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1. COLLEGE PROFILE

1.1 About Don Bosco

Father and Educator of Youth

John Bosco was born on 16th August 1815 at a little hamlet called Becchi, in northern Italy. He was the youngest son of Francesco Bosco and Margeret Occhiena. When John was two, his father died, and despite all odds, John wanted an education to become a priest. When he was nine, Bosco had the first of a series of dreams which would play an influential role in his work and outlook. The man in the dream said to him: "You will have to win these friends of yours not with blows, but with gentleness and kindness". At fourteen, he found a tutor. At fifteen, he began taking jobs of any kind to pay for lodging and school. At the age of twenty-six, he realized his dream of becoming a priest in 1841.

Don Bosco's capability to attract numerous boys and adult helpers was connected to his "Preventive System of Education". He believed education to be a "matter of the heart" and said that the boys must not only be loved, but know that they are loved. His system of education was rooted on three components, namely, Reason, Religion and Loving Kindness.

Historians know him as a social innovator, saint and educator and common people claim him as a publisher and builder. Religious minded people claim him as a clairvoyant, visionary and prophet. Churchmen and psychologists wonder at the catalogue of his prophetic dreams and miracle. But his special mission was the care of youth. He gave them food, enriched their minds, taught them trades and filled their souls with peace and joy. The

Church has proclaimed him a saint and the "Father and Teacher of Youth".

Salesians of Don Bosco (SDB) in India

Don Bosco founded a religious society of priests and brothers whom he called "Salesians". Today, they are known as the "Salesians of Don Bosco". Over the years, Don Bosco's works have multiplied and spread out all over the world. Today the Salesians are about 14,232 members, serving the youth in about 134 countries.

Don Bosco's followers arrived in India in the year 1906 and today their mission is spread in almost all the states of India with nearly 2400 Salesians working in 575 institutions for the welfare of the young people. Salesian works in India include a university, number of colleges and professional institutes, academic schools, technical institutions, youth centers, parishes and other youth related projects. Don Bosco is much loved in India and his system of education has transformed the lives of millions of young people.

இளைஞர்களின் நண்பனும் வழிகாட்டியும்

ஜான் போஸ்கோ 1815 ஆகஸ்ட் 16ஆம் நாள் இத்தாலி நாட்டில் பெக்கி என்னும் குக்கிராமத்தில் பிறந்தார். அவர் பிரான்சிஸ் போஸ்கோ மற்றும் மார்க்ரெட் ஆகியோரின் இளையமகன் ஆவார். ஜான் இரண்டு வயது இருக்கும் போது அவரது தந்தை இறந்து விட்டார். விதவையான மார்க்ரெட் நோய்வாய்ப்பட்ட மாமியார், ஒரு கைக்குழந்தை மற்றும் இரண்டு மகன்களுடன் ஒரு பண்ணையில் வாழ்ந்து வந்தார்.

ஒன்பது வயதாக இருக்கும்போது போஸ்கோ ஒரு கனவு கண்டார். அக்கனவில் இளையோரை அன்பில் ஆட்கொள்ள வேண்டும் என அவருக்கு அருளப்பட்டது. 1841ஆம் ஆண்டு அவரது 26வது வயதில் குருவாகத் திருநிலைப்படுத்தப்பட்ட போது தனது கனவு நனவானதை தொன்போஸ்கோ உணர்ந்தார்.

“இளையோர்மேல் அக்கறை உள்ள குருவாக இருக்க விரும்புகிறேன்” என்ற விருதுவாக்ஞான தமது பணிவாழ்வைத் தொழிற்சாலை நகரமான தூரினில் முதலில் துவங்கினார். அவர் துவங்கிய முதல் மாணவர் இல்லம் ஒரு புறக்கணிக்கப்பட்ட கட்டிடத்தில் அமைந்திருந்தது. அவர் அந்த இல்லத்தில் கல்வியோடு தொழிற்கல்வியையும் கற்றுக் கொடுத்தார். அவரது பணியில் அவரது அன்னை மார்க்ரெட்டும் தன்னை இணைத்துக் கொண்டார்.

தொன் போஸ்கோ தமது மாணவர்களையும், உதவியாளர்களையும், தம்முடைய பணியில் ஈடுபடுத்தினார். “கல்வி என்பது இதயத்தைச் சார்ந்தது” என்பதை நம்பினார். அவருடைய கல்விமுறையானது மூன்று கூறுகளாக வேருன்றப்பட்டது. அவையாவன: அறிவு, ஆன்மீகம் மற்றும் அன்பு.

வரலாற்று அறிஞர்கள், தொன் போஸ்கோவை சமூக ஞானியாகவும், புனிதர் மற்றும் கல்வியாளராகவும் கருதுகின்றனர். பொதுமக்கள், அவரை ஒரு எழுத்தாளராகவும் மற்றும் ஆன்மீக எண்ணம் கொண்டோர் தொன் போஸ்கோவை சித்தர், மற்றும் தீர்க்கதரிசி என்றும் அழைப்பார்கள். திருச்சபையினரும் மற்றும் உளவியலாளர்களும் அவருடைய தீர்க்கதரிசனக் கனவுகள் மற்றும் அதிசயங்களைப் பற்றி ஆச்சரியப்படுகின்றனர்.

இளையோரை வழிகாட்டும் பணியில் அவர் சிறந்துவிளங்கினார். இளைஞருடைய ஆன்மகுருவாக அவர்களில் மனஅமைதியும் மகிழ்ச்சியும் நிறைந்திருக்கச் செய்தார். திருச்சபை தொன் போஸ்கோவை புனிதராக அறிவித்து அவரை “இளைஞர்களின் தந்தையும் ஆசானாகவும்” பிரகடனப்படுத்தியது.

தொன்போஸ்கோவின் சலேசியர்கள்

தொன் போஸ்கோ தோற்றிவித்த சலேசியசபைக் குழுக்கள் மற்றும் சகோதரர்கள் “சலேசியர்கள்” என்று அழைக்கப்படுகின்றனர். இன்றும் பல வருடங்களைக் கடந்து அவரது பணிகள் 134 நாடுகளில் 14232 சலேசியர்களைக் கொண்டு இளைஞர்களுக்குச் சேவை செய்துவருகின்றது.

தொன் போஸ்கோவின் சலேசியர்கள் 1906ஆம் ஆண்டு
இந்தியாவில் அடியெடுத்து வைத்தனர். சுமார் 2400
சலேசியர்கள் 575 நிறுவனங்களில் இந்தியாவிலுள்ள அனைத்து
மாநிலங்களிலும் இளைஞர்களின் நலன்களுக்காகப்
பணியாற்றி வருகின்றார்கள். பல்கலைக்கழகம், கல்லூரிகள்,
தொழிற்கல்வி நிறுவனங்கள், தொழில்நுட்பக் கல்லூரிகள்,
பள்ளிகள், இளைஞர்கள் மையம், பங்குத்தளங்கள் மற்றும் இதர
இளைஞர் தொடர்பான திட்டங்கள் போன்ற எண்ணிலடங்கா
பணிகளில் சலேசியர்கள் பணியாற்றி வருகின்றனர்.
இந்தியர்களால் பெரிதும் நேசிக்கப்பட்ட தொன் போஸ்கோவின்
கல்விமுறை எண்ணற்ற இளைஞர்களின் வாழ்க்கைமுறையை
மாற்றியமைத்திருக்கின்றது.

1.2 History of the College

DON BOSCO COLLEGE OF ARTS AND SCIENCE (DBCAS)

The Salesians of Don Bosco (SDB), constitute an international religious order, founded by St. John Bosco (1815 – 1888), commonly known as Don Bosco. A Catholic Priest of the 19th century Italy, Don Bosco is known and celebrated all over the world today, as the Father and Friend of youth, particularly the victims of poverty and neglect, facing various social, economic and moral challenges of a rapidly globalizing world. The SDBs numbering around 14,232 have their presences in 134 countries in all the five continents, engaged in various missions, inspiring, empowering and transforming – in short ‘educating’ the youth to be agents of social change. The Salesians are thus dedicated and committed to youth development for societal transformation and nation building.

With over 575 institutions in India and nearly 100 in Tamilnadu, the Salesians are engaged in a variety of missions including schools, colleges, technical institutes, youth centers and social work. The Salesian educational institutions are widely renowned for cultivating moral values, academic excellence, sports, games and cultural towards holistic development of mind and body.

The Salesian Province of Trichy, Tamilnadu wanting to raise a monument for the bicentennial celebrations (2015) of the birth of this great saint and educator of youth, initiated its dream in 2013, founding the **DON BOSCO COLLEGE OF ARTS AND SCIENCE, KEELA ERAL, in THOOTHUKUDI DISTRICT**. It dedicates this higher educational institution to the youth of southern Tamilnadu as a fitting memorial, braving the many challenges and difficulties. As quality in higher education is still remains

elusive to the marginalized rural youth, the Don Bosco College of Arts and Science (DBCAS) is a Salesian passion and ambition to bring the youth to the portals of higher education and usher in an egalitarian society.

Don Bosco College of Arts and Science, Keela Eral was established in academic year 2013-14 by the Tiruchy Don Bosco Society. The college is affiliated to Manonmaniam Sundaranar University, Tirunelveli.

The college offers the following courses of study:

COURSES OFFERED (UG & PG)

S. No.	Major	Year of Establishment	Sanctioned Strength
1	B.A. (English)	2013	64
2	B.Com	2013	64
3	B.C.A	2013	48
4	B.Sc. (Mathematics)	2013	48
5	B.B.A	2014	64
6	M.A (English)	2014	30
7	B.A (Tamil)	2017	64

CONTACT DETAILS

DESIGNATION	NAME	CONTACT NUMBERS
Secretary	Rev. Fr. Dr. S. Victor Antonyraj	9442044320
Principal	Dr. R.D. Thilaga	9790402888
Academic Coordinator	Rev. Fr. A. Peter Arokiaraj	9791098795
Controller of Examinations	Mrs. V. Parvatha	9092280342
Office Superintendent	Ms. C. Kulanthai Therase	6383236720
Vice Principal (External Affairs)	Dr. M. Prabhu	8344444749
Vice Principal (Academics) & HoD of Mathematic	Dr. A. Anusuya	8754290353
Vice Principal (Cultural)	Mrs. S. Theivarathina	7904068460
HoD of Business Administration	Mrs. D. Kanmani	9442961164
HoD of Computer Applications	Dr. M. Sivasankari	6379310932
HoD of Tamil	Dr. G. Tamilarasi	8681891277
HoD of English	Ms. S. Masilla Mathi Arasi	9003336411
HoD of Commerce	Dr. A. Ponmani	6369794122
College Bus- In charge	Mr. John Kennedy	9626052266
Hostel Warden(Girls)	Rev. Sr. A. Gracy Rani	9500253288
Hostel Warden (Boys)	Rev. Dr. M. Anthonysamy	9047060118

1.3 Vision and Mission of the College

VISION

To Enlighten and Empower the Youth Towards Personal and Social Transformation.

MISSION

- To make higher education qualitative, inclusive, cost effective and accessible to the rural masses.
- To exercise a preferential options in favour of the rural youth, especially the first generation learners and those of the weaker sections.
- To facilitate the actualization of individual potential, integrating knowledge, skills, values and behavior and prepare the students to face global opportunities and challenges of a meaningful life and career.
- To constantly pursue higher standards of excellence, integrity and credibility in all endeavors and form the students, in collaboration with all the stakeholders of higher education, to be agents of social transformation.

1.4 Motto, Goals, Objectives and Logo of the College

Motto

“Enlighten and Empower” is the motto of the college. We enlighten the minds of the students with knowledge, and empower them towards personal and social transformation. We facilitate the actualization of potentials of the individual by integrating knowledge, skills, values and behavior.

Goals:

- To maintain unique Academic Excellence.
- To inculcate academic ethics.
- To equip the students with global competencies. To bring out the inner power and potential in youth and channelize them towards nation-building.

- To engage in relevant research activities.
- To promote community – oriented programmes.

Objectives:

- To groom intellectually competent, professionally efficient, socially responsible and morally upright persons through holistic and innovative educational system of Don Bosco.
- To ensure and support quality physical infrastructure for promoting effective academic interplay.
- To help students develop competence, commitment and compassion.
- To collaborate with institutions and execute subject – based projects to develop rural India.
- To equip the students with employability skills.

College Logo



Logo of our college consists of a Shield which has, a Student standing with a torch, a Open book and Smiling face of Don Bosco.

The Smiling face of Don Bosco gives a welcome smile to the youngsters who are stepping into our college. The open book suggests that, the knowledge from the books are imparted to the students. With the knowledge they received from the college they enlighten the world that is symbolized by the torch in the hand of the students.

The College empowers the students, makes them Stronger and more Confident, especially in Controlling their life and Claiming their rights.

1.5 List of University Rank Holders

UNIVERSITY RANK HOLDER DETAILS

S.No	Students Name	Department	BATCH	Subject	University Rank Position
1	CHRISTOPHER S	B. Sc MATHS	2013 - 2016	PART II - ENGLISH	14
2	MARIA SUTHISH I	B. Sc MATHS	2013 - 2016	PART I - TAMIL	19
3	THIRUMAL MURUGAN C	B. Sc MATHS	2014 - 2017	PART I - TAMIL	17
4	KASTHURI THILAGAM P	BCA	2014 - 2017	MAJOR	6
5	DENISH A	B. A ENGLISH	2015 - 2018	PART II - ENGLISH	13
6	SEETHA LAKSHMI V	B. A TAMIL	2017 - 2020	MAJOR	2
7	ISAI LAKSHMI B	BCA	2018 - 2021	MAJOR	9

2. ADMINISTRATIVE STRUCTURE OF THE COLLEGE

2.1 Managing Body

SECRETARY

Rev. Dr. S. Victor Antonyraj, S.T.L., S.T.D., Ph.D.,

PRINCIPAL

Dr. R.D. Thilaga, M.Sc., M.Phil., M.Ed., Ph.D.,

ACADEMIC COORDINATOR

Rev. Fr. A. Peter Arokiaraj, M.Sc., (Ph.D).,

VICE - PRINCIPALS

Dr. M. Prabhu,

M.Com., M.Phil., M.B.A., B.Ed., M.Com (F&C)., Ph.D., :
External Affairs

Dr. A. Anusuya,

M.Sc., M.Phil., SET., Ph.D., : Academics

Mrs. S. Theivarathina,

M.A., M.Phil., B.Lise., (Ph.D)., : Culturals & Programme
Coordinator

CONTROLLER OF EXAMINATIONS

Mrs. V. Parvatha, M.C.A., M.Phil., (Ph.D).,

2.2 College Governing Body

Rev. Fr. Agilan Sarprasadam, SDB : President

Rev. Fr. Xavier Michael, SDB : Vice President

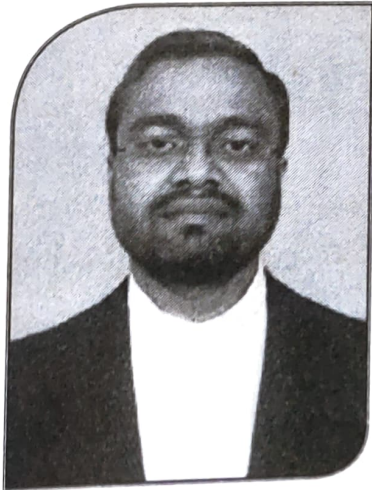
Rev. Fr. Amaladoss Samson, SDB : Treasurer

Rev. Dr. S. Victor Antonyraj, SDB : Secretary

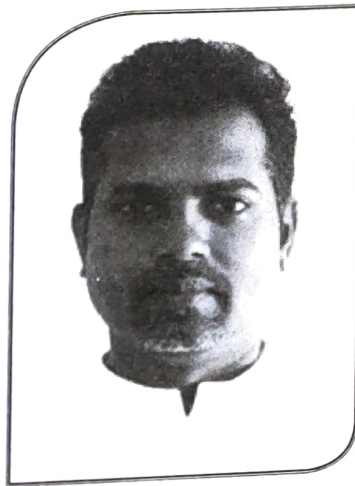
Dr. R.D. Thilaga : Principal

Rev. Dr. L. Alphonse Lazar SDB	: Administrator
Rev. Fr. A. Peter Arokiaraj SDB	: Academic Coordinator
Dr. M. Prabhu	: Vice Principal (External Affairs)
Dr. A. Anusuya	: Vice Principal (Academics)
Mrs. S. Theivarathina	: Vice Principal (Cultural & Programme Coordinator)
Mrs. V. Parvatha	: Controller of Examinations
Rev. Dr. M. Anthonysamy SDB	: Member
Rev. Fr. Thomas Arockiasamy SDB	: Member
Rev. Fr. S. Alexander Suresh SDB	: Member
Dr. M. Sivasankari	: IQAC Coordinator
Ms. C. Kulanthai Therase	: Staff (Non- Teaching)
Dr. Sundara Kannan, MSU, Tirunelveli	: University Representative

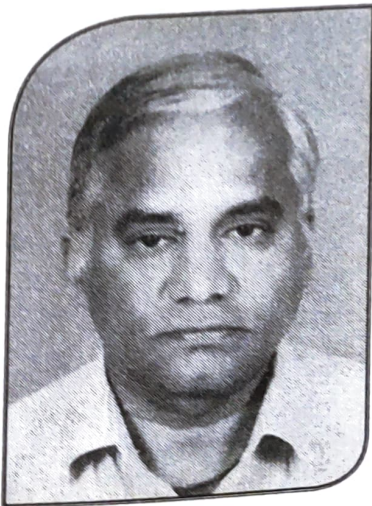
2.3 List of Secretaries



Rev. Fr. Amaladoss Samson
(2013-2017)



Rev. Dr. A. Amala Jeya Rayan
(2018-2021)



Rev. Fr. Marcel Lincol
(2017-2018)

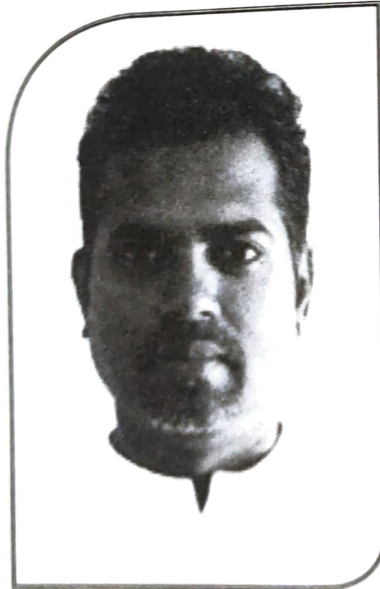


Rev. Dr. S. Victor Antonyraj
(2021 onwards)

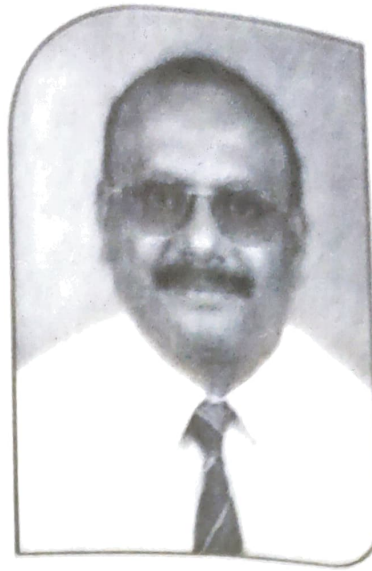
2.4 List of Principals



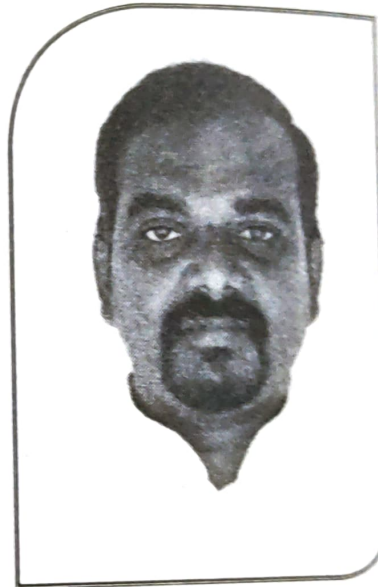
Dr. P. Devanesan
(2013-2015)



Rev. Dr. A. Amala Jeya Rayan
(2015-2018)



Dr. S. Pious Missier
(2018-2021)



Rev. Dr. A.S. Joseph Charles
(2021- 2022)



Dr. P. D. Thilaga

2.5 Faculty Members

TAMIL

Dr. G. Tamilarasi,

M.A., M.Sc(Psy.), M.Ed., NET., Ph. D : HOD

Mrs. S. Theivarathina,

M.A., M.Phil., B.LISc., (Ph. D) : Asst. Prof

Mr. S. Iyyappan,

D.T.Ed., M.A., B.Ed., M.Phil., NET : Asst. Prof

Mr. K. Raveendhar,

M.A., B.Ed., NET : Asst. Prof

Rev. Fr. Thomas Louis,

M.A., M.Phil., NET : Asst. Prof

Mr. M. Mahesh Kumar

D.T.Ed., M.A., M.Phil., (Ph.D) : Asst. Prof

ENGLISH

Ms. S. Masilla Mathi Arasi,

M.A., M.Phil. : HOD

Rev. Fr. A. Thiviya Alexander,

M.A., M.Phil., (Ph.D) : Asst. Prof

Rev. Fr. Thomas Arockiasamy,

M.A., M.Ph. : Asst. Prof

Mr. K. Mahendran,

M.A., M.Phil., NET : Asst. Prof

Ms. V.P. Sujeetha,

M.A., M.Phil. : Asst. Prof

Mr. J. Jaison Jeba Oswalt,

M.A., M.Phil. : Asst. Prof

Mr. A. Arputharaj,

M.A., M.Phil. : Asst. Prof

Mr. S. Enigo,
M.A. : Asst. Prof

Ms. A. Vijaya Mala,
M.A. : Asst. Prof

Ms. J. Micheal Mano Preethika,
M.A., B.Ed. : Asst. Prof

COMMERCE

Dr. A. Ponmani,
M.Com., M.Phil., Ph.D. : HOD

Dr. M. Prabhu,
M.Com., M.Phil., M.B.A., B.Ed., M.Com (F&C)., Ph.D. : Asst. Prof

Rev. Dr. M. Anthonyamy,
M.Com., Ph.D. : Asst. Prof

Mr. B. Karthick,
M.Com., (Ph.D) : Asst. Prof

Mr. M. Maharaja,
M.Com., M.Phil., (Ph.D) : Asst. Prof

COMPUTER APPLICATIONS

Dr. M. Sivasankari,
M.Sc., M.Phil., PGDCA., Ph.D. : HOD

Mrs. V. Parvatha,
M.C.A., M.Phil., (Ph.D). : Asst. Prof

Rev. Dr. A.S. Joseph Charles,
MCA., NET., SET., Ph.D. : Asst. Prof

Rev. Fr. S. Alexander Suresh,
M.Sc., M.Phil., (Ph.D). : Asst. Prof

Mr. F. Anto Sanjay,
M.Sc., M.Phil.,: Asst. Prof

Ms. M. Keerthana,
M.Sc. : Asst. Prof

MATHEMATICS

Dr. A. Anusuya,
M.Sc., M.Phil., SET., Ph.D. : HOD

Rev. Fr. A. Peter Arokiaraj,
M.Sc.,(Ph.D). : Asst. Prof

Mrs. K. Ambika.,
M.Sc., B.Ed., SET. : Asst. Prof

Ms. J. Amala Pradeepa,
M.Sc. : Asst. Prof

BUSINESS ADMINISTRATION

Mrs. D. Kanmani,
M.B.A., M.Phil. : HOD

Ms. M. Nivetha,
B.Com (CA)., M.B.A. : Asst. Prof

Mr. M. Rahman,
M.Com., M.Phil., (B. LIsc) : Asst. Prof

PHYSICAL EDUCATION

Mr. K. Ashok,
B.Sc., B.P.Ed. : Physical Director

LIBRARIAN

Mr. S. Mohan Kumar,
M.A., M. LIsc., M.Phil., NET., SET., (Ph.D)., : Librarian

2.6 Administrative Staff Members

Ms. C. Kulanthai Therase,
M.Com., M.Phil., D.Co-Op. : Office Superintendent

Mr. A. Karuppasamy,
B.Com., M.B.A. : Accountant

Mr. G. Alex Michaelraj,
B.C.A.: Office Assistant

Mr. R. Sahayaraj,
B.A. : Office Assistant

Mr. K. Balasubramanian
Office Attendant

Mr. J. Paul Dhinakaran
Electrician

Mr. A. Jesuraja
Scavenger

2.7 Committees and Clubs

1. ACADEMIC COUNCIL

Dr. R.D. Thilaga
Rev. Fr. A. Peter Arokiaraj
All HODs

2. FINANCE COMMITTEE

Rev. Dr. S. Victor Antonyraj
Rev. Dr. L. Alphonse Lazar
Dr. R.D. Thilaga
Vice Principals
Mr. A. Karuppasamy

3. INTERNAL QUALITY ASSURANCE CELL (IQAC)

Rev. Dr. S. Victor Antonyraj
Dr. R.D. Thilaga
Rev. Fr. A. Peter Arokiaraj
Rev. Fr. S. Alexander Suresh
Dr. M. Sivasankari : Coordinator
Dr. A. Anusuya : Criterion-1 Coordinator
Mrs. V. Parvatha : Criterion-2 Coordinator
Dr. M. Prabhu : Criterion-3 Coordinator
Mr. S. Mohan Kumar : Criterion-4 Coordinator
Mrs. S. Theivarathina : Criterion-5 Coordinator
Dr. G. Tamilarasi : Criterion-6 Coordinator
Mrs. K. Ambika : Criterion-7 Coordinator

4. STUDENTS COUNCIL ADVISORS

Mrs. V. Parvatha : Coordinator

Mrs. K. Ambika

Mr. M. Maharaja

Ms. M. Nivetha

Ms. V.P. Sujeetha

Mr. K. Ashok

Ms. J. Micheal Mano Preethika,

5. EXAMINATION CELL

Dr. R.D. Thilaga

Mrs. V. Parvatha : Controller

Ms. J. Amala Pradeepa

Mr. M. Rahman

Mr. B. Karthick

Mr. S. Iyyappan

Mr. J. Jaison Jeba Oswalt

Mr. K. Balasubramanian

6. GRIEVANCE REDRESSAL COMMITTEE

Dr. R.D. Thilaga

Rev. Fr. A. Peter Arokiaraj

Mrs. V. Parvatha

Vice Principals

7. SPORTS ADVISORY COMMITTEE

Dr. R.D. Thilaga

Rev. Fr. S. Alexander Suresh : Coordinator

Mr. K. Ashok

Mr. A. Aruputharaj

Ms. M. Nivetha

Vice Principals

8. CAREER GUIDANCE AND PLACEMENT CELL

Mr. F. Anto Sanjay : Coordinator

Mrs. D. Kanmani

Mr. K. Raviendhar

Mr. S. Enigo

9. LIBRARY ADVISORY COMMITTEE

Dr. R.D. Thilaga
Mr. K. Mohan Kumar : Coordinator
Ms. V.P. Sujeetha
All the HODs

10. HOSTEL ADVISORY COMMITTEE

Rev. Dr. S. Victor Antonyraj
Dr. R.D. Thilaga
Rev. Dr. M. Anthonysamy : Warden Boys Hostel
Bro. P. Ajith Bruno Nithin :Sub Warden Boys Hostel
Rev. Sr. A. Gracy Rani : Warden Girls Hostel

11. ANTI-RAGGING COMMITTEE

Dr. R.D. Thilaga
Rev. Fr. S. Alexander Suresh : Coordinator
Mr. K. Ashok
Vice Principals

12. DISCIPLINE AND STUDENT WELFARE COMMITTEE

Dr. R.D. Thilaga
Rev. Fr. A. Peter Arokiaraj : Coordinator
Rev. Fr. S. Alexander Suresh
Rev. Fr. Thomas Arockiasamy
Dr. M. Prabhu
Mr. S. Mohan Kumar
Mr. K. Ashok
All HODs

13. COMPLAINTS AND REDRESSAL COMMITTEE

Dr. R.D. Thilaga
Rev. Fr. A. Peter Arokiaraj : Coordinator
Rev. Fr. S. Alexander Suresh
Rev. Dr. M. Anthonysamy
Mr. K. Ashok
Vice Principals

14. ANTI-SEXUAL HARASSMENT CELL

Dr. R.D. Thilaga Vice Principals
Mr. K. Ashok
Mr. M. Mahesh Kumar

15. STAFF WELFARE COMMITTEE

Rev. Dr. S. Victor Antonyraj
Dr. R.D. Thilaga
Rev. Fr. A. Peter Arokiaraj
Rev. Dr. L. Alphonse Lazar
Vice Principals
Mr. A. Karuppasamy

16. ADMISSION COMMITTEE

Vice Principals
Dr. G. Tamilarasi
Ms. S. Masilla Mathi Arasi
Mr. S. Mohan Kumar
Mr. K. Ashok
Ms. A. Vijaya Mala
Ms. J. Micheal Mano Preethika,

CLUBS

FIRST YEAR

ECO – CLUB

Mr. J. Anto Sanjay : Coordinator
Rev. Dr. L. Alphonse Lazar
Ms. J. Micheal Mano Preethika
Ms. M. Keerthana

ROAD SAFETY PATROL (RSP)

Mrs. D. Kanmani : Coordinator
Ms. J. Amala Pradeepa
Rev. Fr. A. Thomas Arockiasamy

SECOND YEAR

NSS / Electoral Literacy Club

Dr. M. Prabhu : Coordinator
Mr. S. Iyyappan

YOUTH RED CROSS (YRC)

Dr. A. Ponmani : Coordinator
Mr. J. Jaison Jeba Oswalt
Mr. M. Mahesh Kumar

THIRD YEAR

RED RIBBON CLUB (RRC)

Mr. A. Arputharaj : Coordinator
Mr. B. Karthick

AWARENESS AND AICUF

Rev. Dr. M. Anthonysamy : Coordinator
Mr. S. Enigo
Ms. V.P. Sujeetha

FINE ARTS AND MEDIA CLUB

Dr. G. Tamarasi : Coordinator
Dr. M. Sivasankari
Mrs. S. Theivarathina
Mr. K. Raveendhar
Ms. M. Nivetha
Mr. M. Maharaja
Mr. G. Alex Michaelraj
Ms. M. Keerthana

QUIZ CLUB

Mrs. S. Theivarathina : Coordinator
Ms. S. Masila Mathi Arasi
Mr. K. Mahendran

WEBSITE AND COLLEGE MAGAZINE COMMITTEE

Rev. Fr. S. Alexander Suresh : Coordinator
Mr. S. Enigo
Mr. A. Arputharaj
Mr. F. Anto Sanjay
Mr. G. Alex Michaelraj

E-CELL (ENTREPRENEURSHIP AND INNOVATION)

Mrs. V. Parvatha : Coordinator
Mr. M. Maharaja
Mr. M. Rahman
Mr. J. Jaison Jeba Oswalt

CERTIFICATE COURSES

Mrs. K. Ambika : Coordinator
Ms. M. Keerthana

STUDENT SERVICES

SCHOLARSHIP AND BOSCO FUND (SC / ST, Minority and OBC)

Rev. Dr. S. Victor Antonyraj
Dr. R.D. Thilaga
Rev. Dr. M. Anthonysamy : Coordinator
Dr. A. Anusuya
Mr. S. Mohan Kumar
Mr. R. Sahayaraj
Mr. K. Raveendhar
Mr. M. Rahman
Bro. P. Ajith Bruno Nithin

WOMEN'S CELL

Mrs. D. Kanmani : Coordinator
Mrs. K. Ambika
Ms. M. Nivetha
Ms. V.P. Sujeetha
Ms. C. Kulanthai Therase

DON BOSCO PAST PUPILS (ALUMNI)

Rev. Dr. S. Victor Antonyraj
Dr. R.D. Thilaga
Rev. Dr. L. Alphonse Lazar
Dr. A. Ponmani : Coordinator
Mr. A. Arputharaj
Mr. G. Alex Michaelraj
All HODs

CANTEEN AND STORE

Rev. Dr. L. Alphonse Lazar
Rev. Dr. M. Anthonysamy
Mr. A. Martin

COLLEGE BUS

Rev. Dr. S. Victor Antonyraj
Dr. R.D. Thilaga
Rev. Dr. L. Alphonse Lazar

STAFF SECRETARY

Ms. S. Masilla Mathi Arasi

COLLEGE CHRONICLES

Dr. A. Anusuya : Coordinator
Mr. K. Mahendran
Ms. J. Amala Pradeepa

EXTENSION DEPARTMENT (DB CARE)

Rev. Dr. L. Alphonse Lazar
Rev. Fr. A. Thomas Arockiasamy
Mr. A. Martin

RELIGION AND ETHICS

Rev. Fr. C. George Chinnappan
All HODs
PTA /PRO
Dr. M. Prabhu

NEWS LETTER AND ACADEMIC CALENDER

Dr. M. Sivasankari: Coordinator
Mr. B. Karthick
Mr. S. Iyyappan
Mr. S. Enigo

ATTENDANCE MONITORING

Rev. Fr. A. Peter Arokiaraj : Coordinator
Dr. A. Anusuya
Mr. K. Balasubramanian
Mr. R. Sahayaraj
All HODs

AWARDS COMMITTEE

Mrs. V. Parvatha : Coordinator
All HODs

RESEARCH ADVISORY COMMITTEE

Dr. R.D. Thilaga
Rev. Dr. L. Alphonse Lazar
Rev. Dr. M. Anthonysamy : Coordinator
Dr. A. Ponmani
Dr. A. Anusuya
Mr. M. Maharaja

3. COURSE DETAILS

3.1 Courses Offered

The College is a Self-Financing Institution and affiliated to Manonmaniam Sundaranar University, Tirunelveli, and offers the following courses leading to the award of Bachelor and Master Degrees.

Under Graduate Programme:

1. B.A. TAMIL
2. B.A. ENGLISH
3. B.Sc. MATHEMATICS
4. B.COM. (COMMERCE)
5. B.B.A. (BUSINESS ADMINISTRATION)
6. B.C.A. (COMPUTER APPLICATIONS)

Post-Graduate Programme:

1. M.A. ENGLISH

3.2 Fee Structure for the Academic Year 2023-2024

S. No		Course	Total Annual Fee	Per Semester
1.	UG	B.A. Tamil	19000	9500
2.	UG	B.A. English	19000	9500
3.	UG	B.Com. (Commerce)	20000	10000
4.	UG	B. Sc. Mathematics	20000	10000
5.	UG	B.C.A. (Computer Applications)	22000	11000
6.	UG	B.B.A. (Business Administration)	19000	9500
7.	PG	M.A. English	24000	12000

3.3 Academic Evaluation System

The controller of examinations of the MANONMANIAM SUNDARANAR UNIVERSITY conducts the university examinations. The rules and regulations of the university in this regard are strictly followed by the college. Setting of question papers and valuing of answer scripts are undertaken by the university, which also declares the results subsequently. The students will pay the examination fee to the university as per university norms.

Internal Marks: 25	External Marks: 75	Total Marks: 100
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Internal Evaluation

Internal Marks: 25

Internal I - 1.00 Hour

Internal II - 1.00 Hour

Internal III - 1.00 Hour

Assignment and Attendance

20 Marks

5 Marks

- The two best scores of three internals are taken into consideration.
- 5 Marks are rewarded for the seminars, assignments and attendance percentage.

External Evaluation

External Marks: 75 (3.00 Hours)

Question Pattern (Total Marks: 75)

Part - A : (10X1=10Marks) Answer All Questions

Part - B : (5X5=25Marks) Answer All Questions, choosing either (a) or (b)

Part - C : (5X8=40Marks) Answer All Questions, choosing either (a) or (b)

UG Grade LEGENDS

S. No.	Percentage of Marks	Letter Grade	Grade Point	Performance	S. No.	Percentage of Marks	Letter Grade	Grade Point	Performance
1	90 - 100	O	10	Outstanding	1	90 - 100	O+	10	Outstanding
2	80 - 89	A+	9	Excellent	2	80 - 89	O	9	Excellent
3	70 - 79	A	8	Very Good	3	70 - 79	A+	8	Very Good
4	60 - 69	B+	7	Good	4	60 - 69	A	7	Good
5	50 - 59	B	6	Above Average	5	55 - 59	B+	6	Above Average
6	40 - 49	C	5	Pass	6	50 - 54	B	5	Pass
7	0 - 39	RA	-	Re Appear	7	0 - 49	RA	-	Re Appear
8	Absent	AA	-	Absent	8	Absent	AA	-	Absent

- Now the university has changed the mark system into grade system. The details are mentioned above
- The students who fail in the university examinations can apply for revaluation as per university norms.
- The students who fail in the university examinations can appear again for examination as per university norms.

4. SPECIAL FEATURES AND ACTIVITIES

The activities focus on institutional goals, such as building and sustaining community on campus as well as student retention. As campus become more diverse, students desire an environment in which they feel connected to others and to the College. These activities provide a place for students to come together, discuss pertinent ideas and issues, and accomplish common goals. Within this community, where students feel comfortable with one another, learning and development are enhanced and student retention is positively impacted.

1. SPECIAL CLASSES FOR SLOW LEARNERS

The students of our college come from various backgrounds. It always happens that some students need extra care and support in their learning process. Therefore, the college offers special coaching classes for the weak students /slow learners.

2. BRIDGE COURSE

A bridge course for newly admitted students is conducted every year before the commencement of the first semester classes. The main objective of the course is to bridge the gap between subjects studied at school level and subjects that they would be studying in the Graduation level.

3. CERTIFICATE COURSE

A certificate course is the shortest course of study. It is also the least expensive type of academic credential. Certificates consist of courses that help one to develop career competency in a single subject. Certification courses are basically worked for those students who are not able to avail degree programs. The duration of each course is 60 hours per year.

4. ADD - ON COURSE

The add-on course classes do not disrupt the student's academic schedule and are comfortably held on Saturdays. They will have to undertake two papers per semester. With the effective and round-the-clock tutelage of our accomplished professors, these courses equip the students with multiple skills that make them an asset to the competitive globe that awaits them outside their cocoons.

5. ONLINE COURSES

Online courses typically have an asynchronous, or self-paced, portion. Staff and Students complete coursework on their own time but still need to meet weekly deadlines, a format that offers flexibility for staff and students. National Programme on Technology Enhanced Learning (NPTEL) online courses are open to everyone. These courses are aimed at college students (any engineering or science stream).

6. CAREER GUIDANCE

Once the students complete their degree, they are thrown into the competitive world of job market. They need to be fit to compete. And so, to enhance their employability the final year students are given special coaching in soft-skills and personality development for facing competitive exams and interviews.

7. ASSOCIATIONS

Each department forms an association which offers additional opportunities and space for student initiative for planning and organizing academic /co-curricular events. These activities are intended to broaden the knowledge of their subjects, facilitate exposure to recent

developments in the field and learn the relevant skills and attitudes for pursuing higher studies or career options. The following are the various associations in the college.

1. Bosco English Literary Association – BELA (Department of English)
2. Windows Run - WIN-R (Department of Computer Applications)
3. Don Bosco Association of Mathematics – DAMS (Department of Mathematics)
4. Bosco Commerce – BOSCOM (Department of Commerce)
5. Bosco Business Apex (Department of Business Administration)
6. Karisal Tamil (Department of Tamil)

8. CLUBS AND GROUPS

The students are expected to participate in the club activities to develop their talents and use them for the society. The students are encouraged and invited to join anyone of the clubs. The various clubs are listed here below:

1. Environment Club (Green and Clean Brigades)

Clean and green environment is the need of the hour. To sustain humanity on our planet, we need to build responsible communities that recognize the importance of conserving energy and environment. Green Brigade Club plays a very important role in creating environmental awareness amongst the future generation. Students in this club brainstorm ways to conserve energy and keep the surroundings clean at school and neighborhood. They are

also exposed to field activities such as Nature Trails, Quiz and Poster Designing, etc., so as to create enthusiasm regarding issues pertaining to Plants /Forest /Wildlife / Bio-diversity and Nature.

Activities

- Environmental awareness programmes such as control of Air Pollution, Plastic free Society, Water Conservation, Pond Cleaning, Tree Plantations and Cycle Rally.
- To reduce the use of plastic in the community.

2. Red Ribbon Club (RRC)

The Red Ribbon Club is a voluntary on-campus intervention program for students. The programme organized by RRC addresses the knowledge, attitude and behavior of the youth in the interrelated areas of Voluntary Blood Donation, as demanded by their age, environment, and life style.

Activities

- Blood Donation camp
- Medical Camp

3. National Service Scheme (NSS) Unit

The NSS unit at college level is the grass-root unit. The NSS centre keeps contact with the community, administration, student volunteers and Programme Officers through this unit only. A college is allotted NSS units according to the strength of students. The strength of a unit is 100 active NSS volunteers.

Activities

- NSS village camp
- Coordination with voluntary organizations.
- Campus cleaning

4. Youth Red Cross (YRC)

The Youth Red Cross is a group activity organized within a college and the teacher is the recognized leader and called programme officer of the group. Indian Red Cross Society youth groups should be established at colleges, universities and community levels targeting age group 18-30 years.

Activities

- To conduct social and health awareness programs.
- To encourage the students to extend their humanitarian services to the society.

5. Road Safety Patrol (RSP)

The road safety patrol is a service to mankind that ensures an accident-free life. The idea of the students helping the police to regulate traffic was introduced by the fact that it was not possible to depute a police officer for each and every student.

Activities

- Traffic warden Officers shall promote rallies, traffic rules awareness.

6. Media Club

Media Club engages students who exhibit interest and talent in photography, filming, music and dance. Students are given the opportunity to develop their skills through training programs such as video editing, short film projects, photography courses, exhibitions, field trips and competitions.

Activities

- To explore the way social media has been used within institution such as education, commerce, the state and religion.

7. AICUF and Awareness

All India Catholic University Federation (AICUF) is a students' movement formed to develop leadership skills and increase social awareness. We are born into an unjust society and we are determined not to leave it as we have found it.

Activities

- To help students evolve spirituality that has humanization as its core, through involvement and reflection.
- To enable Christian students to play a prophetic role in their communities through a critical understanding of their faith, drawing inspiration from the Gospels, the Eucharist and their prayer.

8. Women's Cell

The Cell has both the faculty and students of the College as its members and works with an aim to create a gender sensitized community within campus as well as in the society. It has been organising varied academic, technical, medical, cultural and social events for the upliftment of women and spread the real importance of gender equality in the society through college students.

Activities

- The women's cell organizes workshops and lectures on all issues concerning women.

9. Fine Arts Club

Fine Arts Club is functioning in the college to bring out the artistic talents among the students. Students are identified in the area of Vocal Music, Instrumental Music, Mimicry, Solo Dance, Group Dance, Drama, Folk Song, Short Film, Acting etc., and offered training to improve their skills in Fine Arts.

Activities

- To conduct the competition to the students in various arts activities.

10. Quiz Club

Quiz Club is a unique and exciting way to motivate, inspire, encourage and reward children in their quest for knowledge and provide them with the opportunity to celebrate their achievements as part of a high profile, national competition. The main objective of quiz club is to popularize quiz activities among students and to encourage them to take part in all competitive examination at state and central level.

Activities

- To conduct Inter-collegiate and Intra-collegiate competitions.

11. Kalam Readers Club

Kalam Readers club is an activity where a group of friends read the books within a set period, then gather together to discuss it (everyone has their own copy). Essentially its practice combined with a habit, a non-judgemental time where students are encouraged to read and love reading.

Activities

- ▣ Every member in the club shall review a book and share its values with the other members.

12. Student Counselling and Mentoring

Qualified and experienced youth counsellors are availed to guide, counsel and empower the students. The students are encouraged to make use of the services of the counsellors, with prior appointment. Mentoring is to accompany the student in his / her life in the college. Faculties are appointed mentors of students. The mentors meet the mentees both individually and as a group, follow up their growth and help them to handle their duties and to face the challenges arising in their academic and personal lives.

13. Rural Camp

The second year students are given opportunity for one week of rural camp..This is aimed at providing the students training and opportunities in assuring social responsibility. This gives an opportunity for the students to share the lives of the rural poor and to interact with children and youth. These interactions would motivate the rural children and youth for pursuing higher education.

14. Placement Cell

The Placement Cell plays a crucial role in locating job opportunities for Under Graduates and Post Graduates passing out from the college by keeping in touch with reputed firms and industrial establishments. The Placement Cell operates round the year to facilitate contacts between companies and graduates.

15. Religion and Ethics

Once a week religion and ethics sessions are offered to the students. In a multi-religious context, the students are given an opportunity to learn religious and moral values. Catechism classes are given for the Catholic students while the others are given moral value education. We aim at knowledge and respect of not only one's own religion but also of other religions. It is an effort to create not mere religious people but persons of spirituality.

16. Extension Department (DBCARE)

A special feature of the college is the extension department named DBCARE which stands for Don Bosco College Action for Rural Empowerment. The students are involved in the college reach-out programmes for the empowerment of the rural people. The students are expected to spend one hour every week for such activities which are regularly monitored by the respective HOD's.

17. Bosco Student Solidarity Fund (BOSS)

Bosco Student Solidarity (BOSS) Fund is a collective, voluntary initiative of the DBCAS student community as an expression of their solidarity with fellow students in need. Every student contributes a minimum of Rs.10 /- and every staff Rs.100 /- every month towards this fund and the money thus collected is deposited in a special account and operated by the Secretary, Principal and a Student Counsellor, towards assisting the deserving students. The Students Council takes charge of the monthly collection under the supervision of the Head of the Departments.

18. Parent Teachers Association (PTA)

A Parent Teachers Association is functioning effectively in the college. It has representatives from the staff and

parents. The PTA helps the college administration in quite a few ways. The general body meeting of PTA is held once a year usually in March. Parents /Guardians meet the respective class-in-charge every semester to discuss the performance and progress of their children. Common issues related to student progress are discussed and decided in the annual Parent Teacher Meeting.

19. Don Bosco Past Pupils

All the past students of the college become the members of the DON BOSCO PAST PUPILS. They also form part of the Don Bosco Past Pupils network at the Province and at the National levels. All the department level, alumni meetings are conducted as per convenience. The Annual Don Bosco Past Pupils meet is conducted on January every year.

5. INFRASTRUCTURE AND FACILITIES

- (1) **Library:** 9881 books are available. The digitized library regularly stacks few journals as well.
- (2) **Computer Lab:** 43 latest configured systems with internet connectivity.
- (3) **Language Lab:** 24 updated systems with skilled software.
- (4) **Accommodation:** Bosco Boy's Hostel is available for male students whose native places are located afar. Auxilium Girl's Hostel is available in the next campus for female students. It is owned and maintained by the Salesian sisters. The seats are limited and offered only to girls from far.

- (5) **Transportation:** The College is located adjacent to the four lane national highway. Government and private buses are available to board in frequent intervals. College buses are operated to Thoothukudi, Tharuvaikulam, Kamanayakkanpatti, Pasuvanthanai, Ottapidaram, Vilathikulam, Kovilpatti and Vembar.
- (6) **Reverse Osmosis (RO) Water:** Water purified by reverse osmosis method is available at various places inside the campus for students at all times.
- (7) **Wi-Fi:** The internet connectivity is available in all places inside the campus for access of information which is strictly firewalled and limited to educational purposes. The LAN is set up in every department staffroom for better range and quicker access.
- (8) **Sports:** The campus includes a vast playground with courts for different sports under proper maintenance.

6. SCHOLARSHIP DETAILS

1. **Scholarship for SC /ST Students:** SC /ST Scholarship sanctioned by the Director of Adi - Dravidar Welfare Department can cover all the non-refundable fees to be paid by students of the scheduled caste and scheduled tribes and SC-Christian.
2. **Scholarship for Minority Students:** Minority Scholarship awarded by the Central Government on the basis of marks scored in the higher secondary examination. The eligible students should contact the Scholarship Desk and apply for the scholarship by submitting the Income, Community and Nativity certificate.

3. **Farmers Scholarship:** Farmers Scholarship sanctioned for the children of the farmers.
4. **Labour Welfare Scholarship:** Labour Welfare Scholarship sanctioned by the Labour Welfare Department of Tamilnadu.
5. **Child Labour Scholarship:** Scholarship sanctioned Post Metric Scholarships under Ministry of Labour and Employment for Either of the parent of the students should be working under Beedi, Iron Ore Manganese and Chrome Ore Mines, Limestone and Dolomite Mines, Cine worker with at least six months service.
6. **First Generation Graduate Scholarship:** Scholarship sanctioned by Tamilnadu Government for the student should be a first graduate from their family.
7. **Handicapped Scholarship:** Scholarship sanctioned by District Handicapped Welfare Department for the Physically Challenged students.
8. **Free Education Scheme Scholarship:** Scholarship sanctioned by District Backward Classes and Minorities Welfare for the BC /MBC /DNC students only.
9. **Don Bosco Foundation Scholarship:** it is sanctioned by the College Management for the following Applicant only
 - An Orphan (or) Semi-orphan.
 - Abandoned by the parents and looked after by a Guardian.
 - Sri Lankan Tamils residing at Rehabilitation Camps.
 - The first graduate from the poor family.
 - Economically (or) socially poor.

10. **Work scholarship** is an innovative program of our college. In this scheme, small work is allotted to the students and remuneration is given to their work. Under this Scheme around 200 students are getting remuneration every year.
 - a. Education loan scheme to poor students to complete their course.
11. **Jindal Scholarship:** Jindal Scholarship sanctioned by Sitaram Jindal Foundation
12. **Fr. Joseph Antony's Merit Scholarship** is given to the students who get highest score from fifth semester to sixth semester from Bosco student solidarity fund. It's established out of the generous contribution from the staff and students every year.

7. GENERAL RULES AND REGULATIONS.

7.1 Code of Conduct

கேலி மற்றும் அச்சுறுத்தல் தடைச்சட்டம் - 1997
அச்சுறுத்தி கேலி செய்தல் (ரேகிங்) என்பது:

1. (அ) கல்வி நிறுவனங்களில் கூச்சலிடுதல், ஒழுங்கு முறைகளற்ற தவறான வழிகளில் ஒருவரை உடல் ரீதியாகவோ (அல்லது) மன ரீதியாகவோ காயப்படுத்துதல், பயமுறுத்துதல், அவமானப்படுத்துதல், மனதினை வேதனைப்படுத்துமாறு நடந்து கொள்ளுதல் போன்ற காரியங்களில் ஈடுபடுவது.

(ஆ) பிற மாணவர்களைக் கோபமூட்டி, இழிவுபடுத்தும் வண்ணம் எள்ளி நகையாடி புண்படுத்துதல்.

(இ) பிற மாணவர்களைச் செய்ய முடியாத (அல்லது) செய்யத் தகாத காரியங்களை செய்யச் சொல்லி வற்புறுத்துதல்.

2. கல்வி நிறுவனங்களில், பிறரை அச்சுறுத்திக் கேலி செய்தல் (ரேகிங்) என்பது வழக்குத் தொடர்வதற்குரிய குற்றமாகும். (அதாவது இக்குற்றத்தில் ஈடுபடுபவர்களை எந்தவித அதிகாரப்பூர்வ உத்தரவும் இல்லாமல் கைது செய்யும் உரிமை ஒரு காவல் துறை அதிகாரிக்கு உண்டு)

3. அச்சுறுத்தி கேலி செய்தல் (ரேகிங்) என்பது கல்வி நிறுவனங்களின் உள்ளேயும், வெளியேயும் முழுவதுமாகத் தடை செய்யப்பட்டதாகும்.

4. ஒருவர் இக்காரியத்திற்கு நேரடியாகவோ (அல்லது) மறைமுகமாகவோ உடன் பட்டாலோ, இக்குற்றத்தைச் செய்பவருக்குத் துணையாக இருந்து இக்குற்றம் மேலும் வளரும்படிச் செய்தாலோ, அச்சுறுத்திக் கேலி செய்தல் (ரேகிங்) சட்டத்தின் படி இரண்டு ஆண்டு கால அளவு சிறைத் தண்டனையோ (அல்லது) 10,000 ரூபாய் அபராதத் தொகையோ கட்ட வேண்டிய தண்டனைக்கு உள்ளாவார்.

5. இச்சட்டத்தின் நான்காவது பிரிவின் கீழ் மேலே கூறப்பட்டுள்ள தண்டனையைப் பெறும் மாணவர்கள் தான் கல்வி கற்கின்ற கல்வி நிறுவனத்திலிருந்து உடனடியாக நீக்கப்படலாம். ஒரு சில மாணவர்கள் பிற கல்வி நிறுவனங்களில் சேர்க்கப்படாமலும் போகலாம்.

6. அச்சுறுத்திக் கேலி செய்தல் (ரேகிங்) மூலம் பாதிக்கப்பட்ட ஒரு மாணவர் தான் சார்ந்திருக்கும் கல்வி நிறுவனத்தின் தலைமை அதிகாரியை அணுகும் போது (அல்லது) அக்கல்வி நிறுவனத்தின் பொறுப்பாளரை அணுகும்போது அவர்கள் அக்குற்றத்தை விசாரணை செய்து தவறு செய்த மாணவரை அக்கல்வி நிறுவனத்திலிருந்து இடைநீக்கம் செய்யலாம்.

7. பாதிக்கப்பட்ட மாணவர் கல்வி நிறுவனத்தின் தலைமையாளரிடமோ (அல்லது) கல்வி நிறுவனத்தின் பொறுப்பாளரிடமோ பிறர் அச்சுறுத்திக் கேலி செய்ததால் (ரேகிங்) தனக்கு ஏற்பட்ட பாதிப்பினை எடுத்துக் கூறியும், அவர்கள் அக்குற்றத்தை விசாரிக்கவில்லை என்றாலோ (அல்லது) புறக்கணித்தாலோ சம்பந்தப்பட்ட கல்வி நிறுவனப் பொறுப்பாளரும், கல்வி நிறுவனத் தலைவரும் அச்சுறுத்திக் கேலி செய்தல் (ரேகிங்) குற்றத் தடுப்புச் சட்டம் - 1997, பிரிவு - நான்கின்படி தண்டிக்கப்படலாம். பாதிக்கப்பட்ட மாணவர்கள் தங்கள் புகாரினை தெரிவிக்க இலவச அழைப்பு எண்: 1800 180 5522 என்ற எண்ணை பயன்படுத்திக் கொள்ளலாம்.

கேலி செய்தல் (Ragging) தொடர்பாக வெற்றோர் / பாதுகாப்பாளரின் உறுதிமொழி

1. நான் த/பெ, தா/பெ,பா/பெ உச்ச நீதிமன்றத்தால் அதிகாரப் பூர்வமாகச் சட்டமாக்கப்பட்டு, பல்கலைக்கழக மானியக்குழுவினால் தடை செய்யப்பட்டு, உயர்கல்வி நிறுவனங்களில் 2009-ஆம் ஆண்டு முதல் அமல்படுத்தப்பட்டுள்ள "ரேகிங்" எனப்படும் அச்சுறுத்தி

கேலி செய்கின்ற அபாயகரமான செயல்பாடுகளைப் பற்றி முழுமையாக படித்து அறிந்து கொண்டேன்.

2. என்னுடைய மகன் /மகள் பாதுகாப்பில் இருக்கும் நபர் இயற்பாட்ட விரும்பத்தகாத செயல்களில் ஈடுபட்டார் என்று இதன் மூலம் உறுதியளிக்கிறேன்.

3. என்னுடையமகன் /மகள் இயற்பாட்ட தவறான காரியத்தில் ஈடுபட்டால், தாங்கள் அவன் /அவள் மீது எடுக்கும் பல்கலைக்கழக மானியக்குழுவினால் அறிவிக்கப்பட்டள்ள சட்டப்படியான நடவடிக்கைகளுக்கு உட்படுகிறேன் என்று இதன் மூலம் உறுதியளிக்கிறேன்.

பெயர் :

முகவரி:

நாள் :

கைவொப்பம் :

கேலி செய்தல் (RAGGING) தொடர்பாக மாணவர்களின் உறுதிமொழி

1. நான்

(கு/பெ தா/பெயா/பெ) திரு.திருமதி

உச்ச நிதிமன்றத்தால்

அதிகாரப் பூர்வமாகச் சட்டமாக்கப்பட்டள்ள "ரேகிங்" எனப்படும் அச்சுறுத்தி கேலி செய்கின்ற அபாயகரமான செயல்பாடுகளைப் பற்றி முழுமையாக படித்து அறிந்து கொண்டேன்.

2. பல்கலைக்கழக மானியக் குழுவினால் 2009-ஆம் ஆண்டு அதிகாரப்பூர்வமாக அறிவிக்கப்பட்ட உயர்கல்வி

நிறுவனங்களில் பின்பற்றப்பட வேண்டிய விதிமுறைகளைப் பெற்றுக் கொண்டதோடு அதனை கடைபிடித்தும் வருகிறேன்.

3. நான் உறுதிமொழி தருவது என்னவென்றால்,

4. அ) நான் அச்சுறுத்தி கேலி செய்தல் மற்றும் அதுமூலம் பிற விரும்பத்தகாத காரியங்களில் ஈடுபட மாட்டேன்.

ஆ) நான் அச்சுறுத்திக் கேலி செய்வதில் பங்குபெறவும் பரவச்செய்யவும், வளரச் செய்யவும் மாட்டேன்.

இ) நான் பிறரைப் புண்படுத்தும் வகையில் உடல் மற்றும் மனரீதியாக ஒரு தீங்கினையும் செய்ய மாட்டேன்.

5. நான் மாணவர்களை அச்சுறுத்தி கேலி செய்தால், மேலே குறிப்பிடப்பட்டிருள்ள பஸ்கலைக்கூறக மானியக்குழுவின் ஒழுங்கு முறைகளுக்குப் புறம்பாக நடத்ததாகத் தண்டனைக்கு உள்ளாவேன் என்று உறுதியளிக்கிறேன்.

6. மேலும் இது தொடர்பாக நான் இதுவரை எந்த நிறுவனத்திடமிருந்தும் வெளியேற்றப் படவோ அல்லது சேர்க்கை மறுக்கப்படவோ இல்லை என்று இதன் மூலம் தெரிவித்துக் கொள்கிறேன்.

நாள் :

பெயர் :

முகவரி :

கையொப்பம் :

General Code of Conduct for Students

Code of Conduct is drawn up to ensure proper and smooth functioning of the institution, and to preserve the goodwill and reputation of the college.

1. All students, whether inside or outside the classroom, shall stand in silence during the Prayer. They should not be found talking or walking when the College Prayer is on.
2. Students, both boys and girls, should come to the College decently dressed up. They should adhere to the cultural values and ethos of the College.
3. Students are expected to be punctual to classes. Latecomers will be admitted only in exceptional cases and with the permission of the HODs.
4. Loitering on verandas, corridors, staircase and other passages is discouraged as it disturbs the academic atmosphere in the campus. Strict action will be initiated against students who are found unnecessarily near the canteens, hostel blocks, playgrounds and other such places inside the college campus.
5. While moving from one class to another, strict silence must be observed.
6. Whenever students are free, they are expected to go to the Library. During free periods, they are advised to collect sports goods from the Physical Director and play in the ground.
7. While inside the class, students should avoid unnecessary gossip, as this would disturb their focus and attention, besides causing nuisance to the concerned teacher.

8. Students are expected to read all the circulars put up on the Notice Board, and act accordingly.
9. Use of cell phones by students inside the classrooms, whether the classes are on or not, is strictly prohibited. Cell phones would be confiscated, if students are found using them inside the classroom.
10. Possession of cell phones inside the examination hall is strictly banned. Bringing and keeping cell phones, cash and other valuables in their bags at the time of University examinations will be at students' own risk. College authorities cannot help in cases of theft and consequent loss. Students are advised not to bring cell phones and other valuables at the time of University examinations.
11. Students are warned that smoking and drinking are injurious to health and therefore, involving in these practices anywhere and at any time is dangerous. Use of tobacco, alcohol and drugs inside the College campus is strictly forbidden.
12. Students shall not involve in any form of ragging inside or outside the College campus.
13. The Institution does not take donations /capitation fees for admissions. All instances of demand for donations must be reported to the Principal.
14. Students should remit course fees in time. Students who do not remit the fees even after the last date of payment of fees with fine Rs.100.
15. Those who bring vehicles to the College are advised not to indulge in rash driving inside the campus. Strict action will be taken against those involved in rash driving.

16. Students should not make any payments to anybody without the knowledge and consent of the HOD / Principal.
17. Students are forbidden from organizing any meeting in the College or collecting money for any purpose without the prior permission of the HOD /Principal.
18. No student shall enter the College Office except on business and at the stipulated time.
19. Students are expected to hand over to the College Office any property found in any place inside the campus.
20. Great care must be taken in handling equipment / apparatus in the laboratories. All breakages, losses and damages must be reported at once to the HOD.
21. Every student should possess Identity Card with his / her photo affixed on it duly attested by the Principal. Students are expected to wear their rope identity cards inside and outside the class. Identity Card shall be shown on demand while transacting business in the bank, college office, library, and while applying for railway /bus concession, and while participating in inter-collegiate events. Identity Card shall be carried by students into the University Examination Hall, without which entry into the hall may be denied. Identity Card shall be shown to security staff manning the college gate.
22. A grievance redressal mechanism exists in the Institution. Students are advised to approach the Faculty-in-charge of Grievance Redressal Cell (as mentioned in this Hand Book) for getting their grievances addressed.

Code of Conduct and Professional Ethics for Teaching and Administrative Staff in the College

1. Every teacher shall, at all times, maintain absolute integrity and devotion to duty. They shall be strictly honest and impartial in their official dealings.
2. Every teaching and Non-Teaching staffs shall be present at the place of his duty during the prescribed working hours. No teachers shall be absent from duty without prior permission or grant of leave except for valid reasons or unforeseen contingencies.
3. Every teacher shall engage classes regularly and punctually and impart lessons so as to maintain and strengthen standards of academic excellence. Their academic duties shall include guidance and instruction to students in the form of Tutorial / Seminars / Practical's and assessment / examination / valuation work assigned to them by the College / University authorities.
4. Every teacher shall participate fully and enthusiastically in the corporate life of the College and shall perform any other curricular or extra-curricular work related to the College / University as may be assigned to them by the University authorities.
5. No teacher shall discriminate against any pupil on grounds of caste, creed, sect, religion, sex, nationality or language. They shall also discourage such tendencies among their colleagues and students.
6. Every teacher shall help the College authorities in enforcing and maintaining discipline among students.
7. Every teacher shall assess impartially the performance of students in tests, examinations, assignments,

practical's, dissertations, thesis, etc., He should not indulge in over-making, under making or other attempts at victimization on any ground.

8. No teacher shall resort to unauthorized use of College resources or facilities for personal, commercial, political or other purpose not related to the College.
9. No teachers shall resort to threats of physical harm forcible detention, harassment or intimidation of any staff or students of the College with the intention of interfering with the performance of their duties.
10. No teacher shall refuse to carry out the decision of the appropriate administrative or academic bodies of the College.
11. No teacher shall without previous intimation to the College stand for election or accept nomination to any local body, legislature of the State or Parliament, nor shall be in any manner force their subordinates or students against their will for the canvassing of his election.