



C. ABDUL HAKEEM COLLEGE

(AUTONOMOUS)



(Govt. Aided & Affiliated to Thiruvalluvar University)
(Re-accredited by NAAC with 'A' Grade)
HAKELM NAGAR, MELVISHARAM - 632 509, VELLORE DISTRICT.



ACADEMIC CALENDAR 2018-2019

Managed & Maintained by: The Melvisharam Muslim Educational Society Melvisharam - 632 509, Vellore District.

"Inna Hudallahi Huwal Huda" "There is No Guidance But God's"



Enter to Learn Leave to Serve



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HAKEEM NAGAR, MELVISHARAM - 632 509,
VELLORE DISTRICT.



ACADEMIC CALENDAR 2018 - 2019

College Office

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Hostel Office Cell

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E-mail

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hakeemcollege@rediffmail.com

Web

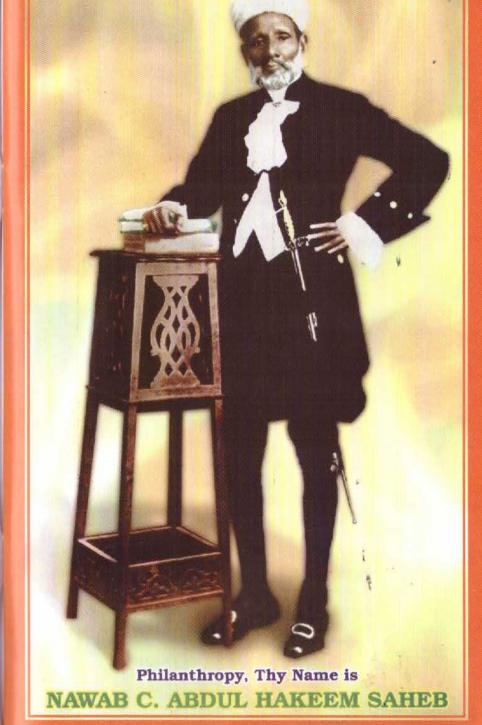
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BRIEF HISTORY OF THE COLLEGE

With the advent of the Melvisharam Muslim Educational Society in 1919, the town of Melvisharam had been transformed into a Metropolis of education. The town that had not even a proper Primary School decades ago is now buzzing with restless academic activity. Like the legendary Tree of Bounty, the MMES has created umpteen avenues for Primary, Secondary, Hr. Secondary, Collegiate and Engineering education. The fact that MMES is now managing ten educational institutions, does bring to light the tireless strivings of the Members of the Society who had been and even now are the greatest benefactors of the town.

The one name to be cherished in fond and reverential memory is Nawab C. Abdul Hakeem Sahib, the most distinguished Paragon of matchless philanthropy. Though not much educated, he paved way for thousands of blooming youth to enter and leave most successfully the portals of Secondary, Hr. Secondary, Collegiate and Engineering education. His grandson, Alijanab Alhaj S.M. Abdul Jameel Saheb, had contributed his mite to the growth of the Society and its Institutions. A true definition of simplicity, sincerity and integrity, Jameel Saheb had left no meaningful stone unturned for the ennobled cause of education. His son, Alijanab Alhaj S. Ziauddeen Ahmed Saheb is carrying on, for decades the blazing torch of selfless service handed over to him by his beloved father. He, being a delectable axiom of goodwill, is playing a pivotal role in striving for the progress of the Institutions under MMES. His son, Alijanab Alhaj S.Z. Abrar Ahmed Saheb, is toiling his utmost best to take the College to the majestic heights of academic popularity as its most exemplary Secretary and Correspondent.





The ardent zeal of the Committee to provide quality education, the painstaking efforts of the Correspondent, the perspiring ministrations of the Principal, the amazing team work exhibited by the staff and the keen interest evinced by Students had fetched the college the most coveted 'A' Grade in its re-accreditation. Yet another recognition is the National Honour bestowed by the Dept. of Posts, Govt. of India, by releasing the First Day Cover in exalted esteem of Nawab C.Abdul Hakeem Sahib on 5th January, 2012. The Excellence Award presented to Alijanab Alhaj S. Ziauddeen Ahmed Saheb, General Secretary, MMES, by Honbl'e and former Governor of Tamil Nadu, Shri Surjeet Singh Barnalaji, The Excellence Award presented to the College by the Forum of Colleges New Delhi and the Teaching Faculty with distinguished Titles such as 'TATA Innovation Awardee', 'Best Scientist', 'OIE Expert', 'Tamil Nadu Scientist', 'Best NSS Programme Officer' and so on are some of the rare recognitions that speak volumes about the commitment of the college to education, research and extension activities. Established in 1965 and celebrated the Golden Jubilee in February, 2016 the College has come a long way on the highway of Higher Education by conquering the golden milestones of luring popularity, trust of the parents, inspiring appreciation from the higher - ups in the Dept. of Education, exultant goodwill of the stakeholders, heartfelt gratitude of students, mounting goodwill of the natives and so on.

The rest, this Academic Calendar does trumpet in voiceless but touching tones of majesty.



VISION OF THE COLLEGE

- To achieve academic excellence through the holistic approach.
- To provide world class teaching in higher education and research for the upliftment of rural community.
- To offer need-based, Job oriented Courses of study relevant to the society.

MISSION OF THE COLLEGE

- To strengthen youthful exuberance for contextualising academic issues and career concerns.
- To sensitize students' awareness to venerate quality as the defining element.
- To foster the exultant spirit of Universal harmony by making education powerful and pervasive.

CORE VALUES

- To redefine education as a seed of invention and the crown of innovation
- To groom the votaries of learning to venerate work as worship
- To exemplify a Passport to the heart as a visa to the world of Universal fraternity







THE COAT OF ARMS

(OUR COLLEGE CREST)



The Book in the College Crest represents the Holy Quran, the Source of Enlightenment and Knowledge.

The Crescent and the Star represent the Progress and Light of Wisdom and also embody the Islamic Culture.

The Balance represents Justice to one and all.

The Lotus represents the ancient culture of our land, Bharath.

The Rocket shooting towards space represents the scientific advancement, we are interested in.

The Road and the single Tower represent the local landscape.

The Arabic Verse is from the Holy Book, meaning "There is no guidance but God's".



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. I shall be kind to animals.

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

THE NATIONAL INTEGRATION PLEDGE

"I, as a citizen of India, affirm my faith in the Universal Principle of civilized society, namely, that differences should be settled by peaceful means and I hereby pledge myself having regard to the need for emotional integration among the people, never to resort to violence in any dispute relating to religious, linguistic, regional or other public issues."







NATIONAL ANTHEM

Jana-gana-mana-adhinayaka jaya he, Bharatha-bhagya-vidhata, Punjaba-Sindhu-Gujarata-Maratha Dravida-Uthkala-Banga Vindhya-Himachala-Yamuna-Ganga Uchchala-Jaladhi-taranga. Tava subha name jage, Tava subha asisa mage, Gahe tava jaya-gatha, Jana-gana-mangala-dayaka Jaya he, Bharatha-bhagya-vidhata. Jaya he, Jaya he, Jaya he, Jaya Jaya Jaya Jaya he.

TRANSLATION OF THE NATIONAL ANTHEM

You are the ruler of the minds of all people,
Architect of India's destiny,
Your name delights the hearts of the people of Punjab, Sind,
Gujarat, Maharashtra, Southern States, Orissa and Bengal
It is echoed by Mt. Vindhya and the Himalayas
Your glory is sung by the rivers, Yamuna and Ganga,
And is chanted by the waves of the Oceans,
They pray for your victory,
Victory to you, the doer of the good to the people,
Architect of India's destiny,
Victory to you, Victory to you,
Victory, Victory, Victory, Victory to you,



DISTINGUISHED MEMBERS OF THE COLLEGE COMMITTEE

- Alijanab Alhaj Sowcar Nisar Ahmed Sahib, President.
- Alijanab Alhaj S.Z. Ifthikar Ahmed Sahib, B.Sc., Vice - President & Trustee.
- Alijanab Alhaj M.Md. Sharfuddin Sahib, B.A., Vice - President.
- 04 Alijanab Alhaj S. Ziauddeen Ahmed Sahib, B.A., General Secretary.
- 05. Alijanab Alhaj **S.Z. Abrar Ahmed** Sahib, B.A., C.S., Joint Secretary & Correspondent.
- 06. Alijanab Alhaj V.M. Abdul Latheef Sahib, B.E., El.E., Joint Secretary.
- 07. Alijanab Alhaj K. Anees Ahmed Sahib, B.A.,
- 08. Alijanab Alhaj M.R. Shabeer Ahmed Sahib.
- 09. Alijanab Alhaj S.Z. Zulfiquar Ahmed Sahib.
- 10. Alijanab Alhaj A. Iqbal Ahmed Sahib, B.Sc.,
- 11. Alijanab Alhaj V. Md. Rizwanullah Sahib, M.B.A.,
- 12. Alijanab Alhaj M.R. Iqbal Ahmed Sahib, B.Com.,
- 13. Alijanab Alhaj G. Md. Kaleemullah Sahib, B.Com.,
- 14. Dr. S.A. Sajid , Ph.D., Principal

LIST OF PRINCIPALS

	LIST OF THIRD TALES	
1.	Prof. M. Ahmed Basha, M.A.,	1965 - 1984
2.	Prof. Hajee V.M. Kalimullah, M.Phil.,	1984 - 1996
3.	Dr. Hajee L. Ayub Khan , Ph.D.,	1996 - 1997
4.	Dr. Hajee N.M. Md. Dhaha, Ph.D.,	1997 - 2001
5.	Prof. Hajee M. Nihal Ahmed, M.Phil.,	2001 - 2006
6.	Prof. Hajee U. Peer, M.Phil.,	2006 - 2008
7.	Dr. Hajee S. Mohammed Yousuff, Ph.D.,	2008 - 2011
8.	Dr. Hajee W. Abdul Hameed, Ph.D.,	2011 - 2013
9.	Dr. Hajee. S.Y. Anver Sheriff, Ph.D.,	2013 - 2014
10.	Dr. Hajee K. Masood Ahmed, Ph.D.,	2014 - 2015
11.	Dr. Haiee S.A. Saild . Ph.D.,	2015 -





COURSES OFFERED

No.	Degree	Subject	Duration
1.	B.A.	History	3 Years
2.	B.Sc.	Mathematics	3 Years
3.	B.Sc.	Physics	3 Years
4.	B.Sc.	Chemistry	3 Years
5.	B.Sc.	Zoology	3 Years
6.	B.Com.	Commerce	3 Years
7.	B.Com.	Corporate Secretaryship	3 Years
8.	M.A.	History	2 Years
9.	M.Sc.	Mathematics	2 Years
10.	M.Sc.	Chemistry	2 Years
11.	M.Sc.	Zoology	2 Years
12.	M.Com.	Commerce	2 Years
13.	M.Phil.	History	1 Year
14.	M.Phil.	Chemistry	1 Year
15.	M.Phil.	Zoology	1 Year
16.	M.Phil.	Urdu, Tamil (Part Time)	2 Years
17.	Ph.D	History (Part Time & Full Time)	
18.	Ph.D.	Zoology (Part Time & Full Time)	
19.	Ph.D.	Commerce (Part Time & Full Time)	
20.	Ph.D.	Chemistry (Part Time & Full Time)	
21.	Ph.D.	Mathematics (Part Time & Full Time)	
22.	Ph.D.	Tamil, Urdu, English, Economics (Part Time)	

	NCPUL - Study Centre				
1.	Diploma in Urdu Language	1 Year			
2.	Diploma in Functional Arabic	2 Years			
3.	Certificate in Arabic Language	1 Year			
4.	Certificate in Persian Language	1 Year			
5.	Diploma in Computer Application, Business Accounting & Multilingual DTP	1 Year			



Members of Governing Body, Academic Council & Finance Committee

1. Members of Governing Body:

Management Representatives:

- 1. Alijanab Sowcar Nisar Ahmed Sahib,
- 2. Alijanab S. Ziauddeen Ahmed Sahib., B.A.,
- 3. Alijanab M. Md Sharfuddin Sahib., B.A.,
- 4. Alijanab S. Z. Abrar Ahmed Sahib, B.A., C.S.,
- 5. Alijanab V.M. Abdul Latheef Sahib, B.E., F.I.E.,

Teacher Representatives:

- 1. Dr. A. Abdul Rahuman, Ph.D.,
- 2. Dr. K. Anver Basha, Ph.D.,
- 3. Dr. H. Munavar Jan, Ph.D.,

Educationist / Industrialist Representatives:

Dr. Major Syed Shahabudeen, Ph.D., Former Principal, Islamiah College, Vaniayambadi.

UGC Nominee:

Prof. Bhagwan Singh, Registrar, Chaudhary Bansi Lal University, Bhiwani Haryana.

State Government Nominee:

The Joint Director of Collegiate Education, Vellore Region.







University Nominee:

 Dr. Peruvalluthi, Ph.D., Registrar Incharge, Dean - CDC Thiruvalluvar University, Vellore.

Principal:

1. Dr. S.A. Sajid, Ph.D.,

2. Members of Academic Council:

Chairman:

1. Dr. S. A. Sajid, Ph.D., Principal

University Nominees:

- Dr. Ernest David
 Professor & Head, Dept. of Biotechnology
 Thiruvalluvar University, Vellore.
- Dr. R. Jayaraman
 Professor & Head, Dept. of Tamil
 Thiruvalluvar University, Vellore.
- Dr. B. Kathiresan
 Professor & Head, Dept. of English
 Thiruvalluvar University, Vellore.

Four Experts from outside the College:

- Dr. K. Prem Nazeer, M.Sc., M.Phil., Ph.D., Principal (Retd.), Islamiah College (Autonomous), Vaniyambadi.
- Dr. A. Mohammed Sadiq, M.Sc., M.Phil., Ph.D., Principal, Adhiparasakthi College of Arts and Science (Autonomous), Kalavai.
- Alijanab Alhaj V.M. Rizwanullah, M.B.A., Correspondent, Islamiah Boys Higher Secondary School, Melvisharam.



 Janab C. Mohammed Zafrullah, M.A., Secretary, South India Tanners and Dealers Association, Ranipet.

Four Teachers of the College:

- 8. Mr. M. Peer Mohamed, Associate Professor of Physics
- 9. Mr. A. Sakhoor Basha, Associate Professor of Chemistry
- 10. Dr. K.J. Sha Nawas Khan, Associate Professor of Zoology
- 11. Dr. R. Prabhakaran, Associate Professor of Tamil

Heads of Departments:

- 12. Dr. P. Mohammed Yusuf
- 13. Dr. M. Farook
- 14. Mr. R. Phaneendra Rao
- 15. Dr. S. Mohammed Yasir
- 16. Dr. H. Munavar Jan
- 17. Mr. M. Irshad Ahmed
- 18. Mr. Shaik Mohammad Raffi
- 19. Dr. A. Mohammed Ali
- 20. Dr. A.K. Ibrahim Sheriff
- 21. Dr. A. Abdul Rahuman
- 22. Dr. S. Shamsuddin
- 23. Dr. PA. Kaja Mohideen
- 24. Dr. A. Akbar
- 25. Dr. K. Anver Basha
- 26. Dr. P. Mohamed Vaseem
- 27. Mr. S. Haja Mohideen
- 28. Dr. K.R. Mohammed Sufiyan







Faculty member nominated by the Principal (Member Secretary):

 Dr A.K. Ibrahim Sheriff,
 Co-ordinator IQAC, Head, P.G & Research Dept. of Chemistry

3. Members of Finance Committee:

- Alijanab S. Ziauddeen Ahmed Sahib B.A., General Secretary, M.M.E.S.
- Alijanab S.Z. Abrar Ahmed Sahib B.A., C.S., Secretary & Correspondent
- Dr. S.A. Sajid, Ph.D., Principal
- 4. Dr. A. Abdul Rahuman, Ph.D.,
- 5. Dr. K. Anver Basha, Ph.D.,
- Mr. S. Ashfaque Basha, F.C.A., Chartered Accountant

4. Members of Standing Committee for Governing Body:

- 1. Alijanab S. Z. Abrar Ahmed Sahib, B.A., C.S.,
- 2. Dr. S.A. Sajid
- 3. Dr. H. Munavar Jan
- 4. Dr. A. Abdul Rahuman

5. Members of Standing Committee for Academic Council:

- 1. Dr. S.A. Sajid
- 2. Dr. A. Abdul Rahuman
- 3. Dr. A.K. Ibrahim Sheriff
- 4. Dr. K. Anver Basha
- 5. Mr. M. Peer Mohamed
- 6. Dr. S. Shamsuddin



TEACHING STAFF

Dr. S. A. Sajid, Ph.D., Principal

Dr. A. Abdul Rahuman, Ph.D., Controller of Examinations. Dr. S. Zaheer Ahmed, Ph.D., Addl. Cont. of Examinations.

DEPARTMENT OF TAMIL

Alded Staff

- Dr. P. Mohammad Yusuf, M.A., B.Ed., M.Phil., Ph.D., Asso. Professor & Head of the Department.
- Dr. R. Prabhakaran, M.A., M.Ed., M.Phil., Ph.D., Asso. Professor.
- Dr. M. Thamim Mansoor, M.A., M. Phil., Ph. D., Asst. Professor.
- Dr. A.M.J. Rafeek Basha, M.A., M.Phil., Ph.D., Asst. Professor.
- Dr. A. Abdul Wahab, M.A., M.Phil., Ph.D., Asst. Professor.

DEPARTMENT OF URDU

Aided Staff

 Dr. S. Mohamed Yassir, M.A., M.Phil., Ph.D., Asst. Professor & Head of the Department

DEPARTMENT OF ENGLISH

Aided Staff

- Dr. M. Farook, M.A., M.Phil., B.Ed., Ph.D., Asso. Professor & Head of the Department.
- Mr. K. Abdul Munaf, M.A., Asst. Professor.
- Mr. P. Ashraf Ali Khan, M.A., M.Phil., Asst. Professor.
- Mr. K. Md. Suhail, M.A., M.Phil., Asst. Professor.







Un- Aided Staff

- Mr. R. Phaneendra Rao, M.A., Asso. Professor
- Mr. K. Abrar Ahmed, M.A., M.Phil., Asst. Professor.

DEPARTMENT OF HISTORY

Aided Staff

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- Dr. M.P. Mohamed Farook, M.A., M.Phil., Ph.D., Asso. Professor & Asst. Head of the Department
- Dr. M. Sheik Aliyar, M.A., M.Phil., Ph.D., Asso. Professor
- Dr. H.K. Sulaiman Khan, M.A., M.Phil., Ph.D., Asst. Professor
- Mr. A.S. Aleemullah, M.A., M.Phil., Asst. Professor.
- Dr. A. Abdul Jameel, M.A., M.Phil., Ph.D., Asst. Professor.
- Mr. R. Mohamed Hasan, M.A., M.Phil., Asst. Professor.
- Dr. K.M.A. Mohamed Omer Farooque, M.A., M.Phil., Ph.D., Asst. Professor.
- Mr. B. Mohammed Gouse, M.Phil., Asst. Professor.
- 10. Dr. P. Kumaran, M.A., M.Phil., Ph.D., Asst. Professor.

DEPARTMENT OF ECONOMICS

Aided Staff

- Dr. PA. Kaja Mohideen, M.A., M.Phil., Ph.D., Asst. Professor & Head of the Department
- Dr. A. Mubarak Ali, M.A., M.Phil., Ph.D., Asst. Professor



DEPARTMENT OF CORPORATE SECRETARYSHIP

Aided Staff

- Mr. M. Irshad Ahmed, M.A., M.Com., M.Phil., Asst. Professor & Head of the Department
- Mr. K.N. Jaffar Sadique, M.Com., M.Phil., Asst. Professor
- Dr. K. Md. Edrees, M.com, M.Phil., Ph.D., Asst. Professor

Un-Aided Staff

 Mr. K.M. Abdul Jameel, M.Com., M.Phil., Asst. Professor

DEPARTMENT OF MATHEMATICS

Aided Staff

- Mr. Shaik Mohammad Raffi, M.Sc., M.Phil., Asso. Professor & Head of the PG Department
- Mr. S. Suresh Kumar, M.Sc., M.Phil., Asst. Professor & Asst. Head of the Department
- Mr. A.S. Faizur Rahman, M.Sc., Asst. Professor.
- Mr. R. Sugumar, M.Sc., Asst. Professor.
- Dr. K. Mahaboob Hassain Sheriff, M.Sc., M.Phil., Ph.D., Asst. Professor.
- Mr. Mohammed Hakil, M.Phil., Asst. Professor.
- Mr. M. Mohamed Salih Mukthar, M.Phil., Asst. Professor.
- Mr. N. Imran, M.Phil., Asst. Professor.

DEPARTMENT OF PHYSICS

Aided Staff

- Dr. A. Mohamed Ali, M.Sc., M.Phil., Ph.D., Asso. Professor & Head of the Department.
- Mr. M. Peer Mohamed, M.Sc., M.Phil., Asso. Professor.
- Mr. J. Fayajul Arifeen, M.Sc., Asst. Professor.







- Dr. I. Mohamed Ikram, M.Sc., Ph.D., Asst. Professor.
- Dr. S. Munawar Basha, M.Sc., Ph.D., Asst. Professor.

Un-Aided Staff

 Dr. M. Mohamed Rafi, M.Sc., Ph.D., Asst. Professor

DEPARTMENT OF BOTANY

Aided Staff

 Dr. A. Akbar, M.Sc., M.Phil., Ph.D., Asst. Professor & Head of the Department

DEPARTMENT OF CHEMISTRY

Aided Staff

- Dr. A.K. Ibrahim Sheriff, M.Sc., M.Phil., Ph.D., Asso. Professor & Head of the PG Department.
- Dr. K. Anver Basha, M.Sc., M.Phil., Ph.D., Asso. Professor & Asst. Head of the Department.
- Mr. A. Sakhoor Basha, M.Sc., M.Phil., B.Ed., Asso. Professor.
- Dr. S. Zaheer Ahmed, M.Sc., M.Phil., Ph.D., P.G.D.C.A., Asso. Professor.
- Dr. A. Mohamed Hussain, M.Sc., M.Phil., M.Ed., Ph.D., P.G.D.C.A., PGDIW & WWT., Asso. Professor.
- Dr. S. Sheik Mansoor, M.Sc., M.Phil., M.Ed., M.C.A., M.A. (Eng.) PGDH.Ed., Ph.D., Asso. Professor.
- Mr. R. Nasir Ahmed, M.Sc., M.Phil., Asst. Professor.
- Dr. S. Khaleel Basha, M.Sc., M.Phil., Ph.D., Asst. Professor.
- Dr. Z. Ansar Ali, M.Sc., M.Phil., Ph.D., Asst. Professor.
- Mr. M.S.M. Kamil, M.Sc., Asst. Professor.
- Dr. S. Syed Tajudeen, M.Sc., M.Phil., Ph.D., Asst. Professor.
- Mr. A. Ahmed Raza, M.Sc., Asst. Professor.
- Dr. S. Mohammed Safiullah, M.Sc., M.Phil., Ph.D., Asst. Professor.



DEPARTMENT OF ZOOLOGY

Aided Staff

- Dr. A. Abdul Rahuman, M.Sc., M.Phil., M.Ed., Ph.D., Asso. Professor & Head of the PG Department
- Dr. K.J. Sha Nawas Khan, M.Sc., M.Phil., Ph.D., Asso. Professor & Asst. Head of the Department
- Dr. R. Rafi Mohamed, M.Sc., Ph.D., Asst. Professor.
- Mr. R. Abdullah Mubarak, M.Sc., M.Phil., B.Ed., Asst. Professor.
- Dr. A. Nazeer Basha, M.Sc., M.Phil., Ph.D., Asst. Professor.
- Dr. M. Feroz Khan, M.Sc., Ph.D., Asst. Professor.
- Dr. K. Jahir Hussain, M.Sc., Ph.D., Asst. Professor.
- Dr. A. Abduz Zahir, M.Sc., M.Phil., Ph.D., Asst. Professor.
- Dr. S. Abdul Majeed, M.Sc., M.Phil., Ph.D., Asst. Professor.
- Dr. Ajaz Haja Mohideen, M.Sc., Ph.D., Asst. Professor.
- Dr. G. Taju, M.Sc., Ph.D., Asst. Professor.
- Dr. K. Khadharsha, M.Sc., Ph.D., Asst. Professor

DEPARTMENT OF COMMERCE

Aided Staff

- Dr. S. Shamsuddin, M.Com., M.Phil., Ph.D., P.G.D.H.Ed., Asso. Professor & Head of the PG Department.
- Dr. S. A. Sajid, M.Com., M.Phil., Ph.D., Principal
- Mr. P. Mohamed Vaseem, M.Com, M.Phil., Asst. Professor & Asst. Head of the Department
- Mr. S. Athiqur Rahman, M.Com., M.Phil., Asst. Professor.
- Dr. K.R. Mohamed Sufiyan, M.Com., M.Phil., Ph.D., Asst. Professor.
- Mr. P.L. Shamveel Ahmed, M.Com., M.Phil., Asst. Professor.
- Dr. S. Mohamed Rafique, M.Com., M.Phil., Ph.D., Asst. Professor.







- Dr. V. Abrar Ahmed, M.Com., M.Phil., Ph.D., Asst. Professor.
- Dr. I. Anver Basha, M.Com., M.Phil., Ph.D., Asst. Professor.

DEPARTMENT OF PHYSICAL EDUCATION

Aided Staff

Dr, V. Raja, B.Sc., M.P.Ed., M.Phil., D.S.Y.M., N.I.S., Ph.D., Asso. Director of Physical Education.

LIBRARY

Aided Staff

Dr. M.O. Mohamed Thaheer, B.Sc., M.A., M.L.I.S., M.Phil., Ph.D., Librarian.



DIFFERENT COMMITTEES

Principal is the President of All the Committees

ADMISSION COMMITTEE:

- 1. Mr. S. Z. Abrar Ahmed Sahib, Correspondent
- 2. Dr. S.A Sajid, Principal
- 3. Dr. A. Abdul Rahuman
- 4. Dr. A.K. Ibrahim Sheriff
- 5. Dr. K. Anver Basha
- 6. Dr. S. Shamsuddin
- or bir or orial insadding
- 7. Dr. H. Munavar Jan
- Mr. A. Sakhoor Basha
- 9. Mr. Shaik Mohammed Raffi
- 10. Dr. K.R. Mohamed Sufiyan
- 11. Mr. S. Haja Mohideen

PLANNING & EVALUATION COMMITTEE:

- 1. Dr. A. Abdul Rahuman
- 2. Dr. A.K. Ibrahim Sheriff
- 3. Dr. H. Munavar Jan
- 4. Dr. K. Anver Basha
- 5. Dr. S. Shamsuddin
- 6. Office Superintendent

CURRICULUM DEVELOPEMENT COMMITTEE:

- 1. Dr. P. Mohamed Yusuf
- 2. Dr. M. Farook
- 3. Mr. R. Phaneendra Rao
- 4. Dr. S. Mohamed Yassir
- 5. Dr. H. Munavar Jan
- 6. Mr. M. Irshad Ahmed
- 7. Mr. Shaik Mohammed Raffi
- 8. Dr A. Mohammed Ali
- 9. Dr. A.K. Ibrahim Sheriff
- 10. Dr. A. Abdul Rahuman
- 11. Dr. S. Shamsuddin
- 12. Dr. PA. Kaja Mohideen
- 13. Dr. A. Akbar
- 14. Dr. K. Anver Basha







- 15. Mr. P. Mohamed Vaseem
- 16. Mr. S. Haja Mohideen
- 17. Dr. K.R. Mohamed Sufiyan

ACADEMIC AUDIT COMMITTEE:

- 1. Dr. A. Abdul Rahuman
- 2. Dr. A.K. Ibrahim Sheriff
- 3. Dr. K. Anver Basha
- 4. Dr. H. Munavar Jan
- 5. Mr. M. Peer Mohamed
- 6. Mr. Shaik Mohammad Rafi

RESEARCH COMMITTEE:

- 1. Dr. A. Abdul Rahuman
- 2. Dr. K. Anver Basha
- 3. Dr. H. Munavar Jan
- 4. Dr. S. Shamsuddin
- 5. Dr. S. Sheik Mansoor
- 6. Dr. M. Farook
- 7. Dr. P. Mohammed Yusuf
- 8. Dr. S. Mohamed Yassir

UNIVERSITY EXAMINATION COMMITTEE:

- 1. Dr. S. Zaheer Ahmed
- 2. Mr. J. Fayajul Arifeen

AUTONOMOUS EXAMINATION COMMITTEE:

- 1. Dr. A. Abdul Rahuman
- 2. Dr. K.R. Mohamed Sufiyan
- 3. Mr. S. Haja Mohideen
- 4. Dr. A. Akbar
- 5. Mr. M. Irshad Ahmed
- 6. Dr. A. Abduz Zahir
- 7. Mr. A. Ahmed Raza
- 8. Dr. S. Mohammed Safiullah



REGISTRARS OF ATTENDANCE:

- 1. Dr. S. Sheik Mansoor
- 2. Dr. M. Thamim Mansoor

SPORTS ADVISORY COMMITTEE:

- 1. Dr. A.K. Ibrahim Sheriff
- 2. Dr. K.R. Mohamed Sufiyan
- 3. Mr. J. Fayajul Arifeen

INTERNAL COMPLIANT & EXTRA CURRICULAR ACTIVITIES COMMITTEE:

- 1. Dr. A. Mohamed Hussain
- 2. Dr. M. Sheik Alivar
- 3. Dr. M. Thamim Mansoor
- 4. Mr. J. Fayajul Arifeen
- 5. Mr. S. Haja Mohideen

STUDENTS' GRIEVANCES AND REDRESSAL COMMITTEE:

- 1. Mr. A. Sakhoor Basha
- 2. Dr. M. Farook
- 3. Mr. K. Abdul Munaf
- 4. Dr. K.R. Mohamed Sufiyan
- 5. Dr. K. Jahir Hussain

LIBRARY ADVISORY COMMITTEE:

- 1. Dr. A.K. Ibrahim Sheriff
- 2. Dr. S. Shamsuddin
- 3. Dr. K.J. Sha Nawaz Khan
- 4. Dr. R. Rafi Mohammed
- 5. Dr. M. O. Mohamed Thaheer

HOSTEL ADVISORY COMMITTEE:

1. Dr. S.A. Sajid

- Warden
- 2. Dr. K. Anver Basha
- Deputy Warden
- 3. Mr. M. Peer Mohamed
- 4. Dr. M. Thamim Mansoor







ANTI-RAGGING COMMITTEE:

- 1. Dr. A.K. Ibrahim Sheriff
- 2. Dr. H. Munavar Jan
- 3. Dr. V. Raja
- 4. Dr. A. Mubarak Ali
- 5. Dr. K. Jahir Hussain
- 6. Inspector of Police Arcot

MINOROTIES & OBC CELL

- 1. Dr. K. Anver Basha
- 2. Dr. R. Rafi Mohamed
- 3. Dr. S. Mohamed Yassir

COMMITTEE FOR SC/ST:

- 1. Mr. A. Sakhoor Basha
- 2. Dr. M.P. Mohamed Farook
- 3. Mr. S. Suresh Kumar

CAREER GUIDANCE & PLACEMENT CELL:

- 1. Mr. A. Sakhoor Basha
- 2. Dr. H.K. Sulaiman Khan
- 3. Mr. Sheik Mohamed Raffi
- 4. Dr. I. Mohamed Ikram
- 5. Dr. S. Syed Tajudeen
- 6. Dr. A. Nazeer Basha
- 7. Dr. S. Mohamed Rafique
- 8. Mr. M. Irshad Ahmed
- 9. Dr. S. Mohamed Yassir



SCHOLARSHIPS & CASH PRIZES:

- 1. Mr. M. Peer Mohamed
 - (Endowment Cash Prizes)
- 2. Dr. K.J. Sha Nawas Khan
 - (Govt. Scholarships)
- 3. Mr. Shaik Mohammed Raffi

(University Scholarships)

LOST PROPERTY OFFICER:

Dr. A. Mohamed Ali

STAFF ASSOCIATION

President : Principal (Ex-officio)
Secretary : Dr. H. Munavar Jan
Joint Secretary : Dr. S. Zaheer Ahmed
Treasurer : Mr. K. Abdul Munaf

LIST OF SUPERINTENDENTS

1.	Mr. Md. Dastageer	- 1987 - 2002
2.	Mr. B. Allah Baksh	- 2002 - 2005
3.	Mr. T. Abdur Razack	- 2005 - 2006
4.	Mr. V.K. Maqbool Ahmed	- 2006 - 2011
5.	Mr. M. Abdur Ravoof	- 2011 - 2013
6.	Mr. M. Md. Farooque	- 12014 -







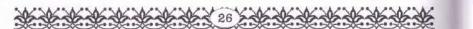
AIDED NON-TEACHING STAFF

1	Mr. M. Md. Farooque		Superintendent
	Mr. M. Asifuddin, M.A., B.Ed.,		Assistant
2.			Assistant
3.	Mr. A. Abdul Aleem, B.A.,		Junior Assistant
4.	Mr. Jayaseelan		
5.	Mr. V. Ameenullah		Junior Assistant
6.	Mr. T. Althaf Hussain		Junior Assistant
7.	Mr. V. Mohammed Shameem		Typist
8.	Mr. M. Imdadullah		Typist
	Mr. Syed Mohamed Ghouse, M.A.,		Store Keeper S.G.
	Mr. R. Syed Hussain		Lab. Asst. S.G.
	Mr. M. Mohamed Imdadullah, M.Com.,		Lab. Asst. S.G.
	Mr. M.D. Suhail, B.C.A.,	-	Lab. Addi dia.
	Mr. M.A. Amjed Hussain		Lab. Asst. S.G.
	Mr. J. Ameeth Khan		Lab. Asst. S.G.
	Mr. V.M. Abdullah Basha	-	Lab. Asst.
	Mr. T. Irshad Ahmed, B.A.,	-	Lab. Asst.
	Mr. A. Hameed Basha	-	Record Clerk
	Mr. S. Salman Sadath		Record Clerk
19.	Mr. S. Younus Basha	-	Record Clerk
	Vacant		Library Attender
21.	Mr. H.A. Junaid Ahmed	-	Office Asst.
22.	Mr. D.L. Habeebur Rahman		Office Asst.
23.	Vacant	-	Office Asst.
24.	Vacant	-	Office Asst.
25.	Mr. S. Javapal	-	Gardener Spl. Grade
26.	Vacant	-	Gardener
27.	Vacant		Waterman
28.	Vacant	-	Watchman
29.	Vacant	-	Watchman
30.	Mr. C. Chandiran	- 7	Sweeper S.G.
31.	Vacant	-	Sweeper
	Vacant		Scavenger
	Mr. M. Sankar		Marker
	Vacant		Marker
31.	W. 307 30 Table 2 Table 2		



MANAGEMENT NON-TEACHING STAFF

	MIANAGENIENT NON-TEACHING	SIAL	г
1.	Mr. Syed Basheer Ahmed, B.A.,	2	Office Asst."
2.	Mr. M.A. Anees Ahmed	-	Office Asst.
3.	Mr. T.H. Shakeel Ahmed	-	Office Asst.
4.	Mr. V. Mohammed Jasir, B.B.A.,	+	Typist
5.	Mr. N. Abdullah	-	Office Asst.
6.	Mr. Syed Irfan	-	Office Asst.
7.	Mr. M. Javeed Basha, B.Com.,	*	Typist
8.	Mr. K.A. Nihal Ahmed, B.Com. (C.S.)	~	Office Asst.
9.	Mr. H. Mohamed Mueen, B.E.,	2	Programmer
10.	Mr. V. Atheequr Rahman, B.Com. (C.S.)	2	Office Asst.
11.	Mr. M. Riyaz Ahmed, B.Com	-	Office Asst.
12.	Mr. A. Mubarak Sharif	-	Office Asst.
13.	Mr. S. Syed Iyas, B.B.A.,	~	Office Asst.
14.	Mr. R. Abdul Munaf	-	Office Asst.
15.	Mr. T.K. Ahmed Sheriff	-	Office Asst.
16.	Mr. S. Soundar Rajan		Electrician
17.	Mr. M. Mahaboob Basha	-	Watchman
18.	Mr. M. Adam Basha	-	Watchman
19.	Mr. M. Hem Bahadur		Watchman
20.	Mr. Syed Babu	- 7	Watchman
21.	Mr. N. Raja	- 4	Gardener
22.	Mr. R. Balsundaram	-	Gardener
23.	Mr. R. Aravindan	-	Gardener
24.	Mrs. Valliamma	-	Sweeper
25.	Mrs. G. Kavitha	4	Sweeper
26.	Mrs. S. Vendah	-	\$weeper
27.	Mrs. S. Lakshmi	-	Sweeper
28.	Mrs. Anandhi Sekar	7	Sweeper
29.	Mrs. R. Vasantha Ramalingam	-	Sweeper
30.	Mr. A. James	-	Scavenger
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College Fees For U.G. Courses 2018 -2019

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Courses	Main Allied	B.A. History	B.Sc., Maths Phy & Chem.	Maths & B.Sc., Physics Chem.	B.Sc., Chemistry Phy. & Maths	B.Sc., Chemistry Phy. & Bio- Chem.	B.Sc., Zoology Bot. & Eco-Ent.	B.Sc., Zoology Bot. & Chem.	B.Com.,	(00)

20100 2010 IIYO W PG 0

Uni, Library Fees \$

^{*} To be paid by First Year Students at the time of admission : Subject to revision by the University (Uni)

^{\$} To be paid once, at the beginning of the year

^{*} To be paid by First Year Studenhts at the time of admission: Subject to revision by the University (Uni) # To be paid TWICE a year \$ To be paid once, at the beginning of the year



MORE INFORMATION ABOUT FEES

- Fee structure is likely to be changed as per the directives of the Govt. of Tamil Nadu.
- In addition to the fees, each UG and PG Student has to pay to the University (a) Rs.10/ and (b) Rs.25/- towards the Cultural & Youth Festival Fees and towards the development of infrastructural facilities.
- Students joining the College from other Universities after passing H.Sc. Exam of other States or similar Exams conducted by accredited statutory agencies, shall pay the Recognition fee of Rs. 175/-
- Students who are admitted in the U.G. Courses are to pay Rs. 50/- per Statement of Marks, as verification fees, together with three xerox copies of each Statement of Marks.

PAYMENT OF FEES

The Academic Year, for all purposes shall be divided into TWO SEMESTERS. The ODD SEMESTERS beginning with the reopening of the college after summer vacation (June) and ending with 31st October of the year, and the EVEN SEMESTERS beginning in the month of December of the year.

Every student is liable to pay the whole fees, Semester wise, during any part of which his name is found on the rolls of the College.

If a student fails to pay the fees by the 5th working day from the beginning of each Semester, a fine of Rs. 5/- shall be levied. If the fee is not paid within 15 days, his name shall be struck off the rolls and if re-admitted, he, in addition to the fees and fines due from him, shall pay the Re- Admission Fee of Rs. 10/- Students should stand in queue at the office counter while paying the fees.





Students should take receipts for all payments they make and preserve them carefully for future reference.

Students who discontinue their studies at any time during a Semester have no right to claim remission of any portion of the Semester or other fees paid by them.

Students should put in their claims for refund of deposits before the end of the respective year.

FEE CONCESSIONS AND SCHOLARSHIPS

Full Fee Concession is granted to S.C. and S.T. students.

A number of Scholarships are awarded annually to deserving students based on the results of the previous examination they appeared. These Scholarships are tenable for the period of the entire Course on condition that student's character, conduct and academic records continue to be satisfactory.

List of Scholarships: (i) Backward Class Scholarships, (ii) Adi-Dravidar Scholarships, (iii) Fee Concession Under 92, (iv) Merit Scholarships, (v) National Loan Scholarships, (vi) Scholarships for Handicapped Students and sons of Freedom Fighters, Military Personnel and Beedi Workers.

Only those students who put in 75% attendance are eligible for the Scholarships, as per the Govt. Order.

The following categories of students, irrespective of their caste, are eligible for respective Scholarships and Fee Concession:

- (i) Handicapped Students,
- (ii) Sons and Dependents of Freedom fighters,
- (iii) Sons and Dependents of Service Personnel,
- (iv) Sons and Dependents of retired or skilled Service Personnel and
- (iv) Sons of Teachers died while in service.





Application for all these Scholarships in the prescribed forms should be submitted to the Principal on or before 31st August, every year.

The following Certificates should be produced in the prescribed forms available in the College Office at the time of applying for Fee Concession and Scholarships:

- a) A Declaration Certificate by the parent or guardian.
- A Certificate of Income signed by an Officer of the Revenue Department.
- Converts to Christianity are eligible for the Concession and have to produce, Certificate of conversion in the prescribed form obtained from the Officer who is competent to issue the Income Certificate.

The concessions granted are liable to be withdrawn in all cases of misconduct such as resorting to or participation in strikes, etc.

Note: Students desirous of obtaining fee concessions should apply for them with necessary Certificates on or before the 10th of October of that particular year. Applications submitted after that date will not be considered.

ISSUE OF CERTIFICATES - RULES CERTIFICATES FROM THE COLLEGE

A notice of 2 days is necessary for the issue of any Certificate. Students must apply to the Principal for the following Certificates:





1.Transfer Certificate: No Fee, if applied within five working days of the beginning of the Semester. Rs. 50/- after the end of the said period.

2. Conduct Certificate : Rs.50/-

3. Course Certificate : Rs.50/A search fee of Rs. 20/- will be charged in case of a

A search fee of Rs. 20/- will be charged in case of application made one year after leaving the college.

4. Duplicate ID Card : Rs. 100/-

CERTIFICATES TO BE OBTAINED FROM THE UNIVERSITY

- 1. Pass or Qualification Certificate can be obtained only from the University.
- Provisional (Pass) Certificate can be obtained only from the University on payment of the prescribed fee.
- 3. For Migration Certificate, the application should be made to the University directly.

ENDOWMENTS

- Janab V.M. Shafiullah Sahib Cash prize, out of the Endowment created by Prof. Haji V.M. Kalimullah, former Principal of C. Abdul Hakeem College, to the best student of III B.Sc., Maths.
- Thiru P. Perumal Mudaliar Cash Prize, out of the Endowment created by Prof. P. Ramamurthy, former Vice - Principal and H.O.D of Chemistry of C. Abdul Hakeem College, to the best student of III B.Sc, Chemistry.
- Tamil Annai Cash Prize, out of the Endowment created by Prof.E.Subramanian, former H.O.D. of Tamil of C. Abdul Hakeem College, to the best student in Tamil.





- Pavendar Parisu, out of the Endowment created by Prof.R.Jothivanan, former H.O.D. of Tamil of C. Abdul Hakeem College, to the best student in Tamil.
- Srimathi Renu Ammal and Shri Raaji Mudaliar Cash Prize, out of the Endowment created by Dr. S.R. Natarajan, former Reader in Commerce of C. Abdul Hakeem College, to the best outgoing student of B.Com., (Commerce).
- Janab C.K.U. Adbul Latheef Sahib Cash Prize, out of the Endowment created by Prof A. Jawahar Ali, former H.O.D. of Mathematics of C. Abdul Hakeem College, to the best outgoing student of M.Sc., Mathematics.
- Mr. J.P. Thomas Memorial Cash Prize out of the Endowment created by Mr. P. Thomas John, former H.O.D. of Zoology of C.Abdul Hakeem College, to the best outgoing student of B.Sc., Zoology.
- 8. Shri R.L. Narasimha Rao Cash Prize, out of the Endowment created by Prof R. Phaneendra Rao, former H.O.D. of English of C.Abdul Hakeem College, to the best Second Year student in English.
- Shri G.R. Doraswamy Reddy Cash Prize, out of the Endowment created by Mrs. I. Sampoorna, M.Sc., wife of Late Prof. G.R. Doraswamy Reddy, former H.O.D. of English of C. Abdul Hakeem College, to the best First Year student in English.
- 10. Shri T.M. Nanjaiya Gounder Cash Prize, out of the Endowment created by Dr. N. Onnamarannan, former Asst. H.O.D. of History of C. Abdul Hakeem College, to the best outgoing student in B.A. History.



- 10. Janab L.M. Syed Mohamed Rowther Cash Prize, out of the Endowment created by Prof. A. Mohamed Ali H.O.D. of Physics of C. Abdul Hakeem College, to the best outgoing student of B.Sc. Physics.
- 11. Janab S. Yaqub Sheriff Sahib Cash Prize, out of the Endowment created by Dr. Hajee S.Y. Anwer Sheriff, former Principal of C.Abdul Hakeem College, to the best outgoing student of M.Com.
- 13. Janab B.H. Jaffer Khan Cash Prize, out of the Endowment created by Dr. J. Akbar Khan, Former Associate Professor in Commerce (CS) of C.Abdul Hakeem College, to the best outgoing student of B.Com., (CS.)
- 14. Prof. Hajee V.M. Kalimullah Sahib Cash Prize out of the Endowment created by Prof. Hajee V.M. Abdullah, Former H.O.D of Chemistry C. Abdul Hakeem College, to the best outgoing student of M.Sc., Chemistry.
- 15. Prof. K. Muhammed & Madam Mariam Cash Prize, out of the Endowment created by Dr. M. Ahmed Najib, former H.O.D of Zoology of C. Abdul Hakeem College, to the best outgoing student of M.Sc., Zoology.
- 16. Janab Hajee K.J. Azeez Sahib Cash Prize, out of the Endowment created by Dr. A. Sait Sahul Hameed, Associate Professor in Zoology of C. Abdul Hakeem College, to the best outgoing student of M.Sc., Zoology.
- 17. Janab N. Peer Rowther Sahib cash prize, out of the Endowment Created by Prof. U. Peer, former Principal, C. Abdul Hakeem College, to the best outgoing student of B.Sc., (Comp. Scie.)





- 18. Janab M. Mohamed Meeran Sahib and Dr. Meeran Sahib cash prize, out of the Endowment Created by Dr. M. Akbar Mohideen, Former Head, Department of Corporate Secretaryship, C. Abdul Hakeem College, to the best 1st year student of B.Com (C.S).
- 19. Janab Sibghathullah Sahib & Janaba T. Ismathunnisha Begum Sahiba, cash prize, out of the Endowment Created by Dr. S. Mohamed Ali, Former Head of the Department of Tamil to the best student in Tamil.
- 20. Janaba Meeran Beevi & Janab Sheik Rahman Endowment Cash Prize out of the endowment created by Dr. R. Allah Pitchai, Former A.H.O.D of Mathematics, C. Abdul Hakeem College, to the best II year student of M.Sc., Mathematics.
- 21. Janab T.P. Abdul Wahab Sahib & Janaba Zainab Bee Cash Prize out of the Endowment created by Dr.T.V.Malick, former Head, Dept. of Commerce, C.Abdul Hakeem College to the best student of II B.Com.
- 22. Janab S. Mohamed Yousuf Sahib Cash Prize out of the Endowment created by Dr. S.A. Sajid, Principal of the C. Abdul Hakeem College to the best III year student of B.B.A.
- 23. "Chancellor Viswanathan Gold Medal" cash prize out of the Endowment created by Dr. G. Viswanathan, Chancellor, VIT University to the best outgoing UG and PG student.
- 24. Janab M. Mehraj Hussain Sahib Cash Prize out of the Endowment created by Prof. M. Eqball Hussain, former HOD of Computer Science to the best student in III B.C.A. (A & B)





- 25. Cash Prize out of the Endowment created by Dr. Hameed Abdul Razack, former HOD of Zoology to the best II B.Sc., Zoology student.
- 26. Janab N.M. Mohd. Dhaha Sahib Cash Prize out of the Endowment created by Dr. V. Balu, Former Principal, D.B. Jain College, Chennai to the best outgoing student of III B.Com. (Evening).
- 27. Janab Habib Jan cash prize out of the Endowment created by Dr. H. Munavar Jan H.O.D. of History to the best outgoing student of B.A. History

RULES OF ATTENDANCE

- No student shall absent himself from the college without submitting the leave letter. All the leave applications should be endorsed by the parent or guardian and recommended by the concerned Head of the Department. Leave will ordinarily be granted when it is applied in advance, and only for valid reasons. In case of sickness and other unavoidable circumstances extending beyond three days, the Principal or the Registrar of Attendance may require the production of Medical or other Certificates from the student.
- 2. Application for leave from students residing in the College Hostel should be recommended by the Deputy Warden.
- 3. Those who are late by more than 5 minutes will not be permitted to enter the class except on valid reason.
- A student requiring leave for a period or a portion of a period must get permission from the Lecturer, in person, before the class begins.
- A student absenting himself without leave during a period of the day will be considered as absent for half a day. Absentees





for a period or session shall be fined Rs. 5.00. Absentees for a period in the F.N. session and a period in the A.N. session shall be marked absent for the whole day and shall be fined Rs. 10.00.

- A student absenting himself for 3 days and more shall be fined at the discretion of the Principal, and it will be intimated to the parent.
- 7. A student who continuously absents himself for 15 daysh without a valid reason will have his name struck off the rolls.
- 8. Dropping away at the end of a semester or late return after holidays shall be punishable with heavy fines.
- Absence from tests, CIA tests and special classes shall be severely dealt with and heavy fines will be collected.
- 10. Absconders from class and habitual absentees shall be dealt with severely. The punishment may involve suspension or removal from the college.
- 11. A student who puts in at least 75% of attendance shall be allowed for the University Examinations. A student who puts in 65% to 75% of attendance will be allowed to take up the Examinations, only at the discretion of the Principal after payment of Condonation Fee.
- 12. Students who have failed to put in at least 65% of attendance will not be permitted to appear for the University Examinations.
- 13. A student who secures less than 65% attendance but 55% and above, in any semester has to compensate the shortage in attendance in the subsequent semester besides earning the required percentage of attendance in that semester and take the Examination of both the semester papers together at the end of the latter semester, only after the payment of Condonation Fee.
- 14. A student who secures less than 55% of attendance in any semester will not be permitted to take the regular examinations





and to continue the study in the subsequent semester. He has to re - do the course by rejoining the semester in which the attendance is less than 55%

- 15. A student who secures less than 65% of attendance in the final semester has to compensate his attendance shortage in a manner to be decided by the Head of the Department concerned after rejoining the course, manner to be decided by the Head of the Department concerned after rejoining the course.
- 16. The above rules are also applicable to the Practical Classes.

CONTINUOUS INTERNAL ASSESSMENT (CIA)

Centralized Continuous Internal Assessment (CIA) Examinations I and II will be conducted in every Semester. The students are advised to take this Examination very seriously. Marks secured in this Exam will be added to the marks secured in the semester Exam. No re-exam will be conducted for those who secure low marks. If any student fails to attend the CIA exam, he will lose (7.5 out of 25) internal marks for each paper.

GENERAL CONDUCT OF STUDENTS

- 1. Every student shall be dressed decently.
- 2. When the teacher enters the classroom, students shall stand and remain standing till they are asked to sit.
- No student shall leave the classroom without the permission of the teacher, or until the teacher leaves the room, or asks the students to disperse.
- Students shall not make any noise while moving from class room to classroom / Labs.





- No student is allowed to enter the College Office without proper permission.
- Any damage by the students to the college / hostel property will be made good and those responsible for such damage shall be dealt with severely. Collective fines will be imposed for any such damage when the individual who has done the damage is undetected.
- Students taking part in communal or political activities will be severely dealt with. They will forfeit the Scholarships and other benefits extended to them.
- Students are expected to read notices put up on the College Notice Board and Department Notice Board. Ignorance of any notice thus put up will not be accepted as an excuse for failing to comply with it.
- Students guilty of adopting unfair means in the Examination will be dealt with severely.
- Any lost property found must be handed over to the Lost Property Officer, from whom the owner can claim it after proving his ownership.
- 11. Students are expected to behave well inside and outside the college in such a way to maintain the good name of the college as well as their own.
- 12. The names of students whose behaviour, in the Judgement of the Principal or any other College Authority, is undesirable or has unwholesome influence on others, shall be struck off the rolls without assigning any reason.
- 13. Students are not allowed to loiter in the corridor during class hours.
- 14. No Student of the college shall be a member of any Association unconnected with the college without the prior permission of the Principal, nor shall a student take part in any anti-social and subversive activities. The student contravening these rules is liable to be sent out of the college summarily.





- Students are forbidden to organize or attend any meeting in the college or collect money for any purpose without the prior permission of the Principal.
- 16. Students shall aim at conducting themselves in a manner thoroughly worthy of the Alumni of the college and of the University and in harmony with the traditions of national life and culture.
- 17. Cases of improper behaviour, or default in the matter of payment of College Fees, Fines or Hostel dues will entail such disciplinary action as the Principal may deem fit.
- 18. 'RAGGING' of any kind is not permitted either inside the College Campus or in the Hostel or outside. Students who are guilty of the offence will be dismissed from the College and handed over to the Police authorities for further action, as per the Govt. Orders.
- Students who travel by bus have to show due respect to the buscrew, ladies, elderly persons and teachers.
- Students are advised not to bring or use cell phones in the college. Such of those students who violate this rule will be dealt with seriously.

Note: Under the Government Educational Rules, the Principal has full powers to inflict the following punishments:

Levy of Fines, Withholding of Certificates, Suspension and Expulsion.

CYCLE AND TWO - WHEELER STAND

All cycles and two-wheelers are expected to be parked in the stand according to the numbers allotted to them, after getting them registered in the office. While leaving the vehicles, students must take the token from the watchman and surrender it to him without fail when they take their vehicles back.

Books, Tiffin Carriers, etc., should not be left in the stand along with the vehicle.

Students must take care to see that their vehicles are left locked in the stand. If a vehicle is not registered or found outside the stand, severe action will be taken.





MALPRACTICES IN THE EXAMINATIONS AND CORRESPONDING PUNISHMENTS

The students indulging in any form of Malpractice will be given punishment as per the details furnished below and as per the guidelines given by the Tamil Nadu State Council for Higher Education:

S.No.	Nature of Malpractice	Corresponding Punishment
1.	Possession of copy material in any part of the body or on the desk or on any object like scale, calculator etc.	All the answer scripts of the student in the Semester Examination concerned will be cancelled.
2.	Copying from any of the above.	All the earlier written examinations of the student in the Semester concerned will be cancelled and he will be debarred for one or two more Sessions.
3.	Helping other students for copying or getting copy material from others in the Examination Hall.	Student's answer book pertaining to the Paper concerned will be cancelled and he will be debarred for one more Session.
4.	Insertion of answer-sheets brought from outside.	All the Papers answered by the student will be cancelled and he will be debarred for two or three years.
5.	Taking away the answer -script without handing it over to the invigilator.	All the Papers answered earlier by the student in the Semester Exam concerned will be cancelled.
6.	Manhandling or abusing the Personnel concerned with the Examination Section of the College or the Inspection Squad or the External Additional Chief Superintendent.	All the Papers answered by the student in the Semester Exam concerned will be cancelled and he will be debarred for the next three years.
7.	Impersonation	The Whole Exam taken by the student will be cancelled and he will be debarred for the next three years.
· 8.	Tampering with Hall-Tickets.	Student will not be permitted to appear for any Examination for two years.
9.	Committing malpractice for the second time.	The whole Examination taken by the student in the Semester concerned will be cancelled and he will be debarred for the next two years.
10.	Malpractice in Practical Examinations.	All the Written Papers of the Student in the concerned Semester Exam will be cancelled and he will be debarred for two subsequent Examinations.

Note: Students are strictly instructed not to indulge in any form of Malpractice.





CERTIFICATE FOR RAILWAY CONCESSION TICKETS

Students should apply in writing for Railway Concessional Ticket Certificates at least two days in advance, only to go to their native place during vacation and terminal holidays.

PHYSICAL EDUCATION

Every student shall be required to undergo the physical training prescribed or recognized by the College and his annual attendance and progress certificates will not be complete unless the Principal certifies to the effect that the candidate, in addition to usual course of instruction, has satisfactorily undergone the prescribed course in physical training and put in three - fourths of the attendance.

The physical training prescribed by the college and certified by the Principal includes these activities:

- (i) Physical training meant for NCC Cadet
- (ii) Field sports or games and
- (iii) Formal physical exercises.

Alternatives (ii) and (iii) shall be pursued for not less than two periods of at least 45 minutes duration each, per week.

No student shall be exempted form physical training unless he is declared by the Medical Officer of the college to be unfit to undergo the training.





ATHLETIC ASSOCIATION

All the students of the college are members of the Athletic Association. The Director of Physical Education is Ex-Officio Vice-President of the Association.

The Association shall be managed by a sports Council. The Association shall arrange tournaments and other competitions.

Provision is made on the campus for the following games:

- (1) Hockey (2) Football (3) Volleyball (4) Ball Badminton
- (5) Shuttle (6) Cricket (7) Table-Tennis (8) Handball
- (9) Kho Kho (10) Kabaddi and (11) Basket Ball

NATIONAL CADET CORPS

The NCC offers opportunities for military training to University students, without imposing on them any obligation for active Military Service. The objectives of NCC are the improvement in physical and mental alacrity, cultivation of a sense of pride in smart turnout and bearing, fostering a sense of discipline and responsibility, development of social personality and aptitude for leadership and inculcation of the principles and practices of military service. Members of the Corps have no liability for military service but have definite obligation for regular training.

- Attendance at weekly Parades held during the year.
 Note: Parades will not interfere with the academic work and come to a close in about three weeks before the Examinations.
- ii. Cadets will have two Parades a week, each of two hours duration.





- iii. Every Cadet undertakes to continue in the Corps until discharged, or on leaving the college or on approved medical grounds.
- iv. Every Cadet on discharge, will be issued a Discharge Certificate which will carry weight with those responsible for recruiting to the Government or other Services.
- v. Government Uniform which should be worn in all parades on the campus is issued free to all Cadets.

The uniform and other stores issued to the Cadets shall be returned to the N.C.C. Officer, in a clean, washed and pressed condition, on the last Parade day of the year or when the Cadet discontinues from N.C.C/College or when the Officer demands.

The College N.C.C Officer is Dr. K. JAHIR HUSSAIN.

NATIONAL SERVICE SCHEME

The National Service Scheme was introduced by the Govt. of India in 1969 - 70 in selected Universities all over the country. This Scheme has worked out miracles. Greater stress is now being laid on the involvement of students in constructive and developmental programmes, particularly in the rural areas.

The general objectives of this Scheme are, (i) to serve the community while undergoing instruction in an educational institution, (ii) to arouse the social conscience of students, (iii) to provide them with an opportunity to work with the people around the educational campuses, creatively and constructively and (iv) to put the education they receive to concrete social use.





400 volunteers are being enrolled in our college. Enrolment is made at the commencement of each Academic Year. Students who desire to join this Scheme should report personally to the Programme - Officers in the N.S.S. Office.

Each Volunteer has to put in 120 hours of in-service training in an academic year and only then he is eligible for the Service Certificate. The College N.S.S. Programme Officers are:

- 1. Dr. H. Munavar Jan
- 2. Dr. A. Mubarak Ali
- 3. Mr. A. Abdul Jameel
- 4. Mr. R. Sugumar

YOUTH RED CROSS (YRC)

The 'Youth Red Cross' is an extension of Junior Red Cross. YRC is a group movement for students in institutions of higher education.

In India, this Movement first took roots in the year 1926 in the State of Punjab. In course of time, the Movement spread its branches to other parts of the country. The history of Youth Red Cross in Tamil Nadu is interesting. With the support of educational authorities and Vice - Chancellors of Universities, the Youth Red Cross has grown over the years.

Main Objectives:

YRC Movement is based on three basic Principles, Viz.,

- Protection of health and life
- Service to the sick and the suffering



 Promotion of National and International friendship for development and moral capacities of the youth..

All the Students are the members of the Youth Red Cross Society.

The YRC Programme Officer is, Dr. S. Mohamed Rafique

RED RIBBON CLUB

The Club is imparting instruction and training to help students work for the betterment of human society and to help the public to develop awareness of AIDS. Members of the Club have the good opportunity of participating in the Inter - Collegiate Oratorical, Essay and Quiz Competitions sponsored by different Colleges and Organizations working for harnessing an AIDS free society.

The RRC Programme Officer is, Dr. H. Munavar Jan

INTERNAL QUALITY ASSURANCE CELL (IQAC)

This Cell has been instituted as per the instructions of the National Assessment and Accreditation Council (NAAC) to help the college to maintain its quality of academic and administrative work. The Cell prepares a report on the activities of the college in the academic year under review and forwards the same, through the Principal, to the Officials in NAAC to keep them in touch with the progress of the activities on the campus. This facilitates the NAAC inspection once in five years.







IQAC Members:

1	Alijanab S.Z. Abrar Ahmed Sahib,	Secretary / Correspondent.
2	Dr. S.A. Sajid	Principal

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3	Dr. A.K. Ibrahim Sheriff	Co-ordinator
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4	Mr. M. Mohammed Farooque	Office Superintendent
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5	Mr. T. Md. Ameen	Industrialis
5	Mr. I. Md. Ameen	maustriali

6 [or. H. Munavar	Jan	Asso.	. Professor	in I	History
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12	NAr	Ameenur Rahman	Student	Representative
13	IVII.	Ameenur Kanman	Student	vehieseurarive

14	Mr. A. Anbarasan	Student Representative
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LIBRARY

- 1. On working days, the library will be kept open from 8.30 a.m. to 6.00 p.m.
- 2. The Library will be closed on weekly and all Govt. Holidays.
- 3. It will be kept open during terminal holidays and summer vacation.
- 4. Students are entitled to keep the books for a fortnight from the date of issue. If the books are not returned on or before the due date, a fine of Re. 1/- per day will be levied. Students will not be allowed to use the Library till the fine is paid and the books returned. Books due on holidays may be returned





books returned. Books due on holidays may be returned without fine on the subsequent working day.

- No student is allowed to sub lend the books borrowed by him from the library.
- Students on receiving the books, should examine them and report
 to the Librarian if any damage is found therein, otherwise, they
 will be held responsible for any damage that may be detected
 afterwards.
- Absence from the college will not ordinarily be accepted as an excuse for delay while returning books.
- All payments including fine shall be paid in the college office and the receipt should be shown to the Librarian.
- The Librarian may recall any book at any time even if the normal period of lending has not expired.

BOOK BANK

With the assistance of UGC, a Book Bank is functioning in the college for the benefit of poor students. Such students are advised to contact the respective Heads of Departments for the books they need.

GENERAL INFORMATION

There is no Student Union in the college, and hence no election to it. Any genuine grievance of students can be brought to the notice of the Principal through the concerned Head of the Department or the Students' Grievances and Redressal Cell. For the benefit of students, a complaint box is kept in front of the college office. Even anonymous but genuine complaints will be sincerely attended to. All students are advised to conduct





themselves excellently well under the purview of the rules and regulations of the college.

HOSTEL

The College Hostel is functioning in a newly constructed building fitted with all necessary amenities. A vigilant watch is kept on the movements of the boarders to keep them on the track of discipline and sincerity.

Warden : Dr. S.A. Sajid, Ph.D.

Deputy Warden : Dr. K. Anver Basha, Ph.D.



FACILITIES FOR STUDENTS' PROGRESS

- Free Education to Meritorious students
- Endowment Cash Prizes for Class
 Toppers
- 3. Silver Medals for Class Toppers
- B.C., M.B.C., S.T., S.C., & Farmer Scholarship
- 5. Insurance for Students
- 6. Scope for Higher Studies
- 7. Free Internet Centre
- 8. Free Computer Centre
- 9. Multimedia Centre
- 10. Automated Central Library
- 11. Book Bank
- 12. Departmental Libraries
- 13. 55.000 E-books
- 14. Provision for 2200 E-journals
- 15. National and International Journals
- 15. Financial Support from U.G.C.
- 17. Well equipped Labs
- 18. Computer Labs with 120 Systems
- 19. Updated Research Labs
- 20. Student Research Projects
- 21. Provision to apply for CSIR, JRF, SRF, DBT, DST
- 22. Bio-Tech Lab of International Standard
- 23. Collaborative Research Projects
- 24. Major Research Projects

- 25. NSS, NCC, YRC, RRC, CCC,
- 26. Rangers, VIDES, Rotaract
- 27. Enviro and I.T. Clubs
- Fullfledged Canteen with an R.O. Plant
- 29. Scope for Excellence in Sports
 Events
- 30. Hydraulic Multi Gym
- 31. Well furnished Hostel
- 32. NCPUL Study Centre
- 33. Career Guidance and Placement Cell
- 34. Alumni Association
- Co-Curricular and Extra –Curricular Activities
- Ph.D. Programme in all Departments
- 37. Mosque in the Campus
- 38. SBI CUB ATM
- 39. Post Office in the Campus
- 40. Campus Interviews for decent
- 41. Free classes in Spoken English
- Training in Tally at Concessional fee structure
- 43. Free trainup in Networking & Hardware 1
- 44. New seminar Hall with smart board
- 45. CBCS pattern of Study
- 46. Wi-Fi Facility Available in campus







THE COLLEGE ALMANAC 2018 - 2019

Saturdays & Sundays are Weekly Holidays

Any unexpected Holiday will be compensated on the following Saturday

JUNE - 2018

4	Mon	
5	Tue	
6	Wed	
7	Thu	
8	Fri	
9	Sat	
10	Sun	
11	Mon	
12	Tue	
13	Wed	
14	Thu	
15	Fri	
16	Sat	2. [1] = -
1:7	Sun	
18	Mon	College reopens after summer vacation
19	Tue	
20	Wed	
21	Thu	I year UG Classes Commence
22	Fri	
23	Sat	
24	Sun	
25	Mon	
26	Tue	
27	Wed	
28	Thu	
29	Fri	
30	Sat	

No. of Working Days in June - 10



JULY - 2018

1	Sun	
2	Mon	
3	Tue	
4	Wed	
5	Thu	
6	Fri	
7	Sat	
8	Sun	
9	Mon	
10	Tue	4
11	Wed	
12	Thu	
13	Fri	
14	Sat	
15	Sun	
16	Mon	
17	Tue	
18	Wed	
19	Thu	
20	Fri	
21	Sat	
22	Sun	4 (4)
23	Mon	¥
24	Tue	
25	Wed	
26	Thu	
27	Fri	
28	Sat	
29	Sun	
30	Mon	
31	Tue	VIII

No. of Working Days in July -22







AUGUST - 2018

1	Wed	
2	Thu	
3	Fri	
4	Sat	
5	Sun	
6	Mon	
7	Tue	
8	Wed	
9	Thu	
10	Fri	
11	Sat	Semester Arrear Exam
12	Sun	
13	Mon	
14	Tue	
15	Wed	Independence Day - Holiday
16	Thu	
17	Fri	
18	Sat	Working Day
19	Sun	
20	Mon	Holiday - Semester Arrear Exam
21	Tue	Arafath - Holiday
22	Wed	Eid-ulAzha (Bakrid) - Holiday
23	Thu	Holiday
24	Fri	Holiday
25	Sat	
26	Sun	
27	Mon	
28	Tue	
29	Wed	
30	Thu	
31	Fri	

No. of Working Days in August - 18



SEPTEMBER - 2018

1	Sat		
2	Sun	Krishna Jayanthi - Holiday	
3	Mon	CIA Test - Begins	
4	Tue	-do-	
5	Wed	-do-	
6	Thu	-do-	
7	Fri	-do-	
8	Sat		
9	Sun		
10	Mon		
11	Tue		
12	Wed		
13	Thu	Vinayaka Chathurthi - Holiday	
14	Fri		
15	Sat	Semester Arrear Exam	
16	Sun		
17	Mon		
18	Tue		
19	Wed		
20	Thu		
21	Fri	Muharram 10 th - Holiday	
22	Sat	Semester Arrear Exam	
23	Sun		
24	Mon		
25	Tue		
26	Wed		
27	Thu		
28	Fri		
29	Sat	Semester Arrear Exam	
30	Sun		

No. of Working Days in September - 18







OCTOBER - 2018

1	Mon	
2	Tue	Gandhi Jayanthi - Holiday
3	Wed	
4	Thu	
5	Fri	
6	Sat	Semester Arrear Exam
7	Sun	
8	Mon	
9	Tue	
10	Wed	
11	Thu	
12	Fri	
13	Sat	Semester Arrear Exam
14	Sun	
15	Mon	
16	Tue	
17	Wed	
18	Thu	Ayudha Pooja - Holiday
19	Fri	Vijayadasami - Holiday
20	Sat	Semester Arrear Exam
21	Sun	
22	Mon	CIA Test - II Begins
23	Tue	-do-
24	Wed	-do-
25	Thu	-do-
26	Fri	-do-
27	Sat	-do- Working Day
28	Sun	A
29	Mon	
30	Tue	V.
31	Wed	

No. of Working Days in October - 21



NOVEMBER - 2018

1	Thu		
2	Fri		
3	Sat		
4	Sun		
5	Mon	Terminal Holidays begin	
6	Tue	Deepavali Holiday	
7	Wed	Semester Examination Commences	
8	Thu		
9	Fri		
10	Sat		V.
11	Sun		
12	Mon		
13	Tue		
14	Wed		
15	Thu		
16	Fri		
17	Sat		
18	Sun		
19	Mon		
20	Tue		
21	Wed	Meelad-un-Nabi (PBUH)	
22	Thu		
23	Fri		
24	Sat		
25	Sun		
26	Mon		
27	Tue		
28	Wed		
29	Thu		
30	Fri		

No. of Working Days in November - 2





DECEMBER - 2018

11 Tue 12 Wed 13 Thu 14 Fri 15 Sat 16 Sun 17 Mon 18 Tue 19 Wed 20 Thu 21 Fri 22 Sat 23 Sun 24 Mon 25 Tue Christmas - Holiday 26 Wed 27 Thu 28 Fri 29 Sat 30 Sun	1	Sat	
4 Tue 5 Wed 6 Thu 7 Fri 8 Sat 9 Sun 10 Mon 11 Tue 12 Wed 13 Thu 14 Fri 15 Sat 16 Sun 17 Mon 18 Tue 19 Wed 20 Thu 21 Fri 22 Sat 23 Sun 24 Mon 25 Tue Christmas - Holiday 26 Wed 27 Thu 28 Fri 29 Sat 30 Sun	2	Sun	
5 Wed 6 Thu 7 Fri 8 Sat 9 Sun 10 Mon 11 Tue 12 Wed 13 Thu 14 Fri 15 Sat 16 Sun 17 Mon 18 Tue 19 Wed 20 Thu 21 Fri 22 Sat 23 Sun 24 Mon 25 Tue Christmas - Holiday 26 Wed 27 Thu 28 Fri 29 Sat 30 Sun	3	Mon	College re-opens after Terminal Holidays
6 Thu 7 Fri 8 Sat 9 Sun 10 Mon 11 Tue 12 Wed 13 Thu 14 Fri 15 Sat 16 Sun 17 Mon 18 Tue 19 Wed 20 Thu 21 Fri 22 Sat 23 Sun 24 Mon 25 Tue Christmas - Holiday 26 Wed 27 Thu 28 Fri 29 Sat 30 Sun	4	Tue	
7 Fri 8 Sat 9 Sun 10 Mon 11 Tue 12 Wed 13 Thu 14 Fri 15 Sat 16 Sun 17 Mon 18 Tue 19 Wed 20 Thu 21 Fri 22 Sat 23 Sun 24 Mon 25 Tue Christmas - Holiday 26 Wed 27 Thu 28 Fri 29 Sat 30 Sun	5	Wed	
8 Sat 9 Sun 10 Mon 11 Tue 12 Wed 13 Thu 14 Fri 15 Sat 16 Sun 17 Mon 18 Tue 19 Wed 20 Thu 21 Fri 22 Sat 23 Sun 24 Mon 25 Tue Christmas - Holiday 26 Wed 27 Thu 28 Fri 29 Sat 30 Sun	6	Thu	
9	7	Fri	
10 Mon 11 Tue 12 Wed 13 Thu 14 Fri 15 Sat 16 Sun 17 Mon 18 Tue 19 Wed 20 Thu 21 Fri 22 Sat 23 Sun 24 Mon 25 Tue Christmas - Holiday 26 Wed 27 Thu 28 Fri 29 Sat 30 Sun	8	Sat	
11 Tue 12 Wed 13 Thu 14 Fri 15 Sat 16 Sun 17 Mon 18 Tue 19 Wed 20 Thu 21 Fri 22 Sat 23 Sun 24 Mon 25 Tue Christmas - Holiday 26 Wed 27 Thu 28 Fri 29 Sat 30 Sun	9	Sun	
12 Wed 13 Thu 14 Fri 15 Sat 16 Sun 17 Mon 18 Tue 19 Wed 20 Thu 21 Fri 22 Sat 23 Sun 24 Mon 25 Tue Christmas - Holiday 26 Wed 27 Thu 28 Fri 29 Sat 30 Sun	10	Mon	
13	11	Tue	
14 Fri 15 Sat 16 Sun 17 Mon 18 Tue 19 Wed 20 Thu 21 Fri 22 Sat 23 Sun 24 Mon 25 Tue Christmas - Holiday 26 Wed 27 Thu 28 Fri 29 Sat 30 Sun	12	Wed	
15	13	Thu	
16 Sun 17 Mon 18 Tue 19 Wed 20 Thu 21 Fri 22 Sat 23 Sun 24 Mon 25 Tue Christmas - Holiday 26 Wed 27 Thu 28 Fri 29 Sat 30 Sun	14	Fri	
17 Mon 18 Tue 19 Wed 20 Thu 21 Fri 22 Sat 23 Sun 24 Mon 25 Tue Christmas - Holiday 26 Wed 27 Thu 28 Fri 29 Sat 30 Sun	15	Sat	
18 Tue 19 Wed 20 Thu 21 Fri 22 Sat 23 Sun 24 Mon 25 Tue Christmas - Holiday 26 Wed 27 Thu 28 Fri 29 Sat 30 Sun	16	Sun	
19 Wed 20 Thu 21 Fri 22 Sat 23 Sun 24 Mon 25 Tue Christmas - Holiday 26 Wed 27 Thu 28 Fri 29 Sat 30 Sun	17	Mon	
20 Thu 21 Fri 22 Sat 23 Sun 24 Mon 25 Tue Christmas - Holiday 26 Wed 27 Thu 28 Fri 29 Sat 30 Sun	18	Tue	
21 Fri	19	Wed	
22 Sat	20	Thu	
23	21	Fri	
24 Mon	22	Sat	
25 Tue Christmas - Holiday 26 Wed 27 Thu 28 Fri 29 Sat 30 Sun	23	Sun	
26 Wed	24	Mon	
27 Thu	25	Tue	Christmas - Holiday
28 Fri 29 Sat 30 Sun	26	Wed	
29 Sat 30 Sun	27	Thu	
30 Sun	28	Fri	
	29	Sat	
31 Mon	30	Sun	
	31	Mon	

No. of Working Days in December - 20



JANUARY - 2019

1	Tue	New Year Day - Holiday		
2	Wed			
3	Thu			
4	Fri			
5	Sat			
6	Sun			
7	Mon			
8	Tue			
9	Wed	A CALLANDA		
10	Thu			ŭ.
11	Fri	-		
12	Sat	Working Day		
13	Sun			
14	Mon	Bhogi - Holiday		
15	Tue	Pongal - Holiday		
16	Wed	Thiruvalluvar Day- Holiday		
17	Thu	Ulavar Day - Holiday		
18	Fri			
19	Sat	Semester Arrear Exam		
20	Sun			
21	Mon			
22	Tue		30	
23	Wed	E	¥.	
24	Thu			
25	Fri			
26	Sat	Republic Day - Holiday		
27	Sun		1	
28	Mon	Founder's Day - Working Day	b	
29	Tue		1	energy training
30	Wed			
31	Thu			

No. of Working Days in January - 19







FEBRUARY - 2019

1	Fri	
2	Sat	Semester Arrear Exam
3 -	Sun	
4	Mon	CIA Test - I Begins
5	Tue	-do-
6	Wed	-do-
7	Thu	-do-
8	Fri	-do-
9	Sat	
10	Sun	
11	Mon	
12	Tue	
13	Wed	
14	Thu	
15	Fri	
16	Sat	Semester Arrear Exam
17	Sun	
18,	Mon	
19/	Tue	
20	Wed	
21	Thu	
22	Fri	
23	Sat	Semester Arrear Exam
24	Sun	
25	Mon	
26	Tue	
27	Wed	
28	Thu	

No. of Working Days in February - 20



MARCH - 2019

1	Fri	E
2	Sat	Semester Arrear Exam
3	Sun	
4	Mon	
5	Tue	
6	Wed	
7	Thu	
8	Fri	
9	Sat	Semester Arrear Exam
10	Sun	
11	Mon	
12	Tue	
13	Wed	
14	Thu	
15	Fri	
16	Sat	Semester Arrear Exam
17	Sun	
18	Mon	
19	Tue	
20	Wed	
21	Thu	CIA Test - II begins
22	Fri	-do-
23	Sat	-do- Working Day
24	Sun	E A DIMENSI AND THE PROPERTY OF THE PROPERTY O
25	Mon	-do-
26	Tue	-do-
27	Wed	-do-
28	Thu	Semester Practical Exam Commences
29	Fri	
30	Sat	
31	Sun	manup. •

No. of Working Days in March - 22





APRIL - 2019

1	Mon	
2	Tue	
3	Wed	
4	Thu	
5	Fri	
6	Sat	
7	Sun	
8	Mon	Completion of Semester Practical Exams
9	Tue	
10	Wed	
11	Thu	
12	Fri	
13	Sat	
14	Sun	Dr. Ambedkar's Birth Day / Tamil New Year - Holiday
15	Mon	Semester Examination Commences
16	Tue	
17	Wed	Mahaveer Jayanthi - Holiday
18	Thu	
19	Fri	Good Friday - Holiday
20	Sat	
21	Sun	
22	Mon	
23	Tue	
24	Wed	
25	Thu	
26	Fri	
27	Sat	
28	Sun	
29	Mon	
30	Tue	

No. of Working Days in April - 10





IMPORTANT DAYS

(Days that deserve your attention)

1.	Father's Day	:	June 03
2.	World Environmental Day	:	June 05
3.	World Population Day	:	July 11
4.	International Friendship Day	2	August 03
5.	World Senior Citizen's Day	;	August 08
6.	Teacher's Day	:	September 05
7.	World Literacy Day	:	September 08
8.	Rose Day (Welfare of cancer Patients)	:	September 22
9.	United Nations Day	:	October 24
10.	World Thrift Day	3	October 30
11.	National Integration Day	:	October 31
12.	World AIDS Day	:	December 01
13.	Human Rights	:	December 10
14.	National Youth Day	:	January 12
15.	Martyrs' Day	;	January 30
16.	National Science Day	:	February 28
17.	International Women's Day	3	March 08
18.	World Consumer Right's Day	:	, March 15
19.	World Day for Water	:	March 22
20.	World TB Day	:	March 24
21.	World Health Day	:	April 07
22.	Inter National Labour Day	:	May 01
23.	Mother's Day	:	May 02
24.	World Red Cross Day	:	May 08
25.	Anti - Tobacco Day	:	May 31





TIME TABLE

DAY ORDER	1	2	3		4	5
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VI						

ODD SEMESTER		EVEN SEMESTER		
Month	No. of Working Days	Month	No. of Working Days	
June - 2018	10	December	20	
July	22	January – 2019	19	
August	18	February	20	
September	18	March	22	
October	21	April	10	
November	02			



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PERSONAL PROFILE

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Fee	CULARS OF FEE Receipt No.	S PAID Date
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		1
		1
