

**DR.SARVEPALLI RADHA KRISHNAN GOVERNMENT ARTS COLLEGE**

ACCREDITED WITH B+ BY NAAC

&

AFFILIATED TO PONDICHERRY UNIVERSITY

PILLARAYA STREET,

**YANAM -533464.**



**ACADEMIC PLANNER**

**2016-2017**

PHONE: 0884-2324123.

FAX: 0884-2321282.

WEBSITE: <http://drsrgacyanam.puducherry.gov.in/>

**ACADEMIC PLANNER**

**2016-17**

**PERSONAL MEMORANDUM**

1. NAME :
2. DEPARTMENT :
3. CLASS :
4. ROLL NUMBER :
5. EXAMINATION REG. NO:
6. DATE OF BIRTH :
7. BLOOD GROUP :
8. ADDRESS :  
TELEPHONE :  
Email :
9. ANY OTHER DETAILS :

## **CONTENTS**

	<b>Page</b>
1. Profile of the College	1
2. Courses of Study	
3. Teaching Staff List	
4. Administrative Staff List	
5. Calendar for the Year 2016-2017	
6. Payment of Fees	
7. Rules of Attendance and Leave of Absence	
8. Issue of Certificates	
9. Rules of Discipline	
10. Conduct and Behaviour	
11. Library Rules	
12. Co-curricular Activities	
13. Scheme of examinations	
14. Employment Information and Guidance Bureau	
15. Ragging	

## **Profile of the college**

The college has been named after Dr.Sarvepalli Radhakrishnan (1888-1975) who as an academician, philosopher, and statesman was one of the most recognized and influential Indian thinkers in academic circles in the 20th century. Radhakrishnan has been held up in academic circles as a representative for his lengthy writing career and his many published works have been most influential.

Education makes us think positively and to elevate dynamic spirit, enhance harmony of humanity and create cultural refinement for building better personality and for bettering the order of society or nation through acquisition of wisdom by inventive and creative power, to light hidden talents and intellectualism, and to bring out excellence to make individual not only complete but also perfect to show the prosperity and verdure of region. With focus on the knowledge-based economy, pioneering efforts are being undertaken to exhibit the talents of our students.

The motto of this college *Education For Human Excellence* emphasizes the altruism that better education makes better mankind and better world through rightly educated and harmoniously developed persons who have love for freedom and values, respect for heritage and culture, inquisitiveness for discovery, invention and innovation, co-existence through tolerance, achievement of peace, progress and excellence through education.

Dr.Sarvepalli Radhakrishnan Government Arts and Science College will remain the epicenter for promoting quality, improving academic standards and shaping a knowledge-driven economy.

### **COURSES OF STUDY**

#### **UNDER- GRADUATE COURSES:**

##### **1. B.A – ECONOMICS**

2. B.Com.
3. B.Sc. Mathematics
4. B.Sc. Physics
5. B.Sc. Chemistry
6. B.Sc. Zoology
7. B.Sc. Computer Science

#### **POST-GRADUATE COURSES**

1. M.A. Economics
2. M.Com.

#### **LIST OF TEACHING FACULTY**

##### **PRINCIPAL**

1. Dr .A. MUHAMMAD FAWZI M.Com., PhD

##### **DEPARTMENT OF TELUGU**

##### **ASSISTANT PROFESSOR**

1. Dr V. BHASKAR REDDY M.A.,M.Phil.,PhD

H.O.D

2. Dr N. JHANSI RANI M.A.,M.Phil.,PhD

##### **DEPARTMENT OF HINDI**

##### **ASSISTANT PROFESSOR**

Dr. K.CHANDRIKA. M.A., PhD

##### **DEPARTMENT OF ENGLISH**

**ASSISTANT PROFESSOR**

Dr K.M.K. CHAKRAVARTHY MA, MPhil, PhD

**DEPARTMENT OF COMMERCE**

**ASSISTANT PROFESSORS**

2. Dr YOGINDER SINGH M.Com,M.B.A ,PhD (On placement of Services)

H.O.D

3. Dr R.UMA DEVI, M.Com., M.Phil., B.Ed., Ph.D., M.B.A

4. V. SRIDEVI M.Com., M.Phil

5. D.JAYABHARATHI,M.COM.,M.Phil.,B.Ed (Casual Consolidated)

7. B.VEERABHADRA RAO,M.COM.,M.Phil (Casual Consolidated)

**DEPARTMENT OF ECONOMICS**

**ASSOCIATE PROFESSORS**

K.MANOHARAN M.A.,M.Phil

**ASSISTANT PROFESSORS**

1. Dr K. PRASAD,M.A.,M.Phil, PhD

2. Dr T. MUTYALU, M.A., M.Phil.

**DEPARTMENT OF HISTORY**

**DEPARTMENT OF POLITICS**

**DEPARTMENT OF MATHEMATICS**

**ASSISTANT PROFESSORS**

S.KRISHNAVENI M.SC.,M.Phil.

H.O.D

A.V.V.S. MURTHY.,M.SC. ,M.Phil. ,M.Tech

G.G.H.K.S. PRABHAKAR, M.SC.,M.Phil.B.Ed.

**DEPARTMENT OF PHYSICS**

### **ASSOCIATE PROFESSOR**

1. Dr.B. RAGUNATHACHARY,M.SC.,M.Phil.,Ph.D.

H.O.D

### **DEPARTMENT OF CHEMISTRY**

#### **ASSOCIATE PROFESSORS**

1. R.V.V.SATYANARAYANA, M.Sc

H.O.D

2. Dr. D.SANTHI KUMAR, M.Sc., PhD

3. Dr. D. PAUL BABU, M.Sc, PhD

### **DEPARTMENT OF ZOOLOGY**

#### **ASSOCIATE PROFESSORS**

1. R.V.GOPALA RAO, M.Sc., B.Ed.,M.Phil

H.O.D

3. Dr. P.MADHAVEELATHA,M.Sc.,M.Phil.,PhD ( On Placement of Services)

4. Dr. K.SREELATHA,M.Sc.,PhD, PGDCP (On Placement of Services)

5. K.V. NISHA M.Sc, MPhil

### **DEPARTMENT OF BOTANY**

Dr. R. VEERAMOHAN M.Sc, MPhil, PhD

H.O.D

### **DEPARTMENT OF COMPUTER SCIENCE**

#### **ASSISTANT PROFESSORS**

1. K.SURYA PRAKASH,M.C.A.,M.Phil (On Placement of Services)

H.O.D

2. B. JYOTHI, M.C.A.,M.Phil.

## **LIBRARIAN**

1. Dr. K. PRASAD (INCHARGE)

## **DEPARTMENT OF PHYSICAL EDUCATION**

1. Dr.YOGINDER SINGH (INCHARGE)

## **INCHARGE / COCURRICULAR ACTIVITIES**

1. N.S.S.PROGRAM OFFICER: Dr K. PRASAD
2. N.C.C: ASSOCIATE N.C.C. OFFICER: Dr YOGINDER SINGH
3. PLACEMENT CELL CUM SKILL CENTER:
4. NETWORK RESOURCE CENTER: B.JYOTHI
5. STUDENTS CO-OPERATIVE STORES: .A.V.V.S. MURTHY

## **ADMINISTRATIVE STAFF**

- |                         |                                           |
|-------------------------|-------------------------------------------|
| 1. P. NAGAMANI          | OFFICE SUPERINTEDENT                      |
| 2. CH. MANGADEVI        | ASSISTANT                                 |
| 3. Mr. G. RAJASEKAR     | UPPER DIVISION CLERK                      |
| 4. K.GANGADHARA RAO     | UPPER DIVISION CLERK                      |
| 5. S.VIJAYA             | STORE KEEPER GR –III.                     |
| 6. MR.G.SRINIVASU       | STENO-II PERSONAL ASSISTANT (DAILY RATED) |
| 7. M.VARALAKSHMI.       | M.T.S. (GENERAL)                          |
| 8. D. NAGESWARA RAO     | M.T.S. (GENERAL)                          |
| 9. U.V.V. SATYANARAYANA | M.T.S. (GENERAL)                          |
| 10. B. SITARATNAM       | M.T.S. (GENERAL)                          |
| 12. CH. EDUKONDALU      | M.T.S. (GENERAL)                          |
| 13. K.BABJI             | M.T.S. (SECURITY)                         |
| 14. G.SATYANARAYANA     | GARDENER                                  |
| 15. CH. LAKSHMI KUMARI  | M.T.S. (HOUSE KEEPING)                    |



16. K.SREENIVASU

SANITARY ASSISTANT (D.R)

17. R. VISHNU MURTHY

SANITARY ASSISTANT (D.R)

**CALENDER FOR THE YEAR 2016-2017**

<b>Date</b>	<b>Day</b>	<b>JUNE 2016</b>	<b>No. of term days</b>
29	Wed	College Reopens	1
30	Thu		2

**JULY 2016**

1	Fri		3
2	Sat		-
3	Sun		-
4	Mon		4
5	Tue		5
6	Wed		6
7	Thu	RAMZAN	-
8	Fri		7
9	Sat		-
10	Sun		-
11	Mon		8
12	Tue		9
13	Wed		10
14	Thu		11
15	Fri		12
16	Sat		-
17	Sun		-
18	Mon		13
19	Tue		14
20	Wed		15
21	Thu		16
22	Fri		17
23	Sat		-
24	Sun		-

25	Mon		19
26	Tue		20
27	Wed		21
28	Thu		22
29	Fri		23
30	Sat		-
31	Sun		-

**AUGUST 2016**

1	Mon		24
2	Tue		26
3	Wed		27
4	Thu		28
5	Fri		29
6	Sat		-
7	Sun		-
8	Mon		30
9	Tue		31
10	Wed		32
11	Thu		33
12	Fri		34
13	Sat		35
14	Sun		36
15	Mon	INDEPENDENCE DAY	-
16	Tue	DE JURE TRANSFER DAY	-

17	Wed	37
18	Thu	39
19	Fri	40
20	Sat	41
21	Sun	42
22	Mon	43
23	Tue	45
24	Wed	46
25	Thu	47
26	Fri	48
27	Sat	-
28	Sun	-
29	Mon	49
30	Tue	50
31	Wed	51

**SEPTEMBER 2016**

1	Thu	52
2	Fri	53
3	Sat	-
4	Sun	-
5	Mon	VINAYAKA CHATURTHI 54
6	Tue	55
7	Wed	56

8	Thu		57
9	Fri		58
10	Sat		-
11	Sun		-
12	Mon		59
13	Tue	BAKRID	-
14	Wed		60
15	Thu		61
16	Fri		62
17	Sat		-
18	Sun		-
19	Mon		63
20	Tue		64
21	Wed		65
22	Thu		66
23	Fri		67
24	Sat		-
25	Sun		-
26	Mon		68
27	Tue		69
28	Wed		70
29	Thu		71
30	Fri		72

**OCTOBER 2016**

1	Sat		-
2	Sun	GANDHI JAYANTHI	-
3	Mon		73
4	Tue		74
5	Wed		75
6	Thu		76
7	Fri		77
8	Sat		-
9	Sun		-
10	Mon		78
11	Tue		79
12	Wed		80
13	Thu		81
14	Fri		82
15	Sat		-
16	Sun		-
17	Mon		83
18	Tue		84
19	Wed		85
20	Thu		86
21	Fri		87
22	Sat		-
23	Sun		-
24	Mon		88
25	Tue		89

26	Wed		90
27	Thu		91
28	Fri		92
29	Sat	DEEPAVALI	-
30	Sun		93
31	Mon		94

**NOVEMBER 2016**

1	Tue	PUDUCHERRY LIBERATION DAY	-
2	Wed		95
3	Thu		96
4	Fri		97
5	Sat		-
6	Sun		-
7	Mon		98
8	Tue		99
9	Wed		100
10	Thu		101
11	Fri		102
12	Sat		-
13	Sun		-
14	Mon		103
15	Tue		104
16	Wed		105
17	Thu		106
18	Fri		107

19	Sat	-
20	Sun	-
21	Mon	108
22	Tue	109
23	Wed	111
24	Thu	112
25	Fri	113
26	Sat	-
27	Sun	-
28	Mon	114
29	Tue	115
30	Wed	116

**DECEMBER 2016**

1	Thu	117
2	Fri	118
3	Sat	-
4	Sun	-
5	Mon	Semester Break Begins
	-	
6	Tue	-
7	Wed	-
8	Thu	-
9	Fri	-
10	Sat	-
11	Sun	-



12	Mon		-
13	Tue	MILAD-UN-NABI	-
14	Wed		-
15	Thu		-
16	Fri		-
17	Sat		-
18	Sun		-
19	Mon		-
20	Tue		-
21	Wed		-
22	Thu		-
23	Fri		-
24	Sat		-
25	Sun	CHRISTMAS	-
26	Mon		-
27	Tue		-
28	Wed		-
29	Thu		-
30	Fri		-
31	Sat		-

**JANUARY 2017**

1	Sun	NEW YEAR'S DAY	-
2	Mon		-
3	Tue	<b>EVEN SEMESTER BEGINS</b>	-

4	Wed		-
5	Thu		119
6	Fri		112
7	Sat		113
8	Sun		114
9	Mon		115
10	Tue		-
11	Wed		-
12	Thu		116
13	Fri		117
14	Sat	SANKRANTI	-
15	Sun		118
16	Mon		119
17	Tue		-
18	Wed		-
19	Thu		120
20	Fri		121
21	Sat		122
22	Sun		123
23	Mon		124
24	Tue		-
25	Wed		-
26	Thu	REPUBLIC DAY	-
27	Fri		125
28	Sat		126

29	Sun	127
30	Mon	128
31	Tue	-

**FEBRUARY 2017**

1	Wed	131
2	Thu	132
3	Fri	133
4	Sat	-
5	Sun	-
6	Mon	134
7	Tue	135
8	Wed	136
9	Thu	137
10	Fri	138
11	Sat	-
12	Sun	-
13	Mon	139
14	Tue	140
15	Wed	141
16	Thu	142
17	Fri	143
18	Sat	-
19	Sun	-
20	Mon	144
21	Tue	145

22	Wed	146
23	Thu	147
24	Fri	148
25	Sat	-
26	Sun	-
27	Mon	
28	Tue	

**MARCH 2017**

1	Wed	151
2	Thu	152
3	Fri	153
4	Sat	-
5	Sun	-
6	Mon	154
7	Tue	155
8	Wed	156
9	Thu	157
10	Fri	158
11	Sat	-
12	Sun	-
13	Mon	159
14	Tue	160
15	Wed	161
16	Thu	162
17	Fri	163

**VISHNU CAR FESTIVAL**

18	Sat	-
19	Sun	-
20	Mon	164
21	Tue	165
22	Wed	166
23	Thu	167
24	Fri	168
25	Sat	-

26	Sun	-
27	Mon	169
28	Tue	170
29	Wed	<b>UGADI</b>
30	Thu	172
31	Fri	-

**APRIL 2017**

1	Sat	-
2	Sun	-
3	Mon	173
4	Tue	174
5	Wed	175
6	Thu	176
7	Fri	177

8	Sat		-
9	Sun		-
10	Mon		178
11	Tue		179
12	Wed		-
13	Thu		180
14	Fri	<b>AMBEDKAR JAYANTHI/GOOD FRIDAY</b>	181
15	Sat		-
16	Sun		-
17	Mon		182
18	Tue		183
19	Wed		184
20	Thu		185
21	Fri		186
25	Sat		-
26	Sun		-
27	Mon		187
28	Tue		188
29	Wed		189
30	Thu		190

**May 2017**

1	Mon	<b>MAY DAY</b>	-
2	Tue		-
3	Wed	<b>COLLEGE CLOSES FOR SUMMER VACATION</b>	-

## WORKING HOURS AND DAYS

The college works from 9:30 a.m. to 12:30 p.m. and 1:30 p.m. to 4:30 p.m. for five days a week. The details of holidays and vacation are indicated in the calendar.

## PAYMENT OF FEES

Fees will be collected once in an academic year. The following are the rates of fees per year.

Name of the fees (Rs. Per year)	U.G.	P.G. (per annum)
1. Tuition fee (Residents)	-	-
2. Tuition fee (non-residents)	220	-
3. Athletic Association	50	50+10 (payable to University)
4. College magazine	40	40
5. College day	25	25
6. College Union/Department Association	20	20
7. College calendar	10	10
8. Medical Inspection	10	10
9. Student`s Medical Assistance Fund	10	-
10. Reading room/Library	10	10
11. Admission fee (on admission only)	10	10
12. Laboratory fee (for Science Group)	50	50
13. Laboratory fees (for Computer Science Only)	500	-
14. Fine Arts Association	25	25
15. Stationery fee	10	10
16. Caution Deposit	50	75
17. Caution Deposit for Com.Sci.(Refundable)	500	

In addition to the above, the following fees are payable to the Pondicherry University at the time of admission by all students.

1.Matriculation fee	18.00
2.Sports fee (every year)	10.00
3.Recognition fee for bachelor`s degree examination conducted by other accredited statutory agency/University in India.	180.00
4.Recognition fee for an examination conducted by universities or other accredited bodies outside India (Rates of these fees are subject to change)	450.00

NOTE: If a student, after joining, leaves the college during the term he/she shall have no right to claim a refund of any portion of the fee remitted except caution deposit.

The special fees for each year is payable not later than the fifteenth working day of the beginning of each academic year.

If the student fails to pay the special fees due on the day fixed for payment ,he will have to pay a fine of Re.1.00 per day and if the fees are not paid within another 10 working days the student`s name will be struck off the rolls. If re-admitted he must in addition to the fees and fines, due, he/she has to pay re-admission fee of Rs.2.00 at the discretion of the Principal.

NOTE: No refreshments will be supplied to the students from the special fees collected on any occasion including the college day, sports day, etc.

#### **RULES OF ATTENDANCE AND LEAVE OF ABSENCE**

- 1.Each student shall be in her place in the class punctually at the stated periods for lecture classes, practical, etc.
2. Attendance will be taken during every period of work and absence during anyone period in a session will be treated as absence for that session.
3. No student shall be absent without leave letter. Application for leave must be made in advance and addressed to the Head of the Department in the following form.

(1) Name of the student :

(2) Class with main subject :



(3) Roll number :

(4) Period of leave :

(5) Reason for leave :

**Signature of the Parent/Guardian**

Date of Application :

**Signature of the Student**

**Remarks of the H.O.D.**

4. Leave applications must be always submitted to the H.O.D. in advance. In case the absence is due to unforeseen circumstances and application for leave for period of absence must be submitted as soon as possible. In case of sickness extending more than three days, medical certificate must be produced.

5. If a student absents herself for a week without leave letter, her name will be struck off the rolls.

6. The H.O.D. can grant leave upto three days. The Principal, on the recommendation of the H.O.D, will grant leave. Letters so granted shall be filed by the Department and will be considered for recommending applications for condonation of shortage of attendance within the permissible limits for the final Examination.

**ISSUE OF CERTIFICATES**

1. College office hours for students: 11.45 a.m. to 12.15 p.m. and 3.00 p.m. to 4.00 p.m.

2. On requisition with relevant particulars, indicating course of study, date of birth, subject taken etc., study certificate/course certificate will be issued to the students for a specified purpose. Applications for the same should be made at least two days before the Certificate is required.

3. Those who left the college will not be given these Certificates. They may use the Transfer and Conduct Certificate taken from the college.

4. Students who apply for the Transfer and Conduct Certificates for first time within a period of one year after leaving the college will be given the certificates free of cost. Those who apply for such certificates after the lapse of the one year from the date on which they left the college have pay a penal fee of Rs: 4/- for such certificates.

5. Students who apply for a duplicate Transfer and Conduct certificate within a period of one year after leaving the college will be given the certificates on payment of Rs.100.

6. Certificates will not be issued at less than 48 hours' notice.

### **RULES OF DISCIPLINE**

1. The Principal of the college shall have complete power for the maintenance of the students of the college. He may frame and issue from time to time disciplinary rules of a temporary or permanent character, regulating the conduct of the students within the campus or outside the college.

2. The principal shall have the power to inflict punishments including fine, loss of attendance, withholding of term certificates suspension and rustication. The rolls after intimation to the parents or guardians. The orders of the principal in this matter shall be final.

3. The principal will ordinarily place himself in communication where necessary with the parents/guardians of the students are academically backward who do not show any improvement, whose attendance is irregular or whose conduct is unsatisfactory. The names of students found incorrigible even after warning, may be removed from the college.

4. Students of the college going on a strike in any way and including in acts of indiscipline and acts that may lead to dislocation of work in the institutions shall be liable for forfeiture of their scholarships, fee concessions etc., besides punishments given by the principal.

5. Petitions/Complaints from individuals or groups to any higher authority must be submitted through the Principal only.

### **CONDUCT AND BEHAVIOR**

1. Each student must attend the college decently dressed. ID cards must be carried at all times.

2. At the first bell announcing the commencement of sessions (9.25 am. And 1.25 pm), students should be seated in their respective seats.

3. On the teacher entering the class room, the students shall rise and remain standing till they are asked to sit or till the teacher has taken his seat.

4. Every student must obey the teachers and respectfully carry out their instructions. The students shall observe politeness towards the non-teaching staff of the college and behave decorously with his/her fellow students.
5. No student shall leave the class room or laboratory without the teacher's permission or until after the teacher has left the room.
6. Students must observe strict silence in the classes and listen to the lectures attentively, without distracting the attention of others.
7. Students must move silently while changing their class room. They must also remain silent during the interval between a teacher finishing his/her classes and leaving and next teacher entering to engage the period.
8. Students are forbidden from making any sort of noise in the form of small or large groups in the corridors or vicinity of rooms, where classes are in progress or otherwise disturb them in any manner. Students having no classes must remain quiet and spend the time usually in the library/reading room.
9. Students are expected to be present in their class rooms or laboratories at the appointed hours.
10. Every student is expected to provide himself/herself with all the necessary text-books. Science students must bring their observation note-book to the practical sessions and submit their fair record note-books regularly on the appointed dates. Failure to do so may entail his/her losing the day's practical work.
11. Every student should care for every property of the college and refrain from indulging in any activity that may damage the college property. Every student to whom books or any other college property are entrusted will be held responsible for their preservation in good condition and in the event of their being lost will be required to replace them or repay their cost. Any student breaking or damaging any college property will be required to pay the cost of repair or replacements in case of willful damage, he/she will also be punished in such manner as the principal may think fit.
12. Smoking/Consumption of alcohol /Use of tobacco products within the college premises is strictly prohibited.
13. Students are prohibited from organising any meeting or entertainment programmes or collecting money in the college for any purpose without the permission of the principal.
14. Students guilty of going over to other colleges and institutions to take part in any of indiscipline such as organizing demonstration and strikes would be deemed especially culpable and would be punished accordingly.
15. Students shall not hold meeting for criticizing the conduct of the university or the college authorities; such meetings shall be deemed unlawful and the Principal may take such action as he deems necessary

to prohibit or to punish and in case he considers it very seriously, to report to the university for rustication.

16. Ragging / Eve teasing are punishable offences. Any such case shall immediately be brought to the notice of the Principal/Anti-ragging committee/Anti-Eve Teasing committee/Discipline Committee/HODs/Faculty. Such offences will be strictly dealt with as per the rules of the Govt. of Puducherry.

17. The name of the College or its authorities shall not be used in any publications or in any manner without the permission of the Principal.

18. No class or group of students should engage themselves in any public activity, even one of a purely social nature, without the Principal's permission.

19. Students should refrain from participating in party or commercial politics.

20. Students are expected to read the notices /circulars put up regularly on the notice board.

21. No notice which does not have the approval of principal shall be circulated or displayed on the notice board.

22. Students are warned against bringing cash and/or valuable articles to the college.

23. Use of cell phones is restricted in the college campus. In case of exigencies warranting the students to bring, they must be switched off/put in silent mode inside the class. College administration will in no way be responsible for any cybercrimes/misuse by the students. During university exam times, their very presence will be dealt as per rules & viewed seriously.

24. Outgoing UG/PG students are to obtain their transfer certificate /conduct certificate as well as marks lists, if any, within one month from the last working day of VI semester /IV semester failing which a fine of Rs .100/- per year will be levied for every additional year.

#### **LIBRARY RULES**

1. The Library is open to all the students of the college.

2. No student will be allowed inside the stock room.

3. It is open on all working days, including vacation from 9.00 am to 4.30 pm. It is closed on Saturdays and Sundays and other authorized holidays.

4. As the library is intended for the purpose of reading and serious study, silence must be strictly observed at all times. Students using library and reading room are prohibited from engaging in conversation or conducting themselves in any manner intended to disturb or distract the attention of others. Failure to observe this rule will result in cancellation of library facilities for the offender besides disciplinary action being taken.

5. Unauthorised removal of books and periodicals from the library or reading room or damage to them will be severely dealt with.

6. No person shall write upon or make any marks, tear off pages from or otherwise in any book or periodical belonging to the library or reading room. Books so disfigured or mutilated will have to be replaced by the concerned user with new books.

7. Readers shall be responsible for damage or injury done/imposed thereon to the books, periodicals and other library property and shall be required to replace such items or pay the value thereof besides a heavy fine.

8. Date labels and packets in books shall not be tampered with in any manner.

9. Each student is entitled to borrow two books at a time from the library. A book will be sent to a student only in exchange for one of his tickets which will be handed back to the student when he/she returns the books. Tickets are not transferable. If a ticket is lost, the matter should immediately be reported in writing to the librarian. A duplicate ticket will be issued on payment of a fine of Rs.5, fifteen days after the application. During this period the member should attempt to trace and recover the ticket and he/she should report at the end of the period of the result of his/her endeavours.

10. Books are normally issued on loan for one week. A student who fails to return the book on the due date will be fined twenty-five paise per working day till the book is returned. Prolonged failure to return a book will be reported to the principal who will take serious action including imposition of a fine preventing the student from attending classes.

11. No transfer or conduct certificate will be issued to the student until all books borrowed and tickets have been returned and any other dues outstanding against him are discharged.

12. Students are prohibited from passing the books issued to them from one to another and lending the books to persons not concerned with the college. The original borrower himself will be held solely responsible for any loss or damage caused to books and periodicals if he violates this regulations.

13. Students are not allowed to enter the library or reading room with their books or printed matter. They will leave such items on the counter or at the entrance of the library.

14. Dictionaries and such other books declared reference books will not be loaned out. They may be consulted only within the library.

15. No books shall be issued which in the opinion of the librarian is not in sufficiently good condition to be safely handled by the borrower.

16. In case of the books for which there is exceptional demand, the period of loan may be reduced to seven days.

17. The Librarian may recall any book at any time even if the period of loan has not expired.

18. The borrower of the book may be renewed for a further period of 15 days provided that, -

(i) No other member has applied for this book in the mean while.

(ii) Not more than three consecutive renewals are made for the same book.

19. Any loss of books or magazines by the borrowers shall be reported to the principal and replacement made within a period of one month at the latest. If no replacement made within the above period, twice the cost of the books/magazines/periodicals shall be recovered from the concerned borrower.

## **COCURRICULAR ACTIVITIES**

### **NATIONAL CADET CORPS**

In order to instill discipline, regularity, punctuality and a sense of honour and pride in the young minds of the students, the college offers training in NCC in various wings like Army, Navy and Air force.

### **NATIONAL SERVICE SCHEMES**

To motivate social conduct and to inculcate discipline and service to the society, the students are enrolled as volunteers in NSS. They carry out the activities like blood donation, tree plantation, anti-pollution campaign, campus cleaning, AIDS awareness programmes etc.

### **PHYSICAL EDUCATION**

It helps the students to build up the team and competitive spirit. It provides training and practice to the students to represent State, National and International level events in Games and Sports. It is made compulsory that all the students must participate in sports/games.

### **RED RIBBON CLUB**

It is functioning from 2011-12 with the objective of creating awareness about AIDS & importance of blood donation among students.

### **COMMON COMPUTER**

Computer with internet facility is available to students in the library which is fully automated with UGC additional financial assistance.

## **NETWORK RESOURCE CENTRE**

UGC has sanctioned Network Resource Centre in its 10<sup>th</sup> plan period. The centre is one meant for computer knowledge and its use in Educational Activities like Finance Management, Examination Process, Administration and Research activities. The centre not only disseminates knowledge on computer but also has internet connectivity. It helps to widen the knowledge in all subjects through multimedia.

## **SCHEME OF UNIVERSITY EXAMINATIONS FOR U.G. COURSES**

\*All 1 year U.G. students shall have to appear for an exam in Environmental studies at the end of II Semester as per university Instructions. 75 marks for external assessment and 25 marks for internal assessment are earmarked.

### **B.A. Branch-II Economics**

#### **I – SEMESTER**

Language : Paper - I  
English : Paper - I  
Main : Paper - I Understanding Economics  
Main : Paper - II Statistical Methods - I  
Allied : Paper – I Population Studies

#### **II– SEMESTER**

Language :Paper - II  
English : Paper - II  
Main : Paper - III Micro Economics  
Main : Paper - IV Mathematics for Economists- I  
Allied :Paper – II Environmental Economics

#### **III– SEMESTER**

Language : Paper - III  
English : Paper - III

Main : Paper - V Micro Economics- II  
Main : Paper - VI Macro Economics - I  
Allied : Paper – III Statistical Methods – II

#### **IV – SEMESTER**

Language : Paper - IV  
English : Paper - IV  
Main : Paper - VII Monetary Economics  
Main : Paper - VIII Macro Economics - II  
Allied : Paper – IV Mathematics for Economists- II

#### **V – SEMESTER**

Main : Paper - IX Indian Economy - I  
Main : Paper - X Public Finances - I  
Main : Paper - XI International Economics - I  
Main : Paper - XII Development Economics  
Main : Paper - XIII Optional – Elements of Econometrics

#### **V I – SEMESTER**

Main : Paper - XIV Public Finances - II  
Main : Paper - XV International Economics - II  
Main : Paper - XVI Indian Economy - II  
Main : Paper - XVII Indian Financial Institution & Markets  
Main : Paper - XVIII Optional – History of Economic thought

#### **B.Com**

#### **I – SEMESTER**



Foundation : English - I  
Foundation : Language – I  
Major I : Financial Accounting - I  
Major II : Business Management  
Allied I : Business Economics

## **II – SEMESTER**

Foundation : English - II  
Foundation : Language – II  
Major III : Financial Accounting - II  
Major IV : Business Law  
Allied II : Business Environment  
Compulsory :Environmental studies

## **III – SEMESTER**

Major V : Corporate Accounting - I  
Major VI : Company Law  
Major VII : Business Statistics  
Major VIII : Cost Accounting  
Major IX : Entrepreneurial Development

## **IV – SEMESTER**

Major X : Corporate Accounting - II  
Major XI : Business Communication  
Major XII : Money and Financial system  
Major XIII : Auditing  
Major XIV : Business Mathematics

## **V – SEMESTER**

Major XV : Income Tax - I  
Major XVI : Computer applications in Business (Theory )  
Major Practical : Computer applications in Business (Practical )  
Major XVII : Management Accounting - I  
Major XVIII : Electives \*\* Paper I Principles of Marketing  
Major XIX : Electives \*\* Paper 2 Consumer Behaviour

#### **VI – SEMESTER**

Major XX : Income Tax -II  
Major XXI : Management Accounting  
Major XXII : Indirect Taxes  
Major XXIII : Electives \*\* Paper 3 International Marketing  
Major XXIV : Electives \*\* Paper 4 Advertising and sales promotions

#### **B.Sc. Branch – I Mathematics**

##### **I – SEMESTER :**

Language : Paper-I

English : Paper-I

Main : Theory of equations and trigonometry

Main : Differential calculus

Main : Analytical Geometry

##### **II – SEMESTER**

Language : Paper-II

English : Paper-II

Main : Discrete mathematics

Main : Integral calculus

Main : Ordinary Differential Equations and Laplace Transform

### III-SEMESTER

Language : Paper-III

English : Paper-III

Main : Fourier series and Partial Differential Equations

Main : Real Analysis-I

Main : Statistics-I

### IV - SEMESTER

Language : Paper-IV

English : Paper-IV

Main : Theory of numbers and Fourier transform

Main : Real analysis-II

Main : statistics-II

### V - SEMESTER

Main : Abstract algebra

Main : Complex analysis-I

Main : Mechanics-I : statistics

Main : Operation research-I

Main : Programming in C

### VI - SEMESTER

Main : Linear algebra

Main : Complex analysis-II

Main : Mechanics-I : Dynamics

Main : Operation research-II

Main : Numerical analysis using C

## **B.Sc.Branch – II Physics**

### **I – SEMESTER**

Language : Paper - I

English : Paper - I

Main : Paper - I Mechanics of practices, rigid bodies & Continuous Media

Main : Paper - II Kinetic Theory and Thermodynamics

Allied : paper – I Matematics - I

### **II – SEMESTER**

Language : Paper - II

English : Paper - II

Main : Paper - III Oscilations Acqustics Waves

Main : Paper - IV Quantum Mechanics

Allied : paper – II Mathematics - II

Pactical : Main Practical - I

Compulsory : Environmental Studies

### **III – SEMESTER**

Language : Paper - III

English : Paper - III

Main : Paper - V Optics

Main : Paper - VI Electricity

Allied : paper – III chemistry - I & Practical

#### **IV – SEMESTER**

Language : Paper - IV

English : Paper - IV

Main : Paper - VI Magnetism & Electrodynamics

Main : Paper - VII Electronics

Allied : paper – IV chemistry - II

Practical : Main Practical - I

Allied : Chemistry Practical

#### **V– SEMESTER**

Main : Paper - IX Quantum Mechanics

Main : Paper - X Solid State Physics

Main : Paper - XI Laser & Molecular Spectroscopy

Main : Paper - XII Digital Electronics

Main : Paper - XIII Astro Physics - I

Main : Physical Practical III

#### **VI – SEMESTER**

Main : Paper - XIV Electromagnetic Waves & Relativity

Main : Paper - XV Atomic Physics

Main : Paper - XVI Nuclear Physics

Main : Paper - XVII Communication Electronics

Main : Paper - XVIII Numerical Methods & computer Application

Main : Practical - IV

### **B.Sc. Branch -III Chemistry**

#### **I – SEMESTER**

Language : Paper - I

English : Paper - I

Main : Paper - I Inorganic Chemistry - I

Main : Paper - II Organic Chemistry

Main : Practical -I

Allied : paper – I Maths/ Zoology

#### **II – SEMESTER**

Language : Paper - II

English : Paper - II

Main : Paper - III Physical Chemistry

Main : Paper - IV Inorganic Chemistry

Allied : paper – II Maths/Zoology

Pactical : Zoology Practical - I

Compulsory : Environmental Studies

#### **III – SEMESTER**

Language : Paper - III

English : Paper - III

Main : Paper - V Organic Chemistry - II

Main : Paper - VI Analytical Chemistry

Allied : Paper – I Physics (Theory)

#### **IV – SEMESTER**

Language : Paper - IV

English : Paper - IV

Main : Paper - VI Physical Chemistry - II

Main : Paper - VII Analytical Chemistry - II

Practical : Main Practical - I

Allied : Paper – IV Physics (Theory)

Allied : Physics Practical

#### **V– SEMESTER**

Main : Paper - III Inorganic Chemistry - III

Main : Paper - Organic Chemistry - III

Main : Paper - Physical Chemistry - III

Main : Paper - I Elective Paper / Agricultural Chemistry

Main : Paper - V Practical

Main : Paper - VI Practical

#### **VI – SEMESTER**

Main : Paper - IV Inorganic Chemistry - IV  
Main : Paper - Organic Chemistry - IV  
Main : Paper - Physical Chemistry - IV  
Main : Paper - II Elective Paper / Agricultural Chemistry  
Main : VII Practical  
Main : VIII Practical

B.Sc Branch- V Zoology

I- SEMESTER:

Language : Paper-I

English : Paper –I

Main : Paper-I Animal diversity-I

Main : Paper-II Cell Biology

Allied : Plant Science paper-I

Main : Practical-I

Allied : Practical-II

II-SEMESTER:

Language: Paper -II

English : Paper-II

Main : Paper –III Animal diversity-II

Main : Paper IV Physiology

Main : Practical-II

Allied : Paper -II Allied Plant Science Paper-II

Allied : Practical-II

Compulsory : Environment Studies

III- SEMESTER:



Language: paper -III

English : Paper-III

Main : Paper –V Animal Diversity-III

Main : Paper VI Genetics

Main : Practical-III

Allied : Paper -III Allied Chemistry-I

Allied : Chemistry practical –I

IV- SEMESTER:

Language: Paper -IV

English: Paper-IV

Main : Paper –VII Environmental Biology

Main : Paper VIII General Physiology

Main : Practical-IV

Allied : Paper –IV Allied Chemistry-II

Allied : Chemistry Practical -II

V-SEMESTER:

Main : Paper –IX Biochemistry-I

Main : Paper- X Immunology

Main : Paper-XI Molecular Biology

Main : Paper-XII Evolution and Animal Behavior

Main : Paper –XIII instrumentation and Techniques

Main : Practical- V

Main : Practical-VI

VI-SEMESTER:

Main : Paper –XIV Developmental Biology

Main : Paper- XV Biotechnology

Main : Paper-XVI Biostatistics and Bio-informatics

Main : Paper-XVI Aquaculture

Main : Practical-VII

Main : Practical- VIII

### **B.Sc. Branch-VI computer science**

I-SEMESTER:

Language : Paper-I

English : Paper –I

Main : Paper-I Fundamentals of Computer Science

Main : Paper-II Digital Electronics

Main : Practical I-Computer Practice Lab

Main : Practical- II Digital Electronics Lab

Allied : Paper –I Mathematics for Computer Science

II-SEMESTER:

Language : Paper-II

English : Paper –II

Main : Paper-III- Principles of programming &'C'

Main : Paper-IV Computer Organisation

Main : Practical III Advanced Programming in C

Main : Practical- IV Numerical Methods (using C)

Allied : Paper –II Numerical methods

Compulsory : Environmental studies

III-SEMESTER:

English : Paper –communication skills-I

Main : Paper-V Data structures

Main : Paper-VI –Object Oriented Programming

Main : Paper VII- Microprocessor &Assembly Language Program

Main : Practical-V data structure & OOPS Lab

Main : Practical-VI Microprocessor& Assembly Language Program-Lab

Allied : Paper –III Probability & Statistics

#### IV-SEMESTER:

English : Communication Skills-II

Main : Paper-VII Data Java programming

Main : Paper-IX Computer Algorithms

Main : Paper –X Operating system

Main : Paper-XI Database Management

Main : Practical-VIII RDBMS Lab

#### V-SEMESTER:

Main: Paper-XII- Computer network

Main : Paper-XIII- Visual Programming

Main : Paper –XIV –Software Engineering

Main : Paper-XV System Software

Main : Paper – Elective-I

Main: Practical-Computer Networks Lab and OS (Unix) Lab

Main: Practical –X Visual Programming Lab

#### VI-SEMESTER:

Main : Paper-XV-Artificial intelligence

Main : Paper-XVII-Web Technology

Main : Paper –Elective-II

Main :practical –Web Technology Lab

Main :practical- Project

List of Electives

- 1 .Multimedia Concepts
2. Distributed Computing
3. Bio –Informatics
4. Information Security
5. Software Testing
6. Pervasive Computing
7. Soft Computing
8. Advance Bases
9. Data Warehousing and Mining
10. Mobile Technologies

## **SCHEME OF UNIVERSITY EXAMINATIONS FOR P.G. COURSE**

### **M.A. Economics**

#### **I – SEMESTER**

Paper – I : Micro Economic Analysis-I

Paper – II : Macro Economic Analysis-I

Paper – III : Mathematical Economics

Paper – IV : Econometric Theory

Paper – V : Economics of growth and Development

#### **II – SEMESTER :**

Paper – VI : Micro Economic Analysis-II

Paper – VI : Macro Economic Analysis-II

Paper – VIII: Statistical methods in Economics

Paper – IX : Applied Econometrics

Paper – X : Public Economics

**III – SEMESTER :**

Paper – XI : Industrial Trade and Finance

Paper – XII : Contributions by Nobel Laurettes – I

Paper – XIII: Computer Application Economics Analysis

Paper – XIV: Research methodology

Paper – XV : Indian economics issues & policies-I

**IV – SEMESTER :**

Paper – XVI : Indian Economic issues & policies –II

Paper – XVII : Financial economics

Paper – XVIII : Contributions of Nobel Laurettes – II

Project work

**M.Com**

**I SEMESTER :**

Major – I : Management concepts and organizational behavior

Major – II : Business environment

Major – III: Advanced Financial Accounting

Major – IV: Statistical methods

Major – V : Human resource management

**II SEMESTER :**

Major – VI : Managerial economics

Major – VII : Accounting for managerial decisions

Major – VIII : Marketing management

Major – IX : Financial management

Major – X : Entrepreneurship and small Business management

### **III SEMESTER**

Major – XI : Financial markets and services

Major – XII : Economic legislation

Major – XIII : Corporate tax planning optional

Paper – I : Optional paper – I (HRM) HR Development

Paper – II : Optional paper – I (HRM) Accounting

### **IV SEMESTER :**

Major – XIV : Strategic management

Major – XV : E-Commerce

Major – XVI : Corporate reporting practices optional

Paper – III : Optional paper – I (HRM) Labour legislation

Paper – IV : Optional paper – I (HRM) Organisational

### **B.Sc. Branch – I Mathematics**

I – SEMESTER :

Language : Paper-I

English : Paper-I

Main : Theory of equations and trigonometry

Main : Differential calculus

Main : Analytical Geometry

II – SEMESTER :

Language : Paper-II

English : Paper-II

Main : Discrete mathematics

Main : Integral calculus

Main : Ordinary differential equations and laplace transform

III-SEMESTER :

Language : Paper-III

English : Paper-III

Main : Fourier series and partial differential equations

Main : Real analysis-I

Main : Statistics-I

IV - SEMESTER :

Language : Paper-IV

English : Paper-IV

Main : Theory of numbers and fourier transform

Main : Real analysis-II

Main : statistics-II

V - SEMESTER :

Main : Abstract algebra

Main : Complex analysis-I

Main : Mechanics-I : statistics

Main : Operation research-I

Main : Programming in C

VI - SEMESTER :

Main : Linear algebra

Main : Complex analysis-II

Main : Mechanics-I : Dynamics

Main : Operation research-II

Main : Numerical analysis using C

#### **EMPLOYMENT INFORMATION AND GUIDANCE BUREAU**

This cell is functioning with the objectives of providing counseling and guidance to students regarding career options.

#### **PLACEMENT CELL**

Campus interviews are arranged with interested organizations by this unit and offers are given to the selected aspirants.

An environment information and guidance bureau is set up with a view to providing the students with information regarding employment opportunities, competitive examinations, scholarship and other facilities available.

#### **RAGGING**

Ragging is strictly prohibited and students who indulge in any form of ragging shall be viewed seriously and will be expelled from the college as per Supreme Court Order. A national anti-ragging helpline was launched by the Indian government. Students being ragged can send emails at helpline @ antiragging.in to register their complaint, which can be registered without disclosing the names of the victims. For this the toll free helpline is No.1800-180-5522 .



