SHRI SHANKARLAL SUNDARBAI

SHASUN

JAIN COLLEGE FOR WOMEN

A Unit of Sri S.S.Jain Educational Society | Reaccredited by NAAC
Affiliated to University of Madras | An ISO 9001 : 2015 Certified Institution

SHASUN STUDENT PROFILE

Name : ....

Date of Birth : ....

Name of Father : ....

Mobile No. : ....

Name of Mother : ....

Mobile No. : ....

Address : ....

....

....

Admission No. : ....

Department : ....

☐ Shift I   ☐ Shift II

Class / Section /
Degree : ....

Liberal Arts : ....

Certificate Course : ....

Sports : ....

3, Madley Road, T. Nagar, Chennai 600 017, Telephone : 24328506 / 07
www. shasuncollege.edu.in | Email : info@shasuncollege.edu.in

1

தமிழ்த்தாய் வாழ்த்து

நீராரும் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்
சீராரும் வதனமெனத் திகழ்பரதக் கண்டமிதில்
தெக்கணமும் அதிற்சிறந்த திராவிடநல் திருநாடும்
தக்கசிறு பிறைநுதலும் தரித்தநறும் திலகமுமே
அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற
எத்திசையும் புகழ்மணக்க இருந்தபெருந்
                                        தமிழணங்கே! தமிழணங்கே!
உன் சீரிளமைத் திறம்வியந்து செயல்மறந்து
வாழ்த்துதுமே! வாழ்த்துதுமே! வாழ்த்துதுமே!

National Anthem

Jana Gana Mana Adhinayaka, Jaya He

Bharata Bhagya Vidhata

Punjaba, Sindhu, Gujaratha, Maratha

Dravida, Utkala Banga

Vindhya Himachala Yamuna Ganga

Uchchala Jaladhi taranga

Tava Shubha Nama Jage

Tava Shubha Ashish Maange

Gahe Tava Jaya Gatha

Jana Gana Mangala Dayaka Jaya He

Bharata Bhagya Vidhata

Jaya He Jaya He Jaya He

Jaya Jaya Jaya Jaya He

Pledge

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

I love my country and I am proud of its rich and varied heritage.

I shall always strive to be worthy of it.

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

To my country and my people, I pledge, my devotion.

In their well-being and prosperity alone lies my happiness.

Contents

Preamble

Sri Swetambar Stanakwasi Jain Educational Society (Regd.) was founded in the year 1937. The society has been rendering yeoman service to the community by nurturing learning experience and enabling students to realize their inherent potential and to mould them into competent, self- reliant and socially responsible citizens. In the seven decades of its presence, the Society has been responsible for successfully establishing several educational institutions like Mohanmull Chordia Jain Industrial Training Centre, Shri Agurchand Manmull Jain College, Shri Tarachand Galada Jain Vidyalaya, Shri Mangichand Bhandari Jain Higher Secondary School, Shri Amoluck Chand Galada Jain Higher Secondary School and Sri Badalchand Sayarchand ChordiaJain Vidyalaya.

Shri Shankarlal Sundarbai Shasun Jain College for Women is yet another feather in the cap of Sri S. S. Jain Educational Society. The College has been established with a generous contribution made by Smt.Sundarbai Shankarlal Charitable Trust, T.Nagar, Chennai of the "SHASUN" Family and Group, which is one of the leading Indian manufacturers of Active Pharmaceutical Ingredients strongly built on its R&D expertise with a global presence. The Management Committee of the College consists of eminent industrialists, philanthropists, academicians and administrators of repute. With their constant guidance and encouragement, the College is confident of converting itself into an institution of excellence.

The aim of Shri Shankarlal Sundarbai Shasun Jain College for Women is to provide quality education to young aspiring women candidates and to equip them to meet the changing needs of the society and industry. With this goal in mind the College provides the students a congenial atmosphere conducive to their academic and creative growth. It is a self-supporting institution committed to the cause of education - general, professional, moral and technical, catering to the educational aspirations of the society at large. It embodies and strives to deliver world-class education and research in Science and Humanities. The College seeks to foster interdisciplinary working within the campus and encourages external collaboration. In pursuit of this goal, the College seeks to develop in the students an intellectual curiosity and an open mind to excel academically and in extra-curricular activities.

The College has a team of highly reputed established academicians, a well equipped library with a wide range of books, periodicals, journals (national and international) e-resources, manuals, an impressive Computer Centre with internet facilities. It also has a

well-laid playground and facilities for indoor and outdoor games. The college has an unique research, training and counseling centre called Shasun Shakthi which conducts add on courses, aesthetic diploma courses, wall magazines, collateral competitions, projects, seminars, stage shows, exhibitions, Kala Utsav and Shasun Bazaars. Every classroom is provided with LCD projectors, pin up boards and it is ICT enabled. The College has a fully equipped Visual Communication department.

The college was granted permission by the Govt. of Tamilnadu by its G.O. of 16th September, 2004 and affiliation by the University of Madras on 18th May 2005. The college has started with a student strength of 105 and is functioning now with a strength of 3960 students. The College works to become a centre of excellence.

LANDMARK OF SHASUN

Inception of the College	13.04.2005
Laying of the Foundation of New Building	13.10.2005
Inauguration of Shift I	16.06.2005
Inauguration of Shift II	24.06.2007
Inauguration of Shasun Shakthi Cell	08.08.2007
Add on courses Introduced	2007
Fine Arts courses Introduced	2008
Journal Knowledge Economy Published	March, 2010
Inauguration of Shasun Knowledge Center	12.06.2010
MOU (University of Missouri)	30.01.2014
Inauguration of COE -Retail	12.10.2018
Inauguration of COE -Media, Art & Culture	14.11.2018

Awards and Recognitions

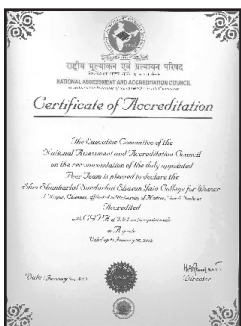|	
1. ISO Certificate	05.09.2012
2. NAAC Accreditation -A Grade	05.01.2013
3. CSI Best Student Branch Award	2014, 2017 & 2018
4. NIRF Ranking	150-200 Band
5. ISO Standard Revision Certificate	05.12.2017
6. NAAC Reaccreditation	16.08.2018
7. India Today Ranking	98th Rank
8. Times of India Ranking	46th Rank

Our Vision

- To create a centre of excellence on par with world class institutions.
- To empower students through education and help them realize their potential.

Our Mission

- To prepare students for the challenges of life and career.
- To impart value-based holistic education along with co-curricular, extra-curricular and life-skill programmes.
- To facilitate job placements through campus interviews.

Our Values

- Sattva - Purity of mind and of soul.
- Karuna - Compassion for everything and courage to act
- Shanthi - Peace in dealing with life and things.
- Parishram - Diligent in thoughts and action.
- Laya - Harmony with environment

"Go Beyond"

This motto of the College stresses the need to run an extra mile to achieve one's goal. The College endeavors to create an atmosphere wherein the students are encouraged to set high goals, reach out and become achievers.
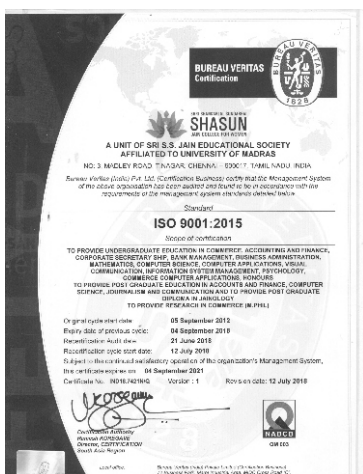
ISO MISSION

QUALITY POLICY

We at SHRI SHANKARLAL SUNDARBAI SHASUN JAIN COLLEGE FOR WOMEN strive to bring out and nurture the talents and skills of our students with quality education, motivate them to be self-disciplined and develop their competence to face the challenges of globalization and groom students to be good citizens of tomorrow.

We shall achieve this by:

- Adopting innovative teaching methods.

- Imparting and encouraging the staff to learn new techniques and keep their motivation level high.

- Retention of good and dedicated faculty.

- Providing excellent infrastructure and conducive learning environment.

- Total commitment to comply with all the legal requirements.

- Responding to the changes both in technology and applications.

- Associating with leading industries and research institutions.

- Continually improving the effectiveness of our processes and systems.

Message from Secretary

Compliments from Shasun Jain College!

When we think we know, we cease to learn.
— Dr. Sarvapalli Radhakrishnan

Echoing these words, a great Zen Master once said, "Empty your cup, so that it may be filled." We should have a never ending thirst for knowledge. Each day, be like an empty cup eager to be filled. By the end of the day, assimilate the information and be ready for a new fresh day of knowledge and learning. At Shasun, you would find the right ambience for sustained learning - state-of-the-art, well-equipped classrooms, Wi-Fi enabled campus, hi-tech labs, seminar and conference halls and a well-stacked library. Make the best use of the resources and grow with the Institution.

Academic syllabi notwithstanding, learning goes above and beyond the classroom. In order to cater to the students' psychological and emotional growth and stability, the College offers numerous value-added courses, certificate courses, entrepreneurial niche, clubs & forums for social cognizance, and sports activities. Students should zealously take up courses and activities based on their interests. The Institution proudly appreciates and awards achievements of students in curricular, co-curricular and extra-curricular activities. Explore, Experiment, Endeavour! Go Beyond. Make Us Proud!

Sri.S.Abhaya Srisrimal Jain
Secretary

Message from Associate Secretary

Warm Greetings!

It is a matter of pride to pen down the message for our calendar for the academic year 2019-20.

'Education is the most powerful weapon which you can use to change the world' says Nelson Mandela. Excellence in Academics along with Co-curricular and extra co-curricular activities completes the process of education and it gives me great satisfaction that our college is making headway in all its endeavors towards the overall development and personality of the students.

I am very proud to state that the college is striving towards greater heights with its teamwork and concerted efforts. The Management, Parents, Students and the Teaching Fraternity of our College are a team and complement each other's efforts. The Institution understands clearly that education is not just a process of giving knowledge for a high profiled job but a lifelong process which creates an understanding of moral and ethical values to guide and make our students morally upright citizens of the country.

As I look ahead, I can visualize that the college will grow in pursuit of excellence in its entire vista. I have every hope that our College will continue to serve a significant role in higher education for women and in the service of the country. I am also sure that it will continue to maintain its excellence and character with great distinction.

My hearty welcome to the parents and students to be part of Shasun family to share common ideals and aspirations as we build through a challenging and enriching educational experience for our students.

My best wishes!

Sri. R. Ashok Kumar Mehta
Associate Secretary

Message from Principal

A Warm Welcome to all the budding Shasuneons!

"If mind is intensely eager, everything can be accomplished — mountains can be crumbled into atoms. "

— Swami Vivekananda

Our college postulates this idea in encouraging and moulding the students to achieve greater heights. Education plays a pivotal role in women of India and our college being one of the leading colleges in the city follows this motto. Our institution is known for its enviable achievements not only in higher education but also in sports. We take every care in developing a complete personality leading towards an excellent career by paying personal attention to every individual student. As Rabindranath Tagore told 'The highest education is that which does not merely give us information but makes our life in harmony with all existence', the college emboldens this idea and believes in giving the holistic education to the students and mould them into proficient students.

Our College has highly motivated and qualified faculty members who constantly seek to upgrade their teaching methods in order to enlarge the mental horizons of their students.Shasun College motivates the inner strength in the students and faculties which each individual possesses and gives them the liberty to outshine. I am gratified in saying that our Shasun Jain College, established the Centre of Excellence for Retail, Media, Entertainment & Communication and Art & Culture. Shasun Centre of Excellence is declared as Industry Outreach Partner of the respective Sector Skill Council. Our college produces many entrepreneurs and allows the students to go to foreign countries to take up their international internship projects. I assure that the college will create opportunities to Shasuneons to meet people at the international standards. Students will gain valuable life skills through hundreds of active campus organizations and countless volunteer opportunities through various college clubs. Shasun college undoubtedly imparts holistic and artistic education for the students to meet the high standards in their future.

Best wishes for the Journey in Shasun.

Dr. S.Padmavathi
Principal

ACADEMIC PROGRAMMES
CHOICE BASED CREDIT SYSTEM (CBCS)
Courses Offered

School of Commerce

Shift I

B.Com - Honours
B.Com - General
B.Com - Accounting & Finance
B.Com - Corporate Secretaryship
PG & Research Department of Commerce
M.Com - Accounting & Finance
M. Phil - Commerce

Shift II

B.Com - General
B.Com - Accounting & Finance
B.Com - Bank Management
B.Com - Computer Applications
B.Com - Corporate Secretaryship
B.Com - Information System and Management

School of Management – Shift - I

Bachelor of Business Administration

School of Media Communication

Shift - I

B.Sc.Visual Communication

M.A.Journalism & Communication

School of Science

Shift - I

B.Sc - Computer Science
B.Sc - Mathematics
B.Sc - Psychology
BCA - Bachelor of Computer Applications

Shift - II

BCA - Bachelor of Computer Applications

B.Sc - Home Science Interior Design & Décor

PG & Research Department of Computer Science
M.Sc - Computer Science
M.Phil - Computer Science

School of Arts & Humanities Shift II

B.A. English Literature

School of Religious Studies – Shift - II

PG Diploma in Jainology

Duration :

(a) Each academic year is divided into two semesters.

(b) The odd semesters consist of the period from June to November of each year and the even semesters from December to April of each year. There will be not less than 90 working days for each semester.

Extracts from the University Regulations

COURSE OF STUDY :

The main subject of Study for Bachelor Degree shall consist of the following.

PART -I : Tamil or Other Languages (Sanskrit, Hindi and French)

PART-II : English

PART -III : Core subjects, Allied subjects and Project/Elective

PART-IV

1. (a) Those who have not studied Tamil up to XII Standard and taken a non-Tamil language under Part-I shall take Tamil comprising of two courses (level will be at 6th standard).

   (b) Those who have studied Tamil up to XII Standard and taken a non-Tamil language under Part-I shall take Advanced Tamil comprising of two courses.

   (c) Others who do not come under (a) or (b) can choose non-major elective comprising of two courses. .

2. Skill based subjects (Elective) (Soft Skills)

3. Environmental Studies

4. Value Education

PART-V : Extension Activities

A candidate shall be awarded a maximum of 1 credit for Extension Service.

All the students have to enroll for NSS / NCC / NSO (Sports & Games) / Rotaract / Youth Red Cross or any other service organizations in the College and have to put in compulsory minimum attendance of 40 hours which shall be duly certified by the Principal of the College before 31st March in a year. If a student lacks 40 HOURS ATTENDANCE in the First Year, she has to compensate the same during the subsequent years. Students who complete minimum attendance of 40 hours in one year will get HALF CREDIT and those who complete the attendance of 80 or more hours in two years will get ONE CREDIT.

Literacy and population education, Field Work shall be compulsory components in the above extension service activities..

REQUIREMENTS FOR PROCEEDING TO SUBSEQUENT SEMESTERS:

(i) Candidates should register their names for the First Semester Examination after the admission in the UG Courses.

(ii) Candidates should be permitted to proceed from the First Semester up to Final Semester irrespective of their failure in any of the Semester Examinations subject to the condition that the candidates should register for all the arrear subjects of earlier semesters along with current (subsequent) Semester subjects.

(iii) Candidates shall be eligible to go to subsequent semester, only if they earn sufficient attendance as prescribed by the Syndicate from time to time. In case of a candidate earning less than 50% of attendance in anyone of the semesters due to any extraordinary circumstance such as medical grounds, such candidates who shall produce Medical Certificate issued by the Authorized Medical Attendant (AMA), duly certified by the Principal of the College, shall be permitted to proceed to the next semester and to complete the course of study. Such candidates shall have to repeat the missed Semester by rejoining after completion of Final Semester of the course, after paying the fee for the break of study as prescribed by the University from time to time.

PASSING MINIMUM: For UG (Except B.Com. Hons)

The passing minimum marks for internal is 40%.

For External Examination, Passing Minimum shall be 40% (Forty Percentage) of the maximum marks prescribed for the paper for each Paper/Practical/Project and Viva-voce.

In the aggregate (External + Internal) the passing minimum shall be of 40%.

For PG and B.Com Hons

The passing minimum marks for internal is 50%.

For External Examination, Passing Minimum shall be of 50 % (Fifty Percentage) of the maximum marks prescribed for the paper for each Paper/Practical/Project and Viva-voce.

In the aggregate (External + Internal) the passing minimum shall be of 50%.

She shall be declared to have passed the whole examination, if she passes in all the papers and practical's wherever prescribed / as per the scheme of examinations by earning 140 CREDITS in Parts-I, II, III, IV&V. She shall also fulfill the extension activities prescribed earning a minimum of 1 Credit to qualify for the Degree.

CLASSIFICATION OF SUCCESSFUL CANDIDATES:

PART – I : TAMIL/OTHER LANGUAGES:

TAMIL/OTHER LANGUAGES OTHER THAN ENGLISH:

Successful candidates passing the examinations for the Language and securing the marks (i) 60 percent and above and (ii) 50 percent and above but below 60 percent in the aggregate shall be declared to have passed the examination in the FIRST and SECOND Class respectively. All other successful candidates shall be declared to have passed the examination in the THIRD Class.

PART – II : ENGLISH:

Successful candidates passing the examinations for English and securing the marks (i) 60 percent and above and (ii) 50 percent and above but below 60 percent in the aggregate shall be declared to have passed the examination in the FIRST and SECOND Class respectively. All other successful candidates shall be declared to have passed the examination in the THIRD Class.

PART -III : CORE SUBJECTS, ALLIED SUBJECTS AND PROJECT/ELECTIVES :

Successful candidates passing the examinations for Part-III Courses together and securing the marks (i) 60 percent and above (ii) 50 percent and above but below 60 percent in the aggregate of the marks prescribed for the Part-III Courses together shall be declared to have passed the examination in the **FIRST** and **SECOND** Class respectively. All other successful candidates shall be declared to have passed the examinations in the **THIRD** Class.

PART-IV (consisting of sub items 1(a), (b) & (c), 2, 3 and 4) as furnished in the Regulations 4 Part-IV supra.

PART -V : EXTENSION ACTIVITIES:

Successful Candidates earning a minimum of Half Credit or a maximum of One Credit SHALL NOT BE taken into consideration for Classification/Ranking/Distinction.

RANKING

Candidates who pass all the examinations prescribed for the Course in the FIRST APPEARANCE ITSELF ALONE are eligible for Ranking/Distinction; provided in the case of Candidates who pass all the examinations prescribed for the Course with a break in the First Appearance due to the reasons as furnished in the Regulations 7. (iii) Are only eligible for Classification.

SOFT SKILLS UNDER CBCS

1. General Objectives: Courses on Soft skills are intended to improve the communication skills and personality development of the students. All UG students shall undergo courses on Soft Skills such as (1) Language and Communication in English (2) Spoken and Presentation Skills (3) Personality Enrichment (4) Computing Skills and (5) Foreign Language Skills, in addition to subject core and elective courses.

2. Eligibility for the Award of the Degree: A candidate shall be eligible for the award of the degree only if he/she has undergone the prescribed courses on Soft Skills for three years UG degree Programme, a candidate must undergo a minimum of 4courses (4x3 = 12 credits).

3. Examinations: Examinations for the courses on soft skills will be held along with the semester examinations of the core and elective courses.

4. Courses on Soft Skills may be offered at the College/Institutional level in a fixed time slot for all students. Students of all departments are be allowed to choose any of the approved Soft Skill courses. All the courses will be offered in all semesters. If

the demand for a course is less than 20 (students) in a college / institution, the course need not be offered.

A candidate shall not choose a course on Soft Skills closely related to her UG degree programme. The Chairperson / Board of Studies will identify courses on Soft Skills related to the major field of study (Example: A Computer Science student will not be permitted to choose Soft Skill courses on computer).

Student Faculty Ratio

A lower student-to-Faculty(25:1) ratio helps students to cultivate closer relationships with their lecturers, have quicker access and get involved in more interactive discussions.

Grievance Cell

The Students' Grievance Cell of the college is to maintain a congenial educational environment for the students. It encourages the Students to express their grievances candidly, without fear of being victimized. It advises all to refrain from inciting Students against other Students, teachers and College administration. The students could post complaints regarding any issues. Suggestions for any improvements are also encouraged. It is a measure to develop responsive and accountable attitude among college officials to ensure that, there is no leniency in terms of partiality with the students.

Parent Teacher Association

The purpose of the PTA is to provide a structure through which the parents/guardians of children attending Shasun College can work together for the best possible education and welfare of their children.

Ragging Redressal Cell

The college has a Ragging Redressal Cell to prevent the ragging activities among the students.

Staff In charge: Dr.P.Malaialagu, Director of Physical Education

Students are asked to take special note of the following

- When a student meets a member of the teaching staff of the college within the campus or outside, it is a matter of politeness that she should greet her.
- No student can leave the class room during a lecture without the permission of the teacher.

  Loitering through the corridors, hooting in the class rooms and other undesirable activities which disturb the calm atmosphere of the college are strictly forbidden.
- Students are forbidden to attend or organize any meeting in the college or to collect money for any purpose without the permission of the Principal. They should not circulate among the students any notice of petition or paste it anywhere in the college premises without any written sanction of the Principal. Students resorting to strikes will not be entertained by the college management.
- Students are not allowed to make a complaint in a body or to address any authority in individual petition / collective petition. Such action is subversive of good order.

- Habitual negligence in college work, dishonesty, obscenity in words or any other acts of misconduct will involve severe disciplinary action.
- Students are forbidden from making any mark on the furniture or on the walls of the college. If any student damages or destroys any college property she will have to pay the cost of repair.
- Smoking is strictly forbidden in the college premises.
- The use of alcohol and drugs is strictly prohibited. Any student found using or having used drinks, drugs or any other intoxicants will be summarily dismissed from the college.
- Ragging in any form is serious offence and those indulging in it will be dismissed.
- Possession of camera cell phone is strictly prohibited in the campus.
- Violence in any form is an offence and those indulging in it also will be dismissed.

Note to Parents

Parents and guardians are reminded that they should follow the students' progress in studies and her general conduct in and outside the college. The college expects them to cooperate with the college authorities in the education of their wards. Their co-operation is solicited especially to ensure a regular attendance. They are asked to take special note of the warning issued in the previous paragraph.

Notice

Bribe giving and receiving is an offence. Complaints about demand for bribe may be made in   person or over phone to the following address.

The Director of Vigilance and anti-corruption,
NCB21-28, P.S. Kumaraswamy Raja Salai,
Raja Annamalipuram, Chennai-600028
Phone: 044-24615929, 24615949,

Shasun Student Support Services

CollPoll

CollPoll enables digital transformation at Shasun with its open, collaborative platform for all stakeholders. Log on to shasun.collpoll.com to access through the browser. You can also download the app on Play Store/App Store by searching for CollPoll.

ERP Service Link

http://183.82.33.46/shasunonline/students/loginManager/youLogin.jsp

Library

The Library is open to students and staff from 7.30 a.m. to 6.30 p.m. on all working days. The staff and students utilize INFLIBNET and ProQuest for reference and for research.

Internet

The College campus is fully Wi-Fi enabled.

Facilities for Differently-Abled

The College provides Ramp, Wheelchair, Elevator and Wash Room specifically designed to cater to differently-abled students.

AIESEC Global Internship

The Memorandum of Understanding was signed between the College and AIESEC Chennai. The college management agreed to send students on exchange through the AIESEC Organisation in Chennai to various countries such as Nepal, Vietnam, Malaysia, etc. for exchange programmes to have good experience, independency and learn how to handle any situation in their life.

Student Safety Insurance

A total of 2610 students are provided with student safety insurance by the College.

Student Scholarship

The College offers Jain, Merit, Sports, Economically backward, Children of Faculty, PG Student and Compassionate Grounds Scholarships to the students for their needs.

Innovation Hub

Innovation Hub aims to create out-of-the-box solutions and provides opportunities for students to foster their ideas in college with respective to their fields of interest. The College provides subject matter expertise on technological trends in the field of AI, IoT, Robotics and Data Analysis.

Design Thinking

Design Thinking is a futuristic learning approach that focuses on humanistic principles and innovative thinking methodology. Students engage in hands-on experimentation that focus on developing empathy, encouraging ideation, developing metacognitive awareness and fostering active problem solving, thereby creating healthy minds, for the world tomorrow.

SHASUN MEDICAL ASSISTANCE CENTRE - APOLLO SHINE

Apollo SHINE is a student Health initiative for Neighborhood Engagement being organized by Apollo Hospitals. By virtue of

this initiative, SHASUN students will now have an easy access to a host of world class health care services and amenities. **(a)** It provides exclusive access for our students to a staffed and equipped First Aid room. **(b)** It ensures through regular health talks and exposure to health literature and also ensures that regular screening is done. Additionally, Shasun students will receive priority access at all Apollo Hospitals across Tamil Nadu and will receive discounts at all Apollo branded organizations like Apollo Pharmacy, Apollo White dental, etc.

SHAAN -ALUMNI

This provides a platform for students to meet and interact with alumni of various batches and develop opportunities for one and another in various walks of life.

SHASUN FORUMS

SHE

SHasun Empowerment Cell for Women aims at empowering and nurture our students into holistic individuals in line with the great Tamil poet Bharathiar's 'Pudhumai Pen'. SHE cell focuses on educating women on various dimensions of empowering themselves like legal rights, gender equality and equity, health and hygiene etc. Through this we encourage them in fully participating in any chosen social, economic, political or cultural sectors on an equal footing.

ENACTUS

ENACTUS is an international nonprofit organization dedicated to inspiring students to improve the world through Entrepreneurial Action. Enactus provide a platform for teams of students to create community development projects that put people's own ingenuity and talents at the center of improving their livelihoods. Guided by educators the students take the kind of entrepreneurial approach that empowers people to be a part of their own success. Enactus, transforms both the lives of the people we serve, and in turn, the lives of students as they develop into more effective, value-driven leaders.

The team has presented projects namely FEMMIGLOW and SWeATCH with tribes (gypsy) as community members and also won MAHINDERA GRANT 2017.

SWEEP

Shasun **W**omen **E**mpowerment through **E**xcellent **P**erformance, a competitive wing of Shasun aims at making leaders. Many prominent academicians of the city are outsourcing this cause to reach its zenith. It has started the TNPSC coaching also.

SHABASH

The aim of this forum is creating women entrepreneurs, kindle the entrepreneurial spirit among students, creating student entrepreneurs by offering entrepreneurial education and facilitate students by providing various self-employment opportunities. It has membership at National Entrepreneurship Network. It organizes Shasun Bazaar and Weekly Bunkers where hundreds of students get a chance to display their entrepreneurial skills.

SHASUN SUMVRDDHI

SHASUN ALLIANCE WITH INDUSTRY (SAI)

A forward looking liaison cell named as Shasun Alliance with Industry (SAI) strengthens the relationship between the institution and industry through an array of activities.

SHASUN KNOWLEDGE ADVOCACY LEAD PROGRAM - (SANKALP)

SHASUN KNOWLEDGE ADVOCACY LEAD PROGRAM (SANKALP) provides Bridge Course, Certificate Courses, Value Added Courses and Skilled based courses for all students. Under the cell, knowledge enrichment programs are offered to cater the diverse educational needs of students by organizing discussion forums and workshops. It also helps to promote experimental and experiential learning through online courses. Two compulsory certificate courses were offered along with 10 value added courses.

I. Bridge Course

The purpose of the bridge course is to bridge the gap between school life and college life for the students. It is a 5 day program organized by the college for the benefit of first year students. During this program, more than 42 faculty members from various disciplines like Computer science, Mathematics, English and Psychology will teach the fundamentals of the subject. Head of the Departments will have orientation sessions about the College rules, regulations and Examination pattern.

II. Highlighted Certificate Courses

Following domain based certificate courses are proposed to be offered for all second year and third year students to enhance their subject knowledge:

1. Food & Nutrition 2. Quantitative Aptitude 3. E Banking 4. Tally 5. Income Tax 6. Business Statistics 7. Python 8. Portfolio Management 9. Android App 10. 2D Animation – Go Animate 11. Sound Recording and Editing 12. PHP 13. Personality Enrichment 14. Research Skills with SPSS (PG and M. Phil-Commerce students) 15. Life Skills (For All Third year students)

III. Value Added Courses

Following courses are proposed to be offered in association with various certifying bodies after entering into Memorandum of Understanding.

SI No	Name of the Course	Associating Partner
1	Certified Management Accountant - USA	Grey Matter Academics
2	CMA (Foundation) – India	Scope Academy
3	Web Technology	Globat Theoritical
4	Advanced Excel for Research	Services
5	LIFE (Living with Integrity, Freedom and Empathy)	Lyminality
6	Foreign Languages - German, French, Japanese and Spanish	Inlingua
7	Data Analytics using R Programming	CNK & Associates LLP
8	Financial Research analyst	
9	Advanced Excel with DAX	
10	Data Science	LIVEWIRE

IV. Online Courses:

1. NPTEL Courses(MHRD)
2. Swayam (MHRD Initiative)
3. Arta Vidya(NSDC Certified)

SHASUN KNOWLEDGE CENTRE - (SKC)

Shasun Knowledge Centre promotes the research interests and academic performance of the teachers. A Half – Yearly Journal Knowledge Economy with registration under RNI and ISSN has been brought out regularly since March 2011. The Centre organizes Orientation Programme,Faculty Development Programme, Seminars and Conferences.

SHASUN SHAKTHI CELL - AIMING AT HOLISTIC DEVELOPMENT OF SHASUNEONS

Students are given a platform through Shasun Shakthi Cell to showcase their talents in cultural fests and competitions. The following courses are offered under SSC free-of-cost: Classical dance, Folk dance, Classical music, Folk music, Veena, Keyboard, Violin, Guitar, Arts & Crafts, Drawing & Painting, Beautician Course, Theatre Arts, Cookery, Mimicry, and Fashion technology.

ARCHERY TRAINING – SHASUN SHUVRDHHI

It is a patriotic initiative taken by our college to win Gold Medal in Olympics in 2020 for our Country. The Archery team of our college participated in International Archery World Championship held in Thailand and France.

SPORTS:

Sports activities and games are available along with the regular college activities. There are opportunities for participating in competitive sports at the intercollegiate, State level and National level.

I. Indoor Games

1. Chess 2. Table Tennis 3. Carom 4. Badminton

II. Mental Health & Physical Fitness:

1. Yoga   2. Aerobic

III. Outdoor Games

1. Archery   2. Sailing and Rowing   3. Volleyball   4. Throw ball   5. Cricket   6. Kho-Kho   7. Kabaddi   8. Basketball   9. Hockey   10. Foot ball   11. Tennis   12.Footvalley   13. Ball Badminton   14.Athletics

CLUBS AND ASSOCIATION:

Advertisement Club	Red Ribbon Club
Environment Club	Youth Red Cross
Heritage Club	Yuva Shakthi Club
Humor Club	Sail
National Service Scheme	LEO
Rotaract Club	Enactus
She Cell	

PROFESSIONAL BODIES

CII, HCC & ACC, CSI , ICTACT , MMA

CENTRES OF EXCELLENCE

Shasun has embarked on establishing Centres for Excellence in an effort to bring under the same roof connoisseurs from various fields. The first center to be inaugurated was the **Centre of Excellence in Retail** in association with Retailers Association's Skill Council of India (RASCI), a skill partner of National Skill Development Council (NSDC). First of its kind in Chennai, Shasun aims to provide the necessary training and certification up to the level of graduate degree and PhD degree even while the unskilled labour are still employed. The Centre has initiated mini projects on T.Nagar Bus Terminus Development Programme and T.Nagar Vegetable Market.

The **Centre of Excellence for Art & Culture**, in partnership with Media & Entertainment Skills Council, NSDC, Government of India, was launched to inculcate the cultural values and tradition in the young generation. In this regard, special Lecture Series and educative workshops are being organized with eminent personalities from all over India & abroad as resource persons.

The **Centre of Excellence for Media, Entertainment and Communication** focuses on areas such as supply of fresh workforce, training to existing manpower, research projects and publications, graphic designing and photography, short films and audio video, virtual reality & augmented reality, computational photography, and mobile application.

CHIEF EXCELLENCE OFFICER

Dr. C P Rosy Fernando, M.Com., M.Phil, Ph.D,

DIRECTORS

Dr. Rajshree Vasudevan, M.A., M.Phil., Ph.D.
Centre of Excellence, Arts & Culture

Dr. C K Deepa, M.Com., MBA., M.Phil, Ph.D, SET
Centre of Excellence-Retail

Mr. A Ebenezer, B.Sc DFT M.A.
Centre of Excellence- Media & Entertainment

ASSOCIATE DIRECTORS

Ms. S G Packiavathi, M.Sc., M.Phil.,

Mr. B Kalaikovan, M.Sc.

COORDINATOR

Ms. D Aruna,M.Com., PGDBM, NET, SET

Courses offered under COEs

COE – Retail	
Retail Store OPS Assistant	Retail Cashier
Retail Trainee Associate	Retail Sales Associate
Retail Team Leader	Retail Departmental Manager
COE – Media, Entertainment & Communication	
AD Operation Coordinator	Animator
Assistant Cameraman	Editor
Graphic Designer	Sound Engineer
Roto Artist	Voiceover Artist
Modeller	Digital Photographer
COE – Arts & Culture	
Traditional Theatre Forms	Grooming & Personal Effectiveness
Styles of Dance – Classical, Folk, Western	Wealth Out of Waste
Forms of Music – Vocal & Instrumental	Art Education & Therapy
Styles of Tailoring & Embroidery	Traditional & Contemporary Martial Art Forms
Styles of Painting & Printing	Theory & Practice of Yoga
Styles of Costume Designing	Contemporary Fitness Regime

RULES AND REGULATIONS

A student duly admitted into a course shall continue her study for the full duration of the course i.e., Three Years for UG course/ Two years in PG. If the student discontinues her studies she shall pay the fees due, for the balance period of course to obtain Transfer Certificate and the Conduct Certificate.

Collection of money by any student on behalf of the college or for any programme in the name of the college without the specific written permission of the Principal is prohibited.

Students have to contact the Principal's Office for Leave, Transfer Certificate, Conduct Certificate, Degree Certificate, Testimonials and other student enquiries through their department HOD. Application for bus pass and Railway pass can be obtained from the office. Those who would like to meet the Principal may do so during 12.45pm to 1.15pm on all working days.

All communications to the student will be put upon the Notice Board. Every student shall see the Notice Board regularly for necessary information.

Students should not bring any jewellery, valuables or heavy cash into the campus. If anything is lost the Management, Principal and Staff shall not be responsible for the same.

Using of Cell phones, high electronic gadgets or i pods in the campus is not permitted. Violation of this rule may lead to confiscation, suspension or issue of TC.

Only **Vegetarian Food** is permissible inside the college premises.

Fees: The students are expected to pay the fees for the entire academic year within the stipulated time. If the fees is not paid in the stipulated time the name of the student will be removed from the Student roll without notice.

Dress Code: Students should come to the college on time neatly and modestly dressed. Obscene dress is strictly prohibited. T Shirts, Short Kurta, three fourth pants are not allowed.

Students are expected to maintain decency and decorum in their dress and behavior.

A Student riding a two wheeler must wear the helmet compulsorily. The two wheeler can be parked in the stipulated area inside the campus.

Prior permission in writing should be obtained from the Principal: (a) to participate in TV /radio programme; (b) to give interview in the media; (c) to appear in talk shows, reality shows or interview in the Media; (d) respond to any queries for the press or electronic media regarding any aspect of the college.

No student will be permitted to leave the campus during the class hours.

Students are not permitted to have visitors in the college. Students are expected to keep the college premises clean.

Attendance and Leave Rules

Every student must attend the entire lecture, practical classes, test and examinations without fail.

• Absenteeism will be intimated through SMS to parents on all working days

- Late comers shall not enter the class room without the permission of the teacher

- A teacher shall however mark a student coming late present after dealing with her if she thinks that the student had a reasonable reason.

- No student will be allowed to leave the class during class hours without the permission of the Head of the department

- At the end of each month, a list will be put up on the individual class notice board, showing the number of days of attendance lost by each student together with number of late to college till then.

- A minimum of 75% attendance is essential for becoming eligible to appear for University's End Semester Examination, as per norms.

- No retest will be conducted under any circumstances

- Attendance for sports activity is compulsory

- The leave letter duly signed by the parent/ guardian has to be submitted before the student proceeds on leave.

If the leave is not availed in advance, then the leave letter has to be submitted on the day she attends class.

- Absence for more than three days has to be explained with documentary evidence by the student. Medical leave has to be supported by a medical certificate and fitness certificate from a registered Medical Practitioner.

- Parents are requested to go through the periodical reports sent to them and interact at least once in a semester in person with the Class Teacher / HOD/ Principal to know their ward's performance and behavior.

Change of Address : A student who shifts residence has to report the new address to the HOD/Principal within three days to effect the change in the college records.

Identity card : Each student is issued an identity card with her photo affixed on it duly attested by the Principal. This has to be produced on demand. The student has to wear the ID card always while in Campus. ID is necessary to become a member in the library and to enter into the examination hall. Loss of ID card should be immediately reported at the Principal's office and procure a new one on payment of Rs. 100/-

The identity card shall be surrendered in the college at the time of issue of transfer certificate or on the completion of the course whichever earlier.

Health Check Up: Every student in the I year shall undergo a medical inspection during the first term of the academic year. A physical examination report on every student will be filed in the college office. Report of the student's ill health, if any, detected by the Medical Officer, will be sent to the parent / guardian for immediate attention.

Tests and examinations

- No student should absent herself from tests and examinations without obtaining prior permission from the Principal.
- All assignments and practical record books should be submitted on time.
- There will be class tests, revision tests, long tests and Examinations.
- Any student indulging in unfair practices or caught copying will be dealt with seriously.
- Results of continuous assessment will be posted on-line and updated regularly.
- Any student who is persistently insubordinate, who is repeatedly or willfully mischievous, who is guilty of fraud or malpractice in connection with examinations shall be removed from the nominal roll. The removal shall be temporary or permanent according to the gravity of the offence.

The decision of the Principal is final in respect of any violation of the Rules and Regulations.

STUDENT COUNCIL

"Work for a cause, Not for applause"

"Live Life to Express, Not to Impress"

Encompassing this in mind Student Council team along with its Department Secretaries work and co-ordinate all the College events. The institution encourages them thereby creating responsible leaders to the society.

Student Council Members 2019-2020

POST	NAME	CLASS	SHIFT
Chairperson	Mamtha.S	B.Com. (Gen)	I
Vice Chairperson	Pooja Tiwari. S	B.Com. (BM)	II
Cultural Secretary	Dhanashree.M	BBA	I
Cultural Secretary	Madhuvanthy.G	B.Com. (BM)	II
Event Organizer	Ridhi Jain.M	B. Sc. (Viscom)	I
Event Organizer	Vaishali Dahre	B.Com. (A/F)	II
Sports Secretary	Soundariya.N	B.Com. (Hons)	I
Sports Secretary	Keerthana. G	B.Com. (Gen)	II
Discipline Incharge	Meenakumari.J	B.Sc. (Maths)	I
Discipline Incharge	Kaviya.L	B.Com. (CA)	II
Placement Secretary	Nivedeinee.S	BCA	I
Placement Secretary	Ayswarya.R	B.Com. (CS)	II
Health Secretary	Khatheeja .A	B.Sc. (Psy)	I
Health Secretary	Abirami.V.S	B.Com. (Gen)	II

Department Secretaries 2019– 2020

Sl.No	Department	Student Name
1.	B. Com (GEN)	Nandhini.R (Shift I) Bhargavi.C (Shift II)
2.	B. Com (AF)	Thanushri.V (Shift I) Sandhya Somu (Shift II)
3.	B. Com (CS)	Moushme.K.V (Shift I) Palani Tejashri (Shift II)
4.	B. Com. (Honours)	Gayathri.D (Shift I)
5.	B. Sc. (Maths)	Nivedhitha.R (Shift I)
6.	B.Sc. (Viscom)	Bhawna.S (Shift I)
7.	B. Sc. (Computer Science)	Nithyashree.S (Shift I)
8.	B. Sc. (Psychology)	Varsha.M (Shift I)
9.	BBA	Sushmitha.J (Shift I)
10.	BCA	Priyadharshini.S (Shift I) Narmatha.V (Shift II)
11.	M.Com. (AF)	Srimathi.N.S (Shift I)
12.	B.Com. (CA)	Harini.R (Shift II)
13.	B.Com. (BM)	Aarthi.C.S (Shift II)
14.	B.Com. (ISM)	Anupriya.H (Shift II)
15.	B.Sc. (HS&ID)	Sibitha Madhavan(Shift II)
16.	BA(English)	Sri Varamangai(Shift II)
17.	M.Sc. (Computer Science)	Devisha.R.J (Shift II)

Staff Co-ordinators 2019 -20

Activity	Name of the Co-ordinators	
	Shift - I	Shift - II
Examinations	Dr. D Sumathy, Ms. N M Kavitha	
Staff Secretary	Dr. S Sridevi	Ms. M Mahalakshmi
Student Progression		
Students Council	Ms.T.Karpagam	Ms.T.Vanitha Devi
Bridge Course	Ms.C.R.Rhupa	Ms. V. Chandra
Parent Teacher Association	Ms. R. Padma Priya	Ms.S.Anusha
IGNOU	Ms. P Deepa , Ms K Abirami	
Counselling	Shasun Sukadha	
Canteen	Ms.V.Sasikala, Ms.E.Rajathi	

PRINCIPAL
Dr. Sambamurthy Padmavathi, M.Com, M.Phil, M.Ed, Ph.D., SLET

VICE PRINCIPAL
Dr. S. Rukmani, M.Com., M.Phil., ICWA (Inter), Ph.D., SLET

DIRECTORS

Dr. Harshalata Shah, M.A., M.Phil., Ph.D.
External Marketing

Dr. S. Rukmani, M.Com., M.Phil., ICWA (Inter), Ph.D., SLET
Internal Quality Assurance Cell

Dr. S T Deepa, MCA,M.Phil.,Ph.D.,NET,SET
External Affairs

Dr. B. Anuradha, M.Com., M.Phil., B.Ed., Ph.D.
Shasun Alliance with Industry

Dr. A. Umahani, M.Com., M.Phil., Ph.D.
Shasun Knowledge Centre

Ms. S. Vimaladevi, M.Com., M.Phil.,MBA,NET,SET
SANKALP

ASSOCIATE DIRECTORS
Dr. B. Selvakumari, M.Com, MPhil, Ph.D, MBA
Shasun Knowledge Centre

Ms. K. Suma, M.Sc, M.Phil, SET
Internal Quality Assurance Cell

COORDINATORS
Dr. K.S. Aramvalarthanayaki, M.Com., M.Phil., Ph.D., NET
Sports

Ms. M. Akila, M.Sc., M.Phil., SET
Ms. M. Rani, M.A., NET
Shasun Shakthi Cell

Ms. R. Aarthi Alamelu, MBA
ISO

Ms. T. Karpagam, M.A., M.Phil., NET
Dr. T. Vanitha Devi, M.A., M.Phil., Ph.D.,NET, SET
Student Council

Ms. Kavitha Krishnaraj, M.A
Clubs & Forums

28

SCHOOL OF LANGUAGES
SHIFT 1: **Ms. N. Uma Maheswari,** M.A, M.Phil.,B.Ed.,NET
SHIFT 2: **Dr. Kuljeet Kaur,** M.A, M.Phil., Ph.D

SCHOOL OF COMMERCE
SHIFT 1: **Dr. V. Chitra,** M.Com., M.Phil.,Ph.D., MBA, B.Ed.,NET
SHIFT 2: **Ms. M. Banurekha,** M.Com., M.Phil., SET

SCHOOL OF SCIENCE
SHIFT 1: **Ms. N. Geetha,** M.Sc., M.Phil
SHIFT 2: **Dr. X. Jose Suganya,** M.Sc., M.Phil., Ph.D

Teaching Staff
SHIFT I

Department of Tamil

1.	Ms. N. Uma Maheswari	HOD	M.A. M.Phil., B.Ed., NET
2.	Ms. R. Nagarani		M.A. M.Phil., SLET
3.	Ms. R. Geetha		M.A. M.Phil., NET
4.	Dr. C. Umarani		M.A. M.Phil., SLET, Ph.D
5.	Ms. T. Vasuki		M.A. M.Phil., NET
6.	Ms. M. Parameswari		M.A. M.Phil., NET

Department of Hindi

7.	Dr. Harshalata V.Shah	HOD	M.A., M.Phil, Ph.D

Department of Sanskrit

8.	Ms. R. Padma Priya		M.A, M.Phil.

Department of French

9.	Ms.Jayalakshmi		M.A, M.Phil.

Department of English

10.	Dr. S.Santhosh Smitha	HOD	M.A. B.Ed,Ph.D.
11.	Ms. T. Karpagam		M.A. M.Phil., NET
12.	Ms. K. Gayathri		M.A, M.Phil.
13.	Dr. V. Deepa		M.A, M.Phil, Ph.D., PGELT
13.	Ms.S.Shandhini		M.A, M.Phil., SET
15.	Ms.Rohini Unnikrishnan		M.A., M.Phil.
16.	Ms.V.Gayathri		M.A., SET
17.	Ms.M.Mohanapriya		M.A., M.Phil., SET

P.G & Research Department of Commerce

18.	Dr. Sambamurthy Padmavathi, Principal	HOD	M.Com, M.Phil, M.Ed, Ph.D, SLST
19.	Dr. S. Rukmani		M.Com., M.Phil., ICWA (Inter), Ph.D., SLET
20.	Dr. C K. Deepa		M.Com., MBA., M.Phil, Ph.D, SET
21.	Ms. K. Vijayalakshmi		M.C.S, M.Phil., SET
23.	Dr. D. Sumathi		M.Com, M.Phil, Ph.D, SET
22.	Dr. G.K. Lavanya		M.Com.,MBA, M.Phil., Ph.D.
24.	Ms. C. Vasanthi		M.Sc., M.Phil, SET

Department of Commerce (Hon)

25. Dr. V.Chitra	HOD	M.Com.,B.Ed.,MBA, M.Phil., Ph.D.,NET
26. Ms. P. Akilandeswari		M.Com., M.Phil., NET
27. Ms. R. Idhenya		M.Com., M.Phil., SET
28. Ms.D. Prathiba		M.Com., NET
29. Dr. V. Mary Diana		MA., M.Phil, Ph.D., SET

Department of Commerce (Gen)

30. Dr. B. Anuradha	HOD	M.Com., M.Phil., B.Ed., Ph.D.
31. Dr. B. Kavitha		M.Com, M.Phil., Ph.D., M.H.R.M., MBA., Ph.D., PGDE&S., SET
32. Dr. B. Selvakumari		M.Com., M.Phil., Ph.D.,MBA
33. Ms. D. Aruna		M.Com., PGDBM, NET, SET
34. Dr. R. Lakshmi		M.Com., M.Phil., Ph.D.
35. Dr .S. Shenphgavalli		M.Com., B.Ed., M.Phil, Ph.D, MBA, SET
36. Ms. S. Sakthi		M.Com., MFM, NET
37. Ms. C R. Rhupa		M.Com., M.Phil,NET, SET
38. Ms. S.Sukirthana		M.Com., SET, NET
39. Dr. S. Valli		M.A., M.Phil., Ph.D, NET

Department of Accounting & Finance

40. Dr. S.Aarthi	HOD	M.Com., M.Phil., Ph.D., SET
41. Ms. E. Kokila		M.Com., M.Phil., SET
42. Ms. A. Jeyalakshmi		M.Com., M.Phil., PGDCA, NET
43. Ms. Shobana Padmanabhan		M.Com.,M.Phil., ICWA (Inter), SET
44. Ms. G. Anitha		M.Com., M.Phil., SET, CWA
45. Ms.M. Selina Muthu Rani		M.Com., M.Phil., SET
46. Ms. K.Chitra		M.Com., M.Phil., SET, NET
47. Dr.K. Angayarkanni		MA., M.Phil Ph.D.

Department of Corporate Secretaryship

48. Dr. A. Umahani	HOD	M.Com., M.Phil., Ph.D.
49. Dr. K. Thamilarasi		M.Com.,MCS, M.Phil., Ph.D, SET
50. Dr. G. Srividhya		M.Com., M.Phil., Ph.D.
51. Ms.B. Geetha Ramani		M.Com., M.Phil., NET
52. Ms. A. J. Premalatha		M.Sc., M.Phil

Department of Business Administration

53. Ms.M. Malarkodi	HOD	MBA.,M.Phil.,NET
54. Dr. J. Latha		MBA,Ph.D, SLET
55. Ms. G. Vaishnavi		MBA, NET, SET
56. Ms. P. Vidhya		MBA, NET
57. Dr.M. Kousalyaparaskathi		M.Sc., M.Phil., Ph.D

M.A.Journalism & Commmunication

58. Ms. K. Suguna		M.A., M.Phil., SET
59. Ms. M. Shanbagam		M.A., M.Phil., NET

Department of Computer Science

60.	Dr. B. Gomathi	HOD	MCA, M.Phil., Ph.D
61.	Dr. S.T. Deepa		MCA, M.Phil., Ph.D, NET, SET
62.	Ms. T. Yegammai		M.Sc., M.Phil.
63.	Dr. S. Sridevi		MCA., M.Phil.,Ph.D.
64.	Ms. N. Latha Natarajan		MCA, M.Phil.
65.	Ms. N. Rehna		MCA, M.Phil., SET
66.	Ms. V. Venkateswari		MCA, SET
67.	Ms. N. M. Kavitha		MCA, M.Phil, SET
68.	Dr. S. Prasanna		MCA, M.Phil., Ph.D.
69.	Ms. V. Sasikala		M.Sc., M.Phil.

Department of Computer Applications

70.	Dr. M. Anita Indu	HOD	M.Sc., M.Phil., Ph.D, SET
71.	Ms. S. G. Packiavathy		M.Sc., M.Phil.
72.	Ms.Vidhya Venkatraman		M.Sc., M.Phil.
73.	Ms.S. Sudha		M.Sc., M.Phil., SET
74.	Ms. R. Aparna		M.Sc., M.Phil., NET, SET, MCA, PGDCA
75.	Ms. C. Sathiya		M.Sc., M.Phil., SET,B.Ed.

Department of Visual Communication

76.	Dr. C. Umarani	HOD	M.A., M.Phil., SLET, Ph.D.
77.	Mr.A.Ebenezer		B.Sc., DFT, M.A.
78.	Mr.B. Kalaikovan		M.Sc.(Viscom)
79.	Ms. K. Nirmala Devi		M.A, M.Phil.
80.	Ms. Deepa Makesh		M.A. M.Phil., NET
81.	Ms Arya Haridas		M.Sc.(Electronic Media), SET
82.	Ms MS Aby		M.Sc., SET

Department of Mathamatics & Statistics

83.	Dr. S. Geetha	HOD	M.Sc., B.Ed., Ph.D
84.	Ms. N. Geetha		M.Sc., M.Phil.
85.	Dr. M. Kamalam		M.Sc., M.Phil., Ph.D
86.	Ms.M. Akila		M.Sc., M.Phil., SET
87.	Ms. A. Sabika Fathima		M.Sc., M.Phil., B.Ed., SET
88.	Ms. S. Deepa		M.Sc., M.Phil., SET
89.	Ms. H.Thahira Banu		M.Sc., M.Phil., B.Ed., SET

Department of Psychology

90.	Ms. S. Sowmya	HOD	M.Sc., NET
91.	Ms. G. Jeevitha		M.Sc., M.Phil.
92.	Ms. D. Sangeetha		M.Sc., NET
93.	Ms. S. Soundariya		M.Sc.
94.	Ms. R. Abirami		M.Sc.
95.	Ms.S R. Lakshmi Gayathri		M.Sc., NET

Department of Physical Education

96.	Dr. P Malaialagu Director of Physical Education	M.A.,M.Ped.,M.Phil.,Ph.D.

Librarian

97.	Ms.V. Padmavathy	M.A., MLIS,M.Phil.,
98.	Ms.M. Sajitha	B.Sc.., MLIS,NET

SHIFT II

Department of Tamil

1. Ms.M. Rani	HOD	M.A., NET
2. Dr. T. Vanitha Devi		M.A., M.Phil.,Ph.D., NET, SET
3. Dr. S. Ananthi		M.A., M.Phil.,Ph.D., NET, SET
4. Ms. C. Punithavathi		M.A., M.Phil., NET, SET

Department of Hindi

5. Dr. Saroj Singh   M.A, M.Phil, Ph.D.

Department of Sankrit

6. Dr.S. Anusha   M.A, M.Phil.Ph.D

Department of French

7. Ms.Kavitha Krishanaraj   M.A

Department of English

8. Dr. Kuljeet Kaur	HOD	M.A., Ph.D, NET
9. Ms. R. Kalaiarasi		M.A., M.Phil., NET, SET
10. Ms. R.Vinolatha		M.A., B.Ed.,M.Phil.
11. Ms.R. Subha Jasmine		M.A., M.Phil., SET
12. Ms. C. Rajkumari		M.A., M.Phil., NET
13. Ms.R. Subhashini		M.A., NET
14. Ms. Helen Ann Joseph		M.A., NET, SET

Department of Commerce(General)

15. Ms S Selvi	HOD	M.C.S, M.Phil, NET
16. Dr. Sundara Meena Senthil		M.Com., M.Phil., MBA, Ph.D.
17. Ms M Malathy		M.Com., M.Phil, SET,NET
18. Ms.M. Muthulakshmi		M.Com., M.Phil., NET
19. Ms. K. Nandhini		M.Com., NET
20. Ms.V. Chandra		M.Sc., M.Phil.

Department of Accounting and Finance

21. Dr. C.P. Vijayalakshmi	HOD	M.Com., M.Phil., Ph.D., NET
22. Dr K Rajalakshmi		M.Com., M.Phil., MBA, Ph.D.,NET
23. Dr.V. Anuraadha		M.Com., M.Phil., MBA, Ph.D., NET
24. Ms. M. Mahalakshmi		M.Com., M.Phil.,MBA, SET

Department of Corporate Secretaryship

25. Dr. M. Sangeetha	HOD	M.Com., M.Phil., MBA., Ph.D.
26. Ms.P.Selvi		M.Com., M.Phil.,
27. Ms. M. Sugapriya		M.Com., M.Phil.,MBA, NET
28. Ms. P. Deepaa		M.Com., M.Phil., NET
29. Ms. Betsy Prabhakar		M.Sc., M.Phil., SET

Department of Commerce (Bank Management)

30. Ms. M. Banurekha	HOD	M.Com., M.Phil., SET
31. Ms. P. Karpagam		M.Com., M.Phil., NET
32. Ms.A.Meera		M.Com., M.Phil., MBA
33. Ms. K.Poorani		M.Com., M.Ed., M.Phil.
34. Ms. S. Dhanalakshmi		MA., M.Phil.,

Department of (Commerce) Computer Application

35.	Dr. K.S. Aram Valartha Nayaki	HOD	M.Com., M.Phil., Ph.D., NET
36.	Ms.R.Aarthi Alamelu		MBA
37.	Dr. D. Sasikala		M.Com., M.Phil., Ph.D., SET
38.	Ms.D.Suwaathy Kayalvily		M.Sc(IT)., MCA,M.Phil.
39.	Ms Maria Thomas		M.Com., NET

Department of Information System & Management

40.	Ms. S. Vimaladevi	HOD	M.Com., M.Phil. M.B.A NET, SET

PG & Research Department of Computer Science

41.	Dr.X. Jose Suganya	HOD	M.Sc., M.Phil., Ph.D.
42.	Ms. G. Uma Maheswari		M.Sc., M.Phil., SET,NET
43.	Ms.J. Jebapriya		MCA., M.Phil., SET
44.	Dr.B. Sree Vidya		M.Sc., M.Phil., Ph.D.,MBA,SET

Department of Computer Applications

45.	Ms. K.Suma	HOD	M.Sc., M.Phil, SET
46.	Ms.S.Jayasri		MCA, M.Phil.
47.	Ms. S. Raja Meenakshi		MCA, ME, NET, SET
48.	Ms.R.Supriya		M.Sc.,MBA
49.	Ms. K. Abirami		MCA, M.Phil., SET
50.	Ms.K. Vani		MCA, M.Phil., SET
51.	Ms.A. Jyothi		M.Sc, NET
52	Ms. P. Revathy		M.Sc.,NET
53.	Ms. R. Revathy		M.Sc., M.Phil.
54.	Ms.E. Rajathi		M.Sc., M.Phil.

Department of Home Science (Interior Design & Décor)

55.	Ms. J.Vidhya	M.Sc., M.Phil, NET
56.	Ms.R.Thamilselvi	M.Sc., M.Phil.
57.	Ms. T. Karthiga	M.Sc.

Librarian

58.	Ms.P.Mathangi Devi	B.Sc.,MLIS

Department of Jainology

59.	Dr.Gyan Jain	HOD	B.Tech.,M.A.,Ph.D.
60.	Ms.G.Vandana Jain		M.A
61	Ms.Sunitha Bardia		M.A, N.D., PGDJ
62.	Ms. V. Saroja Choradia		M.A, N.D., PGDJ

Administrative Staff

Chief Innovative Officer
Ms.Srividhya V

Facilitates Manager
Ms.Vijayalakshmi N

PA to Pincipal
Ms.Gayathri V

Placement
Ms.Shanmuga Priya S
Ms.Shasikala R

L&D - Branding
Ms.Subhashni S

Accounts
Ms.Vijayalakshmi N
Ms.Keerthi U
Ms.Vaishnavi R
Ms.Gomathy R
Ms.Raja Maathengi N

Human Resources
Ms.Kimberly Zohaib
Ms.Priya V

System Administrator
Mr.Manikandan A V

Asst. System Administrator
Mr.Sowthermenthiran V

Technical Assistant
Ms.Thamarai Kannamal S
Ms.Durga Devi R
Mr.Senthil Kumar M
Ms.Keerthiga C
Ms.Priyadharshini R
Ms.Saravana Priya L
Ms.Sharmila J
Ms.Vinodhini R
Mr.Nirrmal Raj Rao J
Ms. Uma Maheswari T

Administrative Staff
Ms.Vijayalakshmi V R
Ms.Jothilakshmi S
Ms.Gajalakshmi
Ms.Sankari V
Ms.Tasneem Attahar SK

Centre of Excellence
Research Assistant -COE
Ms. J. Radhika
Ms. B. Akshaya

Executive Assistant - COE
Ms.Dhanvanthi S
Ms.Divya M
Ms. O. Kavishna (Part Time)
Ms. M. Vanitha (Part Time)

Co-ordinator COE (A&C)
Supraja S G

Research Asst. -COE (A&C)
Sanath Kumar S

Estate
Mr.Kumar T N
Mr.Babu M

Electrician
Mr.Kumaresan S
Mr.Prabhu

Campus Supervisor
Ms.Ananthi K

Chreche Care Taker
Ms.Sudha S

Office Assistant
Mr.Srinivasan P
Mr.Damotharan V
Ms.Venda
Ms.Lakshmi D
Ms.Rukmani
Mr.Jayashankar
Mr.Mariappan V

Marker
Mr.Stephen L

Gardener
Mr.Govindhaswamy

Calendar for Academic Year 2019-20 - JUNE 2019

Date	Day	Particulars	Shift I & II
1	Sat		
2	Sun		H
3	Mon		
4	Tue	Placement training for all III year begins	
5	Wed	Ramzan	H
6	Thu	Bridge course for I year begins	
7	Fri		
8	Sat		
9	Sun		H
10	Mon		
11	Tue		
12	Wed	Bridge course for I year ends	
13	Thu		
14	Fri	Placement training for all III year ends	
15	Sat		H
16	Sun		H
17	Mon	College reopens for Students	1
18	Tue	Induction Day	2
19	Wed		3
20	Thu		4
21	Fri		5
22	Sat		H
23	Sun		H
24	Mon		6
25	Tue		7
26	Wed		8
27	Thu		9
28	Fri		10
29	Sat		H
30	Sun		H

No. of Working Days **10**

"Education is a work of self-organization by which man adapts himself to the conditions of life."

- Maria Montessori

Calendar for Academic Year 2019-20 - JULY 2019

Date	Day	Particulars	Shift I & II
1	Mon		1
2	Tue		2
3	Wed		3
4	Thu		4
5	Fri		5
6	Sat		H
7	Sun		H
8	Mon		6
9	Tue		7
10	Wed		8
11	Thu		9
12	Fri	Fresher's Day	10
13	Sat		H
14	Sun		H
15	Mon	Internal Assessment – I	11
16	Tue	Chaturmas Begins	H
17	Wed	Internal Assessment – I	12
18	Thu	Internal Assessment – I	13
19	Fri	Internal Assessment – I	14
20	Sat		H
21	Sun		H
22	Mon	Internal Assessment – I	15
23	Tue		16
24	Wed		17
25	Thu		18
26	Fri		19
27	Sat		H
28	Sun		H
29	Mon	Apollo Shine health screening for students	20
30	Tue	Apollo Shine health screening for students	21
31	Wed	Apollo Shine health screening for students	22

No. of Working Days **22**

"Failure is the opportunity to begin again more intelligently."
- Henry Ford

Calendar for Academic Year 2019-20 - AUGUST 2019

Date	Day	Particulars	Shift I & II
1	Thu	Apollo Shine health screening for students	1
2	Fri	Apollo Shine health screening for students	2
3	Sat		H
4	Sun		H
5	Mon		3
6	Tue		4
7	Wed		5
8	Thu		6
9	Fri		7
10	Sat	Inter Collegiate Competitions	8
11	Sun		H
12	Mon	Bakrid	H
13	Tue		9
14	Wed		10
15	Thu	Independence Day/ Raksha Bandhan	H
16	Fri		11
17	Sat		H
18	Sun		H
19	Mon	Internal Assessment – II	12
20	Tue	Internal Assessment – II	13
21	Wed	Internal Assessment – II	14
22	Thu	Internal Assessment - II/Mid Semester Online Students Feedback	15
23	Fri	Internal Assessment - II/ Mid Semester Online Students Feedback/Krishna Jayanthi	16
24	Sat		H
25	Sun		H
26	Mon		17
27	Tue	Parva Paryushan Begins	H
28	Wed		H
29	Thu		H
30	Fri		H
31	Sat	Samvastri	H
		No. of Working Days	**17**

"Education is not just about going to school and getting a degree. It's about widening your knowledge and absorbing the truth about life."   - *Shakuntala Devi*

Calendar for Academic Year 2019-20 - SEPTEMBER 2019

Date	Day	Particulars	Shift I & II
1	Sun		H
2	Mon	Ganesh Chaturthi	H
3	Tue	Parva Paryushan Ends	H
4	Wed	Sanskirithi - Photography Exhibition	1
5	Thu	Teachers Day	2
6	Fri	Intercollegiate Fest - "SHREYAS"	3
7	Sat	Intercollegiate Fest - "SHREYAS"	4
8	Sun		H
9	Mon		5
10	Tue	Muharram	H
11	Wed		6
12	Thu		7
13	Fri		8
14	Sat		H
15	Sun		H
16	Mon		9
17	Tue		10
18	Wed		11
19	Thu		12
20	Fri		13
21	Sat	Shasun Bazaar	14
22	Sun		H
23	Mon		15
24	Tue		16
25	Wed	Model Exam – NME	17
26	Thu	Model Exam – Soft Skill	18
27	Fri	Model Exam – VED	19
28	Sat		H
29	Sun		H
30	Mon	Model Exam	20
		No. of Working Days	**20**

"Our greatest weakness lies in giving up. The most certain way
to succeed is always to try just one more time."   - *Thomas A. Edison.*

Calendar for Academic Year 2019-20 - OCTOBER 2019

Date	Day	Particulars	Shift I & II
1	Tue	Model Exam	1
2	Wed	Gandhi Jayanthi	H
3	Thu	Model Exam	2
4	Fri	Model Exam	3
5	Sat		H
6	Sun		H
7	Mon	Saraswathi Pooja, Ayuda Pooja	H
8	Tue	Vijayadashami	H
9	Wed	Model Exam	4
10	Thu	University Exam – Soft Skill I	5
11	Fri	University Exam – VED	6
12	Sat	University Exam - Soft Skill II	7
13	Sun		H
14	Mon	University Exam – NME	8
15	Tue	University Practical Begins	9
16	Wed		10
17	Thu		11
18	Fri		12
19	Sat	Open Day/PTA Meeting	13
20	Sun		H
21	Mon		14
22	Tue		15
23	Wed	End Semester Online Students Feedback	16
24	Thu	End Semester Online Students Feedback	17
25	Fri		18
26	Sat	Dhan Teras	H
27	Sun	Diwali Holiday	H
28	Mon	Diwali Holiday	H
29	Tue		19
30	Wed		20
31	Thu		21

No. of Working Days **21**

"The essence of knowledge is, having it, to apply it;
not having it, to confess your ignorance."   *– Confucius*

Calendar for Academic Year 2019-20 - NOVEMBER 2019

Date	Day	Particulars	Shift I & II
1	Fri	University Theory Exam Begins	
2	Sat		H
3	Sun		H
4	Mon		
5	Tue		
6	Wed		
7	Thu		
8	Fri		
9	Sat		H
10	Sun	Milad-un-Nabi	H
11	Mon	Chaturmas Ends	H
12	Tue		
13	Wed		
14	Thu	World Diabetes Day/Children's Day	
15	Fri		
16	Sat		H
17	Sun		H
18	Mon		
19	Tue		
20	Wed		
21	Thu		
22	Fri		
23	Sat		H
24	Sun		H
25	Mon	College Reopens for Students	1
26	Tue		2
27	Wed		3
28	Thu		4
29	Fri		5
30	Sat		6
		No. of Working Days	**6**

"Education is a progressive discovery of our own ignorance."
-Will Durant

Calendar for Academic Year 2019-20 - DECEMBER 2019

Date	Day	Particulars	Shift I & II
1	Sun		H
2	Mon		1
3	Tue		2
4	Wed		3
5	Thu		4
6	Fri		5
7	Sat	Flag Day/Shasun Shruthi - An Interschool Music Festival	6
8	Sun		H
9	Mon		7
10	Tue		8
11	Wed		9
12	Thu		10
13	Fri		11
14	Sat		12
15	Sun		H
16	Mon		13
17	Tue		14
18	Wed	University Valuation Begins	H
19	Thu		H
20	Fri		H
21	Sat		H
22	Sun		H
23	Mon		H
24	Tue		H
25	Wed	Christmas	H
26	Thu		H
27	Fri		H
28	Sat		H
29	Sun		H
30	Mon		H
31	Tue		H
		No. of Working Days	**14**

"Education is the best friend. An educated person is respected everywhere. Education beats the beauty and the youth." *- Chanakya*

Calendar for Academic Year 2019-20 - JANUARY 2020

Date	Day	Particulars	Shift I & II
1	Wed	New Year	H
2	Thu		1
3	Fri		2
4	Sat		3
5	Sun		H
6	Mon	Internal Assessment – I	4
7	Tue	Internal Assessment – I	5
8	Wed	Internal Assessment – I	6
9	Thu	Internal Assessment – I	7
10	Fri	Internal Assessment – I	8
11	Sat	National Youth Day	9
12	Sun		H
13	Mon		10
14	Tue		11
15	Wed	Pongal	H
16	Thu	Mattu Pongal	H
17	Fri	Uzhavar Tirunal	H
18	Sat		H
19	Sun		H
20	Mon		12
21	Tue		13
22	Wed		14
23	Thu		15
24	Fri	National Girl child day	16
25	Sat	Kala Utsav	17
26	Sun	Republic Day/ Shaan – Alumi Meet	H
27	Mon		18
28	Tue		19
29	Wed		20
30	Thu	Martyr's Day/ Mid Semester Online Students Feedback	21
31	Fri	Mid Semester Online Students Feedback	22
		No. of Working Days	**22**

There is no school equal to a decent home and no teacher equal to a virtuous parent."   *-Mahatma Gandhi*

Calendar for Academic Year 2019-20 - FEBRUARY 2020

Date	Day	Particulars	Shift I & II
1	Sat	Sports Day	1
2	Sun		H
3	Mon	Internal Assessment - II	2
4	Tue	Internal Assessment - II	3
5	Wed	Internal Assessment - II	4
6	Thu	Internal Assessment - II	5
7	Fri	Internal Assessment - II	6
8	Sat		7
9	Sun		H
10	Mon		8
11	Tue		9
12	Wed		10
13	Thu		11
14	Fri	Shasun Granth	12
15	Sat		13
16	Sun		H
17	Mon		14
18	Tue		15
19	Wed		16
20	Thu		17
21	Fri		18
22	Sat		19
23	Sun		H
24	Mon		20
25	Tue		21
26	Wed		22
27	Thu		23
28	Fri	Model Exam - NME	24
29	Sat	Model Exam - Soft Skill	25
		No. of Working Days	**25**

"The highest education is that which does not merely give us information but makes our life in harmony with all existence."   - *Rabindranath Tagore*

Calendar for Academic Year 2019-20 - MARCH 2020

Date	Day	Particulars	Shift I & II
1	Sun		H
2	Mon	Model Exam – EVS	1
3	Tue	Model Exam	2
4	Wed	Model Exam	3
5	Thu	Model Exam	4
6	Fri	Model Exam	5
7	Sat	Model Exam	6
8	Sun	International Womens Day	H
9	Mon		7
10	Tue	Holi	H
11	Wed	University Exam – NME	8
12	Thu	University Exam - Soft Skill I	9
13	Fri	University Exam - Soft Skill II	10
14	Sat	College Day	11
15	Sun		H
16	Mon	University Practical Begins	12
17	Tue		13
18	Wed		14
19	Thu	End Semester Online Students Feedback	15
20	Fri	End Semester Online Students Feedback	16
21	Sat	Valedictory and Certification Day	17
22	Sun		H
23	Mon	Apollo Shine health screening for staff	18
24	Tue	Farewell	19
25	Wed		20
26	Thu		21
27	Fri	Graduation Day	22
28	Sat	Open Day/PTA Meeting	23
29	Sun		H
30	Mon		24
31	Tue		25

No. of Working Days **25**

"Experience is the only teacher we have. we may talk and reason all our lives, but we shall not understand a word of truth."   — *Swami Vivekananda*

Calendar for Academic Year 2019-20 - APRIL 2020

Date	Day	Particulars	Shift I & II
1	Wed	University Theory Exam Begins	
2	Thu		
3	Fri		
4	Sat		
5	Sun		H
6	Mon	Mahaveer Jayanthi	H
7	Tue		
8	Wed		
9	Thu		
10	Fri	Good Friday	H
11	Sat		
12	Sun		H
13	Mon		
14	Tue	Tamil New year/Dr.Ambedkar Birth day	H
15	Wed		
16	Thu		
17	Fri		
18	Sat		
19	Sun		H
20	Mon		
21	Tue		
22	Wed	World Earth Day	
23	Thu		
24	Fri		
25	Sat		
26	Sun		H
27	Mon		
28	Tue		
29	Wed		
30	Thu		
		No. of Working Days	

"Creativity is the key to success in the future, and primary education is where teachers can bring creativity in children at that level."   *— A. P. J. Abdul Kalam*

Working Days in the Academic Year 2019-2020

Shift I & II

<u>Odd Semester</u>

June 2019	10
July 2019	22
August 2019	17
September 2019	20
October 2019	21
Total working days	**90**

<u>Even Semester</u>

November 2019	6
December 2019	14
January 2020	23
February 2020	25
March 2020	25
Total working days	**93**

SHRI SHANKARLAL SUNDARBAI

SHASUN
JAIN COLLEGE FOR WOMEN

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Affiliated to University of Madras |An ISO 9001 : 2015 Certified Institution

LEAVE APPLICATION/OD REQUISITION FORM

LEAVE/OD : ....

NAME OF THE STUDENT : ....

DEPARTMENT/SHIFT : ....

CLASS/SECTION : ....

DATE OF LEAVE/OD : FROM...............TO...............
(No. of days.............)

NO. OF DAYS LATE
TO COLLEGE : ....

REASON FOR LEAVE : ....

**NATURE OF
COMPETITION FOR OD**

SIGNATURE OF THE STUDENT : ....

SIGNATURE OF THE PARENT : ....

**DATE OF SUBMISSION
OF LEAVE/OD**

Remarks by the Class in charge and HOD ....

....

Signature of the
Class in Charge   Signature of the HOD

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BONAFIDE REQUISITION FORM

NAME OF THE STUDENT : ....

YEAR : ....

DEPARTMENT / SHIFT : ....

UNIVERSITY REG. NO. : ....

BONAFIDE / TERM FEES FORMAT /
COURSE COMPLETION/ANY OTHER : ....

FOR BONAFIDE SPECIFY

   A) THE NATURE OF COMPETITION : ....
      TO BE ATTENDED
   B) PLACE OF THE COMPETITION : ....

   C) SIGNATURE OF THE TEACHER : ....
      INCHARGE

SIGNATURE OF THE STUDENT : ....

SIGNATURE OF THE PARENT : ....

DATE OF SUBMISSION : ....

Remarks by the Class in charge and HOD : ....

Signature of the Class in Charge   Signature of the HOD

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OUT PASS REQUISITION FORM

NAME OF THE STUDENT : ....

DEPARTMENT / SHIFT : ....

CLASS / SECTION : ....

DATE / TIME FOR ISSUE OF OUT PASS : ....

WHETHER THE TEACHER CALLED PARENT : ....

THE PARENT WANTED TO TAKE THE STUDENT : ....

REASON FOR ISSUE OF OUT PASS : ....

FATHER / MOTHER ACCOMPANYING : ....

MOBILE NO. OF THE PARENT ACCOMPANYING : ....

SIGNATURE OF THE STUDENT : ....

SIGNATURE OF THE PARENT ACCOMPANYING : ....

Remarks by the Class in charge and HOD : ....

Signature of the Class in Charge   Signature of the HOD

FOR OFFICE USE

OUT PASS ISSUED / NOT ISSUED   Signature of the Issuing Officer