

# **MAR GREGORIOS**

## **COLLEGE OF ARTS & SCIENCE**

**(Affiliated to the University of Madras)**  
**Approved by the Government of Tamil Nadu**

*A Malankara Syrian Catholic Institution*

*Accredited with B++ Grade by NAAC*

**Since 1994**

**ISO 9001:2015 Certified**

**Shift I & Shift II**



**CALENDAR**

**2024 – 2025**

**Founder**

**Late Arch Bishop**

Most Rev. Dr. Benedict Mar Gregorios

**Co-Founder**

Most Rev. Dr. Joshua Mar Ignathios

Diocese of Mavelikara

**Patron**

His Beatitude Moran Mar Baselios Cardinal Cleemis  
Catholicos,  
The Major Archbishop Malankara Syrian Catholic Church

**Chairman**

His Excellency

Most Rev. Dr. Mathews Mar Pachomios

(Metropolitan Bishop of The Eparchy of Pune-Khadki)

**Corporate Manager**

Msgr. Shaji Mathews Vazhayil

**Local Manager, Secretary**

Rev. Fr. Mathew Pallikunnel

**Bursar**

Rev. Fr. Joby John

**Principal**

Dr. R. Srikanth

## **SUCCESSION OF SECRETARIES**

|                               |               |
|-------------------------------|---------------|
| Rev. Fr. George Charuvila     | - 1997 – 2000 |
| Rev. Fr. Jose Chamakalayil    | - 2000 – 2007 |
| Rev. Fr. George Puthenvilayil | - 2007 – 2008 |
| Rev. Fr. Johnson Parackal     | - 2008 – 2010 |
| Rev. Fr. Sabu M George        | - 2010 – 2018 |
| Rev. Fr. Philip Pulipra       | - 2018 – 2022 |
| Rev. Fr. Mathew Pallikunnel   | - 2022 -      |

## **SUCCESSION OF PRINCIPALS**

|                               |               |
|-------------------------------|---------------|
| Dr. J. C. Kuriakose           | - 1994 - 1995 |
| Rev. Fr. Dr. K. C. George S J | - 1995 - 2000 |
| Prof. James Eapen             | - 2000 - 2001 |
| Dr. V. J. Mathew              | - 2001 - 2008 |
| Dr. R. Amirtham               | - 2008 - 2010 |
| Dr. R. Venugopal              | - 2010 - 2011 |
| Dr. P. Prakasam               | - 2011 - 2015 |
| Dr. K. Mohandoss              | - 2015 - 2019 |
| Dr. M. Sivarajan              | - 2019 - 2023 |
| Dr. R. Srikanth               | - 2023 -      |

## PERSONAL MEMORANDA

Name : .....

Reg. No. : .....

Class : ..... Shift : .....

Blood Group : .....

Vehicle No.: .....

Driving License No. ....

Identification Mark .....

Mobile No. ....

E-mail ID : .....

## FATHER / GUARDIAN

Name : .....

Address : .....

.....

.....

Mobile No.....

## BRIEF HISTORY

MARGREGORIOS COLLEGE OF ARTS & SCIENCE (MGC) is a model Christian minority educational institution established in the city of Chennai with an eight-acre campus named after BENEDICT MAR GREGORIOS, the LATE ARCH BISHOP of Thiruvananthapuram Arch Diocese and managed by the Malankara Syrian Catholic Trust (MSCT). The Arch Diocese of Thiruvananthapuram has been rendering a remarkable service in the field of Medicine, Dental, Engineering, Arts and Science collegiate and School education in India since 1930.

MGC was founded in the year 1994, while Rt. Rev. Dr. Joshua Mar Ignathios, Bishop, Diocese of Mavelikara was the first Director of the college. The college is affiliated to the UNIVERSITY OF MADRAS and approved by the Government of Tamilnadu. The College is an ISO 9001:2015 and ISO 5001:2018 certified Institution.

The college offers 11 Under Graduate programs and 3 Post-Graduate degree programs, functioning in two shifts, Shift-I & Shift-II. Shift-I offers Under Graduate programs in Computer Applications, Computer Science, Electronics and Communication, Science, Visual Communication, psychology, Business Administration, Commerce (Accounting & Finance), Commerce (Corporate Secretaryship), Commerce (General), English

Literature, and Post Graduate Programmes in Computer Science, Social Work and Commerce (General).

Shift-II offers Under Graduation Programmes in Computer Application, Computer Science, Business Administration, Commerce (Computer Application), Commerce (Corporate Secretaryship) and Commerce (General).

## **THE COLLEGE**

Mar Gregorios College of Arts & Science was established in the year 1994. Ever since its inception; MGC has significantly progressed from strength to strength and is now one of the pioneers in collegiate education under the University of Madras.

The college aims at offering job oriented university education with a strong basic practical training in a Catholic atmosphere, especially those belonging to less privileged sections of the society. The college fosters personal and professional success through the development of critical thinking, effective communication, creativity, cultural awareness in a safe, accessible and affordable learning environment and embraces equality and accountability through an effective value-based education in a holistic approach.

## **OUR VISION**

The College envisions facilitating transformation of students into good human beings, competent professionals, responsible and worthy citizens focusing on assimilation, dissemination of knowledge through holistic education in a Catholic Christian atmosphere.

## **OUR MISSION**

The college stands for academic excellence, development of skill and building of character based on the love of God and service to mankind as revealed by Jesus Christ, so as to bring out intellectually trained, morally upright, socially committed and spiritually inspired men and women of India and to raise them as leaders of quality in all walks of life and to serve their fellow men in justice, truth and love.



## CORE VALUES

- M - Meritorious in academics.
- A - Accountability for one's own actions.
- R - Respect the dignity of all individuals.
- G - Generosity and kindness for mankind.
- R - Remarkable accomplishments in life.
- E - Empowerment of the individual and community.
- G - Goodness in thoughts and deeds.
- O - Obedience for elders.
- R - Responsible for themselves and respectful of others.
- I - Integrity of character.
- O - Outstanding in all aspects of collegiate education.
- S - Social and task-oriented leadership

## OUR MOTO

### "LET YOUR LIGHT SHINE"

Address : Block No. 8, College Road,  
Mogappair West, Chennai - 600 037.

Office : 044 2653 0978

Principal : 044 2653 3140

E-mail : [mail@mgcchennai.ac.in](mailto:mail@mgcchennai.ac.in)

Website : [www.mgcchennai.ac.in](http://www.mgcchennai.ac.in)

## COLLEGE PRAYER

Most gracious God, we grate-fully acknowledge and thank you for all your blessings.

Help us O God, to apply our minds and hearts to concentrate on our studies and equip ourselves to carry out our responsibilities towards a bright future.

Help us O God, to understand the fact that the fear of God is the beginning of wisdom.

Encourage us O God, to uphold what is right and just in our motives, words and deeds.

We praise you God, for the provision of knowledge and scholarship and for mentoring by the staff of our college.

Bless our college, faculty, students, parents, alumni, benefactors and friends.

In the name of thy Son, we ask this prayer, O God, our Father.

Amen

## **EXAM PRAYER**

O God! the giver of wisdom,  
grant us the grace to remember  
all that we have learnt.  
Give us the strength to write  
and the will to perform  
well in our exams.  
We pray for Your choicest blessings  
to be showered upon us.  
We ask all these in your precious name.

Amen.

## **PRAYER FOR THE ALUMNI**

O God, Our help in ages past,  
We thank you for the faithful students who have  
passed out from amongst us to serve the community at  
large. We pray for your blessing upon them so that they  
may be strengthened to overcome temptations and be  
faithful and successful in all their doings. Enable them,  
O God, to be duty bound, helping fellow men in distress,  
bringing joy to the parents, honor to the College and  
Glory to your Holy name. We ask this in the name of our  
Lord and Savior Jesus Christ.

Amen.

## COLLEGE ANTHEM

**MAR GREGORIOS** in our hearts

1. Abode of educational excellence  
Imparting light of knowledge with exuberance  
Grant wisdom Lord, the pre-eminence.  
Fill with grace and benevolence.

### CHORUS

*Let it shine, let it shine*  
*The glory of God let it shine*  
*Let it shine, let it shine*  
*The reign of Mar Gregorios shine.*

2. Let your light shine our aim  
Lord ignite spirit of victory to proclaim  
Bless our mentors our true inspirations  
Sculpt carve young minds to aspirations.
3. Mar Gregorios in you I take pride  
Light of knowledge in you is wide  
Strengthen my spirits to take astride  
Instill the values that I humbly abide.

- Ann Hepzibah Niraja S.

## **NATIONAL ANTHEM**

Jana gana mana adhinayaka jaya hae  
Bharata bhagya-vidhata  
Punjab Sindhu Gujarata  
Maratha Dravida Utkala Banga.  
Vindhya Himachala, Yamuna Ganga  
Uchala jaladhi taranga  
Tava shubha name jage  
Tava shubha asisha mage  
Gahae tava jaya gatha,  
Jana gana mangala-dayaka jaya hae  
Bharatha bhagya-vidhata  
Jaya hae, jaya hae, jaya hae  
Jaya jaya jaya jaya hae.

## **PLEDGE**

"India is my country. All Indians are my brothers and sisters.

I love my country and I am proud of its rich and varied heritage. I shall always strive to be worthy of it.

I shall give respect to my parents, teachers and all elders and treat everyone with courtesy.

To my country and to my people, I pledge my devotion. In their well-being and prosperity alone, lies my happiness."

## தமிழ்த்தாய் வாழ்த்து

நீராருங் கடலுடுத்த நிலமடந்தைக்  
கெழிலொழுகும்

சீராரும் வதனமெனத் திகழ்பரதக்  
கண்டமிதில்

தெக்கணமும் அதிற்சிறந்த  
திராவிடநல் திருநாடும்

தக்கசிறு பிறைநுதலும்  
தரித்தநறுந் திலகமுமே!

அத்திலக வாசனைபோல்  
அனைத்துலகும் இன்பமுற

எத்திசையும் புகழ்மணக்க  
இருந்தபெருந் தமிழணங்கே!  
தமிழணங்கே!

உன் சீரிளமைத் திறம்வியந்து  
செயல்மறந்து வாழ்த்துதுமே!  
வாழ்த்துதுமே!  
வாழ்த்துதுமே!

-மனோன்மணீயம் பெ. சுந்தரம் பிள்ளை

## தேசிய ஒருமைப்பாட்டு உறுதி மொழி

நாட்டின் உரிமை வாழ்வையும், ஒருமைப்பாட்டையும் பேணிக் காத்து வலுப்படுத்த செயற்படுவேன் என்று உளமார நான் உறுதி கூறுகிறேன்.

ஒரு போதும் வன்முறையை நாடேன் என்றும், சமயம், மொழி, வட்டாரம் முதலியவை காரணமாக எழும் வேறுபாடுகளுக்கும், பூசல்களுக்கும், ஏனைய அரசியல் பொருளாதார குறைபாடுகளுக்கும், அமைதி நெறியிலும், அரசியல் அமைப்பின் வழியிலும் நின்று தீர்வு காண்பேன் என்றும் நான் மேலும் உறுதியளிக்கிறேன்.

**"Education is the most powerful weapon which you can use to change the world."**

*– Nelson Mandela*

## **PROGRAMMES OF STUDY**

**SHIFT - I (8.30 am to 1.00 pm)**

**UG PROGRAMMES :**

|        |                                     |
|--------|-------------------------------------|
| B.A    | English Literature                  |
| B.Sc.  | Computer Science                    |
| B.Sc.  | Electronics & Communication Science |
| B.Sc.  | Psychology                          |
| B.C.A  | Computer Applications               |
| B.Sc.  | Visual Communication                |
| B.Com  | Accounting & Finance                |
| B.Com  | Corporate Secretaryship             |
| B.Com  | General                             |
| B.B.A. | Business Administration             |

**PG PROGRAMMES:**

|        |                  |
|--------|------------------|
| M.Sc.  | Computer Science |
| M.Com. | General          |
| M.S.W. | Social Work      |

**SHIFT - II (1.30 pm to 5.30 pm)**

**UG PROGRAMMES**

|        |                         |
|--------|-------------------------|
| B.Sc.  | Computer Science        |
| B.C.A. | Computer Application    |
| B.Com  | Computer Application    |
| B.Com  | Corporate Secretaryship |
| B.Com  | General                 |
| B.B.A. | Business Administration |



## **PAYMENT OF FEES**

### **Odd Semester**

on or before : 15<sup>th</sup> July 2024

### **Even semester**

on or before : 15<sup>th</sup> January 2025

**Office Timings** : 8.15 am to 4.30 pm

### **Note:**

A late payment fee will be applicable at the discretion of management after the last date mentioned in the fees payment schedule.

**"The roots of education are bitter, but the fruit is sweet."**

**– Aristotle**

## **MANAGEMENT COMMITTEE**

### **PATRON**

His Beatitude Moran Mar Baselios Cardinal Cleemis  
Catholicos,  
The Major Archbishop Malankara Syrian  
Catholic Church

### **PRESIDENT**

His Excellency  
Most Rev. Dr. Mathews Mar Pachomios,  
Metropolitan Eparchy of St. Ephrem, Khadki, Pune.

### **CORPORATE MANAGER**

Msgr. Shaji Mathews Vazhayil

### **SECRETARY**

Rev. Fr. Mathew Pallikunnel

### **BURSAR**

Rev. Fr. Joby John

### **PRINCIPAL**

Dr. R. Srikanth

### **UNIVERSITY REPRESENTATIVE**

Dr. R. Vasudevaraj

### **MEMBERS**

Mr. P. A. Joy Kutty

Mr. J. Jose

## **GENERAL COMMITTEES**

President - His Excellency

**Most Rev. Dr. Mathews Mar Pachomios,**  
Metropolitan

Local Manager, Secretary

**Rev. Fr. Mathew Pallikunnel**

Bursar - **Rev. Fr. Joby John**

Principal - **Dr. R. Srikanth**

Vice Principal (Shift I)

**Dr. G. Gayathry**

Vice Principal (Shift II)

**Dr. S. Shalini Maher**

University Representative

**Dr. R. Vasudevaraj**

Member - **Mr. P. A. Joy Kutty**

Member - **Mr. J. Jose**

## COLLEGE COUNCIL

Dr. R. Srikanth  
Dr. T. Prema  
Dr. T. Christopher Nallarasu  
Ms. S. Ann Hepzibah Nilaja  
Mr. T. Balachandar  
Ms. V. Savithri  
Ms. T. N. Rekha  
Dr. B. Hemalatha  
Ms. S. Shantha  
Ms. K. Y. Indhumathy  
Ms. R. Selvi  
Ms. K. Subhashini  
Dr. S. James Benedict Felix  
Ms. S. Prasanna  
Dr. S. Shalini Maher  
Mr. S. Ranganathan  
Ms. P. Lavanya Devi  
Mr. A. Sahaya Nixon  
Dr. M. Arunagiri  
Rev. Bro. G. John Thomas  
Ms. R. Anitha  
Ms. P. Gabriyala Gladys  
Mr. V. Senthil Murugan  
Ms. M. Suganthi  
Mr. Arunprasath Ganesan

## FACULTY 2024-2025 | SHIFT – I

### English

**Ms. K. Y. Indhumathy**, M.A., M.Phil., PG Dip in Travel Agency Management & Tourism, (Ph.D.)

*Head of the Department*

**Ms. G. Pradha, M.A.**, M.Phil., B.Ed., SET

**Ms. R. Umamaheswari**, M.A., M.Phil.

**Ms. J. Janani**, M.A., M.Phil., B.Ed.

**Ms. S. Chandravadhana**, M.A., B.Ed., M.Phil.

**Ms. E. Felicit Beneta**, M.A., M.Phil., NET

**Ms. C. Navukkarasi Gomathy**, M.A., M.Phil., SET

**Ms. V. Subha**, M.A., M.Phil., (Ph.D.)

**Ms. Faeza Riaz**, M.A., NET

**Dr. Padmapriya**, M.A., M.Phil., Ph.D.

**Dr. J. Revathy**, M.A., Ph.D., NET

### Tamil

**Dr. T. Prema**, M.A., M.Phil., Ph.D., SLET

*Head of the Department*

**Dr. D. Jemila Marshal**, M.A., M.Phil., MBA, PGDCA, Ph.D., NET

**Dr. C. Devaraj**, M.A., M.Phil., B.Ed., Ph.D., NET

**Dr. A. Kannaki**, M.A., M.Phil., Ph.D., NET

**Dr. M. C. Elumalai**, M.A., M.Phil., Ph.D., NET., JRF

**Dr. C. Magendiran**, M.A., M.Phil., Ph.D., NET., SET., JRF., SRF

**Mr. K. Rajavelu**, M.A., M.Phil., NET

**Mr. A. Barath Kumar**, M.A., M.Phil., NET., 2DGA., 3DGA

**Dr. R. Murugan**, M.A., M.Phil., Ph.D., NET

**Dr. L. Chandrasekar**, M.A., M.Phil., Ph.D.

### **Other Selected Language**

**Ms. S. Ann Hepzibah Niraja**, M.A., M.Phil., PGDHT - Hindi,  
M. Sc. Psy.

*Head of the Department*

**Ms. S. Aishwarya**, B. A. French Lit., Dip. French (A1-B2)

### **Computer Science**

**Dr. S. James Benedict Felix**, M.Sc., M.Phil., SET., Ph. D.

*Head of the Department*

**Dr. G. Gayathry**, M.C.A., M.Phil. Ph.D., SET

**Ms. W. Sharmila**, M.Sc., M.Phil., PGDCSA., MBA

**Mr. A. Jerome Robinson**, M.C.A., M.Phil., B.Th.

**Ms. N. Vaishali**, M.C.A., M.Phil.

**Mr. D. Selvaraj**, M.C.A., M.Phil., NET

**Ms. C. Sujdha**, MCA., M.Phil. (Ph.D.)

## **Electronics & communication Science**

**Ms. V. Savithri**, M.Sc., M.Phil., NET

*Head of the Department*

**Dr. S. Fabbiyola**, M.Sc., M.Phil., M.S.W., Ph.D.

**Ms. S. Shantha**, M.Sc., M.Phil.

**Ms. R. Sasikala**, M.Sc., M.Phil.

## **Mathematics**

**Ms. T. N. Rekha**, M.Sc., M.Phil., B.Ed.

*Head of the Department*

**Ms. S. Arockiya Princey**, M.Sc., M.Phil., (Ph.D.)

**Ms. R. Vasuki**, M.Sc., M.Phil., M.Ed., M.Phil (Edu).

## **Psychology**

**Ms. M. Suganthi**, B.E., M.Sc. Psy., NET

## **Visual Communication**

**Rev. Bro. G. John Thomas**, M.A. (Media Studies),

M.A.(Philosophy), SET

*Head of the Department*

**Mr. N. Kranthi Kumar**, M.A. (Mass communication & Journalism)

**Ms. Usharani E**, M.A.

**Mr. Yogeshwaran R**, M.Sc (Vis.Com.)

## **Commerce (Accounting & Finance)**

**Ms. R. Selvi**, M.Com, M.Phil., (Ph.D.)

*Head of the Department*

**Mr. M. Parthiban**, M.Com, M.Phil.

**Ms. M. Prema**, M.Com, M.Phil., SET

**Ms. Leena Thomas**, M.com., M.Phil.

**Dr. T. Sivakumar**, M.com., M.Phil. Ph.D., SET

## **Commerce (Corporate Secretaryship)**

**Ms. P. Lavanya Devi**, M.Com (CS), M.Phil., B.Ed., SET., (Ph.D.)

*Head of the Department*

**Dr. A. Selvakumar**, M.Com., M.Phil., Ph.D., NET

**Dr. B. Nalini**, M.Com., M.Phil., B.Ed., Ph.D.

**Ms. A. Malathi**, M.Com., M.Phil., PGDCTT

**Mr. A. P. Sebastian**, M.com., M.Phil.

**Ms. Reshma Mary Ranjit**, M.Com.

**Ms. D. Bethel Vincy**, M.Com., B.Ed.

## **Commerce (General)**

**Mr. T. Balachandar**, M.Com., M.Phil., NET

*Head of the Department*

**Dr. B. Hariswaran**, M.Com., M.Phil., Ph.D

**Ms. T. Papitha**, M.Com., M.Phil.

**Dr. K. Aswini**, M.Com., M.Phil., Ph.D

**Dr. M. Venkatesan**, M.Com, M.Phil, MBA, Ph.D



**Ms. M. Elakkiya**, M.Com, M.Phil.

**Ms. D. Mythily**, M. Com, M.Phil.

**Ms. S. Bhavani**, M.Com, M.Phil.

**Ms. T. Saranya**, M.Com, M.Phil.

**Ms. M. Jagatheswari**, M.Com, M.Phil., MBA., (Ph.D.)

### **Business Administration**

**Ms. P. Gabriyala Gladys**, MBA. M.Phil.

*Head of the Department – In Charge*

**Ms. Preethi Anilkumar**, MBA., NET

**Dr. A. Shamim Banu**, MBA., M.Phil., Ph.D.

**Dr. A. Kamalakannan**, MBA., M.Phil., Ph.D.

### **Computer Applications**

**Dr. B. Hemalatha**, M.Sc., (IT), MCA., Ph.D., SET

*Head of the Department*

**Ms. K. Rajalakshmi**, MCA., M.Phil.

**Dr. T. Indhumathi**, MCA., M.Phil., Ph.D

**Ms. C. Sathiya Jeya**, M.C.A., M.Phil.

**"The purpose of education is to replace an empty mind with an open one."**

**– Malcolm Forbes**

## Social Work

**Dr. M. Sudha**, M.Phil., Ph.D, NET, PGDPC

*Head of the Department*

**Ms. L. S. Sugapriyanka**, MSW, M.Phil., DLL, SLET, NET, NET (JRF)

**Ms. K. Nivedha** MSW., NET

**Lt. D. Rajkumar**, MSW., MBA

**Ms. R. Taniya Ishwarya Tamilarasi**, MSW., NET

## Physical Education

**Dr. T. Christopher Nallarasu**, M.P.E.S, M.Phil., Ph.D., NET., SET

## Library

**Mr. Arunprasath Ganesan**, MJMC., M.Lib.I.Sc., NET

**Ms. K. Philomina**, M.LI.Sc.

**Live as if you were to die tomorrow. Learn as if you were to live forever."**

**– Mahatma Gandhi**

## FACULTY 2024-2025 | SHIFT – II

### English

**Ms. K. Subhashini**, M.A., M.Phil.

*Head of the Department*

**Ms. S. Priyakumari**, M.A., M.Phil.

**Ms. P. Femina**, M.A., M.Phil., (Ph.D.)

### Tamil

**Dr. M. Arunagiri**, M.A., M. Phil., NET., Ph.D.

*Head of the Department*

**Dr. N. Kalaiyarasi**, M.A., M. Phil, NET., JRF., Ph.D.

**Dr. S. Jeslin Soba**, M.A., M. Phil, B.Ed., Ph.D.

### Computer Science

**Ms. R. Anitha**, M.C.A., M.Phil., SET

*Head of the Department*

**Ms. T. Sarah Jeba Jency**, M.Sc., M.Phil., B.Ed.

**Ms. S. Deepa**, MCA., M.Phil., SET

**Dr. M. Getzi**, MCA., Ph.D.

## **Commerce (Computer Application)**

**Mr. A. Sahaya Nixon**, M.Com., M.Phil., M.B.A., PGDCAB

*Head of the Department*

**Mr. D. Lakshmanan**, M.Com., M.Phil.

**Ms. J. Mercy**, M.Com., M.Phil.

## **Commerce (Corporate Secretaryship)**

**Dr. S. Shalini Maher**, M.Com., M.Phil., Ph.D.

*Head of the Department*

**Ms. C. S. Annaline**, M.A, M.Phil. (Economics), (Ph.D.)

**Ms. C. Sonal**, M.Com (IB&F)

## **Commerce (General)**

**Ms. S. Prasanna**, M.Com., M.Phil., SET

*Head of the Department*

**Ms. S. Nandhini**, M.Com., M.Phil., (Ph.D.)

**Ms. V. Rajalakshmi**, M.Com, M.Phil., B.Ed., (Ph.D.)

**Ms. P. S. Athiramol**, M.Com., NET

## **Business Administration**

**Mr. V. Senthil Murugan**, M.B.A., NET

*Head of the Department – In Charge*

**Dr. Rajalakshmi Saravanan**, MBA., M.Phil., Ph.D., NET

**Ms. J. Sharmila**, M.A. (Economics)

## Computer Application

**Mr. S. Ranganathan**, M.C.A., DCM, M.Phil.

*Head of the Department*

**Ms. C. Dhanalakshmi**, M.Sc., M.Phil., (Maths), (Ph.D.)

**Ms. Lingeswari Sivagnanam**, MSc., M.Phil., (Ph.D.)

**Ms. S. Anita**, MCA., M.Phil., M.E.,

**Mr. M. Nithyanandan**, M.Sc. (CS), M.Phil., B.Ed.

## Physical Education

**Dr. T. Christopher Nallarasu**, M.P.E.S, M.Phil., Ph.D., NET., SET

## Library

**Mr. Arunprasath Ganesan**, MJMC., M.Lib.I.Sc., NET

**Ms. K. Philomina**, M.LI.Sc.

"The only person who is educated is the one  
who has learned how to learn and change."

– Carl Rogers

## ADMINISTRATION

### Principal

**Dr. R. Srikanth**, M.B.A., M.Phil., Ph.D.

### Bursar

**Rev. Fr. Joby John**

### Vice Principals

#### SHIFT I

**Dr. G. Gayathry**, M.C.A., M.Phil. Ph.D., SET

#### SHIFT II

**Dr. S. Shalini Maher**, M.Com., M.Phil., Ph.D.

### Dean of Academics

#### SHIFT - I

**Ms. K. Y. Indhumathy**, M.A., M.Phil., PG Dip in Travel Agency Management & Tourism, (Ph.D.)

#### SHIFT - II

**Ms. S. Prasanna**, M.Com., M.Phil., SET

## **Dean of Discipline**

### **SHIFT I**

**Ms. S. Ann Hepzibah Niraja**, M.A., M.Phil., PGDHT - Hindi,  
M. Sc. Psy.

### **SHIFT II**

**Mr. S. Ranganathan**, M.C.A., DCM, M.Phil.

## **Controller of Examination**

**Dr. B. Hemalatha**, M.Sc., (IT), MCA., Ph.D., SET

## **Internal Quality Assurance Cell**

**Ms. S. Shantha**, M.Sc., M.Phil.

**"The only thing that interferes with my  
learning is my education."**

**– Albert Einstein**

## **UGC RECOMMENDED & MANDATORY COMMITTEES**

### **Ragging Redressal Committee**

Principal- Convener

Rev. Sr. Blessy Maria DM

Heads of Departments of Shift I and II

Dr. T. Prema – Staff Representative

Ms. Taniya Ishwarya Tamilarasi R – Student Advisor

Inspector of Police, Nolambur – Student

Representative

### **AISHE**

Ms. M. Prema- Nodal Officer

### **Alumni**

Ms. K. Rajalakshmi - Convener

Ms. P. Lavanya Devi - Co-Convener

### **Anti-Drug Cell**

Dr. B. Harishwaran - Convener

Dr. E. Murugan - Co-Convener



### **Anti-Sexual Harassment Cell**

- Mr. A. Jerome Robinson - Convener  
Dr. R. Padma Priya - Co-Convener

### **Calendar Committee**

- Dr. S. Fabbiyola - Convener  
Ms. R. Vasuki - Co-convener  
Ms. C. S. Annaline - Member  
Mr. Arunprasath Ganesan - Member

### **Consumer Club**

- Ms. P. S. Athiramol - Convener  
Dr. S. Jeslin Soba - Co-Convener

### **Creative Club**

- Ms. V. Subha - Convener  
Ms. P. Femina - Co-Convener

**"The aim of education is the knowledge, not of facts, but of values."**

**– William S. Burroughs**

## **Cultural**

### **Shift I**

|                     |               |
|---------------------|---------------|
| Ms. T. N. Rekha     | - Convener    |
| Dr. A. Kannaki      | - Co-Convener |
| Ms. K. Rajalakshmi  | - Member      |
| Ms. C. Sujdha       | - Member      |
| Ms. D. Mythily      | - Member      |
| Ms. A. Malathi      | - Member      |
| Ms. D. Bethel Vincy | - Member      |
| Ms. M. Suganthi     | - Member      |

### **Shift II**

|                     |               |
|---------------------|---------------|
| Ms. C. Dhanalakshmi | - Convener    |
| Dr. N. Kalaiyarasi  | - Co-Convenor |
| Dr. S. Jeslin Soba  | - Member      |
| Dr. M. Getzi        | - Member      |

## **Discipline Committee**

### **SHIFT I**

|                              |          |
|------------------------------|----------|
| Ms. S. Ann Hepzibah Niraja   | - Dean   |
| Dr. T. Christopher Nallarasu | - Member |
| Dr. C. Mahendiran            | - Member |
| Dr. K. Aswini                | - Member |
| Lt. D. Rajkumar              | - Member |

## **SHIFT II**

|                     |   |        |
|---------------------|---|--------|
| Mr. S. Ranganathan  | - | Dean   |
| Dr. M. Arunagiri    | - | Member |
| Mr. A. Sahaya Nixon | - | Member |
| Ms. R. Anitha       | - | Member |
| Ms. P. Femina       | - | Member |

### **Eco-Green Club**

|                    |   |             |
|--------------------|---|-------------|
| Mr. M. Parthiban   | - | Convener    |
| Dr. R. Padma Priya | - | Co-Convener |

### **Entrepreneur Cell**

|                    |   |             |
|--------------------|---|-------------|
| Dr. A. Rajalakshmi | - | Convener    |
| Dr. A. Shamim Banu | - | Co-Convener |

### **Exam Cell**

|                     |   |                                     |
|---------------------|---|-------------------------------------|
| Principal           | - | Convener                            |
| Dr. B. Hemalatha    | - | Chief Superintendent of Examination |
| Mr. D. Lakshmanan   | - | Member                              |
| Ms. M. Elakkiya     | - | Member                              |
| Dr. L. Chandrasekar | - | Member                              |

## Extension Services

### MGC IAS Academy

- Ms. R. Selvi - Convener  
Ms. Preethi Anilkumar - Co-Convener

### National Cadet Crops

- Lt. D. Rajkumar - ANO

### National Service Scheme

- Dr. M. Venkatesan - Programme Officer  
Ms. T. Saranya - Assistant Programme Officer  
Ms. C. Sonal - Member

### Red Ribbon Club

- Ms. V. Rajalakshmi - Convener  
Ms. R. Sasikala - Co-Convener

### Social Excellence

- Ms. L. S. Sugapriyanka - Convener  
Ms. K. Nivedha - Co-Convenor

### **Youth Red Cross**

- Ms. C. S. Annaline - Convener  
Dr. A. Kamalakannan - Co-Convener

### **Grievance Redressal Committee**

- Principal - Convener  
Vice Principal - Shift I - Co-Convener  
Vice Principal - Shift II - Co-Convener  
Dr. S. James Benedict Felix - Member

### **Infirmary**

Rev. Sr. Blessy Maria DM

**"The beautiful thing about learning is that no one can take it away from you."**

**– B.B. King**

## **Institution Innovation Cell**

|                            |   |                                    |
|----------------------------|---|------------------------------------|
| Principal                  | - | President                          |
| Ms. K. Subhashini          | - | Vice President                     |
| Ms. S. Ann Hepzibah Niraja | - | Convener                           |
| Ms. E. Felicit Beneta      | - | Innovation Activity<br>Coordinator |
| Dr. Rajalakshmi Saravanan  | - | Start-up Activity<br>Coordinator   |
| Dr. K. Aswini              | - | IPR Activity Coordinator           |
| Ms. L. S. Sugapriyanka     | - | Internship Activity<br>Coordinator |
| Ms. S. Shantha             | - | NIRF Coordinator                   |
| Dr. T. Indhumathy          | - | Social Media Coordinator           |
| Ms. W. Maxin Popy Rose     | - | Non-teaching Technical<br>Support  |

## **Internal Quality Assurance Cell**

|                            |   |             |
|----------------------------|---|-------------|
| Principal                  | - | Chairman    |
| Ms. S. Shantha             | - | Coordinator |
| Ms. V. Savithri            | - | Member      |
| Ms. M. Prema               | - | Member      |
| Ms. S. Nandhini            | - | Member      |
| Ms. S. Bhavani             | - | Member      |
| Dr. S. Nalini              | - | Member      |
| Ms. S. Deepa               | - | Member      |
| Ms. C. Navukkarasi Gomathy | - | Member      |
| Ms. A. Prema               | - | Admin       |

### **Library Committee**

|  |   |             |
|--|---|-------------|
| Principal                                    | - | President   |
| Mr. Arunprasath Ganesan                      | - | Convener    |
| Ms. K. Philomina                             | - | Co-Convener |
| Heads of Departments of Shift I and Shift II |   |             |

### **Magazine Committee**

|                       |   |             |
|-----------------------|---|-------------|
| Ms. G. Pradha         | - | Convener    |
| Ms. S. Priyakumari    | - | Co-Convener |
| Ms. R. Umamaheswari   | - | Member      |
| Dr. A. Selvakumar     | - | Member      |
| Ms. S. Chandravadhana | - | Member      |
| Ms. J. Sharmila       | - | Member      |

### **Media In-charge**

|                    |   |          |
|--------------------|---|----------|
| Mr. R. Yogeshwaran | - | Convener |
|--------------------|---|----------|

### **MTC Bus Pass**

|                  |   |          |
|------------------|---|----------|
| Dr. C. Devaraj   | - | Convener |
| Dr. M. Arunagiri | - | Convener |

### **Naan Mudhalvan**

|                     |               |
|---------------------|---------------|
| Dr. M. C. Elumalai  | - Convener    |
| Ms. C. Dhanalakshmi | - Co-Convener |
| Ms. Faaeza Riaz     | - Member      |
| Dr. A. Selvakumar   | - Member      |
| Dr. S. Jeslin Soba  | - Member      |

### **Pen Kalvi Scheme**

|                   |                 |
|-------------------|-----------------|
| Ms. K. Subhashini | - Nodal Officer |
|-------------------|-----------------|

### **Placement Cell**

|                              |               |
|------------------------------|---------------|
| Mr. T. Balachandar           | - Convener    |
| Mr. V. Senthil Murugan       | - Co-Convener |
| All third year class mentors | - Members     |

### **Prayer Cell**

#### **Shift I**

|                        |               |
|------------------------|---------------|
| Ms. W. Sharmila        | - Convener    |
| Ms. Reshma Mary Ranjit | - Co-Convener |

#### **Shift II**

|                         |               |
|-------------------------|---------------|
| Ms. T. Sarah Jeba Jency | - Convener    |
| Dr. M. Getzi            | - Co-Convener |



### **Scholarship Committee**

|                              |               |
|------------------------------|---------------|
| Ms. T. Papitha               | - Convener    |
| Ms. Lingeswari Sivagnanam    | - Co-Convener |
| Ms. K. Philomina             | - Member      |
| Dr. T. Christopher Nallarasu | - Member      |
| Mr. K. Rajavelu              | - Member      |

### **Sports**

|                              |            |
|------------------------------|------------|
| Dr. T. Christopher Nallarasu | - Convener |
|------------------------------|------------|

### **Staff Welfare Association**

|                             |             |
|-----------------------------|-------------|
| Dr. S. James Benedict Felix | - Secretary |
| Ms. C. S. Annaline          | - Treasurer |

### **Student Counselling**

Rev. Sr. Blessy Maria DM  
Heads of the Departments

### **Tamil Puthalvan Scheme**

Dr. C. Devaraj - Nodal Officer

### **Techie Club**

- |                     |               |
|---------------------|---------------|
| Mr. D. Selvaraj     | - Convener    |
| Ms. C. Sathiya Jeya | - Co-Convener |

### **Technical Support Committee**

- |                        |                         |
|------------------------|-------------------------|
| Mr. S. Ranjith Kumar   | - System Admin          |
| Dr. T. Indhumathi      | - Bulk SMS Incharge     |
| Mr. M. Nithyanandan    | - Website Incharge      |
| Ms. W. Maxin Popy Rose | - Iboss Incharge        |
| Ms. R. Rajee           | - Social Media Incharge |

### **UMIS**

- |                     |               |
|---------------------|---------------|
| Ms. S. Anita        | - Convener    |
| Ms. N. Vaishali     | - Co-Convener |
| Mr. A. Barath Kumar | - Member      |

### **Women's Cell**

- |                       |            |
|-----------------------|------------|
| Dr. D. Jemila Marshal | - Convener |
| Ms. S. Anitha         | - Convener |

### **Xavier Board & AIACHE**

- |                     |               |
|---------------------|---------------|
| Dr. S. Fabbiyola    | - Convener    |
| Bro. G. John Thomas | - Co-Convener |

## Administrative Staff/Supporting

|  |  |
|--|--|
| <b>Rev. Sr. Reeja Selin</b> , DM., M.Com                   | - Chief Accountant                             |
| <b>Ms. M. Kavitha</b> , BCA                                | - Junior Accountant                            |
| <b>Ms. M. Lilly Punitha</b>                                | - Junior Accountant                            |
| <b>Mr. Linto Mon</b> , BBA                                 | - Asst. Accountant                             |
| <b>Mr. S. Ranjith Kumar</b> , M.A., (Mass Comm), MCP, CCNA | - System Administrator                         |
| <b>Ms. Rajee</b> , MBA                                     | - Administrative Staff                         |
| <b>Ms. M. Vedha Annie</b> , MBA                            | - Asst. to Exam Cell                           |
| <b>Rev. Sr. Blessy Maria DM</b>                            | - Counsellor                                   |
| <b>Ms. S. Gokila</b> , M.Sc., M.Phil.                      | - Computer Lab Instructor                      |
| <b>Ms. S. Gayathiri</b> , M.Sc (Phy).,                     | - Electronics Lab Instructor                   |
| <b>Ms. Indirani P</b> , B. Com                             | - Computer Lab Assistant                       |
| <b>Ms. W. Maxin Popy Rose</b> , M.Sc., B.Ed                | - Documentation &<br>iBoss In Charge           |
| <b>Ms. Lydia Thomas</b> , M.B.A.,                          | - PA to Principal & Admin                      |
| <b>Ms. A. Prema</b> , MCA                                  | - PA to Secretary &<br>IQAC Admin              |
| <b>Ms. C. Tamilselvi</b>                                   | - PA to Principal                              |
| <b>Ms. S. S. Steeja</b> B.A., B.Ed.                        | - Receptionist                                 |
| <b>Mr. Shinu Thomas</b> , M.B.A.,                          | - Supervisor                                   |
| <b>Mr. R. Vijayakumar</b> , B. A.,                         | - Supporting Staff/OA                          |
| <b>Mr. M. SriKumar</b>                                     | - Supporting Staff/OA                          |
| <b>Mr. Thomas</b>  | - Supporting Staff/OA/<br>Associate Supervisor |

|                               |                 |
|-------------------------------|-----------------|
| Mr. S. Reji Kumar, PRE DEGREE | - Gardener      |
| Mr. P. Raji                   | - Security      |
| Mr. K. Ravi                   | - Security      |
| Mr. Manikandan                | - Security      |
| Mr. Panneer Selvam            | - Ground Marker |
| Ms. Jayakanthi C              | - House Keeping |
| Ms. Pappitha A                | - House Keeping |
| Ms. S. Malar                  | - House Keeping |
| Ms. M. Sarasu                 | - House Keeping |
| Ms. V. Jyothi                 | - House Keeping |
| Ms. K. Muniyamma              | - House Keeping |
| Ms. Gowri                     | - House Keeping |
| MS. Aishwarya                 | - House Keeping |

**"Education is the ability to listen to almost anything without losing your temper or your self-confidence."**

***– Robert Frost***

## **RULES AND REGULATIONS**

### **DISCIPLINE**

- ✍ Students should wear the Identity card inside the college campus.
- ✍ Students may not leave the classroom without permission or until the lecturer has left the room or permitted to disperse.
- ✍ Students shall report to the college office whenever he / she change his/her residence. Failure to report will be regarded as a serious breach of discipline.
- ✍ Students who distort the image of the institution through their activities will not be entertained and their continuation in the college will be subject to the final decision of the Management.
- ✍ There should be a healthy relationship between boys and girls. Violation of this rule will invite disciplinary action.
- ✍ The decision of the Management shall be final in all matters of discipline and enforcement of rules.
- ✍ Any student who indulges in strike or hooligan in College would be dealt with severe action which may include even expulsion from college.

- ✍ Likewise Students on visit to other Colleges or Institutions and indulging in acts of indiscipline such as organizing demonstrations and strikes would be liable for punishment.
- ✍ Students are required to safeguard the property of the College. Any student found guilty of defacing or damaging property like doors, windows, furniture, equipment, fixtures, books, buildings, vehicles, etc. of the college shall be liable for penal action and expulsion from the college.
- ✍ No student should take the law into his/ her own hands, whatever be the circumstances. Students behaving violent at any case will be taken into action. Students shall make representation for any difficulty or grievance directly to the Principal. The decision of the Principal in these matters shall be final.
- ✍ All notices shall be displayed on the notice board and / or on the website and it shall be presumed that the students have knowledge of the same. Any negligence to read the notices and the loss thereafter will not be the responsibility of the college.
- ✍ The College is not responsible for loss of any personal belongings and expensive/ precious items of the students inside the college campus.

- ✍ Any student found to have committed breach of rules and regulation or to have been found with improper conduct would be subjected to enquiry by the college and the decision of the college would be final and binding.
- ✍ Student should not bring mobile phones to the college.
- ✍ Any kind of disturbing behavior in the classrooms or in the campus or during celebrations is punishable.
- ✍ Smoking or chewing pan in the college premises is strictly prohibited.
- ✍ Possession / use of drugs, alcohol or peddling drugs on the campus or anywhere else will result in suspension / dismissal from the college.
- ✍ Any kind of misconduct / misbehavior inside / outside the campus / in public places, buses, trains etc. or any kind of annoyance to the public will result in immediate cancellation of the scholarship to the concerned student.
- ✍ Students are expected to write the tests and do the assignments / seminars given for each subject on time as instructed by the mentor.
- ✍ Inviting / meeting strangers or unauthorized persons inside the campus without written permission from the Principal is not allowed.

- ✍ Going into other classrooms or calling out students from there during class hours without prior permission is not allowed.
- ✍ Littering classrooms / college premises with bits of papers, wrappers, plastic bottles etc. are not intrinsically better.
- ✍ Students should not attend or organize any meeting in the college or collect money without permission of the Principal.
- ✍ A grace time of 10 minutes from 8.20am to 8.30 am for shift I and from 1.20 pm to 1.30 pm for shift II will be given for student's arrival.
- ✍ Students are not encouraged to come late for more than 2 times.
- ✍ Students who are late for the 3rd time should bring his/her parents and meet the Principal.
- ✍ Student should bring the college calendar regularly to the college.

**“The Beautiful thing about learning is that no one can take it away from you”**

**- B. B. King**



## ANTI-RAGGING

Ragging is defined as any disorderly conduct, whether by words spoken or written or by an act, that has the effect of teasing, treating, or handling a fresher or a junior student with rudeness. Indulging in a rowdy or undisciplined activity that causes or is likely to cause annoyance, hardship, or psychological harm or raises fear or apprehension in a fresher or junior student.

Any student or group of students found guilty of ragging on campus or off campus shall be liable to one or more of the following punishments:

- ✍ Debarring from appearing in any sessional test/ university examination or withholding results.
- ✍ Suspension from attending classes and academic privileges.
- ✍ Withdrawing scholarships and other benefits.
- ✍ Suspension from the college for a period of one month.
- ✍ Cancellation of admission.
- ✍ Debarring from representing the institution in any national or international meet, tournament, youth festival, etc.

- ✍ Rustication from the institution for periods varying from 1 to 4 semesters or equivalent period.
- ✍ Expulsion from the institution and consequent debarring from admission to any other institution.
- ✍ Fine up to twenty five thousand rupees or imprisonment for a term which may extend to two years or with both.
- ✍ In case you experience ragging, kindly contact either of the following numbers : (26533140, 26530978 ) for assistance or drop your complaint in the box provided by Anti-ragging redressal committee.

#### **DRESS CODE**

All students are expected to be in simple and modest formal dress.

#### **Men**

Formal shirts and trousers are acceptable. Tee shirts are not permitted. A clean shave is preferred. Pants that are too tight, torn or have many pockets are not permitted. The use of jewelry and other accessories is prohibited. Hair coloring is not permitted.

#### **Women**

It is acceptable to wear a saree with a sleeved blouse, a collared churidar, salwar kameez, or a long

kurta with a dupatta. Leggings, tight-fitting tops, sleeveless tops, kurtas that don't reach the knees, transparent dupattas, and stoles are prohibited. No hair dyeing is permitted.

### **FEE REGULATIONS**

- ✍ The entire semester's fees must be paid at the start of each semester on the day specified in the college calendar, or else a late payment fees will be assessed.

### **ATTENDANCE**

- ✍ If a student leaves the college in the middle of programme or during the semester, he/she shall have no right to claim remission of any portion of the semester fees and have to pay the full programme fee.
- ✍ Every single student must show up for class every single day.
- ✍ In case of absence for more than two days due to illness, students must submit a medical certificate when they return to college.
- ✍ The name of the student will be removed from the roll if he /she is continuously absent for more than 10 days without prior information. Attendance is taken for every hour and the attendance percentage will be

displayed on the notice board at the end of every month.

- ✍ All the students are expected to check their attendance that would be displayed on the notice board. In case of any discrepancies, it should be rectified immediately by contacting the teacher concerned.
- ✍ 75% attendance for a semester is compulsory for the award of scholarship of any kind, and also it is the minimum requirement to take up the University examinations.

#### **On Other Duty Attendance**

Students who require on other duty attendance for taking part in Co - Curricular or Extra-Curricular activities such as NCC, NSS, Sports, Inter - Collegiate competitions etc. should get the **OD** sanctioned; later representation in this matter will not be entertained.

#### **LEAVE**

- ✍ Without prior approval students should not take leave. He / She must apply for leave in advance, stating explicitly the reasons for his / her absence.
- ✍ In case of absence due to unforeseen circumstances, an application for leave should be submitted between 8.20 am and 8.30 am for shift I and between 1.20 pm and 1.30 pm for shift II as soon as he/she reports to the college.

- ✍ Students should submit their leave application to the class mentor concerned thereafter approved by the Head of the Department concerned.
- ✍ Leave letters submitted after time limit will not be accepted.
- ✍ Students should be present on the reopening day after the holidays.
- ✍ Students who absent themselves from internal tests and terminal examination without prior permission will have to bring their parents and meet the Vice Principal before entering the class.
- ✍ Leave letters should be signed by the parents / guardian for day scholars and by the warden for the hostel students.
- ✍ Submission of leave application with / without medical certificate does not entitle a student to earn attendance automatically for the days of his / her absence.

### **PARENT – TEACHER MEET**

- ✍ Parents are encouraged to meet the faculty. Members in order to facilitate co-operation and collaboration in our educational work. Meetings are organized by the respective departments, date of which will be intimated to the parents.

## **ALUMNI**

The alumni association plays an important role in boosting the image of the college. This association can assist the college in various developmental, co-curricular and extra-curricular activities and placements for the students of the college. All the students, while leaving the college after the completion of the programme are requested to register their name with the Alumni Association for future correspondence and collaboration.

## **CELEBRATION**

Festivals, Fresher's Day, NSS day, NCC Day, Sports Day and College Day and other significant days are celebrated during the academic year. Prizes and medals are awarded to meritorious students.

## **VEHICLE PARKING**

- ✍ Parking for four-wheelers is not provided for students. Students may park their two-wheelers at the designated spots on campus.
- ✍ The college is not responsible for any theft/loss of the vehicle or any part of the vehicle.
- ✍ It is not permitted to race vehicles, utilize vehicles with damaged silencers, or park any type of vehicle outside the designated parking area on campus.

### **TO THE PARENTS**

- ✍ Parents and Guardians are requested to co-operate with college authorities in the formation of good character, regularity in attendance and progress in studies of their wards.

### **TO THE STUDENTS**

- ✍ We welcome you to the college with the confidence that you will live up to the ideals of Mar Gregorios and co-operate fully with the faculty / staff and authorities of the college in the ongoing process of your education.

### **CO-CURRICULAR ACTIVITIES**

### **EXTENSION ACTIVITIES**

MGC is dedicated to providing students with extended services that enable them to comprehend the value of academic and intellectual proficiency, time management skills, and critical thinking abilities. This service has a positive effect on pupils' inter-personal, social, emotional, and intellectual development. To gain a required minimum credit, a student must enroll in one of the following programs: NSS, NCC, games, or sports, Clubs and Cells etc.,

## **NATIONAL SERVICE SCHEME (NSS)**

The mission of NSS is to assist the deserving community, improve and bring about a better improvement in the standard of living, and help people live dignified lives. It teaches one to be organised and disciplined with the goals they set for themselves. NSS offers benefits to both students and society in a number of different ways. The NSS fosters students' individual and collective growth. It makes them feel confident, develop leadership skills, and gain knowledge about different people from different walks of life. Students also learn other skills that help them lead a better life in various situations.

## **NATIONAL CADET CORPS (NCC)**

National Cadet Corps groom the youth of the country to be disciplined, responsible and as a patriotic citizens. NCC ignites a sense of nationalism and a secular outlook in youth, building a stronger nation. It provides a common platform for the individual uplift of the masses through the process of rerouting the energy of the youngsters in a constructive manner. NCC helps the youth realize the relationship between man and the community, between the community and nature, and



their interdependence. Further, the MGC NCC SUB UNIT, Army Wing, trains boys and girls to serve the Nation.

### **SPORTS AND GAMES**

The sports club is committed to providing healthy sporting habits among the students. It helps to learn teamwork and coordination among diverse cultural and ethnic groups and mainly infuses discipline and instills the value system in each individual. The value of time, precision, and competitiveness are the major learning points apart from communication, coordination, and teamwork. MGC Sports Club trains students in cricket, football, volleyball, basketball, tennis, kabaddi, badminton, bodybuilding, athletics, and all indoor and outdoor games.

### **CULTURAL ACTIVITIES**

Cultural activities promote exposure and increase students' awareness of the world's fine arts. From dramatics to literature, poetry to music and dance, the platform is yours to experience. Cultural activities help students identify themselves, assist them in developing themselves in a desired field, and improve skills such as interpersonal communication, organisational leadership, presentation, expressivity, and critical

thinking power. In order to bring out their best talents, various cultural activities are conducted to tailor their talents and interests and introduce them to new exotic art forms from around the globe.

The Sizzlers, a college light music group, were formed to accommodate students who excel in both vocal and instrumental music. Similar to this, outstanding dancers have the opportunity to join the Dazzlers, a college dance team.

#### **RRC (RED RIBBON CLUB)**

Red Ribbon is a club that promotes HIV/AIDS awareness all around the world. RRC dispels myths and misconceptions about HIV/AIDS, STIs, and other related diseases by providing youth with clear information that increases their level of awareness. It enables youth to identify and understand situations of exploitation and abuse. It also sensitizes the youth to the care and support needs of people affected by HIV/AIDS and instill in them the spirit to reduce the stigma and discrimination against the affected. RRC trains the youth to work in the community as a cadre of peer educators to spread awareness about HIV/AIDS and its prevention.

### **YRC (YOUTH RED CROSS)**

YRC is a universally accepted humanitarian service organisation. It is an independent, non-religious, non-political, non-sectarian, and voluntary relief organisation that works worldwide without racial discrimination or religious beliefs.

### **WOMEN EMPOWERMENT CELL**

WEC seeks to uplift and defend the rights of MGC's female members. In addition to conducting a variety of programs to inform and awaken both male and female participants, WEC seeks to promote gender equity and create a welcoming atmosphere on campus. By empowering them to take on bigger academic difficulties as qualified professionals, it promotes the welfare of the students.

### **MGCI.A.S.ACADEMY**

The Academy's advanced and direct guidance curriculum encourages candidates to reach their preparation objectives. The Academy gives candidates step-by-step instructions to make sure they comprehend the subject's ideas and are ready to write

good answers. Our approach is to continuously innovate to maintain the preparation process as active as possible and provide individualised attention to each aspirant based on elements like core competence, time and resource availability, and the requirements of the Civil Service Exam. The Academy continues to offer its services by giving students who want to work for the government plenty of chances and by assisting them in preparing for competitive exams like the TNPSC, SSC, RRB, and BANK tests, among others.

#### **SOCIAL EXCELLENCE CLUB**

SEC focuses on cultivating the personal and academic integrity of students striving for excellence and contributing to a larger community locally, nationally, and globally. It aspires for the students to develop competence in ethical and moral reasoning. SEC aims for the overall development of the students by organizing awareness programs to diversify their minds.

#### **TECHIE CLUB**

The goal of the TECHIE CLUB is to expand students' knowledge of computers and how they are used in our daily lives in order to create future citizens who are more equipped to handle information technology. Apart from

the required coursework, it raises students' skill levels in the fields of networking and information technology. It benefits both computer science and non-computer science students by allowing them to participate in more activities in these fields.

### **ENTREPRENEUR CELL**

The mission of Entrepreneur Cell is to cultivate in young people an entrepreneurial spirit and a love of working for oneself. This will open doors for the development of new knowledge-based innovative hi-tech ventures, industries, a new breed of technopreneurs, and more avenues for employment opportunities, turning job seekers into job creators and, in the process, guiding the nation towards industrial excellence and self-reliance. EC wants to inspire the creativity, independence, and capacity for wealth creation of our young entrepreneurs.

### **CONSUMER CLUB**

CC aims to bring awareness and Realization among students about their duties and responsibilities as Citizens of India and to educate them about the rights of consumers as provided in the Consumer Protection Act, 1986. The Club helps to mobilize and instill the right consciousness and confidence to question violations of

consumer rights and fight for justice. CC enables the development of skills to handle consumer issues, instills concern for the environment around us as citizens and consumers, and promotes sustainable consumption habits.

### **CAREER GUIDANCE AND PLACEMENT CELL**

CGPC aims to provide learning and training opportunities in the areas of academic, career, personal, and social development and to prepare students to meet their future challenges. The Cell supports students in identifying their interests and strengths and planning appropriately to justify their professional needs.

The Cell provides commendable services in the areas of Campus interviews, Job placements, and training programs for our students that enable them to develop applicable skills in the competitive job market. The Cell also organizes Workshops and Seminars on Personality Development, Interpersonal relationships, communication skills, interview skills, and presentation skills to enable the overall development of individuals. Eminent resource people from various sectors and esteemed institutions are invited to provide training to the students.

### **ECO GREEN CLUB**

EGC aims to conserve natural resources and the natural environment to create an eco-friendly environment, create awareness of biodiversity conservation and local environmental issues among students, and create a clean and green consciousness among students through various innovative methods. EGC plays an important role in creating environmental awareness among the future generation. EGC nurtures and teaches the importance of the environment to students.

### **CREATIVE CLUB**

The purpose of the Creative Club is to stimulate interest in creative ideas among students. The club attempts to create an awareness of the student mind, provides an opportunity to develop their interactions among groups, and helps enhance their creative and leadership skills.

Students are loaded with unique talents and ideas; this club encourages and identifies the potential of such creative minds and creates a platform to exhibit them.

### **COUNSELING CELL**

The Counselling Cell aims to facilitate the personal well-being of the students and to address and help

resolve emotional and psychological issues through the support and guidance of trained counsellors for a healthy mind and body. Thus, the Cell provides a platform for students to pursue both their professional and personal goals with greater self-awareness, self-esteem, understanding, and focus.

## DEPARTMENT OF LIBRARY

MGC Library is common for both Shift I and Shift II which plays a significant role in the collection development and dissemination of information to support and encourage active teaching, learning and research to meet the present and future needs of our institution.

Our Library consists of 19,636 books on Computer, Language, Management, Mathematics and Etc.. Presently, Library Uses RFID Technology integrated with Koha, a Library Management Software.

### **Library Working Hours**

Week Days : 08.30 am to 05.30 pm

Circulation : 09.00 am to 05.00 pm



## MEMBERSHIP

All the students are eligible to become Library Member with membership fee. Academic details of the students will be collected from the respective departments to issue the college ID card cum RFID enabled Library Membership card for Library transactions.

### LIBRARY RULES

- ✓ Books will be issued to all the users.
- ✓ Books and computers should be handled with care.
- ✓ Scribbling, marking on the book and tampering the book or tearing book pages is offensive which might lead to considerable actions.
- ✓ Users should not re-shelve the referred books which lead to misplacement of books. Such books may be left on the nearest table and it will be shelved by the Library Staff.
- ✓ Missing of RFID Tag or damage, while returning the books, the user will be levied with equitable fine.
- ✓ If a book is lost by the user, he/she should replace it with new book or he/she have to pay the cost of the book + 50% of the actual cost.

- ✓ Mischievous activities inside the library will not be entertained, if found any, he/she will be confined directly.
- ✓ The act of impersonation is illegal and he/she will be prosecuted immediately.
- ✓ Library will not be responsible for the user's personal belongings.
- ✓ Members utilizing the Reference and Internet Browsing facilities should enter the member number, name, and log-in and log-out time in the register kept the respective sections.
- ✓ Users must check whether the books which they intent to borrow are in good condition before leaving the counter and any damage should be reported to the circulation section immediately.
- ✓ Users are allowed to use loose sheets only, to take notes while reading in the Reading Section.
- ✓ In addition to these rules, the decision of the college authorities will remain final on the matters binding on the rules and regulations of the library.

**“Learning is a treasure that will follow its  
owner everywhere”**

**- Chinese Proverb**

## BOOK ELIGIBILITY

| S.No. | Category          | No. of Books | Loan Period | No. of Renewals |
|-------|-------------------|--------------|-------------|-----------------|
| 1     | UG Students       | 2            | 7 Days      | 4               |
| 2     | PG Students       | 3            | 15 Days     | 4               |
| 3     | Professors        | 5            | 30 Days     | 6               |
| 4     | Supportive Staffs | 2            | 15 Days     | 3               |

## OVER-DUE CHARGES

Rules applicable for UG and PG Students

| S. No. | Days                              | Overdue Charges Per book |
|--------|-----------------------------------|--------------------------|
| 1      | Upto 10 Days                      | Rs.1 per Day             |
| 2      | From 11 <sup>th</sup> Day onwards | Rs.2 per Day             |

## NO DUES CERTIFICATE

No Due Certificate will be issued to the students after the return of all the books, ID Card and clearance of all dues before getting course completion certificate.

## CURRICULUM-EVALUATION

Evaluation of student is based on both Continuous Internal Assessment (CIA) and the semester examination held at the end of each semester.

| Course   | CIA (Internal) | University Examination (External) |
|--|----------------|-----------------------------------|
| BA English/Tamil, B.Com/<br>B.Sc/BCA/BBA/B.Com<br>(A&F)/B.Com(CA)/B.Com(CS<br>) Theory | 25%            | 75%                               |
| M.Com/M.Sc/MSW Theory  | 25%            | 75%                               |
| Practical  | 40%            | 60%                               |

| Internal Marks     | - | Theory Exam     |
|--------------------|---|-----------------|
| Tests (2 out of 3) | - | 10              |
| Attendance         | - | 5               |
| Seminars           | - | 5               |
| Assignments        | - | 5               |
| <b>Total</b>       | - | <b>25 Marks</b> |

## Test Schedule

|                  | First<br>Internal<br>Exam | Second<br>Internal<br>Exam | Model<br>Exam |
|------------------|---------------------------|----------------------------|---------------|
| <b>Marks :</b>   | 25                        | 25                         | 75            |
| <b>Duration:</b> | 1 hr                      | 1 hr                       | 3 hrs         |

10 marks will be taken from both the exam.

### Break - up Details of Attendance

- ✗ Below 60% - No Marks
- ✗ 60% to 75% - 3 Marks
- ✗ 76% to 90% - 4 Marks
- ✗ 91% to 100% - 5 Marks

### Practical Internal Marks - 40

- Attendance - 5 Marks
- Practical Test best 2 out of 3 - 30 Marks
- Record - 5 Marks

### Project

#### Internal Marks

- best 2 out of 3 presentations - 20 Marks
- Viva - 20 Marks
- Project Report - 60 Marks

If the students are absent / getting low mark/ writing irrelevant answer in any exam, a fine of Rs.100/- will be collected.

## **SEMESTER EXAMINATION**

- ✍ Assessment will be in the form of a comprehensive examination for each paper at the end of every semester (November & April).
- ✍ Every student should register for the university examination, paying the prescribed fees, according to the mentioned dates. The examinations fees will be accepted only after clearing the college fee dues.
- ✍ A student will be permitted to take the end semester examination provided he/she has a minimum attendance of 75% per paper.
- ✍ Students having attendance between 65% to 74% can take the exam only after paying condonation fee to University.
- ✍ Students having below 55% should repeat the course.
- ✍ There is no minimum marks for CIA.

## **UG PAPER**

The student has to secure a minimum of 30 Marks out of 75 in the University Examination and should have an aggregate of 40%. (When CIA and University exam Marks are put together) for a PASS in UG Paper.

## PG PAPER

The student has to secure a minimum of 40 Marks out of 75 in the University Examination and should have an aggregate of 50% (When CIA and University exam Marks are put together).

## GREEN CAMPUS POLICY

A Green Campus is a place where environmental friendly practices and education combine to promote sustainable and eco-friendly practices in the campus. The green campus concept offers an institution the opportunity to take the lead in redefining its environmental culture and developing new paradigms by creating sustainable solutions to environmental, social and economic needs of the mankind.

### **Aim:**

The college is striving to develop its institution on a self – sustainable basis in the areas of power, water and cleanliness. To bring consciousness among the students related to evils of disturbing the environment and to facilitate students and take small steps in conserving the environment.

## **Objectives:**

Green campus initiatives are becoming integral part of the modern-day education system and the institutions can act as pioneers in promoting these principles within society. Our college has initiated the green campus program in order to support a sustainable and climate-friendly environment. The main objectives for these initiatives were environmental awareness and education, the use of sustainable energy and energy efficient measures, comprehensive recycling and composting and green landscaping in the campus.

## **Green Campus Initiatives:**

- ISO Certification 50001:2018
- Green Audit
- Installation of Solar Panels
- Sensor based energy conservation
- MIS to make paperless administration
- Plastic free Campus
- Tree Plantation Drive
- Landscaping and gardens
- Use of LED Bulbs
- Establishment of Eco-Club
- Renewable sources of energy
- Water Conservation through Rain water Harvesting



Efforts are being made to develop the campus on green concepts, particularly focusing on water conservation, use of alternative sources of energy, solid waste management, vermin composting, green belt development and sustainable architectural designs of buildings.

### **Save Energy TIPS**

1. Activate power management features on your computer and monitor so that it will go into a low power “sleep” mode when you are not working on it.
2. Turn off your monitor when you leave your Table.
3. Activate power management features on your laser printer.
4. Whenever possible, shut down rather than logging off.
5. Turn off unnecessary lights and use daylight instead.
6. Recycling of waste materials.
7. Use LED or compact fluorescent bulbs.
8. Keep lights off in conference rooms, classrooms, lecture halls when they are not in use.
9. Use the fans only when they are needed.
10. Unplug appliances not plugged into power strips (like TVs, Refrigerators, ACs, tea/ coffeepots, printers, faxes, and chargers etc.)

The Institute will make all the necessary efforts to involve the students, faculty and staff in “Green Campus Initiatives” by designating the volunteers of Eco Club, NSS & NCC cadets and also take necessary steps to conduct awareness programmes.

### **POLICY FOR THE INCLUSION OF DIFFERENTLY-ABLED PEOPLE IN THE CAMPUS**

#### **Scope:**

MGC promotes and inculcates values of love, compassion, empathy, equality, and justice towards differently-abled sections of a society. Students are encouraged to be aware of the problems faced by disadvantaged people and focus on the inclusion of people with different abilities by promoting the rights and dignity of each and every individual in the society.

#### **Objective:**

The objective is to ensure that MGC is a differently-abled friendly institution that is chosen by people with different abilities and facilitates suitable infrastructure and support system and sensitized environment to help them to achieve their goals.

**Policy:****Inclusion:**

- Admissions ensured for differently-abled candidates.
- Intensive monitoring, mentoring and counselling for the differently-abled students.
- Implementation of admission policies for people with disabilities in accordance with the updated guidelines for admission of the UGC.
- Appointment of Teaching and Non- Teaching Staff for PwD category as approved by the University is followed by the college.

**Infrastructure Support:**

Updating the campus infrastructure to make it more accessible for students with different abilities.

- Lifts
- Ramps
- Differently-abled friendly washrooms
- Wheelchairs

## **Provision of mechanical and technical support.**

- Differently-abled friendly software
- Wheelchairs
- Differently-abled friendly sign posts

## **Provision of sports and wellness facilities**

- Special attention given to differently-abled students to develop their interest in sports activities.

## **Counselling and additional support:**

- Counselling given for mental health needs of differently-abled students.
- Remedial classes are conducted exclusively for differently-abled students.

**“The purpose of education is to replace an empty mind with an open one”**

**- Malcolm S. Forbes**

## LIST OF ENDOWMENT SCHOLARSHIPS - SHIFT I

| Sl. No. | Year | Name of the Endowment   | Name of the Sponsor                | Amount | Highest marks in University Examination Recipient |
|---------|------|---|------------------------------------|--------|---|
| 1.      | 2003 | Late Mr. Joseph and Late Mrs. Elizabeth Joseph  | Dr. V. J. Mathew                   | 5,000  | Mar Gregorian Award                               |
| 2.      | 2008 | Pathmavathi Sammanthan  | S. Sargurunathan                   | 5,000  | Best NSS  |
| 3.      | 2004 | Rev. Fr. K. C. George Golden Jubilee Endowment Fund   | Well Wishers                       | 5,000  | Best NCC  |
| 4.      | 2004 | Johny Brewatson Sports Endowment  | Johny Brewatson                    | 7,500  | Best Sportsman                                    |
| 5.      | 2004 | Rev. Fr. K. C. George Golden Jubilee Endowment Fund   | Well Wishers                       | 5,000  | Catechism   |
| 6.      | 2011 | Krishnan Lakshman Scholarship   | Bijee Lakshman                     | 5,000  | Best Outgoing Student (Science)                   |
| 7.      | 2013 | Sravan shelter  | R. Senthilkumar                    | 5,000  | Best Outgoing Student (Arts)                      |
| 8.      | 2003 | Friends & Relatives   | G. Somasundaram                    | 5,000  | I Year BA/B.Sc Tamil                              |
| 9.      | 2007 | Mar Gregorios College Staff Association<br>Late Mrs. T. Lakshmi Bai<br>Thambuswamy Memorial Scholarship | Staff Association<br>Mrs. T. Prema | 5,000  | I Year B.Com/<br>B.Sc<br>BCA, BBA Tamil           |
| 10.     | 2003 | Late Mrs. Maude LA Friends Scholarship G. Somasundaram  | Friends & Relatives                | 6,000  | II Year BA/B.Sc Tamil                             |

| Sl. No. | Year         | Name of the Endowment   | Name of the Sponsor   | Amount         | Highest marks in University Examination Recipient |
|---------|--------------|---|---|----------------|---|
| 11.     | 2007         | Trinity Scholarship   | Geetha Priya, Ann & Preetha                                 | 5,000          | I Year Hindi                                      |
| 12.     | 2003         | Sr. Pushpa Valliapalam Scholarship  | Dr. V.J. Mathew   | 5,000          | II Year Hindi                                     |
| 13.     | 2011         | Raman Rukmani Endowment Fund  | Kavitha Krishnaraj  | 5,000          | I year French                                     |
| 14.     | 2003         | G. Somasundaram   | G. Somasundaram   | 5,000          | I Year BA/B.Sc English                            |
| 15.     | 1999<br>1998 | Late. Mr. Iype & late Mrs Mariamma Elamathyi Scholarship                              | Mr. E. J. George - Son<br>Mr. F. A. Joseph - Son            | 4,000          | I B.Com / BES / BCA / BBA / English               |
| 16.     | 1998<br>2000 | Late Wing Commander Mathew Scholarship<br>Mr. Evalyn George and Joel George           | Ms. Tabitha Mathew - Daughter<br>Mr. George Thomas - Father | 4,000          | II Year BA/B.Sc English                           |
| 17.     | 2015<br>2015 | Elite Lore<br>Elite Lore  | Mrs. K. Y Indhumathy<br>Mrs. Fennila James                  | 2,500<br>2,500 | I B.A. Eng.                                       |
| 18.     | 2015         | Mr. Rhenius (late) Mrs. Jessy Rhenius Scholarship                                     | R. Leonard Solomon  | 5,000          | I BBA.  |
| 19.     | 2000<br>2001 | Rt. Rev. Joshua Mar Ignathios Scholarship<br>Late Mr. Appachan Pottakulam Scholarship | Well Wishers<br>Mrs. Anitha - Daughter                      | 4,000          | I Corporate Secretaryship                         |

| Sl. No. | Year         | Name of the Endowment   | Name of the Sponsor                           | Amount | Highest marks in University Examination Recipient |
|---------|--------------|---|---|--------|---|
| 20.     | 2003         | G. Somasundaram   | G. Somasundaram                               | 5,000  | II Corporate Secretaryship                        |
| 21.     | 2004         | Rev. Fr K. C. George Golden Jubilee Endowment Fund                    | Well Wishers                                  | 5,000  | III Corporate Secretaryship                       |
| 22.     | 2000         | Sr. Pushpa Valliapalam Scholarship                                    | Sr. Pushpa Valliapalam                        | 5,000  | I Commerce  |
| 23.     | 2003         | G. Somasundaram   | G. Somasundaram                               | 5,000  | II Commerce                                       |
| 24.     | 2004         | Rev. Fr. K. C. George Golden Jubilee Endowment Fund                   | Well Wishers                                  | 5,000  | III Commerce                                      |
| 25.     | 2015         | Comkreaters   | 2012-2015 B.Com (G) Batch                     | 5,000  | I B.Com 'B'                                       |
| 26.     | 2001         | Mr. VE Thommey & Mrs. Elizabeth Thommey Scholarship                   | Diamond wedding Anniversary                   | 4,000  | I Computer Application                            |
| 27.     | 1999<br>2001 | Late Mr. Varkey Thycheril Scholarship<br>Mrs. Jessy James Scholarship | Mrs. Annai Varghese – Wife<br>Ms. Jessy James | 4,000  | II Computer Application                           |
| 28.     | 2004         | Rev. Fr. K. C. George Golden Jubilee Endowment Fund                   | Well Wishers                                  | 5,000  | III Computer Application                          |

| Sl. No. | Year         | Name of the Endowment   | Name of the Sponsor   | Amount | Highest marks in University Examination Recipient |
|---------|--------------|---|---|--------|---|
| 29.     | 1998<br>1999 | Late Mr. John Fernandez Scholarship<br>Chevalier C. J. Varkey Scholarship     | Adv. C. Venugopal<br>Mr. V. J. Mathew<br>Fr. K. C. George<br>Mr. K. V. Jaisingh<br>Mrs. Annai Varghes –<br>Daughter | 4,000  | II Computer<br>Science                            |
| 30.     | 2000<br>1998 | Ms. Sini Thomas Scholarship<br>Late Mr. Paphel Parambhi Scholarship           | Ms. Sini Thomas   | 4,000  | II Computer<br>Science                            |
| 31.     | 2004         | Rev. Fr. K. C. George Golden Jubilee<br>Endowment Fund                        | Well Wishers  | 5,000  | III Computer<br>Science                           |
| 32.     | 1998<br>2003 | Late Mr. Chellapill and<br>Adv. Mrs. Anaiammal<br>Scholarship late Mr. Thomas | C. Venugopal - Son<br>Mrs Kochutherasiam<br>- wife  | 5,000  | I Electronic<br>Science                           |
| 33.     | 1998<br>2003 | Late Prof. M. P Sebastian Scholarship<br>Sasamma Joseph Elamathyi Scholarship | John Sebastian<br>Mr. Joseph  | 5,000  | II Electronic<br>Science                          |
| 34.     | 2004         | Rev. Fr. K. C. George Golden Jubilee<br>Endowment Fund                        | Well Wishers  | 5,000  | III Electronic<br>Science                         |
| 35.     | 1998         | Late Mrs Regina Sathyabalan<br>Scholarship                                    | Injodey Family  | 5,000  | I Mathematics                                     |



| <b>Sl. No.</b> | <b>Year</b>  | <b>Name of the Endowment</b>   | <b>Name of the Sponsor</b>                   | <b>Amount</b> | <b>Highest marks in University Examination Recipient</b> |
|----------------|--------------|--|--|---------------|--|
| 36.            | 2000         | Mr. Bobby Varghese Scholarship   | Mr. Bobby Varghese<br>Mr. Zubin Mathew - Son | 4,000         | II Mathematics   |
| 37.            | 1998<br>2004 | Late Wing Commander Mathew Scholarship<br>Rev. Fr. K. C. George Golden Jubilee Endowment Fund            | Well Wishers                                 | 5,000         | III Mathematics  |
| 38.            | 2000<br>2001 | Mr. Harold Wilson scholarship<br>Mr. Lallichans Fonsamma   | Mr. Harold Wilson<br>Fr. K. C. George S. J.  | 4,000         | I Visual Communication                                   |
| 39.            | 2000         | Late Mr. P. C. Eapen Peedikayil & Mrs. Mariamma Eapen Scholarship, Late. Mrs. Sara Sebastian Scholarship | Mr. Jeetan James Eapen /Grand Son            | 5,000         | II Visual Communication                                  |
| 40.            | 2004         | Rev. Fr K. C. George Golden Jubilee Endowment Fund   | Well Wishers                                 | 5,000         | III Visual Communication                                 |
| 41.            | 2003         | G. Somasundaram  | G. Somasundaram                              | 5,000         | M.Sc Computer Science                                    |
| 42.            | 2004         | Rev. Fr K. C. George Golden Jubilee Endowment Fund   | Well Wishers                                 | 5,000         | II M.Sc Computer Science                                 |
| 43.            | 2004         | Mr. James Chelladurai Scholarship, Mr. D. Jeyaraj Scholarship  | Mr. James Chelladurai<br>Fr. K. C. George    | 5,000         | I Year MSW   |

| <b>Sl. No.</b> | <b>Year</b> | <b>Name of the Endowment</b>                  | <b>Name of the Sponsor</b>                       | <b>Amount</b> | <b>Highest marks in University Examination Recipient</b> |
|----------------|-------------|---|--|---------------|--|
| 44.            | MSW         | Loyola students contribution (batch1974-1976) | MSW Loyola Students 1974-1976 batch contribution | 5,000         | II Year MSW (HRM)  |
| 45.            | MSW         | Loyola students contribution (batch1974-1976) | MSW Loyola Students 1974-1976 batch contribution | 5,000         | II Year MSW (CD)   |
| 46.            | 2004        | Loyola students contribution (batch1974-1976) | MSW Loyola Students 1974-1976 batch contribution | 5,000         | III Year MSW (Medical & Psychiatry)                      |
| 47.            | 2016        | Jemila Marshal Scholarship                    | Mrs. D. Jemila Marshal                           | 5,000         | I year B.A Tamil   |
| 48.            | 2019        | Late Mr. Kanagaraj Scholarship                | Dr. K. Mohandoss                                 | 5,000         | Mar Gregorian  |

## LIST OF ENDOWMENT SCHOLARSHIPS - SHIFT II

| Sl. No. | Year | Name of the Endowment                                 | Name of the Sponsor  | Amount | Highest marks in University Examination Recipient |
|---------|------|---|----------------------|--------|---|
| 1.      | 2013 | Dr. P. Prakasam Endowment                             | Dr. P. Prakasam      | 5000   | Mar Gregorian Award                               |
| 2.      | 2004 | Rev. Fr. K. C. George - Golden Jubilee Endowment Fund | Well Wishers         | 5000   | Best out going Students (Arts)                    |
| 3.      | 2004 | Rev. Fr. K.C. George - Golden Jubilee Endowment Fund  | Well Wishers         | 5000   | Best out going Students (Arts)                    |
| 4.      | 2004 | Rev. Fr. K.C. George - Golden Jubilee Endowment Fund  | Well Wishers         | 5000   | Catechism   |
| 5.      | 2015 | JMJ Engineering                                       | Dr. S. Shalini Maher | 5000   | I Year Tamil                                      |
| 6.      | 2015 | JMJ Engineering                                       | Dr. S. Shalini Maher | 5000   | II Year Tamil                                     |
| 7.      | 2013 | Late Mr. D. Kumar (ADSP)                              | Mrs. K. Subhashini   | 5000   | I Year English                                    |
| 8.      | 2013 | Late Mr. D. Kumar (ADSP)                              | Mrs. K. Subhashini   | 5000   | II Year English                                   |
| 9.      | 2013 | Dr. P. Prakasam                                       | Dr. P. Prakasam      | 5000   | II Year B.Com                                     |
| 10.     | 2013 | JMJ Engineering                                       | Dr. S. Shalini Maher | 5000   | I Year Corporate Secretaryship                    |
| 11.     | 2013 | JMJ Engineering                                       | Dr. S. Shalini Maher | 5000   | II Year Corporate Secretaryship                   |
| 12.     | 2013 | JMJ Engineering                                       | Dr. S. Shalini Maher | 5000   | III Year Corporate Secretaryship                  |

| <b>Sl. No.</b> | <b>Year</b> | <b>Name of the Endowment</b>                | <b>Name of the Sponsor</b>               | <b>Amount</b> | <b>Highest marks in University Examination Recipient</b> |
|----------------|-------------|---|--|---------------|--|
| 13.            | 2015        | Mrs. Sylvia Mercy                           | Mrs. Sylvia Mercy                        | 5000          | II YR BCA  |
| 14.            | 2015        | Mrs. Sylvia Mercy                           | Mrs. Sylvia Mercy                        | 5000          | III YR BCA   |
| 15.            | 2013        | Sravanshelter<br>JMJ Engineering            | R. Senthil Kumar<br>Dr. S. Shalini Maher | 2500<br>2500  | I BCOM   |
| 16.            | 2016        | Mr. N. Bhaskaran &<br>Mrs. Juliet Bhaskaran | Ms. Sheela Jeyaraj                       | 500           | II BBA   |
| 17.            | 2017        | Dr. M.S. Jayaraj                            | Dr. Paul Prathap<br>Jeyaraj              | 5000          | I BBA  |
| 18.            | 2019        | Late Mr. Kanagaraj Scholarshi               | Dr. K. Mohandoss                         | 5000          | Mar Gregorian  |

## List of Events and Holidays for the Academic Year 2023-2024

### CALENDAR

| <b>ODD SEM</b> |            |                                  |
|----------------|------------|----------------------------------|
| <b>Date</b>    | <b>Day</b> | <b>Event</b>                     |
| 12 Jun         | Wed        | Faculty Development Program      |
| 13 Jun         | Thu        | Faculty Orientation Program      |
| 14 Jun         | Fri        | Professional Development Program |
| 17 Jun         | Mon        | Bakrid                           |
| 18 Jun         | Tue        | Blessing Ceremony                |
| 19 Jun         | Wed        | First Year Orientation           |
| 03 July        | Wed        | St. Thomas Day                   |
| 15 July        | Mon        | Mar Ivanios Day                  |
| 17 July        | Wed        | Muharram                         |
| 26 July        | Fri        | Kargil Day                       |
| 01 Aug         | Thu        | CIA I Starts                     |
| 07 Aug         | Wed        | First Year PG Orientation        |
| 14 Aug         | Wed        | Mentor Mentee Session I          |
| 15 Aug         | Thu        | Independence Day                 |
| 26 Aug         | Mon        | Krishna Jayanthi – Holiday       |
| 30 Aug         | Fri        | AAA Audit                        |
| 05 Sep         | Thu        | Teacher’s Day, CIA II Starts     |
| 07 Sep         | Sat        | Vinayagar Chadurthi Holiday      |
| 13 Sep         | Fri        | Onam Celebration Begins          |

|                 |     |                             |
|-----------------|-----|-----------------------------|
| 15 Sep          | Sun | Onam Holiday                |
| 16 Sep          | Mon | Milad-un-nabi Holiday       |
| 20 Sep          | Fri | PTA Meeting for all UG & PG |
| 27 Sep          | Fri | Mentor Mentee Session II    |
| 02 Oct          | Wed | Gandhi Jayanthi Holiday     |
| 14 Oct          | Mon | Model Exam Starts           |
| 10 Oct          | Thu | MGC Founders Day – Holiday  |
| 11 Oct          | Fri | Ayudha Pooja Holiday        |
| 12 Oct          | Sat | Vijayadasami Holiday        |
| 31 Oct          | Thu | Diwali Holiday              |
| <b>EVEN SEM</b> |     |                             |
| 25 Nov          | Mon | Even Sem Begins             |
| 21 Dec          | Sat | Christmas celebration       |
| 22 Dec          | Sun | Christmas Vacation begins   |
| 25 Dec          | Wed | Christmas Holiday           |
| 01 Jan          | Wed | New Year 2025 Holiday       |
| 11 Jan          | Wed | Pongal Celebrations         |
| 13 Jan          | Mon | Bhogi Holiday               |
| 14 Jan          | Tue | Pongal Holiday              |
| 15 Jan          | Wed | Thiruvalluvar Day Holiday   |
| 16 Jan          | Thu | Uzhavarthirunal Holiday     |
| 21 Jan          | Tue | CIA - I Starts              |
| 25 Jan          | Thu | Alumni Meet                 |
| 26 Jan          | Sun | Republic Day Celebrations   |
| 07 Feb          | Fri | Mentor – Mentee Session I   |
| 11 Feb          | Tue | Thai Poosam Holiday         |
| 14 Feb          | Fri | Pulwama Day / Convocation   |

|        |     |                                       |
|--------|-----|---------------------------------------|
| 15 Feb | Sat | Cultural                              |
| 18 Feb | Tue | CIA - II Starts                       |
| 28 Feb | Fri | Sports Day                            |
| 07 Mar | Fri | PTA Meeting                           |
| 08 Mar | Sat | International Women's Day             |
| 15 Mar | Sat | Annual Day                            |
| 24 Mar | Mon | Model Exam Starts                     |
| 30 Mar | Sun | Telugu New Year Holiday               |
| 31 Mar | Mon | Ramzan Holiday                        |
| 06 Apr | Sun | Rama Navami Holiday                   |
| 10 Apr | Thu | Mahavir Jayanthi Holiday              |
| 17 Apr | Thu | Maundy Thursday                       |
| 18 Apr | Fri | Good Friday                           |
| 20 Apr | Sun | Easter Sunday Holiday                 |
| 14 Apr | Mon | Tamil New Year Holiday                |
| 01 May | Thu | International Labours' Day<br>Holiday |
| 11 May | Sun | Mother's Day                          |

**Academic Year 2024-2025**

**Odd Semester Commences from  
19<sup>th</sup> June, 2024**

Odd Semester Examinations  
November, 2024

**Even Semester Commences from  
02<sup>nd</sup> December, 2024**

Even Semester Examinations  
April, 2025



**MAR GREGORIOS COLLEGE OF ARTS & SCIENCE**  
**ACADEMIC CALENDAR 2024-2025**  
**ODD SEMESTER DAY ORDER**

| Day | JUN | DAY ORDER           | WD | JULY | DAY ORDER           | WD | AUG | DAY ORDER             | WD | SEP | DAY ORDER            | WD | OCT     | DAY ORDER             | WD | NOV | DAY ORDER | WD |
|-----|-----|---------------------|----|------|---------------------|----|-----|-----------------------|----|-----|----------------------|----|---------|-----------------------|----|-----|-----------|----|
| Mon |     |                     |    | 1    | IV                  | 10 |     |                       |    |     |                      |    |         |                       |    |     |           |    |
| Tue |     |                     |    | 2    | V                   | 11 |     |                       |    |     |                      |    |         |                       |    |     |           |    |
| Wed |     |                     |    | 3    | St. Thomas Day VI   |    |     |                       |    |     |                      |    | 1       | IV                    | 74 |     |           |    |
| Thu |     |                     |    | 4    | (UG 1 year Start) I |    | 1   | (CIA - I Starts) II   | 30 |     |                      |    | 2       | GANDHI JAYANTHI       |    |     |           |    |
| Fri |     |                     |    | 5    | II                  | 12 | 2   | III                   | 31 |     |                      |    | 3       | V                     | 75 |     |           |    |
| Sat | 1   |                     |    | 6    |                     |    | 3   | IV                    | 32 |     |                      |    | 4       | VI                    | 76 | 1   |           |    |
| Sun | 2   | SUNDAY              |    | 7    | SUNDAY              |    | 4   | SUNDAY                |    | 1   | SUNDAY               |    | 5       | I                     | 77 | 2   |           |    |
| Mon | 3   |                     |    | 8    | III                 | 13 | 5   | V                     | 33 | 2   | I                    | 53 | 6       | SUNDAY                |    | 3   | SUNDAY    |    |
| Tue | 4   |                     |    | 9    | IV                  | 14 | 6   | VI                    | 34 | 3   | II                   | 54 | 7       | II                    | 78 | 4   |           |    |
| Wed | 5   |                     |    | 10   | V                   | 15 | 7   | I                     | 35 | 4   | III                  | 55 | 8       | III                   | 79 | 5   |           |    |
| Thu | 6   |                     |    | 11   | VI                  | 16 | 8   | II                    | 36 | 5   | (CIA - II Starts) IV | 56 | 9       | IV                    | 80 | 6   |           |    |
| Fri | 7   |                     |    | 12   | I                   | 17 | 9   | III                   | 37 | 6   | V                    | 57 | 10      | MGC FOUNDERS DAY      |    | 7   |           |    |
| Sat | 8   |                     |    | 13   |                     |    | 10  |                       |    | 7   | VINAYAKAR CHATHURTHI |    | 11      | AVYUTHA POOJA         | 8  |     |           |    |
| Sun | 9   | SUNDAY              |    | 14   | SUNDAY              |    | 11  | SUNDAY                |    | 8   | SUNDAY               |    | 12      | VIJAYA DASAMI         |    | 9   |           |    |
| Mon | 10  |                     |    | 15   | MAR IVANIOS DAY     |    | 12  | IV                    | 38 | 9   | VI                   | 58 | 13      | SUNDAY                |    | 10  |           |    |
| Tue | 11  |                     |    | 16   | Holiday             |    | 13  | V                     | 39 | 10  | I                    | 59 | 14      | (Model Exam Starts) V | 81 | 11  |           |    |
| Wed | 12  | FDP                 |    | 17   | MUHARRAM            |    | 14  | VI                    | 40 | 11  | II                   | 60 | 15      | VI                    | 82 | 12  |           |    |
| Thu | 13  | Faculty Orientation |    | 18   | II                  | 18 | 15  | INDEPENDENCE DAY      |    | 12  | III                  | 61 | 16      | I                     | 83 | 13  |           |    |
| Fri | 14  | PDP                 |    | 19   | III                 | 19 | 16  | I                     | 41 | 13  | IV                   | 62 | 17      | II                    | 84 | 14  |           |    |
| Sat | 15  |                     |    | 20   | IV                  | 20 | 17  | II                    | 42 | 14  |                      |    | 18      | III                   | 85 | 15  |           |    |
| Sun | 16  | SUNDAY              |    | 21   | SUNDAY              |    | 18  | SUNDAY                |    | 15  | SUNDAY               |    | 19      | IV                    |    | 16  |           |    |
| Mon | 17  | BAKRID              |    | 22   | V                   | 21 | 19  | III                   | 43 | 16  | MILAD-UN-NABI        |    | 20      | SUNDAY                |    | 17  |           |    |
| Tue | 18  | Blessing Ceremony   |    | 23   | VI                  | 22 | 20  | IV                    | 44 | 17  | V                    | 63 | 21      | V                     | 86 | 18  |           |    |
| Wed | 19  | I                   | 1  | 24   | I                   | 23 | 21  | V                     | 45 | 18  | VI                   | 64 | 22      | VI                    | 87 | 19  |           |    |
| Thu | 20  | II                  | 2  | 25   | II                  | 24 | 22  | VI                    | 46 | 19  | I                    | 65 | 23      | VI                    | 88 | 20  |           |    |
| Fri | 21  | III                 | 3  | 26   | III                 | 25 | 23  | I                     | 47 | 20  | II                   | 66 | 24      | I                     | 89 | 21  |           |    |
| Sat | 22  |                     |    | 27   | IV                  | 26 | 24  | II                    | 48 | 21  | III                  | 67 | 25      | II                    | 90 | 22  |           |    |
| Sun | 23  | SUNDAY              |    | 28   | SUNDAY              |    | 25  | SUNDAY                |    | 22  | SUNDAY               |    | 26      | III                   |    | 23  |           |    |
| Mon | 24  | IV                  | 4  | 29   | V                   | 27 | 26  | KRISHNA JAYANTHI      |    | 23  | IV                   | 68 | 27      | SUNDAY                |    | 24  |           |    |
| Tue | 25  | V                   | 5  | 30   | VI                  | 28 | 27  | II                    | 48 | 24  | V                    | 69 | 28      | IV                    | 68 | 28  |           | 25 |
| Wed | 26  | VI                  | 6  | 31   | I                   | 29 | 28  | III                   | 49 | 25  | VI                   | 70 | 29      | V                     | 69 | 29  |           | 26 |
| Thu | 27  | I                   | 7  |      |                     |    | 29  | IV                    | 50 | 26  | I                    | 71 | 30      | VI                    | 70 | 30  |           | 27 |
| Fri | 28  | II                  | 8  |      |                     |    | 30  | V                     | 51 | 27  | II                   | 72 | 31      | DEEPAVALI             |    |     |           | 28 |
| Sat | 29  | III                 | 9  |      |                     |    | 31  | VI                    | 52 | 28  |                      |    |         |                       |    |     |           | 29 |
| Sun | 30  | SUNDAY              |    |      |                     |    |     |                       |    | 29  | SUNDAY               |    |         |                       |    |     |           | 30 |
| Mon |     |                     |    |      |                     |    |     |                       |    | 30  |                      |    |         |                       |    |     |           | 31 |
|     |     | WD Working Days     |    |      |                     |    |     | Non-Working Saturdays |    |     |                      |    | Sundays |                       |    |     |           |    |

**MAR GREGORIOS COLLEGE OF ARTS & SCIENCE**  
**ACADEMIC CALENDAR 2024-2025**  
**EVEN SEMESTER**

| Day | NOV | DAY ORDER       | WD | DEC | DAY ORDER | WD | JAN               | DAY ORDER           | WD | FEB         | DAY ORDER                  | WD | MAR            | DAY ORDER              | WD | APR                  | DAY ORDER        | WD |
|-----|-----|-----------------|----|-----|-----------|----|-------------------|---------------------|----|-------------|----------------------------|----|----------------|------------------------|----|----------------------|------------------|----|
| Sun |     |                 |    | 01  |           |    |                   |                     |    |             |                            |    |                |                        |    |                      |                  |    |
| Mon |     |                 |    | 02  | I         | 1  |                   |                     |    |             |                            |    |                |                        |    |                      |                  |    |
| Tue |     |                 |    | 03  | II        | 2  |                   |                     |    |             |                            |    |                |                        |    |                      |                  |    |
| Wed |     |                 |    | 04  | III       | 3  | 01                | NEW YEAR            |    |             |                            |    |                |                        |    | 01                   | IV               | 82 |
| Thu |     |                 |    | 05  | IV        | 4  | 02                | VI                  | 18 |             |                            |    |                |                        |    | 02                   | V                | 83 |
| Fri | 1   |                 |    | 06  | V         | 5  | 03                | I                   | 19 |             |                            |    |                |                        |    | 03                   | VI               | 84 |
| Sat | 2   |                 |    | 07  | VI        | 6  | 04                | II                  | 20 | 01          | II                         | 01 | (Sports Day) V | 59                     | 05 | II                   | 85               |    |
| Sun | 3   |                 |    | 08  | SUNDAY    | 05 | 05                | SUNDAY              | 02 | 02          | SUNDAY                     | 02 | SUNDAY         | 06                     | 06 | SUNDAY/RAMA NAVAMI   |                  |    |
| Mon | 4   |                 |    | 09  | I         | 7  | 06                | III                 | 21 | 03          | III                        | 39 | 03             | VI                     | 60 | 07                   | III              | 87 |
| Tue | 5   |                 |    | 10  | II        | 8  | 07                | IV                  | 22 | 04          | IV                         | 40 | 04             | I                      | 61 | 08                   | IV               | 88 |
| Wed | 6   |                 |    | 11  | III       | 9  | 08                | V                   | 23 | 05          | V                          | 41 | 05             | II                     | 62 | 09                   | V                | 89 |
| Thu | 7   |                 |    | 12  | IV        | 10 | 09                | VI                  | 24 | 06          | VI                         | 42 | 06             | III                    | 63 | 10                   | MAHAVER JAVANTHI |    |
| Fri | 8   |                 |    | 13  | V         | 11 | 10                | I                   | 25 | 07          | (Mentor Mentee) I          | 43 | 07             | (PTA Meeting) IV       | 64 | 11                   | VI               | 90 |
| Sat | 9   |                 |    | 14  |           |    | 11                |                     |    | 08          |                            |    |                |                        |    | 12                   |                  |    |
| Sun | 10  |                 |    | 15  | SUNDAY    | 12 | 12                | SUNDAY              | 09 | 09          | SUNDAY                     | 09 | SUNDAY         | 13                     | 13 | SUNDAY/EASTER SUNDAY |                  |    |
| Mon | 11  |                 |    | 16  | VI        | 12 | 13                | BHOGI               | 10 | 15-02-2024  |                            | 10 | V              | 65                     | 14 | TAMIL NEW YEAR       |                  |    |
| Tue | 12  |                 |    | 17  | I         | 13 | 14                | PONGAL              | 11 | THAI POOSAM |                            | 11 | VI             | 66                     | 15 |                      |                  |    |
| Wed | 13  |                 |    | 18  | II        | 14 | 15                | THIRUVALLUVAR DAY   | 12 | II          | 44                         | 12 | I              | 67                     | 16 |                      |                  |    |
| Thu | 14  |                 |    | 19  | III       | 15 | 16                | UZHAVARTHIRUNAL     | 13 | III         | 45                         | 13 | II             | 68                     | 17 | MAUNDY THURSDAY      |                  |    |
| Fri | 15  |                 |    | 20  | IV        | 16 | 17                | II                  | 26 | 14          | Convocation (Tentative) IV | 46 | 14             | III                    | 69 | 18                   | GOOD FRIDAY      |    |
| Sat | 16  |                 |    | 21  | V         | 17 | 18                | III                 | 27 | 15          | Cultural (Tentative) V     | 47 | 15             | Annual Day IV          | 70 | 19                   |                  |    |
| Sun | 17  |                 |    | 22  | SUNDAY    | 19 | 19                | SUNDAY              | 16 | 16          | SUNDAY                     | 16 | SUNDAY         | 20                     | 20 | SUNDAY               |                  |    |
| Mon | 18  |                 |    | 23  |           |    | 20                | IV                  | 28 | 17          | VI                         | 48 | 17             | V                      | 71 | 21                   |                  |    |
| Tue | 19  |                 |    | 24  |           |    | 21                | (CIA - I Starts) V  | 29 | 18          | (CIA - II Starts) I        | 49 | 18             | VI                     | 72 | 22                   |                  |    |
| Wed | 20  |                 |    | 25  | CHRISTMAS |    | 22                | VI                  | 30 | 19          | II                         | 50 | 19             | I                      | 73 | 23                   |                  |    |
| Thu | 21  |                 |    | 26  |           |    | 23                | I                   | 31 | 20          | III                        | 51 | 20             | II                     | 74 | 24                   |                  |    |
| Fri | 22  |                 |    | 27  |           |    | 24                | II                  | 32 | 21          | IV                         | 52 | 21             | III                    | 75 | 25                   |                  |    |
| Sat | 23  |                 |    | 28  |           |    | 25                | V                   | 33 | 22          | V                          | 53 | 22             |                        | 26 |                      |                  |    |
| Sun | 24  |                 |    | 29  | SUNDAY    | 26 | 26                | SUNDAY/REPUBLIC DAY | 23 | 23          | SUNDAY                     | 23 | SUNDAY         | 27                     | 27 | SUNDAY               |                  |    |
| Mon | 25  |                 |    | 30  |           |    | 27                | III                 | 33 | 24          | VI                         | 54 | 24             | (Model Starts) IV      | 76 | 28                   |                  |    |
| Tue | 26  |                 |    | 31  |           |    | 28                | IV                  | 34 | 25          | I                          | 55 | 25             | V                      | 77 | 29                   |                  |    |
| Wed | 27  |                 |    |     |           |    | 29                | V                   | 35 | 26          | II                         | 56 | 26             | VI                     | 78 | 30                   |                  |    |
| Thu | 28  |                 |    |     |           |    | 30                | VI                  | 36 | 27          | III                        | 57 | 27             | I                      | 79 |                      |                  |    |
| Fri | 29  |                 |    |     |           |    | 31                | I                   | 37 | 28          | (Sports Day) IV            | 58 | 28             | II                     | 80 |                      |                  |    |
| Sat | 30  |                 |    |     |           |    |                   |                     |    |             |                            |    | 29             | III                    | 81 |                      |                  |    |
| Sun |     |                 |    |     |           |    |                   |                     |    |             |                            |    | 30             | SUNDAY/TELUGU NEW YEAR |    |                      |                  |    |
| Mon |     |                 |    |     |           |    |                   |                     |    |             |                            |    | 31             | RAMZAN                 |    |                      |                  |    |
|     |     | WD Working Days |    |     |           |    | Working Saturdays |                     |    |             |                            |    |                | Sundays                |    |                      |                  |    |

## NO. OF WORKING DAYS

### ODD SEMESTER

| MONTH        | WORKING DAYS |
|--------------|--------------|
| JUNE         | 9            |
| JULY         | 20           |
| AUGUST       | 23           |
| SEPTEMBER    | 21           |
| OCTOBER      | 17           |
| <b>TOTAL</b> | <b>90</b>    |

### EVEN SEMESTER

| MONTH        | WORKING DAYS |
|--------------|--------------|
| DECEMBER     | 17           |
| JANUARY      | 20           |
| FEBRUARY     | 21           |
| MARCH        | 23           |
| APRIL        | 9            |
| <b>TOTAL</b> | <b>90</b>    |

## MEMO

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## MEMO

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## TIME TABLE – ODD SEMESTER

NAME : \_\_\_\_\_ COURSE : \_\_\_\_\_

| DAY ORDER | I | II | III | TEA BREAK | IV | V |  |
|-----------|---|----|-----|-----------|----|---|--|
| I         |   |    |     |           |    |   |  |
| II        |   |    |     |           |    |   |  |
| III       |   |    |     |           |    |   |  |
| IV        |   |    |     |           |    |   |  |
| V         |   |    |     |           |    |   |  |
| VI        |   |    |     |           |    |   |  |

## TIME TABLE – EVEN SEMESTER

NAME : \_\_\_\_\_ COURSE : \_\_\_\_\_

| DAY ORDER | I | II | III | TEA BREAK | IV | V |  |
|-----------|---|----|-----|-----------|----|---|--|
| I         |   |    |     |           |    |   |  |
| II        |   |    |     |           |    |   |  |
| III       |   |    |     |           |    |   |  |
| IV        |   |    |     |           |    |   |  |
| V         |   |    |     |           |    |   |  |
| VI        |   |    |     |           |    |   |  |

