department of Chemistry

7. Sr.I.Saleth Mary - Department of Computer Science

INSTITUTION INNOVATION COUNCIL

1.Mrs. A. Angayarkanni - Dept. of English

2.Mrs. J. Antony Justina Mary - Dept. of Mathematics

3.Mrs. J. Usha - Dept. of Mathematics

4.Sr. C. Paul Shyni
5.Dr. S. Sivaranjani
Dept. of Mathematics
Dept. of Physics
Dept. of Chemistry

7.Sr. I. Saleth Mary - Dept. of Computer Science 8.Dr. R. Yogatharani - Dept. of Computer Science

9.Mrs. A. Nancy Pritha - Dept. of Computer Science

AREA(Antony's Rural Entrepreneurial Activities)

Extension Advisor -Mr.S.Manuneethi Cholan
Counsultant - Mrs.K Andresia Michaeline

Co-ordinator -Mrs.J.Rohini
Convenor - Mrs.N.Shanthi
Members -1. Dr.N.Dharani
2.Miss.J.Priyanka

EQUAL OPPORTUNIUTY CELL

1.Mrs.J.Revathi - Secretary

2.Mrs.D.Sofia Anbu Selvi - Member

3.Mrs.A.Rosali Mary- Member

4.Ms.A.Theivainai- Member

5.Ms.Ramya- Member

- 6.Ms.S.Sowmiya- Member
- 7.Mrs.Asha- Member
- 8.Mrs.Merina- Member

WOMENS CELL

Dr.N.Karthiga - Coordinator

DINDIGUL ILLAKIYA KALAM

Dr.M.Kavitha

Mrs. M. Pandimeena

PARENT TEACHERS ASSOCIATION

Mr.M.Mohamed Kalifullah - President
Mr.M.Sulaiman Aarif - Secretary
Mrs.N.Mariammal - Secretary
Mrs.N.Rajeswari - Treasurer

Mrs.G.Kaleeswari - Staff Coordinator

LEO CLUB

1.Ms.A.Nancy Pritha - Member 2.Mrs.N.Shanthi - Member

STUDENT COUNCIL

Dr.S.Sivaranjani - Coordinator, Department of Physics

STUDENT COUNCIL MEMEBER

President - R.Saradha- III B.Sc., Computer Science

Vice President - M.Dawood Sahanas - II B.Sc.,

Chemistry

Secretary - R.Vidhya Sri- I M.Sc., Computer

Science

Joint Secretary - R.Sangeetha - I B.A., English

Treasurer - M.Kanya- II M.Sc., Mathematics

COUNCIL FOR COLLEGE ETHICS

Monitor - V. Mohana Priya- III B.Sc., Zoology

Customs - E.Roni- I B.Sc., Physics Etiquette - M.Manju - II B.Com.,

Decorum - S Sri Hamashavarthini - I B.Com With CA Amenities - A .Joshleen Sinthiya - III B.Sc., Mathematics

College Committee Co-ordinators

| S. No. | Committee | Name of the Co-ordinator | Department |
|-----------|-----------------------------------|--|---------------------|
| 1. | Sports | Mrs. R. Sophia Sahaya Rani Mrs.S.Priyanka | Physical Directress |
| 2. | NSS | Ms. J. Priyanka | Commerce |
| 3. | RRC | Mrs. P. Sumathi | Physics |
| 4. | YRC | Mrs. M. Senthamilselvi | Computer Science |
| 5. | Examination Section | Mrs. P. Jenitha | English |
| 6. | Placement Cell | Dr. R.Yogatharani | Computer Science |
| 7. | Rotary Club | Mrs.V. Kirthika | Physics |
| 8. | Skill Development Course | Dr. N. Dharani | Commerce |
| 9. | Green Club / Eco Club | Mrs. J. Rohini | Commerce |
| 10. | Leo Club | Mrs. D. Sofia Anbu Selvi | Tamil |
| 11. | Swayam MOOC, NPTEL | Mrs. A. Angayarkanni | English |
| 12. | Coursera | Mrs. A. Nancy Pritha | Computer Science |
| 13. | Unnath Bharath & Consumer Club | Mrs. J. Rohini | Commerce |
| 14. | Anto Ilakkiya Vattam | Mrs. P. Subalakshmi | Tamil |
| 15. | Cultural | Sr.C.Paul Shyni | Mathematics |
| 16. | Media | Mrs. A. Nancy Pritha | Computer Science |

SKILL DEVELOPMENT COURSES

| S.No. | Course | Year |
|-------|--------------------------|---------|
| 1. | English Literacy | I year |
| 2. | Fundamentals of Computer | I year |
| 3. | Tailoring | II year |
| 4. | Type Writing | II year |
| 5. | Tally | II year |
| 6. | Beautician | II year |
| 7. | Hindi | II year |
| 8. | Aari Work | II year |

Courses Offered (Under Graduate Degree Courses)

- BATamil
- BAEnglish
- B.Sc Mathematics
- B.Sc Physics
- B.Sc Chemistry
- B.Sc Zoology
- BCA(Bachelor of Computer Applications)
- B.Sc Computer Science
- B.Com
- B.Com CA (Computer Applications)
- BBA

Post Graduate Degree Courses

- MA Tamil
- MA English
- M.Sc Mathematics
- M.Sc Chemistry
- M.Sc Computer Science
- M.Com

M.Phil Courses

- English
- Commerce

EVALUATION SYSTEM (Under CBCS pattern)

| EXAMINATION | LEVEL | MAXI | MUM | MINI | MUM | TOTAL PASS |
|--------------|--------|------|-----|------|-----|------------|
| EXAMINATION | LEVEL | I | E | I | E | I+E |
| | UG | 25 | 75 | - | 30 | 40 |
| Theory | PG | 25 | 75 | - | 38 | 50 |
| | M.Phil | 25 | 75 | - | 38 | 50 |
| Practical | UG | 40 | 60 | - | 24 | 40 |
| Fractical | PG | 40 | 60 | - | 30 | 50 |
| Dissertation | M.Phil | 100 | 100 | - | 50 | 50 |
| Project | UG | 80 | 20 | • | 8 | 40 |
| | PG | 80 | 20 | • | 10 | 50 |

About CBCS

All Undergraduate, Postgraduate and Research oriented courses operate on a Choice - Based Credit System. At the Undergraduate level credits are awarded for Part (Language). First language offered is Tamil and Second languages offered are Hindi/Malayalam/French.

Part II - English

Part III - Major (Theory & Practical), Project or

Elective papers and Allied papers.

Part IV - Skill Based Electives: Non Major Electives,

Environmental Studies and Value Education.

Part V - Extension Activities: National Service Scheme and Physical Education.

Minimum credits to secure UG Degree - 140
Minimum credits to secure PG Degree - 90

Minimum credits to secure M.Phil Degree - 30

RULES AND REGUALTIONS

Fees

- Every student has to pay the whole fees prescribed for each semester on or before the last date stipulated; failing which her name will be automatically removed from the rolls.
- The whole amount of the first semester fees must be paid by a new student before her name is enrolled and this amount will not be refunded.
- If a student leaves the college during the semester, she shall have no right to claim remission of any portion of the semester fee; rather she has to pay the entire course fee.
- Every student has to pay the semester examination fee prescribed by the University to the University account.

Class Timings

1. Each semester consists of 90 working days excluding the semester examination. These 90 days are divided into 15

- cycles, each cycle consist of 6 day orders namely A, B, C, D, E and F.
- 2. Every working day is divided into two sessions, the morning session is from 9.20 am to 1.00 pm and the evening session is from 1.30 pm to 3.45 pm on all days.
- 3. The first warning bell for classes is rung five minutes before the commencement of the morning and evening sessions and the second bell at the hour fixed for the commencement of the class. A bell will be rung at the end of each period.
- 4. At the first warning bell before each session, students shall go to their respective classes and take their seats so as to be present when the professor enters. Standing around in groups outside the class or in the verandahs till the second bell should be avoided.
- 5. Between periods, students should not be loitering around the campus. If they need to drink water or go to the toilet, it should be done quickly; if they have to change rooms, they should move fast.

Attendance

- 1. Regularity in daily attendance at all classes is insisted upon in this college.
- 2. No one shall absent herself from classes without prior notification.
- 3. The faculties shall take attendance in the morning and afternoon at the beginning of each period.
- 4. A student who is not present in the class while taking the attendance shall be marked absent. If a student absents herself even for one hour, she shall lose attendance for that session.
- 5. Late-comers will not be admitted to the class rooms without an admission bill from the principal. No admission will be given to a student who is more than 10 minutes late.
- 6. The attendance of each student will be totaled at the end of the semester. Periodic intimation about their absence will be sent to the parent or guardian of the student for information and suitable action.

Leave of Absence

- 1. A student requiring leave must apply for it in writing in the application form in advance, to the principal in person. The application must state the reason clearly and be signed by the student and countersigned by the staff / parent / guardian / hostel director. In case of illness the absentees shall submit a medical Certificate if the absence lasts for three days or more.
- 2. If the student is absent without intimation, her absence will immediately be reported to her parents or to her warden and disciplinary action such as fining, suspension, etc., will be taken. Absence for 10 successive days will entail removal of the student from the college rolls.
- 3. Students who have to leave class during a session for any serious reason must do so only after obtaining permission from the Principal.

Leave on other Duty

Those students, who represent the college to participate in various competitions, are given credit of attendance for the period. They should fill in the proper forms and get the countersign of the Professor-in-charge and submit it to the Principal before they leave the college for participation in other programs. Those who fail to do so will lose the credit and will be considered as absentees.

Certificate

Any student, past or present, wishing to obtain a transfer or conduct Certificate, must apply to the college office in the prescribed format. Certificate will not generally be issued at less than 48 hours notice. No Certificate will be posted unless a stamped self-addressed envelope is sent together with the signed application. Those who want the transfer certificate must bring the parent, as their signature also is necessary.

Good Manners and Behavior

St. Antony's College of Arts and Science for Women being a community of partnership of the sta□, students and management,

tending towards a common goal, life in the campus must be inspired by unity, mutual trust and co-operation between these partners. Still a few points should be kept in mind.

- 1. Every student should conform to the rules and regulations relating to attendance, library, college fees, examinations and tests, Hostel inmates must obey the hostel rules and regulations.
- 2. Students are not allowed to stand about or walk along the verandahs of the college, particularly in the ground floor, during class hours.
- 3. Students are not allowed to eat their midday meals in classrooms; they must go to the places allotted for this purpose.
- 4. Strict silence must be observed during class hours in the class rooms.
- 5. St.Antony's students are expected to be gentle by being courteous to all.
- 6. When a lecturer or any other member of the staff enters a class, the students must stand up and should not sit down until she invites them to do so or she herself takes the seat. They should likewise stand up when she leaves the class.
- 7. No student should leave the class room during a lecture without permission of the lecturer.
- 8. College property and furniture should be handled with care and anyone who damages them will be held liable to pay for the damage caused. Stealing of college property or the belongings of the others constitutes a serious offence and immediate sanction will be imposed.
- 9. Cycles, Scooters, etc., should be left in the cycle stand and not anywhere in the campus.
- 10. No student who has been convicted *of any offence will be allowed to continue* her studies in the college.
- 11. Under the educational rules of the Tamil Nadu Government the Principal has full power to inflict the following punishment: fine, loss of term certificate, suspension and

- expulsion from the college, if any student is guilty of rudeness of behavior and gross breach of conduct rules.
- 12. Students should not indulge in any activity leading to disruption of peace and discipline and dislocation of normal work in the college and hostel premises. Those who are guilty of violation of this rule will be severely dealt with.
- 13. Ragging of any kind is strictly forbidden; anyone who is guilty of ragging will be summarily and severely punished.
- 14. Students who are guilty of (i) rude language towards the staff of the college or hostel; (ii) assault or attempt to assault staff or fellow students of the college or hostel will be expelled from the institution.
- 15. Students are expected to dress neatly with either traditional or modern costumes. However Jeans, Leggings, T-Shirts, Tight sleeveless banyans, midi's and mini- skirts are not allowed.
- 16. Students will be issued identity cards and they should wear it always when they come to the college.

Campus facilities and Students' Amenities

College Office

This is the central administrative office in the college. Admissions, payment of fees, Certificate, attendance, etc., are looked after by the College office. Students are required to meet the clerks concerned and settle their problems as and when necessary. They should however note the time fixed for such business and approach the office accordingly.

Library

In order to facilitate the better use of the library by all, the following rules are framed and are to be observed by all.

- 1. Each student will be given two cards to borrow books from the library.
- 2. On class days the library will be kept open from 9.00 am to 4.30 pm; and on Saturdays from 10.00 am to 1.00 pm.
- 3. The library will be kept closed on all Sundays, Government

- holidays and summer vacation.
- 4. Books will be issued only on presentation of the borrower's identity card. These cards will be supplied to the students at the beginning of the academic year. In case the card is lost, the librarian should be informed of the fact at once, failing which the owner of the card will be held responsible for the books issued on presentation of that card by another.
- 5. On receipt of a book, the student should examine it and report at once to the library assistant of any damage so far unaccounted for in the book. If the student fails to do so, he will be held responsible for such damage when it is subsequently detected by the library assistant.
- 6. Writing in the margin of a library book or underlining is strictly forbidden. If the book is badly damaged, the students will have to replace it at her cost.
- 7. The book should be returned on or before the due date marked on the book. Failure to return the books on time will entail a fine of Rs.2 per book per day. No books will be issued to the student until all dues are cleared.
- 8. A member of the library who returns a book should get back her library card at the same time. So as long as the library card is in the possession of the library assistant, the member will be held responsible for the safety and the good condition of the book.
- 9. No member is allowed to pass on the library books to any one in or out of the college. If she does so, she will be suspended from membership of the library or fined as the case may call for.
- 10. Students are allowed to take two books or two volumes of one book at a time for home reading.
- 11. Reference books should be read in the library reading room and must not be taken out. After use, they must be returned to the library assistant in person.
- 12. Strict silence should be maintained inside the reading room of the library. Discussions should be kept outside the library.

Hostel

The hostel has its own rules and regulations and is supervised by the Director. The hostel is meant to help the students to study better in a peaceful atmosphere and to buildup healthy relationship among students to make them stand in good stead in the future. Students should involve themselves in the recreational and cultural activities of the hostel to enjoy their stay there. Students who do not attend classes regularly and have too many arrears will not be allowed to remain in the hostel. The hostel is "a home away from home" and every student in the hostel should strive to create an atmosphere of peace and harmony and goodwill in the hostel.

Admission into the college is not an automatic guarantee for admission to the hostel. A separate application is to be submitted to the Director of the hostel for this purpose.

Canteen

There is a canteen inside the campus, privately managed for the benefit of staff and students. Snacks, coffee, cool drinks, etc may be had at a fairly reasonable price.

Computer Centre

The computer centre caters to the needs of the students of all the departments.

Xerox Centre

To facilitate the students' to take photo copy of the text and material, Xerox centre is made available.

Remedial Programs

Remedial programs form a very important aspect of education at St. Antony's College. This allows opportunities for poor students and those from rural and backward areas to cope with the college curriculum, to overcome the initial difficulties they face on entering the college, and eventually to be able to excel in their studies. It begins with the bridge course in English for all I year

students. Later remedial courses are offered in all the subjects for UG students who do not fare well in their studies and need this extra help to keep abreast of the rest of the class.

Campus Ministry

Besides imparting knowledge in specific subject for which the student is admitted, guidance and counseling are given to them so that they develop their personality, integrating their emotions with reason.

In addition to the University curriculum, the college offers religious and value education to the students in order to create awareness of the social, cultural, religious and of the environmental atmosphere. All the catholic students have to attend the 'Religion' classes and non catholic students should attend the value education classes.

Counseling

There is a full time counselor for the students, who is available during class days and also during holidays. Students are invited to discuss their problems relating to study, personal needs etc. Courses in counseling are also conducted for the staff and students who are ready to undergo the training.

Unique Features

- 1. The college has a well-furnished computer lab.
- 2. It conducts various personality development programs.
- 3. The placement cell arranges for training and assists to face interviews in different companies.
- 4. The college conducts value and ethic classes.
- 5. Several skill development programs are arranged for every student.
 - a. English Proficiency and computer literacy for I year students
 - b. Tailoring, Typewriting, Beautician training, Hindi & Tally, Media courses for II year students.

c. Preparation for competitive examinations for III year students.

Parents Teacher Association:

The parents of every student are registered in the association. The general body meeting of the association is convened once a year and the executives of this association meet at least three times a year. The association plays a supportive role in the running of the college and its members involve themselves in the overall development of the students.

College Bus

For easy transportation, the college has bus facility. The bus is operated from specific terminals and it picks up students from specific points. Students opting for college bus should come to the stopping points by their own arrangement. Students travelling by college bus should bring the bus card every day.

ASSOCIATIONS

Each department has one association which functions to inculcate knowledge to the student community by giving them more exposure to their subjects. The association helps them to develop their leadership qualities.

| Department | Association Name | |
|------------------|---------------------------|--|
| Tamil | ghuj pahh; , yf;fpa fofk; | |
| English | SACLIT | |
| Mathematics | SMART-MATH | |
| Physics | EINSTEIN | |
| Chemistry | ACTCHEM | |
| Zoology | BIO-DARWIN | |
| Computer Science | WEB-ELLITE | |
| Commerce | COM-PENNY | |

EXTRA CURRICULAR ACTIVITIES

- 1. Red Ribbon Club
- 2. Youth Red Cross
- 3. Consumer Club
- 4. Green Club
- 5. Literacy Club
- 6. National Service Scheme
- 7. Rotary Club
- 8. Cultural Club
- 9. Leo Club
- 10. Dindigul Illakiya Kalam

IMPORTANT NATIONAL / INTERNATIONAL DAYS

| S.No. | Date of Event | Observed as |
|-------|------------------------------|--|
| 1. | 5 th June | World Environment Day |
| 2. | 21 st June | World Music Day |
| 3. | 29 th July | World Ocean Day |
| 4. | 11 th July | World population Day |
| 5. | 15 th August | Independence Day |
| 6. | 26 th August | Mother Teresa's Birthday |
| 7. | 5 th September | Teacher's Day & Mother Teresa Death Anniversary |
| 8. | 8 th September | International Literacy Day |
| 9. | 27 th September | World Tourism Day |
| 10. | 6 - 12 th October | RIT Week Celebration |
| 11. | 14 th October | World Standards Day |
| 12. | 14 th October | World Food Day |
| 13. | 11 th November | National Education Day |
| 14. | 14 th November | Children's Day |
| 15. | 25 th November | International Day for Elimination of Violence Against Women |
| 16. | 30 th November | Computer Security Day |
| 17. | 1 st December | World AIDS Day |
| 18. | 2 nd December | International Day of Disabled |

| 19. | 9 th December | Human Rights Day |
|-----|---------------------------|--|
| 20. | 12 th December | National Youth Day |
| 21. | 26 th January | Republic Day |
| 22. | 21 st February | International Mother language Day |
| 23. | 28 th February | National Science Day |
| 24. | 8 th March | International Women's Day |
| 25. | 15 th March | World Consumer Rights Day |
| 26. | 21st March | World Poetry Day, Forest Day |
| 27. | 22 nd March | World Day for Water |
| 28. | 24 th March | International Day for Achievers |
| 29. | 7 th April | World Health Day |
| 30. | 16 th April | World Entrepreneurs Day |
| 31. | 21 st April | World Creativity and Innovation Day |
| 32. | 23 rd April | World Book and Copy Rights Day |
| 33. | 26 th April | World Intellectual Property Rights Day |

ODD SEMESTER 2022-2023 Number of Working Days - Odd Semester

| MONTH | NUMBER OF DAYS (II, III UG & II PG) | NUMBER OF DAYS I UG | NUMBER OF DAYS I PG |
|-----------|--|------------------------|---------------------------|
| July | 11 | 06 | •••• |
| August | 22 | 22 | 10 |
| September | 24 | 24 | 24 |
| October | 21 | 21 | 21 |
| November | 12 | 17 | 24 |
| December | •••• | ••• | 11 |
| Total | 90 Days | 90 Days | 90 Days |

EVEN SEMESTER 2022-2023 Number of Working Days - Even Semester

| MONTH | NUMBER OF DAYS (I, II, III UG &I, II PG) |
|----------|--|
| December | 11 |
| January | 23 |
| Febuary | 22 |
| March | 25 |
| April | 09 |
| Total | 90 Days |

| Date | Day | Particulars | No. of Working Days | Day Order | | | |
|--|-----|----------------------------|---------------------------|--------------|--|--|--|
| 1 | FRI | | | | | | |
| 2 | SAT | | | | | | |
| 3 | SUN | | | | | | |
| 4 | MON | | | | | | |
| 5 | TUE | | | | | | |
| 6 | WED | | | | | | |
| 7 | THU | | | | | | |
| 8 | FRI | | | | | | |
| 9 | SAT | | | | | | |
| 10 | SUN | | | | | | |
| 11 | MON | | | | | | |
| 12 | TUE | | | | | | |
| 13 | WED | | | | | | |
| 14 | THU | | | | | | |
| 15 | FRI | | | | | | |
| 16 | SAT | | | | | | |
| 17 | SUN | | | | | | |
| 18 | MON | II,III UG & II PG - Reopen | 1 | A | | | |
| 19 | TUE | | 2 | В | | | |
| 20 | WED | | 3 | С | | | |
| 21 | THU | | 4 | D | | | |
| 22 | FRI | | 5 | E | | | |
| 23 | SAT | Holiday | | | | | |
| 24 | SUN | Holiday | | | | | |
| 25 | MON | I UG | 6 | F | | | |
| 26 | TUE | | 7 | A | | | |
| 27 | WED | | 8 | В | | | |
| 28 | THU | | 9 | С | | | |
| 29 | FRI | | 10 | D | | | |
| 30 | SAT | | 11 | Е | | | |
| 31 | SUN | Holiday | | | | | |
| Total No. of Working Days: II,III UG & II PG: 11 | | | | | | | |
| Total No. of Working Days: I UG: 6 | | | | | | | |

Total No. of Holidays: 3

| Date | Day | Particulars | No. of Workin g Days | Day Order | | | |
|--|---|-------------------------------|----------------------------|--------------|--|--|--|
| 1 | MON | | 12 | F | | | |
| 2 | TUE | | 13 | A | | | |
| 3 | WED | | 14 | В | | | |
| 4 | THU | | 15 | С | | | |
| 5 | FRI | | 16 | D | | | |
| 6 | SAT | | 17 | Е | | | |
| 7 | SUN | Holiday | | | | | |
| 8 | MON | | 18 | F | | | |
| 9 | TUE | Moharam | | | | | |
| 10 | WED | | 19 | A | | | |
| 11 | THU | | 20 | В | | | |
| 12 | FRI | | 21 | С | | | |
| 13 | SAT | | 22 | Е | | | |
| 14 | SUN | Holiday | | | | | |
| 15 | MON | Independance Day | | | | | |
| 16 | TUE | | 23 | D | | | |
| 17 | WED | I PG | 24 | Е | | | |
| 18 | THU | | 25 | F | | | |
| 19 | FRI | Gohul | | | | | |
| 20 | G + TT | Astami | | | | | |
| 20 | SAT | Holiday | | | | | |
| 21 | SUN | Holiday | 2.5 | | | | |
| 22 | MON | | 26 | A | | | |
| 23 | TUE | | 27 | В | | | |
| 24 | WED | | 28 | С | | | |
| 25 | THU | | 29 | D | | | |
| 26 | FRI | | 30 | Е | | | |
| 27 | SAT | | 31 | F | | | |
| 28 | SUN | Holiday | | | | | |
| 29 | | I Internal- II,III UG & II PG | 32 | A | | | |
| 30 | TUE | | 33 | В | | | |
| 31 | WED | Vinayagar Sathurthi | | | | | |
| | No. of Working Days :II,III UG, II PG :11+22 = 33 | | | | | | |
| Total No. of Working Days : I UG : $6 + 22 = 28$ | | | | | | | |
| Total No. of Working Days: I PG: 10 | | | | | | | |
| No. of Holidays: 9 | | | | | | | |

| Date | Day | Particulars | No. of Working Days | Day Order | | | | | |
|------|---|-------------------------------|---------------------------|--------------|--|--|--|--|--|
| 1 | THU | | 34 | С | | | | | |
| 2 | FRI | | 35 | D | | | | | |
| 3 | SAT | | 36 | Е | | | | | |
| 4 | SUN | Holiday | | | | | | | |
| 5 | MON | | 37 | F | | | | | |
| 6 | TUE | | 38 | A | | | | | |
| 7 | WED | | 39 | В | | | | | |
| 8 | THU | | 40 | С | | | | | |
| 9 | FRI | | 41 | D | | | | | |
| 10 | SAT | Holiday | | | | | | | |
| 11 | SUN | Holiday | | | | | | | |
| 12 | MON | I Internal Exam - I UG & I PG | 42 | Е | | | | | |
| 13 | TUE | | 43 | F | | | | | |
| 14 | WED | | 44 | A | | | | | |
| 15 | THU | | 45 | В | | | | | |
| 16 | FRI | | 46 | С | | | | | |
| 17 | SAT | | 47 | D | | | | | |
| 18 | SUN | Holiday | | | | | | | |
| 19 | MON | | 48 | Е | | | | | |
| 20 | TUE | | 49 | F | | | | | |
| 21 | WED | | 50 | A | | | | | |
| 22 | THU | | 51 | В | | | | | |
| 23 | FRI | | 52 | С | | | | | |
| 24 | SAT | Holiday | | | | | | | |
| 25 | SUN | Holiday | | | | | | | |
| 26 | MON | | 53 | D | | | | | |
| 27 | TUE | | 54 | Е | | | | | |
| 28 | WED | | 55 | F | | | | | |
| 29 | THU | | 56 | A | | | | | |
| 30 | FRI | | 57 | В | | | | | |
| | No. of Working Days (II, III UG & II PG): 11+22+24 = 57 | | | | | | | | |

No. of Working Days (I UG): 06+22+24=52

No. of Working Days (I UG & I PG): 10+24 = 34

No. of Holidays: 06

| Date | Day | Particulars | No. of Working Days | Day Order | | | | |
|---|--|--------------------------|---------------------------|--------------|--|--|--|--|
| 1 | SAT | | 58 | С | | | | |
| 2 | SUN | Gandhi Jeyanthi | | | | | | |
| 3 | MON | Holiday | | | | | | |
| 4 | TUE | Saraswathi Pooja | | | | | | |
| 5 | WED | Vijayadhasami | | | | | | |
| 6 | THU | | 59 | D | | | | |
| 7 | FRI | | 60 | Е | | | | |
| 8 | SAT | | 61 | F | | | | |
| 9 | SUN | Holiday-Miladinabi | | | | | | |
| 10 | MON | | 62 | A | | | | |
| 11 | TUE | | 63 | В | | | | |
| 12 | WED | II Internal Exam for all | 64 | С | | | | |
| 13 | THU | | 65 | D | | | | |
| 14 | FRI | | 66 | Е | | | | |
| 15 | SAT | | 67 | F | | | | |
| 16 | SUN | Holiday | | | | | | |
| 17 | MON | | 68 | A | | | | |
| 18 | TUE | | 69 | В | | | | |
| 19 | WED | | 70 | С | | | | |
| 20 | THU | | 71 | D | | | | |
| 21 | FRI | | 72 | Е | | | | |
| 22 | SAT | Holiday | | | | | | |
| 23 | SUN | Holiday | | | | | | |
| 24 | MON | Deepavali | | | | | | |
| 25 | TUE | | 73 | F | | | | |
| 26 | WED | | 74 | A | | | | |
| 27 | THU | | 75 | В | | | | |
| 28 | FRI | | 76 | С | | | | |
| 29 | SAT | | 77 | D | | | | |
| 30 | SUN | Holiday | | | | | | |
| 31 | MON | | 78 | Е | | | | |
| | No. of Working Days (II, III UG & II PG): 11+22+24+21 = 78 | | | | | | | |
| No. of Working Days (I UG): 06+22+24+21=73 | | | | | | | | |
| No. of Working Days (I UG & I PG): 10+24+21 =55 | | | | | | | | |

No. of Holidays: 10

| Date | Day | Particulars | No. of Working Days | Day Order | | | | |
|--|---|--|---------------------------|--------------|--|--|--|--|
| 1 | TUE | | 79 | F | | | | |
| 2 | WED | | 80 | A | | | | |
| 3 | THU | | 81 | В | | | | |
| 4 | FRI | | 82 | С | | | | |
| 5 | SAT | | 83 | D | | | | |
| 6 | SUN | Holiday | | | | | | |
| 7 | MON | | 84 | Е | | | | |
| 8 | TUE | | 85 | F | | | | |
| 9 | WED | | 86 | A | | | | |
| 10 | THU | | 87 | В | | | | |
| 11 | FRI | | 88 | С | | | | |
| 12 | SAT | Holiday | | | | | | |
| 13 | SUN | Holiday | | | | | | |
| 14 | MON | | 89 | D | | | | |
| 15 | TUE | 90 Working days completed for II, III UG & II PG | 90 | Е | | | | |
| 16 | WED | | 91 | F | | | | |
| 17 | THU | | 92 | A | | | | |
| 18 | FRI | | 93 | В | | | | |
| 19 | SAT | | 94 | С | | | | |
| 20 | SUN | Holiday | | | | | | |
| 21 | MON | 90 Working days completed for I UG | 95 | D | | | | |
| 22 | TUE | | 96 | Е | | | | |
| 23 | WED | | 97 | F | | | | |
| 24 | THU | | 98 | A | | | | |
| 25 | FRI | | 99 | В | | | | |
| 26 | SAT | Holiday | | | | | | |
| 27 | SUN | Holiday | | | | | | |
| 28 | MON | - | 100 | С | | | | |
| 29 | TUE | | 101 | D | | | | |
| 30 | WED | | 102 | Е | | | | |
| | No. of Working Days (II, III UG & II PG): 11+22+24+21+12 = 90 | | | | | | | |
| | 1 | No. of Working Days (I UG): 06+22 | 2+24+21+17 | =90 | | | | |
| No. of Working Days (LUG & LPG) : 10+24+21+24-70 | | | | | | | | |

No. of Working Days (I UG & I PG): 10+24+21+24 = 79

No. of Holidays: 06

| Date | Day | Particulars | No. of Working Days | Day Order | | | | |
|---------------------|----------|--------------------------------------|---------------------------|--------------|--|--|--|--|
| 1 | THU | | | F | | | | |
| 2 | FRI | | | A18 | | | | |
| 3 | SAT | | | В | | | | |
| 4 | SUN | Holiday | | | | | | |
| 5 | MON | | | С | | | | |
| 6 | TUE | | | D | | | | |
| 7 | WED | | | Е | | | | |
| 8 | THU | | | F | | | | |
| 9 | FRI | 90 Working days completed for I PG | | Α | | | | |
| 10 | SAT | Holiday | | | | | | |
| 11 | SUN | Holiday | | | | | | |
| 12 | MON | Even Semester | 1 | A | | | | |
| 13 | TUE | | 2 | В | | | | |
| 14 | WED | | 3 | С | | | | |
| 15 | THU | | 4 | D | | | | |
| 16 | FRI | | 5 | Е | | | | |
| 17 | SAT | | 6 | F | | | | |
| 18 | SUN | Holiday | | | | | | |
| 19 | MON | | 7 | A | | | | |
| 20 | TUE | | 8 | В | | | | |
| 21 | WED | | 9 | С | | | | |
| 22 | THU | | 10 | D | | | | |
| 23 | FRI | | 11 | Е | | | | |
| 24 | SAT | Holiday | | | | | | |
| 25 | SUN | Holiday | | | | | | |
| 26 | MON | | | | | | | |
| 27 | TUE | | | | | | | |
| 28 | WED | | | | | | | |
| 29 | THU | | | | | | | |
| 30 | FRI | | | | | | | |
| 31 | SAT | | | | | | | |
| | No. of V | Vorking Days (I,II, III UG & I,II PC | i):11 | | | | | |
| No. of Holidays: 12 | | | | | | | | |

| Date | Day | Particulars | No. of Working Days | Day Order | | | |
|---|-----|--------------------------------|---------------------------|--------------|--|--|--|
| 1 | SUN | Holiday | | | | | |
| 2 | MON | | 12 | F | | | |
| 3 | TUE | | 13 | A | | | |
| 4 | WED | | 14 | В | | | |
| 5 | THU | | 15 | С | | | |
| 6 | FRI | | 16 | D | | | |
| 7 | SAT | | 17 | Е | | | |
| 8 | SUN | Holiday | | | | | |
| 9 | MON | | 18 | F | | | |
| 10 | TUE | | 19 | A | | | |
| 11 | WED | | 20 | В | | | |
| 12 | THU | | 21 | С | | | |
| 13 | FRI | | 22 | D | | | |
| 14 | SAT | Holiday | | | | | |
| 15 | SUN | Holiday- Pongal | | | | | |
| 16 | MON | Uzhavar Thirunal | | | | | |
| 17 | TUE | | 23 | Е | | | |
| 18 | WED | | 24 | F | | | |
| 19 | THU | | 25 | A | | | |
| 20 | FRI | | 26 | В | | | |
| 21 | SAT | | 27 | С | | | |
| 22 | SUN | Holiday | | | | | |
| 23 | MON | | 28 | D | | | |
| 24 | TUE | | 29 | Е | | | |
| 25 | WED | | 30 | F | | | |
| 26 | THU | Republic Day | | | | | |
| 27 | FRI | I Internal Examination for all | 31 | Α | | | |
| 28 | SAT | | 32 | В | | | |
| 29 | SUN | Holiday | | | | | |
| 30 | MON | | 33 | С | | | |
| 31 | TUE | | 34 | D | | | |
| No. of Working Days (I,II, III UG & I,II PG) : 11 +23 =34 | | | | | | | |
| No. of Holidays: 08 | | | | | | | |

| Date | Day | Particulars | No. of Working Days | Day Order | | | |
|------|--|---------------------------------|---------------------------|--------------|--|--|--|
| 1 | WED | | 35 | Е | | | |
| 2 | THU | | 36 | F | | | |
| 3 | FRI | | 37 | A | | | |
| 4 | SAT | | 38 | В | | | |
| 5 | SUN | Holiday- Thaipoosam | | | | | |
| 6 | MON | | 39 | С | | | |
| 7 | TUE | | 40 | D | | | |
| 8 | WED | | 41 | Е | | | |
| 9 | THU | | 42 | F | | | |
| 10 | FRI | | 43 | A | | | |
| 11 | SAT | Holiday | | | | | |
| 12 | SUN | Holiday | | | | | |
| 13 | MON | | 44 | В | | | |
| 14 | TUE | | 45 | С | | | |
| 15 | WED | | 46 | D | | | |
| 16 | THU | | 47 | Е | | | |
| 17 | FRI | | 48 | F | | | |
| 18 | SAT | | 49 | A | | | |
| 19 | SUN | Holiday | | | | | |
| 20 | MON | | 50 | В | | | |
| 21 | TUE | | 51 | С | | | |
| 22 | WED | | 52 | D | | | |
| 23 | THU | | 53 | Е | | | |
| 24 | FRI | | 54 | F | | | |
| 25 | SAT | Holiday | | | | | |
| 26 | SUN | Holiday | | | | | |
| 27 | MON | II Internal Examination for all | 55 | A | | | |
| 28 | TUE | | 56 | В | | | |
| | No. of Working Days (I,II, III UG & I,II PG) : 11 +23 +22=56 | | | | | | |
| | | No. of Holidays: 06 | | | | | |

| Date | Day | Particulars | No. of Working Days | Day Order | | | |
|---|-----|----------------------------------|---------------------------|--------------|--|--|--|
| 1 | WED | | 57 | С | | | |
| 2 | THU | | 58 | D | | | |
| 3 | FRI | | 59 | Е | | | |
| 4 | SAT | | 60 | F | | | |
| 5 | SUN | Holiday | | | | | |
| 6 | MON | | 61 | A | | | |
| 7 | TUE | | 62 | В | | | |
| 8 | WED | | 63 | С | | | |
| 9 | THU | | 64 | D | | | |
| 10 | FRI | | 65 | Е | | | |
| 11 | SAT | Holiday | | | | | |
| 12 | SUN | Holiday | | | | | |
| 13 | MON | | 66 | F | | | |
| 14 | TUE | | 67 | A | | | |
| 15 | WED | | 68 | В | | | |
| 16 | THU | | 69 | С | | | |
| 17 | FRI | | 70 | D | | | |
| 18 | SAT | | 71 | E | | | |
| 19 | SUN | Holiday | | | | | |
| 20 | MON | | 72 | F | | | |
| 21 | TUE | | 73 | A | | | |
| 22 | WED | Telugu New Year | | | | | |
| 23 | THU | | 74 | В | | | |
| 24 | FRI | | 75 | C | | | |
| 25 | SAT | | 76 | D | | | |
| 26 | SUN | Holiday | | | | | |
| 27 | MON | | 77 | Е | | | |
| 28 | TUE | | 78 | F | | | |
| 29 | WED | III Internal Examination for all | 79 | A | | | |
| 30 | THU | | 80 | В | | | |
| 31 | FRI | | 81 | С | | | |
| No.of Working days :I,II,III UG & I, II PG:11+23+22+25=81 | | | | | | | |
| No. of Holidays: 06 | | | | | | | |

| Date | Day | Particulars | No. of Working Days | Day Order |
|------|-----------|---------------------------------------|---------------------------|--------------|
| 1 | SAT | | 82 | D |
| 2 | SUN | Holiday | | |
| 3 | MON | | 83 | Е |
| 4 | TUE | | 84 | F |
| 5 | WED | | 85 | A |
| 6 | THU | Good Thursday | | |
| 7 | FRI | Good Friday | | |
| 8 | SAT | Holiday | | |
| 9 | SUN | Easter | | |
| 10 | MON | | 86 | В |
| 11 | TUE | | 87 | С |
| 12 | WED | | 88 | D |
| 13 | THU | | 89 | Е |
| 14 | FRI | Tamil New Year | | |
| 15 | SAT | Holiday | | |
| 16 | SUN | Holiday | | |
| 17 | MON | 90 Working Days Completed | 90 | F |
| 18 | TUE | | | |
| 19 | WED | | | |
| 20 | THU | | | |
| 21 | FRI | | | |
| 22 | SAT | | | |
| 23 | SUN | Holiday | | |
| 24 | MON | | | |
| 25 | TUE | | | |
| 26 | WED | | | |
| 27 | THU | | | |
| 28 | FRI | | | |
| 29 | SAT | | 1 | |
| 30 | SUN | Holiday | | |
| | No.of Wor | rking days :I,II,III UG & I, II PG:11 | +23+22+25+ | ⊦9=90 |

| | Signature of the Principal / Vice Principal | | | | |
|--------------|---|--|--|--|--|
| 3 | Signature of the HOD | | | | |
| CORD | No. of Signature of Signature of the Days the Parents Class In-charge HOD | | | | |
| LEAVE RECORD | Signature of the Parents | | | | |
| | No. of Days | | | | |
| | Reason | | | | |
| 6 | S. Date | | | | |
| | S. No. | | | | |

| | Signature of the Principal / Vice Principal | | | | |
|--------------|---|--|--|--|--|
| 3 | Signature of the HOD | | | | |
| CORD | No. of Signature of Signature of the Days the Parents Class In-charge HOD | | | | |
| LEAVE RECORD | Signature of the Parents | | | | |
| | No. of Days | | | | |
| | Reason | | | | |
| 6 | S. Date | | | | |
| | S. No. | | | | |

