

VIVEKANANDA COLLEGE

(Co-Education College of Arts and Science)

(Run by Vivekananda Educational Society)

(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)

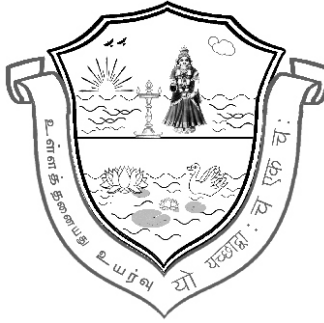
(Reaccredited with B⁺ Grade by NAAC)

(Certified by ISO 9001:2015)

Agasteeswaram - 629 701

Kanniyakumari District

Tamil Nadu, India



56th year

HANDBOOK 2020-2021

Telephone : +91 4652 270245

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e-Mail : admin@vivekanandacollege.net

Website : www.vivekanandacollege.net

IMPORTANT CONTACTS

College Office : +91 4652 270245

Principal (Office) : +91 4652 271892

Principal (Residence) : +91 4651 254640

Educational Society Office : +91 4652 271153

Secretary (Office) : +91 4652 270865

Secretary (Residence) : +91 4652 222666

Men's Hostel : +91 4652 271151

Women's Hostel : +91 4652 271152

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e-Mail : admin@vivekanandacollege.net

Website : www.vivekanandacollege.net

CLASS TIMINGS

10:00 a.m. to 03:45 p.m.

BIO-DATA

Name :

Year & Class :

Roll No. :

University Reg. No.:

Name of the Parent/ Guardian:

.....

Address :

.....

.....

Phone/Mobile :

e-Mail :

Date of Birth : Blood Group

Identification Marks : 1

2

Other Details :

.....

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CONTENTS		Page No.
Prayer Song		5
National Anthem		5
தமிழ்தாய் வாழ்த்து		6
National Pledge		6
A Brief History of the College		7
College Emblem		9
Vision and Mission		9
The College Buildings since 1965		10
Programmes of Study since 1965		15
Succession List		16
Executive Committee of Vivekananda Educational Society		17
College Administrative Council		18
College Council		19
Members of the Staff		20
Committees Constituted by the College Council		31
Programmes Offered		38
Semester Pattern		39
Fee Schedule		40
Code of Conduct for the Students		41
Attendance Regulations		46
Internal Assessment		47
University Examination Fee		47
Certificates		47
Physical Education		48
Library		48
Medical Inspection		50
National Cadet Corps		50
National Service Scheme		51
Students Union		51
Hostel Rules		53
Scholarships		57
Awards for Academic Toppers		59
Calendar 2020-2021		63

PRAYER SONG



கலைவாணி நின் கருணை தேன்மழையே
விளையாடும் என் நாவில் செந்தமிழே
அலங்கார தேவதையே வனிதாமணி
இசைக்கலை யாவும் தந்தருள்வாய் கலைமாமணி

[கலைவாணி]

மரகத வளைக்கரங்கள் மாணிக்க வீணை தாங்கும்
அருள் ஞானக்கரம் ஒன்றில் ஜெபமாலை விளங்கும்
ஸ்ருதியோடு லயபாவ ஸ்வரராக ஞானம்
சரஸ்வதி மாதா உன் வீணையில் எழும் நாதம்!

[கலைவாணி]

NATIONAL ANTHEM

Jana Gana Mana Adhinayaka, Jaya he
Bharatha Bhagya Vidhata.
Punjaba Sindu Gujarata Maratha
Dravida Utkala Vanga
Vindhya Himachala Yamuna Ganga
Uchchala Jaladhi Taranga.
Tava Subha Namey Jage,
Tava Subha Ashisha Mage,
Gahe Tava Jaya Gatha,
Jana Gana Mangala Dayaka Jaya he
Bharatha Bhagya Vidhata
Jaya he, Jaya he, Jaya he
Jaya Jaya Jaya Jaya he!

- Rabindranath Tagore

தமிழ்த்தாய் வாழ்த்து

நீராருங் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்
 சீராரும் வதனமெனத் திகழ்பரதக் கண்டமிதில்
 தெக்கணமும் அதிற்சிறந்த திராவிடநல் திருநாடும்
 தக்கசிறு பிறைநுதலும் தரித்தநறுந் திலகமுமே!
 அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற
 எத்திசையும் புகழ்மணக்க இருந்தபெருந் தமிழணங்கே!
 தமிழணங்கே!
 உன் சீரிளமைத் திறம் வியந்து செயல் மறந்து
 வாழ்த்துதுமே! வாழ்த்துதுமே! வாழ்த்துதுமே!

—‘மனோன்மணியம்’ பெ. சுந்தரம்பிள்ளை

NATIONAL PLEDGE

India is my country.
 All Indians are my brothers and sisters.
 I love my country.
 And I am proud of its rich and varied heritage.
 I shall always strive to be worthy of it.
 I shall give my parents, teachers and all elders,
 respect and treat everyone with courtesy.
 To my country and my people,
 I pledge my devotion.
 In their well-being and prosperity alone lies my happiness.

— Pydimarri Venkata Subba Rao

A BRIEF HISTORY OF THE COLLEGE

Vivekananda College was founded in July 1965, by *Vivekananda Educational Society*, Agasteeswaram, Kanniyakumari District, to commemorate the Birth Centenary of Swami Vivekananda. The college exists as a living memorial to the great sage of the East.

The principal objective of this society is to unify the students belonging to different faiths and to uphold the significance of our indigenous culture and ancient heritage, ensuing the preaching of Swami Vivekananda. This society aims at imparting liberal education to students of all castes and creeds, by developing their intellectual powers, locating, identifying and cultivating their interests and talents, thereby to train them to be responsible and valuable citizens and to develop the college into a residential unitary university, which, in course of time, will turn out countless Vivekanandas, who will work ceaselessly for international understanding and universal peace.

The history of the college is a saga of the daring self-confidence displayed by the sponsors. Sri. S. D. PANDIANADAR, B.A., a retired Senior Officer of the erstwhile Travancore-Cochin Government, who had a vision and fervour for the education of the underdeveloped society, founded this college. He himself offered 1.5 acres of his valuable land, for this noble cause. Sri. G. A. MARTHANDAN, honoured as a patron member of the society, generously donated 5.5 acres of land. Finally, through the magnanimity of the donors, the society received a compact area of 30 acres of land, to establish the college, which has now expanded to a 60 acre campus.

Encouraged by this healthy response, the Chief Patron convened a meeting on 18-01-1964 in the Govt. High School, Agasteeswaram to form the Governing Body for the college. They resolved to constitute a society named *Vivekananda College Association* and the proposed college was named as *Vivekananda College*. Later, the name of the society was changed into *Vivekananda Educational Society* and was registered on 29-12-1964, under the Travancore Cochin Literary Scientific and Charitable Societies Registration Act XII of 1955.

The application to start the new college was submitted on 27-10-1964, to Madras University. A committee consisting of Sri. S. D. Pandianadar, B.A., Dr. M. Natarajan, B.A., M.B.B.S., M.Ch. (Ortho.), F.R.C.S. (Eng.) from Madras and Dr. C. Kumaraswamy, M.B.B.S., D.A., met the Vice Chancellor on 30-11-1964 and official orders were received on 18-2-1965 to begin the college.

The foundation-stone for the college building was laid by Sri. S. D. Pandianadar on 17-03-1965. With the sincere co-operation and strenuous efforts of the members of the Executive Committee, the Board of Directors of the society and other well-wishers, buildings were constructed, and equipment were purchased. The University Commission which visited the college on 20-06-1965 was satisfied and affiliation was granted on 15-07-1965. The new college began to function from 11-08-1965 as a Pre-University College, offering courses in Science and Humanities with a modest strength of 167. The Vice-Chancellor of Madurai University, Sri. T.P. Meenakshisundaram, M.A., B.L., B. O.L., inaugurated the degree classes on 08-07-1966.

The college became a Co-educational Institution from June 1973, thereby fulfilling the long-cherished aspirations and hopes of the promoters to provide higher education to women in and around Kanniyakumari. This came as a great boon to the women students of the neighbouring villages. The College started offering programmes in the Self-Finance stream from the year 1992.

The College now offers thirteen Under-Graduate, six Post-Graduate, two M.Phil. programmes and four Ph.D. programmes elevating the college into Research Centre.

The College was accredited with B⁺ Grade by NAAC (National Assessment and Accreditation Council) on 21-05-2006 and was reaccredited with B⁺ Grade on 02-11-2018. The college is certified by the International Certification Authority with ISO 9001:2015 Quality Management System certification on 14-12-2017, for providing educational services in Arts and Sciences for Graduation, Post-graduation and Research.

COLLEGE EMBLEM



VISION AND MISSION

VISION

To reach out to the best of its ability to impart world class education to the youth of this country in general and educationally and economically backward communities of the locality in particular.

MISSION

To achieve excellence by providing quality education to the downtrodden and backward people in and around Kanniyakumari District and to develop Vivekananda College into a modern Centre of higher education, with the best available faculty, infrastructure and equipment.

|| THE COLLEGE BUILDINGS SINCE 1965 ||

Since 1965 many buildings have been added and the College now has a beautiful campus. Thanks to the benevolent donors.

- ❖ **Thangamaligai, Sri. Subramonia Pillai Boys Hostel** (South) was contributed by **Sri. Subramonia Pillai**. The foundation stone was laid by Sri. M. Bhakthavatsalam, Chief Minister, Govt. of Madras on 29-11-1966 and was opened in 1967-68.
- ❖ **Sri. K. Sivasubramonia Nadar Memorial Building** (B Block) was contributed by **Late Sri. S. K. Pandian, B.A., B.L.**, former President of the Managing Committee and his brother **Sri. S. Kannappan**, former President of the Managing Committee and was opened on 17-01-1970.
- ❖ **Alathankarai, Sri. S. Retnaswami Nadar Boys Hostel** (North) was contributed by **Sri. S. Retnaswami Nadar** and was opened on 01-09-1981.
- ❖ **College Canteen** was contributed by **Sri. M. Ganesan**, Correspondent and Secretary of Avaraikulam Baliah Marthandam Hr. Sec. School & Treasurer of Vivekananda Educational Society & Family and was opened on 29-01-2007.
- ❖ **Sri. M. Thanumaalaya Perumal Memorial Zoology Research Block** was contributed by Parakkai, **Er. R. Ravichandran**, Board of Director, Vivekananda Educational Society and **Dr. T. Sree Devi Kumari**, Assistant Professor of Zoology and was opened on 17-04-2017.

S. No.	Name of the Building	Opening Date/Year	Details of Donor / Contributor
1	Old Hostel Building (H Block)	1966-1967	Management
2	Thangamaligai, Sri. Subramonia Pillai Boys Hostel	1967-1968	Sri. Subramonia Pillai
3	C Block	1968-1969	Management
4	D Block	1969-1970	Management
5	Sri. K. Sivasubramonia Nadar Memorial Building (B Block)	17-01-1970	Late Sri.S.K.Pandian, B.A., B.L., and his brother Sri. S. Kannappan, Pottaiyadi
6	E Block	1972-1973	Management
7	F Block	1972-1973	Management
8	Girls Waiting Centre	1973-1974	Management
9	Vivekananda Educational Society Office (Old Building)	1974-1975	Management
10	Open Stage / Old Generator Room	1975-1976	Management
11	Canara Bank ATM Room	1975-1976	Management
12	Passenger Waiting Shed (for Students)	1980-1981	Management
13	Alathankarai, Sri. S. Retnaswami Nadar Boys Hostel	01-09-1981	Sri. S. Retnaswami Nadar, Alathankarai

S. No.	Name of the Building	Opening Date/Year	Details of Donor / Contributor
14	Founder Sri. S. D. Pandianadar Building (A Block) - Ground Floor	01-09-1981	Staff, Students and Management
15	Parasakthi Temple	Reconstructed in 1983-1984	Management
16	Founder Sri. S. D. Pandianadar Building (A Block) - First Floor	20-11-1988	Staff, Students and Management
17	I Block	1992-1993	Management
18	Library Building	1996-1997	Under the Scheme of UGC - VIII Plan
19	Sri. K. Kumaraswami Memorial Auditorium	1998-1999	Management
20	Women's Hostel (Old Building)	2000-2001	Under the Scheme of UGC - IX Plan
21	Health Centre (Old Hostel Kitchen)	2001-2002	Management
22	G. A. Marthandan Memorial IT Block (J Block)	2001-2002	Management
23	K Block (Ground Floor)	2001-2002	Under <i>Namaku Namea</i> Scheme of the State Government and Management
24	Generator Room	2002-2003	Management
25	I Block Extension	2004-2005	Parent Teacher Association
26	K Block (First Floor)	2004-2005	Management

S. No.	Name of the Building	Opening Date/Year	Details of Donor / Contributor
27	Men's Toilet Block	Renovated in 2004-2005	Parent Teacher Association
28	Office of VES (PTA Block) & Two-wheeler Parking (Women)	01-07-2005	Parent Teacher Association
29	Boys Toilet Block	2005-2006	Funded by Agasteeswaram Town Panchayath
30	College Canteen Building	29-01-2007	Sri. M. Ganesan & Family, Avaraikulam
31	Rainwater Harvesting Unit	2006-2007	Management
32	L Block (Ground Floor)	2007-2008	Smt. V. Rathiga Selvi, MP, Minister of State for Home Affairs under the Member of Parliament Constituency Development Scheme 2007-2008
33	L Block (First Floor)	2007-2008	Management
34	M Block (Ground Floor)	2007-2008	Sri. N. Suresh Rajan, M.A., MLA, Minister for Tourism, under the Member of Legislative Assembly Constituency Development Scheme 2007-2008
35	M Block (First Floor)	2007-2008	Management
36	Water Tank	23-01-2014	Smt. J. Helan Davidson, M.Sc., B.Ed., MP, under the Member of Parliament Constituency Development Scheme 2013-2014

S. No.	Name of the Building	Opening Date/Year	Details of Donor / Contributor
37	N Block (Ground Floor)	03-11-2016	Sri. Pon. Radhakrishnan, B.A., B.L, MP, Union Minister of State for Road Transport & Highways, under the Member of Parliament Constituency Development Scheme 2014-2015
38	N Block (First Floor)	03-11-2016	Management
39	Sri. M. Thanumaalaya Perumal Memorial Zoology Research Block	17-04-2017	Er. R. Ravichandran and Dr. T. Sree Devi Kumari, Parakkai
40	Women's Hostel	24-04-2017	Under the Scheme of UGC - X Plan
41	Sri. S. D. Pandianadar Statue	09-10-2017	Well-wishers of Sri. S. D. Pandianadar, B.A.,
42	Hostel Dining Hall	2017-2018	Management
43	O Block	02-05-2018	Smt. M. K. Kanimozhi, MP, under the Member of Parliament Constituency Development Scheme 2017-2018
44	P Block	05-11-2018	Under the UGC Scheme of Deen Dayal Upadhyay Kaushal Kendra
45	Alumni Conference Hall	05-11-2018	Alumni of Vivekananda College, Agasteeswaram
46	Indoor Shooting Range	26-08-2019	Under the Scheme of UGC XI Plan
47	Swimming Pool (Category I)	26-02-2020	Under the Scheme of UGC - XI Plan

PROGRAMMES OF STUDY SINCE 1965

Programme	Year of Induction
B.A. Economics	June 1966
B.Sc. Mathematics	June 1966
B.A. English Literature	July 1967
B.Sc. Chemistry	June 1968
B.Sc. Zoology	June 1969
B.Sc. Physics	July 1979
B.Com.	July 1981
B.A. Tamil Literature	June 1982
B.Sc. Botany	July 1983
M.A. Economics	July 1984
M.Sc. Mathematics	July 1985
M.Sc. Zoology (Self-Finance)	July 1992
M.Sc. IT (Self-Finance)	July 2002 (Closed in 2010)
M.A. Tamil (Self-Finance)	June 2006
M.Com. (Self-Finance)	June 2006
M.A. English (Self-Finance)	July 2007
M.Phil. Economics (Self-Finance)	July 2007
M.Phil. Tamil (Self-Finance)	July 2008
B.Com. with Computer Application (Self-Finance)	July 2008 (Converted into B.Com. in 2017-2018)
Certificate in Tour and Travel	July 2009 (Closed in 2014)
B.C.A. (Self-Finance)	June 2010
Research Centre (Ph.D.) in Tamil	August 2010
Research Centre (Ph.D.) in Economics	August 2010
Diploma in Tourism and Travel Management	October 2010 (Closed in 2012)
B.Voc. (Journalism and Mass Communication)	February 2017
B.Voc. (Value Added Aquaculture)	February 2017
B.Com. (Self-Finance)	June 2017
Research Centre (Ph.D.) in Zoology	November 2017
Research Centre (Ph.D.) in Commerce	April 2019
Diploma in Journalism and Mass Communication	July 2019
Diploma in Value Added Aquaculture	July 2019

|| SUCCESSION LIST ||

PRESIDENTS

1. Dr. K. Padmanaban	1965 - 1967
2. Mr. S. K. Pandian	1967 - 1992
3. Mr. S. Kannappan	1992 - 2006
4. Mr. G. Narayanan Nadar	2006 - 2007
5. Mr. S. Kannappan	2007 - 2012
6. Mr. S. Durai Swamy	2012 - till date

SECRETARIES

1. Mr. S. D. Pandia Nadar (Founder)	1965 - 1976
2. Mr. K. Kumaraswami	1977 - 1999
3. Mr. K. V. Marthandan	1999 - 2003
4. Mr. K. S. Moni	2003 - 2009
5. Dr. R. Arun Kumar	2009 - 2015
6. Mr. C. Rajan	2015 - till date

PRINCIPALS

1. Mr. V. Venkadasubbiah	1965 - 1971
2. Mr. L. V. Subramonian	1971 - 1972
3. Mr. N. Balasubramonian	1972 - 1974
4. Mr. S. Johnson	1974 - 1977
5. Mr. M. K. Venkataraman	1977 - 1978
6. Dr. M. Mathusoodana Perumal	1978 - 1985
7. Mr. A. Vaelmoni (IC)	1985 - 1986
8. Dr. M. Mathusoodanaperumal	1986 - 1998
9. Mr. V. Thiruvananthaperumal	1998 - 2001
10. Mr. L. Kailasamoni	2001 - 2002
11. Dr. R. Lekshmanasarma	2002 - 2004
12. Dr. N. Arumugam	2004 - 2006
13. Ms. S. Rajammal	2006 - 2008
14. Dr. E. Ponnulingam	2008 - 2010
15. Dr. S. Ramalingom	2010 - 2014
16. Dr. S. Somasundaram	2014 - 2015
17. Dr. P. Malarasu	2015 - 2017
18. Dr. N. Neelamohan	2017 - 2019
19. Dr. C. Rajasekar	2019 - till date

EXECUTIVE COMMITTEE OF VIVEKANANDA EDUCATIONAL SOCIETY

1. **Mr. S. DuraiSwamy** *President* Ph: 9444745127
Poojapuravilai,
Agasteeswaram - 629 701.
2. **Mr. G. Chandramohan** *Vice-President* Ph: 9566684515
40-Cave Street,
Duthie School Road,
Nagercoil - 629 001.
3. **Mr. T. Durai Swami** *Vice-President* Ph: 9443737691
7/119, Manavilai,
Friday Market - 629 203.
4. **Mr. N. Gopikrishnan** *Vice-President* Ph:9442365485
18/166 Alathangarai,
Rajakkamangalam - 629 502.
5. **Mr. C. Rajan** *Secretary* Ph:9843025108
Rajan Medical Agencies,
13, South Car Street,
Nagercoil - 629 001.
6. **Mr. K. S. Moni** *Joint-Secretary* Ph: 9442831171
Lekshmi Bhavanam,
15/5 Keezha Salai,
Agasteeswaram - 629 701.
7. **Mr. M. Ganesan** *Treasurer* Ph: 9443110129
3/1-B B. M. House,
Avaraikulam - 627 105,
Tirunelveli District.
8. **Mr. S. R. Subramanian** *Executive Member* Ph: 9443173131
Pooviyoor,
Agasteeswaram - 629 701.
9. **Mr. A. Madhusoothanan** *Executive Member* Ph: 9443486651
916A, Main Road,
Valliyoor - 627 117,
Radhapuram Taluk,
Tirunelveli District.

COLLEGE ADMINISTRATIVE COUNCIL

1. **Mr. S. Durai Swamy**, President, VES *President*
2. **Mr. C. Rajan**, Secretary, VES *Secretary*
3. **Mr. G. Chandramohan**, Vice-President, VES *Member*
4. **Mr. T. Durai Swami**, Vice-President, VES *Member*
5. **Mr. N. Gopikrishnan**, Vice-President, VES *Member*
6. **Mr. K. S. Moni**, Joint-Secretary, VES *Member*
7. **Mr. M. Ganesan**, Treasurer, VES *Member*
8. **Mr. S. R. Subramaniam**, Executive Member, VES *Member*
9. **Mr. A. Madhusoothanan**, Executive Member, VES *Member*
10. **Dr. C. Rajasekar**, Principal *Member*
11. **Dr. T. S. Jayanthi**, Head & Asso. Prof. of Physics *Member*
12. **Dr. A. Kuruswamy**, Head & Asso. Prof. of Economics *Member*
13. **Ms. P. Vasantha**, Superintendent (Spl. Gr.) *Member*
14. **Dr. S. Uma Maheswari**, University Representative *Member*
Professor, Department of Bio-Technology,
Manonmaniam Sundaranar University

COLLEGE COUNCIL

- | | |
|---|------------------|
| 1. Dr. C. Rajasekar , Principal | <i>Chairman</i> |
| 2. Mr. K. Asokan , Head & Asso. Prof. of Zoology | <i>Secretary</i> |
| 3. Dr. K. Elamkumar , Head & Asst. Prof. of Tamil | <i>Member</i> |
| 4. Dr. K. Sumathi , Head & Asso. Prof. of English | <i>Member</i> |
| 5. Dr. A. Kurusamy , Head & Asso. Prof. of Economics | <i>Member</i> |
| 6. Dr. D. Jayalakshmi , Head & Asso. Prof. of Mathematics | <i>Member</i> |
| 7. Dr. T. S. Jayanthi , Head & Asso. Prof. of Physics | <i>Member</i> |
| 8. Dr. M. Chandran , Head & Asso. Prof. of Chemistry | <i>Member</i> |
| 9. Dr. H. Prabavathy , Head & Asst. Prof. of Botany | <i>Member</i> |
| 10. Dr. R. Dharma Ragini , Head & Asst. Prof. of Commerce | <i>Member</i> |
| 11. Dr. M. John Ruskin , Physical Director | <i>Member</i> |
| 12. Dr. A. Sankar , Librarian | <i>Member</i> |
| 13. Ms. R. Sobha , Head & Asst. Prof. of English (SF) | <i>Member</i> |
| 14. Dr. K. Krishna , Head & Asst. Prof. of Computer Application (SF) | <i>Member</i> |
| 15. Mr. C. Murugan , Head & Asst. Prof. of Commerce (SF) | <i>Member</i> |
| 16. Mr. H. Praveen Maria Henri , Senate Member | <i>Member</i> |
| 17. Ms. P. Vasantha , Superintendent | <i>Member</i> |

MEMBERS OF THE STAFF

PRINCIPAL

Dr. C. Rajasekar, M.A., M.Phil., Ph.D.,

Ph: 9443411546

TEACHING STAFF – AIDED

DEPARTMENT OF TAMIL

1. **Dr. K. Elamkumar**, M.A., M.Phil., Ph.D., D.J., C.G.T.,
Assistant Professor & Head (Research Guide) Ph: 9486934242
2. **Dr. S. Jeyakumari**, M.A., M.A.(H.R.), M.A. (Ling.), M.A. (P.S.), M.Phil., Ph.D., D.J., D.F.,
Assistant Professor (Research Guide) Ph: 9442474119
3. **Lt. Dr. R. B. Retnakaran**, M.A., M.A. (Tourism), M.Phil., Ph.D.,
Assistant Professor Ph: 9442609944
4. **Dr. R. Ramakumar**, M.A., M.Phil., Ph.D.,
Assistant Professor Ph: 9994054671
5. **Dr. A. Senthilkumar**, M.A., M.Phil., Ph.D.,
Assistant Professor Ph: 9443581222
6. **Ms. H. Carmel Sharmila**, M.A., M.Ed., M.Phil., SET, TPT.,
Assistant Professor Ph: 9442856691
7. **Dr. C. Ponmalar**, M.A., M.Phil., Ph.D.,
Assistant Professor Ph: 9025967367
8. **Dr. M. Santhini**, M.A., M.Phil., Ph.D., D.T.Ed.,
Assistant Professor Ph: 9715609352

DEPARTMENT OF ENGLISH

9. **Dr. K. Sumathi**, M.A., M.Ed., M.Phil., Ph.D., PGDPM, PGDPR.,
Associate Professor & Head (Research Guide) Ph: 9786706858
10. **Ms. P. Sujatha**, M.A., MCJ., M.Phil., DTE.,
Assistant Professor Ph: 9566510962
11. **Dr. A. Suresh**, M.A., M.Phil.,
Assistant Professor Ph: 9944446958
12. **Mr. M. Senthil Kumar**, M.A., M.Phil., BGL.,
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9. **Dr. K. Sumathi**, M.A., M.Ed., M.Phil., Ph.D., PGDPM, PGDPR,
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Mr. C. SubashVijayan, Lab. Assistant (SG)
Mr. G. Ramanathan, Lab. Assistant (SG)

XVIII. ANTI-EVE TEASING & ANTI-RAGGING COMMITTEE

- Convener : **Dr. K. Sumathi**, Head & Asso. Prof. of English
 Members : **Dr. S. Selvakumari**, Asst. Prof. of Chemistry
Dr. P. Herin Wise Bell, Asst. Prof. of Mathematics
Dr. P. Mathana, Asst. Prof. of Zoology
Dr. K. Krishna, Head & Asst. Prof. of Computer Application (SF)
Ms. N. Rohini, Asst. Prof. of Commerce (SF)

XIX. STUDENTS GRIEVANCE AND REDRESSAL CELL

- Convener : **Dr. A. Sankar**, Librarian
 Members : **Dr. I. Uma Devi**, Asst. Prof. of Economics
Dr. S. Raja Priya, Asst. Prof. of Commerce
Dr. C. Ponmalar, Asst. Prof. of Tamil
Dr. P. Muthumonickam, Asst. Prof. of Botany

XX. CAREER GUIDANCE AND PLACEMENT CELL

- Convener : **Ms. P. Sujatha**, Asst. Prof. of English
 Members : **Dr. M. Saravanan**, Asst. Prof. of Economics
Mr. K. M. Thirunavukkarasu, Asst. Prof. of Maths
Dr. K. Rajalakshmi, Asst. Prof. of Botany
Dr. K. Krishna, Head & Asst. Prof. of Computer Application (SF)
Dr. R. Siva Sankar, Asst. Prof. of Commerce (SF)

XXI. STUDENTS COUNSELLING CELL

- Convener : **Dr. D. Anbuvel**, Asst. Prof. of Chemistry
 Members : **Dr. I. UmaDevi**, Asst. Prof. of Economics
Dr. A. Anu, Asst. Prof. of Mathematics
Ms. P. S. Sujatha, Asst. Prof. of Computer Application (SF)

XXII. ENTREPRENEURSHIP CELL

- Convener : **Dr. K. Visalakshi**, Asst. Prof. of Economics
 Members : **Ms. V. Priyavadhana**, Asst. Prof. of Mathematics
Dr. K. Srinivasan, Asst. Prof. of Botany
Ms. G. C. Sheela Benedict, Asst. Prof. of Tamil (SF)

XXIII. YOUTH RED CROSS

- Convener : **Dr. A. Suresh**, Asst. Prof. of English
 Member : **Dr. C. Selvakumar**, Asst. Prof. of Mathematics

XXIV. CONSUMER AND LEGAL LITERACY CLUB

- Convener : **Dr. R. Dharma Ragini**, Head & Asst. Prof. of Commerce
 Members : **Dr. T. Kalaivani**, Asst. Prof. of Economics
Dr. S. Murugapoobathi, Asst. Prof. of Commerce
Dr. S. Mallika, Asst. Prof. of Economics
Dr. M. Santhini, Asst. Prof. of Tamil
Dr. V. Prabhavathi, Asst. Prof. of Mathematics
Mr. V. S. Subramanian, Asst. Prof. of Computer Application (SF)

XXV. ECO CLUB

- Convener : **Dr. H. Prabavathy**, Head & Asst. Prof. of Botany
 Members : **Ms. A. K. Mabitha**, Asst. Prof. of Physics
Ms. H. Carmel Sharmila, Asst. Prof. of Tamil
Mr. J. Dharmalingom, Asst. Prof. of Zoology (SF)
Ms. P. Tamilarasi, Junior Assistant

XXVI. RED RIBBON CLUB

- Convener : **Dr. S. Jeyakumari**, Asst. Prof. of Tamil
 Members : **Ms. P. Sujatha**, Asst. Prof. of English
Dr. A. Prabu Marachen, Asst. Prof. of Physics
Dr. C. V. Shila, Asst. Prof. of Tamil (SF)

XXVII. FINE ARTS CLUB

- Convener : **Mr. K. Asokan**, Head & Asst. Prof. of Zoology
 Members : **Dr. A. Senthilkumar**, Asst. Prof. of Tamil
Ms. V. Kavitha, Asst. Prof. of Journalism & Mass Communication
Mr. T. Balamurugan, Store Keeper

PROGRAMMES OFFERED

The College offers the following Under-Graduate and Post-Graduate programmes under Choice Based Credit System.

AIDED PROGRAMMES

- ❖ B.A. - Tamil
- ❖ B.A. - English
- ❖ B.A. - Economics
- ❖ B.Sc. - Mathematics
- ❖ B.Sc. - Physics
- ❖ B.Sc. - Chemistry
- ❖ B.Sc. - Botany
- ❖ B.Sc. - Zoology
- ❖ B.Com.- Commerce
- ❖ M.A. - Economics
- ❖ M.Sc. - Mathematics

SELF-FINANCE PROGRAMMES

- ❖ B.C.A. - Computer Application
- ❖ B.Com. - Commerce
- ❖ M.A. - Tamil
- ❖ M.A. - English
- ❖ M.Sc. - Zoology
- ❖ M.Com.- Commerce
- ❖ M.Phil. - Tamil
- ❖ M.Phil. - Economics

UGC SPONSORED PROGRAMMES

- ❖ B.Voc. - Journalism and Mass Communication
- ❖ B.Voc. - Value Added Aquaculture
- ❖ Diploma in Journalism and Mass Communication
- ❖ Diploma in Value Added Aquaculture

Ph.D. RESEARCH CENTRES

- ❖ Department of Tamil
- ❖ Department of Economics
- ❖ Department of Zoology
- ❖ Department of Commerce

LANGUAGES IN UG PROGRAMME

- ❖ Part I : Tamil
- ❖ Part II : English

SEMESTER PATTERN

There are 90 working days in each semester. The total working hours for each semester will be 450 hours, 5 hours per day following day order system.

The minimum pass mark for UG is 40 and for PG is 50 out of 100 marks. Students, who fail in theory examination and pass in practical examination, should reappear for theory examinations only.

|| FEE SCHEDULE ||

TUITION FEE PER YEAR

Under-Graduate degree Programme	-NIL-
Post-Graduate Arts degree Programme	Rs. 500/-
Post-Graduate Science degree Programme	Rs. 750/-

SCIENCE FEE

MAJOR SUBJECTS		ALLIED SUBJECTS	
Physics	Rs.80/-	Physics	Rs.40/-
Chemistry	Rs.100/-	Chemistry	Rs.50/-
Botany	Rs.75/-	Botany	Rs.40/-
Zoology	Rs.100/-	Zoology	Rs.50/-

SPECIAL FEE

First Year U.G. and P.G.	Rs.327/-
Second Year U.G. and P.G.	Rs.222/-
Third Year U.G.	Rs.222/-
Red Cross U.G. and P.G.	Rs.20/-

FEE TO BE PAID AT THE TIME OF ADMISSION

MAJOR SUBJECTS	ALLIED SUBJECTS	
Recognition Fee for immigrants from other Universities	Within India	Rs.100/-
	Outside India	Rs.250/-
Entrance Fee (Matriculation)	Rs.100/-	
Admission Fee	Rs.5/-	
NSS	Rs.10/-	
Flag	Rs.5/-	
+2 Mark Statement Verification	Rs.50/-	

Note: Fees can be remitted in two equal instalments.

|| PENALTY ||

- ❖ The Students, who fail to remit the fee before the 10th working day should pay a penalty of Re. 1/- per day from the 11th working day. They are allowed to remit the fee with the penalty within 30 days from the date of reopening the college for the semester.
- ❖ Names of the students, who fail to remit the fee within 30 days, will be removed from the attendance register.
- ❖ Students will be readmitted only after remitting the fine of Rs. 250/- for M.A. and Rs.375/- for M.Sc. programmes along with Rs.5/- as Readmission Fee.

|| CODE OF CONDUCT FOR THE STUDENTS ||

CLASSROOM

- ❖ Students should be inside the classroom before the second bell.
- ❖ Classes commence with Invocation at the stroke of the second bell.
- ❖ Students should stand-up and remain silent as a mark of respect for Invocation and National Anthem.
- ❖ Students should greet the teachers, when the teacher enters the classroom.
- ❖ Students shall occupy the seats assigned to them, in the Roll number order, and shall not change them without the permission of the teacher.
- ❖ Students are not permitted to go to the office or to the library during the class hours.
- ❖ Students should not leave the classroom during a lecture without the permission of the faculty.
- ❖ Students should leave the classroom only after the faculty leaves.

- ❖ Students should maintain silence inside the classroom even in the absence of the faculty.
- ❖ Action will be taken against the students who disturb the class or disobey the faculty.
- ❖ Students should be regular to the classes and attend all college functions.
- ❖ Students should maintain silence while moving from one class to another.
- ❖ Students who may be free during class-time shall not loiter on the veranda or on the premises of the College. During such time they can go to the Library/Waiting Hall.
- ❖ Students should leave the college campus only after 03:45 pm
- ❖ As per Education Department G.O. No.487, the scholarship received by the student under Chennai Educational Fund Rule 92 will be cancelled if he/she discontinues his/her studies.

UNIFORM

- ❖ Students should wear the appropriate uniform regularly.
- ❖ Students should not wear informal or tight clothing.
- ❖ Students should wear Identity cards inside the campus.
- ❖ Male students should come with appropriate haircut and clean-shaven face.

GENERAL DOs

- ❖ Every student should uphold the high ideals and core values of the college.
- ❖ Students are expected to behave well and maintain self-discipline within the college premises.
- ❖ Students should possess right thoughts and deeds.
- ❖ When a student meets a member of the staff for the first time in the day, he/she must greet him/her appropriately.

- ❖ Students should park their two wheelers in the vehicle shed only.
- ❖ Students should get prior permission to meet the Principal.
- ❖ Educational tour should be arranged only after getting the prior permission of the Principal.

GENERAL DON'Ts

- ❖ Smoking, Chewing Tobacco, Pan Masala, Ghutka, etc. are strictly prohibited in and around the College Campus.
- ❖ Use of mobile phones within the campus is not allowed.
- ❖ Use of plastic covers and banned products are prohibited inside the campus.
- ❖ Students should not sit on the windows or desks during free hours. Strict action will be taken against the erring students.
- ❖ Students shall not roam with their motor vehicles making nuisance within the Campus. More than two persons are not allowed to ride.
- ❖ Taking photographs inside the campus without the permission of the Principal is prohibited.
- ❖ Students are not allowed to conduct farewell day celebration within the campus without the permission of the Principal.
- ❖ No private collection of funds shall be made from the students or the staff without the prior permission of the Principal.
- ❖ Students are not permitted to conduct any kind of meeting within the college or hostel premises without the permission of the principal.
- ❖ Students participating in caste and political movements are prohibited as per Chennai Education Rule 94.
- ❖ Male students are forbidden to use the footpath allotted to female students.

OFFENCE AND PUNISHMENT

❖ Ragging/teasing/intimidating/harassing/using words of abuse, etc. on junior students especially female students within the campus or outside is a punishable/crime under Police Act, and such matters will be immediately reported to the Police. Students involved in such undesirable activities will be adequately punished, as per **Tamil Nadu Prohibition of Ragging Act, 1997:**

1. Imprisonment up to 2 years and a fine up to Rs. 10,000/-
2. Dismissal from the College

❖ Indecent behaviour towards the opposite sex will not be tolerated.

❖ To prevent sexual harassments against women in the campus, Anti Eve-teasing Committee is functioning actively. Women students who face any problem may approach the members of the committee for suitable enquiry, action, and remedy.

❖ Students shall not invite or encourage outsiders to enter the campus.

❖ Students should not lose their dignity by whistling or creating unwanted noises. Such activity will be dealt with severely.

❖ Disciplinary action will be taken against the students who cause damage or destruct the college property. A fine will also be imposed.

❖ Consumption of intoxicating Liquors, Narcotic Drugs, Phychotropic Substances or any other prohibited substances in the College premises are strictly prohibited and also liable for severe punishment. The victim will be expelled from the college and will be handed over to the police.

❖ If students commit malpractice/false personating, in the University Examinations, transfer certificate will be sent to the University without any intimation to the student concerned.

❖ Students are forbidden to write or make any kind of marks on the walls or desks or throw paper or ink on the floors of the classrooms or corridors. Severe action will be taken against the offenders.

- ❖ The Principal shall have full power to exercise the following punishments in the interest of the students or the Institution: Fine, loss of attendance, suspension or expulsion.
- ❖ Students should not indulge in any activity leading to the disruption of the regular functioning of the College, commotion of peace and discipline in the campus or dislocation of the normal functions or meetings. Those who are found guilty of violation of this rule will be terminated from the college, under disciplinary grounds.
- ❖ Students who are guilty of using (a) rude language towards the staff of the College (b) assaulting or attempting to assault fellow-students or the College employees or other staff of the College (c) using crackers inside the campus (d) possessing harmful weapons within the campus will be severely dealt with and will be expelled from the college.
- ❖ The Principal may frame and issue from time to time disciplinary rules of a permanent or temporary character which regulate the conduct of the students on the rolls, so far as such rules seem necessary to maintain the credibility, usefulness and reputation of the College or Hostel.

TO THE PARENTS

- ❖ Parents and Guardians are requested to co-operate with the college authorities in the formation of good character, in maintaining regularity in attendance and progress in studies of their children/wards. Warning letters/SMSs will be sent to the parents/guardians of the students who are irregular or who misbehaves. However, the Parents and the Guardians are advised to check in person with HODs and the Principal regarding the academic and general progress of their children/wards.
- ❖ All the Parents/Guardians should come along with their wards for “Parent-Teacher Meeting”.

ATTENDANCE REGULATIONS

- ❖ Attendance for students will be marked at the beginning of every hour.
- ❖ Students are expected to be on time to the class.
- ❖ A student who is not in the class when attendance is taken will be marked absent.
- ❖ Late-comers will not be admitted to the class without an admission slip from the Principal.
- ❖ Half-a-day attendance will not be marked for those who have not attended one or more classes either in the forenoon or afternoon session.
- ❖ Re.1/- will be collected from the students as penalty, if they take leave without prior permission.
- ❖ To avail leave, students should apply to the Principal, after getting signature from Parents (or) Deputy Warden of the Hostel and Head of the respective Departments in the leave form.
- ❖ Students, who are unable to submit the leave form prior, should submit it on the day of return to the college.
- ❖ Students may produce Medical Certificate, if they are absent for more than six continuous days.
- ❖ Names of the students, who are absent for a month without permission from the college, will be removed from the attendance register.
- ❖ Students representing the College in various competitions, during working days must apply for attendance on-duty through the Head of the Department concerned, well in advance.
- ❖ As per University rules, the students who have 75% of attendance will be allowed to appear for the University examinations. Students who have not secured the minimum required attendance will not be allowed for the University Practical examination also.

INTERNAL ASSESSMENT

- ❖ Absence from Internal Assessment Tests will be viewed seriously.
- ❖ Marks of Internal Assessment and University examination will be sent to the parents.
- ❖ Students who are absent or secure low marks in Internal Assessment should bring their parents to meet the Principal and the members of Staff of the Departments concerned.

UNIVERSITY EXAMINATION FEE

Under-Graduate and Post-Graduate students should remit the following fees towards theory and practical examinations.

UG	<ul style="list-style-type: none"> ❖ Theory examination fee for all subjects Rs. 100/- (per course) ❖ Practical examination fee (Chemistry) Rs.225 /- (per course) ❖ Practical examination fee (Physics, Botany, Zoology) Rs.175 /- (per course)
PG	<ul style="list-style-type: none"> ❖ Theory examination fee for all subjects Rs. 160/- (per course) ❖ Practical examination fee Rs. 250/- (per course)

Examination Application Fee	Mark Statement	Provisional Certificate
Rs. 75/-	Rs. 100/-	Rs. 500/-

- ❖ Fee structure may change as per the University regulations.

CERTIFICATES

- ❖ To receive the Transfer certificate and Conduct certificate the students should apply in the prescribed form and the certificate will be issued within 24 hours.
- ❖ The students should remit a fee of Rs.15/- for the Transfer Certificate.

|| PHYSICAL EDUCATION ||

- ❖ Department of Physical Education provides higher chances to the students to participate in Intercollegiate, University, Zonal and National level competitions.
- ❖ Inter-Department competitions are also conducted every year and the winners will be honoured with prizes and certificates on the Sports day.
- ❖ Department of Physical Education motivates and honours University level players by awarding special prizes.
- ❖ Students who are selected to represent various teams of our college should not play for other clubs or in tournaments, in which the College team participates, without the prior permission of the Director of Physical Education, in writing.
- ❖ Students representing the College teams in competitive matches during working days must apply for attendance through the Director of Physical Education well in advance. Requests for such attendance recommended by the Director of Physical Education should reach the respective Heads of Departments through the Principal.

|| LIBRARY ||

The General Library functioning within the college with 30,532 books facilitates the academic study of all the students and staff. The Library houses a Digital Library, Group Study Room and Discussion Room. Department libraries function under the supervision of the Head of the Departments.

RULES AND REGULATIONS

- ❖ Library works from 09:30 a.m. to 05:00 p.m. on all working days and during examinations from 10:00 a.m. to 04:00 p.m.
- ❖ Perfect silence should be maintained in the Library.

- ❖ Two library tokens will be issued to each student with which he/she can borrow books from the library. Students can borrow one book for each token.
- ❖ Students should receive the library tokens within the days specified by the librarian. Token will not be issued after the due date.
- ❖ College Identity card is a must for borrowing books.
- ❖ Library tokens are non-transferable.
- ❖ Student who borrows a book, is responsible for the book. Books borrowed from the library, should not be lent to others.
- ❖ If a student loses the library token, it should be reported immediately to the librarian.
- ❖ If the lost token is not found within 25 days, the concerned student should pay a penalty of Rs.5/-.
- ❖ Students are instructed to check the books while borrowing. If they notice any damage, it should be reported immediately to the librarian.
- ❖ If a student fails to return the library books and library tokens before April, he/she is not permitted in the classroom and hall tickets will not be issued.
- ❖ If a student fails to report the damages found in the book at the time of borrowing, he/she will be responsible for the damage. The concerned student has to pay the cost of the new book along with the penalty fixed by the librarian.
- ❖ If a student loses a borrowed book, it has to be reported immediately to the librarian and the cost of the book should be paid with penalty.
- ❖ If one volume from a collection is lost, cost of the entire collection along with penalty should be paid.
- ❖ Books borrowed from the library should be returned within seven days from the date of borrowing.
- ❖ Tokens will be returned to the students after receiving the borrowed book.

- ❖ If the library is not working on the date of return, books shall be returned on the next working day.
- ❖ If a student fails to return the book within the due date, a penalty of Re. 1/- per day will be charged.
- ❖ Students are not allowed to borrow the Reference books, Newspapers and Magazines.
- ❖ Department related books are available in the Book Bank.
- ❖ Library will not function during holidays.
- ❖ Library rules and regulations are applicable to the members of faculty also.

|| MEDICAL INSPECTION ||

- ❖ Red Ribbon Club of our college conducts a Medical Inspection and Blood Grouping Campevery year for the first-year students.
- ❖ Students diagnosed with diseases should undergo treatment at their own expense. After the treatment, a medical report obtained from the Medical Officer should be submitted to the principal.

|| NATIONAL CADET CORPS (NCC) ||

- ❖ Unity and Discipline is the motto of NCC
- ❖ Recruitment will be made at the beginning of every year on voluntary basis. All medically fit boys and girls can enroll.
- ❖ Attendance at parades is compulsory. All cadets should have 75% of attendance in NCC to attend 'B' and 'C' certificate examinations at the end of 2nd and 3rd year.
- ❖ Cadets should not absent themselves from parades except only on medical grounds after applying for leave and obtaining permission from the Principal through the Coy Commander.

- ❖ Cadets are expected to attend the training or Social Service Camp arranged in NCC.
- ❖ Cadets should pay Rs. 4/- as Regimental fund.
- ❖ First year NCC cadets should pay Rs.10/- towards Cadets Welfare Society Fund.
- ❖ Outstanding cadets will receive a monthly scholarship of Rs.50/-

|| NATIONAL SERVICE SCHEME (NSS) ||

- ❖ “Not Me, But You” is the Motto of NSS, which reflects the essence of democratic living and upholds the need for selfless service.
- ❖ NSS creates an interest towards social and civic responsibilities among the students and make them utilize the knowledge in finding practical solutions to individual and community problems as a whole.
- ❖ There are three NSS units in the college coordinated by three members of the staff.

|| STUDENTS UNION ||

The Students Union of our college constitutes Students Union Chairman, Students Union Secretary, Fine Arts Association Secretary, Girls Representative and various Department Association Secretaries.

ELIGIBILITY FOR STUDENTS UNION ELECTION

- ❖ Contestant of the election should be a full-time student of Aided programme with no backlogs.
- ❖ He/She should have 75% of attendance in the previous semester to contest in the election.
- ❖ He/She should not have any criminal antecedents and affiliation to any political or communal outfit.
- ❖ There should not be any disciplinary action pending against him/her in the College/ University.

CODE OF CONDUCT

- ❖ Election related expenditure will not be permitted.
- ❖ Bribing the voters in any form is strictly prohibited.
- ❖ Printed wall posters, pamphlets, handbills, etc. are banned.
- ❖ Trespassers are not allowed inside the campus during the days of election process.
- ❖ No procession marking the victory is advocated.
- ❖ In the event of violence or fractional clashes, the convener will cancel the whole election process.

FINE ARTS ASSOCIATION

- ❖ Fine Arts Association focuses on the special talents of the students in cultural activities such as music, dance, drama, etc.
- ❖ Students who are interested in Fine Arts are the members of the Association.

STUDENT COUNCIL

- ❖ The following Department Associations function in the College to provide opportunities to students for developing their co-curricular and extra-curricular talents. Students are invited to take an active part in them.

1. Tamil
2. English
3. Economics
4. Mathematics
5. Physics
6. Chemistry
7. Botany
8. Zoology
9. Commerce
10. Economics [PG]
11. Mathematics [PG]

- ❖ The Principal of the college is the Chairman of all the Associations.
- ❖ Student Secretary of the department concerned will organize department meetings after seeking permission from the Head of the Department and the Principal of the college.

||| **HOSTEL RULES** |||

- ❖ The Principal is the Warden and one of the members of faculty will be the Deputy Warden of the Hostel.
- ❖ Hostel accommodation is provided to students of all the Institutions belonging to Vivekananda Educational Society.
- ❖ Applications for admission to Hostel shall be collected from the Hostel Office and submitted to the Deputy Warden. The Warden will review the applications and admit the students.
- ❖ Hostel residents should renew their admission in the beginning of every academic year by submitting a new admission form.

HOSTEL FEES:

- | | | |
|--------------------------|---|--------------------------|
| * Application Form | - | Rs. 100/- |
| * Admission Fee | - | Rs. 50/- per year |
| * Room Rent | - | Rs. 3000/- per semester |
| * Mess Fee | - | Rs. 2500/- per month |
| * Hostel Association Fee | - | Rs. 50/- per year |
| * Caution Deposit | - | Rs. 2500/- per programme |
- ❖ The Room Rent must be paid in the beginning of every semester.
 - ❖ Hostel fee is to be paid in the Hostel Office and the receipt should be received immediately.
 - ❖ Monthly Mess Fee should be paid before 10th of every month. If the resident fails to pay on or before 10th of every month, he/she has to pay a penalty of Rs. 10/- per day from 10th to 20th of every month along with the mess fee. If the resident fails to pay the Mess Fee after 20th of the month, he/she will be expelled from the hostel.

- ❖ Married students will not be accommodated in the Hostel.
- ❖ During study hours, students must devote their time to academic preparations.
- ❖ Inmates can use the Reading Room to read newspapers or to listen to Radio between 7:00 a.m. and 8:30 a.m.
- ❖ Exchange of rooms and furniture without the permission of Deputy Warden is strictly prohibited.
- ❖ Students should have their own Locks and keys.
- ❖ All residents are required to maintain good manners.
- ❖ The inmates should keep their rooms and the surroundings clean and hygienic.
- ❖ Inmates should not throw plastics, soap/shampoo wrappers, cloth, food waste, etc. which block the drainages in the bathrooms, toilets and washing area. In case of any damage, the cost of repair must be paid by all the residents along with the mess fee.
- ❖ Inmates are allowed to go out during Saturdays, and they should report in the hostel before 9:30 p.m.
- ❖ Inmates are permitted to go to their hometowns once in a month.
- ❖ Inmates who leave the hostel on Friday at 04:00 p.m. should return on Sunday before 07:00 p.m. If Monday is a holiday, then the student should return on Monday before 07:00 p.m. and the time-in must be entered in the register. Dinner will not be provided for students, who return to the hostel in the evening from their hometown.
- ❖ Inmates should maintain silence in the dining hall.
- ❖ Inmates will not be permitted to be in the Hostel during the college working hours, except during the Lunch Break.

- ❖ Inmates should duly get permission from the Head of the Department, Deputy Warden and Principal to go out for studies/project related works during the Hostel hours. Students will not be permitted for any other outings.
- ❖ Inmates are not allowed to use mobile phones during the hostel Study Hours. If found it will be ceased and handed over to the principal.
- ❖ Inmates can use Hostel Office telephone with the permission of the Deputy Warden.
- ❖ Inmates are permitted to go to the canteen or to the store between 04:00 p.m. and 05:00 p.m. in the evening.
- ❖ Inmates are requested not to waste water and electricity. Lights and fans should be switched off, when not in use.
- ❖ Inmates should lock their rooms when they leave to college, dinner etc. Doors of the rooms should be closed by 10:30 p.m.
- ❖ Inmates are advised not to keep excess cash or valuables in their rooms. They are cautioned to be very careful about safety of their belongings. **The Institution is not responsible for any loss.**
- ❖ Parents /Guardians/Visitors can meet their wards only if they have the Visitors Card provided by the Hostel.
- ❖ Parents and guardians mentioned in the Visitors Card are expected to meet the Deputy Warden once in two months.
- ❖ Inmates can write their problems/suggestions to the Warden or Deputy Warden.
- ❖ Violation of Hostel rules will make the students liable to disciplinary action including temporary or permanent expulsion from the Hostel.

WORKING HOURS OF THE HOSTEL

STUDY HOURS

WEEKDAYS

- ❖ Morning : 06:00 a.m. to 7.00 a.m.
- ❖ Evening : 07:30 p.m. to 09:30 p.m.

SATURDAY

- ❖ Free Day

SUNDAY

- ❖ Evening : 08:30 p.m. to 09:30 p.m.

HOLIDAYS

- ❖ Morning : 10:00 a.m. to 12.00 p.m.
- ❖ Evening : 08:30 p.m. to 09:30 p.m.

HOSTEL MESS TIMINGS

- Breakfast** : 08:30 a.m. to 09:15 a.m.
- Lunch** : 12:30 p.m. to 01:30 p.m.
- Dinner** : 06:45 p.m. to 07:30 p.m.

CONTACT NUMBERS

- Men's Hostel** : 04652 - 271151
- Women's Hostel** : 04652 - 271152

Parents can contact their wards over Hostel Telephone during the following timings:

WORKING DAYS

- ❖ Evening : 04:30 p.m. to 05:30 p.m. &
07:30 p.m. to 08:30 p.m.

HOLIDAYS

- ❖ Morning : 10:00 a.m. to 12:00 p.m.
- ❖ Evening : 04:00 p.m. to 06:00 p.m.

|| SCHOLARSHIPS ||

Sl. No.	Name of the Scholarship	Eligibility
1	Backward Classes Scholarship	<ul style="list-style-type: none"> ❖ Applicable to Backward community UG and PG students. ❖ Annual income of the parents should not exceed Rs. 2,00,000/- ❖ Average marks not less than 40%
2	Most Backward Classes Scholarship	<ul style="list-style-type: none"> ❖ Applicable to Most Backward community UG and PG students. ❖ Annual income of the parents should not exceed Rs.2,00,000/-
3	Central Government Scholarship for Scheduled Caste & Scheduled Tribe	<ul style="list-style-type: none"> ❖ Applicable to Scheduled Caste (Hindu) and Scheduled Tribe students. ❖ Annual income of the parents should not exceed Rs. 2,50,000/- ❖ Scholarship will be given to 2 members of the same family ❖ 3rd member of the same family is eligible to receive State Government scholarship.
4	State Government Scholarship for Scheduled Caste & Scheduled Tribe	<ul style="list-style-type: none"> ❖ Applicable to Converted Christian Scheduled Caste Students. ❖ Annual income of the parents should not exceed Rs. 2,50,000/-
5	Merit Scholarship	<ul style="list-style-type: none"> ❖ Scheduled Caste students who have secured minimum 60% in H.Sc. Public Exam ❖ No age limit

Sl. No.	Name of the Scholarship	Eligibility
6	Scholarship for Beedi Workers Children	❖ ID card of Beedi Worker is mandatory
7	TamilNadu Chief Ministers Farmers Protection Scheme (Uzhavar Paathukaappu Thittam)	❖ Chief Minister's Farmer Protection Identity Card ❖ Students who apply for scholarship under this scheme are also eligible to apply for other educational scholarships.
8	Central Government Scholarship for Minorities	❖ Annual income of the parents should not exceed Rs. 2,00,000/- ❖ Should Pass in all exams ❖ Marks should not be less than 50%
9	E.V.R.Nagammai Memorial Free Education Scheme for Girls	❖ Applicable to General Category PG students who are not eligible to receive other Scholarships ❖ Annual income of the parents should not exceed Rs. 1,00,000/- ❖ Students must repay the scholarship amount to the Government when they discontinue their Education
10	Post-Graduate Scholarship for Single Girl Child	❖ Age Limit: 30 years ❖ PG - I Year Students only

AWARDS FOR ACADEMIC TOPPERS

1. **Sri. S. D. Pandia Nadar Memorial Endowment Cash Award**
 - ❖ *Sponsors:* **Dr. M. Mathusoodhanaperumal**, M.A., M.Phil., Ph.D., (Retd. Principal). **Mr. C. Sundarlingam**, M.A., B.L., Ph.D., (Retd. Professor), **Adv. K. S. Moni**, B.Sc., B.L., **Mr. T. Durai Swami**, M.A., and **Adv. T. Lajapathi Roy**, M.L., (Sri S. D. Pandia Nadar Statue Installation Committee, Vivekananda College).
 - ❖ For the University Rank Holders in all subjects.

2. **Mr. Nagamani Marthanda Nadar Memorial Cash Award**
 - ❖ *Sponsor:* **Dr. C. Kumaraswamy**, M.B.B.S., D.A., F.S., M.S. (Son of Mr. Chithamparanatha Nagamani Marthanda Nadar).
 - ❖ For the toppers in Under-Graduate Botany, Zoology and Chemistry.

3. **Founder of Vivekananda College, Sri. S.D.PandiaNadar and M. V. S. D. P. Nadarajan Memorial Cash Award**
 - ❖ *Sponsor:* **Dr. C. Santhakumari**, M.A., M.Phil., Ph.D., (Associate Professor & Head (Retd.)), Department of English).
 - ❖ For the topper in UG Part-II English.

4. **Ms. C. Padamavathy and Ms. T. Chellammal Memorial Cash Award**
 - ❖ *Sponsor:* **Dr. C. Santhakumari**, M.A., M.Phil., Ph.D., (Associate Professor & Head (Retd.)), Department of English).
 - ❖ For the topper in UG Part-II English.

5. **Eechanvilai Mr. S. Dhanulingam Nadar and Ms. Sakthikeshwari Ammal Memorial Cash Award**
 - ❖ *Sponsor:* **Prof. T. Sakthivel Murugesan**, M.A., M.Phil., (Associate Professor & Head (Retd.)), Department of English).
 - ❖ For the topper in PG English.

6. Soorapallam Mr. P. Retnaswamy Nadar and Ms.Thanga Nadachi Memorial Cash Award

❖ *Sponsor:* **Dr. R. B. Retnakaran**, M.A., M.Phil., Ph.D., (Assistant Professor, Department of Tamil).

❖ For the topper in UG Part-I Tamil.

7. Pottaiyadi Mr. S. Kulasekaraperumal Memorial Cash Award

❖ *Sponsor:* **Dr. K. Elamkumar**, M.A., M.Phil., Ph.D., C.G.T.D.J., (Assistant Professor & Head, Department of Tamil).

❖ For the topper in UG Tamil.

8. Varthaganadarkudiyuruppu Mr. S. Thangamani Nadar and Ms. A. Thangammal Memorial Cash Award

❖ *Sponsor:* **Dr. S. Jeyakumari**, M.A., M.A. (H.R.), M.A (Ling), M.A.(P.S.), M.Phil., Ph.D., D.J,D.F, (Assistant Professor, Department of Tamil).

❖ For the topper in PG Tamil.

9. Melaperuvilai Ms. S. Seethalekshmi Nadarajan Memorial Cash Award

❖ *Sponsor:* **Dr. N. Neelamohan**, M.A., M.Phil., Ph.D., P.G.D.J.M.C., (Principal and Associate Professor & Head (Retd.), Department of Tamil).

❖ For the topper in M.Phil. Tamil.

10. Palapallam Ex-Panchayat President Mr. L. Chellaiah Nadar and Ms. N. Thavasithangam Memorial Cash Award

❖ *Sponsor:* **Dr. C. Rajasekar**, M.A., M.Phil., Ph.D., (Principal and Associate Professor of Economics).

❖ For the topper in UG and PG Economics.

11. Mr. S. Sami Nadar and Ms. M. Deivamani Ammal Memorial Cash Award

❖ *Sponsor:* **Dr. S. Nadarajan**, M.A., M.Phil., PGDCA, Ph.D., (Associate Professor (Retd.), Department of Economics).

❖ For the topper in M.Phil. Economics.

12. Atchankulam Mr. R. Ragavaiya Bhagavathar and Ms. A. Janaki Ragavaiya Bhagavathar Memorial Cash Award

❖ *Sponsor:* **R. Senthamilselvi**, M.Sc., M.Phil., (Associate Professor (Retd.), Department of Mathematics).

❖ For the topper in UG and PG Mathematics.

13. Pottaiyadi Mr. A. Chellam Nadar and Ms. R. Thiraviya Muthammal Memorial Cash Award

❖ *Sponsor:* **Mr. C. Rajan** (Secretary, Vivekananda Educational Society).

❖ For the topper in Physics.

14. Vaithiyanathapuram Mr. P. Muthiah and Ms. S. Thagapazham Memorial Cash Award

❖ *Sponsor:* **Dr. M. Chandran**, M.Sc., B.Ed., M.Phil., Ph.D., (Associate Professor & Head, Department of Chemistry).

❖ For the topper in Chemistry.

15. Mr. P. Ponnaiah Nadar Memorial Cash Award

❖ *Sponsor:* **Ms. P. Easwarabai**, M.Sc., M.Phil., (Selection Grade Lecturer & Head (Retd.), Department of Botany).

❖ For the topper in Botany.

16. Mr. P. Ravichandran Memorial Cash Award

❖ *Sponsor:* **Ms. P. Easwarabai**, M.Sc., M.Phil., (Selection Grade Lecturer & Head (Retd.), Department of Botany).

❖ For the topper in B.C.A.

17. Orappanavilai Mr. S. Rethnaraj, M.A., Ex. M.L.A., Memorial Cash Award

❖ *Sponsor:* Dr. R. Arun Kumar, BDS (Former Secretary, Vivekananda Educational Society).

❖ For the topper in B.C.A.

18. Professor P. Easwarabai Memorial Cash Award

❖ *Sponsor:* Prof. K. Sachithanandham, M.A., M.Phil., (Retd. Professor)

❖ For the students who secure first and second marks in II year Botany.

19. Maniyavilai Mr. P. Rethnaswamy Nadar Memorial Cash Award

❖ *Sponsor:* Dr. R. Meena, M.Sc., M.Phil., Ph.D., (Associate Professor & Head (Retd.)), Department of Botany).

❖ For the students who secure first and second marks in I year Botany.

20. Padmanathapuram Navasakthi Aalayam Memorial Cash Award

❖ *Sponsor:* Mr. K. Asokan, M.Sc., M.Phil., (Assistant Professor & Head, Department of Zoology and Son of Mr. S. Kannappan, Former President of VES, Pottaiyadi).

❖ For the topper in UG Zoology.

21. Mr. E. Perumal Nadar and Mr. P. Eenamuthu Nadar Memorial Cash Award

❖ *Sponsor:* Dr. E. Neelaperumal, M.A., M.Phil., Ph.D., (Associate Professor & Head (Retd.)), Department of Economics).

❖ For the toppers in UG Commerce (Aided & SF)

22. Swamithoppu Ayya Vaigundar Anbuvanam Cash Award

❖ *Sponsor:* Dr. R. Dharmarajini, M.Com., M.Phil., Ph.D., PGDCM, PGDCA, (Assistant Professor & Head, Department of Commerce).

❖ For the topper in PG Commerce.

22. Therivilai, Pullavar family Mr. M. Thirumaladimai Nadar (Rtd. Kadhi Board Manager) & Mrs. T. Chella Thangam memorial Cash Award

❖ *Sponsor:* Ms. T. T. Chitra, MCA, M.Phil., M.A., HDSE, CJ, (Assistant Professor of Computer Applications).

❖ For the topper in BCA.