




## STUDENT HANDBOOK 2019 - 20

# THE MADURA COLLEGE

(An Autonomous Institution Affiliated to the Madurai Kamaraj University)

**Re-accredited (3rd Cycle) with "A" Grade by NAAC**

 Vidya Nagar, TPK Road, Madurai - 625 011

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 [www.maduracollege.edu.in](http://www.maduracollege.edu.in)

### PERSONAL INFORMATION

Name

Class & Major

Roll No. / Ref. No.

Date of Birth

Car/Bike/Cycle No.

Height

Weight

Blood Group

Permanent Address

Telephone Mobile No.

e-mail ID

## COLLEGE PRAYER

असतो मा सद्गमय ।

ASATO MAA SADGAMAYA

பொய்மையிலிருந்து வாய்மைக்கு எம்மை அழைத்துச் செல்

*Lead me from the Unreal to the Real*

तमसो मा ज्योतिर्गमय ।

TAMASO MAA JYOTHIRGAMAYA

இருளிலிருந்து ஒளிக்கு எம்மை அழைத்துச் செல்

*Lead me from Darkness to Light*

मृत्योर्मा अमृतङ्गमय ।

MRITYOR MAA AMRITANGAMAYA

இறப்பிலிருந்து பிறவாமைக்கு எம்மை அழைத்துச் செல்

*Lead me from Mortality to Immortality*

ॐ शान्तिः शान्तिः शान्तिः ॥

OM SHANTHI : SHANTHI : SHANTHI :

- Brhadaranyakopanishad

ஒன்றே குலமும் ஒருவனே தேவனும்  
நன்றே நினைமின் நமனில்லை நாணாமே  
சென்றே புகுங்கதியில்லை நும் சித்தத்து  
நின்றே நிலைபெற நீர் நினைந்துய்மினே

- திருமூலர் திருமந்திரம்



### தமிழ்த்தாய் வாழ்த்து

நீராரும் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்  
சீராரும் வதனமெனத் திகழ்பரத கண்டமிதில்  
தெக்கணமும் அதிற்சிறந்த திராவிடநற் றிருநாடும்  
தக்கசிறு பிறைநுதலும் தரித்தநறுந் திலகமுமே  
அத்திலக வாசனைபோல் அனைத்துலகமின்பமுற  
எத்திசையும் புகழ்மணக்க இருந்தபெருந் தமிழணங்கே! தமிழணங்கே!  
உன் சீரிளமைத் திறம் வியந்து செயல் மறந்து வாழ்த்துதுமே!  
வாழ்த்துதுமே! வாழ்த்துதுமே!

- மனோன்மணியம் சுந்தரம் பிள்ளை

### நாட்டுப்பண்

ஐன கண மன அதிநாயக ஐய ஹே  
பாரத பாக்ய விதாதா  
பஞ்சாப ஸிந்து குஜராத மராட்டா  
திராவிட உத்கல பங்கா  
விந்திய ஹிமாசல யமுனா கங்கா  
உச்சலஜலதி தரங்கா  
தவ சுப நாமே ஜாகே  
தவ சுப ஆசிஸ மாகே  
காஹே தவ ஐய காதா  
ஐன கண மங்கள தாயக ஐய ஹே  
பாரத பாக்ய விதாதா  
ஐய ஹே ஐய ஹே ஐய ஹே  
ஐய ஐய ஐய ஐய ஹே!

- இரவீந்திரநாத் தாகூர்



## COLLEGE COAT OF ARMS

### Motto:

**“Vidya Dharmena Shobathe”**

Meaning

**“Learning Shines with Righteousness”**

### Logo:

- Lion stands for power and is the vehicle on which Goddess Sakthi rode when she slew Mahishasura, the embodiment of Tamas.
- Elephant head stands for Sri Ganesha, the God of Wisdom and Success.
- Lotuses on either sides, one white and the other red, symbolizes the rise of human spirit from the muddy bottom of our lower nature to achieve purity and renunciation, respectively.
- Pranava is the coping stone of the entire arch of human progress.

### Colours:

- White symbolizing Purity
- Blue symbolizing Love
- Yellow symbolizing Sacrifice

**1856 CE** Zilla School started by the Government in 1856 as an outcome of Macaulay's dispatch of 1854 on Education.

**1880 CE** A College department was added to the Zilla School

**1889 CE** The School and the College were taken over by the Madura Native High School. Committee renamed as Madura College Committee

**1903 CE** The committee took over the administration of Setupathi High School and Town Primary School.

**1905 CE** The Committee registered under the Indian Companies Act, 1882 under the nomenclature 'The Madura College Board'

**1906 CE** A Section for girls was opened in the Town Primary School

**1925 CE** The College became a first grade College.

**1937 CE** The College moved to the present campus of 43 acres (5 acre at the bequest of Robert S. Fischer and the rest donated by Raja Sir. Annamalai Chettiar

**1941 CE** The P.M.Sanakara lyer Hall came up

## The MADURA COLLEGE

### A Brief History

**1997 CE** College started admitting girl students in Undergraduate Programmes.

**1983 CE** Self - Financing stream was started.

**1978 CE** Autonomous status was conferred by University Grants Commission in the very first batch.

**1950 CE** College celebrated its diamond jubilee and the Diamond Jubilee Hostel Block came up.

**Khajana Babu Rao Hosel Block** was constructed with financial support from his family.

**Setupathi Science Block** came up with the support of the Rajasaheb of Ramnad.

**1949 CE** Harvey Library came up with a donation of Rs.1 Lakh from The Madura Mills Co. Ltd.

**1947 CE** TVS Hostel came into existence with a donation of Rs.1 lakh from M/S T.V.Sundaram Iyengar and Sons. Pvt. Ltd.

**1946 CE** The College regained its First grade status (lost in 1939 CE due to lack of funds for endowments) after door to door fund raising.



## Programme Timeline

1947 B.Com.	1948 B.Sc. Physics	1953 B.Sc. Botany
1957 B.Sc. Mathematics	1958 M.Sc. Mathematics	1958 M.Sc. Physics
1959 B.Sc. Chemistry	1959 M.Sc. Chemistry	1964 B.Sc. Zoology
1984 M.Sc. Botany	1987 B.Sc. Computer Science	1988 - 89 M.A. Economics
1988 M.A. English	1989 M.A. Tamil	1993 M.Phil. English
2019 M.Com.	2019 M.Sc. Statistics	

## THE MADURA COLLEGE BOARD

The College is administered by the Madura College Board, as also are the Sethupathi Higher Secondary School, Madura College Higher Secondary School and the Town Primary School. The Madura College Board elects a Board of Directors consisting of twelve members. From among the twelve Directors the President, the Vice President, the Secretary, the Joint Secretary and the Treasurer are elected.

### Office Bearers

**Sri. N.S.Krishnan, B.A., B.E., M.I.E., C.M.M.** - President



**Sri. S.Seetharaman, B.A.,** - Vice President

**Sri. S.Natanagopal, FCA.,** - Secretary



**Sri. S.Parthasarathy, B.Sc., B.L.,** - Joint Secretary

**Sri. N.Anand Srinivasan, M.Com.,** - Treasurer



### Directors

**Sri. G. Manivannan, B.Com., B.L.,**

**Sri. S.Ramesh, B.Sc., B.L.,**

**Sri. S.Sankaran, B.Com.,**

**Sri.R.Sridharan, F.C.A.,**

**Sri.S.Sridharan, B.Com., F.C.A., A.I.C.W.A., A.C.S.**

**Sri. R.Srinivasan, B.A.,**

**Sri. S.Suresh, B.Com., B.L.,**



## Members

- 1 Sri. L.Amuthan
- 2 Sri. N.Anand Srinivasan, M.Com.,
- 3 Sri. S.Appaswami, B.Com., F.C.A, A.C.S, C.M.A.,
- 4 Sri. Ashok Muthanna,
- 5 Sri. K.Chandrasekar, B.Com.,
- 6 Sri. A.Chandramouli, B.Com., F.C.A.,
- 7 Sri. M.C.Devi Prasad, B.Com., F.C.A.,
- 8 Sri. B.Ganapathysarma, B.Com., A.C.A., A.C.S.,
- 9 Sri. M.Ganapathysubramanian, B.Sc., D.Com.,
- 10 Dr. R.Govindarajan,
- 11 Dr. N.Gururaj, M.D.S.,
12. Sri. R.Haresh,
- 13 Dr. V.Harshan, M.D., D.D.,
- 14 Sri. N.S.Krishnan, B.A., B.E., M.I.E., C.M.M.,
- 15 Sri. R.Krishnasamy, M.Sc.,
- 16 Dr. Kumar Venkatesan, M.B.B.S.,
- 17 Sri. R.Lakshmiapthy,
- 18 Sri. H.Lakshmi Shankar, L.L., M.L.,
- 19 Sri. S.Madhavan, M.L.,
- 20 Sri. G.Manivannan, B.Com., B.L.,
- 21 Sri. M.S. Meenakshi Sundaram, B.SC., B.L.,
- 22 Sri. R.Meenakshi Sundaram, B.Sc.,
- 23 Dr. S.Meenakshi Sundaram, M.D., D.M.,
- 24 Sri. K.Mohan, B.Com., F.C.A.,
- 25 Sri. S.Muthusami, B.Com.,
- 26 Sri. S.Naganathan, B.E.,
- 27 Sri. K.S. Narayanaswamy, B.Com., F.C.A.,
- 28 Sri. S.Natanagopal, B.Sc., F.C.A.,
- 29 Sri. S.Padmanabhan, B.Sc., B.L.,
- 30 Sri. S.Parthasarathy, B.Sc., B.L.,

- 31 Dr. A.Raman, B.Sc., M.B.B.S.,
- 32 Sri. R.Ramakrishnan, B.Com., M.B.A.,
- 33 Sri. L.Ramani, B.Sc., B.E.,
- 34 Sri. L.Ramasubbu, M.Com., M.B.A., M.A.,
- 35 Dr. D.Ramasubramanian, M.D., DM. (Neuro),
- 36 Sri. S.Ramesh, B.Sc., B.L.,
- 37 Sri. P.Ravichandran, B.A., B.L.,
- 38 Sri. K.Ravishankar,
- 39 Sri. S.Sankaran, B.Com.,
- 40 Sri. S.Sankaranarayanan, M.Sc.,
- 41 Dr. R.Sathiamurthi, M.A., L.P.T., Ph.D.
- 42 Sri. S.Seetharaman, B.A.,
- 43 Sri. R.Shankar, B.E.,
- 44 Sri. S.Somasundaram, B.Sc., B.L.,
- 45 Sri. R.Sridharan, B.Com., F.C.A., F.C.M.A., A.C.S.,
- 46 Sri. S.Sridharan, B.Com., F.C.A., A.I.C.W.A., A.C.S.
- 47 Dr. K.A. Srinivasan, B.Com., H.R.B.C., F.R.C.S.,
- 48 Sri. R.Srinivasan, B.Com.,
- 49 Sri. R.S. Srinivasan, B.A.,
- 50 Sri. S.Srinivasa Raghavan, B.L.,
- 51 Sri. M.S.Subramanian, B.Com., B.L.,
- 52 Sri. N.Sundaram, M.A., B.Com., A.C.A.,
- 53 Sri. S.Suresh, B.Com., B.L.,
- 54 Dr. S.Vaidhyasubramaniam, B.E., M.B.A., Ph.D., G.M.P.,
- 55 Sri. R.Venkitapathy, B.Sc., D.M.I.T., M.S. (USA), D.Sc. (HANN OVER)
- 56 Sri. S.Venkataraman, B.Sc., B.L.,
- 57 Sri. V.Venkatasubramanian, B.Com., F.C.A.,
- 58 Sri. K.S.Venkateswaran,
- 59 Sri. Venu Srinivasan,
- 60 Sri. D.Vishwadeep, B.Tech., M.B.A.,

### List of Successive Principals

The College has been served by a long succession of distinguished Principals

Sri. A.Rajarama Iyer	Jan 1889 - June 1889
Sri. S.Vencobachariar	July 1889 - July 1912
Sri. A.Rajarama Iyer	July 1912 - Mar 1915
Sri. C.Ganapathy Iyer	Apl 1915 - May 1917
Sri. Spencer A.Shutie	Jun 1917 - May 1918
Sri. S.S.Suryanarayana Sastry	Jun 1918 - May 1922
Sri. C. Ganapathy Iyer	Jun 1922 - May 1924
Sri. V.R. Venkatraman	Jun 1924 - Apl 1928
Sri. M.V.N. Subba Rao	Jun 1928 - Nov 1930
Sri. P.Mahadevan	Nov 1930 - Jun 1937
Sri. V.R.Venkatraman	Jun 1937 - Apl 1939
Sri. V.Subbusheshan	Apl 1939 - May 1946
Sri. P.Mahadevan	May 1946 - May 1953
Sri. T.Totadrilyengar	Jun 1953 - May 1964
Sri. K.S.Venkatesan	Jun 1964 - Apl 1968
Sri. P.S.Varadachary	Jul 1968 - May 1972
Sri. A.V.Krishna Murthy	Jun 1972 - May 1978
Sri. C.S.Krishna	Jun 1978 - Sep 1983
Dr. K.Ramamoorthy	Sep 1983 - May 1988
Sri. G.Ramamurthy	Jun 1988 - May 1993
Dr. K.R.Balasubramanian	Jun 1993 - May 1996
Dr. R.Venkataraman	Jun 1996 - Dec 1999
Sri. S.Meenakshi Sundaram i/c	Feb 2000 - Oct 2000
Dr. V.Niranjan	Nov 2000 - Aug 2002
Sri. K.Raman	Nov 2002 - Aug 2004
Dr. V.Sivakumar	Sep 2004 - May 2008
Dr. T.V.Krishnamoorthy	June 2008 - May 2011
Dr. R.Nagarathinam i/c	June 2011 - Sep 2011
Dr. R.Murali	Sep 2011 - July 2015
Major Dr.K.M.Rajasekaran i/c	Aug 2015 - May 2016
Dr. M.Sugumaran i/c	June 2016 - July 2016
Dr. J.Suresh	July 2016 -



## FACULTY MEMBERS

### PRINCIPAL

Dr. J. Suresh, M.Sc., M.Phil., P.B.D.C.A., B.Ed., Ph.D.

### VICE - PRINCIPAL

Dr. K.Muthuvel, M.A.,(Tamil) M.A.,(Pub Ad.,) M.Phil., D.G.T.P.G.D.JMC., Ph.D.

### DEPARTMENT OF TAMIL

1. Dr. K. Muthuvel, M.A.,(Tamil) M.A.,(Pub Ad.,) M.Phil., D.G.T.P.G.D.JMC., Ph.D.  
Associate Prof. & HOD
2. Dr. S. Dhanasamy, M.A., M.Phil., Ph.D., Asst. Prof.
3. Dr. A. Atheeswari, M.A.,(Tamil) M.A.,(Philo.,) M.Phil., Ph.D., Asst. Prof.
4. Dr. G. Karunakaran, M.A., M.Phil., Ph.D., Asst. Prof.
5. Dr. N. Rathinakumar, M.A., M.Phil., Ph.D., Asst. Prof.
6. Dr. V. Usha, M.A., M.Ed., Ph.D., Asst. Prof.
7. Dr. M. Kannan, M.A., M.Phil., Ph.D., Asst. Prof.
8. Dr. D. Gandhimathi, M.A., M.Phil., Ph.D., Asst. Prof.

### Management Staff

9. Prof. N. Sathiyabama, M.A., M.Phil., M.Ed., Asst. Prof.

### DEPARTMENT OF ENGLISH

1. Dr. R. Subramony, M.A., Ph.D., Associate Prof. & HOD
2. Dr. Sheela P. Karthick, M.A., M.Phil., Ph.D., B.Ed., Associate. Prof.
3. Dr. R. Raja, M.A., M.Phil., Ph.D., Asst. Prof.
4. Dr. G. Sivasubramanian, M.A., M.Phil., Ph.D., Asst. Prof.
5. Dr. A. Chandra Bose, M.A., M.Phil., Ph.D., Asst. Prof.
6. Dr. S.Sudha, M.A., M.Phil., Ph.D., Asst. Prof.
7. Prof. C. UdhayaBanu, M.A., Asst. Prof.
8. Dr. D. Bhuvaneswari, M.A., M.Phil., M.Ed., Ph.D., Asst. Prof.

9. Dr. A. Vignesh Kumar, M.A., M.Phil., B.Ed., Ph.D., Asst. Prof.

10. Dr. S. Venkatesh, M.A., M.Phil., D.Litt., B.Ed., Asst. Prof.

### DEPARTMENT OF HINDI

1. Prof. S. Murali, M.A., M.Phil., Associate Prof. & HOD

### DEPARTMENT OF SANSKRIT

1. Prof. P. Manikandan, M.A., (Sanskrit) M.A., (Hindi) M.A., (Philo., Religion & Culture) M.Sc., (Yoga) M.Phil., B.Ed., P.G.D.C.A., P.G.D.S.A. Asst. Prof.

### DEPARTMENT OF ECONOMICS

1. Dr. S. Theenathayalan, M.A., M.B.A., M.Phil., M.Ed., P.G.D.M.M.T., Ph.D., Associate Prof. & HOD

2. Dr. P. Kannan, M.A., M.Phil., Ph.D., Associate Prof.

3. Dr. R. Gopi, M.A., M.Phil., P.G.D.C.A. Ph.D., Associate Prof.

4. Dr. V. Sriman Narayanan, M.A., M.Phil., Ph.D., Asst. Prof.

5. Dr. S. Karthikeyan, M.A., M.Phil., M.Ed., P.G.D.C.A. Ph.D., Asst. Prof.

6. Dr. S. Meenakshi, M.A., M.Phil., M.B.A., B.Ed., Ph.D., Asst. Prof.

### DEPARTMENT OF COMMERCE

1. Dr. A. Mayilmurugan, M.Com., M.B.A., M.Phil., FC.MA., Ph.D., Associate Prof. & HOD

2. Dr. S. Selvakumar, M.Com., M.Phil., B.L., MMM., P.G.D.C.A., Ph.D., Asst. Prof.

3. Dr. K. HemaMalini, M.Com., MCS., M.Phil., P.G.D.C.A., Ph.D., Asst. Prof.

4. Dr. Y. Natarajan, M.Com., M.B.A., M.Phil., Ph.D., Asst. Prof.

5. Dr. S. Chandrasekar, M.Com., M.Phil., Ph.D., Asst. Prof.

6. Dr. R. Vennila, M.Com., M.Phil., M.B.A., Ph.D., Asst. Prof.

7. Dr. A. Karuppusamy, M.Com., M.Phil., Ph.D., Asst. Prof.

### Management Staff

8. Mrs. G. Jayasree, LL.M., Advocate Part time Asst. Prof.

9. Mr. C. Govindaraj, Chartered Accountant Part time Asst. Prof.

10. Mr. S. Ramachandran, M.Com., M.Phil., M.B.A., Project Asst.

## DEPARTMENT OF MATHEMATICS

1. Dr. S. Muthukumar, M.Sc., M.Phil., P.G.D.C.A., M.C.A., Ph.D.,  
Associate Prof. & HOD
2. Dr. C. Thangapandi, M.Sc., M.Phil., P.G.D.C.A., B.Ed., Ph.D.,  
Associate Prof.
3. Dr. R. Pandiselvi, M.Sc., M.Phil., Ph.D.,  
Associate Prof.
4. Dr. K.M. Dharmalingam, M.Sc., M.Phil., M.Ed., P.G.D.C.A., D.G.T., Ph.D.,  
Asst. Prof.
5. Dr. G. Marimuthu, M.Sc., M.Phil., Ph.D.,  
Asst. Prof.
6. Dr. V. Ananthaswamy, M.Sc., M.Phil., Ph.D.,  
Asst. Prof.
7. Dr. I. Sahul Hamid, M.Sc., M.Phil., Ph.D.,  
Asst. Prof.
8. Dr. U. Karthik Raja, M.Sc., M.Phil., Ph.D.,  
Asst. Prof.
9. Dr. I. Padmavathi, M.Sc., M.Phil., Ph.D.,  
Asst. Prof.
10. Dr. S. Usha, M.Sc., M.Phil., B.Ed., L.L.B., Ph.D.,  
Asst. Prof.
11. Dr. V. Sangeethasubha, M.Sc., M.Phil., Ph.D.,  
Asst. Prof.

## DEPARTMENT OF STATISTICS

1. Dr. P. Vetrisevi, M.Sc., M.Phil., Ph.D.,  
Asst. Prof.
2. Dr. R. Madhanagopal, M.Sc., M.Phil., Ph.D.,  
Asst. Prof.

## DEPARTMENT OF PHYSICS

1. Dr. R. Saravanan, M.Sc., M.Phil., Ph.D.,  
Associate Prof. & HOD
2. Dr. J. Suresh, M.Sc., M.Phil., P.B.D.C.A., B.Ed., Ph.D., Principal & Associate Prof.
3. Dr. M. Prema Rani, M.Sc., M.Phil., M.Ed., Ph.D.,  
Associate Prof.
4. Prof. V. Meenakshi Sundaram, M.Sc., M.Phil.,  
Asst. Prof.
5. Prof. T. Vivekanandan, M.Sc., M.Phil., P.G.D.C.A.,  
Asst. Prof.
6. Prof. S. Sivaramakrishnan, M.Sc., M.Phil.,  
Asst. Prof.
7. Dr. M. Kavitha, M.Sc., M.Phil., Ph.D.,  
Asst. Prof.
8. Prof. G. Gowri, M.Sc., M.Phil.,  
Asst. Prof.

- |   |                 |
|---|-----------------|
| 9. Dr. K. Neyvasagam, M.Sc., M.Phil., P.G.D.C.A., Ph.D.,  | Associate Prof. |
| 10. Dr. R. Vishnu Priya, M.Sc., M.Phil., Ph.D.,           | Asst. Prof.     |
| 11. Dr. J. Sivasubramanian, M.Sc., M.Phil., B.Ed., Ph.D., | Asst. Prof.     |

### Management Staff

- |   |             |
|---|-------------|
| 12. Prof. M. Venkateshan, M.Sc., M.Phil., | Asst. Prof. |
| 13. Prof. V. Seenivasan, M.Sc., M.Phil.,  | Asst. Prof. |

### DEPARTMENT OF CHEMISTRY

- |  |                       |
|--|-----------------------|
| 1. Dr. A. Xavier, M.Sc., M.Phil., B.Ed., Ph.D.,    | Associate Prof. & HOD |
| 2. Dr. P.S. Harikrishnan, M.Sc., Ph.D.,            | Associate Prof.       |
| 3. Dr. M. Karpagavalli, M.Sc., P.G.D.C.A., Ph.D.,  | Asst. Prof.           |
| 4. Dr. P. Gajendran, M.Sc., M.Phil., Ph.D.,        | Asst. Prof.           |
| 5. Dr. M. Malarvizhi, M.Sc., M.Phil., Ph.D.,       | Asst. Prof.           |
| 6. Dr. S.V. Karthikeyan, M.Sc., Ph.D.,             | Asst. Prof.           |
| 7. Prof. S. Vidhyasankar, M.Sc., M.Phil.,          | Asst. Prof.           |
| 8. Dr. R. Ramachandran, M.Sc., M.Phil., Ph.D.,     | Asst. Prof.           |
| 9. Prof. S. Selvakumar, M.Sc., M.Phil., B.Ed.,     | Asst. Prof.           |
| 10. Dr. P. Prasanna, M.Sc., Ph.D.,                 | Asst. Prof.           |
| 11. Dr. M. Boominathan, M.Sc., M.Phil., Ph.D.,     | Asst. Prof.           |
| 12. Dr. M. Hasmath Farzana, M.Sc., M.Phil., Ph.D., | Asst. Prof.           |
| 13. Dr. J. Shanmugapriya, M.Sc., M.Phil., Ph.D.,   | Asst. Prof.           |

### Management Staff

- |                                      |             |
|--------------------------------------|-------------|
| 14. Prof. R. Sathya, M.Sc., M.Phil., | Asst. Prof. |
|--------------------------------------|-------------|

### DEPARTMENT OF BOTANY

- |  |                             |
|--|-----------------------------|
| 1. Prof. S. Chella Pandian, M.Sc., M.Phil.,            | Associate Prof. & HOD (i/c) |
| 2. Dr. P. Krishnan, M.Sc., M.Phil., Ph.D.,             | Associate Prof.             |
| 3. Dr. P. Kannan, M.Sc., M.Phil., P.M.C.P.G.E., Ph.D., | Asst. Prof.                 |

- |   |             |
|---|-------------|
| 4. Dr. S. Karuppusamy, M.Sc., F.I.A.T., Ph.D.,      | Asst. Prof. |
| 5. Dr. S. Gnaana Saraswathi, M.Sc., M.Phil., Ph.D., | Asst. Prof. |
| 6. Prof. V. Meenakshi Sundaram, M.Sc., M.Phil.,     | Asst. Prof. |
| 7. Dr. N. Janakiraman, M.Sc., M.Phil., Ph.D.,       | Asst. Prof. |
| 8. Dr. P. Jansi Rani, M.Sc., Ph.D.,                 | Asst. Prof. |
| 9. Dr. M. Karpagajothi, M.Sc., M.Phil., Ph.D.,      | Asst. Prof. |

### Management Staff

- |  |             |
|--|-------------|
| 10. Prof. R. Saranya, M.Sc., P.G.D.C.A., | Asst. Prof. |
|--|-------------|

### DEPARTMENT OF ZOOLOGY

- |  |                             |
|--|-----------------------------|
| 1. Dr. S. Dinakaran, M.Sc., M.Phil., B.Ed., Ph.D., | Associate Prof. & HOD (i/c) |
| 2. Dr. L.D. Devasree, M.Sc., M.Phil., Ph.D.,       | Asst. Prof.                 |
| 3. Dr. R. Eswaran, M.Sc., M.Phil., Ph.D.,          | Asst. Prof.                 |
| 4. Dr. B. Latha, M.Sc., M.Phil., B.Ed., Ph.D.,     | Asst. Prof.                 |
| 5. Dr. C. Selvakumar, M.Sc., Ph.D.,                | Asst. Prof.                 |

### Management Staff

- |   |             |
|---|-------------|
| 6. Prof. P. Sumathi, M.Sc., M.Phil., B.Ed., | Asst. Prof. |
|---|-------------|

### DEPARTMENT OF COMPUTER SCIENCE

- |  |                       |
|--|-----------------------|
| 1. Er. J. Rajendran, B.E., M.Phil.,            | Associate Prof. & HOD |
| 2. Prof. R. Umasankari, M.Sc., M.Phil.,        | Asst. Prof.           |
| 3. Dr. T. Sree Ramkumar, M.Sc., M.Phil., Ph.D. | Asst. Prof.           |

### Management Staff

- |  |             |
|--|-------------|
| 4. Prof. J. Mayajothi, M.Sc., M.Phil., | Asst. Prof. |
| 5. Prof. P. Sridevi, M.Sc., M.Phil.,   | Asst. Prof. |

### DEPARTMENT OF PHYSICAL EDUCATION

- |   |                                |
|---|--------------------------------|
| 1. Dr. K. Kathirvelpandian, M.A., M.P.Ed., M.Phil., Ph.D. | Director of Physical Education |
|---|--------------------------------|

## 15. LIBRARY

1. Mrs. C. Hema, M.A., M.Lib.Sc., M.Phil., Librarian (S.G.)

## NON – TEACHING STAFF

1. Mrs. D. Janaki, B.Com., Superintendent (S.G.)

2. Mr. M. Venkataraman, B.Com., Assistant

3. Mr. C. Jeyachandran Assistant

4. Mr. M.R. Janakiraman Assistant

5. Mrs. V. Rajalakshmi, M.Com., M.L.I.S.C., M.Phil., Jr. Assistant

6. Mr. S. Sundar, B.Com., M.F.C., Jr. Assistant

7. Mr. M. Ganesh, B.A., P.G.D.C.A., Jr. Assistant

8. Mr. R. Nagarajan Jr. Assistant

9. Mrs. V. Rajeswari, B.A., Typist

10. Mrs. M.K. Seethalakshmi, M.Com., B.Ed., Typist

11. Mr. P. Kanagarajan Store Keeper

12. Mr. V. Veeravelpandi, B.Com., Lab Assistant

13. Mr. S. Thangavelu Lab Assistant

14. Mr. G. Sasthasubramanian, B.Sc., Lab Assistant

15. Mr. B. Padmanabhan, B.Com., Lab Assistant

16. Mr. K. Ganapathiraman Lab Assistant

17. Mrs. K. Manimekalai, B.Sc., Lab Assistant

18. Mr. T. Nagarajan Lab Assistant

19. Mr. U. Jeganathan Lab Assistant

20. Mrs. M. Vanitha, B.Com., Lab Assistant

21. Mr. P. Ganesh Kumar, B.Sc., Lab Assistant

22. Mr. S. Balamurugan Lab Assistant

23. Mrs. P. Murugeswari Lab Assistant

24.Mrs. P. Ilanilavu	Lab Assistant
25.Mr. P. Murugan, B.Sc.,	Lab Assistant
26.Mr. S. Sivaraman	Library Assistant
27.Mr. P. Senthilkumar	Record Clerk
28.Mrs. V. Thayammal	Record Clerk
29.Mr. M. Thangapandi	Record Clerk
30.Mr. R. Ganesan	Sweeper (S.G.)
31.Mr. K. Murthy	Sweeper (S.G.)
32.Mr. S. Kandan	Sweeper (S.G.)
33.Mrs. S. Chinnaponnu	Scavanger (S.G)

### Management Staff

34.Mr. P. Kumar, Dip. in EEE	Electrical Superintendent
35.Ms. B.Rajathi, B.Sc.,	NAAC Office Clerk
36.Ms. M.Vanaja, B.Sc.,	Alumni Office Clerk
37.Mr. R. Balachandar	Lab Assistant
38.Ms. S. Meenakshi, M.Sc.,	Lab Assistant
37.Mr. D. Wilson Kennedy	Office Assistant
38.Mr. B. Ponmuni	Electrical Assistant
39.Mr. M. Murugan	Office Marker

### EXAMINATION SECTION

1. Dr. V. Sriman Narayanan, M.A., M.Phil., Ph.D.	Controller of Examinations
2. Dr. S. Karuppusamy, M.Sc., F.I.A.T., Ph.D.,	Deputy Controller of Examination
3. Mr. M. Raman, B.Sc., P.B.D.C.A.,	Computer Programmer
4. Mrs. P. Gnanasoundari, B.Sc., B.L.I.S.,	Clerk

5. Mr. S. Sivaraman, B.Com., B.L.I.S.,	Clerk
6. Mrs. A. Premalatha M.C.A.,	Clerk
7. Mrs. N. Sudha, B.Sc., D.F.N.	Clerk
8. Mrs. M.S. Poornima, Dip. In E.C.E	Clerk
9. Mr. N. Vignesh, B.A.,	Clerk
10. Mr. V. Hariharan, B.A.,	Clerk
11. Mrs. K.S. Hema, M.A., DTP,	Clerk
12. Mrs. V. Padmavathi, B.Com.,	Clerk
13. Mr. M. Vijayakumar	Office Assistant
14. Mr. M. Thirugnanadass	Part time – Office Assistant

### **LIBRARY**

1. Mrs. T. Lakshmi, M.A., M.Lib.Sc	Clerk
2. Mrs. V. Seethalakshmi, M.A., M.Lib.Sc	Assistant
3. Mr. N. Sundarajan B.Com	Clerk

### **NATIONAL CADET CORPS (NCC)**

1. Dr. S.V. Karthikeyan	Asst. Prof. of Chemistry
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### **NATIONAL SERVICE SCHEME (NSS)**

PROGRAMME OFFICERS	UNIT	DEPARTMENT
1. Dr. Y. Natarajan	11	Asst. Prof. of Commerce
2. Dr. S. Meenakshi	217	Asst. Prof. of Economics
3. Prof. S. Selvakumar	12	Asst. Prof. of Chemistry
4. Dr. M. Malarvizhi	10	Asst. Prof. of Chemistry

### **ADULT EDUCATION AND EXTENSION PROGRAMME (AEEP)**

1. Dr. K. Muthuvel	HOD and Associate Prof. of Tamil
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### **YOUTH RED CROSS SOCIETY (YRC)**

1. Dr. S. Selvakumar	Asst. Prof. of Commerce
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## COMMITTEE

### Academic and Administrative Audit cell

Principal

Prof. S.Sivaramakrishnan      NAAC Executive Co-ordinator

Dr. P.Krishnan      Botany

Dr. A.Mayilmurugan      Commerce

Mrs. D.Janaki      Office Supdt.

Mr. M.Venkataraman      Non-Teaching

### Academic Council

Principal

Dr. R.Eswaran      Member Secretary

Members approved to participate in the Academic Council

### Admission Committee

UG :    Principal

Dr. K.Muthuvel      Vice Principal

Er. J.Rajendran      Computer Science

Prof. S.Murali      Hindi

Prof. S.Chellapandian      Botany

PG:    Principal

Dr. K.Muthuvel      Vice Principal

Prof. S.Murali      Hindi

Prof. S.Chellapandian      Botany

Dr. S.Dhanasamy      Tamil

## **Internal Complaints Committee (For Prevention of Sexual Harassment)**

Mrs. C.Hema	Librarian
Prof. S.Chella Pandian	Botany
Dr. R.Pandiselvi	Mathematics
Mrs. D. Janaki	Nominee in Place of NGO
Mrs. P. Ilanilavu	Non Teaching
Mr. S. Sivaraman	Non Teaching

## **Anti-Ragging cell**

Prof. S.Chella Pandian	Botany
Dr. S.Dinakaran	Zoology
Dr. P.S.Harikrishnan	Chemistry
Dr. R.Gopi	Economics
Dr. S.Selvakumar	Commerce
Prof. R.Umasankari	Computer Science
Dr. V.Ananthasamy	Mathematics
Dr. B.Latha	Zoology
Dr. A.Chandrabose	English
Dr. K.Neyvasagam	Physics

## **Attendance Committee**

Dr. P.Kannan	Economics
Dr. R.Raja	English
Dr. V.Usha	Tamil

Dr. R.Vishnu Priya

Physics

Dr. Y.Natarajan

Commerce

Mrs. V.Rajeswari

Non-Teaching

Mrs. P.Seethalakshmi

Non-Teaching

### **Audio-Visual Education / ICT cell**

Dr. S.Dinakaran Co-ordinator

Zoology

Dr. M.Karpagavalli

Chemistry

Dr. V.Usha

Tamil

Dr. S.Chandrasekar

Commerce

Mr. S.Thangavelu

Non-Teaching

Mr. S.Balamurugan

Non-Teaching

### **Certificate Courses Cell**

Dr. P.Kannan – Co-ordinator

Botany

Dr. C.Selvakumar

Zoology

Dr. D.Gandhimathi

Tamil

### **Consultancy and Corporate Training Cell**

Dr. A.Mayilmurugan

Commerce

Dr. A.Xavier

Chemistry

Dr. N.Janakiraman

Botany

### **Discipline Committee**

Principal

All Heads

NSS Co-ordinator

Physical Director

NCC Officer

### Examination Cell

Dr. J. Suresh

Principal

Dr. V. Sriman Narayanan

Controller of Examinations

Dr. S. Karuppusamy

Deputy Controller of Examinations

Prof. S.Murali

Hindi

Prof. S.Chellapandiann

Botany

Dr. S. Muthukumar

Mathematics

Dr. R. Saravanan

Physics

Dr. A.Mayilmurugan

Commerce

### Extension / Village adoption Programme Committee

Dr. N.Rathinakumar

Tamil

Dr. Y.Natarajan

Commerce

Dr. M.Kannan

Tamil

NSS POs

Mr. V.Veeravelpandi

Non-Teaching

Mr. B.Padmanabhan

Non-Teaching

Mr. K.Ganapathiraman

Non-Teaching

Mr. T.Nagarajan

Non-Teaching

### Public Relations Committee

Dr. R. Gopi	Economics
Dr. G.Karunakaran	Tamil
Dr. R.Madhanagopal	Statistics
Mr. U.Jeganathan	Non-Teaching
Mr. P.Senthilkumar	Non-Teaching
Mrs. V.Thayammal	Non-Teaching

### Faculty Enrichment Cell

Vice Principal	
Prof. S.Chellapandian	Botany
Dr. R.Saravanan	Physics
Dr. S.Theenathayalan	Economics

### Feedback and Students Progression Cell

Dr. C.Thangapandi-Co-ordinator	Mathematics
Dr. S.Selvakumar	Commerce
Dr. M.Kavitha	Physics
Dr. Y.Natarajan	Commerce
Dr. S.Meenakshi	Economics
Dr. P.Jansirani	Botany
Dr. V.Sangeethasubha	Mathematics
Mr. G.Sasthasubramanian	Non-Teaching
Mrs. K.Manimekalai	Non-Teaching
Mr. M.Ganesh	Non-Teaching

### **Handbook Committee**

Prof. V.Meenakshisundaram	Physics
Prof. S.Sivaramakrishnan	Physics
Mr. P.Murugan	Non-Teaching
Ms. B. Rajathi	NAAC Office Clerk

### **Health and fitness cell**

Dr. S.Venkatesh – Co-ordinator	English
Dr. P.Prasanna	Chemistry
Mr. M.Venkatraman	Non-Teaching
Mrs. S.Ilanilavu	Non-Teaching

### **Public Information Officer**

Principal	
Mrs. D.Janaki	Office Supdt.

### **Internal Quality Assurance Cell**

Dr. J.Suresh (Principal) - Chairperson
Sri. S.Natanagopal (Secretary, Madura College Board) – Management Representative
Sri. S.Seetharaman - Industrial Representative
Dr. A.Xavier (Associate Prof & Head in Chemistry) - Administrative Co-ordinator
Dr. I.Sahul Hamid (Asst. Prof of Mathematics) - Executive Co-ordinator
Mr. S.Murali (EMRC, MKU) - Society & Alumni Representative

Dr. R.Eswaran	Zoology
Dr. V.Ananthaswamy	Mathematics
Prof. T. Vivekanandan	Physics
Dr. A.Chandra Bose	English
Dr. S.Karthikeyan	Economics
Prof. V.Meenakshisundaram	Botany
Dr. K.Hemamalini	Commerce
Dr. D.Bhuvaneswari	English
Dr. M.Hasmath Farzana	Chemistry
Dr. M. Boominathan	Chemistry
Dr. T. Sreeramkumar	Computer Science
Mrs. D.Janaki	Office Superintendent
Student Council Secretary	Student Representative

### Library Cell

Mrs. C.Hema	Librarian
Dr. R.Saravanan	Physics
Dr. C.Thangapandi	Mathematics
Dr. R.Pandiselvi	Mathematics
Dr. R.Subramony	English
Mr. S.Sivaraman	Non-Teaching

### Madura College Cultural Academy

Dr. V.Meenakshi Sundaram – Co-ordinator	Botany
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### Core Committee & Advisors

Dr. N.Rathinakumar	Tamil
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Prof. S.Sivaramakrishnan

Physics

Prof. P.Manikandan

Sanskrit

Members

Dr. A.Atheeswari

Tamil

Dr. S.Karuppusamy

Botany

Prof. R.Umasankari

Computer Science

Dr. S.Sudha

English

Prof. C.Udhaya Banu

English

Dr. G.Gowri

Physics

Dr. C.Selvakumar

Zoology

Dr. P.JansiRani

Botany

Dr. M.Karpagajothi

Botany

Dr. A. Karuppusamy

Commerce

Mr. C.Jeyachandran

Non-Teaching

**Magazine Committee**

Dr. K.Muthuvel

Vice-Principal

Prof. C.Udhayabanu

English

Dr. D.Gandhimathi

Tamil

**NAAC Core Team**

Er. J.Rajendran – Administrative Co-ordinator

Computer Science

Prof. S.Sivaramakrishnan – Executive Co-ordinator

Physics

Dr. R.Eswaran

Zoology

Dr. I.Sahul Hamid

Mathematics



Dr. R.Vishnupriya	Physics
Dr. J.Sivasubramanian	Physics
Dr. M.Hasmath Farzana	Chemistry
Prof. P.Manikandan	Sanskrit
Dr. N. Janakiraman	Botany
Ms. B. Rajathi	NAAC Office Clerk

### **National Academic Depository Cell**

Dr. K. Neyvasagam	Nodal Officer
Controller of Examination	
Deputy Controller of Examination	

### **NET-SET- Competitive Examinations coaching Cell**

Dr. V.Srimannarayanan-Co-ordinator	Economics
Prof. T.Vivekanandan	Physics
Prof. C.Udhaya Banu	English
Prof. S.Vidhyasankar	Chemistry
Dr. S.Usha	Mathematics

### **NIRF Committee**

IQAC

### **MOOC Cell**

Prof. S.Sivaramakrishnan -Co-ordinator	Physics
Dr. K.Hemamalini	Commerce
Dr. R.Vishnu Priya	Physics
Prof. S. Vidyasankar	Chemistry

### **Placement Cell**

Prof. P.Manikandan

Sanskrit

Dr. R.Vennila

Commerce

Ms. M.Vanaja

Alumni Office Clerk

### **Placement training and Internship Cell**

Dr. A.Vigneshkumar

English

Dr. J.Shanmugapriya

Chemistry

### **Purchase Committee**

Principal

Respective HODs

Prof. S.Murali

Hindi

Mr. M.R.Janakiraman

Non-Teaching

### **Remedial coaching / Bridge courses**

Dr. P.S.Harikrishnan-Co-ordinator

Chemistry

Dr. G.Marimuthu

Mathematics

Dr. R.Raja

English

Dr. M.Boominathan

Chemistry

### **Research Committee**

Dr. S.Dhanasamy

Tamil

Dr. S.Karuppusamy

Botany

Dr. R.Eswaran

Zoology

Dr. V.Ananthasamy

Mathematics

Dr. I.Sahul Hamid

Mathematics

Dr. R.Ramachandran

Chemistry

### **Salsearch**

Mrs. C.Hema

Librarian

Dr. S.Venkatesh

English

Dr. L.D.Devasree

Zoology

Dr. G.Sivasubramanian

English

Dr. P.Kannan

Botany

### **Scholarship and Students Aid Fund**

Dr. K.M.Dharmalingam- Co-ordinator

Mathematics

Dr. M.Karpagavalli

Chemistry

Prof. R.Umasankari

Computer Science

Dr. P.Vetriselvi

Statistics

### **Social Media Champion (An Initiative of MHRD)**

Prof. P.Manikandan

Sanskrit

### **Sports and games Committee**

Physical Director

Dr. R.Gopi

Economics

Dr. K.M.Dharmalingam

Mathematics

Dr. S.Sudha

English

Dr. M. Karpagajothi

Botany

Dr. V. Sangeethasubha

Mathematics

Mr. U.Jeganathan

Non-Teaching

Mrs. M.Vanitha

Non-Teaching

Mr. P.Ganeshkumar

Non-Teaching

Mr. M.Thangapandi

Non-Teaching

### **Student Induction Programme Cell**

Prof. S.Sivaramakrishnan, Convener

Physics

Prof. P.Manikandan, Co-ordinator

Sanskrit

Dr. N.Rathinakumar

Tamil

Dr. K.Neyvasagam

Physics

Dr. J.Sivasubramanian

Physics

### **Student s' Assessment Cell**

Dr. S. Venkatesh

English

Prof. T. Vivekanandan

Physics

Dr. R.Vennila

Commerce

### **Students Grievance Redressal Cell**

Principal

Dr. P.Krishnan

Botany

Dr. V.Sriman Narayanan

Economics

Prof. P.Manikandan

Sanskrit

Students Council Secretary

### **Students Welfare Cell**

Dr. K.Neyvasagam – Co-ordinator

Physics

Dr. S.Selvakumar

Commerce

Dr. P.Gajendran

Chemistry

Dr. A.Atheeswari	Tamil
Dr. B.Latha	Zoology
Dr. M.Malarvizhi	Chemistry
Prof. V. Meenakshi sundaram	Botany
Prof. S.Selvakumar	Chemistry
Dr. D.Bhuvaneswari	English
Dr. A.Vigneshkumar	English
Mr. M.R.Janakiraman	Non-Teaching

### **Students' Counselling Cell**

Mrs. Hema – Co-ordinator	Librarian
Dr. S.Gnaana Saraswathi	Botany
Prof. P.Manikandan	Sanskrit

### **Students' Innovation Centre / Incubation Centre**

Prof. G.Gowri	Physics
Dr. R.Ramachandran	Chemistry
Dr. J.Sivasubramanian	Physics

### **Time-table Committee**

Dr. P.Krishnan	Botany
Dr. R.Subramony	English
Prof. V. Meenakshisundaram	Physics
Dr. U.Karthikraja	Mathematics
Mrs. V.Rajalakshmi	Non-Teaching
Mrs. M.K.Seethalakshmi	Non-Teaching

### Website Maintenance Committe

Dr. I.Sahul Hamid	Mathematics
Dr. S.V.Karthikeyan	Chemistry
Dr. I.Padmavathi	Mathematics
Dr. T.Sree Ram Kumar	Computer Science
Mr. S.Sundar	Non-Teaching
IQAC team	

### Women's cell

Dr. Sheela P.Karthick, Co-ordinator	English
Dr. M.Premarani, Co-ordinator	Physics
Dr. M.Karpagavalli	Chemistry
Dr. A.Atheeswari	Tamil
Dr. B.Latha	Zoology
Dr. M.Malarvizhi	Chemistry
Dr. S.Sudha	English
Dr. M.Kavitha	Physics
Dr. S.Gnaana Saraswathi	Botany
Dr. K.Hemamalini	Commerce
Dr. I.Padmavathi	Mathematics
Dr. S.Usha	Mathematics
Mrs. D.Janaki	Office Supdt.

**MADURA COLLEGE ALUMNI ASSOCIATION**

**{ 8754712408**

Sri. V.M.Sundaram	President
Sri. CA.S.Natanagopal, Secretary, MCB	Vice President (Ex- Officio)
Dr. J.Suresh, Principal	Vice President (Ex-Officio)
Dr. K.M.Rajasekaran, Director, SF	Vice President (Ex-Officio)
S.Sudalaimuthu	Vice President
Dr. P.Kanniappan	Vice President
Mr. V.G.Subramanian	Secretary
Sri. S.Kannan	Joint Secretary
Sri. B.A.Dayalan	Joint Secretary
Sri. R.S.Srinivasan	Treasurer
Sri. R.Srinivasan	EC Member
Prof. S.Thiagarajan	EC Member
Prof. V.T.Sadasivan	EC Member
Dr. Thiruvengadasamy	EC Member
Sri. Parthiban	EC Member
Sri. P.Adithya	EC Member
Sri. M.Venkatraman	EC Member
Sri. CA S.Sridharan	EC Member
Mrs. V.Rajalakshmi	EC Member
Mrs. D.Janaki	EC Member
Mr. Prakash	EC Member
CA.K.V.Amarnath	EC Member
Mr. R.Vairamuthu	EC Member

Mr. Athi Seshan

EC Member

Mr. Ponnusamy

EC Member

Dr. S.Vidya

EC Member

*Alumni Faculty Co-ordinators*

Dr. A.Mayil Murugan

EC Member

Dr. S. Sudha

EC Member

Dr. S. Meenakshi

EC Member

Dr. Y.Natarajan

EC Member

Dr. V. Sriman Narayanan

EC Member

Dr. N.Rengarajan

EC Member

Prof. S.Sivaramakrishnan

EC Member

Ms. M.Vanaja

Alumni Office Clerk



## INSTRUCTION TO STUDENTS



### GENERAL INSTRUCTIONS



Wear Identity card at all times when inside the campus.



Wear simple and modest formal dress.



Regular attendance is a must.



Practice punctuality in whatever you do.



Put your space-time during college life to efficient use.



Utilize Library and other learning resources to the fullest possible extent.



Keep the campus and your surroundings clean.



Stick to deadlines for submission of data required, payment of college fee, payment of examination fee, application, etc.,



Focus on personal and professional development. Participate in seminar / conference / intercollegiate meets / co-curricular & extra-curricular events organized within/outside college.



Volunteer in all activities of the institution.



Help others in need.



Uphold Core values of the institution.



Be a law abiding and dutiful citizen of India.



Be responsible. Secure and safeguard the belongings of the institution.



Be Socially aware.



Act as ambassadors of the institution wherever you are and whatever you do.



## PROGRAMMES OFFERED



### BACHELOR'S PROGRAMMES

B.Sc. Mathematics  
B.Sc. Physics  
B.Sc. Chemistry  
B.Sc. Botany  
B.Sc. Zoology  
B.Sc. Computer Science  
B.Com.



### MASTER'S PROGRAMMES

M.A. Tamil  
M.A. English  
M.A. Economics  
M.Sc. Mathematics  
M.Sc. Physics  
M.Sc. Chemistry  
M.Sc. Botany  
M.Sc. Statistics  
M.Com.  
M.Phil. English



### DOCTORAL PROGRAMMES

Ph.D. Tamil  
Ph.D. English  
Ph.D. Economics  
Ph.D. Commerce  
Ph.D. Mathematics  
Ph.D. Physics  
Ph.D. Chemistry  
Ph.D. Botany  
Ph.D. Zoology



## APPROVED RESEARCH CENTRES OF MKU

- ✧ Department of Tamil
- ✧ Department of Economics
- ✧ Department of Mathematics \*\*
- ✧ Department of Physics
- ✧ Department of Chemistry
- ✧ Department of Botany
- ✧ Department of Zoology

\*\* Approval from Madurai Kamaraj University awaited.



## ADMISSION

- ✧ Single application form for all courses.
- ✧ Admission is through transparent single window counseling
- ✧ Filling of seats as per the reservation policy of Government of Tamilnadu.



## COLLEGE FEE

- ✧ Fee is payable twice in a year (each semester) as per schedule indicated in the handbook.
- ✧ Fee is collected only in online mode.
- ✧ Pay the fee due to the college before the due date specified in the handbook.
- ✧ Fee once paid shall not be refunded under any circumstance.



Students who don't pay the fee before the last date for payment of fee are liable to have their names removed from the rolls.

## Fee (Subject to Change at any time)

S.No	Class	Tuition Fees		Caution Deposit (refundable at time of leaving)	Science Deposit	Science Fee		
		Per year	Per Semester			Major	Allied 1	Allied 2
1	B.Sc., Mathematics (MPS)	-----	-----	20	50	-----	75	-----
2	B.Sc., Mathematics (MPC)	-----	-----	20	50	-----	75	75
3	B.Sc., Physics(PMC)	-----	-----	20	50	150	-----	75
4	B.Sc., Chemistry(CMP)	-----	-----	20	50	200	-----	75
5	B.Sc., Chemistry(CZP)	-----	-----	20	50	200	75	75
6	B.Sc., Botany	-----	-----	20	50	150	75	75
7	B.Sc., Zoology	-----	-----	20	50	150	75	75
8	B.Sc., Computer Science	-----	-----	50	100	750	-----	-----
9	B.Com.,	-----	-----	20	-----	-----	-----	-----
10	M.Sc., Mathematics	750	375	50	-----	-----	-----	-----
11	M.Sc.,Statistics	750	375	50	-----	-----	-----	-----
12	M.Sc., Physics(PMC)	750	375	50	80	350	-----	-----
13	M.Sc., Chemistry(CMP)	750	375	50	100	500	-----	-----
14	M.Sc., Botany	750	375	50	80	350	-----	-----
15	M.Com.,	500	250	50	-----	-----	-----	-----
16	M.A.,Tamil	500	250	50	-----	-----	-----	-----
17	M.A.,English	500	250	50	-----	-----	-----	-----
18	M.A.,Economics	500	250	50	-----	-----	-----	-----

<b>General Fees</b>		<b>Rs.</b>
1	Verification fee per (Plus Two) Mark Sheet	50
2	Admission	5
3	Insurance	125

<b>Special Fees</b>		<b>Rs.</b>
1	Games & Sports	175
2	Library and Reading Room	30
3	Stationary and Tests	25
4	Handbook	10
5	Magazine	12
6	Medical Inspection Including Subscription to the local Red Cross Association	25
7	Audio - Visual Education	3
8	Student's Aid Fund	3
9	College Day	5
10	Campus Amenity Fee	12
11	Youth Welfare	10
12	W.U.S	3
13	Convocation Fee	25
14	Flag Day	5
15	N.S.S	10



## STUDENT INDUCTION PROGRAMME

- ✧ Student Induction Programme for all new entrants under the aegis of Quality Mandate of the University Grants Commission with the following objectives.
- ✧ To help new students adjust and feel comfortable in the new environment.
- ✧ To inculcate in them, the ethos and culture of the institution.
- ✧ To help them build bonds with other students and faculty members.
- ✧ To expose them to a sense of larger purpose and self exploration.



## INSTRUCTION DELIVERY

- ✧ The college follows day-order system.
- ✧ The institution encourages learning culture among students in and out of classrooms.
- ✧ The students are encouraged to use Library and pursue add-on courses, courses on MOOC platforms, Utilize e-resources outside official hours of instruction.

### HOURS OF FORMALIZED INSTRUCTION DELIVERY

Hour	From	To
I	9:15 AM	10:10 AM
II	10:15 AM	11:10 AM
III	11:15 AM	12:10 PM
Break	12:10 PM	12:35 PM
IV	12:35 PM	1:30 PM
V	1:30 PM	2:30 PM



## ATTENDANCE

- ✧ Students must attend classes regularly.
- ✧ Attendance is recorded every hour.
- ✧ Attendance carries 5 marks in Continuous Internal Assessment for all courses of Bachelor's Programmes.

- ✧ Check your attendance regularly on the Students' portal and bring discrepancies, if any, to the notice of the authorities immediately.
- ✧ A minimum of 75% attendance for each course (paper) is a must for writing the End-Semester Examination.
- ✧ Any leave, including Sick leave and OD (On Other Duty) to be applied in the prescribed format within three days from taking leave.
- ✧ Sick leave must be accompanied by a medical certificate.
- ✧ The Maximum OD admissible to students in a semester is as follows :
- ✧ Sports (Zonal) – 10 days
- ✧ Sports (University / State) – 16 days
- ✧ NSS/NCC/Co-curricular – 10 days
- ✧ Internship / Field Project – Entire duration
- ✧ OD must be accompanied by a copy of Certificate of Participation
- ✧ Leave application would be moved to the Students' Portal once it becomes functional.



Students having attendance 65% to 75% after including OD and Sick leave accompanied by a Medical Certificate would be permitted to write the examination after paying a condonation fine as decided by the attendance committee.



Students having attendance less than 75% (or 65% as the case may be) would not be permitted to write the Semester Examination. They will have to Repeat the Semester / Course (as the case may be) after completing the duration of the programme (three years for UG and two years for PG).



## CURRICULUM

- Choice Based Credit System (CBCS) is followed in all programmes offered by the college as per the directions of Tamilnadu State Council for Higher Education (TANSICHE), Govt. of Tamilnadu.



Students earn credits for each course they pursue. For each programme, there is a certain minimum credits to be earned for a student to be declared as eligible for the degree.

Programmes	Minimum Credits
Bachelor's	140
Master's	90
M.Phil.	30



Students can earn extra credits (over and above the prescribed minimum credits) by opting for and completing courses offered by on MOOC portals like Swayam, NPTEL and Spoken tutorial / internship / field project / add-on certificate courses offered by the colleges / diploma courses offered by the college.



### CBCS – BACHELOR'S PROGRAMMES

- Students will have to earn 140 credits from the following components
  - Part – I : Language – I
  - Part – II : English
  - Part – III : Major & Allied
  - Part – IV : Electives & Statutory Courses
  - Part – V : Extension / Social Service



### PART – I : LANGUAGE – I

- Students can choose from one among the following languages for study
  - ❖ Tamil
  - ❖ Hindi
  - ❖ Sanskrit
- Students of B.Com. programme have to study Business communication in Part - I





## PART - II : ENGLISH

- ✧ Students have to study English as the second language.



## PART - III : MAJOR & ALLIED

- ✧ **Core** courses are mandatory courses for your chosen major discipline of study.
- ✧ **Allied** courses are mandatory courses in your chosen allied discipline of study.
- ✧ **Major Elective** courses may be chosen from the given choice of specialized courses of study in your major discipline of study.



## PART - IV : ELECTIVE AND STATUTORY COURSES



Environmental Studies is a course mandated for study by University Grants Commission and TANSCHC for students of all Bachelor's programmes to create environmental consciousness among the age group.



A course on Universal Human Values and Professional Ethics was mandated to be a course of study for students of Bachelor's programmes to inculcate universal human values like justice, love, equality, fraternity, integrity, etc.,



Skill Based Elective (SBE) courses are designed to inculcate soft skills / entrepreneurial skills / technical skills to make the students employable / seek self-employment opportunities.



Non Major Elective (NME) courses are designed to offer the students a choice of course in a field of study other than their major or allied disciplines of study. Students can choose from the choice of courses offered by the college or on MOOC platforms.



- ❖ Massive Open Online Course (MOOC) platform.
- ❖ Initiative of Ministry of Human Resource Development, Govt. of India.



- ❖ Massive Open Online Course (MOOC) platform.
- ❖ Initiative of Indian Institute of Technology(ies) and Indian Institute of Science, Bangalore
- ❖ Funded by Ministry of Human Resource Development, Govt. of India.
- ❖ Our institution is a Local Chapter for Co-ordinating NPTEL courses.



- ❖ Massive Open Online Course (MOOC) platform.
- ❖ Initiative of Indian Institute of Technology, Bombay for learning open source technologies.
- ❖ Funded by Ministry of Human Resource Development, Govt. of India under NMEICT.
- ❖ considered for Extra Credits (Optional)



### NON-MAJOR ELECTIVE COURSES

- ❖ Students are allowed to take permissible MOOC courses from any of the above platforms as NME after getting permission for the same.
- ❖ Transfer of credit from MOOC for NME is permitted.



Students who did not study Tamil as Part-I Language must choose Basic Tamil or Advanced Tamil as NME.



## PART - V : EXTENSION / SOCIAL SERVICE

- ❖ All students of Bachelor's programmes must opt for one of the following social service schemes during their period of study.
  - ❖ National Service Scheme (NSS)
  - ❖ National Cadet Corps (NCC)
  - ❖ Adult Education and Extension Programme (AEEP)
  - ❖ Physical Education
- ❖ Ensure that you register and regularly participate in the Part – V activities of your chosen domain.

### NATIONAL SERVICE SCHEME

- ❖ The National Service Scheme (NSS) is a Central Sector Scheme of Government of India, Ministry of Youth Affairs & Sports.
- ❖ The sole aim of the NSS is to provide hands on experience to young students in delivering community service.



### NATIONAL CADET CORPS

- ❖ The National Cadet Corps (NCC) is a youth development movement.
- ❖ The National Cadets Corps came into existence under the National Cadet Corps Act XXXI of 1948 (passed in April, 1948; came into existence on 16th July, 1948).
- ❖ The NCC provides opportunities to the youth of the country for their all-round development with a sense of Duty, Commitment, Dedication, Discipline and Moral Values so that they become able leaders and useful citizens.
- ❖ The NCC provides exposure to the cadets in a wide range of activities., with a distinct emphasis on Social Services, Discipline and Adventure Training.



**PHYSICAL EDUCATION**

- ✧ Active participation in sports and games inculcates team work, leadership qualities, discipline, social skills, perseverance, patience and builds confidence.
- ✧ Sports and games also help students to be fit and active.

**ADULT EDUCATION AND EXTENSION PROGRAMME (AEEP)**

- ✧ AEEP is designed to inculcate social service and discipline.
- ✧ Extension and Outreach are the main objectives of AEEP.

**CBCS – MASTER'S PROGRAMMES**

- ✧ Students will have to earn 90 credits from the following components
  - ✧ Core courses
  - ✧ Elective courses in your discipline
  - ✧ Non-Major Elective
- ✧ Transfer of credits is allowed from MOOC platforms for NME courses.

**FIELD PROJECTS / INTERNSHIPS**

- ✧ All students of Masters programmes are encouraged to take up Field Projects / Internships in the Industry / Research Institutions.
- ✧ Internships / Field Projects would help you to gain valuable exposure to the industry / current trends in research in your chosen discipline and would also help you in securing placement.
- ✧ Contact your course teachers for Project / Internship opportunities.

**CBCS – M.Phil. PROGRAMMES**

- ✧ Students will have to earn 30 credits from the following components
  - ✧ Core courses
  - ✧ Elective courses in your chosen discipline
  - ✧ Project dissertation & Viva-voce



## CERTIFICATE / ADD-ON COURSES

- ✧ Certificate / Add-on courses are designed to hone your skills in special areas of expertise not exposed to within the scope of the curriculum.
- ✧ Certificate courses add value and empower you will knowledge and skills not delivered through the curriculum alone. You may register for courses offered by any department.
- ✧ Certificate courses are offered at a nominal cost to meet the incidental expenses incurred in offering the course.
- ✧ Exam will be conducted to assess learning and certificate will be issued.



## TEACHING LEARNING PROCESS

- ✧ Chalk-and-talk is the primary mode of teaching.
- ✧ Teachers are encouraged to adopt ICT tools and Learning Management Systems in the teaching-learning process.
- ✧ A learning management system (LMS) is a software application for the administration, documentation, tracking, reporting, and delivery of educational courses.



- ✧ Canvas is an Open Source Learning Management System (LMS) created by Instructure Inc. and is one of the most widely used LMS.
- ✧ In this regard, when asked, create your student login account in canvas or any other LMS / ICT tool as instructed by your teacher.



## MENTOR SYSTEM

- ✧ A mentor is allotted to every student in the ratio 1:20.
- ✧ The mentor is your first point of contact for all your grievances, suggestions and is a link between the student and the college administration.
- ✧ The Mentor is your friend, philosopher, counselor and guide.
- ✧ Share all your concerns with your mentor frequently.



- ✧ The Students' Council is a body of representatives from all programmes offered by the college.
- ✧ The members are nominated by the department.
- ✧ The members elect the Office Bearers democratically by the process of Election.
- ✧ The Students' Council is a representative of the Students of the institution.
- ✧ The primary aim of the council is to identify and help solve problems encountered by the students of the college.
- ✧ The students' council can communicate its suggestions and opinions to the college administration on matters concerning the students as part of the Participative Management initiative of the institution.
- ✧ The students' council helps the college administration in organizing events in the campus by volunteering support and in event management.
- ✧ The Students' council is responsible for
  - ✧ Organizing the College Assembly.
  - ✧ Bringing Students' achievements in various spheres to the notice of the administration.

- ✧ Appointing and overseeing the activities of the Student Reporters for reporting on the activities in the college and for bringing out the “Online Students' Newsletter” of the college.
- ✧ Bringing Students' grievances to the notice of the administration immediately and help resolve the same.
- ✧ Appointing and overseeing the activities of the Students' Editorial board for bringing out the artistic talents of the students and for publishing the college magazine.
- ✧ Help the administration in maintaining law and order during the conduct of functions and events in the campus.



## CLUBS AND ASSOCIATIONS

- ✧ Department Association and Clubs of the college are notified by the Principal every year.
- ✧ These clubs and association meet on a common theme and activities are planned and organized.
- ✧ The students support the staff coordinator in organizing the events of the club / association.



## STUDY CIRCLE

- ✧ Study circle is a peer study group having common aspirations. Eg., UPSC, CAT, JAM, SET, NET, etc.,
- ✧ Peer-to-peer learning happens as students bring in problems while others who are in the know-how bring the solution.
- ✧ Each participant shall share his knowledge / expertise to the group.
- ✧ Collective knowledge sharing helps the group achieve greater success than the individual units.

- ✧ This is a hugely popular and successful learning methodology around the world.
- ✧ During the Student Induction Programme, groups of students with similar aspirations would be identified. The students shall register the Study Circle with the NAAC Office and necessary logistical support shall be arranged from the institution for the study circle.



## **LIBRARY & LEARNING RESOURCES**

 9:30 am to 5:30 pm (on all working days)

- ✧ The Harvey Library is fully automated with AutoLib Library Management System.
- ✧ Reference Section contains standard journals, periodicals, encyclopedia, dictionary and other books in constant demand.
- ✧ Books in the lending section can be lend to the students for reading.
- ✧ Students must present their ID cards when borrowing or returning books from the lending section.



Books should be replaced by the due date failing which a penalty of Re.1 /day shall be levied.



Soiled, damaged or lost books must be replaced by the student failing which cost of replacement shall be recovered from the student.

- ✧ Digital Reference Section of the library contains eBooks, talking books and Video lectures.
- ✧ e-Content and online resources from digital repositories can be accessed via internet connection provided.
- ✧ Harvey library has a spacious reading room conducive to reading.
- ✧ Textbooks can be borrowed / referred from the Department Library. Each department has its own library containing primarily text books.



- ✧ Our institution is a member of INFLIBNET National Library and Information Services Infrastructure for Scholarly Content (N-LIST).
- ✧ It is an initiative of Ministry of Human Resource Development under the NME-ICT and funded by University Grants Commission as college component under e-ShodhSindhu consortium.
- ✧ As a member, we have access to over 6,000+ e-journals and 31,35,000+ e-books.
- ✧ N-LIST access (login credentials) shall be granted to all teachers and research scholars (both full-time and part-time) of the institution.



## DISCIPLINE

- ✧ The Madura College expects its students to be disciplined and law-abiding dutiful citizens of the country.
- ✧ Self-discipline is the best form of discipline and as adults the institution expects you to maintain dignity and decorum at all times inside and outside the campus.
- ✧ Use your mobile and laptop for constructive academic purposes only.



## DISCIPLINARY PROCEEDINGS

- ✧ The college administration may initiate disciplinary proceedings on students found violating the discipline code of the institution as per the provisions of Chapter VII Disciplinary Regulations of Madras Educational Rules.
- ✧ The discipline committee headed by the principal may inflict punishments including but not limited to reprimand, fine, suspension, and dismissal taking cognizance of the nature of offence / violation.

 **NOTE:**



**WARNING :** Damage to institutional / public property of the institution is an offence.



Possession / Use / Distribution of drugs in any form inside the campus is an offence and would lead to dismissal and initiation of legal proceedings against the student.



Engaging in any form of illegal activity against the law of the land would mean dismissal and legal proceedings against the student.

**ZERO  
TOLERANCE**



The institution has a strict zero tolerance policy against ragging, sexual harassment and gender discrimination.





## EVALUATION

- ✧ The components of evaluation for each course are
  - ✧ Continuous Internal Assessment (CIA)
  - ✧ End-Semester Examination
- ✧ Each course is evaluated for a maximum of 100 marks at Bachelor's and Master's level.
- ✧ The weight for each component of evaluation is as follows:



### BACHELOR'S PROGRAMMES

Programme	CIA	End-Semester Examination
Theory	25	75
Practicals	50	50



### MASTER'S PROGRAMMES (except M.Phil.)

Programme	CIA	End-Semester Examination
Theory	25	75
Practicals	50	50



### M.Phil. PROGRAMMES

Programme	CIA	End-Semester Examination
Theory	40	60
Dissertation	50	50
Viva-voce	50	50

- ✧ The corresponding passing minimum for each course for various programmes are as follows :



### BACHELOR'S PROGRAMMES

Programme	CIA	End-Semester Examination	Total
Theory	-	27	40
Practicals	-	18	40

**MASTER'S PROGRAMMES (except M.Phil.)**

Programme	CIA	End-Semester Examination	Total
Theory	-	34	50
Practicals	-	23	50

**M.Phil. PROGRAMMES**

Programme	CIA	End-Semester Examination	Total
Theory	-	27	50
Dissertation	-	23	50
Viva-voce	-	23	50

✧ Based on the marks scored, you earn a grade and a corresponding grade point for each course.

**BACHELOR'S PROGRAMMES**

Marks	Grade Point	Grade
95-100	10	O
85-94	9	D+
75-84	8	D
65-74	7	A+
55-64	6	A
45-54	5	B
40-44	4	C
< 40	RA	-

**MASTER'S PROGRAMMES**

Marks	Grade Point	Grade
95-100	10	O
90-94	9	D+
80-89	8	D
70-79	7	A+
60-69	6	A
50-59	5	B
< 50	RA	-

- ✧ The Cumulative Grade Point Average (CGPA) is the combined metric indicating your standing / performance during the period of the programme and is calculated as follows :

$$CGPA = \frac{\sum_i C_i G_i}{\sum_i C_i}$$

Where  $C_i$  is the credits for the  $i$ th course and  $G_i$  is the grade point scored corresponding to the same course.

- ✧ Based on your final standing at the end of the programme, and after having successfully fulfilled the requirements of the programme, you will be awarded a class based on the percentage score in all courses.

Aggregate Percent	CLASS
60 - 100	FIRST
50 - 59	SECOND
< 50	THIRD



### CONTINUOUS INTERNAL ASSESSMENT



THE INTERNAL MARK SCORED BY THE STUDENT FOR ANY COURSE IS FINAL. THERE IS NO SCOPE FOR IMPROVEMENT AFTER THE END OF THE SEMESTER.

- ✧ Assessment of students' performance is not a one-time affair. The institution follows a continuous assessment methodology to assess students on their expected learning outcomes.
- ✧ Continuous assessment of learning outcomes by the course teacher.
- ✧ Components of continuous assessment (Theory courses):



### BACHELOR'S PROGRAMMES

Component of CIA	Marks
Test	15
Attendance	5
Seminar / Quiz / Assignment / Mini-project	5

**MASTER'S PROGRAMMES (except M.Phil.)**

Component of CIA	Marks
Test	15/20
Seminar / Assignment	10/5

**M.Phil. PROGRAMMES**

Component of CIA	Marks
Test	30
Seminar	5
Assignment	5

- ✧ For the attendance component of CIA, your mark depends on your attendance for each course.

**ATTENDANCE COMPONENT OF CIA**

Attendance percent for the course	Marks
95-100	5
85-94	4
75-84	3
50-74	2



Requisite attendance must be ensured by the student in each course separately.

- ✧ Timely submission of assignment is a must.
- ✧ Students must take seminar / assignment / quiz / mini-projects or any other component of internal assessment assigned to you by your course teacher very seriously.
- ✧ For practical / project courses, the CIA components will be instructed by your course teacher.



There might be slight changes / differences in the components of CIA at Master's programmes. Your course teacher will instruct you on the components and their allotted weights.



## TEST COMPONENT OF CIA

- ✧ Two Centralized Internal Test could be conducted for each course during the semester.
- ✧ The average mark obtained by the students in the two tests would be awarded to the students.
- ✧ If a student is unable to take a test due to medical / emergency reasons, they can apply for a retest in the format prescribed accompanied by evidence for genuinity of the request with in the Same Semester.



## END SEMESTER EXAMINATIONS

- ✧ End Semester Examinations are conducted twice in a year
  - ✧ Odd Semester – November
  - ✧ Even Semester – April
- ✧ Students must mandatorily apply for all courses (paper) of the current semester and can select courses of re-appearance, if any, from previous semesters and pay the fee applicable.
- ✧ Students must apply for the End-Semester Examinations and pay the prescribed fee well in advance to enable the Examination Section to plan and put in place the logistics required.



## EXAMINATION APPLICATION & FEE

- ✧ Examination fee is to be paid twice in a year (once in each semester) for the November and April semester examinations.
- ✧ You can apply for the End-semester examination online through the Students' Examination portal.
- ✧ Payment of Examination is through online mode only though the payment gateway from the Students' Examination portal.
- ✧ During the final semester, the students will have to pay Provisional Certificate Fee and Convocation Fee payable to Madurai Kamaraj University.



Students who don't pay the fee before the last date for payment of fee would not be able to write the End-Semester examination for the current semester.



Last date for payment of Examination fee shall not be extended under any circumstance beyond the last date indicated in the handbook.



### IMPORTANT NOTICE ON COURSE REGULATION

A Student will have the option of writing the End-Semester Examination in the Syllabus Regulation of period of study for a maximum period of THREE years only after the completion of the programme. On expiry of three years, the student will have to take the examination in the Syllabus regulation in vogue at the time of writing examination on an equivalent paper decided by the Chairman, Board of Studies.



### VALUATION OF ANSWER SCRIPTS

- ✧ Double valuation is followed for PG and M.Phil. Programmes.
- ✧ If the variation between the marks awarded by the two examiners differs by more than 15%, the paper will be automatically sent for THIRD valuation. Two nearest marks are averaged and awarded to the students. If all the three marks are equally spaced, the best two marks are averaged and awarded to the students.
- ✧ If the difference between the marks awarded by the two examiners is 15% or less, the two marks are AVERAGED and awarded to the student.
- ✧ Single valuation by an external examiner is followed for all UG programmes.



### REVALUATION OF ANSWER SCRIPTS

- ✧ Students can apply for revaluation after the declaration of the end semester examination results. For revaluation, single external valuation will be done. The higher of (i) the mark obtained in End- semester result and (ii) mark obtained in revaluation would be awarded to the student.





## SUPPLEMENTARY EXAMINATION

- ✧ Students with any number of outstanding arrears in the final semester of their respective courses and/or only one outstanding arrear in the rest of the semesters put together after the declaration of the final semester results can appear for the supplementary examinations of the corresponding year. In the supplementary examinations, the mark awarded by the single external examiner is awarded to the students.



## EXAMINATION DISCIPLINE

- ✧ Students who indulge in inappropriate acts like cheating, copying, possessing incriminating material, impersonating, etc., would be dealt with according to the extant rules of the institution. List of punishments for examination discipline related inappropriate practices is given in the annexure.



## REGULATIONS – REPEAT SEMESTER / COURSE

- ✧ Repeat of a semester can be permitted only when the student has not been issued Transfer Certificate and within three years from the date of completion of the course.
- ✧ The student will repeat the appropriate semester on the courses offered during the time of repeat. If the syllabus regulation has changed, the student will appear only in the current papers in vogue at the time of repeat.
- ✧ For students repeating a single course / paper which has been scrapped or modified, the student will repeat the course only on the paper which is in vogue at the time of repeating the course. The chairman of the Board of studies will offer an equivalence on which the student will be tested.
- ✧ A student will have the opportunity to write the course (paper) in vogue during his study for a maximum of 3 years only after the completion of the course period. On expiry of three years, the student will have to opt for an equivalence, as decided by the Head of Department from the syllabus which is in vogue.

**e-GOVERNANCE (PROPOSED)**

In our pursuit of academic excellence and as e-Governance initiative of our college, the following portals act as link between the students and the administration.

**STUDENTS' PORTAL**

- ❖ View daily attendance. daily and bring any discrepancy to the notice of the authorities.
- ❖ Always keep your profile like contact number and other details up-to-date on the portal.
- ❖ Students can register their grievances, if any, on academic and administrative matters.
- ❖ Leave, On other Duty (OD) can be applied online by uploading supporting documents.
- ❖ Student request for testimonials (like bonafide certificate, conduct certificate, attendance certificate, etc.,) and other requests can be placed online.
- ❖ Students' Academic Repository will keep a soft copy of all your academic records in one place. You can view documents at any time and any place by simply logging into the portal.
- ❖ Students would be able to select their Non-Major Elective (NME) courses online.
- ❖ Feedback on curriculum, institution, staff and student satisfaction survey when notified.
- ❖ Upload achievements and participation in curricular, co-curricular and extra curricular activities, sports and extension.
- ❖ View notices/circulars from Principal, Placement Officer, Mentor and other administrators.



## STUDENTS' EXAMINATION PORTAL

- ✧ View marks online.
- ✧ View Internal marks online and approve.
- ✧ Apply for End-Semester Examination / revaluation / supplementary examination.
- ✧ Register grievance related to examination.
- ✧ Submit feedback on question paper and evaluation.
- ✧ Apply for retest in test component of Continuous Internal Assessment.
- ✧ Download hall ticket after payment of fine, if any.
- ✧ View results of End-semester examination .



Keep your login credentials including your password safe and confidential. Change the password on first login.



Students' portal is a facility extended to the students as a goodwill effort by the institution and shall be used only for the purpose for which it is intended.



You are responsible for all actions carried out using your login credentials. Any misuse would result in disciplinary action.



## PARENTS TEACHERS ASSOCIATION

- ✧ The Parents Teachers Association (PTA) is an association of two of the most important stakeholders of the institution.
- ✧ Parents are the first teachers and teachers are the second parents – PTA help bridge the gap between the teachers and parents in understanding the needs of the students.
- ✧ Parents are encouraged to visit the institution and meet the parents frequently to know the progress of their wards.

- ✧ PTA meetings would be held every semester and the department and at the college level for a healthy discussion on the roles of parents and teachers in shaping the future of the wards of this institution.
- ✧ Parents are encouraged to give their feedback on the curriculum and administration.
- ✧ The Annual General Body of the PTA will meet once in a year to elect Office bearers for the year.



### **MADURA COLLEGE ALUMNI ASSOCIATION**

- ✧ The Madura College Alumni Association (erstwhile Madura College Old Boys' Association up to 2010-11, then Old Students Association up to 2014-15) is registered body under 'The Societies Registration Act, 1860' by Office of the District Registrar, Madurai-1. The registration number is 2/1945.
- ✧ Objectives of the Association
  - ♦ To promote camaraderie among past students of the Madura College.
  - ♦ To continue to have contacts with the students leaving the Madura College after completion of their educational course.
  - ♦ To motivate the old students to think about their college and participate in its development.
  - ♦ To conduct Seminars and Conferences, on any matters of general importance.
  - ♦ To exchange information and experience among former students of the Madura College.
  - ♦ To promote interaction among past students of the Madura College.
  - ♦ To raise funds for the association to extend financial assistance to the college on its own or by establishing a separate Trust for that purpose.

**Annexure 1**

**Extracts from the Madras Educational Rules :-  
(Chapter VII Disciplinary Regulations)**

1. Students of all Schools and Colleges should abstain from active participation in party or communal politics.
  2. Headmasters, Principals or other constituted school, college, hostel authorities may frame and issue from time to time disciplinary rules of a permanent or temporary character regulating the conduct outside the school college premises so far as such rules seem necessary to maintain the credit, usefulness and reputation of the School, College or hostel.
- N.B. In the case of college such disciplinary regulation as may be issued by the respective universities to which they are affiliated and as are not inconsistent with the regulations in this chapter, will also apply.
- Headmasters, Principals or other constituted school, college shall have full power to inflict punishments in the interest of the students or the institution concerned.

**Annexure II**

**List of Punishments for Malpractice in the Examinations  
(as per the rules followed by the Madurai Kamaraj  
University)**

**1. தவறு:**

தேர்வுக்குத் தொடர்புள்ள குறிப்புகள் வைத்திருத்தல்:

“Possession of material relevant to the examination”

நடவடிக்கை

நடைபெறுகின்ற தேர்வு நிராகரிக்கப்படும். படிப்பைத் தொடரலாம். அடுத்த தேர்வு எழுதலாம்.

“Present examination cancelled. Can continue the course and write the next examination”.

**2. தவறு :**

பக்கத்தில் உள்ள மாணவர், மாணவி எழுதுவதைப் பார்த்து எழுதுதல் அல்லது வைத்திருக்கும் குறிப்புகளைப் பார்த்து எழுதுதல் அல்லது விடைத்தாள்களை மாற்றிக் கொள்ளுதல்.

Copying from neighbouring students or from materials possessed or exchange of answer sheets:

**a) தேர்வு மையத்திலும் மேலும் விசாரணையின் போதும் குற்றத்தை ஒப்புக் கொண்டால்:**

Confessed at the centre and at the enquiry :

நடவடிக்கை :

நடைபெறுகின்ற தேர்வு நிராகரிக்கப்படும். அடுத்த தேர்வு எழுதுவது தடை செய்யப்படும். (கல்லூரியிலிருந்து) இரண்டு பருவங்கள் அல்லது ஒரு கல்வியாண்டு தற்காலிக நீக்கம் செய்யப்படுவர்.

“Present examination cancelled. Debarred from writing the next examination. Rusticated for two semesters or one academic year”.

**a) தவறு :**

குற்றத்தைத் தேர்வு மையத்தில் ஒப்புக் கொள்ளாது விசாரணையின் போது ஒப்புக் கொண்டாலோ அல்லது அதற்கு நேர்மாறுதலானாலோ

No confession at the centre but confession at the enquiry or vice-versa:

நடவடிக்கை :

நடைபெறுகின்ற தேர்வு நிராகரிக்கப்படும். அடுத்த இருதேர்வுகள் எழுதுவது தடை செய்யப்படும். (கல்லூரியிலிருந்து) இரண்டு பருவங்கள் அல்லது ஒரு கல்வியாண்டு தற்காலிக நீக்கம் செய்யப்படுவர்.

“ Present examination cancelled. Debarred from writing the next two examinations. Rusticated for two semesters or the academic year”.

c) தவறு :

தேர்வு மையம், விசாரணை இரண்டு இடங்களிலுமே குற்றத்தை ஒப்புக் கொள்ளவில்லை எனில் :

No confession at the centre and no confession at the enquiry :

நடவடிக்கை :

நடைபெறும் தேர்வு நிராகரிக்கப்படும். அடுத்த மூன்று தேர்வுகள் எழுதுவது தடை செய்யப்படும். (கல்லூரியிலிருந்து) இரண்டு பருவங்கள் அல்லது ஒரு கல்வியாண்டு தற்காலிக நீக்கம் செய்யப்படுவர்.

“Present examination cancelled. Debarred from writing the next three examinations. Rusticated for two semesters or one academic year”.

விடைத்தாள்களை மாற்றிக் கொள்ளும் குற்றத்தில் மேற்கூறிய தண்டனை மாற்றிக் கொண்ட அனைவருக்கும் பொருந்தும்.

In the case of exchange of answer sheets, all the candidates involved are to be punished as above.

3. தவறு

தேர்வு கண்காணிப்பாளரிடமோ, மற்ற தேர்வுப் பொறுப்பாளர்களிடமோ முறைகேடாக நடந்து கொண்டால்

Impertinent and impolite behavior towards the Invigilator, superintendent or anyone connected with the conduct of the examination :

**நடவடிக்கை :**

நடைபெறும் தேர்வு நிராகரிக்கப்படும். அடுத்த நான்கு தேர்வுகள் எழுதுவது தடை செய்யப்படும். (கல்லூரியிலிருந்து) இரண்டு பருவங்கள் / ஒரு கல்வியாண்டு தற்காலிக நீக்கம் செய்யப்படுவர்.

“Present examination cancelled. Debarred from writing the next four examinations. Rusticated for two semesters or one academic year”.

4. தவறு :

- i) விடைத்தாள்களை தேர்வு மையத்திற்கு வெளியே எழுதி அவற்றை தேர்வு மையத்திலோ, அல்லது தேர்வு மையத்திற்கு வெளியிலோ இடையில் சேர்த்தால், ஆகிய குற்றங்கள் தேர்வாளராலோ மற்ற தேர்வுக்குத் தொடர்புள்ள அதிகாரிகளாலோ கண்டுபிடிக்கப்பட்டுத் தெரிவிக்கப்பட்டால்

Answer sheets written outside the examination hall and inserted in inside or outside the examination hall, reported by the examiner or any authority connected with the examination :

- ii) பார்த்து எழுதுவது, கண்டுபிடிக்கப்படும் போது விடைத்தாள்களைக் கொடுக்க மறுத்தல் அல்லது விடைத்தாள்களோடு தேர்வு மையத்தை விட்டு ஓடிப்போகுதல் அல்லது விடைத்தாள்களுக்கு, பார்த்து எழுதியதற்குச் சான்றாக உள்ளவற்றிற்கு சேதம் விளைவித்தல்.

Refusing to hand over the answer sheets while found copying or running away from the examination hall with the answer sheets or destroying the answer paper or any evidance on being caught :

**நடவடிக்கை :**

நடைபெறும் தேர்வு நிராகரிக்கப்படும். அடுத்த ஐந்து தேர்வுகள் எழுதுவது தடை செய்யப்படும். (கல்லூரியிலிருந்து) இரண்டு பருவங்கள் அல்லது ஒரு கல்வியாண்டு தற்காலிக நீக்கம் செய்யப்படுவர்.



“Present examination cancelled. Debarred from writing the next five examinations. Rusticated for two semesters or one academic year”.

5. தவறு :

ஆள் மாறாட்டம் செய்தல்

Impersonation :

நடவடிக்கை

நடைபெறும் தேர்வு நிராகரிக்கப்படும். அடுத்த ஐந்து தேர்வுகள் எழுதுவது தடை செய்யப்படும். (கல்லூரியிலிருந்து) நான்கு பருவங்கள் அல்லது இரண்டு கல்வியாண்டுகள் தற்காலிக நீக்கம் செய்யப்படுவர். ஆள் மாறாட்டம் செய்து தேர்வு எழுதுபவர் தற்போது பயிலும் மாணவன் அல்லது மாணவியாக இருந்தால் அவருக்கும் தண்டனை பொருந்தும். வெளியாட்கள் ஆள்மாறாட்டமாக வந்து எழுதினால் போலீசுக்குத் தெரிவிக்கப்பட்டு ஒப்படைக்கப்படுவர்.

“Present examination cancelled. Debarred from writing the next five examinations. Rusticated for four semesters or two academic years. Impersonator, if happens to be a current student, the same punishment is to be awarded”.

“ In the case of impersonation involving outsider, it has to be reported to police for action to be taken against him / her”.

Note :

- 1) “நடைபெறும் தேர்வு நிராகரிக்கப்படும்” என்பதற்கு “அந்தப் பருவ இறுதித் தேர்வில் (ஏப்ரல் அல்லது நவம்பர்) எழுதிய நிலுவைத்தாள்கள் உட்பட அனைத்து தாள்களும் மதிப்பீடு செய்யப்படா” எனப் பொருள் கொள்ளப்படும்.

“present examination cancelled” means “all the papers (Including arrears) written in that particular End - of - the Semester Examinations (APRIL / NOVEMBER) by the candidate cancelled and will not be valued”.

- 2) “அடுத்த தேர்வு(கள்)” என்பதற்கு “அடுத்து வரும் பருவ இறுதித் தேர்வு(கள்)” எனப் பொருள் கொள்ள வேண்டும்.

“The next examinations(s)” means “The examination(s) at the end of the next semester(s)”

- 3) குற்றம் சாட்டப்பட்டு விசாரணைக்குரியவர், தகுந்த காரணங்களை முன்னிட்டு விசாரணைக்குழு முன் வர இயலாவிடில் அவ்வாறு வர இயலாமையை குறிப்பிட்ட விசாரணைத் தேதிக்கு முன்னதாகக் கடிதம் மூலம் தெரிவித்தால், மேலும் அதில் குற்றத்தை ஒப்புக் கொண்டிருந்தால், அவர் விசாரணையின் போது குற்றத்தை ஒப்புக் கொண்டதாக கருதப்படும். அத்தகைய கடிதம் ஏதும் கொடுக்காமல், விசாரணைக்கு வரவில்லையெனில், அவர் விசாரணையின் போது குற்றத்தை ஒப்புக் கொள்ளவில்லை, எனக் கருதப்படும்.

If the candidate, owing to genuine reasons, could not appear before the enquiry committee and presents a letter before the date of relevant enquiry explaining his inability to appear before the enquiry committee and confessing the alleged act of malpractice, then it will be taken as CONFESSION AT THE ENQUIRY, in the case of being absent for the relevant enquiry without such a letter it will be taken as NO CONFESSION AT THE ENQUIRY.

- 4) தண்டனை பெற்ற மாணவன் அல்லது மாணவி, தண்டனைக்காலம் முடிந்து, கல்லூரியில் திரும்பிச் சேரும் போது அல்லது தேர்வு எழுதும் போது அப்போது உள்ள நடைமுறைப் பாடத்திட்டங்களின்படியே பயில அல்லது தேர்வு எழுத வேண்டும்.

In the case of any change in regulations in the courses concerned while joining the college / writing the examinations after the period of punishment, the incumbent has to follow the regulations current at the time of expiry of the punishment – period.

**ACADEMIC CALENDER 2019 - 20**

<b>Date</b>	<b>Day</b>	<b>Details</b>
17/06/2019	Monday	College Reopens after Summer vacation
19/06/2019	Wednesday	Student Induction Programme begins
24/06/2019	Monday	Collection of semester fees begins
27/06/2019	Thursday	Student Induction Programme ends
15/07/2019	Monday	Last date for payment of fees without fine
30/07/2019	Tuesday	Last Date for Payment of fees with fine
31/07/2019	Wednesday	1st hour free & Removal of names of defaulters from roll.
06/08/2019	Tuesday	I Internal Test begins
07/08/2019	Wednesday	I Internal Test & Examination fee collection starts
08/08/2019	Thursday	I Internal Test
09/08/2019	Friday	I Internal Test
10/08/2019	Saturday	I Internal Test
13/08/2019	Tuesday	I Internal Test Ends
28/08/2019	Wednesday	Last hour - mentor meeting
03/09/2019	Tuesday	Examination fee collection without fine
04/09/2019	Wednesday	Examination fee collection with fine Rs.50/-
12/09/2019	Thursday	Examination fee collection with fine Rs.100/-
19/09/2019	Thursday	Fee collection ends for November 2019 semester examination
09/10/2019	Wednesday	II Internal Test begins

## Hand Book 2019-20

10/10/2019	Thursday	II Internal Test
11/10/2019	Friday	II Internal Test
12/10/2019	Saturday	II Internal Test
14/10/2019	Monday	II Internal Test
15/10/2019	Tuesday	II Internal Test Ends
21/10/2019	Monday	III Internal - Retest
22/10/2019	Tuesday	III Internal - Retest
23/10/2019	Wednesday	III Internal - Retest
25/10/2019	Friday	Last hour - mentor meeting
30/10/2019	Wednesday	Last Working Day for Odd Semester
04/11/2019	Monday	Semester Exam Begins
02/12/2019	Monday	College Reopens for even Semester
09/12/2019	Monday	Collection of semester fees begins
03/01/2020	Friday	Last Date of Payment of fees without fine
23/01/2020	Thursday	Last Date for payment of Fees with fine
24/01/2020	Friday	Removal of names of defaulters from roll.
27/01/2020	Monday	I Internal Test begins
28/01/2020	Tuesday	I Internal Test
29/01/2020	Wednesday	I Internal Test
30/01/2020	Thursday	I Internal Test
31/01/2020	Friday	I Internal Test & Examination fee collection starts
01/02/2020	Saturday	II Internal Test
18/02/2020	Tuesday	Last hour free mentor meeting
20/02/2020	Thursday	Examination fee collection without fine

21/02/2020	Friday	Examination fee collection with fine Rs.50/-
28/02/2020	Friday	Examination fee collection with fine Rs.100/-
09/03/2020	Monday	Fee collection ends for April 2020 semester examination
16/03/2020	Monday	II Internal Test begins
17/03/2020	Tuesday	II Internal Test
18/03/2020	Wednesday	II Internal Test
19/03/2020	Thursday	II Internal Test
20/03/2020	Friday	II Internal Test
21/03/2020	Saturday	II Internal Test
24/03/2020	Tuesday	III Internal -Retest
26/03/2020	Thursday	III Internal -Retest
27/03/2020	Friday	III Internal -Retest
09/04/2020	Thursday	Last Working Day for even Semester
20/04/2020	Monday	Semester Exam Begins

JUNE						2019	
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
30						1	
2	3	4	5 Ramzan	6	7	8	
9	10	11	12	13	14	15	
16	17 College Reopens after Summer vacation	18	19 Student Induction Programme Starts	20	21	22	
23	24 Collection of semester fees begins	25	26	27 Student induction Programme ends	28	29	

2019




















JULY

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 ₹	2 ● 1st hour free ₹	3 ₹	4 ₹	5 ₹	6 ₹
7 ₹	8 ₹	9 ₹	10 ₹	11 ₹	12 ₹	13 ₹
14 ₹	15 ₹ Last date for payment of fees without fine	16 ₹ Guru Poornima & Lunar Eclipse	17 ₹ Dhakshinayana Punyakalam 1st hour free	18 ₹	19 ₹	20 ₹
21 ₹	22 ₹	23 ₹	24 ₹	25 ₹	26 ₹	27 ₹
28 ₹	29 ₹	30 ₹	31 ● 1st hour free & Removal of names of defaulters from roll.			

AUGUST							2019	
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY		
				VI	36 I	37	3	
4	5	6 Internal Test begins	7 Internal Test, Examination fee collection starts	8 Internal Test	9 Varalakshmi Vratam, Internal Test	10 Internal Test		
11 Arfa	12 Bakrid,	13 Internal Test Ends	14	15 Rig Upaakarma, Yajur Upaakarma & Independence Day	16 Gayathri Japanm	17		
18	19	20	21	22	23 Gokulashtami	24		
25	26	27	28 Last hour - mentor meeting	29	30 1 <sup>st</sup> hour free	31		



# SEPTEMBER 2019

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
 <b>1</b> Hijiri New Year	 <b>2</b> Vinayaga Sathurthi & Sama Upaakarma	<b>I</b> Examination fee  <b>3</b> collection - Last day without fine	<b>55 II</b> Examination fee  <b>4</b> collection with fine Rs. 50	<b>56 III</b>  <b>5</b> Teacher's Day	<b>57 IV</b>  <b>6</b>	<b>58</b>  <b>7</b>
 <b>8</b>	<b>V</b>  <b>9</b>	<b>59</b>  <b>10</b> Moharram	<b>VI</b>  <b>11</b> Onam	<b>60 I</b> Examination fee  <b>12</b> collection - fine Rs. 100	<b>61 II</b>  <b>13</b>	<b>62</b>  <b>14</b>
 <b>15</b>	<b>III</b>  <b>16</b>	<b>63 IV</b>  <b>17</b>	<b>64 V</b>  <b>18</b>	<b>65 VI</b> Examination fee  <b>19</b> Fee collection ends for November 2019 semester examination	<b>66 I</b> <b>20</b>	<b>67 II</b> <b>21</b>
<b>22</b>	<b>III</b> <b>23</b>	<b>69 IV</b> <b>24</b>	<b>70 V</b> <b>25</b>	<b>71 VI</b> <b>26</b>	<b>72 I</b> <b>27</b>	<b>73</b> <b>28</b>
<b>29</b>	<b>II</b> <b>30</b> 150 <sup>th</sup> Ganthi Jayanthi Celebrations	<b>74</b>				

2019

OCTOBER

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		III 1 150 <sup>th</sup> Ganthi Jayanthi Celebrations	VI 2 Gandhi Jayanthi	VI 3 'Swachhta' Camp	76 V 4	77 5
6	7 Saraswathi Pooja	8 Vijaya Dasami	VI 9 II Internal Test	78 I 10 II Internal Test	79 II 11 II Internal Test	80 III 12 II Internal Test
13	IV 14 II Internal Test	82 V 15 II Internal Test	83 VI 16	84 I 17	85 II 18 Tula VISHU Punyakalam 1 <sup>st</sup> hour free	86 19
20	III 21 III Internal -Retest	87 IV 22 III Internal -Retest	88 V 23 III Internal -Retest	89 VI 24	90 I 25 Last hour - mentor meeting	91 26
27 Deepavali,	28	II 29 Last Working Day	92 30	31		

# 2019

## NOVEMBER






























SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4 Semester Exam Begins	5	6	7	8	9
10 Milad-un-Nabi	11	12 Guru Nanak Jeyanthi	13	14	15	16
17	18	19	20	21	22	23
24	25	26 ●	27	28	29	30

# DECEMBER 2019

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 College Reopens for even Semester	3	4	5	6	7
8	9 Collection of College fees begins	10 Karthikai Deepam	11	12	13	14
15	16	17	18	19	20	21
22	23	24 Christmas Eve	25 Christmas	26 Solar Eclipse	27	28
29	30	31 New Year Eve				

2020

JANUARY

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			 <b>1</b> New Year	 <b>2</b>	 <b>3</b> Last Date of Payment of fees without fine	 <b>4</b>
 <b>5</b>	 <b>6</b>	 <b>7</b>	 <b>8</b>	 <b>9</b>	 <b>10</b>	 <b>11</b>
 <b>12</b>	 <b>13</b>	 <b>14</b> Bogi festival & College Pongal celebrations	 <b>15</b> Pongal	 <b>16</b> Maattu pongal & Thiruvalluvar day	 <b>17</b> Uzhavar Thirunal	 <b>18</b>
 <b>19</b>	 <b>20</b>	 <b>21</b>	 <b>22</b>	 <b>23</b> Last Date for payment of Fees with fine	 <b>24</b> 1 <sup>st</sup> hour free, Removal of names of defaulters from roll.	<b>25</b>
<b>26</b> Republic Day	 <b>27</b> Internal Test begins	 <b>28</b> Internal Test	 <b>29</b> Internal Test	 <b>30</b> Internal Test	 <b>31</b> Internal Test & Examination fee collection starts	

2020

FEBRUARY

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						<div>I</div> <div>1</div> <div>I Internal Test</div> <div>43</div>
<div>2</div>	<div>3</div>	<div>4</div>	<div>5</div>	<div>6</div>	<div>7</div>	<div>8</div>
<div>9</div>	<div>10</div>	<div>11</div>	<div>12</div>	<div>13</div>	<div>14</div>	<div>15</div>
<div>16</div>	<div>17</div>	<div>18</div> <div>Last hour - mentor meeting</div>	<div>19</div>	<div>20</div> <div>Last date for Examination fee Collection without fine</div>	<div>21</div> <div>Examination fee Collection - fine Rs .50</div>	<div>22</div>
<div>23</div>	<div>24</div>	<div>25</div>	<div>26</div>	<div>27</div>	<div>28</div> <div>Examination fee collection - fine Rs .100/-</div>	<div>29</div>

2020

MARCH

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 ⚠️	2 ⚠️	3 ⚠️	4 ⚠️	5 ⚠️	6 ⚠️	7 ⚠️
8 International Women's Day	9 ● Fee collection ends for April 2020 semester examination	10	11	12	13	14
15	16 ⚠️ II Internal Test begins	17 ⚠️ II Internal Test	18 ⚠️ II Internal Test	19 ⚠️ II Internal Test	20 ⚠️ II Internal Test	21 ⚠️ II Internal Test
22	23	24 ● 1 <sup>st</sup> hour free & III Internal -Retest	25 Telugu New Year Day	26 ⚠️ III Internal - Retest	27 ⚠️ III Internal - Retest	28
29	30	31				

2020

APRIL

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			II	86 III	87 IV	88 V
			1	2	3	4
5	6 Mahavir Jayanthi	7 Last hour - mentor meeting	8	9 Last Working Day	10 Good Friday	11
12	13	14 Tamil New Year & Dr. Ambedkar Birth day	15	16	17	18
19	20 Semester Exam Begins	21	22	23	24	25
26	27	28	29	30		



# The Madura College (Autonomous), Madurai - 625 011

## STUDENTS' REQUEST FORM

Reg No. :

Date :

Name of the student : \_\_\_\_\_

I am a Current student : Yes ☐ No ☐

I request you to kindly issue me

☐ Bonafide Certificate ☐ Course certificate

☐ Transfer Certificate ☐ Conduct certificate

☐ Any other \_\_\_\_\_ (Specify)

Signature of the Student

Signature of the Head

## FOR OFFICE USE

Date of receipt :

Name of the Principal : \_\_\_\_\_

## RECEIPT

Received the testimonials / certificate with thanks

Signature of the student

# The Madura College (Autonomous), Madurai - 625 011

## LEAVE APPLICATION FORM

Reg No. : 

--	--	--	--	--	--	--	--	--	--

Date : 

--	--	--	--	--	--	--	--

Name of the student : \_\_\_\_\_

Class & Department : \_\_\_\_\_

Date (s) From : \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

To : \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Nature of Leave :

☐ Personal ☐ Medical ☐ On other duty

Reason : \_\_\_\_\_

\_\_\_\_\_

Student                  Parent                  HOD/Mentor                  Principal/Vice Principal

### FOR OFFICE USE

Date of receipt : 

--	--	--	--	--	--	--	--

**பேருந்து இலவச அனுமதி படிவம்**

அனுப்புநர்

பெயர் : \_\_\_\_\_

பதிவு எண் : \_\_\_\_\_

வகுப்பு : \_\_\_\_\_

விலாசம் : \_\_\_\_\_

பெறுநர்

கிளை மேலாளர்

தமிழ்நாடு அரசு போக்குவரத்துக் கழகம்

மதுரைக் கோட்டம்.

வழி

(i) முதல்வர் அவர்கள்

மதுரைக் கல்லூரி (தன்னாட்சி)

மதுரை - 625 011.

(i) துறைத் தலைவர் அவர்கள்

.....

மதுரைக் கல்லூரி (தன்னாட்சி)

மதுரை - 625 011.

ஐயா / அம்மா

நான் மதுரைக் கல்லூரியில் 2019-2020ஆம் கல்வியாண்டில்

..... படித்து

வருகிறேன். மேற்கண்ட முகவரியிலிருந்து நான் கல்லூரிக்கு

வருகிறேன். மேற்கண்ட முகவரியிலிருந்து நான் கல்லூரிக்கு வந்து

செல்வதற்கு சலுகைக் கட்டண பயண அட்டை வழங்குமாறு

மிகத்தாழ்மையுடன் கேட்டுக் கொள்கிறேன்.

பயண வழி ..... இருந்து மதுரைக் கல்லூரி

நன்றி,

இப்படிக்கு,

தேதி

தங்கள் உண்மையுள்ள

பரிந்துரைக்கப்படுகிறது

துறைத் தலைவர்

முதல்வர்

[illegible]

[illegible]











# THE MADURA COLLEGE (Autonomous)

Madurai - 11

## Application For Retest

Name : \_\_\_\_\_

Regn No. : 

--	--	--	--	--	--	--	--	--	--	--	--

Class : \_\_\_\_\_

Reason for Re-test : \_\_\_\_\_

Note : Attach medical certificates if the request is made on medical grounds

Sl. No.	Course Title	Name of the Course Teacher	Initials of the course Teacher	To be organized by the Dept.
1.				
2.				
3.				
4.				
5.				
6.				

Sign. of the mentor

Signature of the Head of the Dept.

Principal

## Notes

## Notes

## Notes

**TIME - TABLE (ODD SEMESTER)**

Day / hour	I	II	III	IV	V
I					
II					
III					
IV					
V					
VI					

S.No.	Course Code	Course Title	Course Teacher 1	Course Teacher 2
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

**TIME - TABLE (EVEN SEMESTER)**

Day / hour	I	II	III	IV	V
I					
II					
III					
IV					
V					
VI					

S.No.	Course Code	Course Title	Course Teacher 1	Course Teacher 2
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				