

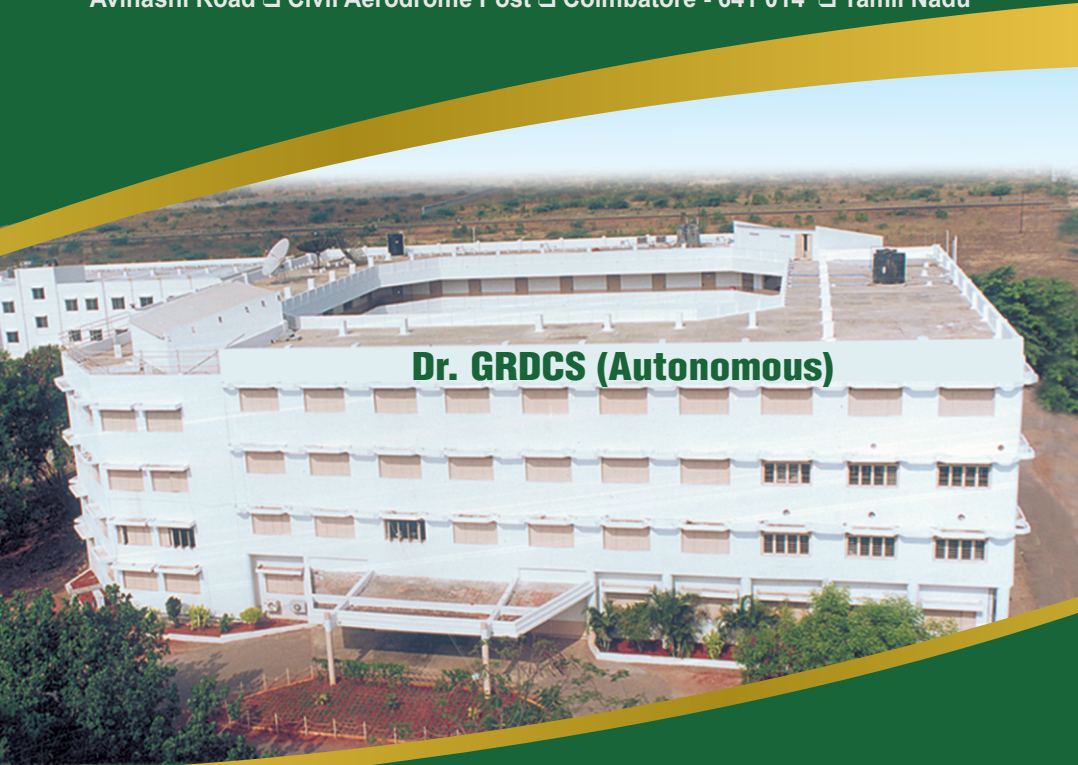
# Dr. G.R. Damodaran College of Science (Autonomous)



(Autonomous, affiliated to the Bharathiar University and recognized by the UGC)

Re-accredited at the 'A' Grade level by the NAAC

An ISO 9001 : 2015 Certified Institution  CRISIL rated 'A' (TN) for MBA and MIB Programmes  
Avinashi Road  Civil Aerodrome Post  Coimbatore - 641 014  Tamil Nadu

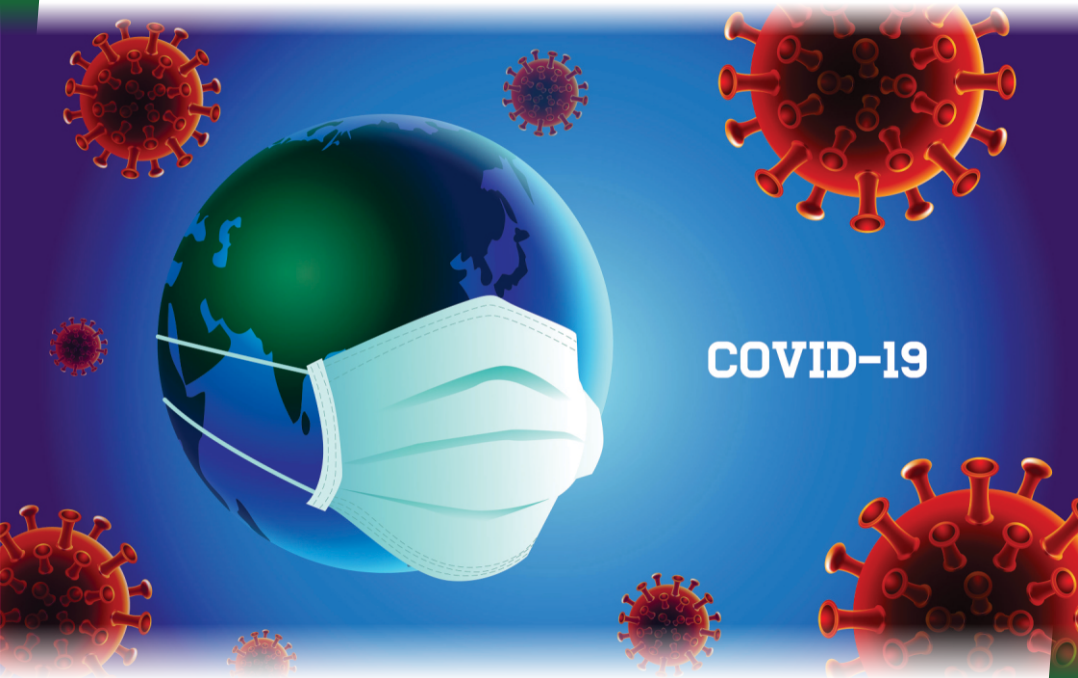


**Dr. GRDCS (Autonomous)**

**Calendar  
2023 - 2024**

(For private circulation only)

*This too  
shall be got over...*



**COVID-19**

*The less you respond  
to the negative effects,  
the more powerful  
you are.*



# **Dr. G.R. DAMODARAN COLLEGE OF SCIENCE (Autonomous)**

**(Autonomous)**, affiliated to the **Bharathiar University**  
and recognized by the **UGC)**

**Re-accredited** at the '**A**' **Grade** level by the  
**National Assessment and Accreditation Council**

(Approved by the **All India Council for Technical Education**  
for the **MBA & MCA** Programmes)

An **ISO 9001:2015** Certified Institution  
**CRISIL** rated '**A**' (TN) for the **MBA** and **MIB** Programmes  
**NIRF** Ranking awarded by the  
**Ministry of Education** □ **Government of India**

## **CALENDAR 2023 - 2024**

**CIVIL AERODROME POST** □ **AVINASHI ROAD**  
**COIMBATORE - 641 014** □ **TAMIL NADU** □ **INDIA**  
**Phones : (0422) 2572719** □ **2576557** □ **2591863-64**  
**Mobile : 91 098422 56114**

**E-mail : principal.cs@grd.edu.in** □ **Website : [http : //www.grd.org](http://www.grd.org)**

**“Education is not the amount of information that is put into your brain and runs riot there, undigested all your life. We must have life-building, man-making, character making assimilation of ideas. If you have assimilated five ideas and made them your life and character, you have more education than any man who has got by heart a whole library”.**

**- Swami Vivekananda**

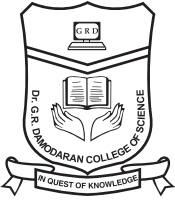
**“Education deals with the human growth in mind, spirit, character and effective behaviour. The habits and attitudes the Student acquires, the interests he cultivates, the ideals he learns to practice - all these become basic for his further growth”.**

**- Prof. G.R. Damodaran**

# GOVERNING COUNCIL / COLLEGE COMMITTEE

1. **Dr D PADMANABAN** - Managing Trustee / Chairman
2. **Smt GEETHA PADMANABAN** - Joint Managing Trustee /  
Vice Chairman
3. Nominee of the University  
Grants Commission - Vacant
4. **Dr. M. SUMATHY** - Member  
(Nominee of the University)
5. **Sri RISHI ALAPATI** - Member
6. **Dr K K RAMACHANDRAN** - Member  
(Vice Principal)  
Dr GRDCS (Representing the Faculty)
7. **Dr (Ms) T SANTHA** - Ex-officio Member - Convenor  
(Principal)  
Dr GRDCS
8. **Dr K A GUHASELVI** - Member  
Principal  
GRD Academy of Management





# Dr. G.R. DAMODARAN COLLEGE OF SCIENCE (Autonomous)

CIVIL AERODROME POST □ AVINASHI ROAD  
COIMBATORE - 641 014 □ TAMIL NADU □ INDIA

## PERSONAL MEMORANDA

Name : .....

Class : ..... Branch .....

Roll No. : .....

Address : .....

.....

.....

.....

Tel and STD Code (Residence) : .....

Mobile : .....

Scooter / Motor

Cycle / Car No. : .....

Driving Licence No. : .....

Savings Bank A/c. No. : .....

Aadhaar Card No. : .....

Blood Group : .....

# OFFICERS OF THE COLLEGE

Principal

**Dr. (Ms.) T SANTHA,**

M.Sc, PGDCA, M.Phil, M.Phil (CS), Ph.D (Computer Science)

Vice Principal & Director, GRD Institute of Management and  
the GRD School of Commerce & International Business

**Dr. K K RAMACHANDRAN,**

M.Com, PGDFT, M.Phil., MFT, MBA, Ph.D.(Commerce), MIMA (India), Ph.D (Management)

## HOSTEL AUTHORITIES

### MEN'S HOSTEL

**Dr. (Ms.) T SANTHA**

Chief Warden

### WOMEN'S HOSTEL

**Dr. (Ms.) T SANTHA**

Chief Warden



## NORMAL WORKING HOURS

### For the UG Classes :

Monday to Saturday	:	F.N. : 09-30 a.m. to 01.10 p.m. A.N. : 02.05 p.m. to 03-55 p.m.
09.30 a.m. to 10.20 a.m.	:	I Hour
10.20 a.m. to 11.10 a.m.	:	II Hour
11.10 a.m. to 11.25 a.m.	:	TEA BREAK
11.25 a.m. to 12.20 p.m.	:	III Hour
12.20 p.m. to 01.10 p.m.	:	IV Hour
01.10 p.m. to 02.05 p.m.	:	LUNCH BREAK
02.05 p.m. to 03.00 p.m.	:	V Hour
03.00 p.m. to 03.55 p.m.	:	VI Hour

### PG Classes may extend beyond these timings.

**Office** : 9.00 a.m. to 5.30 p.m. (Monday to Saturday)

**Library** : 9.00 a.m. to 5.00 p.m. (Monday to Saturday)

9.00 a.m. to 12.00 Noon (Sunday)

### PHONES

Principal / Office : 0422 - 2572719, 2576557,  
2591863-64, 2592414

Hostel (Men) : 0422 - 2579237, 2577846

Hostel (Women) : 0422 - 2576556, 2592412

E-Mail :  grdcsautonomous@grd.edu.in  
 grdim@grd.org  
 principal.cs@grd.edu.in  
 grdscib@grd.org  grdbt@grd.org

Website :  <http://www.grd.org>

As long as we live so long do we learn

- Sri Ramakrishna Paramahansa

## THE MISSION OF A VISIONARY

Established by **The GRD Trust, Dr. G.R. Damodaran**

**College of Science (Autonomous)**, has

emerged as a fitting memorial to **Prof. G.R. Damodaran** (1914 - 1986), one of the greatest educational visionaries and Institution builders of our Country. Over a period of four decades from 1943, he dedicated himself to the cause of education especially in the fields of Science, Engineering, Technology and Management and had made unparalleled contributions to educational development both quantitatively and qualitatively while nurturing the PSG group of Institutions as outstanding centres of educational excellence in the Country. He made pioneering efforts for reorganizing and developing Technical and Management Education at the all India level, as the Chairman of several Committees and Boards constituted by the Government of India and, at the regional level, as Chairman of the Southern Regional Committee of the All India Council for Technical Education. During his tenure of the membership of the Lok Sabha and the Tamilnadu Legislative Council spanning over two decades and during his Vice-Chancellorship of the composite University of Madras, Prof. G.R. Damodaran served the cause of educational development at all levels with rare dedication, commitment and outstanding creativity.

## **GENESIS AND GROWTH**

Vast expansion of scientific knowledge and its large scale exploitation through technology and the growing globalisation trends have had a tremendous impact on the socio-economic development of our Country. New forms of social and economic behaviour and structures have been rapidly emerging in the past few decades thus creating newer educational challenges. It was in anticipation of this changing context that the

### **Dr. G.R. Damodaran College of Science**

**(Autonomous)** was established with a view to cater to the needs of the youth in this part of the Country for offering a remarkable quality career oriented education in various emerging fields.

The **College**, started in the year **1988**, is **Autonomous** affiliated to the **Bharathiar University** and recognized by the **UGC**, approved by the **All India Council for Technical Education** (for the **MBA** and **MCA** Courses).

In the **thirty six years** since its commencement, the **College** has grown from 27 students in two UG courses to over 4200 Students in numerous **Under Graduate, Post Graduate** and **research (M.Phil. / Ph.D.)** programmes in many of the modern and emerging professional and scientific disciplines.

The **College** had registered exceptional progress and gained wide recognition including the **Re-accreditation** at the highest level **'A' Grade** by the **National Assessment and Accreditation Council (NAAC)** and the **CRISIL** rated **'A' (TN)** for the **MBA and MIB** programmes.

The **College** has obtained the **ISO 9001:2015 Certification** recently testifying to the outstanding quality focus built into all its systems and processes.

The **College** has been granted autonomy by the **UGC** and the **Bharathiar University** with effect from **2004 - 05** which enables it to frame its own innovative and relevant curricula and evaluation systems. The degrees are awarded by the **Bharathiar University, Coimbatore - 641 046**.

## **NIRF Ranking**

The College has been ranked among the **top 100 rank band** at the all India level, released by the **National Institutional Ranking Framework (NIRF)** under the Ministry of Education, Government of India, related to the year, **2023**.

## COURSES

The following Courses are offered by the College with English as the Medium of Instruction.

### Post Graduate Degree / Diploma Courses :

- |  |           |             |
|--|-----------|-------------|
| 1. <b>M.B.A.</b> (Business Administration)                           | Two years | - Full time |
| 2. <b>M.C.A.</b> (Computer Applications)                             | Two years | - Full time |
| 3. <b>M.Sc.</b> (Information Technology)                             | Two years | - Full time |
| 4. <b>MIB</b> (International Business)                               | Two years | - Full time |
| 5. <b>MIB</b> (International Business)<br>(Additional Section)       | Two years | - Full time |
| 6. <b>PGDIB</b> (Post Graduate Diploma in<br>International Business) | One year  | - Full time |
| 7. <b>M.Sc.</b> (Biotechnology)                                      | Two years | - Full time |
| 8. <b>M.J.M.C.</b> (Journalism and<br>Mass Communication)            | Two years | - Full time |
| 9. <b>M.A.</b> English Literature (CA)                               | Two years | - Full time |
| 10. <b>PG Diploma</b> in Entrepreneurship<br>Development             | One Year  | - Part time |
| 11. <b>PG Diploma</b> in Robotics                                    | One Year  | - Part time |

## Under Graduate Degree Courses :

1.	<b>B.Sc. (Computer Science)</b>	Three years - Full time
2.	<b>B.Sc. (Information Technology)</b>	Three years - Full time
3.	<b>B.C.A. (Computer Applications)</b>	Three years - Full time
4.	<b>B.Sc. (Biotechnology)</b>	Three years - Full time
5.	<b>B.Sc. (Visual Communication)</b>	Three years - Full time
6.	<b>B.B.A. (Business Administration)</b>	Three years - Full time
7.	<b>B.B.A. (Retail Management)</b>	Three years - Full time
8.	<b>B.Com.</b>	Three years - Full time
9.	<b>B.Com. (Computer Applications)</b>	Three years - Full time
10.	<b>B.Com. (Computer Applications)</b> (Additional Section)	Three years - Full time
11.	<b>B.Com. (e-Commerce)</b>	Three years - Full time
12.	<b>B.Com. (Corporate Secretaryship)</b>	Three years - Full time
13.	<b>B.Com. (Actuarial Management)</b>	Three years - Full time
14.	<b>B.Com. (Information Technology)</b>	Three years - Full time
15.	<b>B.Com. (International Business)</b>	Three years - Full time
16.	<b>B.Com. (Professional Accounting)</b>	Three years - Full time
17.	<b>B.Com. (Accounting &amp; Finance)</b>	Three years - Full time
18.	<b>B.Sc. (Psychology)</b>	Three years - Full time
19.	<b>B.Com. (Capital Markets)</b>	Three years - Full time
20.	<b>B.Sc. (Computer Technology)</b>	Three years - Full time

## Research Degree Programmes :

1. Ph.D. (Biotechnology) - Full time & Part time
2. Ph.D. (Management Science) - Full time & Part time
3. Ph.D. (Commerce & International Business) - Full time & Part time
4. Ph.D. (Communication) - Full time & Part time
5. Ph.D. (Computer Science) - Full time & Part time
6. Ph.D. (Tamil) - Full time & Part time

## Short Term (Non University) Courses

Under the umbrella of the GRD Institute of Career Development Studies, the **College** offers from time to time several need-based Part-time PG Diploma, Diploma and Certificate courses as enrichment / value added / skill development courses in the areas of I.T., Management, Communication and Media, Biotechnology and Tissue Culture which have been some of the popular add - on Courses (Non University Courses).

## Career Oriented Add-on Programmes (COP) / Value Added Courses(University approved) :

Several Career Oriented Add-on Courses have been instituted so that every Under Graduate Student could pursue one appropriate Course and enhance his / her career preparation.

These Courses are Supplementary and each Course comprises 3 stages (I year : Certificate, II year : Diploma, III year : Advanced Diploma). The subject areas of these Courses are such as to prepare a Student for a well defined career/employment opportunity and the methodology

**comprises class room lectures (with parts handled by the visiting professionals) / practicals / hands on work / assignments and internships / project reports for about a Month.**

## **FACILITIES**

The **College** has set up extensive and well designed infrastructural facilities including well furnished and spacious Classrooms, well-equipped Laboratories, Computer Centres, Language Lab (Phonetics), Canteen, Air-Conditioned Conference Halls and well stocked and staffed Libraries with 48,775 books and 130 periodicals/journals. The separate Hostels for the Men and the Women in the Campus possesses the capacity to house 350 Men and 350 Women, and have all the modern amenities including recreation halls, games rooms and gymnasium facilities. The spacious campus has playgrounds and facilities for Basket ball, Table Tennis, Chess, Carrom, Football, Volleyball and Athletics. A fleet of Vehicles (Buses, Jeeps and Vans) serve all the normal transport needs. An active placement cell has been functioning at the **College** with considerable success.

The **SCIB** Conference Hall, the **Rukmini Damodaran Auditorium**, the **PG Hostel**, **Kailash Indoor Stadium**, the **Charles Babbage Conference Hall** and the other facilities provide the most conducive ambience for Student learning, extra curricular activities, residence, Cultural and Personality Development pursuits.

## **DEPARTMENTAL ASSOCIATIONS**

The **College** has a number of Departmental Associations whose activities provide Professional and Expert Interactions, train the



Students in Event Management and Group Dynamics and help to develop Soft Skills, Special Talents, Personality, Leadership and Industry Perspectives.

The Associations are :

1. Computer Science Association
2. Commerce Association
3. UG Management Association
4. Biotechnology Association
5. Communication Association - AVATAR
6. Corp-Ex (PG Management Association)
7. French Association
8. Fragrance - English Literary Association
9. Tamizhalayam - Tamil Literary Association
10. Muskaan - Hindi Literary Association

The Correspondent and the Secretary of the **College** are the Chief Patrons of the Associations, and the Principal is the Patron. Students from the third year, second year and the first year function as Chairman, Secretary and Joint Secretary respectively of the UG Associations. Student office bearers of the Associations as well as the Class representatives are nominated on the basis of academic merits and perceived leadership traits. They are guided by the **Faculty Advisers**.

**The Associations organise Guest Lectures, Seminars, Management games, Computer games, Cultural Programmes, Audio-Visual Programmes, Industrial visits and such other Co-Curricular activities.**

The Principal retains the powers to dissolve any Association if in her opinion the activities of the Associations are not conducive to the discipline and harmonious functioning of the College.

## **SERVICE ASSOCIATIONS**

### **NATIONAL SERVICE SCHEME**

The **NSS Units** of the **College** with about 300 members drawn from all classes are actively engaged in the service activities.

Interested Students enroll themselves in the **NSS Units** to render service, gain knowledge and insights about the service to the Society.

The units are Co-ordinated by Dr. R. Muthu Vinayagam, Assistant Professor of the Tamil Department.

### **Youth Red Cross :**

A Youth Red Cross unit functions in the **College** with 100 Members drawn from different classes. The Youth Red Cross Members actively involve themselves in service activities, chief among them are the frequent blood donation camps organised in collaboration with the PSG Hospitals.

### **Red Ribbon Club**

A Red Ribbon Club functions in the **College**; members are drawn from

different classes. The unit is Co-ordinated by Dr. S. Sasikala, Head, Department of Communication and Dr. R. Sumathy, Head, Department of Biotechnology.

### **Rotaract Club**

The Rotaract Club was inaugurated in 2009 with many members and office bearers drawn from different classes. The Faculty-In-Charge is Thiru. R. Boopathiraj, Assistant Professor in the Dept. of Computer Science.

### **PLACEMENT**

The **College** has a Placement Cell which handles the Centralised Placement Services and supports the Placement efforts of the various Departments.

The **College** also has a Counselling Centre and the iSTED project.

### **AWARDS AND PRIZES**

Many well wishers of the **College** have instituted awards and prizes at the **College** to encourage and motivate the Students.

1. The **Coimbatore Management Association** has instituted an award for the best outgoing **full time MBA** participant of the **College**. The award is known as the "**CMA-GRD Award**".

### **COLLEGE RULES AND REGULATIONS**

Students admitted are allowed to pursue the Courses of Study, appear for the examinations, and permitted the privileges of the **College** and the **Hostels** strictly on condition that they observe and comply with the

various rules and regulations furnished herebelow, breach of which will entail in punishments as stated or as may be decided by the Principal.

**ADMISSION CONDITIONS** (As also made clear in the Application forms and the Prospectus).

**STUDENTS WITHDRAWING FROM OR DROPPING OUT OF THE COURSE OF STUDY FOR WHATEVER REASONS OR DUE TO THE NON-APPROVAL OF THEIR ADMISSIONS WILL NOT BE ENTITLED TO THE REFUND OF THE PAYMENTS MADE BY THEM. THE COLLEGE SHALL NOT BE HELD RESPONSIBLE AND WILL NOT BE BOUND BY SUCH CLAIMS. IF THE STUDENTS SEEK REMEDY THROUGH OTHER FORUMS DEALING WITH SUCH ISSUES, THE COLLEGE WILL CLAIM COMPENSATION FOR THE INCONVENIENCE AND EXPENSES IT IS PUT TO.**

### **REMITTANCE OF THE SEMESTER AND EXAMINATION FEE**

The fees for each Semester and the Term End Examinations should be remitted on or before the last date notified on the Notice Board. The Principal will not change or postpone the dates announced. The names of the defaulters will be removed from the rolls without any prior intimation. Students will lose attendance if removed from the rolls. The Principal may consider readmission of such Students at her discretion.

### **REQUISITION AND FEE FOR CERTIFICATES**

Students who wish to obtain the Transfer or Conduct or Course Completion or the bonafide Certificates shall apply to the **College** office in writing. The Certificates will be issued the third day. Students who have completed their courses earlier than in the preceding two years should remit a fee of Rs. 450/- for each such Certificate required.

## **RULES OF ATTENDANCE**

1. Attendance shall be marked at the beginning of each period.
2. No student shall be absent from the College without obtaining leave of absence. Absence without leave is a punishable misconduct.
3. Students should apply for leave in advance through the Tutor or the Faculty Member in-charge of attendance in the prescribed application form. The grant of leave of absence will not mitigate the loss of attendance or count as an exemption or condonation.
4. Where absence is due to unforeseen and suddenly arising causes, the leave applications should be submitted as soon as possible and in no case later than the first day of the Student's return to the College.
5. In case of absence due to illness, the submission of a Medical Certificate is essential. The submission of a Medical Certificate is required for medical leave to be granted. Medical leave will not entitle any exemption but will count as an absence with genuine reasons for purposes of condonation.
6. A Student who absents himself/herself from the class during any hour of the day either in the forenoon or in the afternoon with or without leave will be considered as having been absent for half a day.
7. A Student who absents himself/herself with or without leave during any part of both the forenoon and the afternoon sessions of the day will be considered to have been absent for the whole day.

8. All the Students fall under the Academic regulations framed under the **Autonomous** functioning of the **College** which stipulate that the **Students** will not be permitted to take the **Term End Examinations** unless (i) their progress and conduct have been satisfactory and (ii) they have attended the classes for at least 75% of the total number of working days during the Academic Year/Semester.

Upto a 10% condonation of the attendance shortage will be available purely at the discretion of the Principal for the absence with the leave sanction due to unavoidable reasons (illness, official work, representing the **College**, etc). In order to be considered for such condonation, **Students** must submit an application along with the requisite fee. The **College** records must show that they have submitted leave letters/Medical Certificates/on duty exemption slips duly signed by the Tutor/HOD promptly, i.e. immediately after the periods of absence. Those who possess attendance between 65% and 74% may alone be considered for condonation which will allow them to write the Term End Examinations. Students who have secured 55% to 64% of the attendance will not be granted condonation and cannot appear for the **Term End Examinations** but may proceed to the next Semester of Study, in which they must put in 85% attendance to meet the usual norms and additionally also to compensate for the earlier shortfall of attendance so as to be allowed to write both the Semester Examinations together. If the total attendance requirement is not met at this opportunity

they shall re-do the **Course** by joining the Semester of the first attendance default. (This clubbing of attendance provision will be available only once during the entire Course of Study). Students having less than 55% attendance shall redo the Course of the Semester of shortfall of attendance so as to proceed further.

- 9. Re-admission of the Students detained due to the lack of attendance will be considered subject to the availability of vacancies in the particular class.**

## **DUE DILIGENCE AND GOOD CONDUCT**

**Besides good attendance, the College insists on a high level of discipline, diligence and progress in the Course work and a good behaviour. Students who fall short, commit misconduct/infracton of the conduct rules specified infra or are in any way indifferent, irregular or negligent, will be asked to leave the College and in such an event the College will not be liable for any claims by such Students including the refund of the fees/advances.**

Assignments/Projects/Tests/Reports/all form part of the Course work and due performance will be required from all the Students. These will Count for the progress / credit and any negligence and indifference will lead to adverse consequences. (Students who neglect the Sessional Work and score poor Continuous Assessment Marks will have to score extra- ordinarily well in the Terminal Examinations in order to pass which will be quite difficult.)

**ASSESSMENT :****UG & PG Programmes 2023 batch  
MARK SPLIT UP FOR CA & TEE**

<b>Assessment</b>	<b>UG Programmes</b>		<b>PG Programmes</b>	
	<b>Theory (Marks)</b>	<b>Practical (Marks)</b>	<b>Theory (Marks)</b>	<b>Practical (Marks)</b>
Continuous Assessment*	25	25	25	40
Term End Examinations (TEE)	75	75	75	60
<b>Total</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>

**Minimum marks required for Pass in a Subject**

<b>Assessment</b>	<b>UG Programmes</b>		<b>PG Programmes</b>	
	<b>Theory (Marks)</b>	<b>Practical (Marks)</b>	<b>Theory (Marks)</b>	<b>Practical (Marks)</b>
Continuous Assessment*	No Minimum marks			
Term End Examinations (TEE)	30	30	38	30
<b>Total</b>	<b>45</b>	<b>45</b>	<b>50</b>	<b>50</b>



## IDENTITY CARDS

**Identity Cards** with a tag will be issued to the Students immediately after their admission to the **College**. Every Student should wear the ID Card along with the tag at all times and produce it whenever required. It is mandatory to produce the ID cards at the time of the **Examinations**. This ID card shall be returned while taking the TC from the **College**. Further, the Students without the ID card will not be permitted to write the exams besides attending the classes.

## GENERAL RULES OF CONDUCT

- 1. IN A RECENT JUDGEMENT, THE SUPREME COURT HAS WARNED THAT THOSE INDULGING IN RAGGING WILL FACE DRASTIC ACTION ACCORDING TO THE LAW. (browse also pages 35 to 38).**
2. Students shall be regular and punctual in attending the Classes and the Co-curricular activities.
3. Students shall appear in public well groomed and decently dressed.
4. Students shall be in their seats in the respective Classes before the first Bell / Siren goes. Students coming late will not be permitted to attend the Classes.
5. Students shall not absent themselves from their Classes without due permission / leave of absence.
6. Absence without leave will be considered an improper conduct. Leave letters must be sent in advance except in the case of emergencies when they should be sent at the earliest possibility. Leave letters must be countersigned by the Parents / Guardian / Tutor / HOD / Director, etc.
- 7. Outsiders will not be permitted to call on the Students/Faculty without the written permission from the Head of the Department or the Principal. Violation of this condition would entail in punishments varying from suspension to dismissal.**

8. **Students shall not visit the other College campuses without the permission of the Principal.**
9. Leave of absence from any class test will be granted only when specifically approved by the Head of the Department concerned.
10. Medical Leave applications should be accompanied or supported by a Medical Certificate from a Registered Medical Practitioner which should be submitted latest on the first day of attending the Classes after the absence.
11. **Students will not be permitted to visit the Principal's office during the Class Hours. (i.e.) 9.30 a.m. to 4.05 p.m.**
12. Students are expected to read the notices put up on the **College** notice boards. Ignorance of any notice thus displayed will not be accepted as an excuse for failing to comply with the directions contained therein.
13. Students should not be found loitering in the verandahs or sitting on the steps or staircases in the premises. They are not allowed to visit the canteen during the class hours.
14. **Scribbling on the walls, windows and desks or causing any other kind of a damage to the College property is a punishable mischief. Students responsible for any deliberate damage to the furniture, electrical installations, doors, windows, other parts of the premises and grounds, equipments and other College property will be fined heavily at the discretion of the Principal, whose decision shall be final / binding.**
15. Bicycles and powered vehicles must be parked at the Student's risk in the places allotted for them. Hostellers shall park their vehicles in the space / area separately earmarked for them.
16. **Students who ride the two wheelers should wear their helmets compulsorily, failing which they shall be fined.**

17. The Principal's permission should be obtained for the visit of the Students of the other Colleges to the campus for the events conducted by the Departmental Associations.
18. No notices (or) posters of any kind shall be circulated among the Students or posted on the notice boards without the prior written permission of the Principal.
19. STUDENTS SHOULD STRICTLY FOLLOW THE DRESS CODE AS LAID DOWN BY THE PRINCIPAL / MANAGEMENT.
20. **EVE TEASING AND RAGGING ARE STRICTLY PROHIBITED. STUDENTS FOUND GUILTY OF SUCH ACTIVITIES ARE LIABLE TO BE SUMMARILY DISMISSED FROM THE COLLEGE.** Action in accordance with the Tamil Nadu Act No. 7 of 1997 and the UGC Regulations (browse page 27) will also be initiated.
21. **STUDENTS FOUND USING DRUGS, OR TOBACCO PRODUCTS OR SMOKING OR IN A DRUNKEN STATE IN THE COLLEGE PREMISES WILL BE SUMMARILY DISMISSED FROM THE COLLEGE AND THE HOSTEL AND SHALL BE DEALT WITH IN ACCORDANCE WITH THE PROVISIONS OF THE LAW. THEY WILL ALSO BE BOOKED BY THE NIB.**
22. **Students should strictly refrain from participation in Party / Communal / Political activities.**
23. Mobile phones shall not be used inside the classrooms and in the other work areas and should be kept in the **"Switched off "** mode.
24. **In view of the corona virus devastating the entire world recently, Students should compulsorily wear masks / shoes.**

25. **The Principal shall be vested with the final and absolute authority to penalise or dismiss or suspend any Student who is found guilty of misbehaviour or misconduct or any violation of the rules of the College inside or outside the Campus after conducting such enquiries as she deems fit besides the recommendations of the Grievances and Appeals Committee, if any.**

## **LIBRARY :**

### **LIBRARY TIMINGS :**

The Main Library will be open on all working days between 9.00 a.m. and 5.00 p.m. and on Sundays from 9.00 a.m. to 12.00 noon

(Departmental libraries have different timings).

Students may borrow books between 10.00 a.m. and 1.00 p.m. and 2.00 p.m. and 4.30 p.m.

### **LIBRARY RULES :**

1. Every Student of the College on the rolls has the privilege to be a Member of the College Library, unless barred by reason of suspension or any other disqualifications.
2. Users are required to swipe their Identity Card, in the Barcode Reader (E-Gate Register) while entering and exiting the library.

Library membership : Using their Identity Cards Students are eligible to borrow the following number of books:

**UG Students - 2 Books**

**PG Students - 3 Books**

**Research Scholars - 3 Books**

3. **Strict silence shall be maintained in the Library.**
4. Before entering the Library, Students shall deposit their personal belongings at the personal property desk.
5. Students shall produce their identity cards to get the books issued.
6. Chatting and other noisy or distracting behaviour and activity are strictly prohibited.
7. The borrowers and users shall bestow their utmost care in using the books and the facilities of the library. They would be required to remit a fine at the discretion of the Principal for any damage they cause to the books or to the other properties of the Library.
8. Folding, earmarking and tearing of the pages, writing, underlining, marking and annotating will constitute damage to the books.
9. Library users may obtain the books from the closed cupboards only thro' a specific request to the Librarian.
10. **No book shall be taken out of the library without due entry being made in the issue register.**
11. Reference books must be consulted within the library itself. No reference book shall be taken out of the library.
12. **Before leaving the counter, the borrower shall satisfy himself as to whether the books lent to him are in a sound condition. Should he/she find any mutilations, missing pages or other damages, the same shall immediately be brought to the notice of the Librarian. The last borrower is held responsible for any previously unrecorded damages found in a book at any time and is liable to replace the book or pay such compensation as may be fixed by the Principal at her discretion.**

13. The books borrowed should be returned to the library on or before the due date failing which a fine of Re. 3/- will be levied per day of delay per book.
14. Irrespective of the due dates, the books borrowed from the Library must be returned without fail two days before the last day of the Course Work of any Semester.
15. Transfer Certificates / Conduct Certificates and deposit refunds will not be issued to the outgoing Students unless they have returned the books borrowed and the Library tickets issued to them besides clearing the dues, if any.
16. Students should not sublend the Library books issued to them.
17. Students should take good care of the Library books. If a Student happens to lose any book, he/she would be required to replace the book or remit the replacement cost of the book together with a fine as decided by the Principal at her discretion.

## **HOSTELS :**

### **GENERAL HOSTEL RULES (COMMON FOR BOTH THE MEN AND THE WOMEN) :**

1. The Hostels are under the direct control of the Chief Warden who is vested with the powers to interpret and enforce the rules. She is assisted in the day-to-day Management of the Hostels by the Warden and the Deputy Wardens. However, the Wardens shall be appointed by the Management, not by the faculty.
2. The Warden will be in charge of the day to day administration and shall allocate, oversee and guide the work of the Deputy Wardens and the Hostel Staff. Approval of the Chief Warden will be required for creating or changing the rules of the Hostels.

3. Student office bearers of the Hostels shall be nominated on the basis of their academic merits by the Chief Warden / Management.
4. **Students who are guilty of using foul language and unruly behaviour or assaulting or attempting to assault the Hostel Staff / Management will render themselves liable for punishment which may extend to the dismissal from the Hostel and the College.**
5. **Sticking or nailing of pictures and writing on the walls, windows and doors and scratching, spoiling and defacing the painting or the finishes of the walls, cots and the floors of the Hostel are strictly prohibited. In such cases, the cost of repairing and refurnishing the entire room will be collected from the Students residing in the room. Other punishments may also be imposed.**
6. Mess dues and other dues are to be remitted every month before the last date for payment; defaulters will be barred from dining in the Mess after the due date.
7. Hostel residents applying for leave of absence from the College should obtain their leave letters countersigned by the Warden/Deputy Wardens.
8. Inmates shall avoid such activities and behaviour which cause noise or disturbs or distracts the other residents.
9. **Possession or reading of any material of obscenity or their circulation is strictly prohibited. Offenders shall be summarily expelled from the Hostels.**
10. Study hours (8.30 p.m. to 10.30 p.m.) must be strictly observed. Students must remain in their respective rooms during these hours and after the silence bell, they should be found engaged in Study.

11. **Misconduct or any breach of the Hostel rules will render the offender liable to punishment ranging from admonition and a fine to suspension or dismissal from the Hostel and the College.**
12. **Inmates are not permitted to convene meetings or circulate and put up notices and posters in the Hostel without the permission of the Warden / Deputy Wardens.**
13. Inmates shall not issue orders to the Hostel servants and shall not interfere in their day to day duties.
14. Misbehaviour on the part of the servants and the co-residents shall be reported to the Wardens immediately with full particulars. Inmates are not permitted to resort to direct retaliation like picking up quarrels, verbal and physical assaults, etc.
15. **Inmates of the Hostels shall not enter the kitchen without the prior permission of the Wardens.**
16. **The Warden may refuse admission to the Hostel to any Student and expel from the Hostel, any inmate, without assigning reasons thereof.**
17. An inmate of the Hostel who desires to vacate the Hostel must submit a notice of his / her intention in writing at least a week before the proposed date of leaving. **Caution deposits, after the deduction of the dues including the Mess bill for the last month, will be refunded only when he/she completes the Course of Study and leaves the College.**
18. **Additional charges will be collected at the discretion of the Chief Warden for the use of the following in the Hostel rooms :**
  - i) **Tape Recorders and Radio Sets.**
  - ii) **Iron Boxes.**



- iii) Heaters and other electrical appliances.
- iv) Computers, TV Sets and Laptops.
- v) Hair Dryers.

19. **USE OF ALCOHOL AND NARCOTIC DRUGS INSIDE THE HOSTEL CAMPUS IS STRICTLY PROHIBITED. STUDENTS FOUND USING THESE WILL BE EXPELLED FROM THE HOSTEL AND THE COLLEGE IMMEDIATELY BESIDES BEING HANDED OVER TO THE POLICE.**
20. **Inmates found indulging in ragging in the Hostel will be expelled forthwith from the Hostel and the College and other action as per the law will be initiated.**
21. **Inmates shall not visit the rooms of the other inmates between 09.00 p.m. to 6.00 a.m.**
22. **Inmates proceeding to the II year of their Course of Study carrying arrears of more than 1 subject and to the III year carrying arrears of more than 3 subjects will be required to vacate the Hostel.**

### **MESS RULES & REGULATIONS (COMMON FOR BOTH THE HOSTELS):**

1. **The Dividing System will be followed in both the Hostels.**
2. **Mess Timings will be as follows :**
  - 06.00 a.m. - 06.45 a.m. — Mid Morning Tea / Coffee**
  - 08.00 a.m. - 09.30 a.m. — Breakfast**
  - 12.00 p.m. - 01.30 p.m. — Lunch**
  - 04.00 p.m. - 05.00 p.m. — Evening Tea / Snacks**
  - 07.30 p.m. - 08.30 p.m. — Dinner**

3. **Students are supposed to dine only inside the Mess Hall. The Mess Utensils / Food should not be taken to the Rooms, failing which they will be fined heavily.**
4. **Inmates should not issue any orders to the Mess Servants and shall not interfere in their work.**
5. **Inmates should not enter the kitchen without the prior permission of the Supervisor / Wardens.**
6. **Mess bills may be remitted for 3 months in advance (i.e.) (June, July, August — September, October, November — December, January, February — March, April, May)**
7. **Inmates should not cause any noise or other disturbance inside the Mess Hall.**
8. **A Mess Committee will be formed to advise on matters related to the Mess and the Menu and to assist in the purchase of the Mess provisions and consumables and the calculation of the Mess charges.**

#### **ADDITIONAL RULES FOR THE MEN'S HOSTEL INMATES :**

1. **Hostelers are not allowed to be absent from the Hostel without the written permission of the Warden/Deputy Wardens, at any time, other than during the hours / periods generally allowed.**
2. **Inmates who go out should return to the Hostel before 8.00 p.m. In cases of bonafide necessity, the prior permission of the Warden/Deputy Wardens must be obtained to return late.**
3. **Inmates desirous of spending time outside the Hostel shall submit a written request from the Parents or the Guardian seeking prior permission in this regard from the Warden / Deputy Wardens.**
4. **Students are permitted to go home for the week-ends twice a month with a due intimation to the Hostel Warden. They must**

report back to the Hostel before 8.00 p.m. of the concerned Sundays.

- 5. Visitors are allowed between 4.00 p.m. and 6.00 p.m. on Saturdays and from 1.00 p.m. and 6.00 p.m. on Sundays. The Visitor's names and the relationships shall be entered in the Visitor's Register. Visitors must leave the Hostel by 6.00 p.m.**

#### **ADDITIONAL RULES FOR THE WOMEN'S HOSTEL INMATES :**

- 1. Inmates of the Women's Hostel are expected to be back in the Hostel before 6.00 p.m. Permission to stay outside the Hostel during the night, will not be granted except in the case of the authorised week end visits as in rule 4 below.**
- 2. Study hours will be observed from 6.30 p.m. to 7.45 p.m. Silence must be observed during this period and from 9.00 p.m. to 7.00 a.m. Students must remain in their respective rooms/Study Hall during the Study hours.**
- 3. Students may make use of the recreation hall & Gym from 4.00 p.m. to 6.00 p.m. daily. Facilities for badminton, table tennis, carrom and chess are available.**
- 4. Inmates are permitted to go home during the first and the third week-ends of the month. They must submit a due intimation of going home, and must report back to the Hostel on Sundays before 6.00 p.m. or on Monday before 9.00 a.m. No student shall normally be permitted to extend her week-end absence beyond 9.00 a.m. on Monday.**
- 5. Visitors authorised by the Parents will be allowed to meet the inmates on the second Saturdays and Sundays during the period from 8.00 a.m. to 5.00 p.m. They must produce their visitor cards to the women security on duty. The Visitor's names and the relationships shall be entered in the Visitor's register. Visitors shall leave the Hostel by 5.00 p.m.**

6. No outsider including the Parent or the relative of the Student will be permitted inside the Hostel living areas.
7. **Undergraduate Women Students are permitted to go on local outings from 10.00 a.m. to 6.00 p.m. on Sundays.**
8. **The Post Graduate Women Hostellers are permitted to report back to the Hostel by 6.00 p.m. daily. They are permitted to go on local outings from 10.00 a.m. to 6.00 p.m. only on Sundays.**
9. **Hostellers who wish to attend religious rituals (services, mass, prayer, etc.) on a regular basis every week or on special occasions, will be permitted to do so upon a written request from their Parents/Guardian giving full details, place, timings, etc.**
10. **In case of extended stay away from the Hostels beyond the sanctioned or normally permissible period due to unforeseen causes, telephonic information should be conveyed at the earliest and the letter requesting leave signed by the Parents should be submitted to the Warden, on the day of the Student's return to the Hostel.**
11. **Inmates of the Women's Hostel are particularly warned against the misuse of the stay - out provisions to spend evenings and late evenings in parlours and restaurants besides taking part in mod events, cultural and shows. Such conduct harms the Institutional image and the Students' personal security and can lead to the summary dismissal from the College and the Hostels.**

## **RAGGING**

**Ragging is viewed very seriously in all the quarters as a barbarous, criminal and an antisocial activity and the Students indulging in ragging will face very severe action. An Act called the**

**Prohibition of Ragging Act, 1997 has been passed by the Tamilnadu State Legislature. The Act provides an imprisonment of upto 2 years and a fine upto Rs. 10,000 and also holds the Principal responsible for due action under the Act or a similar punishment for default. Offending Students will not be shown any lenience.**

**Upon the Supreme Court's directions in the SLP No. 24295 of 2006 dated 16.05.2007 and in the Civil Appeal No. 887 of 2009 dated 08.05.2009 the UGC has made detailed regulations (Dt. 17.06.2009) in this regard and had published the order in the Gazette of India dated the 4<sup>th</sup> July, 2009.**

**The College is bound by these regulations.**

# **UNIVERSITY GRANTS COMMISSION**

## **UGC REGULATIONS ON CURBING OF THE MENACE OF RAGGING IN THE HIGHER EDUCATIONAL INSTITUTIONS, 2009**

(Under Section 26 (1)(g) of the University Grants  
Commission Act, 1956)

New Delhi - 110 002, the 17th June 2009.

F.1-16/2007(CPP-II) (Extract)

### **PREAMBLE**

To prohibit, prevent and eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by any act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or the psyche of such a fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, in all higher education Institutions in the Country, and thereby, to provide for the healthy development, physically and psychologically, of all the students, the University Grants Commission, in consultation with the Councils, brings forth this Regulation.

### **ANTI-RAGGING PROVISIONS AND ARRANGEMENTS**

Ragging in any form is accordingly prohibited in the College, no act of ragging will be condoned and all necessary actions will be taken including as per the Tamilnadu Act. No. 7 of 1997 : (The Tamil Nadu Prohibition of Ragging Act, 1997) and the UGC Regulations cited above.

As per the Bharathiar University and the AICTE's instructions the following measures have been put in place to prevent ragging, to nab the culprits and punish them, and to provide relief and help to the freshers, etc.

a) An **ANTI RAGGING COMMITTEE** has been constituted as below :

S. No.	Names and Designations	Departments	Contact Phone Nos. / Mobiles
1.	Dr. (Smt.) T. SANTHA	Principal & Convenor	98422 56114
2.	Thiru. PANDARI NATHAN	Revenue Divisional Officer, Coimbatore Dn.	94450 00442
3.	Thiru. GANESHKUMAR	Inspector of Police (Law & Order), E2 Police Station	94981 01146
4.	Ms. N. VISHNU PRIYA	Assistant Professor School of Communication	90039 21089
5.	Dr. R. GOKILA	Assistant Professor School of Commerce and International Business	98422 94799
6.	Dr. R. GAYATHRI	Assistant Professor Dept. of Computer Science	98942 74095
7.	Dr. R. SUMATHY	HOD, Dept. of Biotechnology	98651 41761
8.	Dr. S. SASIKALA	HOD, School of Communication	99949 93963
9.	M. DHARMARAJ	Parent's Association	99424 83073
10.	BALA MEENAKSHI. S	Parent's Association	91501 64570
11.	M. KARTHIKEYAN	Parent's Association	97877 22201

b) An Anti Ragging Squad has been constituted as below. Students witnessing / affected by ragging should report / contact by phone / in person / address a letter to any of the members or drop a complaint / intimation in the complaints box kept in front of the Principal's office.

<b>S. No.</b>	<b>Names</b>	<b>Designation</b>	<b>Contact Phone Nos. / Mobiles</b>
1.	Dr. R. GEETHA	Associate Professor	94874 87977
2.	Dr. T. AROKIA SAHAYARAJ	Associate Professor	96299 16201
3.	Dr. M. YAMUNA	Assistant Professor	96773 90499
4.	Dr. R. MUTHU VINAYAGAM	Assistant Professor	99447 89278
5.	Dr. S. DHANRAJ	Associate Professor	97917 75577

c) All freshers are furnished with a copy of a leaflet containing the information about the names, addresses, phone numbers of the Anti Ragging Squad members, Anti Ragging Helpline, Wardens, Principal, relevant District Revenue and Police authorities.

d) All the Students are furnished a copy of the extract of the Calendar and are required to submit affidavits for themselves as well as their Parents. (These will be collected from the Students).

**e) Dress code**

**Men Students : Half or full Sleeves Shirts  
and full Trousers**

**Women Students : Sarees or Salwars and the Dupatta**

**Note : Jeans and T. Shirts are not permitted at any cause.**



## CALENDAR 2023-2024 – TENTATIVE SCHEDULE FOR DEPARTMENTS

Day & Date	June 2023	No. of Working Days	Day Order
THU 01			
FRI 02			
SAT 03			
SUN 04	SUNDAY		
MON 05			
TUE 06			
WED 07			
THU 08			
FRI 09			
SAT 10			
SUN 11	SUNDAY		
MON 12			
TUE 13			
WED 14	Faculty - Reopening		
THU 15			
FRI 16			
SAT 17			
SUN 18	SUNDAY		
MON 19	Commencement of the III Year UG Classes	1	1
TUE 20		2	2
WED 21		3	3
THU 22	Commencement of the II Year UG & II Year PG Classes	4	4
FRI 23		5	5
SAT 24		6	6
SUN 25	SUNDAY	-	-
MON 26		7	1
TUE 27		8	2
WED 28		9	3
THU 29	BAKRID	-	-
FRI 30		10	4

## CALENDAR 2023-2024 – TENTATIVE SCHEDULE FOR DEPARTMENTS

Day & Date	July 2023	No. of Working Days	Day Order
SAT 01		11	5
SUN 02	SUNDAY	–	–
MON 03	I UG Classes Commence	12	6
TUE 04		13	1
WED 05		14	2
THU 06		15	3
FRI 07		16	4
SAT 08		17	5
SUN 09	SUNDAY	-	-
MON 10		18	6
TUE 11		19	1
WED 12		20	2
THU 13		21	3
FRI 14		22	4
SAT 15		23	5
SUN 16	SUNDAY	-	-
MON 17		24	6
TUE 18		25	1
WED 19		26	2
THU 20		27	3
FRI 21		28	4
SAT 22		29	5
SUN 23	SUNDAY	-	-
MON 24		30	6
TUE 25	TEE Nov'23 Payment of the Arrear TEE Fees	31	1
WED 26		32	2
THU 27	Student's Attendance - Calculation	33	3
FRI 28		34	4
SAT 29	MUHARRAM	-	-
SUN 30	SUNDAY	-	-
MON 31		35	5

## CALENDAR 2023-2024 – TENTATIVE SCHEDULE FOR DEPARTMENTS

Day & Date	August 2023	No. of Working Days	Day Order
TUE 01		36	6
WED 02		37	1
THU 03	Last date for Payment of the Arrear TEE Fee without fine	38	2
FRI 04	Issue of TEE Nov'23 Arrear Timetable	39	3
SAT 05		40	4
SUN 06	SUNDAY	-	-
MON 07	Last date for Payment of the Arrear TEE Fee without fine	41	5
TUE 08		42	6
WED 09	MID Term Examination	43	1
THU 10	MID Term Examination	44	2
FRI 11	MID Term Examination	45	3
SAT 12	MID Term Examination	46	4
SUN 13	SUNDAY	-	-
MON 14	MID Term Examination	47	5
TUE 15	INDEPENDENCE DAY	-	-
WED 16	MID Term Examination	48	6
THU 17	Issue of Exam Applications - TEE Nov 23	49	1
FRI 18		50	2
SAT 19		51	3
SUN 20	SUNDAY	-	-
MON 21	Issue of Arrear TEE Hallticket	52	4
TUE 22		53	5
WED 23		54	6
THU 24		55	1
FRI 25	Arrear TEE	56	2
SAT 26	Arrear TEE	57	3
SUN 27	SUNDAY	-	-
MON 28		58	4
TUE 29		59	5
WED 30		60	6
THU 31		61	1

## CALENDAR 2023-2024 – TENTATIVE SCHEDULE FOR DEPARTMENTS

Day & Date	September 2023	No. of Working Days	Day Order
FRI 01		62	2
SAT 02	Updation of the Students Attendance - Arrear TEE	63	3
SUN 03	SUNDAY - Arrear TEE	-	-
MON 04		64	4
TUE 05		65	5
WED 06	KRISHNA JAYANTHI	-	-
THU 07		66	6
FRI 08		67	1
SAT 09	Arrear TEE	68	2
SUN 10	SUNDAY	-	-
MON 11		69	3
TUE 12		70	4
WED 13		71	5
THU 14		72	6
FRI 15		73	1
SAT 16	Arrear TEE	74	2
SUN 17	SUNDAY- GANESH CHATURTHI	-	-
MON 18		75	3
TUE 19		76	4
WED 20		77	5
THU 21		78	6
FRI 22		79	1
SAT 23	Arrear TEE	80	2
SUN 24	SUNDAY	-	-
MON 25		81	3
TUE 26		82	4
WED 27		83	5
THU 28	MILAD-UN-NABI	-	-
FRI 29		84	6
SAT 30		85	1

## CALENDAR 2023-2024 – TENTATIVE SCHEDULE FOR DEPARTMENTS

Day & Date	October 2023	No. of Working Days	Day Order
SUN 01	SUNDAY	-	-
MON 02	GANDHI JAYANTHI	-	-
TUE 03		86	2
WED 04		87	3
THU 05		88	4
FRI 06		89	5
SAT 07		90	6
SUN 08	SUNDAY	-	-
MON 09	MCQ Exam	91	1
TUE 10	MCQ Exam	92	2
WED 11	MCQ Exam	93	3
THU 12	MCQ Exam	94	4
FRI 13	MCQ Exam	95	5
SAT 14	MCQ Exam	96	6
SUN 15	SUNDAY	-	-
MON 16	Model Exam	97	1
TUE 17	Model Exam	98	2
WED 18	Model Exams - Issue of the Hall Tickets	99	3
THU 19	Model Exam	100	4
FRI 20	Model Exam	101	5
SAT 21	Model Exam	102	6
SUN 22	SUNDAY	-	-
MON 23	AYUTHA POOJA	-	-
TUE 24	VIJAYA DASAMI	-	-
WED 25	Practical TEE Commences	103	1
THU 26			
FRI 27			
SAT 28			
SUN 29	SUNDAY		
MON 30			
TUE 31	Practical TEE Ends		

## CALENDAR 2023-2024 – TENTATIVE SCHEDULE FOR DEPARTMENTS

Day & Date	November 2023	No. of Working Days	Day Order
WED 01			
THU 02			
FRI 03	TEE Theory Commences		
SAT 04			
SUN 05	SUNDAY		
MON 06			
TUE 07			
WED 08			
THU 09			
FRI 10			
SAT 11			
SUN 12	SUNDAY- DEEPAVALI		
MON 13			
TUE 14			
WED 15			
THU 16			
FRI 17			
SAT 18			
SUN 19	SUNDAY		
MON 20			
TUE 21			
WED 22			
THU 23			
FRI 24			
SAT 25			
SUN 26	SUNDAY		
MON 27			
TUE 28			
WED 29			
THU 30			

**CALENDAR 2023-2024 – TENTATIVE SCHEDULE FOR DEPARTMENTS**

<b>Day &amp; Date</b>	<b>December 2023</b>	<b>No. of Working Days</b>	<b>Day Order</b>
FRI 01	Reopening for the Even Semester		
SAT 02			
SUN 03	SUNDAY		
MON 04			
TUE 05			
WED 06			
THU 07			
FRI 08			
SAT 09			
SUN 10	SUNDAY		
MON 11			
TUE 12			
WED 13			
THU 14			
FRI 15			
SAT 16			
SUN 17	SUNDAY		
MON 18			
TUE 19			
WED 20			
THU 21			
FRI 22			
SAT 23			
SUN 24	SUNDAY		
MON 25	CHRISTMAS		
TUE 26	Mid Semester Holidays		
WED 27	Mid Semester Holidays		
THU 28	Mid Semester Holidays		
FRI 29	Mid Semester Holidays		
SAT 30	Mid Semester Holidays		
SUN 31	SUNDAY		

## CALENDAR 2023-2024 – TENTATIVE SCHEDULE FOR DEPARTMENTS

Day & Date	January 2024	No. of Working Days	Day Order
MON 01	NEW YEAR'S DAY	-	-
TUE 02	Mid Semester Holidays	-	-
WED 03		21	3
THU 04		22	4
FRI 05		23	5
SAT 06		24	6
SUN 07	SUNDAY	-	-
MON 08		25	1
TUE 09		26	2
WED 10		27	3
THU 11		28	4
FRI 12		29	5
SAT 13		30	6
SUN 14	SUNDAY	-	-
MON 15	PONGAL	-	-
TUE 16	THIRUVALLUVAR DAY	-	-
WED 17	UZHAVAR THIRUNAL	-	-
THU 18		31	1
FRI 19		32	2
SAT 20		33	3
SUN 21	SUNDAY	-	-
MON 22		34	4
TUE 23		35	5
WED 24		36	6
THU 25		37	1
FRI 26	REPUBLIC DAY	-	-
SAT 27		38	2
SUN 28	SUNDAY	-	-
MON 29		39	3
TUE 30		40	4
WED 31		41	5



## CALENDAR 2023-2024 – TENTATIVE SCHEDULE FOR DEPARTMENTS

Day & Date	February 2024	No. of Working Days	Day Order
THU 01		42	6
FRI 02		43	1
SAT 03		44	2
SUN 04	SUNDAY	-	-
MON 05		45	3
TUE 06		46	4
WED 07		47	5
THU 08		48	6
FRI 09		49	1
SAT 10		50	2
SUN 11	SUNDAY	-	-
MON 12		51	3
TUE 13		52	4
WED 14		53	5
THU 15		54	6
FRI 16		55	1
SAT 17		56	2
SUN 18	SUNDAY	-	-
MON 19		57	3
TUE 20		58	4
WED 21		59	5
THU 22		60	6
FRI 23		61	1
SAT 24		62	2
SUN 25	SUNDAY	-	-
MON 26		63	3
TUE 27		64	4
WED 28		65	5
THU 29		66	6

## CALENDAR 2023-2024 – TENTATIVE SCHEDULE FOR DEPARTMENTS

Day & Date	March 2024	No. of Working Days	Day Order
FRI 01		67	1
SAT 02		68	2
SUN 03	SUNDAY	-	-
MON 04		69	3
TUE 05		70	4
WED 06		71	5
THU 07		72	6
FRI 08		73	1
SAT 09		74	2
SUN 10	SUNDAY	-	-
MON 11		75	3
TUE 12		76	4
WED 13		77	5
THU 14		78	6
FRI 15		79	1
SAT 16		80	2
SUN 17	SUNDAY	-	-
MON 18		81	3
TUE 19		82	4
WED 20		83	5
THU 21		84	6
FRI 22		85	1
SAT 23		86	2
SUN 24	SUNDAY	-	-
MON 25		87	3
TUE 26		88	4
WED 27		89	5
THU 28		90	6
FRI 29	GOOD FRIDAY	-	-
SAT 30		91	1
SUN 31	SUNDAY	-	-

## CALENDAR 2023-2024 – TENTATIVE SCHEDULE FOR DEPARTMENTS

Day & Date	April 2024	No. of Working Days	Day Order
MON 01		92	2
TUE 02		93	3
WED 03		94	4
THU 04		95	5
FRI 05		96	6
SAT 06		97	1
SUN 07	SUNDAY	-	-
MON 08		98	2
TUE 09	TELUGU NEW YEAR	-	-
WED 10		99	3
THU 11	RAMZAN	-	-
FRI 12		100	4
SAT 13		101	5
SUN 14	SUNDAY- TAMIL NEW YEAR	-	-
MON 15			
TUE 16			
WED 17			
THU 18			
FRI 19			
SAT 20			
SUN 21	SUNDAY	-	-
MON 22			
TUE 23			
WED 24			
THU 25			
FRI 26			
SAT 27			
SUN 28	SUNDAY	-	-
MON 29			
TUE 30			

## Notes

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COVER YOUR COUGH  
OR A SNEEZE WITH A  
TISSUE OR A SLEEVE



STAY AT HOME  
IF YOU  
BECOME SICK



FREQUENTLY WASH  
YOUR HANDS. USE THE  
SANITIZER IF A SOAP  
IS NOT AVAILABLE

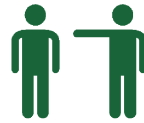
# COVID-19 Prevention



AVOID TOUCHING  
YOUR EYES, NOSE,  
AND THE MOUTH WITH  
YOUR UNWASHED  
HANDS



WASH YOUR HANDS  
AFTER USING SHARED  
KEYBOARDS AND  
WORK MACHINES



AVOID CLOSE  
CONTACT WITH  
PEOPLE WHO  
ARE SICK



Always cover your  
face with a Mask or  
an equivalent and wear  
a safe piece of clothing.



Stay at home  
if you are sick.

*Do not come into contact  
with your eyes, nose  
after sprinkling the sanitizer as  
it will cause irritation*

# GRD INSTITUTIONS

- ❖ **CENTRE FOR RESEARCH IN SOCIAL SCIENCES, TECHNOLOGY & CULTURE (CRSTC) - 1985**  
(Recognized by the **Bharathiar University** for **M.Phil.** and **Ph.D. Studies**)
- ❖ **Dr. G.R. DAMODARAN COLLEGE OF SCIENCE - 1988**  
(**Autonomous**, affiliated to the **Bharathiar University** and recognized by the **UGC**) Re-accredited at the '**A**' Grade level by the **NAAC**  
An **ISO 9001 : 2015** Certified Institution)
- ❖ **Dr. G.R. DAMODARAN INSTITUTE OF MANAGEMENT - 1992**  
(Approved by the **All India Council for Technical Education**)
- ❖ **G.R. DAMODARAN MATRICULATION HIGHER SECONDARY SCHOOL - 1995**  
(Recognized by the **Government of Tamilnadu**)
- ❖ **G.R. DAMODARAN ACADEMY OF MANAGEMENT - 2005**  
(Approved by the **All India Council for Technical Education**, affiliated to the **Bharathiar University** and recognized by the **UGC**)  
An **ISO 9001:2015** Certified Institution
- ❖ **Dr. G.R. DAMODARAN COLLEGE OF EDUCATION - 2005**  
(Recognized by the **National Council for Teacher Education** and affiliated to the **Tamilnadu Teachers Education University**)  
An **ISO 9001:2015** Certified Institution
- ❖ **R D CULTURE CENTRE - 2006**  
Chinnamanur, Theni District
- ❖ **G.R.D. PUBLIC SCHOOL - 2012**  
(Affiliated to the **Central Board of Secondary Education**)
- ❖ **G.R.D. MEDICAL CENTRE - 2017**  
Chinnamanur, Theni District
- ❖ **G.R.D. CIVIL SERVICES COACHING CENTRE - 2024**  
Theni District

## **Dr. G.R. Damodaran College of Science** **(Autonomous)**

**(Autonomous, affiliated to the Bharathiar University and recognized by the UGC)**

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An **ISO 9001:2015** Certified Institution

**Avinashi Road** □ **Civil Aerodrome Post**  
**Coimbatore - 641 014** □ **Tamilnadu** □ **India**  
**Phones : (0422) - 2572719** □ **2576557** □ **2591863 - 64**  
**Mobile : 91 098422 56114**

**E-mail : grdcsautonomous@grd.edu.in** □ **Website : http://www.grd.org**