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NESAMONY MEMORIAL CHRISTIAN COLLEGE

MARTHANDAM

GENERAL INFORMATION AND RULES
TO BE RETAINED FOR 3 YEARS

"FAITH, ENDEAVOUR, POWER"



HAND BOOK

1997 - 2000

© 04651 } 70257 Marthandam (College Office)
70229 " (Principal's Residence)

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Name

Class Cl. No.

Subject Reg. No.

Address

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A BRIEF HISTORY OF THE COLLEGE

In the year 1868 Rev James Emlyn from New Castle. U.K. an L.M.S. Missionary bought lands where the college is located now. Rev. Robert Sinclair who succeeded Rev. Emlyn in the year 1910 built a bungalow and started a boarding school in the campus, measuring 24 acres.

After independence from the British the long felt need for a college at Marthandam resulted in the starting of the Christian College in June 1964 by the Kanyakumari Diocese of the Church of South India. The Executive Committee of the Diocese which met on 4-1-1964 entrusted the burdensome and very responsible work of raising funds and the buildings needed to an adhoc committee consisting of Messrs. N. Dennis (Convener), G.A. Ambrose, J.Nesamony, P.S. Wilson and Rev. M. Amos. The Diocese set apart sufficient extent of wet lands as endowment to satisfy the University requirement. The public in and around Marthandam, the parents, students and members of the teaching and non-teaching staff have taken keen interest in the growth of the College and contributed substantial amounts at different times for its development.

With the permission of the Madras University the Pre-University class was started in 1964 with 171 students. The College was inaugurated on 6th Aug. 1964 by the then Bishop Rt. Rev. I.R.H. Gnanadason in the presence of a distinguished gathering. In June 1965, the College was upgraded to degree level with Mathematics, History and Economics as major subjects. The strength of P.U. Classes was increased to five batches. From the

academic year 1966-'67, the College was affiliated to the Madurai University. The major subjects offered at the U.G. Level now are: Mathematics, Physics, Chemistry, Botany, Zoology, English Literature, Tamil Literature, History (in both English and Tamil media). Economics, Commerce and Computer Science. The College became a post graduate institution in the year 1980-'81. The Subjects taught at post graduate level are, M.Sc. Physics, M.Sc. Maths. M.A. History, M.Phil. in History is offered. A Ph.D. Research centre in History was added in the year 1997 in the regular scheme. The present student strength is 1505. There are 93 teachers and 55 members on the non-teaching staff.

In June 1984 the College was re-named as Nesamony Memorial Christian College in recognition of the yeoman service rendered by the late Thiru. A. Nesamony, B.A., B.L., to the Kanyakumari Diocese of the Church of South India. In the year 1991 the College was affiliated to the newly started Manonmani Sundaranar University. In the marvellous growth of the college, God has guided and blessed us immensely. With faith in divine guidance and co-operation from the public, it is hoped that the College will grow further into a fruitful temple of learning.

PRINCIPALS

- | | |
|--|-----------|
| 1. Dr. J.D.K. Sundar Singh , M.A., M.Ed., Ph.D. | 1964-1966 |
| 2. Prof J.M. Arthur , M.A. | 1966-1971 |
| 3. Prof V.J.I. Grant , M.Sc. | 1971-1974 |
| 4. Prof Arthur J. Harris M.Sc. | 1974-1981 |
| 5. Prof. C. Devadas , M.A.(Hist), M.A. (Econ) | 1981-1986 |
| 6. Dr. (Major) S.S. Hector , B.A. (Hons), Ph.D, | 1986-1994 |
| 7. Dr. P. Jai Singh , M.Sc., M.Phil., Ph.D, | 1994- |

THE COLLEGE ADMINISTRATION

The Nesamony Memorial Christian College is owned and managed by the Kanyakumari Diocese of the Church of South India. The Diocese through the Executive Committee appoints the Principal of the College. The College Governing Board constituted by the Diocese, makes all other appointments subject to the approval of the Executive Committee. The major financial and administrative policies of the College are formulated by the Governing Board. The general administration of the College vests in the Principal. He is assisted by the Vice-Principal and Bursar in the day to day affairs of the College. In the absence of the Principal the Vice-Principal or the authorised professor in station shall be in charge of routine affairs of the College. The Bursar shall be responsible for supervising the maintenance of the accounts and properties of the College, under the directions of the Principal, in accordance with the rules stipulated by the University, the Government and the Management.

The Heads of Departments will be responsible to the Principal for the organisation, co-ordination and smooth running of their departments.

THE COLLEGE GOVERNING BOARD

1. Rt. Rev.M.I.Kesary M.A.,B.D. STM (Bishop C.S.I.)
Chairman.
2. Dr.P.Jai Singh, M.Sc., M.Phil., Ph.D. Principal - Member

3. Mr. G. Rajarethnam, M.A., - Member
4. Mr. S. Rajasekhar, B.A., B.L. - Member
5. Mr. P. Chandrakanthan - Member
6. Mr. D. Paulraj - Member
7. Mr. P. Tharmaraj B.Sc. B.L. - Member

THE STAFF COUNCIL

1. The staff Council shall consist of the Principal. Heads of the Department, Staff representative on the Governing Board. Staff Association Secretary and two elected staff representatives.
2. The principal shall be the president. The council shall appoint one of the members as Secretary. The member so appointed shall hold office for one year but shall be eligible for re-election.
3. The college Staff Council is an advisory body formed to help the Principal in academic matters and in the maintenance of discipline. Some of the General administrative work of the College may be distributed by the Principal among the members of the Council or other staff.
4. The meeting of the Council shall be convened at such times as the Principal may consider necessary.
5. The Secretary of the Council shall keep a record of the proceedings of all meetings.

6. The Principal/Chairman shall be the sole judge of any point of order.

MEMBERS OF STAFF 1997-98

- | | |
|----------------|---|
| 1. Principal | : Mr.P. Jai Singh , Ph.D. |
| Vice-Principal | : Thiru. G.Jose Robin , M.Sc. M.Phil
Head of the Department of Physics. |
| Bursar | : Thiru.P.Joseph Yesudian M.A. M.Phil
Head of the Department of Economics |

TEACHING FACULTY

Tamil :

1. Thiru. **A. Sam Raj**, M.A., M.Phil. *S.G. Lecturer & Head of the Department*
2. Thiru. **D. Asir David**, M.A., M.Phil. *S.G. Lecturer*
3. Thiru. **Y. Bennet Duthie** M.A., M.Phil. *S.G. Lecturer*
4. Thiru. **M. Rajadhas** M.A. (Tam), M.A. (hist). DJ,DL.
S.G. Lecturer
5. Tmt. **Dr.(Mrs) J. Sinthikayal**, M.A., M.Phil., Ph.D.
Reader
6. Thiru.**M. Justin Karuthu**, M.A. M.Phil.
Senior Lecturer
7. Thiru. **P. Yesudhasan**, M.A., M.Phil. *Senior Lecturer*

8. Thiru. **C. Jesu Raj**, M.A., M.Phil. *Senior Lecturer*
9. Tmy. **Mahizh Uldha Kamalam**, M.A., M.Phil.
Senior Lecturer
10. Dr. (Mrs). **R. Prabavathy Princella Sineha Bai**,
M.A., M.Phil., Ph.D. *Senior Lecturer*

Malayalam:

11. **Dr.A.M. Vasudevan Pillai** M.A., Ph.D, Reader
Head of the Department

English

12. Dr. (Mrs) **Adeline F.Selvaraj**, M.A., Ph.D. *Reader*
Head of the Department
13. Thiru. **Oliver Robertson**, M.A. *S.G. Lecturer*
14. Thiru. **N. Dennis Guru Sahayam**, M.A.,DJ,DTE."
15. Thiru. **P. Selvadhas** M.A. "
16. Thiru. **John Ebenezer** M.A., B.T. "
17. Thiru. **C. Justus**, M.A., "
18. Thiru. **P.V. Philipose**, M.A., "
19. Thiru. **S. Philip**, M.A., *Senior Lecturer*
20. Thiru. **C. Isaac**, M.A., *Senior Lecturer*
21. Thiru. **S. Russel RAj**, M.A., *Senior Lecturer*

Mathematics:

22. Thiru. **P. Swamidhas**, M.Sc., M.Phil., *S.G. Lecturer*
& Head of the P.G. Dept.
23. Thiru. **A.Selvaraj** M.Sc., *S.G. Lecturer*
24. Thiru. **P. Kumaradhas**, M.Sc., M.Phil.,
S.G. Lecturer
25. Thiru. **N. Gnanadhas**, M.Sc., M.Phil.
Senior Lecturer
26. Thiru. **N. Selvaraj**, M.Sc., M.Phil., *Senior Lecturer*
27. Thiru. **G. Edwin**, M.Sc., M.Phil, *Senior Lecturer*
28. Thiru. **T. Manohara Justus**, M.Sc., M.Phil.,
Senior Lecturer
29. Thiru. **J. Devaraj**, M.Sc., M.Phil., *Senior Lecturer*
30. Thiru. **C. Ananchilin Sins Jeeve** M.Sc., M.Phil., B.Ed.,
Senior Lecturer.

Physics:

31. Thiru. **G. Jose Robin**, M.Sc., M.Phil.,
S.G. Lecturer & Head of the P.G. Dept.
32. Thiru. **A. Ambrose**, M.Sc., M.Phil., *S.G. Lecturer*
33. Tmy. **Saroja Lawrence**, M.Sc., *S.G. Lecturer*
34. Thiru **T. Vincent Devaraj**, M.Sc., M.Phil., "
35. Thiru. **V. Sundar Raj**, M.Sc., M.Phil., "
36. Thiru. **V. Raja Kumar**, M.Sc., M.Phil., "
37. Thiru. **H.C. Devakumar Samuel**, M.Sc., "
38. **Dr. J. Thambi Thanka Kumaran** M.Sc., Ph.D., Reader
39. **Thiru. S. Dawn Dharma Roy**, M.Sc. M.Phil., B.Ed.,
Senior Lecturer

40. Thiru. **A. Dickson Benjamin**, M.Sc. M.Phil.,
 41. Tmy. **P.T. Suchitha Bala Zeeneth**, M.Sc.,
Senior Lecturer
 42. Thiru. **P.S. William Natha Raj**, M.Sc., M.Phil., "
 43. Tmy. **R. Sheela Christy**, M.Sc., M.Phil., "

Computer Science :

44. Thiru. **D.S. Arul Selvan**, M.Sc., M.Phil., P.G.D.C.A.,
Lecturer & Head of the Dept.
 45. Thiru. **A. Aby Regieson Sylam**, M.Sc., M.Phil.,
 P.G.D.C.A., "
 46. Thiru. **Felix Anderson Christdhas**, M. Tech., "
 47. Thiru. **H. Arun**, M.Sc., (Computer Science) "

Chemistry :

48. Thiru. **K.C.S. Sivasankaran** M.Sc.,
S.G. Lecturer & Head of the Dept.
 49. Thiru. **Mohan Charles Kamalam**, M.Sc., M.Phil., "
 50. Thiru. **N. Bright Daniel**, M.Sc., M.Phil., "
 51. Thiru. **P. Jesudian Ponnuthurai**, M.Sc., M.Phil., "
 52. Thiru. **S. Innasi Savaridhas**, M.Sc., "
 53. Thiru. **A. Arul Praghase Varghese**, M.Sc., "
 54. Dr.M. Christdhas, M.Sc, Ph.D. Reader
 55. Thiru. **Prem Sudhersan**, M.Sc., S.G. Lecturer

Botany :

56. Thiru. **J. Ebenzar**, M.Sc., M.Phil.,
S.G. Lecturer & Head of the Dept.
 57. Thiru. **C. Jayachandra Joseph**, M.Sc., M.Phil., "
 58. Thiru. **N. Stephen Juilius**, M.Sc., M.Phil., "
 59. Thiru. **D. Christian Babu**, M.Sc., *Senior Lecturer*
 60. Tmy. **S. Saradha Ebenezer**, M.Sc., "

Zoology :

61. Thiru. **J. Johnson**, M.Sc., M.Phil.,
S.G. Lecturer & Head of the Dept. of Zoology
 62. Thiru. **M. Kesari**, M.Sc., M.Phil., "
 63. Thiru. **M. Johnson**, M.Sc., M.Phil., *Lecturer*
 64. Thiru. **D. Malar**, M.Sc., M.Phil., B.Ed., "

History :

65. Thiru. **P. Justin Sundaradhas**, M.A., B.T.,
S.G. Lecturer & Head of the P.G. Dept.
 66. Thiru. **B. Maria Dhason**, M.A.,
S.G. Lecturer & Head of the U.G. Dept.
 67. **Dr. V. Yesudhasan**, M.A., M.Phil., Ph.D., *Reader*
 68. **Dr. K. Muthunathan**, M.A., Ph.D., *Reader*
 69. Thiru. **V. Ebenezer**, M.A., M.Phil., *S.G. Lecturer*
 70. **Dr. A. Devenesan**, M.A., M.Phil., Ph.D., "
 71. **Dr. T.S. Emmanuel**, M.A., Ph.D., *Senior Lecturer*

72. Tmy. **S. Jamasin Rajini**, M.A., M.Phil., "
73. **Dr. R. Isaac Jaya Dhaa**, M.A., M.Phil., Ph.D., "
74. Thiru. **C. Selvaraj**, M.A., M.Phil., *Senior Lecturer*
75. Thiru. **R. Rajathangam**, M.A., M.Phil., "
76. Selvi. **T. Lysammal**, M.A., M.Phil., "
77. Tmy. **W. Anlet Sobitha Bai**, M.A., M.Phil., B.Ed., "

Economics:

78. Thiru. **P. Joseph Yesudian**, M.A., M.Phil., B.D.,
S.G. Lecturer Head of the Dept.
79. Thiru. **J. Lycias Joel**, M.A., *S.G. Lecturer*
80. Thiru. **R. Rajadas**, M.A., "
81. **Dr. Johnson V. Joelsingh**, M.A., M.Phil., Ph.D., P.G.D.B
Reader
82. Thiru. **S. Linsa Retnalal**, M.A., B.Ed., *Sr. Lecturer*

Commerce Dept :

83. Thiru. **H. Sathiadhas**, M.Com., *S.G. Lecturer &
Head of the Dept.*
84. Thiru. **N. Glasdson Joy**, M.Com., Dip. in P.M.&I.B.
M Phil., Senior Lecturer

85. Tmy. **J. Sheela Samuel**, M.Com., M.Phil. "
86. Thiru. **K. Robinson**, M.Com., M.Phil., "
87. Thiru. **C. Jayananth**, M.Com., *Lecturer*
88. Thiru. **P. Jayaraj** B.Sc., B.L., "

Physical Education :

89. Thiru. **S. Vincent** B.A., M.Ed., *(S.G) Phy. Instructor.*

Librarian:

90. Thiru. **G. Suceelan**, M.A., B.Lib.Sc., *S.G. Lib.*

College Chaplain :

Prof. **M. Justin Karuthu**, M.A. M.Phil.,

NON TEACHING STAFF

1. **Mr. J. Johnson**, B.A., *Superintendent*
2. **Mrs. D. Suganthalet** B.A., *Assistant, S.G.*
3. **Mr. G. Retnaswamy**, *Junior Assistant*
4. **Mr. S. Chelliah**, "
5. **Mr. K. Sargunam**, "
6. **Mr. M. Abel**, "
7. **Mr. J. Paul Raj** M.A., B.L., I.S., *Typist - S.G.*

8. Mr. S. Thankappan, Typist
9. Mrs. P. Paul Thankam, M.A., *Steno Typist*
10. Mr. C. Mani, *Mechanic - S.G.*
11. Mr. L. Joshua, *Lab Assistant - Spl G*
12. Mr. D. Chellathurai, "
13. Mr. M. Justin Morris, "
14. Mr. C. Thankaraj (Phy), "
15. Mr. B. Rajendren, "
16. Mr. N. Mathias, *Lab Assistant - S.G.*
17. Mr. M. Thavasimuthu, "
18. Mr. A. Arthur Bells, "
19. Mr. T.R. Yesudhasan, *Lab Assistant*
20. Mr. C. David Rajan, *Herbarium Keeper*
21. Mr. K. Mohanan, *Museum Keeper*
22. Mr. E. Davidraj, *Lab - Attender*
23. Mr. S. Justin Devaraj, "
24. Mr. O. Sahayadhas, *Record Clerk - Spl G*
25. Mr. M. Kumar Antony, *Record Clerk*
26. Mr. P. John, "
27. Mr. C. Johnson, "
28. Mr. P. Rajamony, *Office Assistant - S.G.*
29. Mr. D. Sylus, *Office Assistant*
30. Mr. K. Gnanamuthu, "
31. Mr. V. Ponnian, "
32. Mr. P. Krishnaswamy, "
33. Mr. M. Sekhar, "

34. Mr. V.R. Sutherlal Jayasingh, "
35. Mrs. K. Kamalam, *Sweeper - S.G.*
36. Mr. C. Bright Sam, *Sweeper*
37. Mr. R. Festus, "
38. Mr. S. Jaya Singh, "
39. Mr. A. Ramachandran, "
40. Mr. C. Edward, "
41. Mr. A. Ramaian, *Gardener - S.G.*
42. Mr. P. Sundram, *Gardener*
43. Mr. K. Francis, *Waterman*
44. Mrs. R. Christy, *Waterwoman*
45. Mr. Ravidhas, B.A., *Watchman*
46. Mr. A. Isaac Jeyasingh, "
47. Mr. N. Mathubalan, *Scavenger*
48. Mr. K. Geethakumar, "
49. Mr. J. Titus, *Marker*

COURSES OF STUDY

Three year Degree Course-Semester System

- Part I Tamil / Malayalam
 II English

Part IV

Foundation Course A : General Awareness

(Common to all I yr. Students)

Part III Branch	B.Sc Degree Major	Approved Ancillaries	Strength
I (b) Mathematics	Physics, Computer programming and Application of Mathematics	40	
III (b) Physics	Mathematics, Chemistry	40	
IVa (b) Chemistry	Physics, Zool/Mathematics	28	
Va (b) Botany (Major)	Chemistry & Zoology (Anc.)	30	
VI (a) Zoology (Major)	Chemistry & Botany (Anc.)	28	
	B.Sc. (Computer Science) (Major)	24	

B.A. Degree

I (b) History, (Major)	General Economics & Modern Governments (Anc.) (Tamil Medium)	50
I (b) History, (Major)	General Economics & Modern Governments, (Anc.) (English Medium)	50
II (b) Economics, (Major)	Mathematical Methods & Indian History (Anc.)	50
XII (b) English Literature (Major)	Social History of England & History of Literature & Literary Criticism (Anc.)	30
XII (a) Tamil Literature (Major)		30

B.Com

Part I	Company Organisation	
Part II	English	
Part III	Optional Subjects	
(a) Costing (b) Secretarial Practice		50
Part IV B : Any one of the subjects Compulsory for all the II year students.		
1. Consumer protection and social responsibilities		
2. Ecology, environment and Pollution Studies		
3. Secularism		

Post-Graduate Degree Course - (Semester)**M.Sc. Degree**

Branch I (c) Mathematics	15
Branch III (a) Physics	10

M.A. Degree

Branch I (b) History	25
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M.Phil Degree

History (Regular)	6
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SCHEDULE OF FEES

Class I	Tuition Fee	Science Fee	Special fees
B.A. B.Com.	500/- 750 in 2 equal instalments	Chemistry Major Rs.100/- Ancillary Rs.50/- Physics Major Rs.80/- Ancillary Rs.40/- Botany Major Rs.75/- Ancillary Rs.40/- Zoology Major Rs.100/- Ancillary Rs.50 Computer Science Major Rs.500/- Mathematics ancillary comp. science Rs.250/- in one instalment Rs.250/- for Maths major Computer Science ancillary	Rs. 124
B.Sc.	750/- in 2 equal instalments		Rs. 124/-
M.Sc.			Rs. 123/-
Maths and	Rs.750/-		Rs. 123/-
M.A(His)	Rs.500/-		
M.Sc.			
Phy.	Rs.750/- in 2 instalments	Rs.250/-	Rs.123/-
M.Phil	Rs.500/- per Semester		Rs.5/-
Hist			

N.B: Money Transaction 9.00 a.m. to 1.40 p.m. on all working days

Special fee includes fee for Library, Games, Reading Room, Medical Inspection, College Calendar, world University Service, College, Magazine, Association Stationery, etc.

Botany and Zoology students will have to pay for study tours.

The incentive for Tamil medium students will be Rs.400/- for degree students as per the Government rules.

Protestant Christians will pay Rs.10/- per annum as fee for student Christian Movement.

The first instalment of fees for the academic year will be collected before reopening or at the time of admission. The second instalment will be collected in November.

The time of schedule for repayment of fees will be notified.

According to Tamil Nadu Education Rule (90a): "If a student fails to pay his fee on the day fixed for payment, a fine at the rate of twentyfive paise per day shall be levied. If the fee is not paid within the end of the month, student's name shall be stuck off the rolls. If readmitted he shall in addition to the fees and fine due from him, pay a readmission fee of rupees two.

RULES FOR GENERAL DISCIPLINE

1. All students should be neatly dressed befitting an atmosphere of work and study.
2. The behaviour of students both within and outside the college premises should be gentlemanly.

Indecent behaviour towards teachers or fellow students or others will entail serious punishment.

3. The students should move silently when proceeding from one classroom to another and other times, so as not to disturb classes, or other at work.
4. Every student should greet teachers respectfully on the occasion of his first meeting them for the day.
5. Students should be in their classes in time, and shall sit according to their numbers.
6. On the teacher entering the class room all students shall rise from their seats and remain standing till the teacher directs them to sit or himself takes his seat.
7. No student shall leave the classroom or laboratory without the permission of the teacher-in-charge.
8. No late comer shall enter the classroom without the permission of the teacher-in-charge.
9. The cleanliness and safety of the College building and its property is the responsibility of every student. They shall not disfigure any part of the building or any piece of furniture by writing or etching on it, or throwing trash and paper all around. Waste materials should be thrown into the dustbins only. Breach of this rule will be treated as a serious offence.
10. Students are prohibited from organising or attending meetings in the College, distributing notices or hand bills or collecting money for any purpose without the permission of the Principal.

11. Students shall not address any authority in a collective petition or make complaints in a body. Such combined action is subversive of good order. All requests, petitions, complaints and appeals should be made to the Principal or concerned officers of the college directly or through their group tutors.
12. Every student must have the identity card with his/her latest photograph affixed and attested by the Principal. Identity cards should be shown of required by the authorities in Transport Buses when travelling on concession tickets.
13. Smoking, use of alcohol or intoxicating drinks and consumption of drugs by students is strictly prohibited.
14. The college authorities will not be responsible for mis conduct or criminal offence outside the college. Students are expected to behave in a fitting manner even outside the college so as to keep up the good name of the alma mater.
15. The men students should not enter the premises of the women's waiting rooms including the verandas under any circumstances, so that the privacy of the women's resting rooms is maintained.
16. Any student.
 - (i) Who is persistently insubordinate
 - (ii) Who is habitually irregular in attendance or inattentive to his work in class.
 - (iii) Who is repeatedly or wilfully mischievous or obscene in word or act.

- (iv) Who is guilty of fraud or malpractice in examinations.
- (v) Who takes part in political agitations in any movement causing social discord will be removed from the rolls temporarily or permanently according to the offence.

RULES REGARDING ATTENDANCE & LEAVE

1. University and College rules require regular attendance in all classes-theory and practicals, games, N.C.C., N.S.S., and other part V subjects.
2. Leave should be applied for, in advance in the form available at the Bursar's office. Leave application shall be addressed to the Vice-Principal.
3. Absence without leave is punishable with fine.
4. Attendance is taken at the beginning of each class. Absence in one class either in the morning or evening will amount to absence for half a day.
5. In case of unforeseen and unavoidable circumstances, the leave application shall be submitted immediately on return after absence.
6. A student absenting himself from the College for more than 15 consecutive working days without satisfactory explanation is liable to be removed from the rolls.
7. Application for leave, in the case of illness should be counter signed by parent or guardian. Application for sick leave for more than three days should be accompanied by medical certificate.

8. No student will be exempted from Tests or Assignments.
9. Fee concession holders and scholarship holders should have minimum 90% attendance (G.O. 666 of 24.4.1979)
10. Students have to put in 75% attendance for writing university examination without paying condonation fee to the University. Rs.100/- will be charged from those who have 60 to 75% attendance and Rs.300/- for 50% and less than 50% the semester has to be repeated.

Library

General Rules:

Every Student in college is eligible for membership of the Library. Each member is allowed to borrow one book at a time. The books borrowed should be returned to the Library within fifteen calendar days, failing which an overdue charge of 10 paise per day will be collected.

On production of the Identity Card along with the receipt for fee last paid to the College, one Borrower's Ticket will be issued to each student for the purpose of borrowing books from the Library. Each one is responsible for the book borrowed on one's ticket. M.A. students will be issued three books and M.Com., & M.Sc., students two books each. If a borrower ticket is lost a duplicate will be issued on payment of Rs.5/-.

Books are to be handled very carefully. If any book is damaged while in possession it should either be replaced or its cost be paid with an additional 50% by the member concerned.

Reference Book and periodicals are available only for reference in the Library. There is a P.G.

study centre solely for P.G. students.

Complete silence should be observed in and around the Library and reading rooms.

Besides the general library there are departmental libraries also.

STUDENT COUNSELLING AND VOCATIONAL GUIDANCE CENTRE

Staff Adviser : **Dr.C.J. V. Joel Singh**
(Dept. of Economics)

There is a student counselling and vocational guidance centre to assist students in overcoming academic, social, personal or emotional problems. It aims to help students adjust themselves with the demands of College life and acquaint themselves, with the various resources available in the College and through the College. It helps students develop life goals that will be challenging to their innate talents, capabilities and aptitudes.

The vocational guidance centre also provides a separate reading room, where in the scope for employment or for higher studies for the students of various disciplines will be available, This centre also aims to keep contact with various organisations to find opportunities for employment or development of students.

All students can use the facility available in the centre.

STUDENT AID FUND

The student aid fund is built up by the student

aid fee of Rs.2/- collected from each student. This will be available in the form of cash for poor deserving students to meet examination fee, a small part of tuition fee, cost of specific books essential for their study clothing or medical expenses.

Meritorious but poor students who wish to avail of this fund, can apply to the Principal through their HOD. Based on the recommendations of the HOD and the advice of the advisory body consisting of student and staff representatives the Principal will administer the fund/ In addition to the financial status and academic performance., the conduct and character of the beneficiary will be also important determining factors in the selection of students to be paid from the above fund.

The interest of the endowment (Rs. 1,000/-) out of the endowment amount of Rs.4,000/- instituted by Prof, A.J. Harris available for the purpose of extending aid to the deserving students.

FREE MID DAY MEAL SCHEME

With the financial assistance contributed monthly by the staff and donations from the students and well wishers, the College provides free mid-day meal on working days to a limited number of really needy students. There is a large number in this category. But paucity of funds limits the number of students served. Any amount of help will be welcome from any source to meet this peculiar need of the unfortunate of this area.

The interest of the endowments namely Rev. Harris Memorial endowment (Rs.1,000/-), Miss. Isaacs Endowment (Rs.1,000/-) and the endowment (Rs.7,000/-) Instituted by

the college union of 1978-'79 are also available for the purpose of giving mid-day meals to poor students.

THE STUDENTS BOOK STORE

Convener : Thiru. R. Rajadhas

(Dept. of Economics)

The student's Book Store is organised in the College to help the students to get all books and note books available, in time. The books are ordered centrally and distributed to the students at the beginning of the year. The cost of the books is collected in instalments. The balance of money collected and the cost of books not issued to students will be refunded at the end of the year. Students are asked to check up the individual account cards maintained in the Book Store before closing the accounts for the year. Accounts of students who leave the College during the year will be settled immediately before getting the Transfer Certificate. Students are instructed to note down the cost of books they receive for future reference.

CO-CURRICULAR ACTIVITIES

A. National Cadet Corps (N.C.C.)

Company Commander : Lt. S. Linsa Rethna Lal

(Dept. of Economics)

The 11 Company of the College has a strength of 160 Cardets with Head Quarters at Nagercoil. The aims of the N.C.C. are:

(a) To develop qualities of Character, Courage, Comradeship, Discipline, leadership, secular outlook, spirit of

adventure and sportsmanship and the ideals of selfless service among the youth to make them useful citizens.

(b) To create a human resource of organised, trained and motivated youth, to provide leadership in all walks of life including the armed forces and always available for the service of the nation.

The tenure of N.C.C. training is normally two years. In cases of exceptional cadets, it may be extended for the third year. The N.C.C. training consists of drill with and without arms; weapon training, map reading, bayonet-fighting, range firing with rifle and light machine gun, elementary military field tactics, study of army organisation and allied subjects. Selected cadets will have the privilege of attending Annual Training Camp, Summer Training Camp, Advanced Leadership Training Camp, Republic Day Parade, Mountaineering Courses and Attachment to army units.

There will be 40 parades per year. Attendance is compulsory for all parades. Punctuality, good turn out and active, disciplined participation is expected of all cadets.

The cadets will have the chance for appearing for B and C certificate examinations according to the proficiency attained.

B. National Service Scheme - N.S.S.

Programme Officers:

Thiru. R. Rajathangam (Hist. Dept.)

Tmy: J. Sheela Samuel (Dept. of Commerce)

There are two N.S.S. units-Unit Nos 82 and 83 under

the Youth Welfare Department of the Manonmaniam Sundaranar University. The authorised strength is 100 in each unit. The aims of the N.S.S. are:

1. To work with and among people.
2. To engage in creative and constructive social action.
3. To enhance his/her knowledge of himself/herself and the community through a confrontation with reality.
4. To put his/her scholarship to practical use in mitigating atleast some of the social problems.
5. To gain skills in programme development to enable him to get employment.
6. To gain skills in the exercise of democratic leadership.
7. To provide facilities to the students to have physical social and emotional as well as intellectual development.

Enrolment:

Students of degree classes with good physique with a positive attitude and who have the liking to work with and for the under privileged alone will be enrolled. They must be fully aware of objectives and the responsibilities involved, Enrolment will be completed before 1st August.

There shall be a college level N.S.S. committee under the chairmanship of the Principal with a Programme Officers as Convener. The committee may consist of not more than 10 and shall include some senior members of staff, students and leading citizens interested in the scheme. This

advisory committee may chalk out the programme for the year. A minute book of the proceedings of advisory committee should be maintained.

The N.S.S. programme officers will give further details regarding the projects and programmes.

C. Physical Education.

Instructor : Thiru.S. Vincent

There are facilities for the following games Foot Ball, Volley Ball, Tennis, Shuttle Cock, Ball Badminton and tennikoit & Throw Ball for women. Training is given for all athletic events. There are facilities for indoor games like Table-Tennis, Chess and Carroms. Intra-mural tournaments are conducted by the college. Intra-collegiate tournaments are organised by the University. The college teams also participate in events conducted by other organisations locally and at the District level.

Students of all classes with aptitude and interest are always welcome to use the facilities for sports and games in the college.

Further particulars and details will be available from the concerned department from time to time.

Audio Visual Education

Thiru. G. Jose Robin (Dept. of Physics)

Thiru. V. Sundar Raj

The Audio Visual Education is now under the

supervision of the above said two teachers. Feature films of educational and cultural value are screened periodically. It is planned to build up a film library of educational films, film strips and slides. The College has two 17 m.m Projectors, Epidascope film strip Projector, and over head projector.

Youth Welfare W.U.S.:

Thiru. C. Jesu Raj (Tamil Dept)

Thiru. G.D. Biji (Zoology Dept.)

Mrs. J. Sinthikayal (Tamil Dept.)

Youth welfare programmes such as Youth Festivals organised by the Youth Welfare Department of the University and programmes under World University Service are taken care of by the above mentioned teachers. The programmes are aimed at providing opportunities for students to develop their higher instincts by participating in various competitions and seek to achieve International university Solidarity by promoting mutual service through the extension of material aid, sharing of knowledge and experience, the bringing together of staff student and administrators.

STUDENT UNION

CONSTITUTION

Article I : AIM

- A. The aim of the Union is to help students engage themselves in meaningful pursuits outside the co-curricular programme of the College and to provide opportunities for training as good citizens.
- B. The union will try to achieve these aims mainly through debates, lecture, meetings and cultural programmes.

Article II : MEMBERSHIP

All students of the college shall be deemed to be members of the Union for the academic year and all members of the staff shall be its honorary members.

Article III. OFFICE BEARERS OF THE EXECUTIVE COMMITTEE

- A. The Principal is the President of the Union, and he may appoint three members of the staff to the executive committee of the Union, out of which one will be the Treasurer and two will be Advisors.
- B. There shall be an elected Chairman and Secretary for the Union.
- C. The Chairman may preside over ordinary meeting of Union. The Principal or the Vice - Principal shall preside over business and special meetings of the Union and also the meeting of the Executive Committee.

D. The Secretary shall arrange the meeting of the Union in consultation with the President and Chairman and shall conduct other matters of the Union according to the decision of the President and the Executive Committee of the Union.

E. The Executive Committee will consist of the following:

1. The Principal
2. The Vice - Principal
3. The Bursar
4. Three staff members nominated by the Principal (2 advisors and Treasurer)
5. The student Chairman
- 6 The Secretary
7. Seven other elected members
8. Two other students to be co-opted by the committee on nomination by the Principal to secure fair representation.

Article IV : ELECTION

A. All the students of the college shall have the right to vote to contest in the election of the College Union, the Chairman and the Secretary shall be from the third year degree classes or second year P.G. Classes and they should not have any arrear papers up to II Sem, in the University examination. Those contesting for Union Executive Committee should have no arrear papers in the I and II semesters.

B. Students elected as Chairman, Secretary and Executive Committee member of the Union shall not hold office in

any other association in the College and shall resign other officers to which they may have been elected earlier.

C. The election of the Chairman, Secretary and student members of the Executive Committee will be conducted by President or by the Advisor appointed by him. Elections shall ordinarily be by secret ballot.

D. Elections shall not be on any political basis.

E. Students who have been officially warned for misconduct or paid fine Rs.50/- or who have dues of any kind to the College shall not be eligible to contest the election as of fice bearer.

Article : V. MEETINGS OF THE EXECUTIVE COMMITTEE

A. The Executive committee of the union shall discuss the programme of activities atleast once a semester.

B. A notice of three days atleast shall be given of meetings of the Committee by the Secretary. Urgent or special meeting may be convened on short notice on the authorisation of the President.

C. Written minutes shall be recorded of all the proceedings of business meetings and of other meetings of the Committee.

D. 50% shall be the quorum for the Executive meeting.

E. The Executive committee can meet only with the prior consent of the President and also when atleast one of the staff nominees is present.

F. The president has the right to convene the Executive committee of the Union at any time.

The President shall have the power to issue directions for the proper conduct of meetings and other affairs of the union and to revise the regulations. His interpretation of the regulation and his decisions in any dispute shall be final.

**CODE OF CONDUCT FOR THE ELECTED
STUDENT - OFFICE BEARERS IN COLLEGES**

(Vide Proceedings of the Director of Collegiate Education No.57638116/82 dated 20.9.82)

1. The office bearers of the College Union shall co-operate fully with the Principal and staff of the college in promoting intellectual and cultural activities amongst students.
2. The college Union Office-bearers shall take upon themselves the responsibility of not involving in any act of indiscipline leading to disruption of normal life in the campus.
3. The problems and issues in the college shall be resolved by representation and negotiations and not by resorting to any other method.
4. The Office-bearers shall not involve in issues not related to the college.
5. The office - bearers shall under no circumstance deem it as part of their duty to represent to the authorities on matters and causes which do not fall under the purview of the college Union.
6. The Office - bearers may mark their representations to the Principal only on matters pertaining to the general interest of the students and not on individual cases.

7. The Union Office -bearers shall not interfere directly or indirectly in matters involving discipline and action thereon, which are the responsibilities of the Principal.
8. No decision on the activities / programmes of the College Union shall be taken by the Union Office bears except with the recommendations of the Student's Council (by any name the Council is known in the College) consisting of the office - bearers of the Department Associations and staff Advisers and approval of the Principal.
9. The Budget for the College Union shall be prepared by the College Union Office - bearers in consultation with the Student Council and the staff advisers. This shall be submitted to the Principal for approval.
10. It shall be obligatory on the part of the college Union Office - bearers to present the statement of accounts of the College Union twice a semester to Student's Council.
11. The Office - bearers shall not invite any outsider to the college for meetings and functions except with the approval and consent of the Principal.
12. The Union Office - bearers shall not issue any press statements pertaining to the college matters without the prior permission of the Principal.
13. The Union Office - bearers shall not involve themselves in any kind of fund - raising campaigns excepts with the specific approval of the Principal.
14. The above said instructions shall be followed and those who violate these, shall be dealt with suitably.

ASSOCIATIONS

Every discipline has its won association:

The principal is the Patron of each Association. The head of the concerned subject is the President. The next Senior Professor in the department is the Vice President of the association. The Secretary is elected from the final year degree class representatives.

Other Association and Clubs.

Fine Arts Club
Planning Forum
Social Service League Membership voluntary
Student Christian Movement (for Protestant Christian students only)
Muthamizh Mantram
The English Literary club
P.G. Maths Club
P.G. Physics Club
P.G. History Club
Ecoclub - Voluntary

President and Vice - President are elected from among the teacher members of the association. The Secretaries are elected from among the students, by the representatives from the various classes.

The aim of all the associations is to help students engage themselves in meaningful pursuits to develop qualities of leadership and good citizenship. The office-bearers of the various associations shall organize debates, guest lectures

pertaining to the respective subjects and also do everything possible to develop their higher instincts. All such programmes should be undertaken with the concurrence of the Presidents of the respective associations and the Principal.

The student office - bearers of the associations shall not involve themselves in any act of imdiscipline leading to disruption of normal life in the campus. They shall not interfere directly or indirectly in matters involving discipline and action there on, which are the responsibilities of the Principal.

The Secretary of each association shall in consultation with the other office - bearers and the president of the association prepare the programme of activities for the year and the budget for the same soon after the association elections are over. Under no circumstance expenditure in connection with the activities of each association shall exceed the amount allotted to each association by the Bursar.

ENDOWMENT PRIZES

1. Dr. J.D.K. Sunder Singh Prize (Rs.1200/-) former Principal
Awarded to the student getting the highest mark in Class - I Economics.
2. Dians Memorial Prize (Rs.1000/-) Former Corporate manager
Awarded to the student from any C.S.I. Corporate management Higher Secondary School in the District who gets the highest marks in the H.S.C. examination and continues his study in this College.

3. M.B. Sam Memorial Prize (Rs.1000/-)

Awarded to the Student of the College getting the highest mark in English Part II in the First attempt in the University B.A., B.Sc. Degree Examination.

4. G. Divakar Fletcher Memorial Prize (Rs.1000/-)

Instituted by Dr.S.G. Fletcher

Awarded to the student of this College as books during second year studying Physics Major and getting the highest marks in Physics during the first year.

5. Prof. A.J. Harris Prize (Rs.4,000/-) Former Principal

Three proficiency prizes, one each the top final year student in B.Sc Physics Major in M.Sc Physics in & in M.Sc Mathematics (Rs.3000/-)

Help to poor students (Rs.1000/-)

6. Bishop I.R.H. Gnanadason Memorial Prize (Rs.1000/-)

Instituted by M.C.D. John

Awarded to the best student who passes, all the papers in the first attempt, B.Sc., in Chemistry Major and securing the highest marks in Chemistry.

7. T.V. Harris Memorial Prize (Rs.1000/-)

Awarded to the best student who passes, all the papers in the first attempt, B.A. in English Literature and securing the highest marks in English Literature.

8. J.M. Arthur Prize (Rs. 1000/-) (Former Principal)

Awarded to the best student who passes, all the papers in the first attempt. B.Sc in Physics Major and securing the highest marks in Physics.

9. S.A.P. Varghese Prize for Academic Excellence

(Rs.1000/-) Chemistry staff

Awarded to top ranking final year B.Sc. Chemistry Major Student up to V Semester.

10. Prof. G. Vinayachandran Nair Memorial Prize

(Rs.2050/-) Instituted by MUTA

The interest from the above will be awarded to the highest mark scorer from among the III B.A English Literature student who has not failed in any subjects up to V Semester.

11. Prof. R. Jacob Raj Memorial Prize (Rs.2520/-)

Instituted by MUTA

Awarded to the highest scorer from among the III B.Sc. Zoology students who has not failed in any subjects up to Vth Semester.

12. Dr. S.S. Hector Prize for the most deserving physically handicapped student (Rs.1000/-) created by Dr.S.S. Hector former Principal)

Interest from this amount will be awarded to the most deserving handicapped student taking in to consideration the degree of handicap, performance in the university examinations up to V Semester and conduct.

13. Mrs. Swarnam Sylus and Miss Sheela Beebi Memorial Prize created by Mrs. Leela Hector (Rs.1000/-)

Interest will be awarded to the best among the children of non teaching staff including management staff in memory of the wife and daughter of Mr. I. Sylus, Performance in the University examination up to the V semester and conduct will be taken into consideration for selections.

14. Prof. G. Devadhason memorial prize Rs.1000/-
Instituted by Dr. Dhason awarded to highest mark scored in V Semester in Tamil Literature.

15. Rev. Yovan Memorial Prize. Instituted by his grand daughter Anlet Sobitha Bai (Rs.2000/-)

Interest will be paid to the best U.G. History student who has scored highest mark up to V Semester.

16. Rev. C.A. Watson and Mrs. Mary Ardil Watson endowment prize (Rs.10,000/-) (well wishes from London)

Interest from this amount to be given to I. A blind student if studying if not to be given to a physically handicapped student taking in to account academic performance.

2. Toone polio affected student.

17. Mr. A.V. Titus prizes (former professor) (Rs.1000/-) for the best student of M.A. Hist (Rs.5000/- Awarded to highest scorer in CEF diploma class in I,II,& III U.G.

18. Major M. Francis spots prize Rs.5000/- classes awards to outstanding athletes stay agal.

Full Fee Concession

Eligibility

1. All Scheduled caste / Scheduled tribe students.
2. Children of serving military personnel whose parents are not getting educational allowance.
3. Dependents of serving military personnel who are not getting children's educational allowance.
4. Children of Repatriates from Burma and Ceylon
5. Adhoc merit Grant to Scheduled caste / Tribe students including converts to Christianity from S.C. who have secured 60% and above marks in the final Higher Secondary (XII Std) Examination held in 1994.

Half fee concession

Eligible communities:

All Backward classes and Nair women students whose parent's income does not exceed Rs.12000/- per annum

The eligible candidates should apply every year in the prescribed form available in the Bursar's Office.

Income Certificate and community certificate should be from the Tahsildar.

The last date for receiving duly filled in applications is 15 Aug. 1995.

A. Scholarships

1. Adhi dhraivida Scholarship for the Hindu Scheduled Caste / Tribe students income Rs.24000/-.
2. Govt. of India Scholarship for the Physically Handicapped and the Blind Income limit is Rs. 12000/- per annum.
3. National.
4. Scholarship for children of Primary and Secondary School Teachers is given to 70 students of Tamil Nadu selected on merit cum means basis. Students who have secured 60% marks in the qualifying examination and whose parent's annual income does not exceed Rs.12000/- are eligible to apply. For those whose parent's income exceeds Rs.12000/- p.a, a merit certificate and a national prize of Rs.100/- is given.

5. Scholarship to first generation graduates. This Scholarship is given to student's who come from families where there are no graduates and whose parental income does not exceed Rs. 12000/- per annum. This is given to students who are studying for U.G. course and continue their studies till the completion of the course. If they break their studies they should refund that whole amount, they received to the Govt.

6. Nagammayar fee concession: This fee concession is awarded to all girl students belonging to backward classes and girls of Nair community whose parent's income does not exceed Rs. 12000/-. They should continue their studies till the completion of the course lest they should refund the concession amount to the Govt. Income certificate obtained from the Thashildar should be submitted every year to the college.

7. Scholarship to children of freedom fighters and political sufferers who have undergone more then six months imprisonment.

8. Dependants of Ex-Servicemen can apply through the D.S.S.A. Board.

B. State Govt Scholarships:

1. Department of Harijan Welfare awards scholarship to scheduled Caste /Scheduled Tribe students including conveerts whose parent's annual income does not exceed Rs. 15000/-. These students should not avail Govt. of India post Merit Scholarship.

2. State Govt. Scholaarships for physically handicapped and the blind.

3. Department of Backward Class awards scholarship to all B.C. and M.B.C. Students including Hindu Nadars, Christian Nadars and Ezhavas. Income Limit is Rs.12000/- per annum. M.B.C. has no income limit.

Eligible students should get the proper forms from the Bursar's office. Filled in application forms accompanied by attested true copies of mark sheet and first page of the S.S.L.C. should be submitted before the 25th of July. The Certificate of income and Community Certificate should be signed by the Tahsildar only.

The Community Certificate should agree with the Community mentioned in the S.S.L.C. book. Incomeplete application forms will not be accepted.

C. Other Scholarships

1. Church Worker's Children Scholarship

2. Non-teaching Staff Children Scholarship

This above said Scholarships are given to the Children of Church Workers and Non-teaching staff studying in this College. The amount of Scholarship is determined on the basis of the available funds and number of the beneficiaries.

"KNOW YOUR UNIVERSITY"*Manonmaniam Sundaranar University*

This college was established in 1964. For a couple of years it was affiliated to the Madras University. With the establishment of the Madurai University on 6th Feb. 1966 this college became affiliated to Madurai University, the name of which was changed as Madurai Kamaraj University with effect from 22nd July 1978.

With the inauguration of the Manonmaniam Sundaranar University on 07.09.1991 at Abishekepatty, all the colleges of the Tirunelveli, V.O.C. and Kanyakumari districts have become affiliated to the new University. Temporarily the University started functioning in a new buildig in the Collectorate Compound at Kokkirakulam.

This University was formally inaugurated by Dr.M. Karunanithi, the then Chief Minister of Tamil Nadu on 07.09.1991 with Dr. Vedagiri Shanmugha Sundaram as its first Vice-Chancellor and Dr.S. Packiam as its-first Registrar. The present vice chancellor Dr.V. Vasanthi Devi, Dr. P.Alphonse Rajendran is the Controller of Examinations of the University and Dr. P. Ramanathan is the Registrar of the University.