

SRM ARTS AND SCIENCE COLLEGE

(Affiliated to the University of Madras)

Kattankulathur- 603 203



HAND BOOK 2020-2021

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தேசிய கீதம்

ஜன கண மன அதிநாயக ஜய ஹே
பாரத பாக்ய விதாதா
பஞ்சாப ஸிந்து குஜராத மராட்டா
திராவிட உத்கல வங்கா
விந்திய ஹரிமாசல யமுனா கங்கா
உச்சல ஜலதி தரங்கா
தவ சுப நாமே ஜாஹே
தவ சுப ஆசிஸ மாகே
காஹே தவ ஜய காதா
ஜன கண மங்கள தாயக ஜய ஹே
பாரத பாக்ய விதாதா
ஜய ஹே ஜய ஹே ஜய ஹே
ஜய ஜய ஜய ஜய ஹே !

தமிழ்த்தாய் வாழ்த்து

நீராரும் கடலுடுத்த நில மடந்தைக் கெழிலொழுகும்
சீராரும் வதனமெனத் திகழ் பரதக் கண்டமிதில்
தெக்கணமும் அதில் சிறந்த திராவிடநல் திருநாடும்
தக்க சிறு பிறைநுதலும் தரித்த நறும் திலகமுமே
அத்திலக வாசனை போல் அனைத்துலகும் இன்பமுற
எத்திசையும் புகழ் மணக்க இருந்தபெரும்

தமிழ்ணங்கே! தமிழ்ணங்கே!

உன் சீர் இளமை திறம் வியந்து செயல் மறந்து

வாழ்த்துதுமே! வாழ்த்துதுமே! வாழ்த்துதுமே!

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 respect my parents, teachers and all elders and

Treat everyone with courtesy.

To my country and all my people, I pledge my devotion.

In their well-being and prosperity alone lies my happiness.

Jai Hind.

* * * * *

We must be silent before we can listen.

We must listen before we can learn.

We must learn before we can prepare.

We must prepare before we can serve.

We must serve before we can lead.

-William Arthur Ward

**All the best for
2020-2021**

MANAGEMENT MEMBERS
(VALLIAMMAI SOCIETY)

Dr. T.R. PAARIVENDHAR Founder Chairman

Thiru. RAVI PACHAMOOTHOO Chairman

Thiru. P. SATHYANARAYANAN Vice-Chairman

Tmt. EASWARI PACHAMUTHU Treasurer

Thiru. N. VARADARAJAN Governing Council Member

COLLEGE GOVERNING BODY

| | |
|----------------------------------|---------------------------|
| Dr. T.R. PAARI VENDHAR | Founder Chairman |
| Thiru. RAVI PACHAMOOTHOO | Chairman |
| Thiru. P. SATHYANARAYANAN | Vice-Chairman |
| Dr. D. ANTONY ASHOK KUMAR | Management Member |
| Thiru. N. VARADARAJAN | Member |
| Dr. S. GOPINATHAN | University Representative |
| Dr. R. VASUDEVARAJ | Principal |

A PURVIEW OF THE COLLEGE

Established in 1993, SRM Arts and Science College offers courses that serve as a platform for the qualifying graduates to work in a wide spectrum of the industry. Students are encouraged to go beyond the purview of the University Syllabi and this is complemented by modern infrastructure that helps them to widen their intellectual horizon. As a result, Graduates from this College are a distinct notch higher than their counterparts from other colleges.

With the present trend and future in mind, the College provides exposure not only in the academic field but also in Extra-Curricular and Co-curricular activities. Soft Skills training is given according to the learning level and capacity of the students to develop their interpersonal skills. This is exclusively to prepare them to face the world and its challenges as a strong individual.

An active Training and placement cell works throughout the year to provide the students procuring a job in noted industries soon after their degree.

Highly qualified and dedicated faculty members, state-of-the-art infrastructures and ambient atmosphere are some of the reasons for the students to constantly secure University Ranks and Gold Medals.

In addition, various Clubs, Committees and Associations of the college function to identify and expose the Students' latent talents to become a better individual.

At SRM, we try to inculcate in the students what George Bernard Shaw said,

“Better keep yourself clean and bright;
You are the window through which you must see the world”.

PERSONAL INFORMATION

Name : _____

Class/Dept. : _____

Roll No/ Univ. Reg. No. : _____

Date of Birth : _____

Father's/ Guardian's Name : _____

Address with Contact No. : _____

Father's Occupation : _____

Address with Contact No. : _____

Local Guardian's Name : _____

Address with Contact No. : _____

Contact Address (In case of
Emergency) with Contact No. : _____

SRM ARTS AND SCIENCE COLLEGE

QUALITY OBJECTIVES

- To impart Quality Education and ingrain human values
- To mould the Students into Eminent Managers of International standards.
- To enhance the Institution to International Standards in the areas of Arts and Science disciplines.
- To provide Soft Skills training to incorporate Effective Communication and Interpersonal Skills which are crucial for employment.
- To develop a healthy physique, besides a strong mind, stress is laid on State / National and International level Sports activities.
- To gain greater knowledge, utmost importance is given on Studies and Co-curricular activities.
- To help the Students grow into responsible Citizens who care and contribute to society, the Training and Placement Cell works symbiotically to find suitable jobs for them.
- To nurture an over all development of the students, Co-Curricular and Extra Curricular activities are given utmost importance.

LIST OF COURSES

With the Mission to provide application oriented education, SRM Arts and Science College offers the following Courses at the Undergraduate and Postgraduate Levels.

1. B.Sc Biochemistry
2. B.Sc Biotechnology
3. B.Sc Microbiology
4. B.Sc Computer Science
5. B.Sc Electronics and Communication Science
6. B.Sc Visual Communication
7. B.Sc Hotel & Catering Management
8. B.Sc Mathematics
9. B.Com. (General)
10. B.Com. (Accounting & Finance)
11. B. Com Information Systems Management
12. BCA
13. M.Sc Applied Microbiology
14. M.Sc Biochemistry
15. M.Sc Biotechnology
16. M.Sc Computer Science
17. M.Sc Visual Communication
18. M.Sc Computer Science & Technology (Five Years Integrated)
19. MBA
20. MCA
21. M.Com. (General)

GENERAL CODE OF CONDUCT

1. The students of the college are advised to conduct themselves on and off the college precincts in such a way as to maintain the reputation of the college as well as their own.
2. Students should greet the members of the teaching staff on the occasion of their first meeting for the day.
3. The Students will rise and remain standing when a faculty enters and takes his/her seat.
4. The Student should wear the ID card during the College working hours. Anybody found without it would be reprimanded.
5. Students should not leave the Classroom without the permission of the teacher or until the teacher has left the class room or permit the class to disperse.
6. Students should cultivate the habit of reading the notices put on the various notice boards in the college; Ignorance of any notice will not be accepted as an excuse for failing to comply with it.
7. Smoking in the precincts of the college, spitting, pasting posters, scribbling on the tables and walls, throwing of waste paper and rubbish are strictly prohibited.
8. While moving from one class to another, silence should be maintained. Loitering, Groups formation and talking loudly in the verandahs, corridors, staircases and other passages or anywhere within the college campus are prohibited.
9. Vehicles like two wheelers, cars etc., must be parked only in the stands meant for the purpose.

10. Any lost property found, must be handed over to the Principal or Office Superintendent from whom the owner can reclaim it after establishing his/her ownership.
11. No student is allowed to enter the college office during class hours.
12. Students are forbidden to organize or to attend any meeting or collect money in the college for any purpose without the prior permission of the Principal.
13. Under the Tamil Nadu Government Educational Rules, the Principal is empowered to fine, withhold attendance certificate and suspend or expel any student if considered necessary to do so.
14. Boys should wear decent dresses. Casual wears like round neck T-shirts, Torn jeans, Elastic bottom pant etc., are not permitted.
15. Girls shall wear decent dresses like Sarees and Churidars with Thuppattas.
16. During Exam time T-Shirts and Casuals of any form (including casual slippers) are not permitted for both boys and girls.
17. No student shall be a member of any political party nor shall take part in active politics.
18. Students participating in intercollegiate meets, should behave decently to keep up the name and image of the college.

Student contravening these rules is liable to be suspended or summarily dismissed from the college.

RULES AND REGULATIONS

I. COLLEGE TIMINGS

The College starts its academic work at 9:30 a.m. on every working day. The classes will get over by 3:30 p.m. It consists of two sessions– a Forenoon Session of three hours and an Afternoon Session of two hours. The lunch break is between 1:00 p.m. and 1:40 p.m. Students coming late for classes will not be given attendance.

Attendance is recorded for each hour separately. One hour of absence in any session is considered as being absent for that entire session.

II. IDENTITYCARDS

1. Each student of the college is required to possess the Identity Card with his/her passport size photo affixed and his/her signature attested by the Principal. In case of ID card loss, new card will be issued to the student on payment of Rs.1,000/-
2. Students are advised to retain the cards for the following purpose:
 - i. To get concession tickets to travel by bus, train or air.
 - ii. To become a member in the Library.
 - iii. To receive registered letters, money orders etc.,
3. I.D card of the student is valid only for the course duration from the date of issue.

III. ATTENDANCE

The College assigns first priority to regular attendance for all classes. The students are expected to have 100% attendance for all theory and practical classes.

However, the eligibility to appear for the University Examinations is minimum of 75%.

- a. The request for absence due to illness must be supported by a detailed medical report from a Registered Medical Practitioner.
- b. Request to participate in College or University programmes should be duly authorized and submitted in advance.
- c. The College encourages active participation in sports, games and college approved extra curricular activities. Provision to meet attendance and other academic requirements will be made only when the student represents the college, the university, the state or the country. An official letter duly signed by the organizing agency and the Head of the Major Department has to be filed in the Principal's Office along with a letter from parents.

IV. CONDONATION

The condonation may be considered by the Principal for the written requests supported by all relevant data. His decision will be final and binding. Students applying for condonation of attendance should have secured a minimum of 65% attendance.

V. RAGGING IMPORTANT NOTE

You must be aware of the serious dimensions that the ragging activities in colleges have risen to and the resultant menace and detrimental social consequences of such activity. We at SRM Arts and Science College are fully cognizant of the problem and are determined to enlist the cooperation of the parents of the students to tackle the menace. We are constantly addressing this amply to the students and the parents to assist in this effort.

The Tamil Nadu Government has passed an act, ACT No. 7 of 1997 in Legislative Assembly. The Extract of the above Act is as follows:

Extract of Act No.7 of 1997

1. Prohibition of Ragging

Ragging within or outside any educational institution is prohibited.

2. Penalty for Ragging

Whoever directly or indirectly commits, participates in, abets or propagates “ragging” within or outside any educational institution, shall be punished with imprisonment for a term which may extend to two years and shall also be liable to a fine which may extend to ten thousand rupees.

3. Dismissal of Student

Any student convicted on an offence under this section shall also be dismissed from the educational institution and such student shall not be admitted in any other educational institution.

4. Suspension of Student

Without prejudice to the foregoing provisions, whenever any student complains of ragging to Head of an educational institution or to any other person responsible for management of the educational institution shall inquire in to the same immediately and if found true shall suspend the student, who has committed the offence, from the educational institution.

LIBRARY

Among many sophisticated infrastructure, a well-stocked library serves as a wonderful wealth of reference materials. The library subscribes to most of the important National and International Journals and magazines and is also refreshed with the latest editions of reference books frequently. Absolute silence should be maintained in the library. The library is opened on all working days of the college between 9:00 a.m. and 4:30 p.m. Books are issued between 1:00 p.m. and 3:30 p.m. and received between 10:00 a.m. and 1:00 p.m. Reference books are issued only on weekend.

Borrowing privileges for the Staff member and the Student are given below:

1. Faculty - 5 cards
2. Staff member – 2 cards
3. Student (P.G) – 3 cards
4. Student (U.G) - 2 cards

Borrowing Pattern:

Subject Books -15 Days

Fiction - 20 Days

Loose issues of journals and reference books are not issued but can be referred to in the library.

Loss of Library card must be reported to the Librarian. Duplicate card will be issued on collecting a fine of Rs. 50/-.

Delay in return of books is not encouraged. An overdue charge of Rs.10/- for the first day and Rs.10/-for the following days are charged. After a week the membership card will be suspended.

GENERAL INFORMATION

SPORTS:

The College is equipped with tennis courts, a volley ball court, a basketball court and cricket nets. Indoor games facility with carom boards, chess boards and Table Tennis also encourage the students to be strong physically. Students have made the college proud many a time by winning many state level competitions.

CLUBS AND ASSOCIATIONS

The following Clubs and Associations are fully functional in the college that help the faculty members and the students to actively participate in Co-curricular and Extra-curricular activities.

English Literary Club

Tamil Literary Association : பாரிவேந்தர் மாணவர் தமிழ் மன்றம்

Computer Club : “COMPTECH”

Visual Communication Club : “SRM MEDIA CLUB”

Biochemistry Club : “BIONNIUM”

Microbiology Club : “MICROCOSM”

Biotechnology Club : “BIONATIO”

Eco Club : “ENVIRO”

Commerce Association : “CHIMERA”

Electronics Society : “ELOPHIS”

MCA Association Quiz Club : “MACE”

Sports Club

Fine Arts Club

Alumni Association

Rotaract Club

National Service Scheme (NSS)

Red Cross Society

Youth Red Cross (YRC)

Red Ribbon Club (RRC)

National Service Scheme (NSS)

The National Service Scheme (NSS) is a Central Sector Scheme of Government of India, Ministry of Youth Affairs and Sports. The aim of NSS programme is to understand the Community and Civic responsibility. It involves a person to identify the needs and problems of the citizens and motivate them in solving problems on their own. Apart from practicing National Integration and Social Harmony, Leadership Qualities are acquired through active participation. The College NSS unit is so active and productive oriented thereby giving opportunities to volunteers to serve the nation in a better way. The College conducts regular and special programmes as per the rules and guidance issued by the University of Madras.

Students of the First and Second Year undergraduate are eligible for the enrolment in this programme. After the successful completion in the programme the students are awarded with certificates.

Youth Red Cross (YRC) and Red Ribbon Club (RRC)

The YRC and RRC are the biggest, independent non-religious, non-political, non-sectarian and voluntary relief organization treating people equally all over the world without any discrimination as to their nationality, race and religion.

The Red Cross Societies in times of peace pursue a variety of activities devoted to the health, safety and well being of the people, with the best relationship, understanding and cooperation. The red ribbon is a symbol for both drug prevention and for the fight against AIDS.

The volunteers of YRC and RRC frequently conduct Blood Donation Camps and Orphanage Visits.

Student Counselling

Inculcating discipline, punctuality and motivation among the students is the main objective in the career building of a student. The College has adopted a well established system, Counselling and Mentoring Record (CMR) to monitor and mentor the students activity. The scheme aims at addressing conflicts in attitudes, habits and knowledge of students towards learning practices.

The counselor monitors the students regularity and discipline. They improve the teacher-student relationship among the students. Counselling helps the students to solve their problems and provide confidence to improve their quality of life and guide them to choose right career path in job, higher studies and Entrepreneurship etc.

FACILITIES AVAILABLE

College Stores: The students at the college will be able to get their everyday requirements and will have no need to go outside for any purchase.

Bank: There is an extension counter of the Indian Bank and City Union Bank. These Banks serve the needs of the students on the campus on all working days.

Canteen: Regular lunch as well as snacks are available throughout the day at SRM canteen and various fast food stalls on the campus.

Transport: The SRM college buses ply all over the city from various destinations.

Photo-copying: Photocopying facilities are provided for the students within the college premises.

Medical: A medical officer at the SRM Medical Hospital provides necessary and immediate medical care.

College Magazine: An annual magazine, with the record of the college activities and featuring various articles from the students, is brought out every year.

Internet: Internet browsing facilities are available in each department and students are encouraged to use the same to update their knowledge.

Bookshop: Higginbothams has a branch within the campus which caters to all book lovers.

Post Office: This is available near the SRM Institute of Science and Technology, Main Campus.

Students Counsellor :A student counselor is available for the College to counsel the students.

DON'T 'RAG'
ALSO DON'T BE A MUTE WITNESS TO 'RAGGING'

What is Ragging?

Any act resulting in:

- Mental / Physical / Sexual abuse
- Verbal abuse
- Indecent behavior
- Criminal intimidation/Wrongful restraint
- Undermining human dignity
- Financial exploitation / Extortion
- Use of force

Each of the above is a criminal offence

A student indulging in ragging can be:

- Expelled from the institution
- Banned from the mess / hostel
- His / her scholarship can be withdrawn
- Debarred from examinations
- Denied admission to any institution
- Prosecuted for criminal action
- Institutions have been asked to file FIR with local police against those who RAG /ABET ragging

RAGGING IN ANY FORM IS PUNISHABLE

GO AHEAD, REPORT RAGGING

Issued in public interest by:

Ministry of Human Resource Development
Department of Higher Education
Government of India

Join hands to make your Campus Ragging Free

As per the Tamil Nadu prohibition of Ragging Act of 1997, it is mandatory for colleges to constitute a **RAGGING REDRESSAL COMMITTEE** to address the problem of ragging. The Members are as follows:

| | | |
|------------------------|---------------------------|-----------------------------|
| Dr. R. Vasudevaraj | Principal | 044-27451456 98404 40665 |
| Mr. K. Mathiyazhagan | Vice Principal | 98840 29726 |
| Mr. P. Horsley Solomon | Head, Dept. of ECS | 99402 10252 |
| Mrs. R. Kalpana | Asst. Prof., English | 96001 48655 |
| Mr. S. Selvakumar | Asst. Prof. Comp. Science | 94429 74295 |

**RAGGING IS PROHIBITED AS PER THE DECISION
OF THE SUPREME COURT OF INDIA IN WRIT
PETITION NO. (C) 659/1998**

| JUNE 2020 | | | | |
|------------------|------------|--------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 1 | MON | | - | - |
| 2 | TUE | | - | - |
| 3 | WED | | - | - |
| 4 | THU | | - | - |
| 5 | FRI | | - | - |
| 6 | SAT | | - | - |
| 7 | SUN | | - | - |
| 8 | MON | | | - |
| 9 | TUE | | - | - |
| 10 | WED | | - | - |
| 11 | THU | | - | - |
| 12 | FRI | | - | - |
| 13 | SAT | | - | - |
| 14 | SUN | | - | - |
| 15 | MON | | - | - |

| JUNE 2020 | | | | |
|------------------|------------|-----------------------------------------------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 16 | TUE | | - | - |
| 17 | WED | | - | - |
| 18 | THU | | - | - |
| 19 | FRI | | - | - |
| 20 | SAT | | - | - |
| 21 | SUN | | - | - |
| 22 | MON | Re-opening of the college for the academic year 2020-2021 | I | 1 |
| 23 | TUE | | II | 2 |
| 24 | WED | | III | 3 |
| 25 | THU | | IV | 4 |
| 26 | FRI | | V | 5 |
| 27 | SAT | | - | - |
| 28 | SUN | | - | - |
| 29 | MON | | VI | 6 |
| 30 | TUE | | I | 7 |

JULY 2020

| Date | Day | Particulars | Day Order | No. of working days |
|-------------|------------|--------------------|------------------|----------------------------|
| 1 | WED | | II | 8 |
| 2 | THU | | III | 9 |
| 3 | FRI | | IV | 10 |
| 4 | SAT | | - | - |
| 5 | SUN | | - | - |
| 6 | MON | | V | 11 |
| 7 | TUE | | VI | 12 |
| 8 | WED | | I | 13 |
| 9 | THU | | II | 14 |
| 10 | FRI | | III | 15 |
| 11 | SAT | | - | - |
| 12 | SUN | | - | - |
| 13 | MON | | IV | 16 |
| 14 | TUE | | V | 17 |
| 15 | WED | | VI | 18 |

JULY 2020

| Date | Day | Particulars | Day Order | No. of working days |
|-------------|------------|------------------------------|------------------|----------------------------|
| 16 | THU | | I | 19 |
| 17 | FRI | | II | 20 |
| 18 | SAT | | - | - |
| 19 | SUN | | - | - |
| 20 | MON | | III | 21 |
| 21 | TUE | | IV | 22 |
| 22 | WED | | V | 23 |
| 23 | THU | | VI | 24 |
| 24 | FRI | | I | 25 |
| 25 | SAT | | - | - |
| 26 | SUN | | - | - |
| 27 | MON | Unit Test for II & III Years | II | 26 |
| 28 | TUE | “ | III | 27 |
| 29 | WED | “ | IV | 28 |
| 30 | THU | “ | V | 29 |
| 31 | FRI | “ | VI | 30 |

| AUGUST 2020 | | | | |
|--------------------|------------|----------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 1 | SAT | Bakrid | - | - |
| 2 | SUN | | - | - |
| 3 | MON | | I | 31 |
| 4 | TUE | | II | 32 |
| 5 | WED | | III | 33 |
| 6 | THU | | IV | 34 |
| 7 | FRI | | V | 35 |
| 8 | SAT | | - | - |
| 9 | SUN | | - | - |
| 10 | MON | | VI | 36 |
| 11 | TUE | Sri Krishna Jayanthi | - | - |
| 12 | WED | | I | 37 |
| 13 | THU | | II | 38 |
| 14 | FRI | | III | 39 |
| 15 | SAT | Independence Day | - | - |

| AUGUST 2020 | | | | |
|--------------------|------------|----------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 16 | SUN | | - | - |
| 17 | MON | | IV | 40 |
| 18 | TUE | | V | 41 |
| 19 | WED | | VI | 42 |
| 20 | THU | | I | 43 |
| 21 | FRI | | III | 44 |
| 22 | SAT | Vinayakar Chathurthi | - | - |
| 23 | SUN | | - | - |
| 24 | MON | Unit Test for I Year | III | 45 |
| 25 | TUE | “ | IV | 46 |
| 26 | WED | “ | V | 47 |
| 27 | THU | “ | VI | 48 |
| 28 | FRI | “ | I | 49 |
| 29 | SAT | | - | - |
| 30 | SUN | Muharam | - | - |
| 31 | MON | | II | 50 |

| SEPTEMBER 2020 | | | | |
|-----------------------|------------|--------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 1 | TUE | | III | 51 |
| 2 | WED | | IV | 52 |
| 3 | THU | | VI | 53 |
| 4 | FRI | | VI | 54 |
| 5 | SAT | | - | - |
| 6 | SUN | | - | - |
| 7 | MON | | I | 55 |
| 8 | TUE | | II | 56 |
| 9 | WED | | III | 57 |
| 10 | THU | | IV | 58 |
| 11 | FRI | | V | 59 |
| 12 | SAT | | - | - |
| 13 | SUN | | - | - |
| 14 | MON | | VI | 60 |
| 15 | TUE | | I | 61 |

| SEPTEMBER 2020 | | | | |
|-----------------------|------------|--------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 16 | WED | | II | 62 |
| 17 | THU | | III | 63 |
| 18 | FRI | | IV | 64 |
| 19 | SAT | | - | - |
| 20 | SUN | | - | - |
| 21 | MON | Unit Test II | V | 65 |
| 22 | TUE | “ | VI | 66 |
| 23 | WED | “ | I | 67 |
| 24 | THU | “ | II | 68 |
| 25 | FRI | “ | III | 69 |
| 26 | SAT | | - | - |
| 27 | SUN | | - | - |
| 28 | MON | | IV | 70 |
| 29 | TUE | | V | 71 |
| 30 | WED | | VI | 72 |

| OCTOBER 2020 | | | | |
|---------------------|------------|--------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 1 | THU | | I | 73 |
| 2 | FRI | Gandhi Jayanthi | - | - |
| 3 | SAT | | - | - |
| 4 | SUN | | - | - |
| 5 | MON | | II | 74 |
| 6 | TUE | | III | 75 |
| 7 | WED | | IV | 76 |
| 8 | THU | | V | 77 |
| 9 | FRI | | VI | 78 |
| 10 | SAT | | - | - |
| 11 | SUN | | - | - |
| 12 | MON | | I | 79 |
| 13 | TUE | | II | 80 |
| 14 | WED | | III | 81 |
| 15 | THU | | IV | 82 |

| OCTOBER 2020 | | | | |
|---------------------|------------|-----------------------------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 16 | FRI | University Practical Examination begins | V | 83 |
| 17 | SAT | | - | - |
| 18 | SUN | | - | - |
| 19 | MON | | VI | 84 |
| 20 | TUE | | I | 85 |
| 21 | WED | | II | 86 |
| 22 | THU | | III | 87 |
| 23 | FRI | | IV | 88 |
| 24 | SAT | | - | - |
| 25 | SUN | Ayudha Pooja | - | - |
| 26 | MON | Vijaya Dasami | - | - |
| 27 | TUE | | V | 89 |
| 28 | WED | | VI | 90 |
| 29 | THU | | I | 91 |
| 30 | FRI | Milad-un-nabi | - | - |
| 31 | SAT | | - | - |

| NOVEMBER 2020 | | | | |
|----------------------|------------|--------------------------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 1 | SUN | | - | - |
| 2 | MON | University Theory Examination begins | - | - |
| 3 | TUE | | - | - |
| 4 | WED | | - | - |
| 5 | THU | | - | - |
| 6 | FRI | | - | - |
| 7 | SAT | | - | - |
| 8 | SUN | | - | - |
| 9 | MON | | - | - |
| 10 | TUE | | - | - |
| 11 | WED | | - | - |
| 12 | THU | | - | - |
| 13 | FRI | | - | - |
| 14 | SAT | Deepavali | - | - |
| 15 | SUN | | - | - |

| NOVEMBER 2020 | | | | |
|----------------------|------------|-----------------------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 16 | MON | | - | - |
| 17 | TUE | | - | - |
| 18 | WED | | - | - |
| 19 | THU | | - | - |
| 20 | FRI | | - | - |
| 21 | SAT | | - | - |
| 22 | SUN | | - | - |
| 23 | MON | College re-open for Even semester | I | 1 |
| 24 | TUE | | II | 2 |
| 25 | WED | | III | 3 |
| 26 | THU | | IV | 4 |
| 27 | FRI | | V | 5 |
| 28 | SAT | | - | - |
| 29 | SUN | | - | - |
| 30 | MON | | VI | 6 |

| DECEMBER 2020 | | | | |
|----------------------|------------|--------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 1 | TUE | | I | 7 |
| 2 | WED | | II | 8 |
| 3 | THU | | III | 9 |
| 4 | FRI | | IV | 10 |
| 5 | SAT | | - | - |
| 6 | SUN | | - | - |
| 7 | MON | | V | 11 |
| 8 | TUE | | VI | 12 |
| 9 | WED | | I | 13 |
| 10 | THU | | II | 14 |
| 11 | FRI | | III | 15 |
| 12 | SAT | | - | - |
| 13 | SUN | | - | - |
| 14 | MON | | IV | 16 |
| 15 | TUE | | V | 17 |

| DECEMBER 2020 | | | | |
|----------------------|------------|--------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 16 | WED | | VI | 18 |
| 17 | THU | | I | 19 |
| 18 | FRI | | II | 20 |
| 19 | SAT | | III | 21 |
| 20 | SUN | | - | - |
| 21 | MON | | - | - |
| 22 | TUE | | - | - |
| 23 | WED | | - | - |
| 24 | THU | | - | - |
| 25 | FRI | Christmas | - | - |
| 26 | SAT | | - | - |
| 27 | SUN | | - | - |
| 28 | MON | | - | - |
| 29 | TUE | | - | - |
| 30 | WED | | - | - |
| 31 | THU | | - | - |

| JANUARY 2021 | | | | |
|---------------------|------------|----------------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 1 | FRI | New Year | - | - |
| 2 | SAT | | - | - |
| 3 | SUN | | - | - |
| 4 | MON | Re-opening after valuation | IV | 22 |
| 5 | TUE | | V | 23 |
| 6 | WED | | VI | 24 |
| 7 | THU | | I | 25 |
| 8 | FRI | | II | 26 |
| 9 | SAT | | III | 27 |
| 10 | SUN | | - | - |
| 11 | MON | | IV | 28 |
| 12 | TUE | | V | 29 |
| 13 | WED | | VI | 30 |
| 14 | THU | Pongal | - | - |
| 15 | FRI | Thiruvalluvar Day | - | - |

| JANUARY 2021 | | | | |
|---------------------|------------|--------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 16 | SAT | Uzhavar Thirunal | - | - |
| 17 | SUN | | - | - |
| 18 | MON | | I | 31 |
| 19 | TUE | | II | 32 |
| 20 | WED | Unit Test I | III | 33 |
| 21 | THU | “ | IV | 34 |
| 22 | FRI | “ | V | 35 |
| 23 | SAT | “ | VI | 36 |
| 24 | SUN | | - | - |
| 25 | MON | “ | I | 37 |
| 26 | TUE | Republic Day | - | - |
| 27 | WED | | II | 38 |
| 28 | THU | Thai poosam | - | - |
| 29 | FRI | | III | 39 |
| 30 | SAT | | IV | 40 |
| 31 | SUN | | - | - |

| FEBRUARY 2021 | | | | |
|----------------------|------------|--------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 1 | MON | | V | 41 |
| 2 | TUE | | VI | 42 |
| 3 | WED | | I | 43 |
| 4 | THU | | II | 44 |
| 5 | FRI | | III | 45 |
| 6 | SAT | | IV | 46 |
| 7 | SUN | | - | - |
| 8 | MON | | V | 47 |
| 9 | TUE | | VI | 48 |
| 10 | WED | | I | 49 |
| 11 | THU | | II | 50 |
| 12 | FRI | | III | 51 |
| 13 | SAT | | IV | 52 |
| 14 | SUN | | - | - |
| 15 | MON | | V | 53 |

| FEBRUARY 2021 | | | | |
|----------------------|------------|--------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 16 | TUE | | VI | 54 |
| 17 | WED | | I | 55 |
| 18 | THU | | II | 56 |
| 19 | FRI | | III | 57 |
| 20 | SAT | | IV | 58 |
| 21 | SUN | | - | - |
| 22 | MON | Unit Test II | V | 59 |
| 23 | TUE | “ | VI | 60 |
| 24 | WED | “ | I | 61 |
| 25 | THU | “ | II | 62 |
| 26 | FRI | “ | III | 63 |
| 27 | SAT | | IV | 64 |
| 28 | SUN | | - | - |

| MARCH 2021 | | | | |
|-------------------|------------|--------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 1 | MON | | V | 65 |
| 2 | TUE | | VI | 66 |
| 3 | WED | | I | 67 |
| 4 | THU | | II | 68 |
| 5 | FRI | | III | 69 |
| 6 | SAT | | - | - |
| 7 | SUN | | - | - |
| 8 | MON | | IV | 70 |
| 9 | TUE | | V | 71 |
| 10 | WED | | VI | 72 |
| 11 | THU | | I | 73 |
| 12 | FRI | | II | 74 |
| 13 | SAT | | III | 75 |
| 14 | SUN | | - | - |
| 15 | MON | | IV | 76 |

| MARCH 2021 | | | | |
|-------------------|------------|-----------------------------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 16 | TUE | University Practical Examination begins | V | 77 |
| 17 | WED | | VI | 78 |
| 18 | THU | | I | 79 |
| 19 | FRI | | II | 80 |
| 20 | SAT | | III | 81 |
| 21 | SUN | | - | - |
| 22 | MON | | IV | 82 |
| 23 | TUE | | V | 83 |
| 24 | WED | | VI | 84 |
| 25 | THU | | I | 85 |
| 26 | FRI | | II | 86 |
| 27 | SAT | | III | 87 |
| 28 | SUN | | - | - |
| 29 | MON | | IV | 88 |
| 30 | TUE | | V | 89 |
| 31 | WED | | VI | 90 |

| APRIL 2021 | | | | |
|-------------------|------------|------------------------------------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 1 | THU | University Theory Examination begins | - | - |
| 2 | FRI | Good Friday | - | - |
| 3 | SAT | | - | - |
| 4 | SUN | | - | - |
| 5 | MON | | - | - |
| 6 | TUE | | - | - |
| 7 | WED | | - | - |
| 8 | THU | | | - |
| 9 | FRI | | - | - |
| 10 | SAT | | - | - |
| 11 | SUN | | - | - |
| 12 | MON | | - | - |
| 13 | TUE | Telugu New Year | - | - |
| 14 | WED | Tamil New Year / Dr. B.R. Ambedkar Birthday | - | - |
| 15 | THU | | - | - |

| APRIL 2021 | | | | |
|-------------------|------------|--------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 16 | FRI | | - | - |
| 17 | SAT | | - | - |
| 18 | SUN | | - | - |
| 19 | MON | | - | - |
| 20 | TUE | | - | - |
| 21 | WED | | - | - |
| 22 | THU | | - | - |
| 23 | FRI | | - | - |
| 24 | SAT | | - | - |
| 25 | SUN | Mahaveer Jayanthi | - | - |
| 26 | MON | | - | - |
| 27 | TUE | | - | - |
| 28 | WED | | - | - |
| 29 | THU | | - | - |
| 30 | FRI | | - | - |

| MAY 2021 | | | | |
|-----------------|------------|--------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 1 | SAT | May Day | - | - |
| 2 | SUN | | - | - |
| 3 | MON | | - | - |
| 4 | TUE | | - | - |
| 5 | WED | | - | - |
| 6 | THU | | - | - |
| 7 | FRI | | - | - |
| 8 | SAT | | - | - |
| 9 | SUN | | - | - |
| 10 | MON | | - | - |
| 11 | TUE | | - | - |
| 12 | WED | | - | - |
| 13 | THU | | - | - |
| 14 | FRI | Ramzan | - | - |
| 15 | SAT | | - | - |

| MAY 2021 | | | | |
|-----------------|------------|--------------------|------------------|----------------------------|
| Date | Day | Particulars | Day Order | No. of working days |
| 16 | SUN | | - | - |
| 17 | MON | | - | - |
| 18 | TUE | | - | - |
| 19 | WED | | - | - |
| 20 | THU | | - | - |
| 21 | FRI | | - | - |
| 22 | SAT | | - | - |
| 23 | SUN | | - | - |
| 24 | MON | | - | - |
| 25 | TUE | | - | - |
| 26 | WED | | - | - |
| 27 | THU | | - | - |
| 28 | FRI | | - | - |
| 29 | SAT | | - | - |
| 30 | SUN | | - | - |
| 31 | MON | | - | - |

SRM ARTS AND SCIENCE COLLEGE

Kattankulathur – 603 203

TIME-TABLE (Odd Semester)

| Hour Day Order | 1 | 2 | 3 | | 4 | 5 |
|---------------------------------|----------|----------|----------|---------------------------------------------------------------------|----------|----------|
| I | | | | L U N C H B R E A K | | |
| II | | | | | | |
| III | | | | | | |
| IV | | | | | | |
| V | | | | | | |
| VI | | | | | | |

SRM ARTS AND SCIENCE COLLEGE
Kattankulathur –603 203

TIME–TABLE (Even Semester)

| Hour Day Order | 1 | 2 | 3 | L U N C H B R E A K | 4 | 5 | |
|-------------------|---|---|---|----------------------------------------------------|---|---|--|
| I | | | | | | | |
| II | | | | | | | |
| III | | | | | | | |
| IV | | | | | | | |
| V | | | | | | | |
| VI | | | | | | | |

Website: www.srmasc.ac.in

E – Mail : srmartsandscience@yahoo.co.in

Fax :044-27451487

IMPORTANT CONTACT NUMBERS

| | |
|-------------------------------------------------------------------|------------------|
| Office | : 044-27454862/3 |
| Principal | : 98849 40665 |
| Vice Principal | : 98840 29726 |
| HOD i/c, Biochemistry | : 94441 40904 |
| HOD, Biotechnology | : 99629 97794 |
| HOD, Computer Science/Computer Applications | : 98844 27369 |
| HOD, Microbiology | : 98653 33752 |
| Chief Superintendent & HOD, Electronics and Communication Science | : 99402 10252 |
| HOD, Visual Communication | : 97919 00372 |
| HOD, Mathematics | : 98840 20685 |
| HOD, Hotel and Catering Management | : 93805 73047 |
| HOD i/c, Commerce | : 98406 39449 |
| HOD i/c, Accounting & Finance | : 98405 17482 |
| HOD i/c, ISM | : 94441 91246 |
| HOD, Business Administration | : 93821 53580 |
| Manager | : 89397 03043 |

FORMAT OF DECLARATION
(To be given by the parent and student)

The Principal
SRM Arts and Science College
Kattankulathur – 603 203

Sir,

I hereby declare that I have read “THE ACT No. 7 OF 1997 TAMIL NADU GOVERNMENT GAZETTE EXTRA – ORDINARY - THE TAMILNADU PROHIBITION OF RAGGING ACT 1997” (G.O. No. 366, Higher Education (G1) Department Dated : 26.07.1999) and the recent Supreme Court order (May 2007 – April 2009). I know that if my son/daughter is suspended under this act, he/she will not be allowed to continue in any course in any other institutions in India. I am fully aware of the consequences and punishments that are stipulated in the above act and I undertake to make sure that my son /daughter studying in SRM Arts and Science College will not indulge in any form of Ragging activity directly or indirectly within the campus or outside or hostel.

Section 4 of the Tamil Nadu Prohibition of Ragging Act, 1997

Whoever directly or indirectly commits, participates in, abets or propagates Penalty for “ragging” within or without any educational institution, shall be punished with ragging **imprisonment** for a term which may extend to **two years** and shall also be liable to a fine which may extend to **two lakhs and fifty thousand rupees**.

Section 5 of the Tamil Nadu Prohibition of Ragging Act, 1997

Any student convicted of an offence under section 4 shall also be **dismissed from** the educational institution and such student **shall not be admitted** in any other educational institution.

G.O. Ms. No.366

The College shall make a written complaint narrating the full history of the case to the police station having jurisdiction over the educational institution.

Yours sincerely,

Student's signature
(To be signed in the presence of H.O.D)

Date:

Parent's signature

Date:

FORMAT OF DECLARATION
(To be given by the parent and student)

The Principal
SRM Arts and Science College
Kattankulathur – 603 203

Sir,

I hereby declare that I have read “THE ACT No. 7 OF 1997 TAMIL NADU GOVERNMENT GAZETTE EXTRA-ORDINARY-THE TAMILNADU PROHIBITION OF RAGGING ACT 1997” (G.O. No. 366, Higher Education (G1) Department Dated : 26.07.1999) and the recent Supreme Court order (May 2007 – April 2009). I know that if my son/daughter is suspended under this act, he/she will not be allowed to continue in any course in any other institutions in India. I am fully aware of the consequences and punishments that are stipulated in the above act and I undertake to make sure that my son /daughter studying in SRM Arts and Science College will not indulge in any form of Ragging activity directly or indirectly within the campus or outside or hostel.

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G.O. Ms. No.366

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Yours sincerely,

Student's signature
(To be signed in the presence of H.O.D)

Date:

Parent's signature

Date:

