

# THE NEW COLLEGE

(Autonomous)

Accredited by NAAC with 'A' Grade (CGPA 3.49 out of 4.0)  
(Affiliated to University of Madras)  
Chemical Engineering



YATHAH  
INCREASE MY KNOWLEDGE  
Established in 1954

## CALENDAR 2015-2016

## CONTENTS

1. Invocation .....	03
2. தமிழ்த்தாய் வாழ்த்து .....	07
3. National Anthem .....	08
4. National Pledge .....	09
5. Virtues of Knowledge .....	10
6. Vision & Mission .....	11
7. Introduction .....	12
8. Aims of University Education .....	15
9. From the Desk of the Honorary Secretary & Correspondent .....	17
10. From the Desk of the Principal .....	18
11. Former Presidents & Secretaries .....	19
12. Former Principals .....	21
13. Members of the New College Management Committee .....	22
14. Academic & Administrative Responsibilities .....	23
15. Teaching Staff - Shift I .....	24
16. Teaching Staff - Shift II .....	33
17. Government Aided Non Teaching Staff .....	37
18. Management Non Teaching Staff .....	38
19. Government Aided Courses .....	42
20. Self-Finance UG & PG Courses .....	43
21. Course of Study (Shift-I & Shift-II) .....	44
22. List of Ph.D. Guides .....	47
23. Fee Regulations (Shift-I) .....	49
24. Fee Regulations (Shift-II) .....	50
25. Scholarships .....	52
26. Rules & Regulations .....	54



27. Code of Conduct .....	55
28. College Union & Sectional Association .....	58
29. Students' Counseling Scheme .....	60
30. Physical Education .....	60
31. NCC .....	61
32. NSS .....	61
33. NEST .....	62
34. Deeniyyath and Moral Instruction Classes .....	62
35. e-Urdu Centre .....	63
36. Career Guidance Cell .....	63
37. University Students' Information Bureau .....	64
38. Library .....	64
39. Students' Book Bank .....	66
40. College Magazine .....	66
41. Railway Season Ticket Certificate .....	67
42. Endowment Prize .....	67
43. Hostel .....	67
44. New College Alumni Trust .....	68
45. Examination and Evaluation .....	69
46. Grievances Redressal Cell .....	73
47. Calendar 2015 - 2016 .....	75
48. Academic Schedule 2015 - 2016 .....	77
49. Intercom Directory .....	109
50. Important Contact Details .....	111
51. Time Table .....	112

## INVOCATION

**In the name of Allah  
the Beneficent, the Merciful,**

*Praise be to Allah, Lord of the worlds,*

*The Beneficent, the Merciful,*

*Owner of the Day of Judgement,*

*Thee alone we serve,*

*Thee alone we ask for help,*

*Show us the right path,*

*The path of those whom Thou has*

*bestowed favours.*

*Not the path of those who earn Thine anger,*

*Nor of those who go astray.*

Aa'meen (Al Qur'an : 1 : 1-7)

## தமிழ்த்தாய் வாழ்த்து

நீராரும் கடலுடுத்த நில மடந்தைக் கெழிலொழுகும்  
சீராரும் வதனமெனத் திகழ் பரதக் கண்டமதில்  
தெக்கணமும் அதில் சிறந்த திராவிட நல் திருநாடும்  
தக்க சிறு பிறைநுதலும் தரித்த நறும் திலகமுமே  
அத்திலக வாசனை போல் அனைத்துலகும் இன்பமுற  
எத்திசையும் புகழ் மணக்க இருந்த பெரும்  
தமிழணங்கே! தமிழணங்கே!  
உன் சீர் இளமைத் திறம் வியந்து செயல் மறந்து  
வாழ்த்துதுமே! வாழ்த்துதுமே! வாழ்த்துதுமே!

## NATIONAL ANTHEM

*Jana Gana mana Adhinayaka Jaya he  
Bharatha Bhagya - Vidhata  
Punjaba Sindhu Gujaratha Maratha Dravida  
Utkala Banga  
Vindhya Himachala Yamuna Ganga  
Ucchala Jaladhitharanga,  
Tava Subhaname Jage tava suba  
asishamage  
Gahe thava jaya gatha,  
Jana Gana mangala - dayaka Jaya he  
Bharatha Bhagya - Vidhatha  
Jaya he Jaya he Jaya he  
Jaya Jaya Jaya Jaya he*

## TRANSLATION

*Thou art the ruler of the minds of all people,  
Thou Dispenser of India's destiny,  
Thy name rouses the hearts of the Punjab,  
Sind, Gujarat and Maratha, of Dravid,  
Orissa and Bengal,  
It echoes in the hills of the Vindhya and Himalayas,  
mingles in the music of the Jamuna and the Ganges,  
and is chanted by the waves of the Indian Sea.  
They pray for Thy blessing and Sing Thy praise,  
Thou Dispenser of India's destiny.  
Victory, Victory, Victory to Thee.*

## NATIONAL 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 my parents, teachers  
and all elders respect and treat  
everyone with courtesy.*

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



## VIRTUES OF KNOWLEDGE

Acquire knowledge, for it enables  
its possessor to distinguish  
what is forbidden from what is not.

*It lights the way to Heaven;*

*It is our friend in the desert;*

*Our society in solitude;*

*Our companion when bereft of our friends;*

*It guides us to happiness;*

*It sustains us in misery;*

*It is our ornament in the company of friends;*

*It serves as an armour against our enemies.*

**Prophet Muhammed**  
(Peace be upon him)

## VISION & MISSION

### VISION

To set high standards of general, vocational and professional education, dissemination of learning and incessant search for new knowledge.

### MISSION

To empower young men of our society to face the challenges of life such as competitiveness in the job market with courage and commitment by quality education and there by inculcating in them secular values and emotional balance.

### **THE NEW COLLEGE**

The New College was established in 1951 and is affiliated to the University of Madras. Having completed 62 years of dedicated service to the nation, the college has earned an enviable reputation as a leading institution of higher education in Chennai.

The college founded by the Muslim Educational Association of Southern India (MEASI) with the primary aim of providing higher education to the educationally backward sections in general and Muslim students in particular. However, its doors are open to deserving students irrespective of community, caste, creed or socio-economic considerations. With a humble beginning of 200 students in the intermediate course, it has grown to the current combined strength of over 5000 students in the Aided & Self-financed streams. The College offers **12 UG, 7 PG, 7 M.Phil and 6 Ph.D** Courses in **Shift-I (Aided)** and **9 UG and 6 PG** courses in **Shift - II (Self finance)** spanning Arts, Commerce & Science programmes.

The New College was first accredited by NAAC with B++ in 2005. UGC conferred Autonomous status to the College in 2007. The Choice Based Credit System (CBCS) recommended by TANSCH was introduced in 2008. These have helped the college to focus on Quality and holistic education of students, carry out many academic innovations in curriculum design, conduct of examination and evaluation and groom students who are more employable with requisite life and personality skills. The College was re-accredited by NAAC in 2010 with the highest 'A' grade and CGPA of 3.18 on a scale of 4.00. The College has achieved several significant milestones. It was selected by UGC in 2004, to offer Career Oriented Add-on programmes in Clinical Laboratory Technology (Certificate, Diploma & Advanced Diploma courses), Computer Assembly & Servicing and Quantitative methods & Computer Applications.

The College is one of the most preferred educational institutions in Chennai due to its central location, excellent infrastructure, dedicated teaching staff and emphasis on "Teaching beyond the classroom and beyond the curriculum", The curriculum includes modules on Deeniyyath and Moral instructions, Computer skills. Personality enrichment, Soft skills and Environmental studies which help in the integrated/holistic development of the individual. The College has a "remedial coaching scheme" for students who are academically weak, "students counselling programme" with a dedicated class counsellor to mentor and monitor the progress of the students and an English language lab to train students in communication skills. It has an active career guidance and placement cell which has facilitated the successful placement of students in many reputed concerns.

The New College Alumni have excelled in various spheres of life - Bureaucracy, Public and Social service, Judiciary, Business, Industry, Medicine, Scientific research, Fine arts, Cinema, Sports, Entrepreneurship etc. The College strives to produce well-moulded graduates with stress on academic intellect, leadership, team building, spiritual, moral and ethical orientation.

The College, since becoming autonomous, has constituted the following committees to ensure proper management of academic, financial and general administrative affairs:

- ◆ Governing Body
- ◆ Academic Council
- ◆ Board of Studies
- ◆ Finance Committee



**Governing Body:** It is responsible for the overall governance and administration of the college. It includes representatives from the management, senior teachers, educationists / industrialists, nominee of the UGC, state government and the university with the principal as the ex-officio member.

**Academic Council:** It is responsible for all academic matters such as framing of academic policy, approval of courses, regulations and syllabi. The composition of this council includes the Principal, all heads of departments, four senior teachers of the college, four experts from outside the college nominated by the Governing body, three nominees of the university and a faculty member nominated by the Principal.

**Board of Studies :** It is the basic constituent of the academic system of an autonomous colleges and its functions include framing the syllabi for various courses, reviewing and updating syllabi, for various courses, reviewing and updating syllabi, introducing new courses of study determining details of continuous assessment etc.

**Finance Committee :** It will advise the Governing body on financial matters.

**College Council :** Its function is to advice the Principal on the internal affairs of the College. The College Council consists of the Principal, Professors in-charge (Shift-I & Shift - II), Controller of Examinations, Bursar, all the Heads of the Departments, Senior most Associate Professor of the Departments, President, Secretary and Treasurer of the New College Staff Association, N.C.C. & N.S.S. Officers, Deputy Warden and members of staff who are in the Academic Council and Senate of the University of Madras.

## THE AIM OF UNIVERSITY EDUCATION

(Subject of Chapter II of the University  
Education Commission Report)

Democracy depends for its very life on a high standard of general, vocational and professional education. Dissemination of learning, incessant search for new knowledge, unceasing efforts to plumb the meaning of life, provision for professional education to satisfy the occupational needs of our society are the vital tasks of higher education.


There must be a sufficient unity of purpose in all this diversity to produce a community of values and ideas among educated men. Our policies and programmes must be brought into line with social purpose which we profess to serve. We may use various institutional forms as time and circumstances may require but we must be steadfastly loyal to the abiding elements of respect for human personality, freedom of belief and expression for all citizens, a deep obligation to promote human well being, faith in reason and humanity.

The greatness of a country does not depend on the extent of its territory, the length of its communications or the vastness of its wealth, not even on widespread education or equitable distribution of wealth. Important as all these things are if we wish to bring about a savage upheaval in our society, all that we need to do is to give vocational and technical education and starve the spirit.



We will have a number a scientists without conscience, technicians without taste who find a void within themselves, a moral vacuum and a desperate need to substitute something, anything for their lost endeavour and purpose. Society will then get what it deserves, if we claim to be civilised, we must develop thought for the poor and the suffering chivalrous regard and respect for women, faith in human brotherhood regardless of race or colour, nation or religion, love of peace and freedom, abhorrence of cruelty and ceaseless devotion to the claims of justice.

We cannot preserve real freedom unless we preserve the values of democracy, justice and liberty, equality and fraternity, it is the ideal towards which we should work thought we may be modest in planning our hopes as to the result which in the near future are likely to be achieved. "Utopias are sweet dreams" wrote Kant but to strive relentlessly towards them is the duty of the citizen and of the statesman as well". Universities must stand for these ideal causes which can never be lost as men seek wisdom and follow righteousness.

*From the desk of the  
Honorary Secretary & Correspondent* 

*Dear Students,*

The New College which was started in 1951, has now become one of the best and prestigious institutions in this part of India. It offers UG and PG courses in Arts, science and Commerce disciplines. The College also offers best Research facilities for students doing M.Phil, and Ph.D. Courses in select subjects.

The College is open for the student community in general and minorities in particular .No capitation fee is charged and fees are affordable. It provides a conducive atmosphere for the students to pursue their graduation in peace and harmony. The learned faculties of the College ensure best coaching . Sports facilities are provided for the benefit of the students. they get an opportunity to meet the students not only from other states in India but also from other countries, interact with them and develop inter – personal and communication skills.

College is a place where you come to acquire knowledge. Do not waste your time, as every minute lost cannot be regained. Be punctual to your classes and do not involve yourselves in undesirable activities. Work hard and do your best, as only then you will succeed in your goal. Discipline is the need of the hour.

You will always be remembered as a student of this college. Therefore, with your character, conduct and behavior, you must be a role model to others. I wish you all the best.

**A.MOHAMED ASHRAF**

Hon. SECRETARY & CORRESPONDENT



*From the desk of the principal*



It gives me immense pleasure to welcome all the students of Under -graduate and Post -graduate courses and research streams to the academic year our college ,enjoying a total autonomous status for the last several years, has recently been upgraded and placed at 'A' grade by the national Assessment, the Staff and the Students for these achievements.

Located in the heart of the city, The New College is the cynosure of all eyes. The infrastructure that the college has is second to none. We have a dedicated faculty who open the door for students but at the same time expect them to enter it by themselves. There is no force more paralyzing than the fear of failure. We mould our students to be self confident and pragmatic such that when they enter life after their studies, they face various challenges with courage, conviction and success.

What do we expect from our students in return? They must be regular and punctual to their classes. They should respect their parents and teachers. Honesty and discipline should be their watchwords. Concentration on studies and systematic preparation will ensure academic excellence. Taking part in sports, co-curricular and extra- curricular activities will make the students more competitive. campus interviews by reputed firms leading to placement are regularly held for the outgoing students every year.

The students must exhibit exemplary behavior even outside the college without getting themselves provoked or letting themselves be taken for a ride especially while traveling. Directly or indirectly, knowingly or unknowingly, they should in no way bring disrepute to the college of their study. I am sure our students will always strive to uphold the dignity of our college and keep its flag ever flying high. India is known for its rich values, culture and heritage. I impress upon all our young learning community to emerge as her proud and worthy citizens.

I wish our students all success in their endeavours'.

**Dr.S.ABDUL MALIQ**, M.A., M.Phil., Ph.D, Dip in Urdu  
PRINCIPAL

**MUSLIM EDUCATIONAL ASSOCIATION  
OF SOUTHERN INDIA(MEASI)**

**PRESIDENTS**

1. Hon'ble. Mr.Justice. Hungerford Tudor Boddam 1902 - 1908
2. Nawab Syed Mohammed Sahib 1908 - 1910
3. Hon'ble. Mr. Justice. Sir Abdur Rahim 1910 - 1912  
1916 - 1920
4. Hon'ble. Mr.Justice. Faiz Badruddin Tyabji 1912 - 1916
5. Sir Mohamed Habibullah Sahib 1920 - 1924
6. Nawab C.Abdul Hakim Sahib 1924 - 1925
7. Sir Mohamed Usman Sahib 1925 - 1935
8. Janab.Haji Jamal Mohamed Sahib 1935 - 1941
9. Janab.Haji M.A.Azeem Sahib, B.A., L.L.B(Cantab) 1941 - 1944
10. Khan Bahadur Jawad Hussain Khan Sahib, B.A. 1944 - 1945
11. Janab Malang Ahmed Batcha Sahib, B.A. 1945 - 1947
12. Janab Haji Moulvi M.Nazir Husain Sahib 1947 - 1962
13. Janab.M.S.Abdul Majid Sahib, B.A 1962 - 1968
14. Janab A.k.A Abdul Samad Sahib, M.A., M.P 1968 - 1978
15. Janab A.A.Rasheed Sahib, M.A., Dip .L.Tech(London) 1978 - 1982
16. Janab Alhaj T.Abdul Wahid Sahib, B.A., B.L 1982 - 1991
17. Janab M. Mohamed Hashim Sahib 1991 - 1997
18. Janab U.Mohammed Khalilullah Sahib 1997 - 2003
19. Janab K.Ameenur Rahman Sahib 2003 - 2011

**JOINT HON. SECRETARIES**

1. Khan Bahadur H.M.A. Hadi Badsha sahib 1902-1906  
Janab. Haji Mirza Hasheem Sahib Pahani  
Janab. Haji Mouli Ziauddin Mohamed Sahib



- |  |             |
|--|-------------|
| 2. Khan Bahadur H.M.A. Hadi Badsha Sahib     | 1906 - 1907 |
| Janab. Haji Moulvi Ziauddin Mohamed Sahib    |             |
| Khan Bahadur Mohamed Safder Hussain Sahib    |             |
| 3. Janab. M. Abdul Khuddus Basha Sahib       | 1907 - 1908 |
| Janab. Haji Moulvi Ziauddin Mohamed Sahib    |             |
| Janab. A. Hameed Hasan Sait Sahib            |             |
| 4. Janab. Haji Moulvi Ziauddin Mohamed Sahib | 1908 - 1910 |
| Janab. A. Hameed Hasan Sait Sahib            |             |
| 5. Janab. A. Hameed Hasan Sait Sahib         | 1910 - 1914 |
| Janab. S.M.V. Osman Sahib                    |             |
| 6. Janab. A. Hameed Hasan Sait Sahib         | 1914 - 1919 |
| Janab. Mir Zynuddin Sahib                    |             |

#### HON . SECRETARIES

- |   |             |
|---|-------------|
| 1. Janab. Mir Zynuddin Sahib                            | 1919 - 1924 |
| 2. Janab. A. Hameed Hasan Sait Sahib                    | 1924 - 1927 |
| 3. Janab. Haji M.A Azeem Sahib, B.A., LLB (Cantab)      | 1927 - 1933 |
| 4. Janab. Mohamed Hasan Chida Sahib                     | 1933 - 1935 |
| 5. Dr. Hamid Ali Sahib                                  | 1935 - 1936 |
| 6. Janab. Malang Ahmed Batcha Sahib, B.A                | 1936 - 1945 |
| 7. Janab. Basheer Ahmed Sayeed Sahib, M.A., B.L         | 1945 - 1949 |
| 8. Janab. M.S. Abdul Majid Sahib, B.A                   | 1949 - 1962 |
| 9. Janab .B.Abdul Qadir                                 | 1962 - 1965 |
| 10. Janab. A.A.Rasheed Sahib, M.A., Dip.L.Tech (London) | 1965 - 1978 |
| 11. Janab. A.J. Abdul Razak Sahib, B.A., B.L.,          | 1978 - 1988 |
| 12. Janab. K.V.M. Abdul Kareem Sahib                    | 1988 - 1991 |
| 13. Janab. U.Mohamed Khalilullah Sahib                  | 1991 - 1997 |
| 14. Janab.S.C.M. Jamaldeen Sahib                        | 1997 - 2003 |
| 15. Janab. H.M. Shamsudeen Sahib                        | 2003 - 2011 |

### THE NEW COLLEGE (AUTONOMOUS)

#### Principals

- |   |                            |
|---|----------------------------|
| 1. Prof. J. Franco, M.A., L.T., D.B.E.,                                   | 1951 - 1956                |
| 2. Prof. V. Thiruvengkatacharya, M.A., L.T.,                              | 1956 - 1958                |
| 3. Prof .Alhaj.Afzal-Ul-Ulema<br>Syed Abdul Wahab Sahib Bukhari M.A.,L.T. | 1958 - 1967                |
| 4. Prof. A. Gopalakrishna, M.A.   | 1967 - 1969                |
| 5. Dr. H.Mohamed Mohideen, M.A., Ph.D., F.A.Z., D.H.Ed                    | 1969 - 1981<br>1987 - 1989 |
| 6. Prof .T. Md.Dawood Khan, M.A., M.Co.                                   | 1981 - 1987                |
| 7. Prof. G. Mohamed Farhathullah, M.Sc.                                   | 1989 - 1994                |
| 8. Dr. Major. M. Jailani, M.Sc., M.A., M.Phil., Ph.D.                     | 1994 - 2000                |
| 9. Prof. N. Ahmed Basha, M.A., M.Litt.                                    | 2000 - 2001                |
| 10. Prof. Mir Hadi Ali, M.A., M.Phil.,                                    | 2001 - 2002                |
| 11. Prof. Avaram Abdul Hakeem, M.Sc., M.Phil.,                            | 2002 - 2005                |
| 12. Prof. A.Kadar Basha, M.A., M.B.A.,                                    | 2005 - 2008                |
| 13. Dr. K. Altaff, M.Sc., M.Phil., Ph.D.,                                 | 2008 - 2012                |



**THE New College  
(Autonomous)  
Chennai 600 014.  
Management Committee**

*Chairman*

Janab Alhaj U. Mohamed Khalilullah Sahib, B.Com., FCA

*Hony. Secretary & Correspondent*

Janab Alhaj A. Mohamed Ashraf Sahib, B.Com.,

*Members*

Janab Alhaj M. Mohamed Hashim Sahib, B.A.

Janab K. Ameenur Rahaman Sahib, B.Sc., (Tech)

Janab H.M. Shamsudeen Sahib, M.Com., M.Phil., MBA, FCA

Janab Mohamed Yusuf Sahib

Janab T. Rafeeq Ahamed Sahib

Janab Dr. S. Abdul Maliq, M.A., M.Phil., Ph.D., Dip. in Urdu  
(Principal & Ex-Officio Member)

**ACADEMIC AND ADMINISTRATIVE  
RESPONSIBILITIES**

*PRINCIPAL & WARDEN*

**Dr. S. Abdul Maliq**, M.A., M.Phil., Ph.D., Dip. In Urdu.

*SHIFT - I*

*PROFESSOR IN- CHARGE (Administration)*

**Dr. Mohamed Ariff**, M.Sc., M.Phil., Ph.D.,

*PROFESSOR IN- CHARGE (Academic)*

**Dr. M.I. Ahamed Maricar**, M.A., M.Phil., B.Ed., Ph.D., Dip. in Journalism,  
Cert. in French, Marathi & Linguistics.

*SHIFT - II*

*PROFESSOR IN- CHARGE (Administration)*

**Dr. Z. Abdul Latheef**, M.A., M.Phil., Ph.D.,

*PROFESSOR IN- CHARGE (Academic)*

**Dr. Major. Zahid Husain**, M.A., M.Phil., Ph.D.,

*BURSAR*

**Dr. M. Khaleel Ahamed**, M.A. Ph.D.

*CONTROLLER OF EXAMINATIONS*

**Dr. A. Abdul Jabbar**, M.Sc., M.Phil. Ph.D., D.C.A. Hon. Dip. In S.T.S.M

*ASSISTANT CONTROLLER OF EXAMINATIONS*

**Mr. A.R. Abdul Lathif**, M.Sc., M.Phil.,

**Dr. T.K. Shabeer**, M.Sc., Ph.D.,

*IDAC COORDINATOR*

**Mr. Fayaz Mohamed Bijli**, M.Com., M.phil.,

*NODAL OFFICER*

**Mr. S.A. Sheik Mohamed**, M.A., M.Phil.,

*PLACEMENT OFFICER*

**Dr. Anvar Sadhath Valiyaparambath**, M.A., M.Phil., B.Ed., Ph.D.,

*RESEARCH COORDINATOR*

**Dr. A. Abdul Raheem**, M.A., M.Phil., Ph.D., P.G.D.E., D.C.P.A., D.C.A., M.B.A.,

## TEACHING STAFF

(Shift - I)

### Post-Graduate and Research Department of English

#### Aided Staff

*Associate Professor & Head of the Department*

**Mr. S. Kamaluddin**, M.A., M.Phil.

#### Associate Professors

**Dr. S. Basheer Ahamed**, M.A., M.Phil., B.Ed., Ph.D.,

**Mr. S.A. Sheik Mohamed**, M.A., M.Phil.,

**Mr. A. Syed Sarmadh Ahmed**, M.A., M.Phil.,

**Mr. D. Burhanuddin Dulvi**, M.A., M.Phil.,

#### Assistant Professors

**Dr. Anvar Sadhath Valiyaparambath**, M.A., M.Phil., B.Ed., Ph.D.

**Mr. S. Wesley Jayakumar**, M.A., B.Ed.,

#### Associate Professors

**Dr. G.V. Naresh**, M.A., Ph.D.

**Dr. G. Shaik Abdul Wahab**, M.A., M.Phil., M.A.(JMC), PGDELTA, Ph.D.

#### Assistant Professors

**Mr. A.K. Mohamed Ali**, M.A., M.Phil.

**Mr. Shaik Mohammed Ismail**, M.A., M.Phil.

**Mr. H. Abdul Hadi**, M.A.M.Phil., PGDELTA, Dip. in Arabic.

**Mr. A. Shahul Hameed**, M.A., M.Phil. Dip. in Urdu

**Mr. T. Abdul Rahman**, M.A., M.Phil.

**Mr. Syed Nasrulla Bakhtiary**, M.A., M.Phil.

**Mr. M. Md. Khaleelur Rahman**, M.A., M.Phil.

**Mr. Y.A. Zaheer Abdul Ghafoor**, M.A., M.Phil., M.A. (Mod. Arabic), PGDELTA

**Mr. Syed Wali Waseem**, M.A., M.Phil.

**Mr. G. Syed Shamsudeen**, M.A., M.Phil., PGDELTA

**Mr. R. Syed Ahmed**, M.A., M.Phil., M.A.(JMC)

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

#### Management Staff

##### Assistant Professors

**Dr. B. Rajan**, M.A., M.Phil. Ph.D.

**Mr. A. Joshua Pravin Kumar**, M.A., M.Phil.

### Post-Graduate and Research Department of Tamil

#### Aided Staff

*Associate Professor & Head of the Department*

**Dr. M.I. Ahamed Maricar**, M.A., M.Phil., B.Ed., Ph.D., Dip. in Journalism,  
Cert. in French, Marathi & Linguistics.

#### Associate Professors

**Dr. M. Khaleel Ahamed**, M.A. Ph.D.

**Dr. S. Mohamed Abdul Razak**, M.A., M.Phil., Ph.D.

**Dr. P. Gavuthu Meeran**, M.A., M.Phil., B.Ed., Ph.D.

**Dr. S.M.S. Syed Abdul Khader**, M.A., M.Phil., Ph.D.

#### Assistant Professors

**Dr. S. Murali**, M.A., B.Ed. Ph.D.

**Mr. S. Syed Abudahir**, M.A., M.Phil.

**Dr. H. Hidayathullah**, M.A., M.Phil., B.Ed., Ph.D.

**Dr. M. Jafar Sadiq Ali**, M.A., Ph.D.

#### Management Staff

##### Assistant Professors

**Mr. B. Hussain Khan**, M.A., M.Phil.

**Mr. K. Asokan**, M.A., M.Phil.

**Mr. K. Sundaramurthy**, M.A., M.Phil.

**Dr. T. Gamberan**, M.A (Tamil), M.A (Linguistics), B.Ed., M.Phil., Ph.D.

### Post-Graduate and Research Department of Arabic

#### Aided Staff

*Associate Professor & Head of the Department*

**Dr. S. Abdul Maliq**, M.A., M.Phil., Ph.D., Dip. in Urdu.

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**Mr. S. Navas Jelani**, B.Sc.,

**Mr. A.Z. Abdul Rahman**



*Office Assistants*

**Mr. K.M. Mohamed**  
**Mr. A. Sirajuddin, B.A.,**

**Mechanic**

*Assistant Mechanic*

*Electrician*

*Watchmen*

*Gardeners*

Markers

**Mr. N. Sardar**

*Library Attenders*

**Mr. Syed Nadeem Akthar, B.A., BLIS.,**

*Sweepers*

*Scavengers*

**Mr. M. Ponnuswamy**

**Mr. K. Venkateshwarlu**

**Management Non-Teaching Staff**

*Assistants*

**Mr. S. Thameem Basha, B.Com.,**

**Mr. Syed Khamruddin, M.Com.,**

*Junior Assistants*

**Mr. E. Muthalif, M.Com.,**

**Mr. Y. Mohamed Razz, M.Com.,**

**Mr. I. Mohamed Khadeer, M.A.,**

**Mr. I. Noorullah Shariff, B.Com.,**

**Mr. A. Zubair Ahmed, B.A.,**

**Mr. B. Noor Mohamed,**

**Mr. J. Abdul Rahuman, B.Com.,**

*Library Clerks*

**Mr. S.M. Imam Ansari, B.Com., (Clerk)**

**Mr. M.H. Rifayul Jeburi, (Technical Assistant)**

**Mr. L.M. Abdullah Saquib, (Data entry operator)**

*Electrical Supervisor*

**Mr. Boopathy**

*Electrician*

**Mr. P. Nazeer Hussain**

*Sergeant*

**Mr. K. Md. Siraj**

*Office Assistants and other staff*

**Mr. K. Shihabuddin, (DA)**

**Mr. R.A. Yousuf Ali, (DA)**

**Mr. Sadulla Babu, (Museum Keeper)**

**Mr. Md. Rafeeq (Attender)**

**Mr. S.A. Md. Ghouse (Attender)**

**Mr. R.S. Venkataswamy (Scavenger)**

**Mr. Y.Md. Ziauddin (Attender)**

**Mr. K.S. Hayath Basha (D.A)**

**Mr. M. Giridaran (Lab Attender)**

**Mr. A.N. Hidayathullah (D.A.)**

**Mr. M. Ghouse Mohideen (Lab. Attender)**

**Mr. B. Syed Ghouse Ahmed (Lab. Attender)**

**Mr. M. Mohana Krishnaiah (DA)**

**Mr. Syed Farhathullah Hussainy, B.A., (Attender)**

**Mr. Khalique Ahmed, M.A., (Attender)**

**Mr. Sadasivam (Attender)**

**Mr. G.O. Naveen Kumar (Attender)**

**Mr. Loganathan (Reprographics Assistant)**

**Mr. O. Prashanth (Lab Assistant)**

**Mr. S. Shahul Hameed (Lab Assistant)**

**Mr. J. Ajees (Lab Assistant)**

**Mr. Md. Jamal Hussain (Attender)**

**Mr. A. Mohamed Yunus (Lab Assistant)**

**Mr. U. Ragamadullah (Attender)**

**Mr. K.C. Devasagayam (Gardener)**

**Mr. J. Abuthahir (Attender)**

**Mr. B. Obaiyah (Attender)**

**Mr. N. Noor Mohamed (Attender)**

**Mr. A.G. Nisaruddin (Plumber)**

**Mr. M. Oshamudhin (Attender)**

**Mr. A.J. Abdul Kasim (D.A)**

**Mr. V. Sabeel Ahmed (Attender)**

**Mr. A. Md. Ibrahim (Attender)**

**Mr. R.Y. Mohamed Ibrahim (Attender)**

**Mr. M. Mohamed Basul (D.A)**

**Mr. U. Chandra Mohan (Scavenger)**

**Mr. T. Mohammed Ooyes (A/C Technician)**

**Mr. T. Mohamed Abdullah** (D.A)  
**Mr. S.M. Thameemun Ansari** (D.A)  
**Mr. H. Khalilur Rahman** (D.A)  
**Mr. R Jamal Fayaz** (D.A)  
**Mr. S. Mohamed Naziruddin** (D.A)  
**Mr. S.K. Khaja Mohideen** (D.A)  
**Mr. I. Shaghul Hameed** (D.A)  
**Mr. D. Mohamed Abdullah** (Marker)  
**Mr. A. Sowgath Ali** (D.A)  
**Mr. K.S. Khader Mohideen** (Driver)  
**Mr. Venkata Subbaiah** (Gardener)

*Sweepers*

**Mrs. Habeebah**  
**Mrs. Zulaka Bee**  
**Mrs. Zohra Banu**  
**Mrs. A. Mumtaz**  
**Mrs. Mukthiar Begum**  
**Mrs. S.A. Kalvathu Sayidama**  
**Mrs. Ahamed Nisa**  
**Mrs. Jaya**  
**Mrs. A. Ayesha**  
**Mrs. H. Rahmath**  
**Mrs. P. Jaithoon Bee**  
**Mrs. Noorjahan**  
**Mrs. Hameedha Begum**  
**Mrs. N. Sara**

Health

*College Medical Officer*

**Dr. Yaver Ali Mirza**, M.B.B.S.,

*Office of the Controller of Examinations*

**Mr. Y. Siddik Mohideen**, M.A., M.Phil., (Data Entry Operator)  
**Mr. J. Syed Ibrahim** B.C.A., (Data Entry Operator)  
**Mr. K.S.H. Mohamed Fakker**, B.Com., (Junior Assistant)  
**Mr. H.S.K. Md. Ashraf Ali** (Data Entry Operator)  
**Mr. Mohamed Muthahir**, B. Tech. (Programmer)  
**Mr. Jaffar Ali**, B.Com., (PA to CDE)  
**Mr. Bilal**, B.C.A., (Data Entry Operator)  
**Mr. Mohamed Faiz Ahmed**, M. Com., (Junior Assistant)  
**Mr. A. Sowkath Ali**, (Reprographer)

**Mr. L. Johnson Paul** (Office Assistant)  
**Mr. A. Turab Ali** (Attender)  
**Mr. Md. Rahmatullah** (Lift Operator)  
**Mrs. Rahima Beevi** (Sweeper)

Hostel

*Resident Superintendents*

**Mr. J. Syed Nasar Rahaman**, M.Sc., PGDCA.  
**Mr. H. M. Mohamed Hanipha**, M.Sc., M.Phil.  
**Mr. A.M.Z. Mohammed Arsath Ali**, M.B.A., M.Phil.  
**Dr. M. Mohamed Naseer Ali**, M.Sc., M.Phil., Ph.D.



**Govt. Aided Courses with Permanent Affiliation**

S.No.	Name of the Courses	Major Subject	Sanctioned Strength	Max. Intake
01.	B.A.	English	50	50
02.	B.A.	Arabic	50	50
03.	B.A.	History	50	50
04.	B.A.	Economics	60	70
05.	B.A.	Sociology	50	50
06.	B.Com.	Commerce	55	70
07.	B.Com.	Corporate Sec.	55	70
08.	B.Sc.	Mathematics	55	70
09.	B.Sc.	Physics	50	50
10.	B.Sc.	Physics	50	50
11.	B.Sc.	Chemistry(CPM)	50	50
12.	B.Sc.	Chemistry(CPZ)	50	50
13.	B.Sc.	Plant Biology	50	50
14.	B.Sc.	Adv. Zoology	50	50
15.	B.Sc.	Computer Sci	40	50
16.	M.A.	English	20	20
17.	M.A.	Tamil	40	40
18.	M.A.	Arabic	20	20
19.	M.A.	Economics	20	20
20.	M.Com.	Commerce	40	40
21.	M.Sc.,	Chemistry	26	26
22.	M.Sc.,	Zoology	16	16
23.	M. Phil	English	12	12
24.	M. Phil	Arabic	12	12
25.	M. Phil	Economics	06	06
26.	M. Phil	Commerce	09	09
27.	M. Phil	Chemistry	10+2	10+2
28.	M. Phil	Zoology	10+2	10+2
29.	M. Phil	Tamil	6+2	6+2

**Self -Finance UG & PG Courses**

S.No.	Name of the Courses	Major Subject	Sanctioned Strength	Max. Intake
01.	B.Com.	Commerce (Section -A)	55	70
02.	B.Com.	Commerce (Section -B)	55	70
03.	B.Com.	Commerce (Section- C)	55	70
04.	B.Com.	Corporate Secretaryship	55	70
05.	B.Com.	Bank Management	50	50
06.	B.Com.	Information System Management	50	50
07.	B.B.A.	Business Administration (Section - A)	70	70
08.	B.B.A.	Business Administration (Section - B)	70	70
09.	B.Sc.	Computer Science (Section -A)	40	50
10.	B.Sc.	Computer Science (Section -B)	40	50
11.	B.Sc.	Computer Science (Section - C)	32	32
12.	B.C.A.	Computer Application (Section - A)	50	50
13.	B.C.A.	Computer Application (Section -B)	40	50
14.	B.C.A.	Computer Application (Section -C)	32	32
15.	B.Sc.	Bio - Technology	50	50
16.	M.A.	Historical Studies	20	20
17.	M.Sc.,	Mathematics	40	40
18.	M.Sc.,	Computer Science	26	26
19.	M.Sc.,	Information Technology	26	26
20.	M.Com	Corporate Secretaryship	20	30

<b>COURSE OF STUDY</b> <b>GOVERNMENT AIDED (8.30 am to 1.30 pm)</b>	
<b>Under Graduate Courses</b>	
<b>ARTS – CORE COURSES</b>	
<b>B.A.</b>	1. Historical Studies    2. Sociology 3. Economics            4. English            5. Arabic
<b>SCIENCE – CORE COURSES – ALLIED COURSES</b>	
<b>B.Sc.</b>	1. Mathematics            (i) Statistics (ii) Physics /Numerical Maths / Financial Accounting  2. Physics                    (i) Mathematics (ii) Chemistry  3.(a) Chemistry(CPM)    (i) Mathematics (ii) Physics  (b) Chemistry(CPZ)    (i) Zoology (ii) Physics  4. Plant Biology and Plant Biotechnology    (i) Zoology (ii) Chemistry /Statistical Methods
<b>COMMERCE – CORE COURSES</b>	
<b>B.Com.</b>	1. Commerce (General) 2. Corporate Secretaryship
Part - I	: Tamil / Arabic /Urdu/Hindi/French (Anyone of the above languages shall be chosen in Part-I)
Part -II	: English
Part - III	: Core & Allied Subjects
Part -IV	: Non- Major Electives, skill based Electives, Values Based Education and Environmental studies
Part - V	: Extension Activities <small>(All Degree student should become a member of NCC /NSS / Rotract /Youth Red Cross / Sports &amp; Games may be chosen in part -V)</small>

<b>Post Graduate Courses</b>	
<b>M.A.</b>	<b>ARTS :</b> 1. Economics    2. Arabic    3. English    4. Tamil
<b>M.Com</b>	<b>COMMERCE :</b> Commerce
<b>M.Sc</b>	<b>SCIENCE :</b> 1. Chemistry    2. Zoology  <b>Research Programmes</b>
<b>M.Phil.</b>	1.Economics    2.Arabic    3. English    4. Tamil 5 .Commerce    6.Zoology    7. Chemistry
<b>Ph.D</b>	1. Economics    2. Arabic    3. Tamil 4.Commerce    5. Zoology    6. Chemistry
<b>SELF FINANCING COURSES (SHIFT –II)</b> (2.15 pm to 6.40 pm)	
<b>Under Graduate Courses</b>	
<b>B.Com</b>	<b>COMMERCE –CORE COURSES</b> Commerce (general) Corporate Secretaryship Bank Management Information System Management
<b>B.B.A.</b>	Business Administration
<b>B.Sc.</b>	<b>SCIENCE – CORE COURSES –ALLIED COURSES</b> 1. Computer Science                    (i) Mathematics (ii) Statistical Methods  2. Bio- Technology



<b>B.C.A</b>	Computer Application (i) Foundation Mathematics (ii) Numerical & Statistical Methods (iii) Applied Operation Research
	Part -I : Tamil / Arabic / Urdu / Hindi/ French <small>(Anyone of the above languages shall be chosen in Part-I)</small>
	Part -II : English
	Part -III : Core & Allied Subjects
	Part -IV : Non - Major Electives, Skill Based Electives, Value based Education and Environmental Studies
	Part - V: Extension Activities <small>(All Degree students should become a member of NCC/NSS/Retract/ Youth Red Cross / Sports &amp; Games may be chosen in Part-V)</small>
<b>Post Graduate Courses</b>	
	<b>ARTS :</b>
<b>M.A</b>	Historical Studies
	<b>SCIENCE :</b>
<b>M.Sc.</b>	1. Biotechnology      2. Mathematics 3. Computer Science   4. Information Technology
	<b>COMMERCE :</b>
<b>M.Com</b>	Corporate Secretaryship

#### List of Ph.D. Guides

##### Department of Tamil

Dr. M.I. Ahamed Maricar  
Dr. S. Mohamed Abdul Razak

##### Department of English

Dr. Anvar Sadhath Valiyaparambath  
Dr. G.V. Naresh

##### Department of Arabic

Dr. S. Abdul Maliq  
Dr. N.M. Ahamed Ibrahim  
Dr. K.M.A.Ahamed Zubair

##### Department of Economics

Dr. S. Kareemullah Basha  
Dr. A. Abdul Raheem  
Dr. Abdus Shukur  
Dr. M. Abdul Jamal

##### Department of Commerce

Dr. S. Tameem Sharief      Dr. S. Thothadri  
Dr. S. Syed Rafiq Ahmed      Dr. J. Sulaiman

##### Department of Chemistry

Dr. A. Abdul Jabbar      Dr. S.J. Askar Ali  
Dr. T.K. Shabeer      Dr. A.Kalilur Rahiman

##### Department of Zoology

Dr. A. Jawahar Ali      Dr. Abdus Saboor  
Dr. Mohammed Ibrahim Naveed  
Dr. Mohammed Saquib Naveed  
Dr. M. Jamal Mohammed

##### Department of Physics

Dr. P.A. Abdulla Mahaboob      Dr. M. Gulam Mohamed  
Dr. M. Nizam Mohideen      Dr. R. Kumar

### Department Codes for 2014 Batch onwards

Sl.No	Department	Dept. Code
1.	Arabic	A
2.	Bank Management	B
3.	Biotechnology	C
4.	Business Administration	D
5.	Chemistry	E
6.	Commerce	F
7.	Computer Application	H
8.	Computer Science	J
9.	Corporate Secretaryship	K
10.	Economics	L
11.	English	M
12.	French	N
13.	Hindi	P
14.	History	Q
15.	Information System Management	R
16.	Information Technology	S
17.	Mathematics	T
18.	Physics	U
19.	Plant Biology & Plant Biotechnology	V
20.	Sociology	W
21.	Tamil	X
22.	Urdu	Y
23.	Zoology	Z

### FEES PER TERM\* - SHIFT - I THE NEW COLLEGE (AUTONOMOUS) - CHENNAI - 14.

Particulars of Fees	Year	B.A. All Major	B.Com. & B.Com CS	B.Sc. Maths	B.Sc. Physics Plant-Bio & Adv. Zoology	B.Sc. Chemistry	B.Sc. Comp., Sci	M.A. All Major	M.Sc. Zoology	M.Sc. Chemistry	M.Com	DAY COLLEGE FEES PER TERM*		
												Tuition Fee	Special & Science Fees	
Tuition Fee	I	...	...	...	...	...	8850	250	375	375	375	375		
	II	...	...	...	...	...	8850	250	375	375	375	375		
	III	...	...	...	...	...	7070	...	...	...	...	...		
Special & Science Fees	I	300	300	300	780	870	850	300	740	825	300	300		
	II	300	300	740	780	870	850	300	740	825	300	300		
	III	300	300	300	780	870	630	...	...	...	...	...		
N.S.G. Fees	I	585	585	585	585	665	1070	585	785	785	585	585		
	II	...	...	...	...	...	3500	...	500	1000	...	...		
	III	...	...	...	...	...	3500	...	500	1000	...	...		
Lab. Maintenance Fee	I, II & III	...	...	...	...	...	3000	...	...	...	...	...		
	Insurance Fees	...	...	...	...	...	100	100	100	100	100	100		
	Infra Structure & Amenities Fees	...	...	...	...	...	2000	2000	2000	2000	2000	2000		
Miscellaneous Fees	I	500	500	500	500	500	500	500	500	500	500	500		
	II	...	...	...	...	...	...	...	...	...	...	...		

Two terms in a year  For CBSE Student Rs. 200 extra as recognition fees at the time of admission  
 Other Fees and Lab / General deposit to be paid at the time of admission only

\*Subject to Revision



**FEES PER TERM\* - SHIFT - II THE NEW COLLEGE (AUTONOMOUS) - CHENNAI - 14.**

**EVENING COLLEGE FEES PER TERM\***

Particulars of Fees	Year	B.Com Honours	B.Com & B.Sc. CS B.Com CS B.B.A. B.Com BM	B.Sc. CS B.C.A B.Com ISM	B.Sc. Viscom	B.Sc. Bio-Tech	M.A. History	M.Sc. CS & IT	M.Sc. Maths	M.Sc. Bio. Tech	M.Com CS
Tuition Fee	I	12000	9350	8850	...	7000	2920	13250	5200	11420	6850
	II	12000	9350	8850	...	7000	2920	13250	5200	...	6850
	III	...	6350	7070	10020	...	...	...	...	...	...
Special & Science Fees	I	1000	500	850	...	850	500	4000	500	4000	500
	II	1000	500	850	...	850	500	4000	500	...	...
	III	...	300	630	300	...	...	...	...	...	...
Computer Lab / Maintenance Fee	I	...	...	3500	...	3500	...	10000	...	10000	...
	II	...	...	3500	7000	3500	...	...	...	...	...
	III	...	...	3500	...	...	...	...	...	...	...
Other Fees	I	570	570	570	...	570	570	570	570	535	570
	II	500	80	500	...	500	200	2000	200	2000	200
	III	100	100	100	100	100	100	100	100	100	100
Insurance Fees	I, II & III	2000	2000	2000	...	2000	2000	2000	2000	2000	2000
	I	500	500	500	...	500	500	500	500	500	500
	II	300	300	300	...	300	300	300	300	300	300

Two terms in a year  For CBSE Student Rs. 200 extra as recognition fees at the time of Admission  
 Other Fees and Lab / General deposit to be paid at the time of admission only \*Computer Maintenance Fees for M.Sc. (Comp.Sc)/I.T. to be paid at the time of admission only.

\*Subject to Revision

The college authorities reserve to themselves the right to cancel the admission of a student without returning the fees (1) if there be any discrepancy between certificates produced and the entries in the application form and (2) if any suppression of facts be discovered.

**OTHER FEES TO BE PAID ON ADMISSION**

1. Admission Fee - Rs. 50
2. College Co-operative Stores - Rs. 5
3. Medical Inspection - Rs. 10
4. Scrutiny of Recognition Fee for students coming from other Universities (Payable to the University of Madras) : Indian Citizens - Rs. 200
5. Recognition Fee for the students who have passed Higher Secondary Examination of Tamilnadu - Rs. 100
6. Matriculation Fee - Rs. 30
7. Registration Fee payable to the University of Madras
  - (i) Under-Graduate Course - Rs. 80
  - (ii) Post-Graduate Course - Rs. 100
8. Sports Activities & Library Fees : UG - Rs. 120  
PG - Rs. 80
9. Cultural & Youth Festival Fee etc. payable to the University of Madras - Rs. 30
10. Fee for Development of Infra-structural Facilities in the University - Rs. 30
11. Fee for verification of +2 Certificate - Rs. 10
12. Convocation Function Fee - Rs. 25
13. N.S.S. Corpus Fund - Rs. 10
14. Youth Red Cross - Rs. 5

The Fee is payable not later than the fifth working day of each term from the date of commencement of the term or the day fixed for payment.



If a student fails to pay his fees on or before the day fixed for payment, a fine of Rs. 50/- for every working day will be levied and if the fee is not paid within the stipulated dates, the student's name shall be struck off the rolls. If re-admitted, he must in addition to the fees and find due, pay a re-admission fee of Rs. 200/-. **He will lose attendance for the days for which he was not on the rolls of the college.**

Students withdrawing from the college, during the course shall be required to pay the tuition fees and special fees due for the term. They cannot claim a remission of any portion of the fee.

**Fee to be paid for the issue of Original T.C. & C.C.**

- a. Within one year (but after three months of the publication of results) : Rs. 100/-
- b. After one year : An additional fee of Rs. 50/- per year

**Fee to be paid for the issue of Duplicate T.C. & C.C.**

On production of a certificate from a Gazetted Officer to the effect that the certificate has been lost.

- a. Within one year : Rs. 250/-
- b. After one year : An additional fee of Rs. 100/- per year.

At least a week's time must be given for the issue of any certificate or reply to any other request or query.

**SCHOLARSHIP**

The following scholarships are available for the students. Students are directed to meet the class counselor / scholarships clerk in the office for more details on various scholarships. They are also advised to regularly read the notices regarding scholarships displayed on the Notice Boards.

1. National merit-cum-means scholarships to students belonging to minority communities. A minimum of 50% marks in the qualifying examination is required for applicants. (As the number of scholarships is limited, the selection of eligible candidates may be done on the basis of the marks scored by the applicants in their qualifying examination). This scholarship is available for UG, PG, M.Phil, and Ph.D. courses. Annual income limit. Rs. 1,00,000/-

2. National Loan Scholarship for UG and PG students belonging to SC and ST. The applicants should have scored minimum of 50% in the qualifying examination. This scholarship is available only for students staying in reputed/approved hostels. Annual income limit : Rs. 1,00,000/-
3. Scholarship for the physically challenged (i.e., students who are deaf / hearing impaired, visually and, Orthopedically challenged). Annual Income limit : Rs. 1,00,000/-
4. Residential and non-residential state scholarships for students belonging to SC, ST, and those converted from Hinduism to Christianity: They should be natives of Tamil Nadu or domiciled therein. Annual Income limit: Rs. 2,00,000/- for SC., ST., and Rs. 1,00,000/- for Christian converts.
5. Pondicherry state Post-Metric scholarship for students who had their school education in the Union Territory of Pondicherry.
6. Directorate of Tribal Affairs, Government of Manipur, gives Post-Metric scholarships for students from Manipur state.
7. Administration of the Government of Union Territory of Lakshadweep, Kochi, gives scholarships for students from the Lakshadweep group of Islands.
8. Directorate of Higher Education, Kohima, Nagaland, gives Post-Metric scholarships for students from Nagaland state.
9. Students belonging to the family of farmer's community are eligible for scholarships under Tamil Nadu Agricultural Laborers - Farmer's Welfare Scheme, offered by the Directorate of Collegiate Education Tamil Nadu.
10. Scholarships for Physically challenged students who are natives of Tamil Nadu and whose parent's income does not exceed Rs. 1,00,000/-
11. The Directorate of Collegiate Education, Tamil Nadu, gives scholarship (stipend) to full time Ph.D., scholars from all disciplines.
12. Ministry of Human Resource Development gives scholarships to students with extraordinary academic achievements in the qualifying examinations (80% and above), through the Directorate of Collegiate Education, Tamil Nadu.



13. Indian Council of Cultural Relations (ICCR), Government of India, gives scholarships to UG and PG students from Sri Lanka.
14. Ministry of Labour, Government of India, gives scholarships to the children of Beedi / Mine / Cine workers from Tamil Nadu.
15. Secondary Grade Teachers Children Scholarship is given to the Children of Secondary Grade Teachers working in Government Recognized Primary and Middle Schools for pursuing M.A., M.Sc., M.Com., M.Ed., ML., M.C.A., M.Phil courses in Tamilnadu. There is no income ceiling limit, but the students should have secured not less than 60% marks in the U.G. Courses. Selection is made on the merit basis.
16. Scholarships for the first-generation students from backward classes. Annual income limit: Rs. 1,00,000/-. A certificate from the Tahsildar to the effect that there is no graduate in the family has to be produced.
17. Muslim Educational Association of Southern India (MEASI), the parent body of The New College, awards scholarships to poor and deserving Muslim students pursuing unaided courses in the Day College and all UG and PG course in the Evening College.

#### **RULES AND REGULATIONS FOR STUDENTS**

Students will have to attend all classes regularly. The following are the Attendance Regulations of the college.

1. A student shall attend all the five periods of each working day. Attendance shall be taken every period as soon as the teacher enters the class. As the attendance slips are collected from the classes immediately after the commencement of the classes, late comers will not be marked present. The attendance position of the each student will be displayed on the Department notice boards every month.
2. Students who want to avail leave should submit their leave applications, preferably in advance, to the respective class counsellors.
3. Students have to produce medical certificates if the leave on medical grounds exceeds three days.

4. If a student absents himself from classes for more than a week without prior permission from the class counselor and Head of the Department, his name will be removed from the rolls. A re-admission fees will be levied for the reinstatement of the names in the rolls.
5. A minimum of 75% of attendance is required for all the students. In the case of I year students the minimum required percentage of attendance is 80%.
6. According to University of Madras regulations, a Candidate will be permitted to appear for the End-Semester examinations only if he secures not less than 75% of attendance in each part of the course of study (Part I, Part II, Part III and Part IV) during the semester. A student who secures between 65% and 75% of attendance must pay the prescribed condonation fee and receive the permission fee and receive the permission orders to write the exam. Those who have attendance between 50% and 65% must pay the prescribed condonation fee and get permission to write the examinations in the next semester. Students who hold less than 50% of attendance will have to repeat the semesters for which they lack attendance after the completion of the course, and appear for the examination after securing the required percentage of attendance.

#### **CODE OF CONDUCT FOR STUDENTS**

The following are the general code of conduct for the students. Any act of indiscipline inside or outside the college may attract strict action.

1. All students must carry their Identity Cards during the college hours. They are required to show their ID cards to the security personnel near the college gate and the college staff (both teaching & non-teaching) whenever demanded. Loss of Identity Cards should be reported to the Principal or the Professor-in-Charge immediately.
2. Every student is expected to come to college suitably dressed. T-shirts (with or without collar) and Shorts etc. are not allowed.
3. Students are expected to exhibit good manner and refined behavior. They should use decent language and abstain



themselves from using profane language, offensive body language and any form of discriminatory expressions. They are expected to be courteous and polite in dealing with fellow students, faculty members and administrative staff. The college expects high moral standards in the students, and so students are advised to inculcate moral values.

4. **Ragging is a criminal offence. Ragging of any kind is strictly prohibited inside/outside the college. A student found guilty of this crime is liable to be expelled from the college.**
5. Mobile phones are strictly banned in classrooms, library and examination halls. The defaulters will be fined.
6. Students are forbidden from organizing or attending any meeting inside the college campus or collecting money for any purpose without prior permission from the Principal.
7. Students are not permitted to enroll themselves as members of any political parties nor are they allowed to take part/organize if any political agitations inside or outside the campus.
8. The college campus has been declared as a "No Smoking Zone". Strict disciplinary action will be taken against students found indulging in smoking.
9. Students are expected to uphold academic integrity. They should not indulge in plagiarism, malpractice/cheating on exams, abuse of electronic resources and other dishonest activities.
10. If any student is found to have engaged in any unlawful activities inside or outside the campus, he /she will be dealt with in accordance with the rule of law in the state and the country, and such students will be suspended / dismissed from the college. The college will not take responsibility for any criminal or non-criminal acts committed by students of the college outside the college campus.
11. Possession/use of drugs, alcohol and other intoxicants is strictly banned in the college campus.
12. The college Canteen facility is available only to the staff and students of the college. Students may each only in the

canteen. Littering on the college premises is a punishable offence.

13. Stringent action will be taken if students are found writing and drawing on walls and desks, damaging / defacing college or public property.
14. Students are not permitted to park their vehicle in the parking areas allotted for the staff.
15. Misconduct with teaching and other supporting staff of the college will be strictly dealt with.
16. Students are not permitted to carry weapons of any kind or replicas of weapons on the college Campus at any time.
17. The Wi-Fi connectivity available in the college campus should only be used to access academic related materials and information from the internet.
18. Students committing Cyber Crimes (illegal activities on the internet) will face disciplinary action including suspension / dismissal from the college.
19. Possessing / watching pornographic materials / videos/photos on mobile phones, Tablet Computers and other devices is strictly banned inside the campus.
20. Eating, chewing and drinking beverages other than water are strictly forbidden inside the class during class hours.
21. Women students pursuing M.Phil., Ph.D., and other programmes are expected to conduct themselves with dignity, modesty and simplicity. They must come to college suitably clad.
22. Students should not engage in any trade or business activities within the college premises.
23. Character and conduct certificates cannot be claimed as a matter of right. The principal may refuse to issue these certificates without assigning any reason.
24. Students may meet or write to the Principal or Professor-in-Charge for redressing their grievances.
25. Students are advised to make use of the free periods in reading books, magazines and newspapers available in the library/reading room.



26. Students must read the Circulars displayed on the Notice Boards regularly. Ignorance of orders duly displayed on the Notice Boards shall not be accepted as an excuse for non-compliance. Notices/posters regarding employment opportunities and training programmes supplied by various organizations will be displayed only on the Notice Board of the Career Guidance and Placement Cell located in the ground floor of the Library Block.

27. Students are warned against harassing, threatening, abusing or intimidating of fellow students, visitors, staff and others inside the campus. Students engaging in these activities will be seriously dealt with.

Note: Under the Government Educational Rules the Principal has full power to inflict the following punishment:

**Fine, withholding of Certificates, Suspension and Expulsion.**

#### **COLLEGE UNION & SECTIONAL ASSOCIATIONS**

##### **Shift-I**

All the students of the college are members of the College Union. For each Department there is an Association for promoting academic excellence of the students. The Principal shall be the ex-officio President of the College Union and Sectional Associations. The Vice-President of Sectional Associations shall be nominated by the respective department among the members of the staff of the Departments.

The following are the various Sectional Associations :

1. Umaru Pulavar Tamil Peravai
2. The Arabic Study Circle
3. Urdu Association
4. Hindi Association
5. French Association
6. The Historical Studies Association
7. The Economic Association

8. The Commerce Association
9. The Sociology Association
10. The Mathematics Association
11. The Physics Association
12. The Chemistry Association
13. The Plant Biology & Plant Biotechnology Association
14. The Zoological Society
15. The English Literary Society
16. The Corporate Secretaryship Association
17. The Computer Science Association
18. The Post-Graduate Students' Association

Students detained from appearing for Term End Examinations for want of required percentage of attendance or for want of academic progress are not eligible to contest Sectional Association elections.

The Secretaries of the above Sectional Association are eligible to elect from among themselves a Chairman, a Vice-chairman and a General Secretary for the College Students' Union.

All UG students eligible to vote for the respective sectional Association. The PG students are eligible to vote only for PG Association.

##### **Shift II**

There is a separate College Union for the Self Financing Courses. For each of the following Departments there is a sectional Association with a vice president and student secretary.

Commerce, Corporate Secretaryship, Computer science, Computer Applications, Information Systems and Management, Visual Communication, Business Administration and Bank Management.

In addition to these Association, there is a separate Association for the PG students of the Evening College.



### **STUDENTS' COUNSELLING SCHEME**

The Student Counsellor will serve as the local guardian of the students in the college. There is a Students' Counselling Scheme in the college to help the students and discover the latent talent in them and channelize their energy. The aim of the scheme is overall development of a student once he enters the portals of the college. The programme facilitates a group of student to be under the personal care and guidance of a faculty member who would constantly monitor the activities of the students in all respects. Students belonging to each discipline shall be divided into small groups and each shall be kept under the charge of a Staff member of the Department.

The scheme also aims at bridging the gap between the teacher and the taught. Students are advised to make use of this counseling scheme available in their respective Departments for the betterment of their academic pursuit, personality and discipline in a friendly atmosphere. A progress report will be sent by the Principal to the Parents or Guardians at the end of the Term-end and Model Examinations. The Principal would take into consideration the reports of the Heads of the Departments or Counsellors while issuing Academic, Attendance, Conduct and other certificates.

### **PHYSICAL EDUCATION**

Every student of the I year Degree class shall be required to undergo the course of physical training prescribed by the college and his annual attendance and progress certificates shall not be considered complete unless the Principal has certified on the report of the Director of Physical Education that the student has satisfactorily undergone the prescribed course in physical training and put in three-fourths of the attendance in addition to the usual course of instruction.

No student will be exempted from the course of physical training except such students as may have been declared by the Medical Officer of the College to be unfit to undergo a course of physical training and approved by the university.

### **MEDICAL INSPECTION**

I Year U.G. & P.G. students have to undergo Medical Inspection without fail. Students who fail to do so are not eligible to write the examinations.

### **NATIONAL CADET CORPS**

The College provides training to students in the N.C.C. in the Infantry Wing and Armored squadron. Enrolment of cadets is made soon after admission to the college.

Smart and capable cadets are entitled to selection for Adventure course, All India Advance Leadership Camps, Summer Training Camps of other States, training in the Himalayan Mountaineering Institute, Republic Day Parade contingent at New Delhi etc. Outstanding cadets are entitled to selection for going abroad under Youth Exchange Programme.

### **NATIONAL SERVICE SCHEME**

The National Service Scheme (NSS) is a programme organized by the Ministry of Education and Youth Services of the Government of India to offer opportunities and training in service to the community and the nation for students with an aptitude. It is intended to involve the college students in a variety of social service and developmental activities concomitantly with the normal academic programme. The motto of the scheme is "Education through Community Service".

Students of the first and second year Degree classes are eligible for admission. A total of 400 students will be enrolled in our college units which will be under the control of three Programme Officers.

#### **The NSS aims to develop in its volunteers:**

1. A spirit of selfless service to our people in distress, poverty and ignorance, irrespective of region, language, religion and caste.
2. A capacity to identify and study community problems, to plan and to carry out welfare projects as a team.



3. A willingness to share the benefits of modern higher education with our people who did not get this benefit.
4. A dignity for manual work and respect and concern for our rural masses and
5. A living faith in the unity of India and our great national heritage.

#### **NEST**

The New College Centre for Environment Science and Technology (NEST) is a science club whose aims and objectives are the following:

- (a) To educate the masses and create environmental awareness among them.
- (b) To devise methods for the safe and effective disposal of pollutants and to develop indigenous technology for solid waste management like vermin compost.
- (c) To create awareness on Green House Effect and Global Warming.
- (d) To develop new techniques for Rain Water Harvesting (RWH).

The First year UG and the First year PG students of Science departments alone are eligible to enroll themselves as members of NEST. "Young Scientist" and "Enviro Friend" titles would be conferred each year on the outstanding members of the club.

#### **DEENIYATH & MORAL INSTRUCTION CLASSES**

The Muslim Educational Association of Southern India organizes Deeniyath Classes for the students of U.G. and P.G. Degree courses in the College. All the Muslim Students are expected to attend these classes regularly.

Moral instruction classes are conducted for other students.

Under the auspices of Deeniyath & Moral Instruction programme common guest lectures are conducted.

Apart from Annual examinations, contests and essay writing competitions are conducted every year and prizes are awarded.

Students who put in 100% of attendance in Deeniyath & Moral Instruction classes will be awarded cash prizes.

#### **e-Urdu Centre**

The Department of Urdu, The New College (Autonomous), Chennai – 14, recently opened the e-Urdu Centre to promote Urdu language in general and to impart IT related skills in Urdu in particular.

#### **Objectives of the Centre**

- To promote urdu language among staff and students of the college.
- To train students in DTP and other IT related skills in Urdu language.
- To offer add-on Diploma and Certificate Courses in Urdu language for students.

#### **CAREER GUIDANCE CELL**

A career guidance cell is opened at the College General Library premises. A team of Professors will guide the students regarding career opportunities.

The cell offers guidance to all students of this college belonging to various faculties to choose a bright and right career.

#### **The objectives of the cell are as follows:**

- (a) To provide training for the students to improve their skill to face various competitions.
- (b) To arrange seminars and meetings to enthuse and encourage the students in planning for their future.
- (c) To hold campus selections, interviews organized by various institutions of repute.
- (d) To offer guidance for various Civil Service Examinations conducted both by the Centre and State Governments.
- (e) To provide database of the students sought by various companies.



### UNIVERSITY STUDENTS' INFORMATION BUREAU

Students requiring information on further studies in India and abroad and on scholarships offered by State and Central Governments and organizations like the UNESCO, the British Council and the US Government are advised to contact the Information Bureau Secretary at the University Building, Chepauk, Chennai – 600 005.

### LIBRARY

The College Library, including general and department libraries, contains 88,967 volumes. The departmental libraries are under the charge of the professors concerned and books are issued according to the special rules framed by them.

The books in the library are classified and arranged according to the Decimal Classification System.

The library receives regularly 82 outstanding periodicals-2 foreign periodicals, newspapers and 28 journals. They are placed in the reading room for the use of students.

Students and teaching staff of the College are entitled to use the library.

The library and the reading room will be kept open from 8.30 a.m. to 1.00 p.m. and from 2.00 p.m. to 6.30 p.m. on all working days. Strict silence should be observed in the library at all times.

Books will be issued from 08.30 a.m. to 1.00 p.m. and from 2.00 p.m. to 6.00 p.m. on all working days.

An under-graduate student will be provided with one borrower's ticket which entitles him to borrow one book and a post-graduate student with two tickets against which he can borrow two books.

A member borrowing a book from the library shall be fully responsible for its safe custody. In the event of any damage or loss he shall replace it with a new copy of the book or pay such compensation as may be decided by the Principal.

If books are returned after the due date, the tickets will be handed over to the member only if an overdue charge per book per day is paid.

A member against whom overdue or other charges are outstanding will not be allowed to borrow books.

Books may be renewed for a further period of a fortnight provided that :

- (i) The application for renewal reaches the Librarian three days before the due date.
- (ii) No other reader has applied for the book in the meantime.
- (iii) Not more than one renewal has been made previously for the same book.

Library books, periodicals, maps, etc., should not be marked, written upon or damaged. Taking clippings from periodicals and any other form of mutilation of library property is strictly forbidden.

Students will be entitled, subject to rules, to keep books for two weeks from the date of issue.

The Librarian has the right to check each student before he leaves the library to find out whether he carries any books of the library without the knowledge of the Librarian.

The Librarian, the attendants and the readers shall be responsible individually or collectively for any loss or damage done to the books or other property belong to the library either intentionally or otherwise. The Principal's decision on this matter will be final.

A member who has lost his borrower's ticket shall make a written report to the Librarian. A period of one month will be allowed to the member to trace and return the ticket. If after this period, if still untraceable, an undertaking in writing shall be given to the effect that the member will hold himself responsible for any unauthorized borrowing in exchange or the lost ticket. On such an understand being given, a duplicate ticket will be issued on payment of Rs. 5/-.



### **STUDENTS' BOOK-BANK**

Students' Book-Bank is a special section attached to the main library. Books will be issued on loan to deserving students for one – academic year. Current text books on all subjects are available on loan. There are about 18820 books in the Bank.

The object of the scheme is to provide text books to poor and deserving students.

Applicant should submit a certificate from a responsible officer stating that the annual income of the parent or guardian does not exceed Rs. 50,000/- The application form for the Book-Bank will be issued on the specific orders of the Principal. A nominal fee of Rs. 1/- will be charged for each form. Prescribed application forms may be had from the library, on payment of the prescribed fee at the college counter and production of the receipt.

Books will be issued from 12 noon to 1.30 p.m. on all working days. Not more than five books will be issued to any student.

A student borrowing books from the Book-Bank shall be fully responsible for their safe custody. The book should not be marked, written upon or damaged. In the event of any damage or loss he shall replace it with a new copy of the books or pay such compensation as may be decided by the Principal. The borrowers are not allowed to sub-lend the book.

All books on loan must be returned before the commencement of End Semester Examinations. If the books are not returned in time, the student will not be eligible to borrow books in future. His original certificates submitted at the time of admission will not be returned to him unless he produces a "No Dues" certificate from the Librarian.

### **COLLEGE MAGAZINE**

The College brings out a magazine "Al-jadeed" every year. There is an Editorial Board of the College Magazine with the Principal as the Chief Editor. The Principal will nominate some members of staff as members of the Editorial Board.

### **RAILWAY SEASON TICKET CERTIFICATE**

Students should apply for season ticket certificate in the prescribed form at least a week in advance. Railway concession certificate are also issued to students for going to their native places during Term-end and Summer holidays.

### **ENDOWMENT PRIZE**

Prof.Dr.N. Pandurangan memorial Prize:

An endowment was created in the name of late Prof.N. Pandurangan, former Head of the Department of Tamil by the M.G.R. Mandram by donating Rs. 50,000/- which was deposited in the Unit Trust. Out of the dividend received, two prizes are awarded every year, one to the best outgoing M.A. Tamil Student and the other to the best U.G. Student who scores the highest marks in Tamil language in the previous End Semester Examination.

### **HOSTEL**

The Hostel Committee will consist of the Principal, the Deputy Warden and two Senior Members of the Staff nominated by the Principal. They will hold atleast one meeting every month to pass the accounts, to formulate policies are regards maintenance of the discipline etc. The committee will be assisted by the resident superintendents, who shall be the member of the college staff.

The Hostel shall be under the direct control of the Principal of the college who is the ex-officio warden of the hostel. Subject to the approval of the warden, the Dy. Warden shall make by laws for the effective internal management of the hostel.

Students who want accommodation in the hostel should obtain the necessary application form from the hostel office on payment of Rs.500/- and apply after getting admission in the college and enrolled therein. Students joining hostel shall pay the following fees.



(I) Special Fee per Year :	Rs. P.
Admission Fee	1,000.00
Caution Deposit	5,000.00
Mess Advance can be paid in 3 installments (8,000 + 8,000 + 8,000)	24,000.00
Identity Card	100.00
<b>Total</b>	<b>30,100.00</b>
(II) Residential Fee per Term (Two terms in a year)	
Established Charges	6,000.00
Maintenance	1,500.00
Electricity	2,000.00
Medical Care & Recreation	500.00
<b>Total</b>	<b>10,000.00</b>
<b>Grand Total</b>	<b>40,100.00</b>

There is provision only for non-vegetarian mess. Monthly expenses for a boarder would be about Rs. 1,800/-

Cards regarding monthly hostel dues will be send directly to the parents or guardian. They should remit the dues to the Office before the 10th of every month.

#### **NEW COLLEGE ALUMNI TRUST**

Former students of the college who have been on the rolls of the college are eligible for membership of the trust. The object of the trust is to maintain among the members an active interest in the welfare of their Alma Mater. Students joining the College are requested to become members. They are requested to contact the college office for any clarification in this regard.

#### **EXAM AND EVALUATION UNDER CHOICE BASED CREDIT SYSTEM (CBCS)**

##### **Regulations from 2008-2009**

All UG and PG Courses shall be conducted on Choice Based Credit System (CBCS) it is an instructional package developed to suit the needs of students to keep pace with the developments in Higher Education and the quality assurance expected of it in the light of liberalization and Globalization in higher education.

The term "Credit" refers to the weightage given to a course, usually in relation to the instructional hours assigned to it. However, in no instance the credits of the course can be greater than the hours allotted to it. Each course is designed under lectures / tutorials / laboratory or field work / seminar / practical training / Assignments / Report writing etc., to meet effective teaching and learning needs.

Non Major Electives during III and IV Semester 2 papers with 2 credit each are taken. It is open to all the students, irrespective of the Department. In case of languages the students who study Arabic, Hindi, French and Urdu will study one paper on Fundamentals of Tamil during III & IV semesters. The Students who have studied Tamil in Higher Secondary School and taken other language as Part – I will have advanced Tamil. Others will study other Non Major Electives.

Extra Curricular Courses include activities of the NSS, NCC, Youth Red Cross, Rotaract Club and Sports. All the students have to involve themselves in any one of the extension services for the first four semesters. This will carry 1 credit.



### Examinations:

- 1 There shall be Examinations at the end of each Semester, for odd Semester in the month of October / November and for even semester in the month of April / May.
- 2 A Student who does not pass the examination in any course(s) may be permitted to appear in such failed course(s) in the subsequent examination to be held in October /November or April /May. However students who have arrears in Practical shall be permitted to take their arrear Practical examinations in the respective semester.
- 3 A student should get registered for the first semester examination, if registration is not possible owing to shortage of attendance beyond condonation limit /regulation prescribed or belated joining or on medical grounds, the students are permitted to move to the next semester. Such students shall redo the missed semester after completion of the course.
- 4 PG students shall be required to take up Project Work and submit the Project Report during the second year. The Head of the Department shall allot the guide who in turn will suggest the project Work to the students. Two typed copies of the Project Report shall be submitted to the department before the due date and one copy will be forwarded to the Controller of Examinations.
- 5 For the Project Report, the maximum marks will be 75 percent and for the Viva-Voce 25 percent ( if in some programmes, if the project is equivalent to more than one course, the project marks would be in proportion to the number of equivalent courses). Each student shall be required to appear for Viva-Voce Examination (in defense of the Project only).
- 6 Each PG student shall appear for an internship training during the vacation of II Semester for a minimum period of 15 days and shall submit the report to the controller of examinations. Each student is allotted 2 credit on submission of the report.

### Condonation:

Students must have 75% of attendance in each part of the course of study to appear for the Examinations. Students who have 65% to 74% of attendance shall apply for condonation in the prescribed form with the prescribed fee and receive the permission orders to write the Exam. Students who have 50% to 65% of attendance must pay the prescribed condonation and get permission to write the Examinations in the next semester. Students who have below 50% of attendance are not eligible to appear for the examination. They shall redo the semester(s) after completion of the course and appear for the Examination after securing required percentage of attendance.

### Examination Fees

Examination fees without fine or with fine of Rs. 500/- should be paid on or before the prescribed dates for each semester. No extension of date will be entertained under any circumstances.

### Evaluation

The performance of a student in each course is evaluated in terms of percentage of marks with a provision for conversion to grade points. Evaluation for each course shall be done by continuous internal assessment by the course teacher concerned as well as by an end semester examination and will be consolidated at the end of the course.

The components for continuous internal assessment are:

#### **UG & PG 2014 Batch onwards**

Test & Model	-	12 Marks
Assignment	-	8 Marks
Regularity	-	5 Marks
Total	-	25 Marks

In addition to continuous evaluation component, the end semester examination, which will be a written – type examination of at least 3 hours duration, would form an integral component of the evaluation. The ratio of marks to be allotted to continuous internal assessment and to end semester examination is 25:75



The procedures for the conduct of the Semester Examination and valuation will be evolved by the office of the Controller of Examination.

Classes will be awarded separately for Part I, Part II and Part III. Mark alone will be awarded for Part IV. Credit will be awarded for Part V courses. Marks obtained in Part –III Allied Courses, Core Courses, Elective Courses will be taken into consideration for awarding the class in the overall performance of the student with grading system.

#### **Passing Minimum for candidates admitted from 2014 -15 batch**

There is no passing minimum for CIA Marks (25). The passing minimum for End semester Exam shall be 40% of 75 marks (30 marks) and overall pass is 40%. In PG course, a candidate shall be declared to have passed in each course if he secures not less than 50% out of 75% (38 marks) in the End Semester Examinations and not less than 50% in the aggregate, taking Continuous assessment and End Semester Examinations mark together.

#### **Instant Examination**

UG/PG Students with arrear in only one paper of final semester will be permitted to write the instant exam on the payment of Rs. 1000/- for that paper. The Instant exam will be normally conducted within 15 days of declaration of results of the final semesters. However, the re-do and mal practice cases, if any, are not eligible to appear for Instant exam.

#### **Grading**

Once the marks of the CIA and semester Examinations for Each Course are available, they will be added. The marks thus obtained will then be graded.

Total performance within a semester and continuous performance starting from the first semester are indicated by Grade Point Average (GPA) and Cumulative Grade Point Average (CGPA).

#### **Grievance Redressal Cell**

The functions are:

- (a) To deal with matters relating to the redressal of genuine and valid grievances of the students concerning all academic and examination related matters and suggest corrective measures.
- (b) To make a systematic enquiry into any written complaint lodged by any student regarding his/her continuous internal assessment or Final examination marks and suggests appropriate corrective actions.
- (c) The students are informed that there will be a Grievance Letter box in the General Library.
- (d) The letter of Grievance should contain the name, roll number, class of the student and should be duly signed with date. The letter of grievance may be handed over to the Convenor, in person or dropped in the grievance letterbox.
- (e) The convenor shall collect and number the letter serially, go through the letter and arrange for the redressal of grievance of the students and report the same in the monthly meeting of Grievance Appeal Committee to be convened on the first Monday of every month. The Genuine Grievance will be properly redressed.

#### **DISCIPLINARY ACTION ON MALPRACTICE IN EXAMINATION**

1. The student will not indulge in any form of malpractice during C.I.A. Tests and End Semester Examinations.
2. The student will be disqualified from the examination if he writes examination with Mobile Phone and keeping the same with or without knowledge of the invigilator.
3. The following punishments will be given to the students, when they indulge in malpractices in C.I.A. test and Semester Examinations.
  - a) Possession of notes, books, bits of any incriminating material but not attempted to copy:-



The Particular examination paper will be cancelled.

- b) Attempting to copy from the material in possession and accepting the malpractice :-

The particular paper and the subsequent papers will be cancelled.

- c) If a candidate repeats the malpractice, the punishments will be decided by Examinations Disciplinary Committee.

4. For any other type of malpractice, the punishments will be decided by Examination Disciplinary Committee.

#### IQAC

Based on the recommendation of the NAAC, the Internal Quality Assurance Cell has been formed at The New College. The cell monitors the quality parameters in the College and ensures that the standards of the excellence reflected in the vision and mission of the college are met and sustained.

#### Students Placement Cell

The cell acts as a platform to create opportunities for our students to be placed in the various companies at national and global level. This cell is headed by a Campus Placement Officer. This cell organizes campus recruitment drive for part time and full time job offers for our students. It also offers leadership and training programmes for the students.

#### Anti Ragging Committee

An Anti Ragging Committee has been formed in the college. Students indulging in ragging activities are liable to be punished under the orders of Central and State Governments and the University of Madras. Incidents of ragging or attempted ragging on the college campus should be reported to the convener of anti ragging committee.

## CALENDAR 2015-16

June 2015							July 2015							August 2015							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
		1	2	3	4	5	6				1	2	3	4	30	31					1
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8	
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15	
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22	
28	29	30					26	27	28	29	30	31	23	24	25	26	27	28	29		

September 2015							October 2015							November 2015							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
			1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	
27	28	29	30				25	26	27	28	29	30	31	29	30						

December 2015							January 2016							February 2016						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4	5	31					1	2	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28	29	30	28	29					

March 2016							April 2016							May 2016							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
			1	2	3	4	5						1	2	1	2	3	4	5	6	7
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14	
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21	
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28	
27	28	29	30	31			24	25	26	27	28	29	30	29	30	31					



**CALENDAR**  
**2015 - 2016**

**Hijri**  
**1436-1437**

**JUNE 2015**

DATE	DAY	SCHEDULE	No. of days Working
11	Thu		
12	Fri		
13	Sat		
14	Sun	Holiday	
15	Mon		
16	Tue		
17	Wed		
18	Thu	College Reopens after Summer Vacation	
19	Fri	Ramzan Fasting Begins	
20	Sat	Holiday	

O My Lord! bestow wisdom on me, and join me with the righteous  
(Sura Ash-Shuraa-S. 26-Ayat-83)



## JUNE 2015

DATE	DAY	SCHEDULE	No. of days Working
21	Sun	Holiday	
22	Mon		
23	Tue		
24	Wed		
25	Thu		
26	Fri		
27	Sat	Holiday	
28	Sun	Holiday	
29	Mon		
30	Tue		

'Brevity is the soul of wit'  
W. Shakespeare

## JULY 2015

DATE	DAY	SCHEDULE	No. of days Working
1	Wed		
2	Thu		
3	Fri		
4	Sat	Holiday	
5	Sun	Holiday	
6	Mon		
7	Tue		
8	Wed		
9	Thu		
10	Fri		

He is the first and the last, the evident and the hidden  
and He has full knowledge of all things.  
(Sura Al-Hadid-S57 : Ayat 03)

**JULY 2015**

DATE	DAY	SCHEDULE	No. of days Working
11	Sat	Holiday	
12	Sun	Holiday	
13	Mon	Holiday	
14	Tue	Holiday Lailathul Qadr	
15	Wed	Holiday	
16	Thu	Holiday	
17	Fri	Holiday	
18	Sat	Ramzan Holiday	
19	Sun	Holiday	
20	Mon		

'A thing of beauty is a joy forever'  
John Keats

**JULY 2015**

DATE	DAY	SCHEDULE	No. of days Working
21	Tue		
22	Wed		
23	Thu		
24	Fri		
25	Sat	Holiday	
26	Sun	Holiday	
27	Mon		
28	Tue		
29	Wed		
30	Thu		
31	Fri	Last Date for Assignment - I	

O Allah ! Lord of power (and Rule), Thou givest power to whom Thou Pleasest, and Thou strippest off power from whom Thou pleasest : Thou endues with honour whom Thou pleasest, and Thou bringest low whom Thou pleasest : In Thy hand is all good.

(Surat Al-Imran S3 A26)



## AUGUST 2015

DATE	DAY	SCHEDULE	No. of days Working
1	Sat	Working Day	
2	Sun	Holiday	
3	Mon		
4	Tue		
5	Wed		
6	Thu		
7	Fri		
8	Sat	Holiday	
9	Sun	Holiday	
10	Mon		

'A proper study of mankind is books'  
Aldous Huxley

## AUGUST 2015

DATE	DAY	SCHEDULE	No. of days Working
11	Tue		
12	Wed		
13	Thu		
14	Fri		
15	Sat	69 <sup>th</sup> Independence Day - Holiday	
16	Sun	Holiday	
17	Mon		
18	Tue		
19	Wed		
20	Thu		

.... nor walk on the earth with insolence : for Thou cannot rend the  
earth asunder, nor reach the mountains in height.  
(Surat Bani Israil S-17 : Ayat 37)

## AUGUST 2015

DATE	DAY	SCHEDULE	No. of days Working
21	Fri		
22	Sat	Working Day	
23	Sun	Holiday	
24	Mon		
25	Tue		
26	Wed		
27	Thu	CIA - Test - I Commences Issue of Exam Forms	
28	Fri	"	
29	Sat	Holiday	
30	Sun	Holiday	
31	Mon	"	

'The world is a comedy to those that think;  
and a tragedy to those that feel'  
Horace Walpole

## SEPTEMBER 2015

DATE	DAY	SCHEDULE	No. of days Working
1	Tue	"	
2	Wed	"	
3	Thu		
4	Fri		
5	Sat	Teacher's Day & Krishna Jayanthi Holiday	
6	Sun	Holiday	
7	Mon		
8	Tue		
9	Wed	Last date for Exam Fees without fine	
10	Thu		

And cover not truth with falsehood, nor conceal the truth when ye know.

(Surat Al-Baqarah S-2 Ayat 42)



## SEPTEMBER 2015

DATE	DAY	SCHEDULE	No. of days Working
11	Fri		
12	Sat	Holiday	
13	Sun	Holiday	
14	Mon		
15	Tue	Last date for Assignment - II	
16	Wed		
17	Thu	Vinayaga Chathurthi Holiday	
18	Fri		
19	Sat	Working Day Last date for Exam Fees - with fine	
20	Sun	Holiday	

'Life levels all men; death reveals the eminent'  
- George Bernard Shaw

## SEPTEMBER 2015

DATE	DAY	SCHEDULE	No. of days Working
21	Mon		
22	Tue		
23	Wed	Holiday	
24	Thu	Holiday	
25	Fri	Holiday Bakrid	
26	Sat	Holiday	
27	Sun	Holiday	
28	Mon		
29	Tue		
30	Wed		

Revile not ye those whom they call upon besides Allah... In the  
end will they return to their Lord and He shall tell them the truth of  
all that they did.

(Surat Al-An'am S-6 Ayat -108)

## OCTOBER 2015

DATE	DAY	SCHEDULE	No. of days Working
1	Thu		
2	Fri	Gandhi Jayanthi Holiday	
3	Sat	Holiday	
4	Sun	Holiday	
5	Mon		
6	Tue		
7	Wed		
8	Thu		
9	Fri		
10	Sat	Holiday	

'A cynic is one who knows the price of everything  
and the value of nothing'  
- Oscar Wilde

## OCTOBER 2015

DATE	DAY	SCHEDULE	No. of days Working
11	Sun	Holiday	
12	Mon	Theory Model Exams Begin	
13	Tue		
14	Wed	Islamic New Year - Hijiri 1437	
15	Thu		
16	Fri		
17	Sat	Working Day	
18	Sun	Holiday	
19	Mon		
20	Tue		

.... and fall into no disputes, lest ye lose heart and your power  
depart; and be patient and persevering : for Allah is with those who  
patiently persevere.

(Surat Al-Anfal S-8 Ayat - 46)



**OCTOBER 2015**

DATE	DAY	SCHEDULE	No. of days Working
21	Wed	Ayutha Poojai Holiday	
22	Thu	Vijaya Dashami	
23	Fri	Muharam 10 <sup>th</sup> Day Holiday	
24	Sat	Holiday	
25	Sun	Holiday	
26	Mon		
27	Tue		
28	Wed		
29	Thu	Last date for submission of CIA Marks	
30	Fri		
31	Sat	Working Day	

'Winners don't do different things but do things differently'  
- Shiv Khera

**NOVEMBER 2015**

DATE	DAY	SCHEDULE	No. of days Working
1	Sun	Holiday	
2	Mon		
3	Tue		
4	Wed		
5	Thu	UG / PG Exams Begin	
6	Fri		
7	Sat		
8	Sun	Holiday	
9	Mon		
10	Tue	Deepavali - Holiday	

So, verily, with every difficulty, there is relief : verify, with every difficulty there is relief.

(Surat Al-Inshirah or Al-Sharh S-94 Ayat-5, 6)

## NOVEMBER 2015

DATE	DAY	SCHEDULE	No. of days Working
11	Wed		
12	Thu		
13	Fri		
14	Sat		
15	Sun	Holiday	
16	Mon		
17	Tue		
18	Wed		
19	Thu		
20	Fri		

'To me the meanest flower that blows  
can give thoughts that do often lie too deep for tears'  
- William Wordsworth

## NOVEMBER 2015

DATE	DAY	SCHEDULE	No. of days Working
21	Sat		
22	Sun	Holiday	
23	Mon		
24	Tue		
25	Wed		
26	Thu		
27	Fri		
28	Sat		
29	Sun	Holiday	
30	Mon	College Reopens for Even Semester	

.... truly Conjecture can be of no avail against truth.  
(Surat Yunus S-10 Ayat - 36)



## DECEMBER 2015

DATE	DAY	SCHEDULE	No. of days Working
1	Tue		
2	Wed		
3	Thu		
4	Fri		
5	Sat	Working Day	
6	Sun	Holiday	
7	Mon		
8	Tue		
9	Wed		
10	Thu		

'The unexamined life is not worth living'  
- Socrates

## DECEMBER 2015

DATE	DAY	SCHEDULE	No. of days Working
11	Fri		
12	Sat	Holiday	
13	Sun	Holiday	
14	Mon		
15	Tue		
16	Wed		
17	Thu		
18	Fri		
19	Sat	Working Day	
20	Sun	Holiday	

Whatever wealth ye spend that is good. Is for parents and kindred  
and Orphans and those in want for wayfarers.  
(Surat A-Baqarah S:2 Ayat-215)

## DECEMBER 2015

DATE	DAY	SCHEDULE	No. of days Working
21	Mon		
22	Tue		
23	Wed	Milad-un-Nabi Holiday	
24	Thu		
25	Fri	Christmas - Holiday	
26	Sat	Holiday	
27	Sun	Holiday	
28	Mon	Holiday	
29	Tue	Holiday	
30	Wed	Holiday	
31	Thu	Holiday	

'Learning without thought is labour lost;  
thought without learning is perilous'  
- Confucius

## JANUARY 2016

DATE	DAY	SCHEDULE	No. of days Working
1	Fri	New Year Holiday	
2	Sat	Holiday	
3	Sun	Holiday	
4	Mon		
5	Tue		
6	Wed		
7	Thu		
8	Fri		
9	Sat	Working Day Last date for Assignment - I	
10	Sun	Holiday	

Satan's plan is (but) to excite enmity and hatred between you, with intoxicants and gambling, and hinder you from the remembrance of Allah, and from prayer : will you not then abstain?

(Surat Al-Maidaa S-5, Ayat - 91)



## JANUARY 2016

DATE	DAY	SCHEDULE	No. of days Working
11	Mon		
12	Tue		
13	Wed		
14	Thu		
15	Fri	Pongal Holiday	
16	Sat	Thiruvalluvar Day	
17	Sun	Uzhavar Thirunal Holiday	
18	Mon		
19	Tue		
20	Wed		

'Imagination is more important than knowledge'  
- Albert Einstein

## JANUARY 2016

DATE	DAY	SCHEDULE	No. of days Working
21	Thu		
22	Fri		
23	Sat	Working Day	
24	Sun	Holiday	
25	Mon		
26	Tue	67 <sup>th</sup> Republic Day Holiday	
27	Wed		
28	Thu	Issue of Exam Forms	
29	Fri		
30	Sat	Holiday	
31	Sun	Holiday	

O my Son ! establish regular prayer, enjoin what is just, and forbid what is wrong : and bear with patient constancy whatever betide thee; for this is firmness (of purpose) in (the conduct of) affairs.

(Surat Luqman S-31, Ayat - 17)

## FEBRUARY 2016

DATE	DAY	SCHEDULE	No. of days Working
1	Mon	CIA Test Begins	
2	Tue	"	
3	Wed	"	
4	Thu	"	
5	Fri	"	
6	Sat	Working Day	
7	Sun	Holiday	
8	Mon		
9	Tue		
10	Wed	Last Date for Exam Fees without Fine	

'Dreams transform in to thoughts. And thoughts result in action'  
- A.P.J. Abdul Kalam

## FEBRUARY 2016

DATE	DAY	SCHEDULE	No. of days Working
11	Thu		
12	Fri		
13	Sat	Holiday	
14	Sun	Holiday	
15	Mon		
16	Tue		
17	Wed	Last Date for Exam Fees with Fine	
18	Thu		
19	Fri	Last date for Assignment - II	
20	Sat	Working Day	

Those who (in charity) spend of their goods by night and by day,  
in secret and in public, have their reward with their Lord.

(Surat Al-Baqarah S-2 Ayat-274)



## FEBRUARY 2016

DATE	DAY	SCHEDULE	No. of days Working
21	Sun	Holiday	
22	Mon		
23	Tue		
24	Wed		
25	Thu		
26	Fri		
27	Sat	Holiday	
28	Sun	Holiday	
29	Mon		

'True knowledge comes from telling others that  
 I don't know and that I want to learn'  
 - Thomas Alva Edison

## MARCH 2016

DATE	DAY	SCHEDULE	No. of days Working
1	Tue		
2	Wed		
3	Thu		
4	Fri		
5	Sat	Working Day	
6	Sun	Holiday	
7	Mon		
8	Tue		
9	Wed		
10	Thu		

If the debtor is in a difficulty, grant him time till it is easy for him to repay. But if ye remit it by way of charity, that is best for you if ye only knew.

(Surat Al-Baqarah S-2 Ayat-280)

**MARCH 2016**

DATE	DAY	SCHEDULE	No. of days Working
11	Fri		
12	Sat	Holiday	
13	Sun	Holiday	
14	Mon		
15	Tue		
16	Wed		
17	Thu		
18	Fri	Theory Model Exam Begins	
19	Sat	Working Day	
20	Sun	Holiday	

'Truth and non-violence are as old as the hills'  
- Mahatma Gandhi

**MARCH 2016**

DATE	DAY	SCHEDULE	No. of days Working
21	Mon		
22	Tue		
23	Wed		
24	Thu		
25	Fri	Good Friday	
26	Sat	Holiday	
27	Sun	Easter - Holiday	
28	Mon		
29	Tue		
30	Wed		
31	Thu		

Kind words and covering of faults are better than charity followed by injury.

(Surat Al-Baqarah S-2 Ayat-263)



**APRIL 2016**

DATE	DAY	SCHEDULE	No. of days Working
1	Fri	Last date for submission of CIA Marks	
2	Sat	Working Day	
3	Sun	Holiday	
4	Mon		
5	Tue		
6	Wed		
7	Thu	UG / PG Exams Begin	
8	Fri		
9	Sat		
10	Sun		

'The empires of the future are the empires of the mind'  
- Winston Churchill

**APRIL 2016**

DATE	DAY	SCHEDULE	No. of days Working
11	Mon		
12	Tue		
13	Wed		
14	Thu	Tamil New Year & Dr.Ambedkar Birthday	
15	Fri		
16	Sat		
17	Sun	Holiday	
18	Mon		
19	Tue		
20	Wed		

Seek (Allah's) help with patient perseverance  
(Surat Al-Baqarah S-2 Ayat.45)

**APRIL 2016**

DATE	DAY	SCHEDULE	No. of days Working
21	Thu		
22	Fri		
23	Sat		
24	Sun	Holiday	
25	Mon		
26	Tue		
27	Wed		
28	Thu		
29	Fri		
30	Sat		

'All our talents increase in the using, and every faculty,  
both good and bad, strengthens by exercise'  
- Anne Brontë

**INTERCOM DIRECTORY**

P & T NUMBERS : 28351269

Outside callers please dial College P & T  
Number and dial the required Intercom Number

**Faculties**

**Shift - I**

Department of English	232
Department of Tamil	237
Department of Arabic	237
Department of Hindi / French	238
Department of History	231
Department of Sociology	230
Department of Economics	235
Department of Corporate Secretaryship	211
Department of Commerce	212
Department of Commerce (HOD)	213
Department of Mathematics	234
Department of Physics	210
Department of Physics (LAB)	214
Department of Chemistry	233
Department of Chemistry (LAB)	216
Department of Plant Biology & Plant Bio-tech	218
Department of Zoology	217
Department of Computer Science	221
Department of Computer Science (LAB)	220
Library	239
Department of Physical Education	226

**Shift - II**

Department of Business Administration	244
Department of Bank Management	219
Department of Biotechnology	223
Department of Computer Science	222
Library	243



### Administration

Secretary's Chamber	201
Principal (Direct)	203
Principal Office	202
Professor in-charge (Shift-I)	228
Professor in-charge (Shift - II)	229
Superintendent	205
Administration Office (Shift-I)	204
Administration Office (Shift-II)	227
Accounts	207
MEASI Chamber	206
Controller of Examinations (Direct)	240
Asst. Controller of Examinations	239
* COE Office Enquiry	242
Reading Room	245
Staff Lounge	225
Hostel	248
System & Web Administration	215

Secretary Chamber	+ 91-44-65297131
Principal Office	+ 91-44-28350297
Superintendent	+ 91-44-28352686

\* 12-1 p.m. and 3.30 to 4.30 p.m.

### Important Contact Details

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(Shift - II)		
Fax	.....	2835 2883
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Muslim Educational Association of Southern Indian		2835 0318 2835 3074
MEASI Institute of Technology		2835 0684 / 2835 2374
MEASI Institute of Architecture		2835 0445
The New College Hostel	91, Peters Road Chennai - 600 014.	2835 2686

**Chennai STD Code : 044**