



**STUDENTS HANDBOOK &
CALENDAR 2017-2018**



**SAKTHI COLLEGE OF ARTS AND SCIENCE FOR
WOMEN**

(Affiliated to Mother Teresa Women's University, Kodaikanal)

Sakthi Nagar Palakanuthu(P.O)

Oddanchatram-624619

Contacts : 9750956809,9994176424,9791483089

Email- id : scas2009@gmail .com

MANAGEMENT COMMITTEE

Chairman : Dr. K. Vembanan, M.B.B.S., M.S.,



Vice Chairman : Dr. K. Kohila Vembanan, M.B.B.S., D.G.O.,



Secretary : Mr.K. Siva Kumar M.Sc., M.Ed.,



PERSONAL RECORD

Name	
Class & Department	
Roll Number	
Admission Number	
University Exam Reg No.	
Blood Group	
Residential Address	
Contact number	
Name of Parent/Guardian	
Contact number	

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Njrpa fPjk;

[d fz kd mjpehaf [a N`
ghuj ghf;a tpjhjh
gQ;rhg]pe;J F[uhj kuhl;lh
jpuhtpl cj;fy gq;fh
tpe;jpa `pkhry aKdh fq;fh
cr;ry [yjp juq;fh
jt Rg ehNk [hNf
jt Rg Mrp] khNf
fhN` jt [a fhjh
[d fz kd mjpehaf [a N`
ghuj ghf;a tpjhjh
[a N` [a N` [a N`
[a [a [a N`!

flTs; tho;j;J

KUfh KUfh Xk; KUfh
Kj;jkpo; ,iwth tbNtyh
rf;jpapd; kfNd khy;kUfh
rutz gtNd FUghyh (KUfh)

jpUg;guq;Fd;wk; godp kiy
jpUr;nre;J}h; kUjkiy
jpUj;jZp goKjph;r; NrhiyapNy
KUfh KUfh Xk; KUfh

Qhdg;gok; mijg; ngWtjw;F
godp kiyapy; epd;wtNd
md;idAk; gpjhTk; cah;ntd;W
mfpyj;ijg; Nghw;wp te;jtNd (jpUg;guq;Fd;wk;)

fe;jh flk;gh fjph;Ntyh
fypAfk; fhf;Fk; rjph;Ntyh
ce;jd; kyub njhOjpLNthk;
rutz gtNd mNuhfuh (KUfh)

nfhbg; ghly;fs;

ghuj Njtpapd; kzpf;nfhb ghhPH
gf;jpAld; ,ij tzq;FNthk; thhPH

tPuHfs; clw; nghUs; MtpAk; nfhLj;J
tPukha; mb rpiw midj;ijAk; nghWj;J
rPUld; ghuj Njtpf;Nf cioj;J
jpfo;tijf; Fwpj;jpLk; n[af;nfhb ghhPH (ghuj Njtpapd;)

gsgs csjnd czHj;jpLk; gr;ir

ghpRj;j jpahfj;ijf; fhl;bLk; ntz;ik
eyKld; gf;jpia Cl;bLk; fhtp
eLepiyg; gz;gpId czHj;jpLk; rf;fuk; (ghuj Njtpapd;)

2. nfhbiag; Nghw;wpf; Fk;gpL, Fiwfs; jPUk; ek;gpL
nfhbiag; Nghw;wpf; Fk;gpL,
rj;jpaj;jpd; nfhbapJ, rf;jp je;j nfhbapJ
Gj;jpkpf;f Qhdpfs; G+i[nra;j nfhbapJ (nfhbia)

mr;rk; Nghf;Fk; nfhbapJ, Mz;ik ey;Fk; nfhbapJ
,r;rfj;J tho;tpid ,d;gkhf;Fk; nfhbapJ (nfhbia)

3. N[hjpkakhd nfhbiam; #o;e;J epd;W tho;j;JNthk;
el;gpId ehl;Lk; nfhbia
ehnky;yhk; ,ize;J tho;j;JNthk;
xg;gpy;yh tPuk; jUk; nfhbia
mjd; caHit vz;zp tho;j;JNthk;
midtUk; ciog;Nghk; , nfhbapidf; fhg;Nghk;
Gjpa ey;ghujk; GtpapNy gilg;Nghk;

4. ghhp tpz;zpy; gwe;J MLk;
Nfhabpd; moifNa Njrg; ngUQ;RliuNa
tPu capH xspiaNa
fhtp ntz;ik gr;ir vd;w
Kd;W tz;zNk
Nktp tpsq;Fk; rkak; xd;nwdf; fhl;Lk; rpd;dNk
mJ ek; ntw;wpahFNk ehl;bd; nry;tkhFNk
jq;fk; Nghd;W jfjff;Fk; caHe;j jpahfNk
juzpNahHf;F mwk; czHj;Jk; mNrhhfar; rf;fuNk
mJ ek; tPukhFNk ehl;bd; nry;tkhFNk (ghhp tpz;zpy;)

5.jhapd; kzpf;nfhb ghhPh;-mijj;
jho;e;J gzpe;J Gfo;e;jpl thhPh; (jhapd;)

Xq;fp tsh;e;jNjhh; fk;gk; - mjd;
cr;rpapd; Nky; te;Nj khjuk; vd;Nw
ghq;fpndOjpp; jpfOk; - nra;a (2)
gl;nlhsp tPrg; gwe;jJ ghPh; (jhpd;)

fk;gj;jpd; fPo;epw;wy; fhzPh; - vq;Fk;
fhzUk; tPuh; ngUe;jpus; \$l;lk;
ek;gw; Fhpah; mt;tPuh; - jq;fs;
ey;Yap; hPe;Jk; nfhbapidf; fhg;gh; (jhpd;)

Njrpa xUikg;ghl;L cWjpnkhop

‘ehl;bd; chpik tho;itAk;
xUikg;ghl;ilAk;
Ngzpf;fhj;J tYg;gLj;jr;
nraw;gLntd;’ vd;W
cshw ehd; cWjp \$WfpNwd;.
‘xU NghJk; td;Kiwia
ehNld;’ vd;Wk;,
‘rkak; , nkhop, tl;lhuk;
Kjypait fhuzkhf vOk;
NtWghLfSf;Fk; G+ry;fSf;Fk;
Vida murpay; nghUshjhuf;
FiwghLfSf;Fk; mikjp
newpapYk; murpay; mikg;gpd;
topapYk; epd;W jPHT fhz;Ngd;’
vd;Wk; ehd; NkYk; cWjp
mspf;fpNwd;.

From the Chairman's Desk....

“Education is the manifestation of perfection already in mankind” – Swami Vivekananda.

Sakthi College of Arts and Science has now in its full bloom with the abundant blessings of Arutchelvar Pollachi Mahalingam Ayya. Hailing from an Agrarian Society and having been a rank holder and gold medalist in my M.B.B.S., M.S., Degree Programmes and with 3 decades of rich experience in medical profession, constructing a society with rich educational foundation has been my motive. My focus is on imparting quality education to the rural young women in and around Dindigul District and thus empowering them. Having been launched in 2009, Sakthi College of Arts and Science have been striving to stretch its arms towards perfection by aiding the young women students to excel in all the fields of academics, co-curricular activities as well as learning life skills. Along with education, imbibing human values like compassion, courage, humility, integrity and reliability is the prime motto of this institution.

With the continuous support extended by you, we are sure to reach the pinnacle of excellence.

From the Vice-Chairman's Desk....

With the best academic and professional achievement in my medical career, I believe education has the power of shaping the future of women and thus change their lives towards betterment. The invincible weapons of a woman to face the challenges of life are the best education, economic independence, self-reliance, self motivation and confidence.

The long cherished dream of our family has been offering the best education, especially to the women folk of our surrounding community. Sakthi Group of Institutions have been launched in the geographical site of Oddanchatram so that the learners with the schooling in government schools will feel easy and comfortable in availing the educational

service, offered by the institutions. It is quite evident that Sakthi College of Arts and Science has been fulfilling the educational needs of the young women of our locality and makes them empowered.

Our journey of education will continue with many success stories.

COLLEGE PROFILE

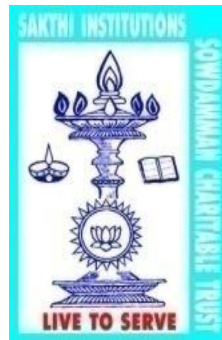
Name	Sakthi College of Arts & Science for Women
Established in	2009
Chairman	Dr. K. Vembanan, M.B.B.S.,M.S.,
Organization	Sowdamman Charitable & Educational Trust, Oddanchatram, Dindigul
Affiliated to	Mother Teresa Women's University, Kodaikanal
Address	Sakthi Nagar, Palakanuthu (P.O), Oddanchatram - 624619
Contacts	9750956809, 9750956802, 9994176424
E-mail	scas2009@gmail.com
Web site	www.sakthiwomenscollegedgl.com

“Education is a liberating force, and in our age, it is also a democratizing force, cutting across the barriers of caste and class, smoothing out inequalities imposed by birth and other circumstances”

Sakthi College of Arts & Science Women has been established in the year 2009 with the blessings of the great social reformer Arutchelvar Padmasri Dr.N.Mahalingam Ayya. It is a constituent unit of Sowdamman Charitable trust. It is affiliated to Mother Teresa Women's University, Kodaikanal. The proof of its adherence to standard lies in the milestone achievement of having bloomed well with 10 Under-graduate, 09 Post-graduate and 07 Pre-doctoral (M.Phil.,) Programmes. The College offers innovative curricula, opportunities for holistic development and a highly disciplined and diversified environment for students to surpass in scholastic, non-scholastic and research pursuits. However, while keeping pace with

the changes in higher education at the national and global level, the institution still retains its local flavour and continues to offer value-based education with a special focus on the underprivileged.

LOGO:



VISION:

The founding Vision of Sakthi College of Arts and Science is

- Empowering the rural womenfolk with quality higher education and mould them into globally competent individuals.

MISSION:

The noble Mission of Sakthi College of Arts and Science is

- Promoting innovative and student-centred modes of teaching and learning
- Enriching the intellectual life on the campus with extensive use of technological aids and upgraded learning content.
- Imparting strong and supportive education to promote research culture and employability.
- Imbibing the service-oriented work pattern by involving in extension and out-reach programmes.

INSTITUTIONAL OBJECTIVES:

Sakthi College of Arts and Science has certain definite Institutional Objectives to be attained.

- Skill Development & Capacity Building
- Women Empowerment

- Self-reliance
- Gender Equity & Integrity

PROGRAMMES OFFERED

UNDER-GRADUATION PROGRAMMES

- ✚ B.A., Tamil
- ✚ B.A., English
- ✚ B.Sc., Mathematics
- ✚ B.Sc., Physics
- ✚ B.Sc., Chemistry
- ✚ B.Sc., Computer Science
- ✚ B.C.A.,
- ✚ B.Com.,
- ✚ B.Com., CA
- ✚ BBA.,

POST-GRADUATION PROGRAMMES

- ✚ M.A., Tamil
- ✚ M.A., English
- ✚ M.Sc., Mathematics
- ✚ M.Sc., Physics
- ✚ M.Sc., Chemistry
- ✚ M.Sc., IT
- ✚ M.Sc., Computer Science
- ✚ M.Com.,
- ✚ M.Com., (CA)

PRE-DOCTORAL PROGRAMMES [M.Phil.,)

- ✚ M.Phil., Tamil
- ✚ M.Phil., English
- ✚ M.Phil., Maths
- ✚ M.Phil., Physics

- ✚ M.Phil., Chemistry
- ✚ M.Phil., Computer Science
- ✚ M.Phil., Commerce

ADD-ON COURSES

DEPARTMENT OFFERING THE COURSES	I YEAR	II YEAR	III YEAR
Tamil	Reading of Imprints in Tamil (Suvadiyal)	Art of Adornment by Ancient Tamil (Oppanai Kalaithiran)	Five Minor Epics (Ainchiru Kapiyangal)
English	Dynamic Communication	Creation of Newspapers	Business Communication
Mathematics	Theory of Numbers	Quantitative Aptitude	Set Theory and Logic
Physics	Renewable Energy Sources	Making of Electrical Appliances	Biomedical Instrumentation
Chemistry	Precautionary Measures in Handling Laboratory Equipments	Mechanism and Reactions of Chemical Substances	Instrumental Analysis
Commerce	Practical Banking	Salesmanship	Expertise in Business Law
Commerce with CA	Commercial Practices	Principles and Practice of Insurance	Entrepreneurship Development
Computer Science	Computer Fundamentals	Multimedia and Animations	Python Programming
Computer Applications	Computer Applications for Automation	Python Programming	Multimedia and Animations

DEPARTMENTS

- ✚ PG & Research Department of Tamil
- ✚ PG & Research Department of English
- ✚ PG & Research Department of Mathematics
- ✚ PG & Research Department of Physics
- ✚ PG & Research Department of Chemistry
- ✚ PG & Research Department of Commerce
- ✚ PG & Research Department of Computer Science
- ✚ PG Department of Commerce With CA

- ✚ PG Department of Information Technology
- ✚ Department of Computer Applications
- ✚ Department of Business Administration

PRINCIPAL

Dr. Mrs. S. Kanitha, M.A.,M.Phil., Ph.D.,

VICE-PRINCIPAL

Mrs.M.Suganthi, M.Sc.,M.Phil.,(Ph.D).,

PG & RESEARCH DEPARTMENT OF TAMIL

Mrs. B. Rathi Devi, M.A., M.Phil., M.A., (Ph.D.,) Assistant Professor & Head

Mrs. A. Pavai, M.A., M.Phil., Assistant. Professor

Ms.M.Murugathal, M.A., M.Phil., B.Ed., Assistant. Professor

Dr..N.Murugeswari, M.A., M.Phil., B.Ed., Ph.D., Assistant. Professor

Dr.S.Kohila Meena, M.A., M.Phil., B.Ed., Ph.D., Assistant. Professor

Mrs.M.Tamilselvi, M.A., M.Phil.,B.Ed.,(Ph.D.) Assistant. Professor

Ms.D. Rajammal, M.A., M.Phil., (Ph.D.) Assistant Professor

Ms.R.Vijayalakshmi, M.A., M.Phil., B.Ed., Assistant Professor

Mrs.K.Prasanthi, D.T.Ed., M.A., B.Ed., M.Phil., Assistant Professor

Dr. C.Ponnuthai, M.A.,M.Phil., Ph.D., Associate Professor

Dr. C. Poornima,M.A.,M.Phil., Assistant Professor

Dr. P.Ragammal,,M.A.,M.Phil., Ph.D., Associate Professor

PG & RESEARCH DEPARTMENT OF ENGLISH

Mrs. A.Sathiya, M.A.,M.Phil.,M.B.A., Assistant Professor & Head

Ms.R.Narmatha devi, M.A.,M.Phil., Assistant Professor

Ms. M. Selva Nandhini, M.A., M.Phil.,Assistant Professor

Ms. X. Cecilia Mary, M.A., M.Phil.,Assistant Professor

Ms.G.Abirami, M.A., M.Phil.,Assistant Professor

Mrs.S.Mahesh, M.A., M.Phil., B.Ed.,Assistant Professor

Ms.V.Vidya, M.A., M.Phil., B.Ed.,Assistant Professor

Ms.P.Kaleeswari, M.A., M.Phil., Assistant. Professor

Ms.C.Ramya Devi, M.A., M.Phil., Assistant Professor

Mrs.K.Jeyabharathi, M.A., M.Phil., Assistant Professor

Ms.M.Vennila, M.A., M.Phil., M.Ed., (Ph.D)., Assistant. Professor

Ms.A.Jeni Nirmala, M.A., M.Phil., Assistant. Professor

Ms.P. Ramya, M.A., M.Phil.,B.Ed., Assistant Professor

Ms.V.Vanathi, M.A., M.Phil., Assistant Professor

Ms.D.Gayathri, M.A., M.Phil., Assistant Professor

Ms.S.Selvamani,,M.A.,M.Phil., Assistant Professor

Ms.A.Sulthana Begam, M.A., M.Phil., Assistant Professor

Ms.J.Gowmathi, M.A., M.Phil., Assistant Professor

Ms.P.Sasikala, MBA., M.Phil., Assistant Professor

PG & RESEARCH DEPARTMENT OF MATHEMATICS

Mrs.M.Nithyakalyani, ,M.Sc.,M.Ed.,M.Phil.,M.Phil(Edu).,(Ph.D), Assistant Professor & Head

Mrs. R. Jeyamani, M.Sc., M.Phil.,Associate Professor

Mrs.S.Maivizhiselvi ,M.Sc.,M.Phil.,B.Ed., Assistant Professor

Ms.V.Revathi ,M.Sc., M.Phil., B.Ed., Assistant Professor

Ms.P.Velumani, M.Sc., M.Phil., B.Ed., PGDCA., Assistant Professor

Mrs.J.Yogeswari M.Sc(Mat).,M.Sc., (CS&IT)., M.Phil., (CS)., Assistant Professor

Ms.R.Rani,M.Sc., M.Phil., B.Ed., Assistant Professor

Ms.S.Manikkavasugi,M.Sc.,M.Phil., Assistant Professor

Mrs.A.Praveenkumari,M.Sc.,M.Phil., B.Ed., Assistant Professor

Ms.N.Dhanyalakshmi,M.Sc.,M.Phil., Assistant Professor

Ms.P.Poongodi,M.Sc.,M.Phil., Assistant Professor

Mrs.K.Amutha, M.Sc., M.Phil., (Ph.D)., Assistant Professor

Mrs.T.Lavanya, M.Sc., M.Phil., Assistant Professor

PG & RESEARCH DEPARTMENT OF PHYSICS

Mrs.G.Jamuna Pandi, M.Sc., M.Phil., Assistant Professor & Head

Ms.G.Jeyajothi, M.Sc., M.Ed., Assistant Professor

Mrs.M.N.Jothi, M.Sc., M.Phil., B.Ed., Assistant Professor

Ms.J.Jenifer Gethcy,M.Sc., M.Phil., Assistant Professor

Ms.J.Jebarani ,M.Sc., M.Phil., B.Ed., Assistant Professor

Mrs.S.Sridevi M.Sc., M.Phil., B.Ed., Assistant Professor

Ms.P.Deviga,M.Sc., M.Phil.,Assistant Professor

Ms.S.Maragatham,M.Sc., M.Phil., Assistant Professor

PG & RESEARCH DEPARTMENT OF CHEMISTRY

Mrs.S.Meena M.Sc., M.Ed., M.Phil., Assistant Professor & Head

Dr.V.Johnsi Rani M.Sc., B.Ed., M.Phil.,Ph.D., Assistant Professor

Mrs.J.Antony Lisa, M.Sc., M.Ed., M.Phil., Assistant Professor

Dr.T.Sathya Kamatchi, M.Sc., M.Phil.,Ph.D., Assistant Professor

Dr.R.Thenmozhi, M.Sc., M.Phil.,Ph.D., Assistant Professor

Ms.S.Nandhini, M.Sc.,M.Phil.,B.Ed., Assistant Professor

Mrs.G.Panchavarnam, M.Sc.,M.Phil., Assistant Professor

Ms.T.Kasiminada Devi, M.Sc.,M.Phil.,B.Ed., Assistant Professor

Dr.K.Sivaraj M.Sc., M.Phil.,Ph.D., Assistant Professor

Ms.D.Priyadharshini, M.Sc.,M.Phil.,B.Ed., Assistant Professor

Mrs.K.AnithaShree, M.Sc.,M.Phil.,B.Ed.,Assistant Professor

Ms.A.Mary Kalaiarasi, M.Sc.,M.Phil.,Assistant Professor

PG & RESEARCH DEPARTMENT OF COMMERCE

Mrs. M. Radha M.Com., M.Phil., M.B.A.,(Ph.D.), Assistant Professor & Head

Dr.B.Thenmozhi,M.Com.,M.Phil.,Ph.D,PGDCA., Assistant Professor

Mrs.T.Gowri Thangam,M.Com.,M.Phil.,B.Ed., Assistant Professor

Mrs.K.AnithaShree, M.Sc.,M.Phil.,B.Ed.,Assistant Professor

Ms.A.Mary Kalaiarasi, M.Sc.,M.Phil.,Assistant Professor

PG DEPARTMENT OF COMMERCE WITH CA

Dr.A.Rajalaksh,mi, M.Com., M.phil., Ph.D., Assistant Professor &Head

Mrs.P.Anitha,M.Com.,M.Phil.,B.Ed., Assistant Professor

Ms.C.kavitha,M.Com.,M.Phil., Assistant Professor

Ms.D.Neelavathi, M.Sc., M.Phil., Assistant Professor

DEPARTMENT OF BUSINESS ADMINISTRATION

Mrs.S.Samundeeswari, M.Com., M.Phil., Assistant Professor & Head

Ms.K.Rajeswari,M.Com., M.Phil., PGDCA., Assistant Professor

Ms.V.S.Vinothini,M.Com.,M.Phil.Assistant Professor

Mrs.S.Malathi,M.Com.,M.Phil.Assistant Professor

Ms.S.Suganya,,M.Com.,M.Phil,Assistant Professor

PG & RESEARCH DEPARTMENT OF COMPUTER SCIENCE

Mrs.S.Kavitha M.Sc., M.Phil.,(Ph.D)., Assistant Professor & Head

Mrs.T. Sathiya,M.Sc.,M.Ed., Assistant Professor

Ms.M.Anitha, M.Sc.,M.Phil., Assistant Professor

Mrs.S.G.Sudha, M.Sc.,M.Phil., Assistant Professor

Ms.R.Priya, M.Sc.,M.Phil., Assistant Professor

Mrs.P.Alaguthai, M.Sc.,M.Phil., Assistant Professor

Dr.S.Karthigai Selvi, M.Sc.,M.Phil., Assistant Professor

DEPARTMENT OF COMPUTER APPLICATION

Mrs.S.Gunasundari M.Sc.,M.Ed.,M.Phil., Assistant Professor & Head

Mr.T.Genish, M.Sc.,M.Phil.,(Ph.D)., Assistant Professor

Ms.T.Jeevitha, M.Sc.,M.Phil., Assistant Professor

Ms.S.P.Gayathri, M.Sc.,M.Phil.,(Ph.D)., Assistant Professor

Mrs.R.Madhumathi, MCA.,M.Phil., Assistant Professor

PG DEPARTMENT OF INFORMATION TECHNOLOGY

Mrs.S.Yoga M.Sc.,(CS & IT)., M.Sc.,(Maths)., M.Phil.,(CS) M.Phil.,(Maths)

Assistant Professor & Head

Ms.N.Nanthini, M.Sc.,M.Phil., Assistant Professor

Mrs.C.Chitra Devi, M.Sc.,M.Phil.,Ph.D., Assistant Professor

LIBRARIAN

Dr. A.Isabella Mary, M.LISC.,M.Phil.,Ph.D., Librarian.

DIRECTOR OF PHYSICAL EDUCATION

Mr.Lakshman., M.A.,M.Phil.,M.PEd.,

NON-TEACHING STAFF

Sl.No	NAME	DESIGNATION
1.	Mrs.M.Latha	Administrative Officer
2.	Mrs.V.Gracy Sahaya Mary	Accountant
3.	Ms.A.Angeeswari	Computer Operator
4.	S.Santha Devi	Computer Operator
5.	S.Gayathri	Computer Operator
6.	M.Kavitha	Clerical Assistant
7.	S.Leo Joseph	Physics Lab Assistant
8.	R.Kuzhumayee	Chemistry Lab Assistant
9.	V.Krishnaveni	Chemistry Lab Assistant
10.	P.Deivalingam	Computer Science Lab Assistant
11.	S.Veerashanmugaraj	Computer Science Lab Assistant
12.	A.Mohamed Riyaz	Computer Science Lab Assistant
13.	A.Karthiimurugan	Computer Lab Assistant
14.	M.Thirumalairajan	Cashier
15.	P.Umamaheshwari	Library assistant
16.	S.Srinivasan	Accountant

17.	G.Ganesh raja	Office boy
18.	M.Saravanakumar	Accountant

ADMISSION

As the College is affiliated to the Mother Teresa Women's University, Kodaikanal, it follows the rules and regulations set by the University /Government in all matters related to admissions and conduct of the courses. Usually, the University announces the admission notification in June-July every year. Candidates seeking admission can apply online at www.sakthiwomenscollegedgl.com

RULES AND REGULATIONS OF THE COLLEGE

- ✓ All the students should abide by the rules and regulations laid down by the college to maintain discipline.
- ✓ Ragging is completely banned inside the college campus, inside the hostel and inside the college buses and all the students should treat newcomers with affection and care. No teasing is allowed in any form.
- ✓ Students should come to college in the prescribed Uniform with Identity Card on time and maintain discipline within the campus.
- ✓ Students should be regular in their attendance. No Student shall absent herself from the classes without submitting leave letter duly signed by the parent and class in-charge and the Head of the Department.
- ✓ When students go on leave without permission for many days, they have to report to the Principal along with her father or mother.
- ✓ When moving from one class to other class, students should maintain silence.
- ✓ The students who have not completed the attendance stipulation of 75% are not eligible to appear for the semester examination. Those possessing 65% and above of the attendance should pay a condonation fee for lack of attendance. Those possessing below 65% of attendance are not eligible to appear for the examinations.
- ✓ Students should not take leave during Internal Assessments and University Examinations.
- ✓ Students should attend the assembly prayers and all activities and functions of the college and observe discipline at all times and they should leave the hall after the Chief Guest, Chairman and Principal have left the hall.
- ✓ When a student has a grievance, she can discuss it with the class teacher or her counselor. When it is not solved, she can bring it to the notice of the HoD and then to the Principal. No student should directly approach the Chairman for any grievance.

- ✓ Students should not bring mobile phones and laptops to classes.
- ✓ Students must keep the class-rooms and premises neat and tidy
- ✓ Students should read the notice board regularly.
- ✓ The students are advised not to change the bus or the stopping without prior permission from the principal.
- ✓ Visitors are not allowed during the working hours of the college.
- ✓ Common Internal Tests are conducted thrice in a semester. No retest is conducted for the students who are absent for the test.
- ✓ Semester Examinations are conducted at the end of every semester. Fee should be remitted within the stipulated time. Those who remit fees after the last date will not be allowed to write the examination.
- ✓ No-Due Certificates should be produced in their departments to collect hall tickets.
- ✓ Students who don't produce hall tickets and Identity Cards in the Examination hall are not allowed to write the examination.

COLLEGE LIBRARY

The college library has a comprehensive collection of books. The reference section has adequate collection in the domain of Language, Science, Commerce and Management. The college library will be open on all days from 9.30 am to 3.30 pm except public holidays.

RULES AND REGULATIONS FOR USING COLLEGE LIBRARY

- ✓ The Library will be kept open on all working days of the college from 9.30 am to 5.00 pm. It will remain closed on Sundays and on holidays.
- ✓ Strict Silence should be maintained in and around the library.
- ✓ Students are asked to bring only sheets of papers to take notes.
- ✓ Students and staff should sign in the entry register.
- ✓ Books should be handled with great care. M.Phil., scholars are allowed to take 3 books and UG and PG students are allowed to take 2 books.
- ✓ Students should replace the book in the same place where they have taken it from.
- ✓ Students are allowed to read Magazines/ Journals / News papers only inside the Library and are not allowed to take them out.
- ✓ Reference books like Dictionary, Encyclopedias etc, should be used inside the library.
- ✓ Each student will be issued two tokens and only two books can be taken at a time.
- ✓ Students are allowed to take books using their own token only.

- ✓ Books should be returned to the librarian in person.
- ✓ For the purpose of checking, the Librarian may recall a book at any time.
- ✓ If the token is lost, a fine of Rs.50 per token will be collected from the student.
- ✓ The duration of lending books for students is two weeks, and if the book is not returned on or before the due date, an overdue charge of Re.1 per day for a book will be collected from the students.
- ✓ Students are prohibited from sub-lending the books.
- ✓ In case of any damage or loss of book, it has to be either replaced or five times of the market price of the book will be collected.
- ✓ A student will not be excused from returning the book on the due date even in the case of absence.
- ✓ The Library administration reserves the right to with hold the issue of some rare/ costly books. Reference books will not be issued. Books with rate of Rs.2000/- competitive books and some rare Encyclopedia are treated as reference books and they are not issued. Journals will not be issued.




RULES AND REGULATIONS OF THE HOSTEL

- ✓ Students are responsible for the furniture supplied in the hostel.
- ✓ Students are asked to co-operate in keeping the hostel and surroundings clean. Rooms must be kept neat and tidy every day. The waste should be thrown in the dustbin only and not in the wash basin and toilets to avoid blocking of the drainage. Use plastic buckets where ever provided.
- ✓ Cloths must be dried up on the string provided and not in the rooms.
- ✓ Use electricity and water whenever necessary. Whenever the students are going out of the room, they must switch off the fans and lights and close pipe.
- ✓ The students should not keep any valuable jewels or cash worth more than Rs.100/-The College & hostel authorities will not be responsible for the loss of the Jewels or cash.
- ✓ Students should keep the cupboard and rooms locked when they leave for classes. Before leaving the room, they have to check it once again whether all are locked properly.
- ✓ Students when they become sick they should report to the hostel warden and the same to be reported to the respective class coordinators and the leave letter should be submitted to the class coordinators and then it has to be forwarded to the Principal.
- ✓ When the students are becoming sick, necessary action will be taken by the warden to take them to the hospital. Sick students on sick leave should stay in the sick room in order to take complete rest.

- ✓ The students should feel free to consult the class co-ordinator if they have any problem and confidentiality will be maintained and necessary assistance will be provided when they have official / personal problem.
- ✓ Daily Morning Prayer will be conducted in the class room at 8.45 am and night prayer will be conducted at 7.00 pm in the hostel. The warden will take attendance after prayer.
- ✓ The classes will start sharply by 9.45 am. So all the students are expected to be present for the class by 9.30 am.
- ✓ Students are expected to wear the college uniform with ID card
- ✓ All the students are supposed to be present on time for classes. If late, it will be considered as absent.
- ✓ Visitors pass (ID card) will be provided for each student along with the family photo of the parents, brother & sister of the student. If the parents are not bringing the visitors ID, they can't see the student.
- ✓ Visitors should write their names along with their signature in the visitor's book and necessary arrangement will be made to call the student after their parents show the visitors ID card.
- ✓ Visitors are strictly not allowed to enter the student's room.
- ✓ Visitors are allowed to see the students only on 1st & 3rd Sunday's of every month by 6.00 am to 4.00 pm. Before 6.00 am the parents will not be encouraged to see the students.
- ✓ No visitors are permitted to meet the students during class hours.
- ✓ Students going away from hostel on leave (Vacation) must return to the hostel on the previous day evening before 6.00 pm and they must report the arrival to the warden (staff in-charge) and must sign the register.
- ✓ The students are not allowed to go home before the internal exams.
- ✓ Students are not permitted to go to their friends' home without the permission of the parents. The same to be intimated to the principal by the parents and prior permission should be obtained from principal.
- ✓ Vegetarian and non-vegetarian food will be provided according to the willingness of the students
- ✓ Food committee on each batch will help the mess members in serving.
- ✓ Students are expected to co-operate in keeping the dining room clean and they have to throw the waste wherever the dustbin is provided.
- ✓ Students are strictly not allowed to take the food to the hostel room. If they are found taking the food to the hostel, action will be taken to maintain discipline.

- ✓ When the students are going for leave or vacation the mess leader from each batch should report to the mess in-charge regarding the need (The number of students those who are going to stay on the particular day), in order to avoid wasting food unnecessarily.
- ✓ During the mess time, the students are requested to avoid the unnecessary talking.
- ✓ The students are expected to keep the dining table neat and clean by avoiding the food waste being thrown unnecessarily on the table.
- ✓ Each batch is expected to keep the timings for taking the breakfast, lunch & dinner by helping the mess people.

SCHOLARSHIPS / LOANS / FEE CONCESSION

-  SC/ST Scholarship, awarded by the State Government of Tamil Nadu.
-  Ranimangammal Charitable Trust Scholarship, awarded through Mother Teresa Women's University, Kodaikanal to the meritorious students in November End Semester Examinations only.
-  Sowdamman Trust Financial Aid to the Best performers in sports & Highest Mark Holders in +2 examinations.

INTERNAL COMPLAINT COMMITTEE

The Internal Complaint Committee of the college provides a happy and comfortable environment for students to discuss their problems regarding their academic and social life. The committee also provides individual counseling sessions, motivational talks, interactive sessions to help the students deal with mental stress and allied issues. This centre for mental well being tries to mitigate students stress help them reach appropriate solutions, guides them to take responsible decisions and enables them to become self-actualized individuals.

ANTI-RAGGING COMMITTEE:

Ragging is prevented inside the campus. It is a punishable offence as per Tamil Nadu Prohibition of Ragging Act, 1997 and also as per APEX Court orders in Civil appeal 887/2009 with imprisonment, penalty, suspension / dismissal etc.

The Anti-Ragging Committee is active in ensuring no ragging inside the campus through various measures and activities.



SAKTHI COLLEGE OF ARTS AND SCIENCE FOR WOMEN

(Approved by Govt of TamilNadu, Affiliated to Mother Teresa Women's University, Kodaikanal)

Sakthi Nagar, Dindigul - Palani Main Road,

Palakkanuthu Post, Oddanchatram-624619.

Dindigul - District.

Mobile: 9750956809

E.mail: scas2009@gmail.com

Anti Ragging Committee Members

The committee consists of teachers and student representatives for each major and is vigilant.

Teachers' Committee:

1. Dr.(Mrs).S.Kanitha	-	Head of the Institution	-	9443473528
2. Mrs.S.Kavitha(HOD, Computer Science)	-	Coordinator	-	9952531727
3. Dr.B.Thenmozhi(Asst. Professor)	-	Coordinator	-	9047270631
4. Mrs.M.Radha(HOD, Commerce)	-	Member	-	9600914790
5. Dr.C.Ponnuthai (HOD, Tamil)	-	Member	-	7667960775
6. Mrs.A.Sathiya(HOD, English)	-	Member	-	7667190812
7. Mrs.S.Maivizhiselvi(HOD, Mathematics)	-	Member	-	9688060039
8. Mrs.Jamuna Pandi(HOD, Physics)	-	Member	-	9788681728
9. Mrs.Meena(HOD, Chemistry)	-	Member	-	9865097609

Students' Committee:

1. M.Surya	-	III B.A (Tamil)
2. C.Soundarya	-	III B.A (Tamil)
3. S.Subbulakshmi	-	II M.A(English)
4. R.Akalya	-	III B.A(English)
5. T.M.Subasri	-	II M.Sc(Maths)
6. S.Keerthan	-	III B.Sc(Maths)
7. A.Ananthajothi	-	II M.Sc(Physics)
8. M.Prabha	-	III B.Sc(Physics)
9. P.Sowmya	-	III B.Sc(Chemistry)
10. R.Durga Devi	-	II M.Sc(Chemistry)
11. A.K.Ameernisha	-	III B.Sc(Chemistry)
12. K.Yogaselvi	-	II M.Com(CA)
13. G.Soundarya	-	III B.Com(CA)
14. M.Indhumathi	-	II M.Sc(Computer Science)
15. B.Priya	-	II M.Sc(Computer Science)

Skanika
29/6/16

PRINCIPAL

Sakthi College of Arts and Science for Women
Sakthi Nagar, Palakkanuthu (Po),
Oddanchatram, Dindigul Dist - 624 619.

ACADEMIC CALENDAR / 2017 - 2018

Date	Day	June 2017	Working Days	
			II,III UG,PG	I UG,PG
1	Thurs			
2	Fri			
3	Sat			
4	Sun			
5	Mon	Holiday		
6	Tue			
7	Wed			
8	Thurs			
9	Fri			
10	Sat			
11	Sun			
12	Mon	Holiday		
13	Tue			
14	Wed			
15	Thurs			
16	Fri	College Reopens	1	
17	Sat		2	
18	Sun	Holiday		
19	Mon		3	
20	Tue		4	
21	Wed		5	
22	Thurs		6	
23	Fri	First Year College Reopen,	7	1
24	Sat		8	2
25	Sun	Holiday		
26	Mon	Republic Day		
27	Tue		9	3
28	Wed		10	4
29	Thurs		11	5
30	Fri		12	6

“Be the Change You wish to see in the world”

– Mahatma Gandhi

Date	Day	July 2017	Working Days	
			II III UG,PG	I UG,PG
1	Sat	Holiday-Working Day for Staff		
2	Sun	Holiday		
3	Mon		13	7
4	Tue		14	8
5	Wed		15	9
6	Thurs		16	10
7	Fri		17	11
8	Sat		16	12
9	Sun	Holiday		
10	Mon	Holiday		
11	Tue		17	13
12	Wed		18	14
13	Thurs		19	15
14	Fri		20	16
15	Sat			
16	Sun	Holiday		
17	Mon		21	17
18	Tue		22	18
19	Wed		23	19
20	Thurs		24	20
21	Fri		25	21
22	Sat		26	22
23	Sun	Holiday		
24	Mon		27	23
25	Tue		28	24
26	Wed		29	25
27	Thurs		30	26
28	Fri		31	27
29	Sat		32	28
30	Sun	Holiday		
31	Mon		31	29

“Kind words are short and easy to speak, but their echoes are endless”

- Mother Teresa

Date	Day	August 2017	Working Days	
			II III UG,PG	I UG,PG
1	Tue		32	30
2	Wed		33	31
3	Thurs	Aadi peruku		
4	Fri		34	32
5	Sat		35	33
6	Sun	Holiday		
7	Mon		36	34
8	Tue		37	35
9	Wed		38	36
10	Thurs		39	37
11	Fri		40	38
12	Sat		41	39
13	Sun	Holiday		
14	Mon	Krishna Jayanthi		
15	Tue	Independence day		
16	Wed		42	40
17	Thurs		43	41
18	Fri		44	42
19	Sat		45	43
20	Sun	Holiday		
21	Mon		46	44
22	Tue		47	45
23	Wed		48	46
24	Thurs		49	47
25	Fri	Vinayagar Chaturthi		
26	Sat	Holiday		
27	Sun	Holiday		
28	Mon		50	48
29	Tue		51	49
30	Wed		52	50
31	Thurs		53	51

**“Genius is one percent Inspiration and Ninety- Nine Percent
Perspiration”**

– Thomas Alva Edison

Date	Day	September 2017	Working Days	
			II III UG,PG	I UG,PG
1	Fri		54	52
2	Sat	Bakrid		
3	Sun	Holiday		
4	Mon		55	53
5	Tue		56	54
6	Wed		57	55
7	Thurs		58	56
8	Fri		59	57
9	Sat	Holiday-Working Day for Staff		
10	Sun	Holiday		
11	Mon		60	58
12	Tue		61	59
13	Wed		62	60
14	Thurs		63	61
15	Fri		64	62
16	Sat	Holiday-Working Day for Staff		
17	Sun	Holiday		
18	Mon		65	63
19	Tue		66	64
20	Wed		67	65
21	Thurs		68	66
22	Fri		69	67
23	Sat	Holiday-Working Day for Staff		
24	Sun	Holiday		
25	Mon		70	68
26	Tue		71	69
27	Wed		72	70
28	Thurs	Pooja Celebration	73	71
29	Fri	Saraswathi Pooja		
30	Sat	Vijaya dhasami		

“The value of a college education is not the learning of many facts but the training of the mind to think”

- Albert Einstein

Date	Day	October 2017	Working Days	
			II III UG,PG	I UG,PG
1	Sun	Moharam Holiday		
2	Mon	Gandhi Jayanthi		
3	Tue		74	72
4	Wed		75	73
5	Thurs		76	74
6	Fri		77	75
7	Sat	Holiday-Working Day for Staff		76
8	Sun	Holiday		
9	Mon		78	77
10	Tue		79	78
11	Wed		80	79
12	Thurs		81	80
13	Fri		82	81
14	Sat	Holiday-Working Day for Staff		82
15	Sun	Holiday		
16	Mon			
17	Tue	Holiday		
18	Wed	Diwali		
19	Thurs	Holiday		
20	Fri		83	83
21	Sat		84	84
22	Sun	Holiday		
23	Mon		85	85
24	Tue		86	86
25	Wed		87	87
26	Thurs		88	88
27	Fri		89	89
28	Sat		90	90
29	Sun	Holiday		
30	Mon	Study Holidays		
31	Tue			

**“Man needs his difficulties because they are necessary to enjoy success.”
– Dr.A.P.J. Abdul Kalam**

Date	Day	November 2017	Working Days
1	Wed		
2	Thurs		
3	Fri		
4	Sat	Holiday	
5	Sun	Holiday	
6	Mon		
7	Tue		
8	Wed		
9	Thurs		
10	Fri		
11	Sat	Holiday	
12	Sun	Holiday	
13	Mon		
14	Tue		
15	Wed		
16	Thurs		
17	Fri		
18	Sat	Holiday	
19	Sun	Holiday	
20	Mon		
21	Tue		
22	Wed		
23	Thurs		
24	Fri		
25	Sat	Holiday	
26	Sun	Holiday	
27	Mon		
28	Tue		
29	Wed		
30	Thurs		

**“With rising flood the rising lotus flower its stem unwinds;
The dignity of men is measured by their minds.”
-Thiruvalluvar**

Date	Day	December 2017	Working Days
1	Fri		
2	Sat	Miladunabi-Holiday	
3	Sun	Holiday	
4	Mon	College Reopens	1
5	Tue		2
6	Wed		3
7	Thurs		4
8	Fri		5
9	Sat	Holiday-Working Day for Staff	
10	Sun	Holiday	
11	Mon		6
12	Tue		7
13	Wed		8
14	Thurs		9
15	Fri		10
16	Sat	Holiday-Working Day for Staff	
17	Sun	Holiday	
18	Mon		11
19	Tue		12
20	Wed		13
21	Thurs		14
22	Fri		15
23	Sat	Holiday-Working Day for Staff	
24	Sun	Holiday	
25	Mon	Holiday –Christmas	
26	Tue		16
27	Wed	Holiday	
28	Thurs		17
29	Fri		18
30	Sat	Holiday-Working Day for Staff	
31	Sun	Holiday	

“I can do you cannot, you can do things I cannot, together we can do great things.”

-Mother Teresa

Date	Day	January 2018	Working Days
1	Mon	Holiday -New Year	
2	Tue		19
3	Wed		20
4	Thurs		21
5	Fri		22
6	Sat		23
7	Sun	Holiday	
8	Mon		24
9	Tue		25
10	Wed		26
11	Thurs		27
12	Fri		28
13	Sat	Bogi	
14	Sun	Pongal	
15	Mon	Holiday	
16	Tue	Thiruvalluvar thinam	
17	Wed	Uzhavar Thirunal	
18	Thurs		29
19	Fri		30
20	Sat		31
21	Sun	Holiday	
22	Mon		31
23	Tue		32
24	Wed		33
25	Thurs		34
26	Fri	Republic Day	
27	Sat	Holiday-Working Day for Staff	
28	Sun	Holiday	
29	Mon		35
30	Tue		36
31	Wed	Thaipusam Holiday	

“All power is within you; you can do anything and everything.”

- Swamy Vivekananda

Date	Day	February 2018	Working Days
1	Thurs		37
2	Fri		38
3	Sat		39
4	Sun	Holiday	
5	Mon		40
6	Tue		41
7	Wed		42
8	Thurs		43
9	Fri		44
10	Sat		45
11	Sun	Holiday	
12	Mon		46
13	Tue		47
14	Wed		48
15	Thurs		49
16	Fri		50
17	Sat	Holiday	
18	Sun	Holiday	
19	Mon		51
20	Tue		52
21	Wed		53
22	Thurs		54
23	Fri		55
24	Sat		56
25	Sun	Holiday	
26	Mon		57
27	Tue		58
28	Wed		59

“Live as if you were to die tomorrow. Learn as if you were to live forever”.

-Bharathiyar

Date	Day	March 2018	Working Days
1	Thurs		60
2	Fri		61
3	Sat	Holiday-Working Day for Staff	
4	Sun	Holiday	
5	Mon		62
6	Tue		63
7	Wed		64
8	Thurs		65
9	Fri	Holiday	
10	Sat	Holiday-Working Day for Staff	
11	Sun	Holiday	
12	Mon		66
13	Tue		67
14	Wed		68
15	Thurs	Muperum Vizhla	69
16	Fri		70
17	Sat		71
18	Sun	Holiday	
19	Mon		72
20	Tue		73
21	Wed		74
22	Thurs		75
23	Fri		76
24	Sat	Holiday-Working Day for Staff	
25	Sun	Holiday	
26	Mon		77
27	Tue		78
28	Wed		79
29	Thurs		80
30	Fri		81
31	Sat	Holiday-Working Day for Staff	

“Dream is not that which you see while sleeping, it is something that does not let you sleep”

-Dr.A.P.J.Abdul Kalam

Date	Day	April 2018	Working Days
1	Sun	Holiday	
2	Mon		82
3	Tue		83
4	Wed		84
5	Thurs		85
6	Fri		86
7	Sat	Holiday	
8	Sun	Holiday	
9	Mon		87
10	Tue		88
11	Wed		89
12	Thurs		90
13	Fri	Lighting Day	91
14	Sat	Tamil New year	
15	Sun	Holiday	
16	Mon		
17	Tue		
18	Wed		
19	Thurs		
20	Fri		
21	Sat		
22	Sun	Holiday	
23	Mon		
24	Tue		
25	Wed		
26	Thurs		
27	Fri		
28	Sat		
29	Sun	Holiday	
30	Mon		

“True guidance is like a small torch in a dark forest. It doesn’t show everything once. But gives enough light for the next step to be safe”.

- Swami Vivekananda

Date	Day	May 2018	Working Days
1	Tue	May Day	
2	Wed		
3	Thurs		
4	Fri		
5	Sat		
6	Sun	Holiday	
7	Mon		
8	Tue		
9	Wed		
10	Thurs		
11	Fri		
12	Sat		
13	Sun	Holiday	
14	Mon		
15	Tue		
16	Wed		
17	Thurs		
18	Fri		
19	Sat		
20	Sun	Holiday	
21	Mon		
22	Tue		
23	Wed		
24	Thurs		
25	Fri		
26	Sat		
27	Sun	Holiday	
28	Mon		
29	Tue		
30	Wed		
31	Thurs		

“A faithful friend is the medicine of life”.

NOTES

