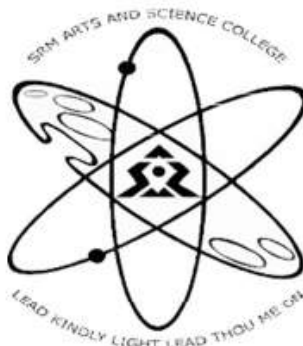


SRM ARTS AND SCIENCE COLLEGE

(Affiliated to the University of Madras)
(An ISO 9001 : 2015 Certified Institution)

Kattankulathur- 603 203



HAND BOOK 2021-2022

Office:044-27454863 Fax:044-27451487

Email:srmartsandscience@yahoo.co.in

Website: www.srmasc.ac.in

தேசிய கீதம்

ஜன கண மன அதிநாயக ஜய ஹே
பாரத பாக்ய விதாதா
பஞ்சாப ஸிந்து குஜராத மராட்டா
திராவிட உத்கல வங்கா
விந்திய ஹிமாசல 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
தமிழணங்கே! தமிழணங்கே!
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
2021-2022***

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. BBA
13. BCA
14. M.Sc Applied Microbiology
15. M.Sc Biochemistry
16. M.Sc Biotechnology
17. M.Sc Computer Science
18. M.Sc Visual Communication
19. M.Sc Computer Science & Technology (Five Years Integrated)
20. MBA
21. MCA
22. M.Com. (General)

FACULTY MEMBERS

Dr. R. VASUDEVARAJ	M.Com., M. Phil., B.Ed., M.B.A., Ph.D.,	Principal
Mr. K. MATHIAZHAGAN	M.A., M. Phil., B.Ed.,	Vice Principal

DEPARTMENT OF ENGLISH

Mr. K. SIVA SANKAR	M.A., M. Phil., B. Ed., SET	HOD
Mrs. R. KALPANA	M.A., M. Phil.,	Asst. Prof.
Mr. R. GUNASEKARAN	M.A., M. Phil.,	Asst. Prof.
Dr. K. JANAGARRAJ	M.A., M. Phil., Ph.D.,	Asst. Prof.
Mrs. A.S. SUKANYA	M.A., M. Phil.,	Asst. Prof.
Mr. A. NANTHA KUMAR	M.A., M. Phil.,	Asst. Prof.

DEPARTMENT OF TAMIL

Dr. K. SUNDARARAJ	M.A., M. Phil., B. Ed., Ph.D., SLET	HOD i/c
Mr. V. GANESAMOORTHY	M.A., M. Phil., NET	Asst. Prof.
Dr. J. MUNUSAMY	M.A., M. Phil., Ph.D., NET	Asst. Prof.
Mrs. M. MANJULA	M.A., M. Phil., DPT	Asst. Prof.
Dr. K. KAMALAKRISHNAN	M.A., M. Phil., Ph.D., DPT, NET	Asst. Prof.
Mrs. S. RAMA	MA, M. Phil., NET	Asst. Prof.
Mr. S. BALAMURUGAN	M.A., M.A., NET	Asst. Prof.

DEPARTMENT OF HINDI

Mr. M.K. VIJAYARAGHAVAN	M.A., M. Phil.,	HOD
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DEPARTMENT OF FRENCH

Mrs. N. UMA MAHESWARI	M.A., M. Phil.,	Asst. Prof.
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DEPARTMENT OF BIOCHEMISTRY

Dr. B. ARIRUDRAN	M.Sc., M. Phil., Ph.D., NET	HOD i/c
Mrs. A. THENMOZHI	M.Sc., M. Phil., SLET, NET	Asst. Prof.
Mrs. M. HEMALATHA	M.Sc., M. Phil.,	Asst. Prof.
Dr. R. ARUNA	M.Sc., Ph.D.,	Asst. Prof.
Dr. S. JAYAKUMAR	M.Sc., M. Phil., Ph.D.,	Asst. Prof.
Dr. M. YUVARAJ	M.Sc., Ph.D.,	Asst. Prof.
Dr. G. DURAI MUTHU MANI	M.Sc., M. Phil., Ph.D.,	Asst. Prof.

DEPARTMENT O BIOTECHNOLOGY

Mrs. SHERIN JOHN JOSEPH	M.Sc., NET	HOD
Ms. R. SONIA PALARAMB	M.Sc., M. Phil.,	Asst. Prof.
Dr. V. JEYANTHI	M.Sc., M. Phil., Ph.D.,	Asst. Prof.
Dr. J. DEEPIKA	M.Sc., Ph.D.,	Asst. Prof.
Dr. S. ILAKKIA	M.Sc., M. Phil., Ph.D.,	Asst. Prof.

DEPARTMENT OF MICROBIOLOGY

Dr. O.V. RAVIKUMAR	M.Sc., M. Phil., B Ed., Ph.D.,	HOD
Dr. K. ABIRAMI	M.Sc., M. Phil., Ph.D.,	Asst. Prof.
Dr. N. PRABHA	M.Sc., M. Phil., Ph.D.,	Asst. Prof.
Dr. A. KALIDOSS	M.Sc., Ph.D.,	Asst. Prof.
Dr. K. SUDHARSAN	M.Sc., Ph.D.,	Asst. Prof.
Ms. G. AKSHAYA	M.Sc., M. Phil.,	Asst. Prof.

DEPARTMENT OF CHEMISTRY

Dr. V. CHITRA	M.Sc., M. Phil., Ph.D.,	Asst. Prof.
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DEPARTMENT OF COMPUTER SCIENCE (B. Sc & M. Sc)

Mr. R. KARTHIKEYAN	M.Sc., M. Phil., M. Tech.,	HOD i/c
Mr. T. PRABAKAR	M.Sc., M. Phil., M. Tech., NET	Asst. Prof.
Mr. S. SELVAKUMAR	M.C.A., M. Phil.,	Asst. Prof.
Mrs. V. SHOBA	M.Sc., M. Phil.,	Asst. Prof.
Dr. D.R. JIJU MOL	M.Sc., M.Phil., Ph.D.,	Asst. Prof.
Mr. D. GRITTO	M.C.A., M.Phil., NET	Asst. Prof.
Mrs. K. NANDHINI	M.C.A., M. Phil.,	Asst. Prof.
Dr. D. BHUVANESWARI	M.Sc., M. Phil., M.E., Ph.D.,	Asst. Prof.
Mr. M. SUDHARSAN	M.Sc. IT., M. Phil.,	Asst. Prof.

DEPARTMENT OF COMPUTER APPLICATIONS & TECHNOLOGY

Dr. G. PARTHIBAN	M.C.A., M. Phil., Ph. D.,	Associate Prof. & Head
Mrs. S. JAYASREE	M.Sc., M. Phil.,	Asst. Prof.
Mr. S. SIVAKUMAR	M.C.A., M. Phil., SET	Asst. Prof.
Mrs. T. SUJATHA JAYAKRISHNAN	M.Sc., M. Phil.,	Asst. Prof.
Dr. K. SARAVANANATHAN	M.Sc., M. Phil., Ph.D.,	Asst. Prof.
Mr. M. RAMESH	M.Sc., M. Phil., M. Tech., M.A.,	Asst. Prof.
Mr. P. LOGANATHAN	M.C.A., M. Phil.,	Asst. Prof.
Dr. A. JAYASUDHA	M.Sc., M. Phil., Ph.D., SET	Associate Prof.

Mr. V. SRINIVASAN	M.C.A., M. Phil.,	Asst. Prof.
Mrs. V. PRIYALAKSHMI	M.C.A., M. Phil.,	Asst. Prof.
Mrs. R. RATHIDEVI	M.Sc., M. Phil., M. Tech.,	Asst. Prof.
Mrs. V. MALATHI	M.C.A., M. Phil.,	Asst. Prof.
Mrs. S. SAHAYA SUGIRTHA CINDRELLA		
	M.Sc., M. Phil.,	Asst. Prof.
Dr. K. PRIYA	M.C.A., M. Phil., Ph.D.,	Asst. Prof.
Mrs. T.S. VASUGHI	M.C.A., M. Phil., SET, NET	Asst. Prof.
Mrs. V.S. PADMAVATHY	M.C.A., M. Phil., SET	Asst. Prof.
Mr. M. KANNAN	M.Sc. IT., M. Phil., M.Sc., B.Ed.,	Asst. Prof.
Mr. K. PRAKASH	M. Sc IT., M.C.A., M. Phil.,	Asst. Prof.

DEPARTMENT OF ELECTRONICS AND COMMUNICATION SCIENCE

Mr. P. HORSLEY SOLOMON	M.Sc., M. Phil., B.Ed.,	HOD
Mrs. D. SUDHA DEVI	M.Sc., M. Phil.,	Asst. Prof.
Mr. T. ASHOK	M.Sc., NET	Asst. Prof.
Mr. R. MOHAMED ARFAYEEN	M.Sc.,	Asst. Prof.
Mrs. A. SEETHAI	M.Sc., M. Phil.,	Asst. Prof.

DEPARTMENT OF VISUAL COMMUNICATION

Mr. P. NATARAJAN	M.A., NET	HOD
Mrs. V. SELVAKUMARI	M.A., M. Phil., SET	Asst. Prof.
Mr. R. RAM PRADEEP	M.Sc.,	Asst. Prof.
Mr. V. UMASHANKAR	M.F.A.,	Asst. Prof.
Mr. M. SRINIVASAN	M.F.A.,	Asst. Prof.
Mr. A. HARI PRASAD	M.A., M. Phil.,	Asst. Prof.
Mr. M. BALA KUMAR	M.Sc.,	Asst. Prof.
Mr. R. KUMARESAN	M.A.,	Asst. Prof.

DEPARTMENT OF MATHEMATICS

Dr. E.J. LALITH KUMAR	M.Sc., M. Phil., Ph.D., B.Ed.,	HOD
Mr. S. ARUL	M.Sc., M. Phil.,	Asst. Prof.
Mr. M. BALASUBRAMANIAN	M.Sc., M. Phil., B.Ed., PGDCA	Asst. Prof.
Dr. G. KUMAR	M.Sc., M. Phil., Ph.D.,	Asst. Prof.
Mr. P. RAMESH	M.Sc., M. Phil., B.Ed., SET	Asst. Prof.
Mr. A. SELVAGANAPATHY	M.Sc., M. Phil., SET	Asst. Prof.
Mrs. D. MAHALAKSHMI	M.Sc., M. Phil., B.Ed., SET	Asst. Prof.

DEPARTMENT OF COMMERCE

Dr. P. SATHEESH BABU	M.Com., M. Phil., B. Ed., Ph.D.,	HOD (Gen)
Dr. B. DON BOSCO	M.Com., M. Phil., B.Ed., MBA, Ph.D.,	HOD i/c (ISM)
Dr. V. NAVANEETHA KANNAN	M.Com., M. Phil., MBA, Ph.D., NET	HOD i/c (A&F)
Dr. R. MALARVIZHI	M.Com., M. Phil., MBA, B.Ed., PGDCS, DISM, Ph.D.,	Asst. Prof.
Dr. J. UMADEVI	M.Com., M. Phil., Ph.D.,	Asst. Prof.
Dr. K. SHOBANA	M.Com., M. Phil., MBA, Ph.D.,	Asst. Prof.
Mr. G. INBASAGARAN	M.Sc. IT., M. Phil.,	Asst. Prof.
Mr. V. BALAKUMAR	M.Com., MBA, M. Phil., NET	Asst. Prof.
Mr. S. ELAYAMURUGAN	MBA., M. Phil., M.Com., SET, NET	Asst. Prof.
Mr. S. SAKTHI	M.Com., SET	Asst. Prof.
Dr. D. SHANTHI	M.Com., M. Phil., Ph.D.,	Asst. Prof.
Mrs. M. SARANIYA	M.Sc., M. Phil.,	Asst. Prof.

DEPARTMENT OF ECONOMICS

Mrs. S. LAKSHMI	M.A., M. Phil., (ECO)	Asst. Prof.
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DEPARTMENT OF MANAGEMENT STUDIES

Dr. J. SARAVANAN	MBA., M. Phil., Ph.D.,	Prof. & Head
Mr. P. ELUMALAI	M.Com., M. Phil., MBA.,	Associate Prof.
Mr. K. RAVIKUMAR	M.Com., M. Phil., MBA., NET, SET	Asst. Prof.
Mrs. A. AJITHA	MBA.,	Asst. Prof.
Dr. N.V. RAMACHANDRAN	MBA., M. Phil., M.A., PGDPMIR, Ph.D., SET,	Asst. Prof.

LIBRARY

Mr. K. THIRUPPATHI	M.L.I.S., M. Phil., M.A., B.Ed., SET	Librarian
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PHYSICAL EDUCATION

Mr. K. GOVARTHANAN	M.P.Ed., M. Phil., PGD in Yoga	Physical Director
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PLACEMENT CELL

Mr. S. SANTHANA KRISHNAN	M.C.A., M. Phil., M. Tech.,	Placement Officer
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ADMINISTRATIVE OFFICE

Mr. N. THAMODARAN	M.A., MBA., M. Phil.,	Manager
Mr. M. VENUGOPAL	M.Com.,	Accounts Officer
Mrs. M. SUJATHA	M.Com.,	Assistant
Mrs. E. VALARMATHI	M.Com., M. Phil.,	PA to Principal
Mr. I. YUDHARAJ	B.A.,	Jr. Assistant
Mr. S. DHANASEKARAN	B.A., B.Com.,	Jr. Assistant
Mr. V. KRISHNAMURTHY	B.A.,	Jr. Assistant
Mr. S. JACOB		Office Assistant
Mr. G. YUVARAJ	B.A.,	Office Assistant
Mr. P. RAMAN		Office Assistant
Mr. R. RAJA		Office Assistant

NON – TEACHING STAFF MEMBERS

Mr. D. SILAMBARASAN	MBA.,	Mnt. Supervisor
Mr. L. GOPINATHAN	M.A.,	Tech. Instructor (VC)
Mr. B. GOWTHAM	B.Sc.,	Tech. Instructor (VC)
Mr. D. SELVAN	M.Sc., B.Ed.,	Lab Technician (MB)
Mr. S. PRABAKARAN	B.Sc., DMLT	Lab Technician (MB)
Mrs. K. DHANASELVI	MLIS, M. Phil., M.A.,	Asst. Librarian
Mr. R. MUNUSAMY	MLIS, M. Phil., M.A., B.Ed.,	Asst. Librarian
Mr. D. MUNUSAMY	CLIS	Library Assistant
Mr. K. JEGADEESAN	B.Tech., DCE	System Admin. (CS)
Mr. G. KUMAR	BA(Eco), Cer. In Networking	Service Engineer (CS)
Mr. M. SAKTHIVEL	MBA.,	Service Engineer (CS)
Mrs. S. SATHYA	M.Sc., B.Ed.,	Programmer (CS)
Mr. M. SAMIDURAI	HSC	Lab Assistant (BC)
Mr. I. BALASENTHIL	HSC	Lab Assistant (BT)
Mr. S. MUTHUKUMARAN	DEEE	Lab Assistant (ECS)

Mr. A. RAMESH KUMAR	B.Sc.,	Lab Assistant (CS-UG)
Mr. S. KANNAN	M.A.,	Lab Assistant (VC)
Mrs. R. PRIYA	M.A.,	Lab Assistant (Comm.)
Mrs. B. SUBASRI	BCA.,	Lab Assistant (CS)
Mr. N. MURALIKANNAN	B.Com.,	DTP Operator (Maths)
Mr. A. KARTHIK	BBA.,	Mnt. Assistant
Mr. V. SRIDHAR		Attender (MB)
Mr. G. ELENDAN		Attender (BC)
Mr. M.K. KATHIRAVAN		Attender (CS-PG)
Mr. E. VELAYUTHAM		Attender (BT)
Mr. C. BASKAR		Attender (ECS)
Mr. M. MURALI		Attender (Comm.)
Mr. P. PARTHIBAN		Attender (English)
Mr. K. SENTHILKUMAR		Attender (Library)
Mr. S. SIVAKUMAR		Attender (Tamil)
Mr. C. MADHAN KUMAR		Attender (BCA)
Mr. B. SUKUMAR		Attender (MBA)
Mr. I. LOGESH		Attender (VC)
Mr. S. THARUN		Attender (CS-UG)

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

Student Representatives

Rufus Kevin. V	II M.Com	89391 29836
Bharathi Raja. K	III BCA	70922 97832
Subhiksha. M	III B.Sc., Microbiology	84899 93995
Kumaresan. S	III B.Sc., ECS	99626 99504
Jeffy. J	II MBA	74016 07601

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

AUGUST 2021				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
1	SUN		-	-
2	MON		-	-
3	TUE		-	-
4	WED		-	-
5	THU		-	-
6	FRI		-	-
7	SAT		-	-
8	SUN		-	-
9	MON	2021 – 2022 Academic year commences for II and III year	1	-
10	TUE		2	-
11	WED		3	-
12	THU		4	-
13	FRI		5	-
14	SAT		-	-
15	SUN	Independence Day	-	-

AUGUST 2021				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
16	MON		6	-
17	TUE		7	-
18	WED		8	-
19	THU		9	-
20	FRI	Muharam	-	-
21	SAT		-	-
22	SUN		-	-
23	MON		10	-
24	TUE		11	-
25	WED		12	-
26	THU		13	-
27	FRI		14	-
28	SAT		-	-
29	SUN		-	-
30	MON	Sri Krishna Jayanthi	-	-
31	TUE		15	-

SEPTEMBER 2021				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
1	WED		16	-
2	THU		17	-
3	FRI		18	-
4	SAT		-	--
5	SUN		-	--
6	MON		19	-
7	TUE		20	-
8	WED		21	-
9	THU		22	-
10	FRI	Vinayakar Chathurthi	-	-
11	SAT		-	-
12	SUN		-	-
13	MON		23	-
14	TUE		24	-
15	WED		25	-

SEPTEMBER 2021				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
16	THU		26	-
17	FRI		27	-
18	SAT		-	-
19	SUN		-	-
20	MON		28	-
21	TUE		29	-
22	WED		30	-
23	THU		31	-
24	FRI		32	-
25	SAT		-	-
26	SUN		-	-
27	MON		33	-
28	TUE		34	-
29	WED		35	-
30	THU		36	-

OCTOBER 2021				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
1	FRI	2021 – 2022 Academic year commences for I year	37	1
2	SAT	Gandhi Jayanthi	-	-
3	SUN		-	-
4	MON		38	2
5	TUE		39	3
6	WED		40	4
7	THU		41	5
8	FRI		42	6
9	SAT		43	7
10	SUN		-	-
11	MON		44	8
12	TUE		45	9
13	WED		46	10
14	THU	Ayudha Pooja	-	-
15	FRI	Vijaya Dasami	-	-

OCTOBER 2021				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
16	SAT		-	-
17	SUN		-	-
18	MON		47	11
19	TUE	Milad-un-nabi	-	-
20	WED		48	12
21	THU		49	13
22	FRI		50	14
23	SAT		51	15
24	SUN		-	-
25	MON		52	16
26	TUE		53	17
27	WED		54	18
28	THU		55	19
29	FRI		56	20
30	SAT		57	21
31	SUN		-	-

NOVEMBER 2021				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
1	MON		58	22
2	TUE		59	23
3	WED		-	-
4	THU	Deepavali	-	-
5	FRI		-	-
6	SAT		-	-
7	SUN		-	-
8	MON		60	24
9	TUE		61	25
10	WED		62	26
11	THU		63	27
12	FRI		64	28
13	SAT		65	29
14	SUN		-	-
15	MON		66	30

NOVEMBER 2021				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
16	TUE		67	31
17	WED		68	32
18	THU		69	33
19	FRI		70	34
20	SAT		71	35
21	SUN		-	-
22	MON		72	36
23	TUE		73	37
24	WED		74	38
25	THU		75	39
26	FRI		76	40
27	SAT		77	41
28	SUN		-	-
29	MON		78	42
30	TUE		79	43

DECEMBER 2021				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
1	WED		80	44
2	THU		81	45
3	FRI		82	46
4	SAT		83	47
5	SUN		-	-
6	MON	Last working day for II and III year	84	48
7	TUE		85	49
8	WED		86	50
9	THU		87	51
10	FRI		88	52
11	SAT		89	53
12	SUN		-	-
13	MON		90	54
14	TUE		-	55
15	WED		-	56

DECEMBER 2021				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
16	THU		-	57
17	FRI		-	58
18	SAT		-	59
19	SUN		-	-
20	MON		-	60
21	TUE		-	61
22	WED		-	62
23	THU		-	63
24	FRI		-	64
25	SAT	Chritmas	-	-
26	SUN		-	-
27	MON		-	65
28	TUE		-	66
29	WED		-	67
30	THU		-	68
31	FRI		-	69

JANUARY 2022				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
1	SAT		-	-
2	SUN		-	-
3	MON		-	70
4	TUE		-	71
5	WED		-	72
6	THU		-	73
7	FRI		-	74
8	SAT		-	75
9	SUN		-	-
10	MON		-	76
11	TUE		-	77
12	WED		-	78
13	THU		-	79
14	FRI	Bhogi	-	-
15	SAT	Pongal / Thiruvalluvar Day	-	-

JANUARY 2022				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
16	SUN	Uzhavar Thirunal	-	-
17	MON		-	-
18	TUE		-	-
19	WED	Even semester commences for II and III years	1	80
20	THU		2	81
21	FRI		3	82
22	SAT		4	83
23	SUN		-	-
24	MON		5	84
25	TUE		6	85
26	WED	Republic Day	-	-
27	THU		7	86
28	FRI		8	87
29	SAT		9	88
30	SUN		-	-
31	MON		10	89

FEBRUARY 2022				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
1	TUE	Last working day for I year	11	90
2	WED		12	-
3	THU		13	-
4	FRI		14	-
5	SAT		15	-
6	SUN		-	-
7	MON		16	-
8	TUE		17	-
9	WED		18	-
10	THU		19	-
11	FRI		20	-
12	SAT		21	-
13	SUN		-	-
14	MON	Even semester commences for I year	22	1
15	TUE		23	2

FEBRUARY 2022				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
16	WED		24	3
17	THU		25	4
18	FRI		26	5
19	SAT		27	6
20	SUN		-	-
21	MON		28	7
22	TUE		29	8
23	WED		30	9
24	THU		31	10
25	FRI		32	11
26	SAT		33	12
27	SUN		-	-
28	MON		34	13

MARCH 2022				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
1	TUE		35	14
2	WED		36	15
3	THU		37	16
4	FRI		38	17
5	SAT		39	18
6	SUN		-	-
7	MON		40	19
8	TUE		41	20
9	WED		42	21
10	THU		43	22
11	FRI		44	23
12	SAT		45	24
13	SUN		-	-
14	MON		46	25
15	TUE		47	26

MARCH 2022				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
16	WED		48	27
17	THU		49	28
18	FRI		50	29
19	SAT		51	30
20	SUN		-	-
21	MON		52	31
22	TUE		53	32
23	WED		54	33
24	THU		55	34
25	FRI		56	35
26	SAT		57	36
27	SUN		-	-
28	MON		58	37
29	TUE		59	38
30	WED		60	39
31	THU		61	40

APRIL 2022				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
1	FRI		62	41
2	SAT	Telugu New Year	-	-
3	SUN		-	-
4	MON		63	42
5	TUE		64	43
6	WED		65	44
7	THU		66	45
8	FRI		67	46
9	SAT		68	47
10	SUN		-	-
11	MON		69	48
12	TUE		70	49
13	WED		71	50
14	THU	Tamil New Year / Dr. B.R. Ambedkar Birthday/ Mahavir Jayanthi	-	-
15	FRI	Good Friday	-	-

APRIL 2022				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
16	SAT		-	-
17	SUN		-	-
18	MON		72	51
19	TUE		73	52
20	WED		74	53
21	THU		75	54
22	FRI		76	55
23	SAT		77	56
24	SUN		-	-
25	MON		78	57
26	TUE		79	58
27	WED		80	59
28	THU		81	60
29	FRI		82	61
30	SAT		83	62

MAY 2022				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
1	SUN	May Day	-	-
2	MON		84	63
3	TUE	Ramzan	-	-
4	WED		85	64
5	THU		86	65
6	FRI		87	66
7	SAT		88	67
8	SUN		-	-
9	MON		89	68
10	TUE	Last working day for II and III year	90	69
11	WED		-	70
12	THU		-	71
13	FRI		-	72
14	SAT		-	73
15	SUN		-	-

MAY 2022				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
16	MON		-	74
17	TUE		-	75
18	WED		-	76
19	THU		-	77
20	FRI		-	78
21	SAT		-	79
22	SUN		-	-
23	MON		-	80
24	TUE		-	81
25	WED		-	82
26	THU		-	83
27	FRI		-	84
28	SAT		-	85
29	SUN		-	-
30	MON		-	86
31	TUE		-	87

JUNE 2022				
Date	Day	Particulars	No. of working days	
			II & III YR	I YR
1	WED		-	88
2	THU		-	89
3	FRI	Last working day for I year	-	90

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		4	5
I				L U N C H B R E A K		
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, 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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Yours sincerely,

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

Parent's signature

Date:

