



# **SREE ABIRAAMI**

## **ARTS & SCIENCE COLLEGE FOR WOMEN**

Approved by Govt. of Tamilnadu | Affiliated to Thiruvalluvar University, Vellore  
Accredited by NAAC with B++ | An ISO 9001:2015 Certified Institution.



# **COLLEGE HAND BOOK**

## **2023 - 2024**



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**Gudiyattam - 635 803, Vellore Dt.**

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## PERSONAL INFORMATION

Affix  
Stamp Size  
Photo

Name .....

Class .....

Name of the Parent / Guardian .....

Address (Residence) .....

.....

.....

.....

Pin Code .....

Contact No. ....

Date of Birth .....

Blood Group .....

Identification Marks .....

### அபிராமி அந்தாதி

தனந்தரும் கல்விதரும் ஒருநாளும் தளர்வு அறியா  
மனந்தரும் தெய்வ வடிவம் தரும் நெஞ்சில் வஞ்சமில்லா  
இனந்தரும் நல்லன எல்லாம் தரும் : அன்பர் என்பவர்க்கே  
கனந்தரும் பூங்குழ லாள் அபிராமி கடைக்கண்களே

- அபிராமி பட்டர்

### தமிழ்த்தாய் வாழ்த்து

நீராரும் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்  
சீராரும் வதனமெனத் திகழ்பரதக் கண்டமிழில்  
தெக்கணமும் அதிர்சிறந்த தீராவீட நல் திருநாடும்  
தக்கசிறு பிறைநுதலும் தரித்தநறுந் திகைமுமே!  
அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற  
எத்திசையும் புகழ்மணக்க இருந்தபெருந் தமிழணங்கே! தமிழணங்கே !  
உன் சீரிளமைத் திறம் வியந்து  
செயல் மறந்து வாழ்த்துதுமே !  
வாழ்த்துதுமே !!  
வாழ்த்துதுமே !!!

- மனோன்மனியம் பெ. சுந்தரம்பிள்ளை

### உறுதிமொழி

இந்தியா எனது நாடு. இந்தியர் அனைவரும் எனது உடன்பிறப்புகள்.

எனது நாட்டை நான் பெரிதும் நேசிக்கிறேன். இந்நாட்டின் பழம்பெருமைக்காகவும் பன்முக மரபுச் சிறப்பிற்காகவும் நான் பெருமிதம் அடைகிறேன். இந்நாட்டின் பெருமைக்குத் தகுந்து விளங்கிட என்றும் பாடுபடுவேன்.

என்னுடைய பெற்றோர், ஆசிரியர்கள், எனக்கு வயதில் மூத்தோர் அனைவரையும் மதிப்பேன். எல்லோரிடமும் அன்பும் மரியாதையும் காட்டுவேன்.

என் நாட்டிற்கும் என் மக்களுக்கும் உழைத்திட முனைந்து நிற்பேன். அவர்கள் நலமும் வளமும் பெறுவதிலேதான் என்றும் மகிழ்ச்சி காண்பேன்.

## தேசிய கீதம்

ஜன கண மன அதிநாயக ஜய ஹே  
பாரத பாக்ய விதாதா  
பஞ்சாய எந்நு குஜராத மராட்டா  
தீராவிட உத்கல பங்கா  
விந்திய ஹிமாசல யமுனா கங்கா  
உச்சல ஜலதீ தரங்கா  
தவ சுப நாமே ஜாகே  
தவ சுப ஆசிஸ மாகே  
காஹே தவ ஜய காதா  
ஜன கண மங்கள தாயக ஜய ஹே  
பாரத பாக்ய விதாதா  
ஜய ஹே ஜய ஹே ஜய ஹே  
ஜய ஜய ஜய ஜய ஹே!

- மகாகவி கிரவீந்தரநாத் தாகூர்

## நாட்டுப்பண் - பொருள்

இந்தியத் தாயே ! மக்களின் இன்ப துன்பங்களைக் கணிக்கின்ற  
நீயே எல்லாருடைய மனத்திலும் ஆட்சி செய்கிறாய்.  
நின் திருப்பெயர் பஞ்சாயையும், சிந்துவையும், கூர்ச்சரத்தையும்,  
மராட்டியத்தையும், தீராவிடத்தையும், ஓரிசாவையும், வங்காளத்தையும்  
உள்ளக் கிளர்ச்சி அடையச் செய்கிறது.  
நின் திருப்பெயர்விந்திய, இமயமலைத்தொடர்களில்  
எதிரொலிக்கிறது : யமுனா, கங்கை ஆறுகளின்  
இன்னொலியில் ஒன்றுகிறது : இந்தியக் கடல்கைகளால்  
வணங்கப்படுகிறது.

அவை நின்னருளை வேண்டுகின்றன : நின் புகழைப் பரவுகின்றன. இந்தியாவின் இன்ப  
துன்பங்களைக் கணிக்கின்றன தாயே, உனக்கு

வெற்றி !

வெற்றி !

வெற்றி !

## COLLEGE PROFILE

Sree Abiraami Arts and Science College for Women (SAWC) was established in the year 2016. The aim of the institution is to “ Empower Women through Quality Education ” to the socially and economically backward female students of this region. The college is run by Sree Abiraami Educational and Charitable Trust, Gudiyattam approved by Government of Tamil Nadu and affiliated to Thiruvalluvar University, Vellore. This is the first women institution in Gudiyattam located in Keelalathur Village on Gudiyattam to Katpadi main road, just about 30 kms from Vellore, a health and educational hub.

The college is situated in serene and greenish atmosphere with high-tech infrastructure and spacious class rooms enabled with ICT facility, well equipped laboratories, computer lab, digital library, 24 X 7 Wi-Fi accessibility and hygienic canteen. 30 buses are operated covering 70 Km radius from the college for the benefit of the students.

The college offers 9 UG Programs and 3 PG Programs. The management and the faculty members are dedicated in creating the environment which supports the vision of the college. In order to achieve this goal, the institution conducts seminars, guest lectures, conferences, symposium and other activities in regular intervals

### **Vision**

To emerge as a renowned women institution in academic excellence, equipping students with intellectual, spiritual and emotional strength to face the global challenges.

### **Mission**

- To set a standard in the realm of education by combining several fields of study.
- To educate and equip women with knowledge and skills needed for successful life.
- To provide value based education that integrates arts, science and spirituality.
- To provide faculty with domain specific knowledge and ICT skills.
- To concentrate on sensitive social issues through outreach and extension activities.

## COURSES OFFERED

### UG Programme

1. B.B.A.
2. B.A. English
3. B.A. Tamil
4. B.Sc. Chemistry
5. B.Com.
6. B.Com. Computer Applications
7. B.C.A.
8. B.Sc. Computer Science
9. B.Sc. Mathematics

### PG Programme

1. M.A. English
2. M.Sc. Mathematics
3. M.Com.

## RULES AND REGULATIONS



**Ragging is strictly prohibited in the college campus.**



**Mobile Phone is banned in the college campus.**



**Every student should possess an identity card issued by the college which should be worn by the student inside the college premises. It should be produced whenever asked for, especially when dealing with the office, library and the canteen.**

### **I. ADMISSIONS**

1. All candidates should produce +2 Mark Statement or Degree Certificate, Transfer Certificate and Conduct Certificate from the Principal of the School or College last studied, for admission.
2. Any candidate who is found to have given false information or suppressed any fact will be dismissed from the college without any notice with forfeiture of all the fee paid by her.
3. No candidate will be enrolled or allowed to attend any class until she has paid the fee in full within the specified period.

## **II. WITHDRAWALS**

1. The Principal reserves the right to issue Transfer Certificate to any student at any time during the course of the academic year, thereby compelling her to leave the college for reasons of indiscipline, lack of progress in studies, non payment of fee to the college or illness considered to be contagious or affecting other students or any other reasons which the Principal may consider to be detrimental to the interest of the college if the student is allowed to continue.
2. Any student who leaves the college without the permission of the Principal before completing the course will not be issued Transfer and Conduct Certificate, but on sufficient reasons being given, the Principal, at his discretion, may issue them both.

## **III. FEE**

1. As per the Fee Structure the fees shall be paid at the time of admission by the student.
2. Advance Fee: Wherever stipulated the advance fee shall be paid in time and will be adjusted in the course fee.
3. Payments are accepted on all working days between 09.00 a.m. to 05.00 p.m.
4. The Course Fee fixed by the college should be paid at the time of admission. as per the fees schedule students are permitted to pay the fees in 3 installment.
5. Refund: Fee once paid to the College will not be refunded under any circumstances.
6. In case, any student leaves the institution at any time during academic year she should pay the fee for that academic year in full.
7. If a student fails to pay the fee on or after the last date, a fine will be collected.
8. The fine will be collected based on the date of the receipt. The students who are defaulters should pay the respective fine amount for the delay along with the payment of Installment Fee.
9. The students who do not pay the fine amount along with the fee will not be permitted to attend the class after the last date.
10. If the fee is not paid by the student on time, her name will be removed from the attendance of the College.
11. Re-admission can be made on paying the necessary re-admission fee of Rs. 500/-
12. All the students should open a Bank Account in their name in any Bank of their convenience.

Note: If the last date happens to be a holiday the preceding working day will be the last day for remittance without fine. Fee will be collected till 05.00 p.m. at our office.

#### **IV. ATTENDANCE**

1. Every student is expected to attend the classes regularly. Attendance will be taken every period. Absence without leave or without prior permission for one hour will be treated as absence for the respective session.
2. Leave letter should be submitted to the Principal and prior sanction should be obtained.
3. When absent due to sudden and unforeseen circumstances, the application for leave shall be submitted on the date of joining. If the student is incapacitated due to serious illness, then the parent or guardian is expected to apply on her behalf.
4. In case of application for leave for more than 3 days on account of illness, a Medical Certificate from an authorized Medical Officer should be produced on the first day of her attending classes.
5. If a student absents herself without prior permission except under extraordinary circumstances, she is liable to pay a fine of Rs.10/-perday.
6. All applications for leave shall be endorsed by the parent or the guardian.
7. If a student has the attendance below 80%, she is not eligible for writing Semester Examinations. A Condonation Fee along with the Medical Certificate for the days of absence will be collected for permitting the student to write the examination. The Condonation Fee will be collected as per the rules and regulations. If the student has the attendance below 55%, the student has to repeat the semester.
8. If a student absents herself for a continuous period of seven working days without approved leave, the student shall be deemed to have left the college and her name will be struck off from the rolls unless she proves that the failure to obtain permission for leave was unavoidable.
9. Attendance at classes and academic progress as well as the conduct of the student will be taken into consideration while recommending her for Merit Certificates, Higher Studies, Jobs, as well as for representing the college in Extra – Curricular Activities.

#### **V. DISCIPLINE**

1. Students who have no class to attend at any particular hour shall proceed to the Library and engage themselves in Library after getting permission from the Head of the Department. They should not loiter on the Corridor or in the college campus and disturb other classes at work. Violation of this rule is punishable.
2. Students are prohibited from defacing or damaging the building or furniture in any way. In case of damage, the cost will be recovered from the student indulged in such activity. If the responsibility for it cannot be fixed on any individual or individuals, then the cost will be recovered from all the students in the class / college collectively.

3. Students must not enter any classroom other than their own without the special permission of the Principal.
4. The conduct of the students in their classes as well as in the college premises should cause no disturbance to students of other classes.
5. Every student shall greet the Teacher whenever she meets them during the day.
6. When a Teacher enters the classroom the students shall rise up. Similarly they shall rise up and remain standing when Teacher leaves the room.
7. Irregularity in attendance, insubordination, discourtesy to staff members, habitual inattention and late-coming, neglect of work, obscenity in word or act are punishable by Permanent or Temporary Dismissal, or any other punishment given by the Principal.
8. No student shall leave the classroom without the permission of the Teacher while the class is in progress.
9. Students shall not make any noise while moving from one class to the other.
10. Only after obtaining prior permission, the student can enter the college office for any official transaction.
11. Students are expected to read notices displayed on the college notice boards. Failure to read the information will not be accepted as an excuse for failing to comply with them.
12. No notice of any kind shall be circulated among the students or put on the notice board by the students without the approval of the Principal.
13. Students are forbidden to organize any meeting in the college or collect money for any purpose without written permission from the Principal.
14. No student shall take part in any Party / Communal / Religious or any Public Movement which the college authorities think as undesirable for students.
15. No student will be permitted to attend the college riding two wheelers.
16. Though the college does not hold itself responsible for the conduct of its students outside its premises, it takes cognizance of any serious misconduct of a student committed outside its precincts and in case of any serious charges, the guilty shall be punished according to the gravity of the offence.
18. Notice of the change of address should be intimated immediately to the Principal in writing.
19. Students studying a course conducted by our College / Institute are not entertained to register for any other degree courses. "Dress maketh a man". There is a prescribed dress code for girls for all UG and PG students. Students who do not wear the prescribed dress will not be permitted to enter the college campus.

### **The Dress Code is as follows**

1. Salwar or plain Kurtis with no fancy stuff or formal Saree attire.
2. Jeggings, Leggings, Jeans and any tight fitting clothing is not allowed.
3. Hair should not be left loose but should be well groomed.

### **VI. LIBRARY RULES**

The Library is open to all students and the members of the teaching faculty of the Institution. It is kept open from 07.00 a.m. to 05.00 p.m. on all working days. It functions from 08.00 a.m. to 01.00 p.m. on Sundays.

1. All the students must enter the library with Identity Card.
2. Students should observe strict silence in the library premises.
3. As per the notification displayed in the Library Notice Board, UG / PG Student should bring their own Identity Card to borrow books on specified days.
4. The borrowed book is to be returned within 7 days. Students can renew the books twice after the first borrowal.
5. A student who borrows or returns a book must transact only in person.
6. No student shall lend her Identity Card to anyone. Any student found doing so, will forfeit the same.
7. Students can check the availability of books through the catalogue in the computer. They should reserve the books in advance.
8. If the reserved books are not taken within 3 days, the reservation will be cancelled. A member cannot reserve more than two books.
9. Students will be required to produce their identification card and to sign the register maintained by the librarian when the books are issued to or returned by them.
10. Books are to be borrowed only on the working days by applying for the books using Identity Card. The timings for borrowing and returning books and periodicals will be put up on the Library Notice Board.
11. The library functions on a open – access system.
12. While entering the library all members are requested to leave their belongings in the property counter. They can be collected while leaving the library. The librarian shall not be held responsible for the loss of the belongings at the counter.

13. At the time of return, if a book is found damaged it will lead to a payment of fine or the entire cost of the book as may be decided by the Librarian in consultation with the Principal. On borrowing a book, a student must examine it and report to the librarian of any damage or markings found in it. Failure to do so, shall make her responsible to replace the damaged book.
14. Each student is permitted to borrow only one old magazine or journal (not current issue) in addition to a book subject to the availability of the magazine. No renewal is permitted for the magazine or Journal borrowed.
15. The student who loses her Library Card should report the fact to the librarian immediately. Fresh Library Card (Duplicate) will be issued to the student on payment of a penalty fee of Rs.200/- at the office.
16. Return of books will be accepted only during specified hours. No excuse will be entertained for delay in returning a book.
17. If necessity arises the librarian may collect any book at any time before the due date.
18. If a book is not returned on the due date, a fine of Rs.10/- per day will be levied.
19. All books must be returned to the library before 7 clear working days of the closure of the Semester. Unless they do so, their deposit money will not be refunded to them. Any student who discontinues her studies in the course of the year should also surrender her Identity Card and get a No Due Certificate from the librarian. In case of loss or damage to a book, fine must be paid.
20. Inside the library, books, magazines and journals should be handled with care. A student who damages any book, magazine or journal may be asked to pay a fine or be deprived of the privilege of using the Reading Room and the Library or both.
21. Reference books, Journals, Project works, Notes, Rare and Picture Publications, Reference documents, Atlases, Map Reports, Xerox Copies and Question Papers will not be issued under any circumstances. They are to be referred inside the library only on producing the Identity Card.
22. Entry to the library is restricted only to the students.
23. Students are not permitted to work in group and study verbally in the library.
24. Furniture inside the library should not be moved around. While leaving the library, the students should arrange the chairs properly.
25. The teaching faculty must return all the borrowed books to the library on the last working day of every month. They can borrow the books again only from the third working day of the next month.
26. To motivate the students to utilize the library to the maximum, an award called "Best User Award" has been instituted. The Best User Award for the semester constitutes books worth a few thousand of rupees.

## **VII. PHYSICAL EDUCATION**

Students who have taken sports equipment for playing games during their educational tenure should return all the equipment to clear the dues before appearing for examinations. Failure to do so will result in payment of fine.

## **VIII. HALL TICKET**

The Hall Ticket to the Semester Examination will be issued to the students only on clearance of dues from the Principal's office.

## **IX. RAGGING:**

1. Ragging is a criminal offence and is strictly prohibited. Besides taking severe disciplinary and legal action against the offenders, they will be summarily expelled from the college.
2. The following paragraph is an extract from "The Tamilnadu Anti-ragging Act 1977" which will enlighten the students on the seriousness of this issue.
3. Prohibition of Ragging:- Any person who contravenes section (3); Ragging within or without any Educational Institution is prohibited.
4. Penalty for Ragging:- Whoever directly or indirectly commits, participates in, abets or propagates "ragging" within or without any Educational Institution, shall be punished with imprisonment for a term which may extend to three years and shall also be liable to a fine which may extend to Twenty Five Thousand Rupees.
5. Dismissal of Student:- Any student convicted of an offence under section 4 shall also be dismissed from the Educational Institution and such student shall not be admitted in any other Educational Institution.
6. It is therefore in the interest of the student community and in her own interest that she scrupulously avoids indulging in ragging as the penalties can be quite severe.

# ACADEMIC CALENDAR 2023-2024

JUNE - 2023				
DATE	DAY	DAY ORDER	EVENTS / HOLIDAYS	NO OF WORKING DAYS
1	THU			
2	FRI			
3	SAT			
4	SUN			
5	MON			
6	TUE			
7	WED			
8	THU			
9	FRI			
10	SAT			
11	SUN			
12	MON			
13	TUE			
14	WED			
15	THU			
16	FRI			
17	SAT			
18	SUN			
19	MON			
20	TUE			
21	WED			
22	THU			
23	FRI			
24	SAT			
25	SUN			
26	MON			
27	TUE			
28	WED	D - I	Commencement of Odd Semester Classes	1
29	THU	-	Bakrid Holiday	-
30	FRI	D - II	Last Date for the payment of I-Installment Fees*	2
NUMBER OF WORKING DAYS				2
TOTAL NUMBER OF WORKING DAYS				2

# ACADEMIC CALENDAR 2023-2024

JULY- 2023				
DATE	DAY	DAY ORDER	EVENTS / HOLIDAYS	NO OF WORKING DAYS
1	SAT	D – III		3
2	SUN	–	Holiday	–
3	MON	D – IV		4
4	TUE	D – V		5
5	WED	D – VI		6
6	THU	D – I		7
7	FRI	D – II		8
8	SAT	–	Holiday	–
9	SUN	–	Holiday	–
10	MON	D – III		9
11	TUE	D – IV		10
12	WED	D – V		11
13	THU	D – VI		12
14	FRI	D – I		13
15	SAT	D – II	Commencement of Add-on course classes	14
16	SUN	–	Holiday	–
17	MON	D – III		15
18	TUE	D – IV		16
19	WED	D – V		17
20	THU	D – VI		18
21	FRI	D – I		19
22	SAT	–	Holiday	–
23	SUN	–	Holiday	–
24	MON	D – II		20
25	TUE	D – III		21
26	WED	D – IV		22
27	THU	D – V		23
28	FRI	D – VI		24
29	SAT	–	Muhurram Holiday	–
30	SUN	–	Holiday	–
31	MON	D – I		25
NUMBER OF WORKING DAYS				23
TOTAL NUMBER OF WORKING DAYS				25

# ACADEMIC CALENDAR 2023-2024

AUGUST - 2023				
DATE	DAY	DAY ORDER	EVENTS / HOLIDAYS	NO OF WORKING DAYS
1	TUE	D – II		26
2	WED	D – III	Class Committee Meeting – I	27
3	THU	D – IV		28
4	FRI	D – V		29
5	SAT	D – VI		30
6	SUN	–	Holiday	–
7	MON	D – I	Commencement of CIA - I Test	31
8	TUE	D – II		32
9	WED	D – III		33
10	THU	D – IV		34
11	FRI	D – V		35
12	SAT	–	Holiday	–
13	SUN	–	Holiday	–
14	MON	D – VI		36
15	TUE	–	Independence Day Holiday	–
16	WED	D – I		37
17	THU	D – II		38
18	FRI	D – III		39
19	SAT	D – IV		40
20	SUN	–	Holiday	–
21	MON	D – V		41
22	TUE	D – VI		42
23	WED	D – I		43
24	THU	D – II		44
25	FRI	D – III		45
26	SAT	–	Holiday	–
27	SUN	–	Holiday	–
28	MON	D – IV		46
29	TUE	D – V		47
30	WED	D – VI		48
31	THU	D – I		49
NUMBER OF WORKING DAYS				24
TOTAL NUMBER OF WORKING DAYS				49

# ACADEMIC CALENDAR 2023-2024

SEPTEMBER - 2023				
DATE	DAY	DAY ORDER	EVENTS / HOLIDAYS	NO OF WORKING DAYS
1	FRI	D – II		50
2	SAT	D – III		51
3	SUN	–	Holiday	–
4	MON	D – IV		52
5	TUE	D – V		53
6	WED	–	Krishna Jayanthi Holiday	–
7	THU	D – VI		54
8	FRI	D – I		55
9	SAT	–	Holiday	–
10	SUN	–	Holiday	–
11	MON	D – II		56
12	TUE	D – III		57
13	WED	D – IV		58
14	THU	D – V		59
15	FRI	D – VI		60
16	SAT	D – I		61
17	SUN	–	Holiday	–
18	MON	D – II		62
19	TUE	–	VinayagarChathurthi Holiday	–
20	WED	D – III		63
21	THU	D – IV		64
22	FRI	D – V		65
23	SAT	–	Holiday	–
24	SUN	–	Holiday	–
25	MON	D – VI	Class Committee Meeting - II	66
26	TUE	D – I		67
27	WED	D – II		68
28	THU	–	Milad-Un-Nabi Holiday	–
29	FRI	D – III	Commencement of CIA - II Test	69
30	SAT	D – IV		70
NUMBER OF WORKING DAYS				21
TOTAL NUMBER OF WORKING DAYS				70

# ACADEMIC CALENDAR 2023-2024

OCTOBER - 2023				
DATE	DAY	DAY ORDER	EVENTS / HOLIDAYS	NO OF WORKING DAYS
1	SUN	-	Holiday	-
2	MON	-	Gandhi Jayanthi Holiday	-
3	TUE	D - V		71
4	WED	D - VI		72
5	THU	D - I		73
6	FRI	D - II		74
7	SAT	D - III	Add-on course Examination	75
8	SUN	-	Holiday	-
9	MON	D - IV		76
10	TUE	D - V	Last Date for the payment of II-Installment Fees*	77
11	WED	D - VI		78
12	THU	D - I		79
13	FRI	D - II		80
14	SAT	-	Holiday	-
15	SUN	-	Holiday	-
16	MON	D - III		81
17	TUE	D - IV		82
18	WED	D - V		83
19	THU	D - VI		84
20	FRI	D - I		85
21	SAT	D - II		86
22	SUN	-	Holiday	-
23	MON	-	Saraswathi Pooja / Ayutha Pooja Holiday	-
24	TUE	-	Vijayadasami Holiday	-
25	WED	D - III	Class Committee Meeting - III	87
26	THU	D - IV		88
27	FRI	D - V		89
28	SAT	-	Holiday	-
29	SUN	-	Holiday	-
30	MON	D - VI	Commencement of University Practical Examinations	90
31	TUE	D - I		91
NUMBER OF WORKING DAYS				21
TOTAL NUMBER OF WORKING DAYS				91

# ACADEMIC CALENDAR 2023-2024

NOVEMBER-2023				
DATE	DAY	DAY ORDER	EVENTS / HOLIDAYS	NO OF WORKING DAYS
1	WED	D – II	Commencement of CIA - III Test	92
2	THU	D – III		93
3	FRI	D – IV		94
4	SAT	D – V		95
5	SUN	–	Holiday	–
6	MON	D – VI		96
7	TUE	D – I		97
8	WED	D – II		98
9	THU	D – III		99
10	FRI	D – IV	Last Working Day of Odd Semester	100
11	SAT	–	Holiday	–
12	SUN	–	Diwali Holiday	–
13	MON		Commencement of University Theory Examinations	
14	TUE			
15	WED			
16	THU			
17	FRI			
18	SAT			
19	SUN			
20	MON			
21	TUE			
22	WED			
23	THU			
24	FRI			
25	SAT			
26	SUN		KarthigaiDeepam	
27	MON			
28	TUE			
29	WED			
30	THU			
NUMBER OF WORKING DAYS				9
TOTAL NUMBER OF WORKING DAYS				100

# ACADEMIC CALENDAR 2023-2024

DECEMBER - 2023				
DATE	DAY	DAY ORDER	EVENTS / HOLIDAYS	NO OF WORKING DAYS
1	FRI			
2	SAT			
3	SUN			
4	MON			
5	TUE			
6	WED			
7	THU			
8	FRI			
9	SAT			
10	SUN			
11	MON			
12	TUE			
13	WED			
14	THU			
15	FRI			
16	SAT			
17	SUN			
18	MON	D – I	Commencement of Even Semester	1
19	TUE	D – II		2
20	WED	D – III		3
21	THU	D – IV		4
22	FRI	D – V		5
23	SAT	-	Holiday	-
24	SUN	-	Holiday	-
25	MON	-	Christmas Holiday	-
26	TUE	D – VI		6
27	WED	D – I		7
28	THU	D – II		8
29	FRI	D – III		9
30	SAT	D – IV		10
31	SUN	-	Holiday	-
NUMBER OF WORKING DAYS				10
TOTAL NUMBER OF WORKING DAYS				10

# ACADEMIC CALENDAR 2023-2024

JANUARY - 2024				
DATE	DAY	DAY ORDER	EVENTS / HOLIDAYS	NO OF WORKING DAYS
1	MON	–	New Year Holiday	–
2	TUE	D – V		11
3	WED	D – VI		12
4	THU	D – I		13
5	FRI	D – II		14
6	SAT	D – III	Commencement of Add-on course classes	15
7	SUN	–	Holiday	–
8	MON	D – IV		16
9	TUE	D – V		17
10	WED	D – VI	Last Date for the payment of III-Installment Fees*	18
11	THU	D – I		19
12	FRI	D – II		20
13	SAT	–	Holiday	–
14	SUN	–	Boghi Pongal Holiday	–
15	MON	–	Thai Pongal Holiday	–
16	TUE	–	Mattu Pongal Holiday / Thiruvalluvar Day	–
17	WED	–	Kaanum Pongal Holiday / UzhavarThirunai	–
18	THU	D – III		21
19	FRI	D – IV		22
20	SAT	D – V		23
21	SUN	–	Holiday	–
22	MON	D – VI		24
23	TUE	D – I		25
24	WED	D – II		26
25	THU	D – III		27
26	FRI	–	Republic day Holiday / Alumnae Meeting	–
27	SAT	D – IV		28
28	SUN	–	Holiday	–
29	MON	D – V		29
30	TUE	D – VI		30
31	WED	D – I	Commencement of CIA – I Test	31
NUMBER OF WORKING DAYS				21
TOTAL NUMBER OF WORKING DAYS				31

# ACADEMIC CALENDAR 2023-2024

FEBRUARY-2024				
DATE	DAY	DAY ORDER	EVENTS / HOLIDAYS	NO OF WORKING DAYS
1	MON	–	New Year Holiday	–
2	TUE	D – V		11
3	WED	D – VI		12
4	THU	D – I		13
5	FRI	D – II		14
6	SAT	D – III	Commencement of Add-on course classes	15
7	SUN	–	Holiday	–
8	MON	D – IV		16
9	TUE	D – V		17
10	WED	D – VI	Last Date for the payment of III-Installment Fees*	18
11	THU	D – I		19
12	FRI	D – II		20
13	SAT	–	Holiday	–
14	SUN	–	Boghi Pongal Holiday	–
15	MON	–	Thai Pongal Holiday	–
16	TUE	–	Mattu Pongal Holiday /Thiruvalluvar Day	–
17	WED	–	Kaanum Pongal Holiday / UzhavarThirunal	–
18	THU	D – III		21
19	FRI	D – IV		22
20	SAT	D – V		23
21	SUN	–	Holiday	–
22	MON	D – VI		24
23	TUE	D – I		25
24	WED	D – II		26
25	THU	D – III		27
26	FRI	–	Republic day Holiday / Alumnae Meeting	–
27	SAT	D – IV		28
28	SUN	–	Holiday	–
29	MON	D – V		29
30	TUE	D – VI		30
31	WED	D – I	Commencement of CIA – I Test	31
NUMBER OF WORKING DAYS				25
TOTAL NUMBER OF WORKING DAYS				56

# ACADEMIC CALENDAR 2023-2024

MARCH - 2024				
DATE	DAY	DAY ORDER	EVENTS / HOLIDAYS	NO OF WORKING DAYS
1	FRI	D – I		55
2	SAT	D – II		56
3	SUN	–	Holiday	–
4	MON	D – III		57
5	TUE	D – IV		58
6	WED	D – V		59
7	THU	D – VI		60
8	FRI	D – I	International Women's Day	61
9	SAT	–	Holiday	–
10	SUN	–	Holiday	–
11	MON	D – II		62
12	TUE	D – III		63
13	WED	D – IV		64
14	THU	D – V		65
15	FRI	D – VI		66
16	SAT	D – I		67
17	SUN	–	Holiday	–
18	MON	D – II	Commencement of CIA - II Test	68
19	TUE	D – III		69
20	WED	D – IV		70
21	THU	D – V		71
22	FRI	D – VI		72
23	SAT	–	Holiday	–
24	SUN	–	Holiday	–
25	MON	D – I		73
26	TUE	D – II		74
27	WED	D – III		75
28	THU	D – IV		76
29	FRI	–	Good Friday Holiday	–
30	SAT	D – V	Add-on course Examination	77
31	SUN	–	Holiday	–
NUMBER OF WORKING DAYS				23
TOTAL NUMBER OF WORKING DAYS				77

# ACADEMIC CALENDAR 2023-2024

APRIL- 2024				
DATE	DAY	DAY ORDER	EVENTS / HOLIDAYS	NO OF WORKING DAYS
1	MON	D – VI		78
2	TUE	D – I		79
3	WED	D – II		80
4	THU	D – III		81
5	FRI	D – IV		82
6	SAT	D – V		83
7	SUN	–	Holiday	–
8	MON	D – VI		84
9	TUE	–	Ugadi Holiday	–
10	WED	D – I		85
11	THU	–	Ramzan Holiday	–
12	FRI	D – II		86
13	SAT	–	Holiday	–
14	SUN	–	Tamil New Year Holiday /Dr. B R Ambedkar's Birthday	–
15	MON	D – III	Commencement of CIA - III Test	87
16	TUE	D – IV		88
17	WED	D – V		89
18	THU	D – VI		90
19	FRI	D – I		91
20	SAT	–	Holiday	–
21	SUN	–	Mahaveer Jayanthi Holiday	–
22	MON	D – II		92
23	TUE	D – III		93
24	WED	D – IV	Commencement of University Practical Examinations.	94
25	THU	D – V		95
26	FRI	D – VI		96
27	SAT	–	Holiday	–
28	SUN	–	Holiday	–
29	MON	D – I		97
30	TUE	D – II		98
NUMBER OF WORKING DAYS				21
TOTAL NUMBER OF WORKING DAYS				98

# ACADEMIC CALENDAR 2023-2024

MAY - 2024				
DATE	DAY	DAY ORDER	EVENTS / HOLIDAYS	NO OF WORKING DAYS
1	WED	–	International Worker's Day Holiday	–
2	THU	D – III		99
3	FRI	D – IV		100
4	SAT	D – V		101
5	SUN	–	Holiday	–
6	MON	D – VI		102
7	TUE	D – I		103
8	WED	D – II		104
9	THU	D – III		105
10	FRI	D – IV		106
11	SAT	–	Holiday	–
12	SUN	–	Holiday	–
13	MON	D – V		107
14	TUE	D – VI	Last Working Day of Even Semester	108
15	WED			
16	THU		Commencement of University Theory Examinations	
17	FRI			
18	SAT			
19	SUN			
20	MON			
21	TUE			
22	WED			
23	THU			
24	FRI			
25	SAT			
26	SUN			
27	MON			
28	TUE			
29	WED			
30	THU			
31	FRI			
NUMBER OF WORKING DAYS				10
TOTAL NUMBER OF WORKING DAYS				108

## DEPARTMENT EVENTS

S.No.	Date	Events
<b>Tamil</b>		
1	21.7.2023	சங்க இலக்கியங்களில் தமிழர் மாண்பும் வாழ்வியல் முறையும்
2	10.8.2023	ஒரு நாள் கருத்தரங்கம் - மொழிப்பயன்பாடு
3	26.9.2023	திராவிட மொழிகள் - ஒரு பார்வை
4	19.10.2023	பன்முகப்போட்டிகள் (கவிதை, சிறுகதை, நாடிறழ் பயிற்சி, பேச்சுப் போட்டி)
5	29.01.2024	பாரம்பரிய கண்காட்சி
6	12.02.2024	பட்டிமன்றம் - ஊடகவளர்ச்சி சமூகத்திற்கு வரமா? சாபமா?
<b>English</b>		
1	31.07.2023	A One-dayseminar on Magical Realism in J K Rowling's works
2	09.08.2023	A One-day workshop to enhance reading habit
3	08.09.2023	A one-day seminar on opportunities in English
4	16.10.2023	Abilit
5	03.11.2023	Seminar on New Criticism
6	19.12.2024	Symposium on the emerging trend in English Literature
7	26.02.2024	A One-day workshop on story telling
8	23.04.2024	Oxford Hub
<b>Business Administration</b>		
1	26.07.2023	Department Function & Faculty seminar
2	17.08.2023	Inter Department Activities
3	13.09.2023	Webinar - SEBI – Financial Services
4	07.10.2023	Industrial Visit
5	10.01.2024	Guest Lecture – Green HRM
6	07.02.2024	Conference –Sustainable Development in Modern Business
7	06.03.2024	Entrepreneurship Awareness
8	06.04.2024	Business Stall

S.No.	Date	Events
<b>Commerce</b>		
1	27.07.2023	Seminar - Recent Marketing Trends in India
2	07.08.2023	Commerce Day Celebration
3	22.09.2023	Commerce Quiz
4	18.10.2023	Guest Lecture on Impact of foreign Direct Investment on the Economic Growth of India
5	09.11.2023	Industrial Visit
6	30.01.2024	Bank Awareness Program
7	21.02.2024	Guest Lecture – Simplifying Stock Market for Youngster
8	20.03.2024	Industrial Visit
<b>Commerce with Computer Application</b>		
1	25.08.2023	Guest Lecture - Women Empowerment
2	29.09.2023	Workshop - An Overview of Income tax and GST
3	17.10.2023	Guest Lecture - D2C Marketing
4	10.11.2023	Symposium - Impact of outsourcing material Availability Decision making
5	22.01.2024	Guest Lecture - The significance of E- Commerce in Emerging markets
6	27.02.2024	Guest Lecture - Corporate Walk
7	19.03.2024	Guest Lecture - Choosing the Right Insurance policy
<b>Computer Applications</b>		
1	24.08.2023	Guest Lecture – Data Science
2	20.09.2023	Guest Lecture – Cloud Computing
3	27.10.2023	Conference – NCRICS'23
4	03.11.2023	Webinar – Block Chain Technology
5	24.01.2024	Intra-Departmental Competition
6	08.02.2024	Seminar – Data Mining
7	28.03.2024	Industrial Visit

S.No.	Date	Events
<b>Computer Science</b>		
1	28.08.2023	Guest Lecture – Artificial Intelligence
2	14.09.2023	Technical Quiz
3	27.10.2023	Conference – NCRJCS'23
4	10.11.2024	Seminar – Orientation on Computer Science Project
5	15.01.2024	Guest Lecture – Career Perspective in Hardware & Networking
6	25.01.2024	Workshop
7	15.02.2024	Informatique Exhib
8	28.03.2024	Industrial Visit
<b>Chemistry</b>		
1	19.7.2023	RUSAC students Chapter Inauguration
2	01.8.2023	Chemcorner shop opening
3	23.8.2023	Conference
4	12.9.2023	Industrial trip
5	27.9.2023	Inter Collegiate Quiz Competition
6	11.10.2023	Scholars talk
7	25.10.2023	Field visit
8	08.11.2023	Guest lecture on Development and Applications of Analytical techniques
9	04.01.2024	Chemstrom Event: Chemistry Poster Competition, Chem Rangoli Competition, Quiz Series, Paper Presentation, Fun Games.
10	23.01.2024	Lumina 2023 (Training Practical Session for Plus two Students)
11	28.2.2024	Science Project expo (Science day Celebration)
12	15.3.2024	Carrier GuidanceProgram in Chemistry field

S.No.	Date	Events
<b>Mathematics</b>		
1	28.07.2023	Guest Lecture on Advanced Scilab Techniques
2	18.08.2023	Seminar on Fuzzy Set Theory & its Applications
3	23.09.2023	Seminar on Mathematical Modeling
4	06.10.2023	Workshop on R – Programming
5	21.10.2023	Industrial Visit
6	22.12.2023	Celebration of Ramanujan Birthday
7	20.01.2024	Math Fest 2024 – InterDepartment Competitions
8	29.02.2024	National Conference
9	14.03.2024	$\pi$ -Day Celebration
10	04.04.2024	Math Models Exhibition

## Celebration of Important Days

S.No.	Date	Events	Organized By
1	03.06.2023	World Bicycle Day	NSS
2	05.06.2023	International Day if Innocent Children Victims of Aggression (Actual Date: 04.06.2023) Sunday Holiday	YRC
3	05.06.2023	World Environment Day	Green Campus Club
4	07.06.2023	World Food Safety Day	Food Club
5	08.06.2023	World Brain Tumor Day & World Oceans Day	Health Club
6	12.06.2023	World day against Child Labour	Commerce Dept.
7	14.06.2023	World Blood Donor Day	Rotaract Club
8	21.06.2023	International Yoga Day	Yoga
9	23.06.2023	International Olympic Day	Physical Edu.
10	23.06.2023	Global Day of Parents	RRC
11	26.06.2023	International Day Against Drug Abuse Illicit Traffic King	Anti-Drugs Club
12	01.07.2023	Chattered Accountant Day	Commerce Dept.
13	11.07.2023	World Population Day	Commerce & BBA Depts.
14	12.07.2023	Paper Bag Day	Eco Club
15	17.07.2023	World Day for International Justice	English
16	21.07.2023	Pi Approximation Day (Actual Date: 22.07.2023) Saturday Holiday	Mathematics Dept.
17	28.07.2023	World Nature Conservation Day	Green Campus
18	11.08.2023	International Youth Day (Actual Date: 12.08.2023) Saturday Holiday	YRC
19	19.08.2023	World Photography	Photographic Club
20	19.08.2023	Humanitarian Day	RRC
21	25.08.2023	Women's Equality Day (Actual Date: 26.08.2023) Saturday Holiday	Women's Development Cell
22	30.08.2023	Small Industry Day	Commerce (CA) Dept.
23	01.09.2023	National Nutrition Week	Food Club

S.No.	Date	Events	Organized By
24	08.09.2023	International Literacy Day	Tamil & English Depts.
25	11.09.2023	World First Aid Day (Actual Date: 09.09.2023) Saturday Holiday	Health Club
26	16.09.2023	World Ozone Day	Chemistry Dept.
27	27.09.2023	World Tourism Day	Photographic Club
28	29.09.2023	World Heart Day	Health Club
29	30.09.2023	Gandhi Jayanthi, International Day of Non – violence (Actual Date: 02.10.2023) Gandhi Jayanthi Holiday	NSS
30	11.10.2023	International Day of the Girl Child	Women's Development Cell
31	13.10.2023	Global Hand Washing Day, World Students Day (Actual Date: 15.10.2023) Sunday Holiday	RRC & YRC
32	16.10.2023	World Food Day	Food Club
33	17.10.2023	International Poverty Eradication Day	Commerce & BBA Depts.
34	07.11.2023	World Cancer Day	Health Club / RRC
35	10.11.2023	WORLD Science Day	Chemistry Dept.
36	10.11.2023	National Education Day (Actual Date: 11.11.2023) Saturday Holiday	Mathematics Dept.
37	14.11.2023	World Diabetes Day	Health Club
38	14.11.2023	Children's Day in India, Jawaharlal Nehru Birthday	YRC
39	27.11.2023	Constitution of India Day (Actual Date: 26.11.2023) Sunday Holiday	Commerce(CA) Dept.
40	02.12.2023	National Pollution Control Day	Eco Club
41	07.12.2023	Armed Forces Flag Day	Physical Edu.
42	08.12.2023	International Anti-Corruption Day (Actual Date: 09.12.2023) Saturday Holiday	Electro Literacy Club
43	11.12.2023	Human Rights Day (Actual Date: 10.12.2023) Sunday Holiday	Women's Development Cell
44	22.12.2023	National Mathematics Day	Mathematics Dept.
45	22.12.2023	National Consumer Rights Day (Actual Date: 24.12.2023) Sunday Holiday	Commerce(CA) Dept.
46	30.12.2023	New Year (Actual Date: 01.01.2024) New Year Holiday	Staff Welfare Club

S.No.	Date	Events	Organized By
47	02.01.2024	Global Family Day (Actual Date: 01.01.2024) New Year Holiday	Women's Development Cell
48	11.01.2024	Indian Army Day	Fine Arts Club
49	11.01.2024	Death Anniversary of Lalbhadur Sastry	Fine Arts
50	12.01.2024	National Youth Day	RRC
51	12.01.2024	Pongal Celebration	Food Club, fine Arts Club, Staff Welfare Club
52	23.01.2024	Nethaji Subash Chandra Bose – Birthday	Rotaract Club
53	24.01.2024	National Girls Child Day	Women's Development Cell
54	24.01.2024	International Day of Education	Readers Club
55	25.01.2024	National Voter's Day	Electrol Literacy Club
56	25.01.2024	Preparation of Coconut Oil	Food Club
57	26.01.2024	Re – Public Day	Physical Edu.
58	29.01.2024	Birthday – Lala Lajpat Rai (Actual Date: 28.01.2024) Sunday Holiday	ECO – Club
59	30.01.2024	World Leprosy Day	Green Campus
60	03.02.2024	World Cancer Day (Actual Date: 04.02.2024) Sunday Holiday	Health Club
61	09.02.2024	National Deworming Day (Actual Date: 10.02.2023) Saturday Holiday	NSS
62	13.02.2024	Abraham Lincoln Birth Day	Photography Club
63	13.02.2024	Sarojini Naidu Birth Day	Readers Club
64	28.02.2024	National Science Day	Chemistry Dept.
65	04.03.2024	National Safety Day	Humor Club
66	08.03.2024	International Women's Club	Women Development Cell
67	14.03.2024	Pie Day	Mathematics Dept.
68	22.03.2024	World Water Day	Chemistry Dept.
69	25.03.2024	World Tuberculosis(TB) Day (Actual Date: 24.03.2024) Sunday Holiday	NSS
70	06.04.2024	World Health Day (Actual Date: 07.04.2024) Sunday Holiday	YRC

S.No.	Date	Events	Organized By
71	12.04.2024	Dr. B.R.Ambedkar Jayanthi (Actual Date: 14.12.2023) Sunday Holiday	RRC
72	18.04.2024	World Heritage Day	Tamil Mandram
73	24.04.2024	World Earth day	ECO – Club
74	25.04.2024	World Malaria Day	Health Club
75	02.05.2024	International Labour Day (or) May Day	Food Club
76	02.05.2024	World Asthma Day	Health Club
77	08.05.2024	World Athletics Day	Physical Edu.
78	08.05.2024	World Red Cross Day (RRC) & Mother's Day	RRC
79	09.05.2024	Rabindranath Tagore Birth Day	English Dept.
80	10.05.2024	International Nurses Day (Actual Date: 12.05.2024) Sunday Holiday	YRC
81	17.05.2024	World Aids Vaccine Day	Health Club
82	22.05.2024	World Anti-terrorism Day	Rotaract Club
83	31.05.2024	World Anti -Tobacco Day	Anti-Drugs Clob

# TIME TABLE - ODD SEMESTER

HOURS DAY ORDER	1	2	3	4	5	6
I						
II						
III						
IV						
V						
VI						
BREAK 1 :						
BREAK 2 :						
BREAK 3 :						

# TIME TABLE - EVEN SEMESTER

HOURS DAY ORDER	1	2	3	4	5	6
I						
II						
III						
IV						
V						
VI						
BREAK 1 :						
BREAK 2 :						
BREAK 3 :						

## LEAVE RECORD

[illegible]





## **Declaration by the Candidate**

No.

Date :

I am aware that ragging is banned in Sree Abiraami Arts and Science College for Women, and if I am found guilty of ragging, I will be liable for appropriate punishment, which may include expulsion from the college / Institute.

Name of the Candidate

Signature of the Candidate



## **Declaration by the Parent**

Date :

I am aware that ragging is banned in Sree Abiraami Arts and Science College for Women, and if my daughter involves in ragging, I will be liable for appropriate punishment, which may include expulsion from the college / Institute.

Name of the Parent

Signature of the Parent

Address :





## COURSES OFFERED

### UG PROGRAMME

B.B.A.  
B.A. Tamil  
B.A. English  
B.Sc. Chemistry  
B.Com. General

B.Com. Computer Applications  
B.C.A.  
B.Sc. Computer Science  
B.Sc. Mathematics

### PG PROGRAMME

M.A. English  
M.Sc. Mathematics  
M.Com.



## SREE ABIRAAMI ARTS & SCIENCE COLLEGE FOR WOMEN

Approved by Govt. of Tamilnadu | Affiliated to Thiruvalluvar University, Vellore  
Accredited by NAAC with B++ | An ISO 9001:2015 Certified Institution.

Katpadi Road, Keelalathur, Gudiyattam - 635 803, Vellore Dt.  
**Contact : +91 76390 03545 / 76390 03546 / 04171-290222**  
**E-mail : [abiraami.college@gmail.com](mailto:abiraami.college@gmail.com) / [www.sawcollege.com](http://www.sawcollege.com)**