



**STUDENTS HANDBOOK &
CALENDAR 2023-2024**



**SAKTHI COLLEGE OF ARTS AND SCIENCE FOR
WOMEN**

(Permanently Affiliated to Mother Teresa Women's University, Kodaikanal)

Recognized Under Section of 2(F) and 12(B) UGC Act of 1956

Accredited with B+ Grade by NAAC

Sakthi Nagar, Palakkanuthu (P.O)

Oddanchatram-624619

Contacts: 9750956809, 9750956802

Email: scas2009@gmail.com

MANAGEMENT COMMITTEE

Chairman : Dr. K. Vembanan, M.B.B.S., M.S.,



Vice Chairman : Dr. K. Kohila Vembanan, M.B.B.S., D.G.O.,



Secretary : Mr.K. Siva Kumar M.Sc., M.Ed.,

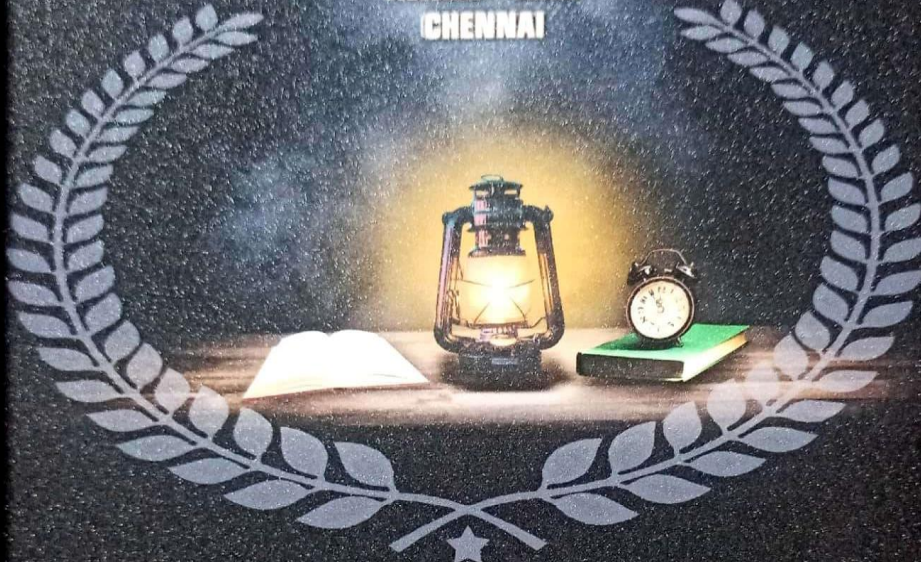


PERSONAL RECORD

Name	
Class & Department	
Roll Number	
Admission Number	
University Exam Reg No.	
Blood Group	
Residential Address	
Contact number	
Name of Parent/Guardian	
Contact number	



**SKILL INDIAN
AWARD - 2021
CHENNAI**



THE BEST COLLEGE

Awarded to

**SAKTHI
ARTS AND SCIENCE COLLEGE FOR WOMEN
ODDANCHATHIRAM - TAMILNADU**

**CONGRATULATIONS ON RECEIVING THIS AWARD
YOU HAVE BEEN GREAT, KEEP UP THE GREAT WORK**

MOHAN INNASIMUTHU
SECRETARY - SKILL INDIAN AWARD 2021

THANGARANI
PRESIDENT - SKILL INDIAN AWARD 2021

ESWAR BOSE
CEO - SKILL INDIAN AWARD 2021

Date : Feb.27-2021 Venue : Hotel Vijay Park, Chennai

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Njrpa fPjk;

[d fz kd mjpehaf [a N`
ghuj ghf;a tpjhjh
gQ;rhg]pe;J F[uhj kuhl;lh
jpuhtpl cj;fy gq;fh
tpe;jpa `pkhry aKdh fq;fh
cr;ry [yjp juq;fh
jt Rg ehNk [hNf
jt Rg Mrp] khNf
fhN` jt [a fhjh
[d fz kd mjpehaf [a N`
ghuj ghf;a tpjhjh
[a N` [a N` [a N`
[a [a [a N`!

fITs; tho;j;J

KUfh KUfh Xk; KUfh
Kj;jkpo; ,iwth tbNtyh
rf;jpapd; kfNd khy;kUfh
rutz gtNd FUghyh (KUfh)

jpUg;guq;Fd;wk; godp kiy
jpUr;nre;J}h; kUjkiy
jpUj;jZp goKjph;r; NrhiyapNy
KUfh KUfh Xk; KUfh

Qhdg;gok; mijg; ngWtjw;F
godp kiyapy; epd;wtNd
md;idAk; gpjhTk; cah;ntd;W
mfpyj;ijg; Nghw;wp te;jtNd (jpUg;guq;Fd;wk;)

fe;jh flk;gh fjph;Ntyh
fypAfk; fhf;Fk; rjph;Ntyh
ce;jd; kyub njhOjpLNthk;
rutz gtNd mNuhfuh (KUfh)

nfho; ghly;fs;

1.jhapd; kzpf;nfhb ghhPh;-mijj;
jho;e;J gzpe;J Gfo;e;jpl thhPh; (jhapd;)

Xq;fp tsh;e;jNjhh; fk;gk; - mjd;
cr;rpapd; Nky; te;Nj khjuk; vd;Nw
ghq;fpndOjpp; jpfOk; - nra;a (2)
gl;nlhsp tPrg; gwe;jJ ghhPh; (jhapd;)

fk;gj;jpd; fPo;epw;wy; fhzPh; - vq;Fk;
fhzUk; tPuh; ngUe;jpus; \$l;lk;
ek;gw; Fhpah; mt;tPuh; - jq;fs;
ey;Yap; hPe;Jk; nfhbapidf; fhg;gh; (jhapd;)

2. ghhp tpz;zpy; gwe;J MLk;
Nfhbapd; moifNa Njrg; ngUQ;RliuNa
tPu capH xspiaNa
fhtp ntz;ik gr;ir vd;w
Kd;W tz;zNk
Nktp tpsq;Fk; rkak; xd;nwdf; fhl;Lk; rpd;dNk
mJ ek; ntw;wpahFNk ehl;bd; nry;tkhFNk
jq;fk; Nghd;W jfjf;Fk; caHe;j jpahfNk
juzpNahHf;F mwk; czHj;Jk; mNrhfar; rf;fuNk
mJ ek; tPukhFNk ehl;bd; nry;tkhFNk (ghhp tpz;zpy;)

3.ghuj Njtpapd; kzpf;nfhb ghhPH
gf;jpAld; ,ij tzq;FNthk; thhPH

tPuHfs; clw; nghUs; MtpAk; nfhLj;J
tPukha; mb rpiw midj;ijAk; nghWj;J
rPUld; ghuj Njtpf;Nf cioj;J
jpfo;tijf; Fwpj;jpLk; n[af;nfhb ghhPH (ghuj Njtpapd;)

gsgs csnd czHj;jpLk; gr;ir
ghpRj;j jpahfj;ijf; fhl;bLk; ntz;ik
eyKld; gf;jpia Cl;bLk; fhtp
eLepiyg; gz;gpId czHj;jpLk; rf;fuk; (ghuj Njtpapd;)

4. nfhbiag; Nghw;wPf; Fk;gpL, Fiwfs; jPUk; ek;gpL
nfhbiag; Nghw;wPf; Fk;gpL,
rj;jpaj;jpd; nfhbapJ, rf;jp je;j nfhbapJ
Gj;jpkpf;f Qhdpfs; G+i[nra;j nfhbapJ (nfhbia)

mr;rk; Nghf;Fk; nfhbapJ, Mz;ik ey;Fk; nfhbapJ

,r;rfj;J tho;tpid ,d;gkhf;Fk; nfhbapJ (nfhbia)

5. N[hjpkakhd nfhbiar; #o;e;J epd;W tho;j;JNthk;
el;gpil ehl;Lk; nfhbia
ehnky;yhk; ,ize;J tho;j;JNthk;
xg;gpy;yh tPuk; jUk; nfhbia
mjd; caHit vz;zp tho;j;JNthk;
midtUk; ciog;Nghk;, nfhbapidf; fhg;Nghk;
Gjpa ey;ghujk; GtpapNy gilg;Nghk;

Njrpa xUikg;ghl;L cWjpnkhop

‘ehl;bd; chpik tho;itAk;
xUikg;ghl;ilAk;
Ngzpf;fhj;J tYg;gLj;jr;
nraw;gLNtd;’ vd;W
cshw ehd; cWjp \$WfpNwd;.
‘xU NghJk; td;Kiwia
ehNld;’ vd;Wk;,
‘rkak; , nkhop, tl;lhuk;
Kjypait fhuzkhf vOk;
NtWghLfSf;Fk; G+ry;fSf;Fk;
Vida murpay; nghUshjhuf;
FiwghLfSf;Fk; mikjp
newpapYk; murpay; mikg;gpd;
topapYk; epd;W jPHT fhz;Ngd;’
vd;Wk; ehd; NkYk; cWjp

From the Chairman's Desk....

“Education is the manifestation of perfection already in mankind” – Swami Vivekananda.

Sakthi College of Arts and Science has now in its full bloom with the abundant blessings of Arutchelvar Pollachi Mahalingam Ayya. Hailing from an Agrarian Society and having been a rank holder and gold medalist in my M.B.B.S., M.S., Degree Programmes and with 3 decades of rich experience in medical profession, constructing a society with rich educational foundation has been my motive. My focus is on imparting quality education to the rural young women in and around Dindigul District and thus empowering them. Having been launched in 2009, Sakthi College of Arts and Science have been striving to stretch its arms towards perfection by aiding the young women students to excel in all the fields of academics, co-curricular activities as well as learning life skills. Along with education, imbibing human values like compassion, courage, humility, integrity and reliability is the prime motto of this institution.

With the continuous support extended by you, we are sure to reach the pinnacle of excellence.

From the Vice-Chairman's Desk....

With the best academic and professional achievement in my medical career, I believe education has the power of shaping the future of women and thus change their lives towards betterment. The invincible weapons of a woman to face the challenges of life are the best education, economic independence, self-reliance, self motivation and confidence.

The long cherished dream of our family has been offering the best education, especially to the women folk of our surrounding community. Sakthi Group of Institutions have been launched in the geographical site of Oddanchatram so that the learners with the schooling in government schools will feel easy and comfortable in availing the educational service, offered by the institutions. It is quite evident that Sakthi College of Arts and Science has been fulfilling the educational needs of the young women of our locality and makes them empowered.

Our journey of education will continue with many success stories.

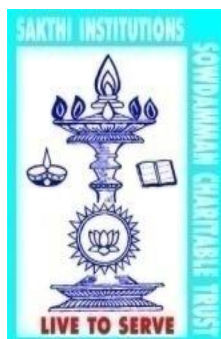
COLLEGE PROFILE

Name	Sakthi College of Arts & Science for Women
Established in	2009
Chairman	Dr. K. Vembanan, M.B.B.S.,M.S.,
Organization	Sowdamman Charitable & Educational Trust, Oddanchatram, Dindigul
Affiliated to	Mother Teresa Women's University, Kodaikanal
Address	Sakthi Nagar, Palakanuthu (P.O), Oddanchatram - 624619
Contacts	9750956809, 9750956802
E-mail	scas2009@gmail.com
Web site	www.sakthiwomenscollegedgl.com

“Education is a liberating force, and in our age, it is also a democratizing force, cutting across the barriers of caste and class, smoothing out inequalities imposed by birth and other circumstances”

Sakthi College of Arts & Science Women has been established in the year 2009 with the blessings of the great social reformer Arutchelvar Padmasri Dr.N.Mahalingam Ayya. It is a constituent unit of Sowdamman Charitable trust. It is affiliated to Mother Teresa Women’s University, Kodaikanal. The proof of its adherence to standard lies in the milestone achievement of having bloomed well with 10 Under-graduate, 09 Post-graduate and 07 Pre-doctoral (M.Phil.) Programmes. The College offers innovative curricula, opportunities for holistic development and a highly disciplined and diversified environment for students to surpass in scholastic, non-scholastic and research pursuits. However, while keeping pace with the changes in higher education at the national and global level, the institution still retains its local flavour and continues to offer value-based education with a special focus on the underprivileged.

LOGO:



VISION:

The founding Vision of Sakthi College of Arts and Science is

- Empowering the rural womenfolk with quality higher education and mould them into globally competent individuals.

MISSION:

The noble Mission of Sakthi College of Arts and Science is

- Promoting innovative and student-centred modes of teaching and learning
- Enriching the intellectual life on the campus with extensive use of technological aids and upgraded learning content.

- Imparting strong and supportive education to promote research culture and employability.
- Imbibing the service-oriented work pattern by involving in extension and out-reach programmes.

INSTITUTIONAL OBJECTIVES:

Sakthi College of Arts and Science has certain definite Institutional Objectives to be attained.

- Skill Development & Capacity Building
- Women Empowerment
- Self-reliance
- Gender Equity & Integrity

PROGRAMMES OFFERED

UNDER-GRADUATION PROGRAMMES

- ✚ B.A., Tamil
- ✚ B.A., English
- ✚ B.Sc., Mathematics
- ✚ B.Sc., Physics
- ✚ B.Sc., Chemistry
- ✚ B.Sc., Computer Science
- ✚ B.C.A.,
- ✚ B.Com.,
- ✚ B.Com., CA
- ✚ BBA.,
- ✚ B.A.,(History)
- ✚ B.Sc.,(Microbiology)

POST-GRADUATION PROGRAMMES

- ✚ M.A., Tamil
- ✚ M.A., English
- ✚ M.Sc., Mathematics
- ✚ M.Sc., Physics
- ✚ M.Sc., Chemistry
- ✚ M.Sc., IT
- ✚ M.Sc., Computer Science
- ✚ M.Com.,
- ✚ M.Com., (CA)
- ✚ M.C.A

PRE-DOCTORAL PROGRAMMES (M.Phil.,)

- ✚ M.Phil., Tamil
- ✚ M.Phil., English
- ✚ M.Phil., Maths
- ✚ M.Phil., Physics
- ✚ M.Phil., Chemistry
- ✚ M.Phil., Computer Science
- ✚ M.Phil., Commerce

DEPARTMENT OFFERING THE COURSES	I YEAR	II YEAR	III YEAR
Tamil	Reading of Imprints in Tamil (Suvadiyal)	Art of Adornment by Ancient Tamil (Oppanai Kalaithiran)	Five Minor Epics (Ainchiru Kapiyangal)
English	Dynamic Communication	Creation of Newspapers	Business Communication
Mathematics	Theory of Numbers	Quantitative Aptitude	Set Theory and Logic
Physics	Renewable Energy Sources	Making of Electrical Appliances	Biomedical Instrumentation
Chemistry	Precautionary Measures in Handling Laboratory Equipments	Mechanism and Reactions of Chemical Substances	Instrumental Analysis
Commerce	Practical Banking	Salesmanship	Expertise in Business Law
Commerce with CA	Commercial Practices	Principles and Practice of Insurance	Entrepreneurship Development
Computer	Computer	Multimedia and	Python Programming

Science	Fundamentals	Animations	
Computer Applications	Computer Applications for Automation	Python Programming	Multimedia and Animations

ADD-ON COURSES

- ✚ PG & Research Department of Tamil
- ✚ PG & Research Department of English
- ✚ PG & Research Department of Mathematics
- ✚ PG & Research Department of Physics
- ✚ PG & Research Department of Chemistry
- ✚ PG & Research Department of Commerce
- ✚ PG & Research Department of Computer Science
- ✚ PG Department of Commerce With CA
- ✚ PG Department of Information Technology
- ✚ PG Department of Computer Applications
- ✚ Department of Business Administration
- ✚ Department of Microbiology
- ✚ Department of History

BRITISH COUNCIL ENGLISH COURSE

British Council Course will start **DEPARTMENTS** effective way. English is spoken across the globe, so learning this course will allow you to communicate with a large number of people. You will be offered good job opportunities and British English certificate will be provided.

Our Management signed MOU with British English Council for all I UG and II UG students. Three Certificates (Basic, Intermediate, Advanced Level) will be issued. Additional Short-term course certificates also issued.

DIPLOMA IN YOGA

YOGA is a group of mental, physical and spiritual disciplines that originated in ancient India invoking from the Hindu philosophical traditions. A study of yoga takes on a unique journey to

understand the origins and spiritual side of yoga along with its principles and philosophy. Moreover topics like physical body posture human anatomy and philosophy are also covered.

Diploma in Yoga (D.Y.Ed) is a First Year full-time course based on Yoga. It teaches the theoretical concept of yoga therapy and ways to effectively use it with diverse approaches. A diploma in Yoga is emerging to become a promising career option for students all across the world.

TALLY COURSE

Tally is advanced accounting software that is used to keep track of accounts. It helps records all types of accounting that include invoicing, receipt notes, inventory management, sale records, credit note, etc. The software helps record the complex book keeping in a simple way so that everyone can handle it easily. With an easy interface, its comprehensive accounting software is easily driven by technology.

This course basically covers accounting skills at a basic level on computer and tally fundamentals. Tally fundamentals include the functionality and features. Tally course is helpful for stock experts and accountants. This course helps in understanding the significance and utilization of job arrange preparing and job costing. You can make a good career as an accountant, data entry operator, account assistant, tally operator and much more in the list. Tally has of late become mandatory for all those people who run their business.

PGDCA COURSE

Post Graduate Diploma in Computer Applications (PGDCA) is designed for graduate students who are interested in computer applications. This course has been made for students who want to learn computer applications in different fields like banking, insurance, and accounting. This program allows students to seek professional knowledge in computer applications. This program provides specialization in computer science with technical, professional, and communications skills. It also trains students to become future IT professionals.

The diploma program enables you enough to sustain yourself in the professional world and grab a well-paying job. Another major advantage of this course is the lower saturation level as compared to other professional degree courses. It provides numerous opportunities to students enrolled in the course to opt for various careers such as web developer, web designer, computer language programmer, computer programmer, software developer.

PRINCIPAL

Dr.R.Thenmozhi,M.Sc.,M.Phil.,Ph.D.,D.T.P.,

PG & RESEARCH DEPARTMENT OF TAMIL

Dr..N.Murugeswari, M.A., M.Phil., B.Ed., Ph.D.,Assistant Professor & Head

Mrs.A. Pavai, M.A., M.Phil.,(Ph.D),Assistant. Professor

Mrs.S.Sudha,,M.A.,M.Phil.,M.Ed.,SET.,NET.,(Ph.D),Assistant Professor

Mrs.Sivs Soundharya, M.A., M.Phil., B.Ed.,Assistant Professor

Mrs.R.Jeyalakshmi,M.A.,M.Phil.,Assistant Professor

Mrs.K.Malarvizhi,M.A.,M.Phil.,B.Ed.,(M.Ed),,(Ph.D),Assistant Professor

PG & RESEARCH DEPARTMENT OF ENGLISH

Mrs.D.Maheswari, M.A., M.Phil.,(Ph.D), Assistant Professor & Head

Ms.P.Sasikala,M.A.,M.Phil.,(Ph.D),M.B.A.,(HR),Assistant Professor

Mrs.A.Jeni Nirmala, M.A., M.Phil.,Assistant Professor

Ms.S.Selvamani, M.A., M.Phil., B.Ed.,Assistant Professor

Ms.M.Anitha, M.A., (M.Phil), Assistant Professor

Ms.P.Amuthapriya, M.A.,M.Phil., Assistant Professor

Ms.N.Nandhini Priya, M.A.,M.Phil., Assistant Professor

PG & RESEARCH DEPARTMENT OF MATHEMATICS

Ms.M.Annalakshmi,M.Sc.,M.Phil.,B.Ed., Assistant Professor & Head

Mrs.P.Yuva Shanmuga Shree, M.Sc., M.Phil., Assistant Professor

Ms.S.Sathiya Jothi, M.Sc.,B.Ed.,Assistant Professor

Mrs.A.Nandhini, M.Sc., M.Phil., B.Ed.,Assistant Professor

PG & RESEARCH DEPARTMENT OF PHYSICS

Ms.G.Jeyajothi, M.Sc., M.Phil.,M.Ed.,(P.h.D)., Assistant Professor & Head

Mrs.M.N.Jothi, M.Sc., M.Phil., B.Ed., (Ph.D).,Assistant Professor

Ms.B.Akkela Niswan, M.Sc.,B.A.,(Hindi).,Assistant Professor

PG & RESEARCH DEPARTMENT OF CHEMISTRY

Mrs.G.Panchavarnam, M.Sc.,M.Phil., Assistant Professor & Head

Mrs.T.Antony Lisa,,M.Sc.,M.Phil.,M.Ed.,M.Phil(Edu)., Assistant Professor

Ms.C.Rama Priya, M.Sc.,M.Phil.,B.Ed.,PGDEAS., Assistant Professor

Ms.S.Priyanka, M.Sc.,M.Phil., Assistant Professor

Mrs.T.Antony Lisa,,M.Sc.,M.Phil.,M.Ed.,M.Phil(Edu)., Assistant Professor

Ms.M.Paranjothi, M.Sc.,B.Ed.,Assistant Professor

Mrs.G.Madhu Bala,M.Sc.,B.Ed.,Assistant Professor

RESEARCH DEPARTMENT OF MICROBIOLOGY

Dr.K.B.Sivakami., M.Sc.,M.Phil.,Ph.D.,B.Ed., Assistant Professor & Head

PG & RESEARCH DEPARTMENT OF COMMERCE

Mrs.T.Gowri Thangam,M.Com.,M.Phil.,B.Ed., Assistant Professor & Head

Ms.B.Kasthuri, M.Com.,M.Phil., Assistant Professor

Mrs.G.Amutha,M.Com.,M.Phil.,M.Ed.,Assistant Professor

PG DEPARTMENT OF COMMERCE WITH CA

Mrs.C.Kavitha,M.Com.,M.Phil., (Ph.D).,Assistant Professor

Mrs.S.Vinothini,,M.Com.,M.Phil., Assistant Professor

Mr.E.Albert Arockiaraj,M.Com.,M.Phil., B.Ed.,Assistant Professor

Mrs.M.Rajeswari,M.Com.,M.Phil., Assistant Professor

DEPARTMENT OF BUSINESS ADMINISTRATION

Ms.P.Sasikala,M.A.,M.Phil.,(Ph.D),M.B.A.,(HR),Assistant Professor & Head

PG & RESEARCH DEPARTMENT OF COMPUTER SCIENCE

Dr.S.Kavitha M.Sc., M.Phil.,Ph.D., Assistant Professor & Head

Mrs.P.Alaguthai, M.Sc.,M.Phil., Assistant Professor

Ms.P.Shanthi, M.Sc.,M.Phil., Assistant Professor

Ms.I.Sahaya Kirija,M.Sc.,M.Phil.,Assistant Professor

PG & DEPARTMENT OF COMPUTER APPLICATION

Mrs.V.Chitra, MCA.,M.Phil., Assistant Professor

MrsK.Palaniammal,MCA.,Assistant Professor

Ms.T.Muthumeenatchi,M.Sc.,Assistant professor

PG DEPARTMENT OF INFORMATION TECHNOLOGY

Mrs.S.Yoga M.Sc.,(CS & IT), M.Sc.,(Maths), M.Phil.,(CS) M.Phil.,(Maths)

Assistant Professor & Head

Ms.N.Nanthini, M.Sc.,M.Phil., Assistant Professor

LIBRARY

Mrs.V.Tamilselvi.,M.A.,M.Phil.,

PHYSICAL DIRECTORS

Mr.Pandiyarajan,M.A.,M.Phil.,M.PEd.,PG Dip in Yoga.,

Ms.A.Evanchalin,B.A.,B.P.Ed.,

NON-TEACHING STAFF

Sl.No	NAME	DESIGNATION
1.	Mrs.M.Latha	Administrative Officer
2.	Mrs. A. Karthimurugan	Junior Assistant
3.	Mr. K.Veerashanmugaraj	System Admin
4.	Ms. R. Gomathi	Office Assistant
5.	Mr.S.Sivabharathi	Office Assistant
6.	Mrs.Padmavathy	Record Clerk
7.	Mrs.S.Iswarya	Record Clerk
8.	Mrs.S.Chitradevi	Computer Operator
9.	Mr. M. Kanthasamy	Gardener
10.	Mr. A. Sunderaj	Security Guard
11.	Ms.S.Kaviya priya	Lab. Assistant
12.	Mr. P. Thangavel	Electrician
13.	Mr. Thirupathi	Plumber
14.	Mrs. Sivagami	Sweeper
15.	Mrs. Vasantha	Sweeper
16.	Mr. A. David Michelraj	Security Guard in hostel
17.	Mrs.Mahalakshmi	Residential Tutor
18.	Mr. P. Sekar	Cook in hostel
19.	Mrs. Veerammal	Assistant Cook in hostel
20.	Mrs. Ramiyammal	Assistant Cook in hostel
21.	Mrs. Kamatchi	Sweeper in hostel
22.	Mrs.Valli	Sweeper in hostel

ADMISSION

As the College is affiliated to the Mother Teresa Women's University, Kodaikanal, it follows the rules and regulations set by the University /Government in all matters related to admissions and conduct of the courses. Usually, the University announces the admission notification in June-July ever year. Candidates seeking admission can apply online at www.sakthiwomenscollegedgl.com

COLLEGE LIBRARY

The college library has a comprehensive collection of books. The reference section has adequate collection in the domain of language, science, Commerce and Management. The college library will be open on all days from 9.30 am to 3.30 pm except public holidays.

RULES AND REGULATIONS FOR USING COLLEGE LIBRARY

- ✓ The Library will be kept open on all working days of the college from 9.30 am to 5.00 pm. It will remain closed on Sundays and on holidays.
- ✓ Strict Silence should be maintained in and around the library.
- ✓ Students are asked to bring only sheets of papers to take notes.
- ✓ Students and staff should sign entry register.
- ✓ Books should be handled with great care. M.Phil Scholars are allowed to take 3 books and UG and PG students are allowed to take 2 books.
- ✓ Students should replace the book in the same place where they have taken it from.
- ✓ Students are allowed to read Magazines/ Journals / News papers only inside the Library and are not allowed to take them out.
- ✓ Reference books like Dictionary, Encyclopedias etc, should be used inside the library.
- ✓ Each student will be issued two tokens and only two books can be taken at a time.
- ✓ Students are allowed to take books using their own token only.
- ✓ Books should be returned to the librarian in person.
- ✓ For the purpose of checking, the Librarian may recall a book at anytime.
- ✓ If the token is lost, a fine of Rs.50 per token will be collected from the student.
- ✓ The duration of lending books for students is two weeks, and if the book is not returned on or before the due date, an overdue charge of Re.1 per day for a book will be collected from the students.
- ✓ Students are prohibited from sub-lending the books.
- ✓ In case of any damage or loss of book, it has to be either replaced or five times of the market price of the book will be collected.
- ✓ A student will not be excused from returning the book on the due date even in the case of absence.
- ✓ The Library administration reserves the right to with hold the issue of some rare/ costly books. Reference books will not be issued. Books with rate of Rs.2000/- competitive books and some rare Encyclopedia are treated as reference books and they are not issued. Journals will not be issued.

RULES AND REGULATIONS FOR STUDENTS

- ✓ All the students should abide by the rules and regulations laid down by the college to maintain discipline.
- ✓ Ragging is completely banned inside the college campus, inside the hostel and inside the college buses and all the students should treat newcomers with affection and care. No teasing is allowed in any form.
- ✓ Students should come to college in the prescribed Uniform with Identity Card on time and maintain discipline within the campus.
- ✓ Students should be regular in their attendance. No Student shall absent herself from the classes without submitting leave letter duly signed by the parent and class in-charge and the Head of the Department.
- ✓ When students go on leave without permission for many days, they have to report to the Principal along with her father or mother.
- ✓ When moving from one class to other class, students should maintain silence.
- ✓ The students who have not completed the attendance stipulation of 75% are not eligible to appear for the semester examination. Those possessing 65% and above of the attendance should pay a condonation fee for lack of attendance. Those possessing below 65% of attendance are not eligible to appear for the examinations.
- ✓ Students should not take leave during Internal Assessments and University Examinations.
- ✓ Students should attend the assembly prayers and all activities and functions of the college and observe discipline at all times and they should leave the hall after the Chief Guest, Chairman and Principal have left the hall.
- ✓ When a student has a grievance, she can discuss it with the class teacher or her counselor. When it is not solved, she can bring it to the notice of the HoD and then to the Principal. No student should directly approach the Chairman for any grievance.
- ✓ Students should not bring mobile phones and laptops to classes.
- ✓ Students must keep the class-rooms and premises neat and tidy
- ✓ Students should read the notice board regularly.
- ✓ The students are advised not to change the bus or the stopping without prior permission from the principal.
- ✓ Visitors are not allowed during the working hours of the college.
- ✓ Common Internal Tests are conducted thrice in a semester. No retest is conducted for the students who are absent for the test.

- ✓ Semester Examinations are conducted at the end of every semester. Fee should be remitted within the stipulated time. Those who remit fees after the last date will not be allowed to write the examination.
- ✓ No-Due Certificates should be produced in their departments to collect hall tickets.
- ✓ Students who don't produce hall tickets and Identity Cards in the Examination hall are not allowed to write the examination.

HOSTEL RULES AND REGULATIONS

GENERAL:

- ✓ Students are responsible for the furniture supplied in the hostel.
- ✓ Students are asked to co-operate in keeping the hostel and surroundings clean. Rooms must be kept neat and tidy every day. The waste should be thrown in the dustbin only and not in the wash basin and toilets to avoid blocking of the drainage. Use plastic buckets where ever provided.
- ✓ Cloths must be dried up on the string provided and not in the rooms.
- ✓ Use electricity and water whenever necessary. Whenever the students are going out of the room, they must switch off the fans and lights and close pipe.
- ✓ The students should not keep any valuable jewels or cash worth more than Rs.100/-The College & hostel authorities will not be responsible for the loss of the Jewels or cash.
- ✓ Students should keep the cupboard and rooms locked when they leave for classes. Before leaving the room, they have to check it once again whether all are locked properly.
- ✓ Students when they become sick they should report to the hostel warden and the same to be reported to the respective class coordinators and the leave letter should be submitted to the class coordinators and then it has to be forwarded to the Principal.
- ✓ When the students are becoming sick, necessary action will be taken by the warden to take them to the hospital. Sick students on sick leave should stay in the sick room in order to take complete rest.
- ✓ The students should feel free to consult the class co-ordinator if they have any problem and confidentiality will be maintained and necessary assistance will be provided when they have official / personal problem.
- ✓ Daily Morning Prayer will be conducted in the class room at 8.45 am and night prayer will be conducted at 7.00 pm in the hostel. The warden will take attendance after prayer.
- ✓ The classes will start sharply by 9.45 am. So all the students are expected to be present for the class by 9.30 am.
- ✓ Students are expected to wear the college uniform with ID card

- ✓ All the students are supposed to be present on time for classes. If late, it will be considered as absent.
- ✓ Visitors pass (ID card) will be provided for each student along with the family photo of the parents, brother & sister of the student. If the parents are not bringing the visitors ID, they can't see the student.
- ✓ Visitors should write their names along with their signature in the visitor's book and necessary arrangement will be made to call the student after their parents show the visitors ID card.
- ✓ Visitors are strictly not allowed to enter the student's room.
- ✓ Visitors are allowed to see the students only on 1st & 3rd Sunday's of every month by 6.00 am to 4.00 pm. Before 6.00 am the parents will not be encouraged to see the students.
- ✓ No visitors are permitted to meet the students during class hours.
- ✓ Students going away from hostel on leave (Vacation) must return to the hostel on the previous day evening before 6.00 pm and they must report the arrival to the warden (staff in-charge) and must sign the register.
- ✓ The students are not allowed to go home before the internal exams.
- ✓ Students are not permitted to go to their friends' home without the permission of the parents. The same to be intimated to the principal by the parents and prior permission should be obtained from principal.

MESS:

- ✓ Vegetarian and non-vegetarian food will be provided according to the willingness of the students
- ✓ Food committee on each batch will help the mess members in serving.
- ✓ Students are expected to co-operate in keeping the dining room clean and they have to throw the waste wherever the dustbin is provided.
- ✓ Students are strictly not allowed to take the food to the hostel room. If they are found taking the food to the hostel, action will be taken to maintain discipline.
- ✓ When the students are going for leave or vacation the mess leader from each batch should report to the mess in-charge regarding the need (The number of students those who are going to stay on the particular day), in order to avoid wasting food unnecessarily.
- ✓ During the mess time, the students are requested to avoid the unnecessary talking.
- ✓ The students are expected to keep the dining table neat and clean by avoiding the food waste being thrown unnecessarily on the table.

- ✓ Each batch is expected to keep the timings for taking the breakfast, lunch & dinner by helping the mess people.

MESS TIMINGS

Breakfast : 7.45 am – 8.15 am

Lunch : 1.00 pm – 1.30 pm

Dinner : 7.30 pm – 8.00 pm

SCHOLARSHIPS / LOANS / FEE CONCESSION

1. SC/ST Scholarship.
2. Minority Scholarship for Christian and Muslim students.
3. Government of India is giving Scholarship through the Director of Collegiate Education under National Merit Scholarship Scheme – Result for Under Graduate Courses for final year in April 2013. For Gold medalist.
4. Mother Teresa Women's University, Kodaikanal Ranimangamma Scholarship awarded for November Examination only.

Committee Members:

1. Mrs.A.Nandhini, Assistant Professor
2. Mrs.P.Yuva Shanmuga Shree, Assistant Professor
3. Ms.S.Sathyajothi, Assistant Professor

INTERNAL COMPLAINT COMMITTEE

The Internal Complaint Committee of the college provides a happy and comfortable environment for students to discuss their problems regarding their academic and social life. The committee also provides individual counseling sessions, motivational talks, interactive sessions to help the students deal with mental stress and allied issues. This centre for mental well being tries to mitigate students stress help them reach appropriate solutions, guides them to take responsible decisions and enables them to become self-actualized individuals.

Committee Members:

1. Mrs.D.Maheswari., Assistant Professor & Head
2. Ms.P.Sasikala, Assistant Professor
3. Mrs.A.Jeni Nirmala, Assistant Professor
4. Ms.S.Selvamani, Assistant Professor
5. Ms.P.Amuthapriya, Assistant Professor
6. Ms.N.Nandhini Priya, Assistant Professor

ANTI-RAGGING COMMITTEE:

Ragging is prevented inside the campus. It is a punishable offence as per Tamil Nadu Prohibition of Ragging Act, 1997 and also as per APEX Court orders in Civil appeal 887/2009 with imprisonment, penalty, suspension / dismissal etc. The Anti-Ragging Committee is active in ensuring no ragging inside the campus through various measures and activities.

Committee Members:

1. Mrs.A.Nandhini,Assistant Professor
2. Mrs.V.Chitra,Assistant Professor

ENTREPRENEURSHIP DEVELOPMENT PROGRAMME (EDP)

Entrepreneurship Development Programme (EDP) Cell was established in the Institute with a vision to introduce & promote Entrepreneurship skills among the student The EDP Cell is a non-profit student-run cell at Sakthi College of Arts and Science under the supervision of Faculty in-charge.

The mission of EDP cell is to encourage & refine the Entrepreneurial and product development skills of the students like idea generation, opportunity evaluation, business modeling, marketing, Intellectual property rights, new innovative project development, skill development and many more. To develop the above qualities & to become an Entrepreneur, Entrepreneurship Club is also constituted in the Institute under EDP Cell. The cell is conducting regular lectures, workshops, seminars, competitions inside the Institute and beyond the walls of the Institute.

Committee Members:

1. Dr.N.Murugeswari,Assistant Professor & Head
2. Ms.S.Selvamani,Assistant Professor
3. Ms.S.Sathiya Jothi.,Assistant Professor
4. Mrs.M.N.Jothi,Assistant Professor
5. Ms.Paranjothi,Assistant Professor
6. Mrs.B.Kasthuri,Assistant Professor
7. Mrs.P.Palaniammal,Assistant Professor

INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC / NAAC CORE COMMITTEE	
Chairperson	Dr. R. Thenmozhi, Principal, Sakthi College of Arts and Science for women
Coordinator	Mrs.G.Jeyajothi, Assistant Prof. & Head, PG & Research Department of Physics
Coordinator	Mrs.D.Maheswari, Assistant Professor & Head, PG & Research Department of English
Member	Dr. S. Kavitha, Associate Prof. & Head, PG & Research Dept. of Comp. Science
Member	Mrs.T.Gowri Thangam, Assistant Prof. & Head, PG & Research Dept. of Commerce
Member	Dr. N. Murugeswari, Assistant Professor & Head, PG & Research Department of Tamil
Member	Mrs.G.Panchavararam, Assistant Professor, PG & Research Department of Chemistry
Member	Dr.K.B.Sivakami, Assistant Professor, Research Department of Microbiology
IQAC / NAAC ADVISORY COMMITTEE	
Member	Ms. A. Pavai, Associate Professor, PG & Research Dept. of Tamil
Member	Mrs.A.Nandhini, Assistant Professor , PG & Research Department of Maths
Member	Ms. D. Maheswari, Assistant Professor, PG & Research Department of English
Member	Ms. M. N. Jothi, Assistant Professor, PG & Research Department of Physics
Member	Ms. N. Nanthini, Assistant Professor, PG & Research Dept. of Comp. Science
Member	Mr.E.Albert Arockiaraj, Assistant Professor, PG & Research Department of Commerce
Member	Ms. P. Sasikala, Assistant Professor & Head, Department of Business Administration
Member	Mr.M. Pandiya Rajan, Director of Physical Education
IQAC / NAAC REPRESENTATIVES FROM MANAGEMENT	
Management Representative	Dr. K. Vembanan, M.B.B.S., M.S., Chairman, Sakthi Group of Educational Institutions, Oddanchatram
Management Representative	Dr. V. Gokila, M.B.B.S., DGO., Vice-Chairman, Sakthi Group of Educational Institutions, Oddanchatram
Senior Administrative Officer	Mr.T.R.Thirumalairajan, Administrative Officer, Sakthi Group of Educational Institutions, Oddanchatram
IQAC / NAAC NOMINEES FROM STAKEHOLDERS	
Nominee from Local Society	Mr. V. Sadasivam, M.Sc., (Horticulture) Former Joint Director of Horticulture, Department of Horticulture, Oddanchatram.
Nominee from Employers	Dr. R. Kuppaswamy M.A., M.A., M.Phil., Ph.D., Former Principal, Nandha College of Arts and Science, Erode.
Nominee from Student	Ms. S. Miraz Sulthana, II M.A., (Eng.Lit) [Reg. No. 204903ER003]
Nominee from Alumni	Ms. A. Arulmozhi M.A., Constable, Police Department, Chennai Zone
Nominee from Alumni	Ms. S. Padmapriya B.Sc., Junior Assistant, Government Higher Secondary School, Chatrapatti, Palani

ACADEMIC CALENDAR / 2023 - 2024

Date	Day	June 2023	Working Days	
			II,III UG,PG	I UG,PG
1	Thurs			
2	Fri			
3	Sat	Holiday- Working Day for Staff		
4	Sun	Holiday		
5	Mon			
6	Tue			
7	Wed			
8	Thurs			
9	Fri			
10	Sat	Holiday		
11	Sun	Holiday		
12	Mon			
13	Tue			
14	Wed		1	
15	Thurs		2	
16	Fri		3	
17	Sat	Holiday- Working Day for Staff		
18	Sun	Holiday		
19	Mon		4	
20	Tue		5	
21	Wed	National Writing Day Celebration-English Dept	6	
22	Thurs		7	
23	Fri		8	
24	Sat	Holiday- Working Day for Staff		
25	Sun	Holiday		
26	Mon		9	
27	Tue		10	
28	Wed		11	
29	Thurs	Bakrid Holiday		
30	Fri		12	

Date	Day	July 2023	Working Days	
			II III UG,PG	I UG,PG
1	Sat		13	
2	Sun	Holiday- Working Day for Staff		
3	Mon		14	
4	Tue		15	
5	Wed	Diploma in Yoga Inauguration	16	
6	Thurs		17	
7	Fri		18	
8	Sat	Holiday		
9	Sun	Holiday		
10	Mon		19	
11	Tue		20	
12	Wed	Yoga Class	21	
13	Thurs	Orientation Programme - Commerce Dept	22	
14	Fri		23	
15	Sat	Holiday- Working Day for Staff		
16	Sun	Holiday		
17	Mon		24	
18	Tue		25	
19	Wed	Yoga Class	26	
20	Thurs		27	
21	Fri	Fresher's Day Celebration	28	
22	Sat	Holiday- Working Day for Staff		
23	Sun	Holiday		
24	Mon	I Internal Exam begins	29	
25	Tue		30	
26	Wed		31	
27	Thurs	Dept of Chemistry & Microbiology Workshop	32	
28	Fri		33	
29	Sat	Moharam Holiday		
30	Sun	Holiday		
31	Mon		34	

Date	Day	August 2023	Working Days	
			II III UG,PG	I UG,PG
1	Tue	Yoga Class	35	
2	Wed	Industrial Visit Week	36	
3	Thurs	Aadi peruku		
4	Fri		37	
5	Sat		38	
6	Sun	Holiday		
7	Mon	Free Comic Book Day Celebration- English Dept Commerce Day Celebration	39	
8	Tue	Health & Hygiene Programme I- Chemistry & MicrobiologyDept	40	
9	Wed		41	
10	Thurs		42	
11	Fri		43	
12	Sat	Holiday		
13	Sun	Holiday		
14	Mon		44	
15	Tue	Independence day Holiday		
16	Wed		45	
17	Thurs	Yoga Class	46	
18	Fri		47	
19	Sat		48	
20	Sun	Holiday		
21	Mon	Poetry Bears Picnic -English Dept	49	
22	Tue		50	
23	Wed		51	
24	Thurs		52	
25	Fri		53	
26	Sat	Holiday- Working Day for Staff		
27	Sun	Holiday		
28	Mon		54	
29	Tue	Onam Celebration	55	
30	Wed	II Internal Exam begins	56	
31	Thurs		57	

Date	Day	September 2023	Working Days	
			II III UG,PG	I UG,PG
1	Fri	World Letter Writing Day-English Dept	58	
2	Sat		59	
3	Sun	Holiday		
4	Mon	International Literacy Day Celebration Week -English Dept	60	
5	Tue	Teacher's Day celebration	61	
6	Wed	Krishna Jeyanthi		
7	Thurs		62	
8	Fri	Dept of Commerce Seminar	63	
9	Sat		64	
10	Sun	Holiday		
11	Mon	State Level Seminar -Chemistry & Microbiology Dept	65	
12	Tue	Sports Day	66	
13	Wed	Yoga Class Intra Collegiate Meet-CS Dept	67	
14	Thurs	Dept of Physics Conference	68	
15	Fri	Aringar Anna Birthday -Tamil Dept	69	
16	Sat	Holiday		
17	Sun	Holiday		
18	Mon	Vinayagar Chathurthi		
19	Tue		70	
20	Wed	National Level Seminar -Maths Dept	71	
21	Thurs	Chemistry Club Programme	72	
22	Fri	Science Expo-Physics Dept	73	
23	Sat		74	
24	Sun	Holiday		
25	Mon		75	
26	Tue	Dept of English Seminar	76	
27	Wed	Micro Club Inauguration Yoga Class	77	
28	Thurs	Meladi Nabi		
29	Fri	III Internal Exam begins	78	
30	Sat		79	

Date	Day	October 2023	Working Days	
			II III UG,PG	I UG,PG
1	Sun	Holiday		
2	Mon	Gandhi Jeyanthi		
3	Tue		80	
4	Wed	Maths Dept Expo	81	
5	Thurs		82	
6	Fri	State Level Seminar –CS Dept	83	
7	Sat		84	
8	Sun	Holiday		
9	Mon	Dept of Commerce Workshop	85	
10	Tue		86	
11	Wed	National Dictionary Day – English Dept	87	
12	Thurs	Pooja celebration	88	
13	Fri		89	
14	Sat		90	
15	Sun	Holiday		
16	Mon			
17	Tue			
18	Wed			
19	Thurs			
20	Fri			
21	Sat			
22	Sun	Holiday		
23	Mon	Saraswathi Pooja Holiday		
24	Tue	Vijayadhasami Holiday		
25	Wed			
26	Thurs			
27	Fri			
28	Sat	Holiday-Working Day for Staff		
29	Sun	Holiday		
30	Mon	Semester Exam Begins		
31	Tue			

Date	Day	November 2023	Working Days	
			II III UG,PG	I UG,PG
1	Wed			
2	Thurs			
3	Fri			
4	Sat	Holiday-Working Day for Staff		
5	Sun	Holiday		
6	Mon			
7	Tue			
8	Wed			
9	Thurs			
10	Fri			
11	Sat	Holiday		
12	Sun	Diwali Holiday		
13	Mon			
14	Tue			
15	Wed			
16	Thurs			
17	Fri			
18	Sat	Holiday-Working Day for Staff		
19	Sun	Holiday		
20	Mon			
21	Tue			
22	Wed			
23	Thurs			
24	Fri			
25	Sat	Holiday-Working Day for Staff		
26	Sun	Holiday		
27	Mon			
28	Tue			
29	Wed			
30	Thurs			

Date	Day	December 2023	Working Days
1	Fri	Even Semester Begins	1
2	Sat		2
3	Sun	Holiday	
4	Mon	National Authors Day-English	3
5	Tue		4
6	Wed	Tamil Dept Day Celebration	5
7	Thurs		6
8	Fri	Health & Hygiene Programme II- Chemistry Dept	7
9	Sat	Holiday	
10	Sun	Holiday	
11	Mon	Barathiyar Day-Tamil Dept	8
12	Tue		9
13	Wed	Dept of Physics Seminar	10
14	Thurs		11
15	Fri		12
16	Sat	Holiday-Working Day for Staff	
17	Sun	Holiday	
18	Mon		13
19	Tue		14
20	Wed	Dept of Commerce Seminar	15
21	Thurs		16
22	Fri	National Mathematics Day Celebration-Maths Dept	17
23	Sat	Holiday-Working Day for Staff	
24	Sun	Holiday	
25	Mon	Christmas Holiday	
26	Tue		18
27	Wed		19
28	Thurs		20
29	Fri	Christmas, New Year Celebration	21
30	Sat		22
31	Sun	Holiday	

Date	Day	January 2024	Working Days
1	Mon	New Year Holiday	
2	Tue	I Internal Exam Begins	23
3	Wed		24
4	Thurs		25
5	Fri	Dept of Tamil Seminar	26
6	Sat		27
7	Sun	Holiday	
8	Mon		28
9	Tue		29
10	Wed		30
11	Thurs		31
12	Fri	Pongal Day Celebration Youth Day Celebration	32
13	Sat	Holiday	
14	Sun	Bogi Holiday	
15	Mon	Pongal Holiday	
16	Tue	Thiruvalluvar thinam Holiday	
17	Wed	Uzhavar Thirunal Holiday	
18	Thurs		33
19	Fri	National Day of Listening-English	34
20	Sat		35
21	Sun	Holiday	
22	Mon		36
23	Tue	Inter collegiate Meet-Physics	37
24	Wed	Orientation (or) Workshop- Commerce Dept	38
25	Thurs		39
26	Fri	Republic Day, Thaipooam Holiday	
27	Sat	Holiday-Working Day for Staff	
28	Sun	Holiday	
29	Mon		40
30	Tue	Dept of Maths Seminar (or) Webinar	41
31	Wed		42

Date	Day	February 2024	Working Days
1	Thurs		43
2	Fri		44
3	Sat	Holiday-Working Day for Staff	
4	Sun	Holiday	
5	Mon		45
6	Tue	Dept of English Seminar	46
7	Wed	Periodic Day-Chemistry Dept	47
8	Thurs		48
9	Fri	XI Batch Convocation Day	49
10	Sat	Holiday	
11	Sun	Holiday	
12	Mon		50
13	Tue		51
14	Wed		52
15	Thurs		53
16	Fri		54
17	Sat	Holiday-Working Day for Staff	
18	Sun	Holiday	
19	Mon	II Internal Exam Begins	55
20	Tue		56
21	Wed	National Level Workshop-CS Dept World Language Day-Tamil Dept	57
22	Thurs		58
23	Fri		59
24	Sat	Holiday-Working Day for Staff	
25	Sun	Holiday	
26	Mon	Educational Tour	60
27	Tue		61
28	Wed	National Science Day Celebration & Competitions-All Science Dept	62
29	Thurs		63

Date	Day	March 2024	Working Days
1	Fri		64
2	Sat	Holiday-Working Day for Staff	
3	Sun	Holiday	
4	Mon		65
5	Tue		66
6	Wed		67
7	Thurs		68
8	Fri	Women's Day Celebration	69
9	Sat	Holiday	
10	Sun	Holiday	
11	Mon		70
12	Tue	Placement Training Programme-CS Dept	71
13	Wed	Nearing Area Temple Cleaning -Tamil Dept	72
14	Thurs	PI Day-Maths Dept	73
15	Fri		74
16	Sat	Holiday-Working Day for Staff	
17	Sun	Holiday	
18	Mon	III Internal Exam Begins	75
19	Tue		76
20	Wed	National Level Seminar -Chemistry & Microbiology Dept	77
21	Thurs		78
22	Fri		79
23	Sat	Holiday-Working Day for Staff	
24	Sun	Holiday	
25	Mon	World Theatre Day Celebartion-English	80
26	Tue		81
27	Wed	15 th Annual Day	82
28	Thurs		83
29	Fri	Good Friday Holiday	
30	Sat	Holiday-Working Day for Staff	
31	Sun	Holiday	

Date	Day	April 2024	Working Days
1	Mon		84
2	Tue		85
3	Wed		86
4	Thurs		87
5	Fri		88
6	Sat	Farewell Day Celebration	89
7	Sun	Holiday	
8	Mon	Lighting Day	90
9	Tue	Ugadhi Holiday	
10	Wed	Ramzan holiday	
11	Thurs		
12	Fri		
13	Sat	Holiday	
14	Sun	Tamil New Year Holiday	
15	Mon		
16	Tue		
17	Wed		
18	Thurs		
19	Fri		
20	Sat	Holiday-Working Day for Staff	
21	Sun	Holiday	
22	Mon		
23	Tue		
24	Wed		
25	Thurs		
26	Fri		
27	Sat	Holiday-Working Day for Staff	
28	Sun	Holiday	
29	Mon		
30	Tue		

Date	Day	May 2024	Working Days
1	Wed	May Day	
2	Thurs		
3	Fri		
4	Sat	Holiday	
5	Sun	Holiday	
6	Mon		
7	Tue		
8	Wed		
9	Thurs		
10	Fri		
11	Sat	Holiday	
12	Sun	Holiday	
13	Mon		
14	Tue		
15	Wed		
16	Thurs		
17	Fri		
18	Sat	Holiday	
19	Sun	Holiday	
20	Mon		
21	Tue		
22	Wed		
23	Thurs		
24	Fri		
25	Sat	Holiday	
26	Sun	Holiday	
27	Mon		
28	Tue		
29	Wed		
30	Thurs		
31	Fri		

QUOTABLE QUOTES

- Despite everything, I believe that people are really good at heart. – Anne Frank
- Not all of us can do great things. But we can do small things with great love.- Mother Teresa
- Never stop learning, because life never stops teaching.-Evan Carmichael
- Education is not received. It is achieved.-Albert Einstein
- Today a reader tomorrow a leader-W.Fusselman
- If you judge people you have no time to love them.- Mother Teresa
- If you can't feed a hundred people, then feed just one.- Mother Teresa
- You can't have a better tomorrow if you are still thinking about yesterday- Charles Kettering
- Everything that is excellent will come when this sleeping soul is aroused to self conscious activity- Swami Vivekananda
- Let your smile change the world. Don't let the world change your smile.

NOTES

NOTES