S.A. COLLEGE OF ARTS & SCIENCE

(Affiliated to the University of Madras)

S.A. COLLEGE OF ARTS & SCIENCE

ACADEMIC CALENDAR
2023 -2024

"Grow through what you go through"

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PERSONAL MEMORANDA

Name : _____

Reg. & Roll No. : _____

Department : _____

Section & Year : _____

Batch : _____

Residential Address : _____

_____

_____

_____

_____

Contact No. : _____

Aadhar No. : _____

Email Id : _____

Date of Birth : _____

Blood Group : _____

Thiru. **DHARMA NAIDU**

Thirumathi. **SAKUNTHALA AMMAL**
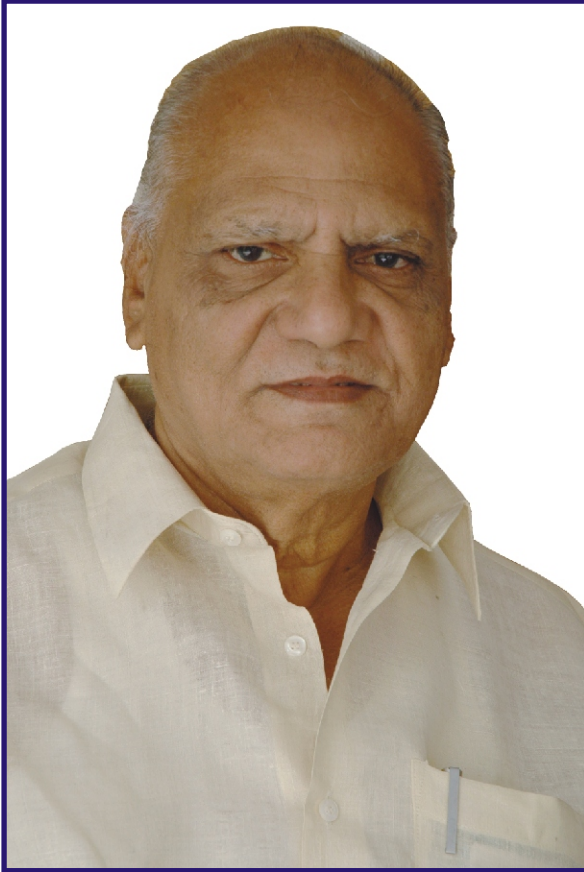
Shri. D. SUDHARSSANAM
Founder

THE TRUST

DHARMA NAIDU EDUCATIONAL AND CHARITABLE TRUST has been started with the laudable and noble cause for providing best in class learning environment for pursuing studies by educating the youth for learning life skills and enabling gainful employment opportunities under the dynamic leadership of (Late) Shri. D. SUDHARSSANAM with the noble purpose of providing world class learning environment and education to the student community.

❖ To provide job oriented education for the down trodden at an affordable cost, the trust had started **'S.A. POLYTECHNIC COLLEGE'** in the year 1996-97.

❖ For higher studies in technical education **'S.A. ENGINEERING COLLEGE'** had blossomed from 1998-99.

❖ To ignite the younger minds the trust has spread its roots in the name of **'SUDHARSANAM VIDYAASHRAM'** to provide value based holistic education under CBSE curriculum from the academic year 2014-15.

❖ In the sequence of building a Society of Excellence, the Trust has established the **'S.A. COLLEGE OF ARTS & SCIENCE' (SACAS)** in the year 2019, offering 360-degree training to its students in sculpting their career and scale greater heights in their life thus setting in new bench marks year after year in providing quality education to contribute positively to the community.

SACAS is located in its sprawling campus spanning 8 acres and houses spacious classrooms, myriad of labs and a preview theatre in addition a fully equipped Digitalized Library. SACAS is backed by a spirited team of faculty members who are both qualified and experienced. They focus not only on the academics but also do not leave any stone unturned to add to the competencies and the skill set of students. The college offers plethora opportunities for the students to bring to the spotlight their innate talents and ultimately prepare them to become employable. The college is affiliated to the University of Madras and currently offers 13 courses at the Under Graduate and 3 courses at Post Graduate level.

VISION

The vision of the college is to build a vibrant and inclusive learning community in a culture of excellence sustained by a sound value system that promotes responsible citizenship and effects social change.

MISSION

The mission of the college is to empower young men and women to face the challenges of life with courage and commitment, to be builders of a humane and a just society, and to promote a learning community in which all, especially those from less-privileged backgrounds.

MOTTO

You Predict, Together We create...

<u>தமிழ்த்தாய் வாழ்த்து</u>

நீராருங்கடலுடுத்த நிலமடந்தைக்கெழிலொழுகும்
சீராரும் வதனமெனத்திகழ் பரதக்கண்டமிதில்
தெக்கணமும் அதிற்சிறந்த திராவிட நல்திருநாடும்
தக்கசிறுபிறைநுதலும் தரித்தநறுந்திலமுமே!
அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற
எத்திசையும் புகழ் மணக்க இருந்த பெருந்தமிழணங்கே!
                                              தமிழணங்கே!
உன் சீரிளமைத் திறம் வியந்து செயல் மறந்து வாழ்த்துதுமே!
வாழ்த்துதுமே!
வாழ்த்துதுமே!

PLEDGE

India is my Country. All Indians are my brothers and sisters.

I Love my Country and I am proud of its rich and varied heritage.

I shall always strive to be worthy of it.

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

To my country and my people, I pledge my devotion. In their well being and prosperity alone lies my happiness.

NATIONAL ANTHEM

Jana-gana-mana-adhinayakajaya he

Bharata-bhagya-vidhata

Punjaba-Sindhu-Gujarata-Maratha

Dravida-Utkala-Banga

Vindhya-Himachala-Yamuna-Ganga

Uchchala-jaladhi-taranga

Tavashubha name jage,

tavashubhaasisa mage,

Gahetavajaya-gatha.

Jana-gana-mangala-dayakajaya he

Bharata-bhagya-vidhata.

Jaya he, Jaya he, Jaya he,

Jaya jayajaya, jaya he.

FACULTY MEMBER

Dr. V. Sayi Satyavathi, M.Sc.,M.Phil.,Ph.D.,   Director

Dr. Malathi Selvakkumar,   Principal
        M.Com.,M.Phil.,MBA.,MHRM.,Ph.D.,D.Litt.,

Department of Tamil

Mr. M. Vijayakumar, MA.,M.Ed.,M.Phil.,SLET.,	Asst. Prof. & Head
Mrs. A. Vijayalakshmi, MA.,M.Phil.,NET.,SLET.,	Asst. Prof.
Dr. E. Esakkiammal, MA.,MA(Yoga).,M.Phil.,B.Ed.,Ph.D.,	Assoc. Prof.
Dr. E. Chitra, MA.,M.Phil.,B.Ed.,NET.,Ph.D.,	Asst. Prof.
Mr. M. Vignesh Kumar, MA., NET., NET.,	Asst. Prof.
K. Veeraragavan, MA.,B.Ed.,M.Phil.,NET.,(Ph.D).,	Asst. Prof.

Department of English

Mr. M. Thanga Kumaran, MA.(Eng.),M.A.(Ling.),M.A.(Tamil),M.Phil.,PGDELT.,NET.,	Asst. Prof. & Head
Ms. S. Vaishnavi, MA.,M.Phil.,	Asst. Prof.
Ms. S. Sri Vidhya, MA.,NET.,	Asst. Prof.
Mrs. S. Logapriya, MA.,M.Phil.,PGDELT.,NET.,	Asst. Prof.
Mr. S. Naresh, MA.,SET(AP).,NET.,	Asst. Prof.
Mr. S. Deepan, M.A.,M.Phil.,NET.,	Asst. Prof.
Mrs. S. P. Madhumathi, M.A.,PGDELT.,NET.,	Asst. Prof.
Mrs. S. Clementcia, M.A.,B.Ed.,NET.,	Asst. Prof.
Mr. D. Kevin, M.A.,	Asst. Prof.
Mr. L. P. Vishal, M.A.,	Asst. Prof.

Department of Commerce - General

Dr. Suresh P, M.Com.,NET.,NET.,M.Phil.,MBA.,SET.,Ph.D.,	Asst. Prof. & Head
Mrs. P. Karthika, M.Com.,SET.,	Asst. Prof.
Mr. Arjun NM, M.Com.,NET.,	Asst. Prof.
Mrs. M. Aarthi, MA.,M.Phil.,NET.,	Asst. Prof.
Ms. R. Swetha, M.Com.,M.Phil.,	Asst. Prof.
Ms. T. Prabhjot Kaur, M.Com.,NET.,	Asst. Prof.
Mr. A. Christhu Kamalraj, M.Com.,M.Phil.,B.Ed.,	Asst. Prof.
Dr. H. Krupanandhan, M.Com.,M.Phil.,Ph.D.,	Asst. Prof.
Mr. S. Arul Stephen, M.Com.,M.Phil.,(Ph.D)	Asst. Prof.
Ms. R. Vaishali, M.Com.,B.Ed.,(Ph.D)	Asst. Prof.

Department of Commerce - Accounting & Finance

Dr. G. Purushothaman, MA.,M.Com.,MBA(HRM).,MBA(FM), PGDFM.,PGDPR., M.Phil.,Ph.D.,D.Litt.	Assoc. Prof. & Head
Mr. S. Susidharan, M.Com.,M.Phil.,NET,SET,PGDCA,PGDTTA	
Dr. S. Dhanalakshmi, M.Com.,SET.,M.Phil.,PGDCA.,Ph.D.,	Asst. Prof.
Dr. Maradon Drison, M.Com.,M.Phil.,PGDCA.,SET.,Ph.D.,	Asst. Prof.

Department of Commerce – Bank Management

Dr. P. Pandian, MCS.,M.Com.,SLET.,SET.,MBA.,M.Phil.,Ph.D.,	Asst. Prof. & Head
Dr. M. Prabhakar, M.Com.,M.Phil.,Ph.D.,	Asst. Prof.
Dr. M. Neela Bai, MA.,M.Phil.,MBA.,Ph.D.,	Asst. Prof.
Mr. T. BalaDhandayudham, M.Com.,M.Phil.,B.Ed.,M.Ed.,SLET	Asst. Prof.

Department of Commerce - Corporate Secretaryship

Dr. S. Ganapathy, MCS.,M.Phil.,Ph.D.,MBA.,NET.,	Assoc. Prof. & Head
Mr. M. Prasad, M.Com.,SET.,M.Phil.,(Ph.D)	Asst. Prof.
Dr. K. Selvamariammal, MIB.,M.Phil.,Ph.D.,	Asst. Prof.
Ms. D. Mathivadhani, M.Com.,M.Phil.,	Asst. Prof.

Department of Commerce - Computer Application

Dr. R. Latha, M.Com.,MBA.,M.Phil.,Ph.D.,	Asst. Prof. & Head
Dr. K. Jayachitra, MBA.,M.Com.,M.Phil.,Ph.D.,	Asst. Prof.
Dr. J. Chithralega, M.Com.,M.Phil.,Ph.D.,	Asst. Prof.
Mr. T. Akash, M.Com.,CMA(Intermediate)	Asst. Prof.

Department of Visual Communication

Dr. R. Srinivasan, MA.,M.Phil.,MCA.,SET.,Ph.D.,	Asst. Prof. & Head
Mrs. Parimala S, M.Sc.,M.A.,M.Phil.,NET.,	Asst. Prof.
Mr. Eapen Alexander, M.A.,NET.,	Asst. Prof.
Ms. Shuvam Mondal, M.A.,NET.,	Asst. Prof.
Mr. I.S. Ziegen Paul, M.Sc.,	Video Editor
Mr. D. Noah Ruben Immanuel, B.Sc.,Dip. In Audio Engineering	Audio Engineering
Mr. K.C. Krishna, M.Sc.,	Graphic Designer
Mr. R. Rajkumar, B.Sc.,	HOD Assistant

School of Management

Dr. Viji R., MBA.,M.Com.,M.Phil.,Ph.D.,	Director

Bachelor of Business Administration

Dr. G. Thiyagarajan, MBA.,M.Phil.,Ph.D.,   Assoc. Prof.
Dr. L. Padmanabhan, MBA.,Ph.D.,   Asst. Prof.
Mrs. Dhanya Krishnan, MBA.,M.Phil.,   Asst. Prof.
Dr. V.O. Kavitha, M.Com.,MBA.,M.Phil.,Ph.D.,   Asst. Prof.

Master of Business Administration

Dr. I. Yabesh Abraham Durairaj Isravel, MBA,EPGDHRM.,Ph.D.,   Assoc. Prof.

Department of Computer Science & Computer Application

Mr. P. Chandrasekar, MCA.,M.Phil.,NET.,(Ph.D)   Asst. Prof. & Head
Dr. K. Jamberi, MCA.,M.Phil.,SET.,B.Ed.,Ph.D.,M.Sc.,   Asst. Prof.
Dr. M. Poornima Devi, M.Sc.,NET.,Ph.D.,   Asst. Prof.
Dr. R. Megala, MCA.,M.Phil.,Ph.D.,   Asst. Prof.
Mrs. T. Shunmugavadivoo, MCA.,M.Phil.,   Asst. Prof.
Dr. M. Thirunavukkarasu, M.Sc.,M.Phil.,Ph.D.,   Asst. Prof.
Ms. S. Kavipriya, M.Sc.,   Asst. Prof.
Mrs. C. Sangeetha, MCA.,M.Phil.,   Asst. Prof.
Dr. P. Kalaivani, MCA.,M.Phil.,ME(CSE).,Ph.D.,   Asst. Prof.

Department of Artificial Intelligence

Mr. R. Krishnan, M.Sc.,M.Phil.,NET.,SET.,   Asst. Prof. & Head

Department of Psychology

Ms. M. Jayalakshmi, M.Sc.,M.Phil.,B.Ed(SE).,(Ph.D)   Asst. Prof. & Head
Mr. S. Praveen Kumar, M.Sc.,MD(Acupuncture)   Asst. Prof.
Ms. S. Keerthana, M.Sc.,   Asst. Prof.

Department of Nutrition, FSM & Dietetics

Mrs. D. Sathyabama, M.Sc.,M.Phil.,NET.,SET.,   Asst. Prof. & Head
Mrs. T. Pandialagammai, M.Sc.,NET.,   Asst. Prof.
Ms. N. Ashlin Prayera, M.Sc.,M.Phil.,NET.,   Asst. Prof.

Department of Chemistry

Dr. G. Kavitha, M.Sc.,M.Phil.,B.Ed.,Ph.D.,   Asst. Prof.

Department of Mathematics

Dr. S. Prathap, M.Sc.,M.Phil.,SET.,Ph.D.,   Assoc. Prof. & Head
Mr. M. Dharmarajan, M.Sc.,   Asst. Prof.

Mrs. S. Radha, M.Sc.,M.Phil.,SET.,   Asst. Prof.
Dr. S. PeninalDhanamani, M.Sc.,B.Ed.,M.Phil.,Ph.D.,   Asst. Prof.

Department of Hindi
Mrs. S. Kanchana,   Asst. Prof. & Head

Department of Physical Education
Mr. G. Sivamaran, M.PEd.,M.Phil.,PGD Yoga,DFA,(Ph.D)
        Director of Physical Education
Mr. R. Haribabu, B.P.Ed.,M.P.Ed.,DFSE.,TPTW.,   Physical Director

Library
Dr. G. Muruganadham, M.Lis.,M.Phil.,Ph.D.,   Librarian
Mrs. G. Hemamalini,   Library Assistant

Training & Placement
Mr. K.S. Prabhakar, M.E.,(Ph.D)   Director
Mrs. Lavanya Priya Selvaraj, MBA.,   Placement Assistant

Laboratory
Mr. Dhinesh S   Lab Instructor
Mrs. MuthuSelvi. K   Store Keeper
Mrs. Lavanya K   Lab Instructor

Non – Teaching Staff
Mr. MubeenBasha J   PRO
Mr. Thamizharasan K   Administrative Officer
Mrs. Radha T   Office Staff
Mrs. Anusuya M   Accountant
Mrs. Geetha K   Accountant
Mr. Arivazhagan J   Supervisor
Mr. Ramesh R   Office Attender
Mr. Murugan M   Office Attender
Mr. Kumar B   Office Attender
Mr. Madhavan J   Office Attender
Mr. Padmanabhan M   Electrician
Mr. Jothimani V   Electrician
Mr. MageshBabu D   House Keeping In-charge
Mr. Anand E   Land Space Supervisor
Mr. Amalraj R   Transport Manager
Mr. John Kennedy P   Plumber

RULES AND REGULATIONS

❖ Students are advised to greet faculty members and other superiors on campus when they happen to see them.

❖ When a lecturer enters the classroom, all the students should stand and greet him/her. They should take their seats only when they are asked to do so. Likewise, students should stand when the teacher leaves the room.

❖ During working hours, no students are allowed to leave the classroom or enter without the permission of the teacher.

❖ During working hours, students shall avoid loitering on the verandas and college campus.

❖ When moving from one class to another, students should walk silently and in an orderly manner.

❖ Students are expected to read the notices put up on the boards regularly. Failing to do so and claiming that he/she does not know about the information posted on the college notice board is not excused at any cost.

❖ Students should dress modestly and decently while coming to college. The dress code for students is to be strictly followed. T-shirts, short tops, and tight-fitting dresses are not allowed.

❖ Mobile phones are strictly prohibited. If found with students, the mobile phone will be confiscated.

❖ The cleanliness of the college building, furniture, and surroundings would be the personal responsibility of every student. Let the walls, furniture, floor, and premises be kept clean.

❖ No student of the college shall be a member of any association or club not connected with the college; without the prior permission of the principal, nor can they take part in any anti-social activities of any kind.

- ❖ As per the education rules laid down by the government, the principal has full power to inflict the following punishments: a fine, a suspension, and an expulsion from the college.

- ❖ Those who happen to come late to the college should meet the principal before entering the class.

- ❖ Students should not wear jewellery or other valuable materials. It will not be returned if it is seized by college.

Attendance

- ❖ Although the University prescribes a minimum of attendance to be permitted to sit for the University Examinations, the college insists on regular attendance in the classes.

- ❖ No Student will be allowed to absent themselves from the college without valid reasons. They must apply for leave in advance stating the reasons thereof.

- ❖ In cases where absence is due to unforeseen circumstances, an application of leave should be submitted as soon as possible. In case of failure, the student will not be permitted to the class.

- ❖ All leave letters should be countersigned by the parent or guardian in the case of day-scholars and by the Warden of the Hostels in the case of residents.

- ❖ Students should not absent themselves from the internal assessment or any tests conducted in the college.

- ❖ Submission of the assignments and conduct of seminars is compulsory.

- ❖ Students who happen to absent themselves without authorized leave will meet the Principal prior to attending class on their return to the college.

Library Rules

❖ The library is a place for individual study and research. Students are requested to maintain an atmosphere of dignity, peace, and silence within the library premises.

❖ Members are requested to handle the library reading materials with the utmost care. Mutilation, writing, scribbling, marking, and cutting pages will be severely dealt with.

❖ Users are requested to bring their ID cards issued by the institution while visiting the library. The ID card is a must for borrowing library books and is not transferable.

❖ All members are requested to keep their personal belongings at the property counter at their own risk. The library is not responsible for any loss or damage.

❖ Use of personal stereos, music sets and mobile phones are not permitted inside the library.

❖ Taking food items, drinks, and other unwanted things to the library is not allowed, and if anyone is found not following these rules, they will be severely punished.

❖ Faculty members can borrow 04 books, non-teaching staff members can borrow 02 books, and UG students are eligible to borrow 03 books. The books should be returned by the due date.

❖ The borrowers are requested to check the books and other reading materials thoroughly for any missing pages, chapters, damages, markings, etc. before borrowing.

❖ Borrowers' books in damaged condition will not be accepted by the library. If any book is found mutilated and spoiled, the borrower must replace it.

❖ Borrowing privileges may be restricted or suspended in the event of misbehaviour or misuse of library facilities or materials.

- ❖ The institute smart ID card used for borrowing library materials is not transferable, and it must be produced whenever requested by library staff.

- ❖ Borrowers are responsible for all items issued in their name until they return them to the library.

- ❖ Faculty and staff members who are going on long leave, with or without salary, deputation, study leave, or extraordinary leave, will have to return all borrowed materials before leaving the institute.

- ❖ No material from the library should be taken out without proper issuance or recording. Any type of violation may lead to disciplinary action.

SACAS Book Bank Scheme

- ❖ The SACAS Book Bank Scheme is fully funded by the management. It was started on 15th July, 2022. The scheme has been implemented to endow a collection of undergraduate level textbooks to the meritorious, needy and underprivileged students.

- ❖ As per the scheme, a student can borrow up to 4 books from this collection for a period of one semester.

- ❖ The library issues a circular in the beginning of every semester which includes the necessary information and application link to avail the benefit as per the library rules. It is also available on our college website.

- ❖ Eligible students are advised to make use of the opportunity wisely.

Scholarships and Concession

Our college students can avail themselves of scholarships given by the government of Tamil Nadu and other trusts. Fee concessions and scholarships are given to needy and deserving students. To obtain these scholarships, students should apply in the prescribed form.

The Government of Tamil Nadu sanctions scholarships for Adi-Dravidar (SC) and Scheduled-Tribe (ST) students. These scholarships must be obtained through the proper channels from the district collector.

Fee :

❖ **College fees should be paid on or before the prescribed date to avoid additional late fees.**

❖ The dates are applicable for both Tuition fee and Transport fee.

Payment of Fee Details

Instalments	Date & Month	Amount
1st Instalment	On or Before 30th June 2023	50% of Total Fees
2nd Instalment	On or Before 30th November 2023	Balance Amount

Aim & Objectives of Clubs

❖ To explore and incorporate interest and potential of the students to strengthen and sharpen their multi-intelligence abilities.

❖ To facilitate students to develop leadership capabilities, conflict management abilities and group dynamics for team building.

❖ To facilitate students to enhance their creative, imaginative, visualization, realization and introspection abilities in creative and conducive environment for personality development.

❖ Fostering team spirit, developing physical fitness and stamina in students.

INFRASTRUCTURE
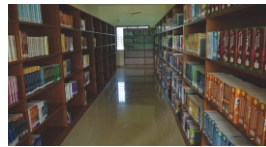
SPORTS ACTIVITIES

CLUB ACTIVITIES

CLUB ACTIVITIES

CLUB ACTIVITIES
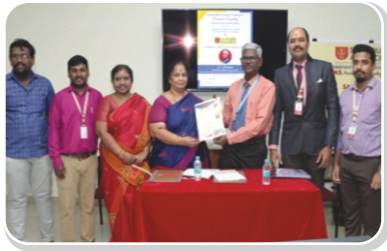
CLUB ACTIVITIES

CLUB ACTIVITIES

COURSES OFFERED

1. **B.Com.** - General
2. **B.Com.** - Accounting & Finance
3. **B.Com.** - Bank Management
4. **B.Com.** - Corporate Secretaryship
5. **B.Com.** - Computer Application
6. **BBA.**
7. **B.Sc.** - Computer Science
8. **B.Sc.** - Artificial Intelligence
9. **B.Sc.** - Visual Communication
10. **B.Sc.** - Psychology
11. **B.Sc.** - Nutrition, FSM & Dietetics
12. **BCA.**
13. **B.A.** - English
14. **M.Com.** - General
15. **MBA**
16. **M.Sc.** - Visual Communication

LIST OF COMMITTEES

Name of the Staff	Designation, Department & Coordinator	Name of Committee
Dr. Suresh P	Assistant Professor & Head in Commerce (General)	Academic Excellence
Dr. S. Ganapathy	Associate Professor & Head in Commerce (Corporate Secretaryship)	Accreditation / Ranking / Affiliation / AICTE
Dr. P. Pandian	Assistant Professor & Head in Commerce (Bank Management)	Examination Committee
Dr. Viji R	Director, School of Management	Professional Development
Dr. G. Purushothaman	Associate Professor & Head in Commerce (Accounting & Finance)	Anti Ragging & Disciplinary Committee
Mr. R. Srinivasan	Assistant Professor & Head in Visual Communication	Press & Media Committee
Mr. G. Sivamaran	Director of Physical Education	Sports Committee
Mr. P. Chandrasekar	Assistant Professor & Head in Computer Science & Application	Infrastructure & Resource Committee
Ms. M. Poornima Devi	Assistant Professor in Computer Science	Information Management
Mr. K.S. Prabhakar	Placement Director	Training & Placement and Innovation, Career Advancement Promotion & Entrepreneur Development Cell
Dr. Suresh P	Assistant Professor & Head in Commerce (General)	Research & Development

LIST OF CELLS

Name of the Staff	Designation, Department & Coordinator	Name of Cell
Dr. S. Ganapathy	Associate Professor & Head in Commerce (Corporate Secretaryship)	IQAC
Dr. R. Latha	Assistant Professor & Head in Commerce (Computer Application)	Women Empowerment Cell

LIST OF CLUBS

Name of the Staff	Designation, Department & Coordinator	Name of Club
Dr. S. Dhanalakshmi	Assistant Professor in Commerce (Accounting & Finance)	Anti-Human Trafficking Club
Dr. R. Latha	Assistant Professor & Head in Commerce (Computer Application)	Inner Wheel Club
Dr. S. Dhanalakshmi	Assistant Professor in Commerce (Accounting & Finance)	RRC
Mr. A. ChristhuKamalraj	Assistant Professor in Commerce (General)	Citizen Consumer Club
Mr. M. Vignesh Kumar	Assistant Professor in Tamil	Rotaract Club

Total Working Days in 2023 - 2024

ODD SEMESTER

Month	No. of Working Days
June 2023	09
July 2023	21
August 2023	22
September 2023	18
October 2023	19
November 2023	08
Total	**97**

EVEN SEMESTER

Month	No. of Working Days
December 2023	16
January 2024	19
February 2024	23
March 2024	23
April 2024	15
Total	**96**

Internal Examination Schedule for *ODD* Semester			
			Last Date for Mark Entry in ERP
IA 1	Question Paper Submission	**31.07.23**	**18.08.23**
	Exam Dates	**07.08.23 to 11.08.23**	
IA 2	Question Paper Submission	**11.09.23**	**06.10.23**
	Exam Dates	**22.09.23 to 29.09.23**	
Model Exam	Question Paper Submission	**30.10.23**	**17.11.23**
	Exam Dates	**06.11.23 to 10.11.23**	

Internal Examination Schedule for *EVEN* Semester			
			Last Date for Mark Entry in ERP
IA 1	Question Paper Submission	**31.01.24**	**16.02.24**
	Exam Dates	**05.02.24 to 09.02.24**	
IA 2	Question Paper Submission	**20.03.24**	**05.04.24**
	Exam Dates	**25.03.24 to 30.03.24**	
Model Exam	Question Paper Submission	**10.04.24**	**26.04.24**
	Exam Dates	**15.04.24 to 19.04.24**	

Internal Mark Criteria

The Internal marks in all the subjects will be awarded based on Internal Assessment made during the semester concerned. For each subject 25 marks are allotted for internal assessment and 75 marks are allotted for the end semester examination. The marks secured for internal assessment only need to be sent to University by the colleges concerned.

Internal Assessment

It has been decided to introduce internal assessment marks for a total of 25 marks, which are to be distributed as follows:

Sl. No.	Component		Distribution of Marks
1	IA 1	Best 2 test performances will be taken (i.e., maximum 5 marks will be awarded for each test)	10
	IA 2		
	Model Examination		
2	Attendance		5
3	Assignment		5
4	Seminar		5
		TOTAL	25

Every Semester, two centralized internal assessment examinations for each paper are conducted. Each examination carries maximum of 50 with the duration of one and half hours. The first examination is conducted after covering first 2 units of the syllabus and second examination after covering the portion of 3rd and 4th units of the concerned subject.

Question Paper Pattern

Part A	Answer All the Questions	5 x 2 = 10
Part B	Answer All the Questions	4 x 5 = 20
Part C	Answer All the Questions	2 x 10 = 20

Model examination will be conducted for each subject at the end of the semester, which covers all the five units of the respective subject. The model exam will be conducted for three hours duration with 100 marks.

Question Paper Pattern

Part A	10 out of 12	10 x 2 = 20
Part B	5 out of 7	5 x 5 = 25
Part C	3 out of 5	3 x 10 = 30

Upskilling Training Schedule

Year	Dates	Total Hours
All First Years	08.01.24 to 12.01.24	**30**
All Second Years	31.07.23 to 04.07.23	**30**
All Third Years	21.08.23 to 29.08.23	**42**

DATE	DAY	JUNE - 2023	DAY ORDER	No. of working Days
01.06.23	Thursday			
02.06.23	Friday			
03.06.23	Saturday			
04.06.23	Sunday			
05.06.23	Monday	World Environment Day		
06.06.23	Tuesday			
07.06.23	Wednesday			
08.06.23	Thursday			
09.06.23	Friday			
10.06.23	Saturday			
11.06.23	Sunday			
12.06.23	Monday			
13.06.23	Tuesday			
14.06.23	Wednesday	World Blood Donor Day		
15.06.23	Thursday	Last Date for Payment of 1st Instalment College Fee		
16.06.23	Friday			
17.06.23	Saturday			
18.06.23	Sunday			
19.06.23	Monday	**College Reopening Day**	I	1
20.06.23	Tuesday		II	2
21.06.23	Wednesday	International Yoga Day	III	3
22.06.23	Thursday		IV	4
23.06.23	Friday	International Olympic Day	V	5
24.06.23	Saturday	**HOLIDAY**		
25.06.23	Sunday	**HOLIDAY**		
26.06.23	Monday	International Day against Drug Abuse & illicit Trafficking	VI	6
27.06.23	Tuesday		I	7
28.06.23	Wednesday		II	8
29.06.23	Thursday	**BAKRID – HOLIDAY**		
30.06.23	Friday		III	9

DATE	DAY	JULY - 2023	DAY ORDER	No. of working Days
01.07.23	Saturday	**HOLIDAY**		
02.07.23	Sunday	**HOLIDAY**		
03.07.23	Monday		IV	10
04.07.23	Tuesday		V	11
05.07.23	Wednesday		VI	12
06.07.23	Thursday		I	13
07.07.23	Friday		II	14
08.07.23	Saturday	**HOLIDAY**		
09.07.23	Sunday	**HOLIDAY**		
10.07.23	Monday		III	15
11.07.23	Tuesday		IV	16
12.07.23	Wednesday		V	17
13.07.23	Thursday		VI	18
14.07.23	Friday		I	19
15.07.23	Saturday	**HOLIDAY**		
16.07.23	Sunday	**HOLIDAY**		
17.07.23	Monday		II	20
18.07.23	Tuesday		III	21
19.07.23	Wednesday		IV	22
20.07.23	Thursday		V	23
21.07.23	Friday		VI	24
22.07.23	Saturday	**HOLIDAY**		
23.07.23	Sunday	**HOLIDAY**		
24.07.23	Monday		I	25
25.07.23	Tuesday		II	26
26.07.23	Wednesday		III	27
27.07.23	Thursday		IV	28
28.07.23	Friday		V	29
29.07.23	Saturday	**MOHARAM – HOLIDAY**		
30.07.23	Sunday	**HOLIDAY**		
31.07.23	Monday	IA – I Question Paper Submission All Second Years – Upskilling Training	VI	30

DATE	DAY	AUGUST - 2023	DAY ORDER	No. of working Days
01.08.23	Tuesday		I	31
02.08.23	Wednesday		II	32
03.08.23	Thursday		III	33
04.08.23	Friday		IV	34
05.08.23	Saturday	**HOLIDAY**		
06.08.23	Sunday	**HOLIDAY**		
07.08.23	Monday	Internal Assessment I	V	35
08.08.23	Tuesday	Internal Assessment I	VI	36
09.08.23	Wednesday	Internal Assessment I	I	37
10.08.23	Thursday	Internal Assessment I	II	38
11.08.23	Friday	Internal Assessment I	III	39
12.08.23	Saturday	**HOLIDAY**		
13.08.23	Sunday	**HOLIDAY**		
14.08.23	Monday		IV	40
15.08.23	Tuesday	**Independence Day - Holiday**		
16.08.23	Wednesday		V	41
17.08.23	Thursday		VI	42
18.08.23	Friday		I	43
19.08.23	Saturday	**HOLIDAY**		
20.08.23	Sunday	**HOLIDAY**		
21.08.23	Monday	All Third Years - Upskilling Training	II	44
22.08.23	Tuesday	All Third Years - Upskilling Training	III	45
23.08.23	Wednesday	All Third Years - Upskilling Training	IV	46
24.08.23	Thursday	All Third Years - Upskilling Training	V	47
25.08.23	Friday	All Third Years - Upskilling Training	VI	48
26.08.23	Saturday	**HOLIDAY**		
27.08.23	Sunday	**HOLIDAY**		
28.08.23	Monday	All Third Years - Upskilling Training	I	49
29.08.23	Tuesday	All Third Years - Upskilling Training National Sports Day	II	50
30.08.23	Wednesday		III	51
31.08.23	Thursday		IV	52

DATE	DAY	SEPTEMBER - 2023	DAY ORDER	No. of working Days
01.09.23	Friday		V	53
02.09.23	Saturday	**HOLIDAY**		
03.09.23	Sunday	**HOLIDAY**		
04.09.23	Monday		VI	54
05.09.23	Tuesday	Teacher's Day Celebration	I	55
06.09.23	Wednesday	**GOKULASHTAMI-HOLIDAY**		
07.09.23	Thursday		II	56
08.09.23	Friday	World Literacy Day	III	57
09.09.23	Saturday	**HOLIDAY**		
10.09.23	Sunday	**HOLIDAY**		
11.09.23	Monday	IA II – Question Paper Submission	IV	58
12.09.23	Tuesday		V	59
13.09.23	Wednesday		VI	60
14.09.23	Thursday		I	61
15.09.23	Friday		II	62
16.09.23	Saturday	**HOLIDAY**		
17.09.23	Sunday	**HOLIDAY**		
18.09.23	Monday	**Vinayagar Chathurthi - Holiday**		
19.09.23	Tuesday		III	63
20.09.23	Wednesday		IV	64
21.09.23	Thursday		V	65
22.09.23	Friday	Internal Assessment II	VI	66
23.09.23	Saturday	**HOLIDAY**		
24.09.23	Sunday	**HOLIDAY**		
25.09.23	Monday	Internal Assessment II	I	67
26.09.23	Tuesday	Internal Assessment II	II	68
27.09.23	Wednesday	Internal Assessment II	III	69
28.09.23	Thursday	**MILADI NABI – HOLIDAY**		
29.09.23	Friday	Internal Assessment II	IV	70
30.09.23	Saturday	**HOLIDAY**		

DATE	DAY	OCTOBER - 2023	DAY ORDER	No. of working Days
01.10.23	Sunday	**HOLIDAY**		
02.10.23	Monday	**GANDHI JAYANTHI – HOLIDAY**		
03.10.23	Tuesday		V	71
04.10.23	Wednesday		VI	72
05.10.23	Thursday		I	73
06.10.23	Friday		II	74
07.10.23	Saturday	**HOLIDAY**		
08.10.23	Sunday	**HOLIDAY**		
09.10.23	Monday		III	75
10.10.23	Tuesday		IV	76
11.10.23	Wednesday		V	77
12.10.23	Thursday		VI	78
13.10.23	Friday		I	79
14.10.23	Saturday	**HOLIDAY**		
15.10.23	Sunday	**HOLIDAY**		
16.10.23	Monday		II	80
17.10.23	Tuesday		III	81
18.10.23	Wednesday		IV	82
19.10.23	Thursday		V	83
20.10.23	Friday		VI	84
21.10.23	Saturday	**HOLIDAY**		
22.10.23	Sunday	**HOLIDAY**		
23.10.23	Monday	**AYUDHA POOJA – HOLIDAY**		
24.10.23	Tuesday	**VIJAYADHASAMI – HOLIDAY**		
25.10.23	Wednesday		I	85
26.10.23	Thursday		II	86
27.10.23	Friday		III	87
28.10.23	Saturday	**HOLIDAY**		
29.10.23	Sunday	**HOLIDAY**		
30.10.23	Monday	Model Exam – Question Paper Submission	IV	88
31.10.23	Tuesday		V	89

DATE	DAY	NOVEMBER - 2023	DAY ORDER	No. of working Days
01.11.23	Wednesday		VI	90
02.11.23	Thursday		I	91
03.11.23	Friday		II	92
04.11.23	Saturday	**HOLIDAY**		
05.11.23	Sunday	**HOLIDAY**		
06.11.23	Monday	Model Examination	III	93
07.11.23	Tuesday	Model Examination	IV	94
08.11.23	Wednesday	Model Examination	V	95
09.11.23	Thursday	Model Examination	VI	96
10.11.23	Friday	Model Examination	I	97
11.11.23	Saturday	**HOLIDAY**		
12.11.23	Sunday	**DIWALI – HOLIDAY**		
13.11.23	Monday			
14.11.23	Tuesday			
15.11.23	Wednesday			
16.11.23	Thursday			
17.11.23	Friday			
18.11.23	Saturday	**HOLIDAY**		
19.11.23	Sunday	**HOLIDAY**		
20.11.23	Monday			
21.11.23	Tuesday			
22.11.23	Wednesday			
23.11.23	Thursday			
24.11.23	Friday			
25.11.23	Saturday	**HOLIDAY**		
26.11.23	Sunday	**HOLIDAY**		
27.11.23	Monday			
28.11.23	Tuesday			
29.11.23	Wednesday			
30.11.23	Thursday	Last Date for Payment of 2nd Instalment College Fee		

DATE	DAY	DECEMBER - 2023	DAY ORDER	No. of working Days
01.12.23	Friday			
02.12.23	Saturday	**HOLIDAY**		
03.12.23	Sunday	**HOLIDAY**		
04.12.23	Monday	**College Reopens - Even Semester**	I	1
05.12.23	Tuesday		II	2
06.12.23	Wednesday		III	3
07.12.23	Thursday		IV	4
08.12.23	Friday		V	5
09.12.23	Saturday		VI	6
10.12.23	Sunday	**HOLIDAY**		
11.12.23	Monday		I	7
12.12.23	Tuesday		II	8
13.12.23	Wednesday		III	9
14.12.23	Thursday		IV	10
15.12.23	Friday		V	11
16.12.23	Saturday	**HOLIDAY**		
17.12.23	Sunday	**HOLIDAY**		
18.12.23	Monday		VI	12
19.12.23	Tuesday		I	13
20.12.23	Wednesday		II	14
21.12.23	Thursday		III	15
22.12.23	Friday		IV	16
23.12.23	Saturday	**EVALUATION BEGINS – HOLIDAY**		
24.12.23	Sunday	**HOLIDAY**		
25.12.23	Monday	**CHRISTMAS – HOLIDAY**		
26.12.23	Tuesday			
27.12.23	Wednesday			
28.12.23	Thursday			
29.12.23	Friday			
30.12.23	Saturday	**HOLIDAY**		
31.12.23	Sunday	**HOLIDAY**		

DATE	DAY	JANUARY - 2024	DAY ORDER	No. of working Days
01.01.24	Monday	**NEW YEAR – HOLIDAY**		
02.01.24	Tuesday	**HOLIDAY**		
03.01.24	Wednesday		V	17
04.01.24	Thursday		VI	18
05.01.24	Friday		I	19
06.01.24	Saturday	**HOLIDAY**		
07.01.24	Sunday	**HOLIDAY**		
08.01.24	Monday	All First Years – Upskilling Training	II	20
09.01.24	Tuesday	All First Years – Upskilling Training	III	21
10.01.24	Wednesday	All First Years – Upskilling Training	IV	22
11.01.24	Thursday	All First Years – Upskilling Training	V	23
12.01.24	Friday	All First Years – Upskilling Training	VI	24
13.01.24	Saturday	**HOLIDAY**		
14.01.24	Sunday	**BOGI – HOLIDAY**		
15.01.24	Monday	**PONGAL – HOLIDAY**		
16.01.24	Tuesday	**THIRUVALLUVAR DAY - HOLIDAY**		
17.01.24	Wednesday	**UZHAVAR THIRUNAAL - HOLIDAY**		
18.01.24	Thursday		I	25
19.01.24	Friday		II	26
20.01.24	Saturday		III	27
21.01.24	Sunday	**HOLIDAY**		
22.01.24	Monday		IV	28
23.01.24	Tuesday		V	29
24.01.24	Wednesday	**College Day**	VI	30
25.01.24	Thursday	**Cultural Day**	I	31
26.01.24	Friday	**REPUBLIC DAY - HOLIDAY**		
27.01.24	Saturday		II	32
28.01.24	Sunday	**HOLIDAY**		
29.01.24	Monday		III	33
30.01.24	Tuesday		IV	34
31.01.24	Wednesday	IA I – Question Paper Submission	V	35

DATE	DAY	FEBRUARY - 2024	DAY ORDER	No. of working Days
01.02.24	Thursday		VI	36
02.02.24	Friday		I	37
03.02.24	Saturday		II	38
04.02.24	Sunday	**HOLIDAY**		
05.02.24	Monday	Internal Assessment I	III	39
06.02.24	Tuesday	Internal Assessment I	IV	40
07.02.24	Wednesday	Internal Assessment I	V	41
08.02.24	Thursday	Internal Assessment I	VI	42
09.02.24	Friday	Internal Assessment I	I	43
10.02.24	Saturday	**HOLIDAY**		
11.02.24	Sunday	**HOLIDAY**		
12.02.24	Monday		II	44
13.02.24	Tuesday		III	45
14.02.24	Wednesday		IV	46
15.02.24	Thursday		V	47
16.02.24	Friday		VI	48
17.02.24	Saturday		I	49
18.02.24	Sunday	**HOLIDAY**		
19.02.24	Monday		II	50
20.02.24	Tuesday		III	51
21.02.24	Wednesday		IV	52
22.02.24	Thursday		V	53
23.02.24	Friday	**Sports Day**	VI	54
24.02.24	Saturday	**HOLIDAY**		
25.02.24	Sunday	**THAIPOOSAM - HOLIDAY**		
26.02.24	Monday		I	55
27.02.24	Tuesday		II	56
28.02.24	Wednesday	National Science Day	III	57
29.02.24	Thursday		IV	58

DATE	DAY	MARCH - 2024	DAY ORDER	No. of working Days
01.03.24	Friday		V	59
02.03.24	Saturday	**HOLIDAY**		
03.03.24	Sunday	**HOLIDAY**		
04.03.24	Monday		VI	60
05.03.24	Tuesday		I	61
06.03.24	Wednesday		II	62
07.03.24	Thursday		III	63
08.03.24	Friday	Women's Day Celebration	IV	64
09.03.24	Saturday		V	65
10.03.24	Sunday	**HOLIDAY**		
11.03.24	Monday		VI	66
12.03.24	Tuesday		I	67
13.03.24	Wednesday		II	68
14.03.24	Thursday		III	69
15.03.24	Friday	World Consumer Rights Day	IV	70
16.03.24	Saturday	**HOLIDAY**		
17.03.24	Sunday	**HOLIDAY**		
18.03.24	Monday		V	71
19.03.24	Tuesday		VI	72
20.03.24	Wednesday	IA II – Question Paper Submission	I	73
21.03.24	Thursday		II	74
22.03.24	Friday	World Water Day	III	75
23.03.24	Saturday		IV	76
24.03.24	Sunday	**HOLIDAY**		
25.03.24	Monday	Internal Assessment II	V	77
26.03.24	Tuesday	Internal Assessment II	VI	78
27.03.24	Wednesday	Internal Assessment II	I	79
28.03.24	Thursday	Internal Assessment II	II	80
29.03.24	Friday	**GOOD FRIDAY – HOLIDAY**		
30.03.24	Saturday	Internal Assessment II	III	81
31.03.24	Sunday	**HOLIDAY**		

DATE	DAY	APRIL - 2024	DAY ORDER	No. of working Days
01.04.24	Monday		IV	82
02.04.24	Tuesday		V	83
03.04.24	Wednesday		VI	84
04.04.24	Thursday		I	85
05.04.24	Friday		II	86
06.04.24	Saturday	**HOLIDAY**		
07.04.24	Sunday	**HOLIDAY**		
08.04.24	Monday		III	87
09.04.24	Tuesday	**UGADI – HOLIDAY**		
10.04.24	Wednesday	Model Exam – Question Paper Submission	IV	88
11.04.24	Thursday		V	89
12.04.24	Friday		VI	90
13.04.24	Saturday		I	91
14.04.24	Sunday	**HOLIDAY**		
15.04.24	Monday	Model Examination	II	92
16.04.24	Tuesday	Model Examination	III	93
17.04.24	Wednesday	Model Examination	IV	94
18.04.24	Thursday	Model Examination	V	95
19.04.24	Friday	Model Examination	VI	96
20.04.24	Saturday	**HOLIDAY**		
21.04.24	Sunday	**HOLIDAY**		
22.04.24	Monday	World Earth Day		
23.04.24	Tuesday			
24.04.24	Wednesday			
25.04.24	Thursday			
26.04.24	Friday			
27.04.24	Saturday	**HOLIDAY**		
28.04.24	Sunday	**HOLIDAY**		
29.04.24	Monday			
30.04.24	Tuesday			

DATE	DAY	MAY - 2024	DAY ORDER	No. of working Days
01.05.24	Wednesday	**MAY DAY – HOLIDAY**		
02.05.24	Thursday	**SUMMER VACATION**		
03.05.24	Friday			
04.05.24	Saturday	**HOLIDAY**		
05.05.24	Sunday	**HOLIDAY**		
06.05.24	Monday			
07.05.24	Tuesday			
08.05.24	Wednesday			
09.05.24	Thursday			
10.05.24	Friday			
11.05.24	Saturday	**HOLIDAY**		
12.05.24	Sunday	**HOLIDAY**		
13.05.24	Monday			
14.05.24	Tuesday			
15.05.24	Wednesday			
16.05.24	Thursday			
17.05.24	Friday			
18.05.24	Saturday	**HOLIDAY**		
19.05.24	Sunday	**HOLIDAY**		
20.05.24	Monday			
21.05.24	Tuesday			
22.05.24	Wednesday			
23.05.24	Thursday			
24.05.24	Friday			
25.05.24	Saturday	**HOLIDAY**		
26.05.24	Sunday	**HOLIDAY**		
27.05.24	Monday			
28.05.24	Tuesday			
29.05.24	Wednesday			
30.05.24	Thursday			
31.05.24	Friday			

TIME TABLE

Academic Year.............................   Semester..................   Degree / Branch...............

DAY ORDER	Period 1	Period 2	Period 3	Period 4	Period 5
1					
2					
3					
4					
5					
6					

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