

The image shows the front cover of an academic calendar. It features a vibrant, multi-colored geometric pattern of overlapping circles and squares in shades of purple, blue, yellow, and white. In the center, there is a large white rectangular area with rounded corners. The text "Academic Calendar" is printed in a bold, black, serif font, and "2022 - 2023" is printed below it in a smaller, bold, black, sans-serif font.

Academic Calendar
2022 - 2023

ST.ANNE'S
ARTS AND SCIENCE COLLEGE
AFFILIATED TO THE UNIVERSITY OF MADRAS
ISO 9001:2015 CERTIFIED INSTITUTION

Calendar & Handbook
2022 - 2023

Name :

Department :

Year : Reg. No. :

Telephone : 044 - 25583529, 25584529
Mobile : +91 - 8939225839
Email : ssacollegechennai@gmail.com
Website : ssacollegechennai.com

G.N.T Road, Ponnammanmedu, Madavaram, Chennai - 6000110.
Tamilnadu, India

(N.B. : This Calendar is to be brought to the college daily)



VISION

**To Provide humanizing
and liberalizing education
so as to form responsible citizens
who in solidarity with others
will create a just Society**



Servant of God
Thatipathri Gnanamma
1819 - 1874

A faith - filled woman
Young widow of Catechist Innaiah
Devout Mother of four Priests and
Dynamic Foundress of
Sisters of St.Anne - Madras (SSAM)
Sisters of St.Anne - Phirangipuram (CSSA)

**May God's richest blessings,
truest joys,
constant love,
tender guidance,
unfailing protection &
calming peace
be yours in the days to come.**





OUR MOTTO

“TOWARDS FULLNESS THROUGH EXCELLENCE AND RELEVANCE”



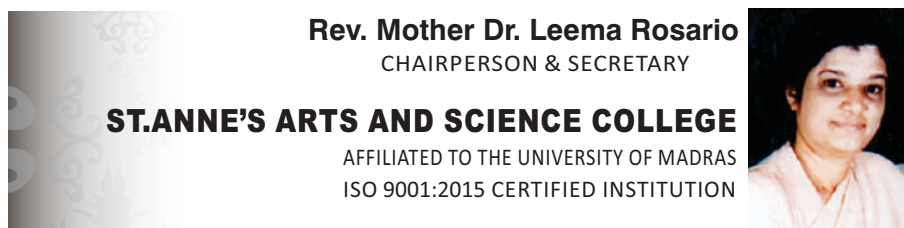
MISSION STATEMENT

- ☑ To empower youth with knowledge, skills and competence
- ☑ To provide the students with opportunities to understand the present society and play their role in its growth
- ☑ To form their character and personality
- ☑ To mould them into socially responsible youth
- ☑ To enable them create a more humane and harmonious society
- ☑ To produce world class citizens with a difference
- ☑ To create integrated and visionary leaders



Road to Success

- ◆ **Believe in Yourself**
 - ◆ **Cultivate a Success Mindset**
 - ◆ **Overcome Procrastination**
 - ◆ **Working Hard with Determination**
 - ◆ **Identify Opportunities in Every Chances**
 - ◆ **Develop an Attitude of Gratitude**
- 
- 



St. Anne's Arts and Science College, Madavaram is highly fortunate to have **Rev. Mother Dr. Leema Rosario** - an eminent personality as it's **Chairperson and Secretary** to lead the college to greater heights with her vision and foresight, meticulous planning and execution, guidance and motivation. We are ever bound to walk in her footsteps. She was honored with several Prestigious Awards for outstanding contributions and Accomplishments in the field of Education.

- ☆ Awarded with the Most Prestigious **LIFE TIME EDUCATION EXCELLENCE AWARD** by International Business Council in New Delhi for her outstanding contributions and achievements in the field of Education, Social Upliftment, Health Care , Spiritual Awakeness , Foreign Mission , Research and Publications on Women's Empowerment, and Extension Activities.
- ☆ Honored with the Prestigious **DR. A.P.J. ABDUL KALAM EDUCATION EXCELLENCE AWARD WITH MEDAL** for working incessantly and has taken lead in the contemporary social systems, services and quality achievements by Indian Solidarity Council in New Delhi.
- ☆ Accoladed with **INTERNATIONAL ACHIEVEMENT AWARD FOR EDUCATION DEVELOPMENT** by Economic Growth Foundation in Moscow (Russia).
- ☆ Crowned with **BEST EDUCATIONIST AWARD** for outstanding achievements and contributions to the society as well as Nation by Achievers Association for Health and Educational growth in New Delhi.

- ☆ The Pride of our College that is in the versatile personality of Rev. Mother Leema Rosario, Chairperson of St. Anne's Arts and Science College, Madavaram - Courageous, Committed, and Creative personality that her great self has been conferred upon with **HONORARY DOCTORATE** by Jeeva Theological Open University on 19th December 2020 in recognition of her outstanding contributions to the Church and the Society to their profession in such a way as to have enlarged human understanding and enriched human life— women in particular, especially to the field of Education.
- ☆ St. Anne's Arts and Science College, a prestigious knowledge hub is crowned with **THE BEST COLLEGE** award from Skill Indian Team in January 2021 in recognition of the efficient and effective contributions of Rev. Mother. Dr. Leema Rosario, Chairperson towards empowerment and enrichment of girl children.
- ☆ St. Anne's Arts and Science College, the abode of uniqueness and fortification performing exceptionally in academics as well as extra-curricular activities have been bestowed with **EDUCATION EXCELLENCE AWARD**, one of the most acclaimed accolade in the Field of Education. Such awards reassure the credibility, quality of education and students marching out of this vibrant portal.
- ☆ Rev. Mother Dr. Leema Rosario SSAM received **LIFE TIME ACHIEVEMENT AWARD** from Noval Research Academy, Puducherry, India on 27th March 2021 for her outstanding contributions and achievements in the field of Education, Social Upliftment, Health Care , Spiritual Awakeness , Foreign Mission , Research and Publications on Women's Empowerment, and Extension Activities.

- ☆ I4change has recognised Rev. Mother Dr. Leema Rosario, as **AN EMERGING LEADER IN HIGHER EDUCATION** whose record reflects ongoing and exceptional growth in contribution to the profession and increased levels of leadership, responsibility, and sphere of impact.
- ☆ I4change proudly added a star in the crown of St. Anne's Arts and Science College through **ACADEMIC EXCELLENCE AWARD** in the field of higher education, an appreciation that recognizes the academic achievements of the college.

We are also privileged to note the list of other achievements of our Chairperson & Secretary.

- **WOMEN'S DEVELOPMENT AWARD** by Rotary Club
- **WOMEN FOR EDUCATION AWARD** by the Education Minister
- Appointed as the Member of Teachers Welfare Association by the Government of Tamil Nadu
- Pioneered Human Rights education and Social Awareness in School Education collaborated with Social Activists.
- Provided Self Employment to the Women neglected by their families and society and helped in building their lives through Counseling.

CONTENTS

1	BIODATA of the Student
2	Prayer
4	National Anthem
5	Songs
14	History of Society of Sisters of St.Anne - Madras
20	Norms and Guidelines
30	Clubs and Associations
36	Scholarship
37	Faculty & Administrative Staff
41	Syllabus
53	Calendar
93	Time Table
95	Leave Record
96	Note to Parents



PERSONAL INFORMATION



(College Copy)

Name of the Student:

Admission No. :Course:

Date of Birth:Blood group:.....

Name of the Father:.....

Occupation:

Name of the Mother:.....

Occupation:

Address:

.....

.....

Mobile No..... Ph. No

Email:

Declaration

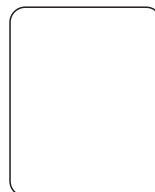
The information given above is true to the best of my knowledge.

Signature of Parent/Guardian

Signature of the Student



PERSONAL INFORMATION



(Students Copy)

Name of the Student:

Admission No. :Course:

Date of Birth:.....Blood group:.....

Name of the Father:.....

Occupation:

Name of the Mother:.....

Occupation:

Address:

.....

.....

Mobile No..... Ph. No

Email:

Declaration

The information given above is true to the best of my knowledge.

Signature of Parent/Guardian

Signature of the Student



Prayers



PRAYER TO SAINT ANNE

Good St. Anne, you were especially favored by God / to be the mother of the most holy Virgin Mary, / the Mother of our Savior. / By your power / with your most pure daughter / and with her divine Son, / kindly obtain for us the grace / and the favour, / we now seek. / Please secure for us / the strength to perform faithfully / our daily duties / and the help we need / to persevere in studies.

- Amen

COLLEGE PRAYER

Almighty God, / the source of wisdom and love, / teach us how to learn / wisely and well. / Help us to master the subjects / we need to study. Give us wisdom / that we may treasure knowledge / and never forget how little we know. / May we use our opportunities gratefully / and develop our talents responsibly. / Bless all who learn, / teach / and work in our college. / Having strength of mind / and courage of heart, / may we be a blessing to one another, to the society / and to the world.

- Amen

PRAYER BEFORE AN EXAMINATION

Dear Lord, as I take this exam, Come into my heart / so that we can walk / through this time together. / Help me, / not only with this test, / but the many tests of life that are sure to come my way. / As I take this exam, / bring back to my mind / everything I studied / and be gracious with / what I have overlooked. / Help me to remain focused / and confident in my ability / and be firm that you are there with me.

- Amen





NATIONAL ANTHEM

Jana GanaManaAdhinayakaJayahe
BharathaBhagya - Vidhatha
PunjabaSinduGujarahta Maratha
DravidaUtkalaBanga
Vindhya Himachala Yamuna Ganga
UchchhalaJaladhitaranga
TaveSubhaNameyJahe
TaveSubhaAsishaMahe
GaheTave Jaya Gatha
Jana GanaMangalaDayaga Jaya He!
BharathaBhagyaVidhatha
Jaya He! Jaya He! Jaya He!
Jaya, Jaya, Jaya, Jaya He!



தமிழ்த் தாய் வாழ்த்து

நீராரும் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்
சீராரும் வதனமெனத் திகழ்பரதக் கண்டமிதில்
தெக்கனமும் அதிற்சிறந்த திராவிட நல் திருநாடும்
தக்கசிறு பிறைநுதலும் தரித்தநறுந் திலகமுமே
அத்திலக வாசனைப் போல் அனைத்துலகும் இன்பமுற
எத்திசையும் புகழ்மணக்க இருந்த பெருந் தமிழணங்கே !
தமிழணங்கே !

உன் சீரிளமைத் திறம்வியந்து
செயல்மறந்து வாழ்த்துதுமே !
வாழ்த்துதுமே !
வாழ்த்துதுமே !

மனோன்மணியம் பெ. சுந்தரனார்

இதயம் பாடும்

இதயம் பாடும் உயிரின் கீதம்
கவிதையாகவே
எங்கள் இதயம் வாழ்த்திப் பாடும்
இறைவன் ஞானமே...
எங்கள் வாழ்வில் தீபம் ஏற்றி
எம்மை ஈன்றாயே
ஞானமே எங்கள் ஞானமே எங்கள் ஞான அம்மாவே - 2

1. உம் அன்பில் குறைவில்லை
உம் வழியில் சோர்வில்லை
உம் தியாகஅருள் கொடையே - 2
கலங்கித் தவிக்கும் மாந்தரெல்லாம்
உம் துணையில் மகிழ்ந்திடுவார் - 2
அருள் வழியை அடைந்திடுவார்
2. எம் பயணத்தின் நிறைவாக
எம் பாதையில் முழுதாக
எந்நாளும் துணைவருவாய் - 2
உமது பிள்ளைகள் நாங்களெல்லாம்
உம் வழியில் வாழ்ந்திடுவோம் - 2
அருள் பணியைத் தொடர்ந்திடுவோம்

ஆண்டவர் தம் இரக்கம்

ஆண்டவர் தம் இரக்கம் என்மேல் இருப்பதால்
நானெதற்கும் அஞ்சாமல் வாழ்ந்து இருப்பேன்
என்னைத் தம் பிள்ளையாகத் தேர்ந்தெடுத்தார்
என்னை என்றும் பாதுகாப்புடன் வாழச் செய்கின்றார்

1. என்னில் இனிதீமைக்கு ஒருபோதும் இடமில்லை
ஏனெனில் அவர் இரக்கத்தால் நிரம்பியுள்ளேன்
என்னில் இனிதளர்ச்சிக்கு ஒருபோதும் இடமில்லை
ஏனெனில் அவர் இரக்கத்தால் நான் பணிந்துள்ளேன்
2. என்னில் இனிவஞ்சகம் ஒருபோதும் எழாது
ஏனெனில் அவர் கருணைநாளெல்லாம் என்னைத் தொடரும்
என்னில் இனிதுயரங்கள் புலம்பல் இல்லை
ஏனெனில் அவர் கருணை எந்நாளும் என்னைக் காத்திடும்
3. என்னைப் பார்த்து எல்லோருக்கும் வியப்பாயுள்ளது
ஏனெனில் அவர் இரக்கத்தால் நான் வாழ்கிறேன்
என்னில் இனி தூய்மை ஒன்றே நிலைத்து இருக்கும்
ஏனெனில் அவர் இரக்கம் என்றென்றும் உள்ளது

கடல்கடந்து சென்றாலும்

கடல்கடந்து சென்றாலும்
தீ நடுவே நடந்தாலும்
புயல் சூழ்ந்து எழுந்திடும் காரிருளை - நீ
கடந்திட நேர்ந்தாலும்
உன்னோடு நானிருப்பேன் - 2
அஞ்சாதே கலங்காதே

1. தேவனின் பார்வையில் நீ
மதிப்புள்ளவன் பொன்வினை நிலம் போலே
பூமியில் வாழ்ந்திடும் யாவிலும்
உன் நிலைஉயர்ந்தது அவராலே - 2
பால் நினைந்தாட்டிடும் தாய் மறந்தாலும்
நீஅவர் மடிமேலே
மனம் தேற்றுவார் பலம் ஊட்டுவார்
வாழ்வனில் ஒளிதானே-அஞ்சாதே
2. பாலையில் பாதையும் பால்விழி ஓடையும்
தோன்றிடும் அவர் கையால்
வான்படைஆண்டவர் வாய்மொழியால் வரும்
மேன்மையைஎவர் சொல்வார்
பார்வை இழந்தவற் வாய் திறவாதோர்
யாவரும் நலம் அடைவார்

THERE SHALL BE SHOWERS OF BLESSINGS

1. There shall be showers of blessings
This is the promise of love
There shall be seasons refreshing
Sent from the Saviour above.

Ch : Showers of blessings
Showers of blessings we need
Mercy drops around us are falling
But for the showers we plead (3)

2. There shall be showers of blessings
Precious reviving again;
Over the hills and the valleys,
Sound of abundance of rain. - Showers of blessings
3. There shall be showers of blessings
Send them upon us, O Lord;
Grant to us now a refreshing,
Come, and now honor thy word. - Showers of blessings

TO KNEEL AT THINE ALTAR

To kneel at Thine Altar
In faith we draw near
Lead onward by Mary
Thy daughter so dear

Ch: Oh good St. Anne
We call on thy name
Thy praises loud
Thy children proclaim

St. Anne we implore thee
To listen to our prayers
In times of temptation
Take us in thy care

I SING A SONG TO YOU, LORD

I sing a song to you, Lord,
A song of love and praise,
All glory be to you, Lord,
Through everlasting days.

1. Holy, holy, holy, mighty Lord and God,
He who was and is now and who is to come.
2. Worthy is the slain lamb, honour him and praise,
We rejoice with gladness, sing our love to-day.

3. He has used his power, has begun his reign,
So rejoice, you heavens, and proclaim his name.
4. Shine your light on us, Lord, let us know your way,
Be our guide for ever, make us yours to-day.

OH LORD IN THE DEPTH OF MY SOUL

Oh lord in the depth of my soul
Your presence I feel
Your glory behold
You are great and marvelous
You are wonderful, beautiful, glorious.

1. You live within me, you move within me
Part of my life, you'll always be
It's your breath I take, your life I live
All that I have, are, all your gifts
2. It's for you I live; it's for you I die
To you belongs, my life entire
And through all my years,
I'll praise your name
All that I do or say, your love proclaim

LORD I OFFER MY LIFE TO YOU

Lord I offer my life to you
Everything I've been through
Use it for your glory
Lord I offer my days to you
Lifting my praise to you
As a pleasing sacrifice
Lord I offer you my life
Lord I offer you my life

1. Things in the past, thing yet unseen
Wishes and dreams that are yet to come true
All of my hopes and all of my plans
My heart and my hands are lifted to you - Lord I offer

2. All that I am and all that I have
I lay them down before you O Lord
All my regrets and all my acclaims
The joy and the pain I'm making them your - lord I offer

AS THE DEER

1. As the deer Pants for the water
So my soul Longs after Thee
You alone are my heart's desire
And I long to worship You

Ch: You alone are my strength my shield
To You alone may my spirit yield
You alone are my heart's desire
And I long to worship You
2. You're my friend
And You are my brother
Even though You are my Lord
I love You more than any other
So much more than anything - You alone are
3. I want You more than gold or silver
Only You can satisfy
You alone are the real joy giver
And the apple of my eye - You alone are

AS WE GATHER IN THIS PLACE TODAY

1. As we gather in this place today
Holy spirit come and have your way
Have your way
As we lay aside our own desires
Sweep across our hearts with Holy fire
Have your way

Ch: This is your house your home
We welcome you Lord we welcome you

This is your house your home
We welcome you today - (2)

2. As we offer up our hearts and lives
Let them be a living sacrifice
Have your way
Be glorified in everything you do
Be glorified in everything we say
Have your way - This is your house

BLESS THE LORD OH MY SOUL

Bless the Lord oh my soul
Oh my soul
Worship His Holy name
Sing like never before
Oh my soul
I'll worship Your Holy name

1. The sun comes up
It's a new day dawning
It's time to sing your song again
whatever may pass
and whatever lies before me
Let me be singing
When the evening comes - Bless the Lord
2. You're rich in love
and you're slow to anger
your name is great
and Your heart is kind
For all Your goodness
I will keep on singing
Ten thousand reasons
For my heart to find - Bless the Lord

CHANGE MY HEART OH GOD

Change my heart oh God

Make it ever true

Change my heart oh God

May I be like You - 2

1. You are the potter

I am the clay

Mould me and make me

This is what I pray - Change my heart

GIVE THANKS WITH A GRATEFUL HEART

Give thanks with a grateful heart

Give thanks to the Holy One

Give thanks because He's given Jesus Christ, His Son - 2

And now let the weak say, "I am strong"

Let the poor say, "I am rich"

Because of what the Lord has done for us -2 (Give Thanks)

GOD IS GOOD

God is good (all the time)

And all the time (God is good) - 2

God is good all the time

He put a song of praise in this heart of mine

God is good, yes He is, all the time

Through the darkest night, His light will shine

God is good, yes he is, God is good

All the time, here we go!

That's right, listen

If you're walking through the valley

And there are shadows all around

Do not fear, He will guide you

He will keep you safe and sound

He has promised to never leave you

Or forsake you, and His word is true - God is...

GOD WILL MAKE A WAY

God will make a way
Where there seems to be no way
He works in ways we cannot see
He will make a way for me
He will be my guide
Hold me closely to His side
With love and strength
For each new day
He will make a way
He will make a way

By a roadway in the wilderness
He'll lead me
And rivers in the desert will I see
Heaven and earth will fade
But His Word will still remain
He will do something new today

LORD I COME TO YOU

1. Lord I come to You
Let my heart be changed, renewed
Flowing from the grace
That I have found in You
And Lord I have come to know
The weaknesses I see in me
Will be stripped away
By the power of Your love
Ch: Hold me close
Let Your love surround me
Bring me near
Draw me to Your side
And as I wait
I will rise up like the eagle

And I will soar with You
Your Spirit leads me on
In the power of Your love

2. Lord unveil my eyes

Let me see You face to face
The knowledge of Your love
As You live in me
And Lord renew my mind
As Your will unfolds in my life
In living every day
By the power of Your love - Hold me Close

LORD, THE LIGHT OF YOUR LOVE IS SHINING

Lord, the light of your love is shining
In the midst of the darkness, shining
Jesus, Light of the world, shine upon us
Set us free by the truth you now bring us
Shine on me, shine on me

Shine, Jesus, shine
Fill this land with the Father's glory
Blaze, Spirit, blaze
Set our hearts on fire
Flow, river, flow
Flood the nations with grace and mercy
Send forth your word
Lord, and let there be light

Lord, I come to your awesome presence
From the shadows into your radiance
By the blood I may enter your brightness
Search me, try me, consume all my darkness
Shine on me, shine on me



HISTORY OF SOCIETY OF SISTERS OF ST.ANNE-MADRAS



Founding of the Society of Sisters of St. Anne - Madras

The origin of our Congregation can be traced back to 19th century in the State of Tamil Nadu, India. It was founded by a lay woman namely **Thatipathri Gnanamma**. She was an ordinary woman who hailed from **Phirangipuram**, a village in **Guntur District, Andhra Pradesh**, South India. She was given in marriage to Innaiah, the catechist of Phirangipuram. This pious couple was blessed with five sons. Unfortunately she became widow at the early age of 37 years. Left all alone with five boys to bring up, she put her entire trust in Divine Providence and raised her children strong in Christian faith. Four of her sons joined religious life and one settled in family life. Freed from all family commitments, Gnanamma moved to a village called Kilacheri, 40 km from Chennai and settled down there, although she had no acquaintances in that place. Thus the infinite wisdom of God led her step to the cradle, the Bethlehem of the new Congregation.

During her time, education of young girls was an unimaginable dream. Gnanamma was constantly in touch with the illiterate girls in the locality and identified education as a principal means of empowering them. **Fr.Arokianadar**, Parish Priest of Kilacheri, helped her to reflect

effectively and to go ahead with starting a school for girls in **Kilacheri**. To realize this vision, she started a school exclusively for girls in 1863. Inspired by the committed service to the cause of women, two young girls requested Mother Gnanamma to let them help her in her great work and expressed their desire to do so as nuns.

Mother Gnanamma, who was anxious to ensure that her work should continue, accepted their request and sent them to be formed at **St.Anne's Novitiate of the Good Shepherd** Congregation in **Bellary**. After their initial formation, on 04.10.1874, these two became sisters and thus a religious Congregation for women known as “**Sisters of St.Anne - Madras**” was born. Our Congregation was founded out of the need for empowering the women through education. The life of Mother Gnanamma was other-oriented and dedicated to the welfare of others. The noble qualities of our Foundress exhort us to commit ourselves for the cause of uplifting the life of the less privileged in the society.

ANNITES' MISSION OF EDUCATION

Following the words of our Foundress Thatipathri Gnanamma, **“the sisters of St. Anne learn to live as women of service and translate the love of God into love of fellow human beings”**. The divine energy within her was transformed by time, thereby identified the opportunities, and explored possible solution to the illiterate women of the yester years.

Her commitment, passion and perseverance still enable us to walk even through the untrodden path and take us to another level of development. She was sure of her vision and her insight is still very active in us. As a result, the society of St. Anne has given way to a number of schools and colleges all over India.

Our primary apostolate is Education. Through this apostolate, we create an atmosphere in the educational institutions that is conducive to the imparting of Gospel Values to the pupils. We give a central place for value based education in the curriculum. And impart it with zeal and enthusiasm.

Besides imparting education that will facilitate the development of the entire personality of our pupils, we also strive to inculcate in them honesty and a sense of responsibility.

ST.ANNE'S ARTS AND SCIENCE COLLEGE - Madavaram

St.Anne's Arts and Science College at Madavaram carries on the proud tradition of our education ministry that began in the 19th century and which continued in the 20th and is now firmly established in the new millennium. It provides the opportunity for holistic higher education to the young girls in and around Madavaram to face the challenges of the society confidently.

The new college building combined with the superb array of specialized equipments, exciting and integrated curriculum and committed staff provides a tremendous learning environment for current and future students.

St.Anne's Arts and Science College at Madavaram work towards transforming the vision of our foundress into reality and strive to empower the youth and build a just Society.

VISION

To provide humanizing and liberalizing education so as to form responsible citizens who in solidarity with others will create a just Society

MISSION

- To empower youth with knowledge, skills and competence
- To provide the students with opportunities to understand the present society and play their role in its growth
- To form their character and personality
- To mould them into socially responsible youth
- To enable them create a more humane and harmonious society
- To produce world class citizens with a difference
- To create integrated and visionary leaders

AIMS AND OBJECTIVES

To foster Academic Excellence

Through science, humanities and commerce, students who enter the portals of this institution shall acquire sound and thorough knowledge in academics and be competent in intellectual pursuit and become preferred personnel in any organization.

Personal and Interpersonal Skills

To facilitate in discovering their potentials, develop their talents and aesthetic sense, to inculcate soft skills that would be helpful for healthy and harmonious interpersonal relationship and teamwork. To cultivate sincere respect for the essential dignity, freedom and equality of every individual.

Spiritual Pursuit

The extracurricular activities shall provide the youth with a knowledge of the world religions and the society and shape them into citizens better who are morally sound and personally convinced, deeply compassionate, competent and committed, to the world at large.

The Coat of Arms

The Coat of Arms of the college consists of a shield divided into four quarters with an open book in the centre. The burning light and the star stand for the education imparted in the college which challenges the students to live upto the motto. **“Towards fullness through Excellence and Relevance”**

COURSES OFFERED

U.G COURSES

- + **B.A (ENGLISH)**
- + **B.SC (MATHEMATICS)**
- + **B.SC (COMPUTER SCIENCE)**
- + **B.C.A (COMPUTER APPLICATION)**
- + **B.Com(GENERAL)**
- + **B.Com (ACCOUNTING & FINANCE)**
- + **B.Com(CORPORATE SECRETARYSHIP)**
- + **B.B.A (BUSINESS ADMINISTRATION)**
- + **B.SC (MICROBIOLOGY)**

P.G COURSES

- + **M.A (ENGLISH)**
- + **M.SC (COMPUTER SCIENCE)**
- + **M.Com(GENERAL)**

CERTIFICATE COURSES

There are general electives which can be opted by any student:

- + **Spoken English**
- + **Tally**
- + **Web Designing**
- + **Classes for Competitive Examinations**

NORMS AND GUIDELINES

OFFICE HOURS

The College Office functions from 08:30 a.m. to 4:30 p.m. on all the working days. Request for certificates, testimonials and other documents requiring the Principal's signature should be addressed to the Principal and submitted to the College Office. Certificates will not be issued without a minimum of 48 hours prior notice.

COLLEGE HOURS : 8.30 a.m. to 1.45 p.m.

CODE OF CONDUCT

The students should be punctual and regular in attending their classes. Late comers would be marked absent even though the teacher concerned may permit them to enter the class at her discretion. Attendance requirements must be fulfilled by every student in each paper. All students must be present on the re-opening day of each semester. Added to it, attendance is made compulsory on the re-opening days of each semester.

Every student of the college should consider herself as a custodian of the college and must conduct herself both inside and outside the college with a decorum and dignity that is marked worthy of their institution.

Every student should protect the college property. Students spoiling the desks or walls with pencil, chalk, knife and marks etc. will be liable to disciplinary action, even expulsion from college.

- It is compulsory to attend the Morning Assembly with respect and attention.
- Every student being the cultural symbol of the institution is required to dress up modestly.

- Students should not leave the college till their classes are over. In case of emergency, permission must be obtained from the authorities.
- Students should utilize their free periods by visiting the library for reading books, magazines and newspapers etc. available in the library.
- Students should be respectful and obedient to their teachers and the office staff and carry out their instructions faithfully.
- Students are expected to be courteous and polite in dealing with the clerical staff, fellow students, staff and the visitors in the college.
- Students should develop the habit of forming queue when meeting the Principal, paying dues or fee, getting books from the Library, meeting their teachers in staff room or entering the class room.
- Students should use the dustbins and co-operate in keeping the campus, classrooms, lawns, laboratory neat and clean.
- Students should not tamper with fan regulators and switch boards and must switch off the fans and lights before leaving the classrooms.
- For availing leave, it is must to fill the leave forms. Failing to produce Medical certificate for long absence, students will not be allowed to continue the semester.
- Students are not permitted to do any of the following without the prior permission from the college management: give interviews, publish any materials, participate in live/photographic modeling/ fashion shows/stage shows and radio/T.V. Programs.
- Writing and sticking bills on college walls or on desks is strictly prohibited.
- Students should shift from one class room to the other in an orderly manner. At the end of a period, the incoming students should patiently wait outside till the classrooms are vacated.
- Use of cell phones is banned inside the campus. Any violation of this rule

may lead to the seizure of the phone. A fine of Rs. 500/- will be imposed and the mobile phone will be returned at the end of the academic year. If there is an emergency the students can use the college phone available in the office.

- Students using vehicles must possess a valid driving license.
- Ragging is a serious offence and in accordance with UGC norms, ragging in any form is strictly not allowed. A student found guilty of ragging will face cancellation of admission, suspension from the college and punishment.

MISCONDUCT

Any student found to have committed the following misconduct is subject to the disciplinary actions:

- Acts of dishonesty: Cheating, plagiarism or other forms of academic dishonesty.
- Furnishing false information to any College official, faculty member or office.
- Forgery, alteration or misuse of college document, record, or instrument of identification.
- Disruption or obstruction of teaching, research, administration, disciplinary proceedings, college activities when the act occurs in college premises.
- Physical abuse, verbal abuse, threats, stalking, intimidation, harassment, coercion or other conduct which threatens or endangers the health or safety of any person.
- Physical assault and sexual assault, latter including all criminal sexual conduct as defined by the laws of the State.
- Attempted or actual theft of, or damage to, property of the college or property of a member of the college community or other personal or public property.

- Hazing which endangers the mental or physical health or safety of a student, or which destroys or removes public or private property, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a group or organization. Failure to comply with directions of college officials or law enforcement officers acting in performance of their duties and/or failure to identify oneself to these persons when requested to do so.
- Unauthorized possession, duplication or use of keys or access to any college buildings or devices is restricted. Unauthorized entry or presence within enclosed college buildings even when unlocked is prohibited.
- Violation of any college policy, rule, or regulation published in hard copy or available electronically on the college website.
- No weapons of any kind are allowed in the campus.
- Participation in campus demonstration that disrupts the normal operations of the College and infringes on the rights of members of the College community; leading or inciting others to disrupt scheduled and/or normal activities within any campus building or area; intentional obstruction which unreasonably interferes with freedom of movement, either pedestrian or vehicular, on campus.
- Profane or obscene expressions including, but not limited to speech, which violate accepted standards of decency and Christian conduct.
- Sexual misconduct including, but not limited to, sexual relations outside marriage, involvement with pornography, internet cybersex or other internet sexual misconduct.
- Students should not raise fund or make any collection in cash or any kind without the prior consent of the authority.

VIOLATION OF LAW AND COLLEGE DISCIPLINE

- When a student is charged with violation of the Student Conduct Code, the College may institute disciplinary proceedings.

- When a student is charged by state, or local authorities with a violation of law, the College will not request or agree to special consideration for that individual because of his or her status as a student. The College will cooperate fully with the law enforcement agencies in the enforcement of law.

RULES TO BE FOLLOWED IN COMPUTER LABORATORY

- The back bone of **SAASC** is the well-equipped computer lab.
- The Students should enter the lab only during their practical class.
- Apart from the allotted time, if a student wants to access the lab, she has to get a written permission from the respective faculty.
- One or two of the Teaching faculty must always be present in the lab to review the work of the students in a round-robin manner from their supervisory desk.
- Students are not allowed to take print outs without prior permission.
- Students are not allowed to enter the lab with footwear.
- Personal belongings must be left in their Department. Students are responsible for their belongings.
- Chairs/Keyboard/mouse/interactive console should be put back in order after use.
- Strict silence has to be observed by students in the lab.
- In case of technical issues/infra structural problems, students should approach the college office and thereby solve the issues.
- Students cannot modify the Firmware installed. Fail to do so will cause serious malfunction of the workstation.
- Students cannot delete or modify any file/files or directory / directories installed.
- No computer games from any source, either hard disk, CD-ROM, Internet, etc. are at any time in the lab is strictly not allowed.

LIBRARY RULES

- Identity Card is a must for library Access. Sign in the Register when you enter the Library.
- Students can borrow 2 Books for each card. Staff can borrow 7 Books.
- Library Books will be issued between 9:00 am to 4:00 pm.
- Reference Books, Journals & Projects will be available only for reference.
- Conversation in the Library is strictly prohibited.
- Loss of borrowed books have to be reported immediately in writing to the Librarian and the same to be replaced.
- Borrowed books should be returned on the exact due date failing by which a fine of Rs.2/per day would be charged.
- Do not make any mark with pen or pencil in the Book.
- Personal Books and files are not to be taken inside the Library.
- Books from book banks may be borrowed for a period of one year and be returned at the end of the year.
- Any difficulty or grievances felt in utilizing the library should be brought to the notice of the Chief Librarian.

FEE REGULATIONS

1. The Academic year for the purpose of fees shall be divided into two semesters. The First semester commences from the re-opening of the college after the summer vacation and continues till about the middle of November and the second semester from the end of November till the summer vacation.
2. Every student shall be liable to pay the whole fees for each semester as long as her name is on the rolls of the college.
3. Semester fees should be paid on the date indicated in the College Calendar.
4. If a student leaves the college during the semester she shall have no right to claim remission of any portion of the semester fees.
5. Students who do not pay the fees on or before the last date indicated shall pay a fine as may be imposed by the Principal.
6. The names of students who do not pay the prescribed fees on or before the last date will be removed from the rolls. They will be admitted only after paying the readmission fee along with penalty.
7. Fee defaulters will not be promoted to the next semester.

DRESS CODE

Dress code is not about what is convenient to wear as girls but convincing to wear as students of St. Anne. Hence, Students are expected to wear simple and modest clothes and they are permitted to wear Chudithar with Dupattas pinned or Jeans with long closed tops.

RULES OF ATTENDANCE

1. 5 Marks per paper in every semester is being allotted for regular attendance to the classes.
2. Attendance is being taken at the beginning of every class hour.
3. Attendance is compulsory on the reopening day, closing day, seminar days, department programs, and industrial visit. Attendance is compulsory for all the special activities of the College.
4. Student who wishes to avail leave for one day has to get permission from the Class In-charge by a written letter, for two days from the HOD and for more days, from the Principal. Students who are absent due to illness should also produce the medical certificate.
5. Student can obtain monthly attendance status from the Class In-charge. Name of the students who have shortage of attendance will be displayed on the notice board at the end of every semester.
6. Students are expected to get 100% attendance. Appreciation certificate of attendance will be issued to students those who score 100% attendance at the end of the year.

EXAMINATION AND EVALUATION SYSTEM

The College follows the same Semester system of the University of Madras.

1. Each semester has two periodical tests, two assignments, seminar, model exam and attendance as part of the internal assessment (25 marks - Theory Paper).
2. Semester end University Exam (75 marks - Theory Paper).

3. University Practical Exam is conducted at the end of each semester (60 marks).
4. 75% of attendance is compulsory to appear for University Exam.
5. All the eligible students who appear for the examination for the first time in any semester should pay the examination fee in full for all the subjects whether the candidate writes the examination or not.
6. Students reported of malpractice in examination will be severely dealt with and even dismissed.
7. No student who is admitted to college is automatically eligible for the university examination. At her due discretion the Principal, may direct any student to withdraw from the examination, either to student's repeated poor performance in studies, or irregular attendance, or indulging in any unwanted activities.

MINIMUM PASS MARK

Theory

UG: Internal Assessment	-	10 Marks (out of 25)
Semester – end Exam	-	30 Marks (out of 75)
PG: Internal Assessment	-	13 Marks (out of 25)
Semester – end Exam	-	38 Marks (out of 75)

Practical

UG: Internal Assessment	-	16 Marks (out of 40)
Semester – end Exam	-	24 Marks (out of 60)
PG Internal Assessment	-	20 Marks (out of 40)
Semester – end Exam	-	30 Marks (out of 60)

STAFF COUNCIL

The Staff Council comprises the Principal, the Dean, the Heads of Departments, Faculty Members, Physical director, the Librarian and the Office Staff. The Staff Council meets on the first Saturday of every month to evaluate, discuss, and plan about the programmes and academic endeavours of the college.

THE STUDENTS' COUNCIL

The Students' Council and other associations bring dynamism in the College campus. Organizing various functions, competitions, celebrations and events in the college, students develop leadership skills, team spirit and organizing abilities.

The office bearers of the Students' Council are; the President, Vice – President, General Secretary, Treasurer, Cultural & Sports Secretaries. They are selected at the beginning of each academic year.

Students entrusted with the responsibility of an office in the College should endeavor to prove themselves worthy of their task. They should always remember that to a great measure, they should be an example of loyalty and devoted service to their fellow students. They should work closely with the college authorities proving themselves, helpful and co-operative as true member of St. Anne's Arts and Science College. The class representatives are responsible for the order and discipline of the class.

The College looks to the senior students in particular to uphold the culture, standard and tradition of St. Anne's Arts and Science College and serve as a constant example to their juniors.

The Functions of the Students' Council

1. To uphold, work for and implement the ideals of the College in a benefitting manner by organizing programme which have the prior sanction of the Principal.
2. To foster and promote good and cordial relations between the students and the teaching staff.

CLUBS AND ASSOCIATIONS

Participation in Curricular and Co-Curricular activities enriches the students' learning and performance. To develop initiative, a sense of responsibility and to widen the knowledge and interest in the subject for the students, the College encourages the students to enroll themselves in their respective Associations and also in other Associations and clubs.

1. Membership in these associations is compulsory. Student leaders of the above associations are selected at the beginning of each academic year. Each Association has a member of the faculty as an advisor. All the Association and Clubs will conduct activities, inter departmental, inter collegiate competitions during the year.

NSS UNIT

Aims and objectives of this unit in our college is to make the students understand the community in which they work. Understand themselves in relation to their community. Develop among themselves a sense of social and civic responsible persons. Gain skills in mobilizing community participation. Develop capacity to meet emergencies and natural disasters, Practice national integration and social harmony.

RED RIBBON CLUB

Objectives of Red Ribbon Club is to reduce new HIV infection among youth by raising their risk perception through awareness on HIV/AIDS. To promote voluntary non-remunerated blood donation among youth. Students are motivated to give physical and monetary support to the Aids affected people. Various programme are conducted by our college i.e HIV-AIDS awareness meeting and rally, Lectures on AIDS & Society, Speech Competition etc.

YOUTH RED CROSS

The Aim of the Red Cross is that it makes the students contribute to the improvement of health, prevention of disease, maternity and child care in the community. They should educate the population how to prepare for and respond to disasters. They are insisted to serve the community within its jurisdiction. The state branch may initiate activities to address local needs and priorities as approved by the managing body of the branch.

WOMEN EMPOWERMENT CELL

The college takes all necessary measures to ensure the safety and the dignity of the students and staff. The anti-ragging committee takes all possible measures to prevent ragging activities at the admission time of fresher and thereafter. Till date no single student has experienced any problem or inconvenience in this campus.

HEALTH CLUB

'A sound mind in a sound body' is the motto under which the club survives. Students are taught to be physically and mentally strong. Being fit is not a destination it is a way of life. Students are made to involve themselves in the health awareness programs conducted by this institution.

ENTREPRENEURSHIP

The B.com General, B.com (CS) and BBA Students have to undergo training to become entrepreneur in future. As per syllabus it is mandatory. The HOD will arrange for such training in consultation with the reputed organization.

CULTURAL CLUB

Students are free to join in this Club. It is a club which encourages the student to exhibit their inborn as well as acquired talents. Students are also motivated and they are given chance to prove their ability at an appropriate forum. Students are given chance to participate in various competitions held in various colleges and as well as in our own college. They are given training by the trainers specially appointed for that purpose.

ECO CLUB

For environmental awareness and improvement of environment our college organizes seminars, debates, lectures and popular talks on environmental issues in the college. Field visit to environmentally important sites including polluted and degraded sites. We organize rallies, marches, human chains with a view to spread environmental awareness. Action based activities like tree plantation, cleanliness drives both within and outside the college campus.

MUSIC CLUB

This club strives to provide & promote musical talents for all students interested in music. It helps students to retain and enhance their own, individual love of music. All interested and talented students are encouraged to join as members. Members participate in all the cultural activities of the college and also in the inter-collegiate functions and competitions.

SPORTS CLUB

We place a huge emphasis on physical education for all our students. Physical activity can help students to build strong bones and muscles, control weight, reduce symptoms of anxiety and depression. It reduces the risk of developing health conditions such as heart disease. Physical education prepares students to be physically and mentally active, fit and healthy. Opportunities have been given to students to participate in all the sports activities. Students are encouraged to participate in inter-collegiate sports competition and they have won medals and prizes.

DRAMATICS CLUB

The Dramatics Club is home to all the theater lovers and acting enthusiasts. From writing play, to direction and to performance, members get to learn the skills required for each of these jobs. The club provides a stimulating learning environment where all students are placed on a common goal by challenging themselves to work to their fullest potential, understand more about drama and boost their confidence.

ROTARACT CLUB

Rotaract club brings people together to exchange ideas with leaders in the community, develop leadership and professional skills, and have fun through service. In communities worldwide, Rotary and Rotaract members work side by side to take action through service.

INNOVATION CLUB

The Club creates educated and innovative entrepreneurs who could redefine humanity, ecology, service, commerce and trade, etc. in the technology-driven futuristic world. The Club aims to foster creative thinking, abstract thinking, convergent thinking, innovative and inventive ideas in the minds of the students.

LITERACY CLUB

Literacy Club forms the basis for lifelong learning. It is common to all disciplines, to all learning environments, and to all levels of education. It enables learners to master content and extend their investigations, become more self-directed, and assume greater control over their own learning.

CITIZEN CONSUMER CLUB

Citizen Consumer Club is established for the purpose of spreading the awareness about consumer rights amongst all consumer segments and to help consumers get justice when affected. To enable students, understand fundamental rights of citizen and make them realize and learn the fundamental duties of a good citizen.

TAMIL ILAKIYA MANDRAM

The Club promotes the ancient language Tamil and its culture amidst the modern and tech savvy younger generation and aims to instill purest form of the language. The club is regular in conducting debates, extempore and essay writing competitions.

COMMITTEES

- ADMISSION
- ANNUAL REPORT
- ANTI RAGGING
- CALENDAR COMMITTEE
- COLLEGE MAGAZINE
- DISCIPLINE
- EXAMINATION CELL
- IQAC
- NAAC ACCREDITATION
- PARENT TEACHER ASSOCIATION
- PLACEMENT CELL
- RESULT ANALYSIS
- TIME- TABLE
- TRAIN THE TRAINER FOR SOFT SKILL
- WEBSITE- UPDATING
- WORKSHOPS, SEMINARS AND CONFERENCES

PARENT- TEACHER MEET

Parents are one of the prime collaborators of any educational institution. Without their collaboration College cannot succeed in educating the students. Hence St. Anne's Arts and Science College with the above awareness conducts Parents' Meet year wise twice in a year to discuss about the performance and all round development of the student. The parents are encouraged to meet the concerned faculty to discuss about the progress about their child.

COUNSELLING

St. Anne's Arts and Science College has a dedicated counselor available in the college on all the working days. The counselor guides the students in the area of academics, emotional well-being, and other personal matters. Every class has a faculty as the Class Counselor and any student can easily approach in need of guidance. This system ensures continuous support and encouragement, and better rapport among the students and with the faculty.

EUCHARISTIC CELEBRATION

At the beginning of each year an inaugural mass is celebrated to invoke God's blessings for the academic year. A thanksgiving mass is also celebrated before the semester-end examination for God's bountiful blessings and guidance.

CHANGE OF RESIDENCE

The student shall report to the office whenever she changes her residence.

COLLEGE PROPERTY

Any damage to College property by way of scribbling, splashing colours, breaking furniture etc., will be dealt severely. The cost of repairs and replacement will be borne by the offender.

TRANSPORT

The College runs buses from Madavaram on all working days at reasonable fare. Those who wish to use the college bus services may approach the Person-in-charge of Transport after getting the admission in the College.

TWO WHEELER/ FOUR WHEELER REGULATIONS

Four wheeler parking is not available for students. Two wheelers of students may be parked at the allotted space in the campus. All students who come to college by two wheelers are expected to wear a helmet and must possess a valid driving license.

SCHOLARSHIPS

SCHOLARSHIPS GIVEN BY GOVERNMENT

Name of the Scholarship	Agency	Eligibility	Mode of Application
SC / ST & Converted Christian Scholarship	State Government	Annual Income less than Rs. 2,50,000 /-	Through College online system
Post Matric Scholarship for Minorities	Central Government	60 % and above in the previous Examination & Annual Income less than Rs. 2,00,000 /-	Through College online system
Moovalur Ramamirtham Ammaiyar Higher Education Assurance Scheme	State Government	Girls who have studied in Govt. School from 6 th std to 12 th std	Through College online system

OTHER SCHOLARSHIPS

Mother Gnanamma's Educational Fund	Management	University Rank Holders	Through College
Rajasthani Association Tamilnadu - Scholarship	Private	Specified by the Association in the beginning of the year	Application should be collected in person from the Rajasthani Association Tamilnadu office
Staff Fund for Students Welfare	Staff Contribution	Deserving students of the College	Through College



FACULTY & ADMINISTRATIVE STAFF

ADMINISTRATION

CHAIRPERSON

Rev. Mother Dr. Leema Rose, M.A., M.Ed., M.Phil., Ph.D

PRINCIPAL

Dr. I. Annammal Arputhamary, M.Sc., M.Phil., Ph.D

DEAN COLLEGE DEVELOPMENT

Smt. M.R. Benedict Kumari, M.Sc., M.Ed., M.Phil.

TEACHING STAFF

Department of Tamil

Dr. M. Anusooya, M.A., M.Phil., Ph.D., SET (Asst. Professor & HOD)

Smt. V. P. Prema, M.A., M.Phil., B.Ed., SET (Asst. Professor)

Smt. M. Ananthi, M.A., M.Phil., B.Ed., NET, D.Y.HE (Yoga) (Asst. Professor)

Ms. L. Joan Sylvia Prema., M.A., M.Phil., SET, Ph.D (Asst. Professor)

Department of English

Smt. B.Vasumathy, M.A., B.Ed., M.Phil., NET, SET (Asst. Professor & HOD)

Smt. G. Elamathi, M.A., NET, SET (Asst. Professor)

Smt. G. Pushpalatha, M.A., B.Ed., M.Phil., D.H.R.M., CLP (Asst. Professor)

Ms. Priyanka, M.A., M.Phil., PGDPR., Dp.T&D (Asst. Professor)

Ms. G. Shamili Devi, M.A., M.Phil., (Asst. Professor)

Smt. V. Sangeetha, M.A., B.Ed., M.Phil., (Asst. Professor)

Smt. S. Gowripriya, M.A (Asst. Professor)

Ms. M. Monisha, M.A (Asst. Professor)

Ms. L. Surya, M.A (Asst. Professor)

Ms. H. Jerlin Abishag, M.A., M.Phil., (Asst. Professor)

Ms. Levina Surendar Xavier, M.A., Ph.D., (Asst. Professor)

Department of Mathematics

Smt. A. Shenbaga Priya, M.Sc., B.Ed., M.Phil., SET (Asst. Professor & HOD)

Smt. D. Arockia Maria, M.Sc., M.Phil., B.Ed., SET (Asst. Professor)

Smt. S. Mydhili, M.Sc., M.Phil., B.Ed (Asst. Professor)

Smt. G. Indhuja, M.Sc., M.Phil (Asst. Professor)
Smt. K. Nithya, M.Sc., M.Phil., SET (Asst. Professor)
Ms. R. Selvi, M.Sc., M.B.A (Asst. Professor)

Department of Computer Science

Smt. A. Anitha, M.C.A., M.Phil., Ph.D (Asst. Professor & HOD)
Dr. R. Surekha, M.Sc., M.Phil., Ph.D (Asst. Professor)
Dr. K.L. Sumathy, M.C.A., M.Phil., Ph.D (Asst. Professor)
Dr. H. Mohana, M.C.A., M.Phil., Ph.D (Asst. Professor)
Dr. T.D. Srividya, M.Sc., M.Phil., Ph.D (Asst. Professor)
Ms. E. Semmalar, M.C.A., B.Ed (Asst. Professor)
Ms. S. Kaviya, M.Sc (Asst. Professor)

Department of Computer Application

Dr. G. Aarth Priscilla, M.C.A., M.Phil., NET, Ph.D (Asst. Professor & HOD)
Smt. D.S. Eunice Little Dani, M.Sc., M.Phil., Ph.D (Asst. Professor)
Smt. D. Gayathri, M.Sc., Ph.D (Asst. Professor)

Department of Commerce

Smt. A. Kavitha Anandhi, M.B.A., M.Com., M.Phil., NET, SET, Ph.D (Asst. Professor & HOD)
Smt. Clara Elizabeth, M.Com. SET (Asst. Professor)
Ms. J. Divya, M.Com., M.B.A., NET (Asst. Professor)
Dr. M. Angel Jenita, M.Com., M.Phil., SET, Ph.D (Asst. Professor)
Ms. A. S. Usha Shree, M.Com., NET (Asst. Professor)
Dr. D. Manimegalai, M.Com., M.Phil., Ph.D (Asst. Professor)
Ms. M. Elakkiya, M.Com., M.Phil (Asst. Professor)
Smt. M. Jayanthi, M.Com., M.Phil., (Asst. Professor)
Smt. M. Sabari Sudha, M.Com., M.Phil., (Asst. Professor)
Dr. M. Devaki, M.B.A., M.Com., M.Phil., SET, Ph.D (Asst. Professor)
Ms. D. Sruthi, M.B.A (Asst. Professor)
Ms. M. Preethy Rose, M.Com., NET (Asst. Professor)

Department of Corporate Secretaryship

Smt. S. Vanmathi, M.Com., M.Phil., SET, B.Ed., Ph.D (Asst. Professor & HOD)
Ms. R. Rathidevi, M.Com(C.S.), M.Phil., (C.S) Ph.D (Asst. Professor)
Smt. S. Chitra, M.Com(C.S.), M.Phil., (Asst. Professor)

Department of Accounting & Finance

Smt. M. Adela Peacelyn Joycy, M.Com., M.Phil., SET., Ph.D (Asst. Professor & HOD)

Ms. R. Vinitha, M.Com., NET (Asst. Professor)
Ms. Veena Lakshmanan, M.Com., M.B.A., NET (Asst. Professor)
Ms. Mohana Priya, M.Com (Asst. Professor)

Department of Business Administration

Dr. R. Sowndharya., M.B.A., Ph.D (Asst. Professor & HOD)
Ms. K. Meenakshi, M.Com (Asst. Professor)
Ms. B. Srividhya, M.B.A., NET (Asst. Professor)

Department of Microbiology

Dr. P. Sumithra, M.Sc., M.Phil., Ph.D., SLET (Asst. Professor & HOD)
Dr. S. Tamilarasi, M.Sc., M.Phil., Ph.D (Asst. Professor)

Department of Library

Ms. M. Kreethika, M.L.B.I.Sc., NET (Librarian)
Sr. Anita, M.Sc., M.A., B.Ed (Asst. Librarian)
Ms. S. Thenmozhi, M.Sc (Asst. Librarian)

Department of Physical Education

Dr. D.T. Vedagnanam, B.Sc., B.P.Ed., M.P.Ed., Ph.D., (Physical Directress)

Laboratory Technician

Ms. P. Priya, B.Sc

Guest Lecturers

Mr. Gregory Muralidhar, H.M., F.B., B.Ed (Asst. Professor - French)
Dr. S. Vijayalakshmi, M.A., M.Phil., Ph.D (Asst. Professor - Hindi)

Certificate Courses

1. Tally - Mr. Thomas
2. Beautician - Mrs. Usha
3. Embroidery - Smt. Shyamala

ADMINISTRATIVE STAFF

Office

Sr. James Gnana Sagaya Selvi, **M.Sc., B.Ed.** - Financial Administrator
Mr. G. Lourdusamy, **B.Sc** - Assistant
Smt. J. Roopa, **B.Sc** - Junior Asst
Smt. A. Rosaline, **M.A., B.Ed.** - Assistant
Ms. M. Aruna, **M.A., B.Ed.** - Junior Asst
Smt. A.V. Sahayarani, **B.Sc** - Junior Asst.
Ms. B. Suganya, **M.Com** - Junior Asst
Smt. S. Saranya, **M.Com** - Junior Ass
Ms. S. Saral, **B.C.A** - Junior Ass

Accounting Secretary

Mr. Y.V. John Bosco B.A., Tally

System Administrator

Mr. D. Saravanan D.E.C.E., B.C.A

Skill Development Officer

Mr. Maria Luke Vincent

Electrician

Mr. N. Baskar

House Keeping

Smt. S. Lotus
Smt. M. Indhira Raji
Smt. T. Lalitha
Smt. S. Ruthmary
Smt. R. Mary
Smt. E. Lourdhumary
Smt. S. Muthulatchmi
Smt. F. Soosaimary
Smt. S. Padma
Smt. K. Usha Rani
Smt. M. Sagaya Mary

Securities

Mr. J. Neethi,
Mr. C. Thangamani
Mr. E. Arumugam,
Mr. E. Daniel

Green Campus

Mr. R. Sureshkumar B.B.A (Agricultural Specialist and Team)
Mr. A. Sambath
Mr. K. Ramesh
Mr. M. Susai



Syllabus



Part	Semester - 1	Semester - 2
I	Language Paper – I	Language Paper – II
II	Communicative English - I	Communicative English – II
III	Major I : 1. British Literature - I 2. Shakespeare Allied I: Background to the Study of English Literature - I	Major II : 1. British Literature - II 2. Indian Writing in English Allied II: Background to the Study of English Literature - II
IV	Non-Major Elective*: Time Management Soft Skill I : Professional English for Arts and Social Sciences - I	Non-Major Elective*: Anger Management Soft Skill II : Professional English for Arts and Social Sciences - II
Part	Semester - 3	Semester - 4
I	Language Paper – III	Language Paper – IV
II	Academic Writing	Academic Writing
III	Major III : 1. British Literature - III 2. Aspects of English Language - I Allied III: Background to the Study of English Literature - III	Major IV : 1. American Literature - I 2. Major Aspects of English Language - II Allied IV: 1. Background to European and American Literature 2. Environmental Studies
IV	Soft Skill III : Computing Skills – Level I	Soft Skill IV : Computing Skills – Level II
Part	Semester - 5	Semester - 6
I	Major V : 1. American Literature - II 2. World Classics in Translation 3. Aspects of English Language-Paper III	Major VI : 1. Postcolonial Literatures in English 2. Contemporary Literature 3. Indian Literatures in English
II	Elective I : English Language Teaching	Elective II : Women's Writing Elective III : Green Studies
III	Value Education	Extension Activities

Project work with research orientation should be taken up by each student in the final year.

* For non-Tamil students: Tamil (Standard VI)



Part	Semester - 1	Semester - 2
I	Language Paper – I	Language Paper – II
II	Communicative English - I	Communicative English – II
III	Major I : 1. Algebra 2. Differential Calculus Allied I: Calculus Of Finite Differences & Numerical Analysis-I	Major II : 1. Trigonometry 2. Integral Calculus & Vector Analysis Allied II: Calculus Of Finite Differences & Numerical Analysis-II
IV	Non-Major Elective*: Time Management Soft Skill I : Professional English for Physical Sciences - I	Non-Major Elective*: Anger Management Soft Skill II : Professional English for Arts and Physical Sciences - II
Part	Semester - 3	Semester - 4
I	Language Paper – III	Language Paper – IV
II	Language Through Literature-I	Language Through Literature-II
III	Major III : 1. Major V- Analytical Geometry 2. Differential Equations Allied III: Mathematical Statistics-I	Major IV : 1. Transform Techniques 2. Statistics Allied IV: 1. Mathematical Statistics-II 2. Mathematical Statistics-I & II (Practical)
IV	Environmental Studies Soft Skill III : Computing Skills – Level I	Environmental Studies Soft Skill IV : Computing Skills – Level II
Part	Semester - 5	Semester -6
I	Major V : 1. Algebraic Structures-I 2. Real Analysis-I 3. Dynamics 4. Discrete Mathematics	Major VI : 1. Algebraic Structures-II 2. Real Analysis-II 3. Complex Analysis
II	Elective I : Programming Language Python with Practicals	Elective II : Graph Theory Elective III : Operations Research
III	Value Education	Extension Activities

Project work with research orientation should be taken up by each student in the final year.

* For non-Tamil students: Tamil (Standard VI)



Part	Semester - 1	Semester - 2
I	Language Paper – I	Language Paper – II
II	Communicative English - I	Communicative English – II
III	Major I : Problem Solving Using Python Practical I: Problem Solving Using Python Lab Allied I: Mathematics	Major II : Computer Organization Practical II: Computer Organization Lab Allied II: Mathematics
IV	Non-Major Elective*: Basic Tamil Soft Skill I : Professional English for Physical Sciences - I	Non-Major Elective*: Basic Tamil Soft Skill II : Professional English for Arts and Physical Sciences - II
Part	Semester - 3	Semester - 4
I	Language Paper – III	Language Paper – IV
II	Language Through Literature-I	Language Through Literature-II
III	Major III : Java and Data structures Practical III: Java and Data structures Lab	Major IV : Web Technology Practical IV: Web Technology Lab Allied IV: Statistics-II
IV	Environmental Studies I Soft Skill III	Environmental Studies II Soft Skill IV
Part	Semester - 5	Semester -6
I	Major V : 1. Computer Network 2. Operating System 3. Relational Database Management System Practical V : Operating System Lab Practical VI : PL/SQL Lab	Major VI : 1. Software Engineering 2. Introduction to Data Science 3. Introduction to Cloud Computing Practical VII : Case Tools and Testing Tools Lab
II	Elective I	Elective II
III	Value Education	Mini Project Extension Activities

Project work with research orientation should be taken up by each student in the final year.

* For non-Tamil students: Tamil (Standard VI)



Part	Semester - 1	Semester - 2
I	Language Paper – I	Language Paper – II
II	Communicative English - I	Communicative English – II
III	Major I : Problem Solving Using Python Practical I: Problem Solving Using Python Lab Allied I: Mathematics	Major II : Object Oriented Programming using C++ Practical II: C++ Programming Lab Allied II: Mathematics
IV	Non-Major Elective*: Basic Tamil Soft Skill I : Professional English for Physical Sciences - I	Non-Major Elective*: Basic Tamil Soft Skill II : Professional English for Arts and Physical Sciences - II
Part	Semester - 3	Semester - 4
I	Major III : 1. Data Structures 2. Java programming 3. Computer Organization Practical III : Data Structures using Java Lab Allied III : Financial Accounting	Major IV : 1. Computer Network 2. Open Source Technologies 3. E-Commerce Technologies Practical III : Open Source Technologies Lab Allied IV : Cost and Management Accounting
IV	Environmental Studies I Soft Skill III	Environmental Studies II Soft Skill IV
Part	Semester - 5	Semester -6
I	Major V : 1. Software Engineering 2. Operating System 3. Relational Database Management System Practical V : Operating System Lab Practical VI : PL/SQL Lab	Major VI : 1. Web Design and Development 2. Data Mining 3. Mobile Application Development Practical VII : Mobile Application Development Lab
II	Elective I	Elective II
III	Value Education	Mini Project Extension Activities

Project work with research orientation should be taken up by each student in the final year.

* For non-Tamil students: Tamil (Standard VI)



Part	Semester - 1	Semester - 2
I	Language Paper – I	Language Paper – II
II	Communicative English - I	Communicative English – II
III	Major I : Financial Accounting Major II : Business Communication Allied I : Business Economics	Major III : Advanced Financial Accounting Major IV : Principles of Management Allied II : Indian Economy
IV	Non-Major Elective* : Basic Tamil Soft Skill I : English for Commerce and Management I	Non-Major Elective* : Basic Tamil Soft Skill II : English for Commerce and Management II
Part	Semester - 3	Semester - 4
I	Major V : Corporate Accounting Major VI : Business Laws Major VII : Banking Theory Law and Practice Major VIII: Marketing Allied III : Business Statistics	Major IX : Advanced Corporate Accounting Major X : Company law Major XI : Financial services Major XII: Indirect Taxation Allied IV : Elements of Operation Research
IV	Environmental Studies I Soft Skill III	Environmental Studies II Soft Skill IV
Part	Semester - 5	Semester -6
I	Major XIII : Elements of Cost Accounting Major XIV : Practical Auditing Major XV : Logistics and Supply Chain Management Major XVI : Financial Management Allied V : Income Tax Law & Practice – I	Major XVII : Advanced Cost Accounting Major XVII : Management Accounting Major XIX : Entrepreneurial Development Major XX : Human Resource Management Allied VI : Income Tax Law & Practice – II
II	Value Education	Extension Activities

Project work with research orientation should be taken up by each student in the final year.

* For non-Tamil students: Tamil (Standard VI)



Part	Semester - 1	Semester - 2
I	Language Paper – I	Language Paper – II
II	Communicative English - I	Communicative English – II
III	Major I : Financial Accounting Major II : Business Communication Allied I : International trade	Major III : Advanced Financial Accounting Major IV : Corporate Management Allied II : Business Economics
IV	Non-Major Elective* : Basic Tamil Soft Skill I : English for Commerce and Management I	Non-Major Elective* : Basic Tamil Soft Skill II : English for Commerce and Management II
Part	Semester - 3	Semester - 4
I	Language Paper – III	Language Paper – IV
II	Language Through Literature-I	Language Through Literature-II
III	Major V : Corporate Accounting - I Major VI: Company Law and Secretarial Practice Allied III: Business Statistics	Major VII : Corporate Accounting - II Major VIII : Indirect Taxation Allied IV: Securities law and market operations
IV	Environmental Studies I Soft Skill III	Environmental Studies II Soft Skill IV
Part	Semester - 5	Semester -6
I	Major IX : Cost Accounting Major X : Corporate Governance and Ethics Major XI : Business laws Major XII : Income tax Law & Practice-I Elective Paper I: Marketing	Major XIII : Industrial Laws Major XIV : Management accounting Major XV : Entrepreneurial Development Major XVI : Income tax Law & Practice-II Elective Paper II: Institutional Training
II	Value Education	Extension Activities

Project Work with research orientation should be taken up by each student in the final year.

*For non-Tamil Students: Tamil (Standard VI)



Part	Semester - 1	Semester - 2
I	Language Paper – I	Language Paper – II
II	Communicative English - I	Communicative English – II
III	Major I : Financial Accounting Major II : Financial Planning & Performance Allied I : Business Communication	Major III : Advanced Financial Accounting Major IV : Principles of Management Allied II : Financial Analytics and Control
IV	Non-Major Elective* : Basic Tamil Soft Skill I : English for Commerce and Management I	Non-Major Elective* : Basic Tamil Soft Skill II : English for Commerce and Management II
Part	Semester - 3	Semester - 4
I	Major V : Corporate Accounting Major VI : Financial Reporting Major VII : Banking Theory Law and Practice Major VIII: Marketing Allied III : Business Statistics	Major IX : Advanced Corporate Accounting Major X : Corporate & Business Law Major XI : Working Capital Management Major XII: Indirect Taxation Allied IV : Elements of Operation Research
IV	Environmental Studies I Soft Skill III	Environmental Studies II Soft Skill IV
Part	Semester - 5	Semester -6
I	Major XIII : Elements of Cost Accounting Major XIV : Practical Auditing Major XV : Income tax law & Practice – I Major XVI : Financial Management Allied V : Portfolio Management	Major XVII : Advanced Cost Accounting Major XVII : Management Accounting Major XIX : Income tax law & Practice – II Major XX : Entrepreneurial Development Allied VI : Capital Markets (or) Financial Services
II	Value Education	Extension Activities

Project Work with research orientation should be taken up by each student in the final year.

*For non-Tamil Students: Tamil (Standard VI)



Part	Semester - 1	Semester - 2
I	Language Paper – I	Language Paper – II
II	Communicative English - I	Communicative English – II
III	Major I : Principles of Management Major II : Financial Accounting Allied I : Managerial Economics	Major III : Business Communication Major IV : Management Accounting Allied II : International Trade
IV	Non-Major Elective* : Time Management Soft Skill I : English for Commerce and Management I	Non-Major Elective* : Anger Management Soft Skill II : English for Commerce and Management II
Part	Semester - 3	Semester - 4
I	Major V : Financial Management Major VI : Organisational Behaviour Major VII : Computer Application in Business Major VIII: Marketing Management Allied III : Business Statistics	Major IX : Human Resource Management Major X : Business Regulatory Frame Work Major XI : Financial services Major XII: Management Information system Allied IV : Operation Research
IV	Computing Skills – Level I	Environmental Studies Computing Skills – Level II
Part	Semester - 5	Semester -6
I	Major XIII : Advertising Management and Sales Promotion Major XIV : Research Methodology Major XV : Operations Management Major XVI : Materials Management Elective I : Entrepreneurial Development	Major XVII : Business Environment Major XVII : Service Marketing Major XIX : Business Taxation Elective II : Customer Relationship Management Elective III: Project work (Group)
II	Value Education	Extension Activities

Project Work with research orientation should be taken up by each student in the final year.

*For non-Tamil Students: Tamil (Standard VI)



Part	Semester - 1	Semester - 2
I	Language Paper – I	Language Paper – II
II	English – I	English – II
III	Major I : General Microbiology and Microbial Physiology Practical I : General Microbiology and Microbial Physiology Allied I: Biochemistry Allied Practical I : Biochemistry	Major II : Basic And Applied Immunology Practical II : Basic And Applied Immunology Allied II: Bioinstrumentation Allied Practical II : Bioinstrumentation
IV	Non-Major Elective*: Skill Based Subject : Soft Skill – I	Non-Major Elective*: Skill Based Subject : Soft Skill – II
Part	Semester - 3	Semester - 4
I	Language Paper – III	Language Paper – III
II	English – IV	English – IV
III	Major III : Molecular Biology Practical III : Molecular Biology Allied III: Clinical Lab Technology Allied Practical III : Clinical Lab Technology	Major IV : Soil And Agricultural Microbiology Practical IV : Soil And Agricultural Microbiology Allied IV: Clinical Biochemistry Allied Practical IV : Clinical Biochemistry
IV	Non-Major Elective*: Environmental Studies I Skill Based Subject : Soft Skill – III	Non-Major Elective*: Environmental Studies II Skill Based Subject : Soft Skill – IV
Part	Semester - 5	Semester -6
I	Major V : Medical Bacteriology Practical V : Medical Bacteriology Major VI : Medical Mycology and Parasitology Practical VI : Medical Mycology and Parasitology Major VII : Medical Virology Practical VII : Medical Virology	Major VIII : Environmental Microbiology Practical VIII : Environmental Microbiology Major IX : Food And Dairy Microbiology Practical IX : Food And Dairy Microbiology
II	Elective I: Biotechnology And Genetic Engineering	Elective II : Industrial And Pharmaceutical Microbiology Elective III : Microbial Marketable Products
III	Value Education	Extension Activities

Project Work with research orientation should be taken up by each student in the final year.

*For non-Tamil Students: Tamil (Standard VI)



Semester - 1	Semester - 2
Paper I – Poetry I – From Chaucer To 17th Century	Paper V – American Literature
Paper II – Drama I – Elizabethan And Jacobean Drama	Paper VI – Poetry II – Eighteenth To Nineteenth Century
Paper III – Fiction I – Origins And developments upto 18th Century	Paper VII – Drama II – Restoration To Twentieth Century
Paper IV – Indian Writing In English And In Translation	Paper VIII – Fiction II – Nineteenth To Twentieth Century
Elective I – Classics In Translation	Extra Disciplinary I – English For Professional Communication
Elective II – Spoken English	Elective III - English For Careers
Soft Skill I – Language And Communication Skill	Soft Skill II –Spoken And Presentation Skill
	Internship (2 Credits) – 4 to 6 weeks during the summer vacation
Semester - 3	Semester - 4
Paper XI – Shakespeare Studies	Paper XII – Twentieth Century Poetry
Paper X- English Language And Linguistics	Paper XIII – Writings By And On Women
Paper XI – Literary Criticism And Literary Theory	Paper XIV – English Literature For UGC NET/SET Examination
Extra Disciplinary II – Literature, Analysis, Approaches And Copy Editing	Elective V- Film Studies
Elective IV – Introduction to Translation Studies	Paper XV – Research Methodology And Project Writing
Soft Skill III – Life and Managerial Skills	Soft Skill IV– Computing Skill



Semester - 1	Semester - 2
Paper I – Design And Analysis of Algorithms	Paper VI – Computer Networks
Paper II – Advanced JAVA Programming	Paper VII – Digital Image Processing
Paper III – System Software	Paper VIII – Practical III : RDBMS Lab
Paper IV – Practical I : Algorithm Lab	Elective I – Practical IV : Image Processing JAVA Lab
Paper V – Practical II : Advanced JAVA Lab	Elective II - Object Oriented Analysis And Design
Non Major Elective I – Theoretical Foundations of Computer Science	Soft Skill II –Spoken And Presentation Skill
Soft Skill I – Language And Communication Skill	Soft Skill III – French (Beginner)
	Internship (2 Credits) – 4 to 6 weeks during the summer vacation
Semester - 3	Semester - 4
Paper IX– Principles of Compiler Design	Paper XII - Project and VIVA VOCE
Paper X- Information Security	
Extra Disciplinary – Artificial Intelligence	
Elective II - Distributed Database System	
Elective III – E Commerce	
Paper XI – Practical V : Mini Project	
Soft Skill IV – Contemporary Awareness	



Semester - 1	Semester - 2
Paper I – Advanced Corporate Accounting & Accounting Standard	Paper V – Advanced Cost and Management Accounting
Paper II – Financial Management	Paper VI – Quantitative Techniques for Business Decisions
Paper III – Organizational Behavior	Paper VII – Marketing of Services
Paper IV – Managerial Economics	Elective II – Consumer Behavior
Elective I – Customer Relationship Management	Extra Disciplinary I – Total Quality Management
Soft Skill I – Language and Communication Skill	Soft Skill II –Spoken And Presentation Skill
Semester - 3	Semester - 4
Paper VIII – Research Methodology	Paper XII – Management Information Systems
Paper IX- Knowledge Management	Paper XIII – Security Analysis and Portfolio Management
Paper X – Fundamentals of Information Technology	Paper XIV – Merchant Banking and Financial Services
Elective III - Consumer Rights and Education	Elective V – International Marketing
Elective IV – Advertising and Salesmanship	Paper XV –Project plus VIVA VOCE
Extra Disciplinary II – Business Ethics, Corporate Governance& Social Responsibility	
Soft Skill III – Life and Managerial Skills	Soft Skill IV – Computing Skill

