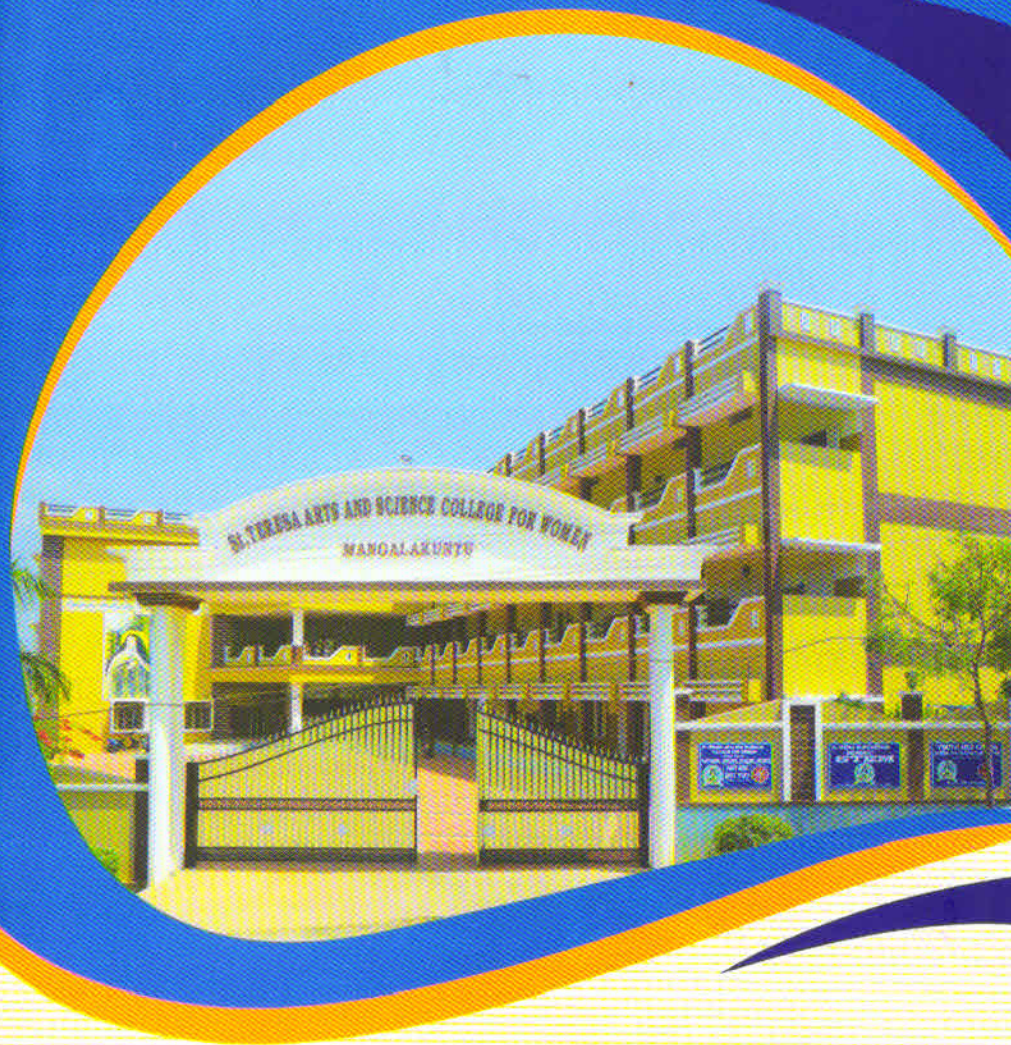




St. Teresa Arts and Science College for Women

Mangalakuntu, Karungal - 629 179

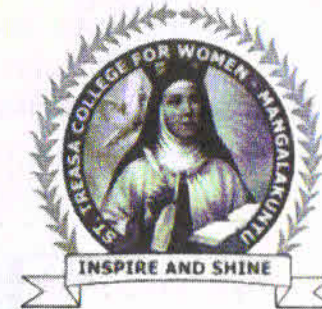


**Hand Book
2019 - 2020**

St. Teresa Arts and Science College for Women

(Affiliated to Manonmaniam Sundaranar University)

Mangalakuntu, Karungal - 629 178



2019 – 2020

- Chairperson : Rev. Sr. Dr. Jeya Rani
Secretary : Rev. Sr. Lucinda
Principal : Dr. R. David Raja Bose

CONTACT

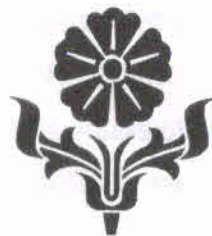
- Secretary : 04651255955
Principal : 04651254244
Sisters' Residence : 04651254122
College E-mail : teresacfw@gmail.com
College Website : www.stteresacollege.edu.in

OUR MISSION

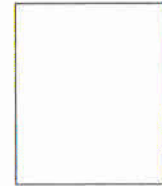
To achieve a synthesis of academic excellence and produce Carmelite atmosphere intellectually enlightened, spiritually inspired, emotionally balanced, morally upright, socially committed, integrally formed and accomplishing young women who will create the culture of solidarity, replacing the culture of selfishness & individualism in the competitive world.

OUR VISION

Ignited by the unconditional love of Christ and kindled by the spirit of our foundress Mother Eliswa, the Teresian Carmelite family envisions to mould and empower the young women especially the poor and the marginalized as excellent leaders in all walks of life, so that they may serve the oppressed and de-humanized in the peripheries of our nation with truth, justice and love.



STUDENT PROFILE



Name :

Date of Birth :

Degree :

Father/Guardian :

Occupation :

Telephone No :

Address :

.....

.....

Blood Group :

Personal identification marks:

1.

2.

Signature of the Parent

Signature of the Student

Signature of the Class Teacher

Signature of the Principal

OUR PATRONESS



St. Teresa of Avila, a Spanish Carmelite nun and mystic was declared a Doctor of the Church in 1970. She was the foundress of the Discalced Carmelites and a reformer of the Carmelite order. Her writings on the interior life, particularly *The Interior Castle*, were highly influential in the life of the Church. She played a formidable role in the work of the Counter-Reformation. She was born in 1515 and died in 1582. She was canonized by Pope Paul V on April 24, 1614. The Church celebrates her feast day on October 15th.



Mother Eliswa,
Foundress of the Congregation of Teresian Carmelites
(CTC)

Servant of God Mother Eliswa (1831-1913) is the foundress of the Congregation of Teresian Carmelites. Her deep intimacy with God paved way to give voice to the oppressed voiceless women folk. Her fight had always been for the oppressed women. She was the first person to take daring steps to begin women education in the 18th century in Kerala. Her passion for Christ and compassion for the poor led her to reform the Church and the society. She was declared 'Servant of God' on 30th May 2008 by Pope Benedict XVI. Today Mother Eliswa has become a powerful soul to innumerable people for obtaining blessings from heaven. Her sisters dedicate themselves for the glory of God and have spread His Kingdom in 69 Dioceses all over the world through a deep interior life of prayer and selfless service.

OUR UNIVERSITY

Manonmaniam Sundaranar University
Reaccredited with 'A' Grade by NAAC

Address : Manonmaniam Sundaranar University
Abishekapatti, Tirunelveli - 627012,
Tamil Nadu, India.
Phone: +91462-2333741

Vice Chancellor : Dr. K. Pitchumani
E-Mail : vcofficesu@msuniv.ac.in
Phone No. : 91462-2337231

Registrar : Dr. S. Santhosh Baboo
E-Mail : registraroffice@msuniv.ac.in
Phone No. : 91462-2338632

Controller of Examinations : Dr. A. Suruliandi
Mobile No. : 9487902000

Dean of College Development Council : Dr. B. Rajasekaran
Mobile No. : 9442317395

COURSES OFFERED

Course	Year of Affiliation	Strength
B.A. English	2016 - 2017	64
B.Com.	2016 - 2017	64
B.Sc. Mathematics	2016 - 2017	48
B.Sc. Computer Science	2016 - 2017	48
B.Sc. Physics	2017 - 2018	48
M.A. English	2019 - 2020	30
M.Sc. Mathematics	2019 - 2020	25

GOVERNING BOARD

Name	Position	Present Designation	Telephone Number
Sr. Dr. Jeya Rani	Chair Person	Provincial	9445161563
Sr. Amalore Mary	Member	Counselor	9442170564
Sr. Agnes Glory	Member	Board Secretary	9442891032
Sr. Ritamma	Member	Counselor	9842453381
Sr. Selestin Mary	Member	Counselor	9655720358
Sr. Lourthu Rani	Member	Province Bursar	9865968475
Sr. Lucinda	Member	College Secretary	8547180604
Dr. R. David Raja Bose	Member	Principal	9443579244
Dr. M. Michael Babu	Member	University Representative	9443731640

COLLEGE PROFILE

St. Teresa Arts and Science College for Women is a Christian Minority institution, established and administered by the Congregation of Teresian Carmelite Sisters (CTC), Amala Province from 14th April 2016 in Kanniyakumari District, Tamil Nadu. It is approved by the Government of Tamil Nadu through G. O. No. 52 dated 26.02.2016 and affiliated to Manonmaniam Sundaranar University, Tirunelveli.

It is a self-financing college located in a very backward rural area and it gives more opportunities to the girls belonging to the middle and poor class families. It is meant for the higher education of women without discrimination of caste, creed or religion. The college is committed to serve the economically marginalized, socially discriminated and less privileged sections of the society.

Category : Self Financing

Postal Address : St. Teresa Arts and Science College for Women,
Mangalakuntu, Mangalakuntu post - 629 178
Karungal, Kanniyakumari District, Tamil Nadu.

Phone : 04651 - 255955

E-mail : teresacfw@gmail.com

Chairperson : Sr. Dr. Jeya Rani

Secretary : Sr. Lucinda

COLLEGE COMMITTEE

1. Sr. Dr. Jeya Rani - Chairperson
2. Sr. Lucinda - Secretary
3. Dr. R. David Raja Bose - Principal
4. Ms K. Joylin Bala - Staff
5. Sr. S. Sahaya Nirmala Daisy - Staff
6. Ms K. E. Angelin Sajitha - Office Superintendent
7. Dr. M. Michael Babu - University Representative

SUCCESSION LIST OF PRINCIPALS

Sl. No.	Name	From	To
1	Dr. P. Annammal	16.06.2016	31.05.2017
2	Dr. R. Radhakrishnan	01.06.2017	31.05.2019
3	Dr. R. David Raja Bose	03.06.2019	---

STAFF COUNCIL

The Principal is the Chairperson. It is an advisory body to the Principal

- Dr. R. David Raja Bose - Principal
- Ms C. S. Jeevitha Santha Kumari - Head Dept. of Tamil
- Sr. N. Prasheeba - Head Dept. of English
- Ms C. Subet Selin - Head Dept. of Maths
- Ms B. Queen Sheeba - Head Dept. of Physics
- Sr. S. Sahaya Nirmala Daisy - Head Dept. of Computer Science
- Sr. V. Leema Rose - Head Dept. of Commerce
- Ms A. V. Shahila Selva Kumari - Librarian
- Mr. T. Antony Ferdinent Raja - Physical Director
- Vacant - University Senate Member
- Ms K. E. Angelin Sajitha - Office Superintendent
- Ms C. S. Jeevitha Santha Kumari - NSS Programme Officer
- Ms R. Bella Josephine - YRC Coordinator
- Ms J. Lisy Bennet - Stu+dents' Counselor
- Ms R. Hemalin Subala - Youth Welfare Officer

REFERRAL HOSPITAL

Name : St. Camillus Hospital

Place : Enayam Puthenthurai

Doctor : Dr. Sr. Christin, MBBS.

Mobile : 9487781708

Reg. No. TNMC. 114720

TEACHING STAFF

Principal

Dr. R. David Raja Bose M.A., M. Phil., Ph.D.
Mobile : 9443579244

Department of Tamil

1. Ms C. S. Jeevitha Santha Kumari,
M.A., M.Phil., NET., Ph.D. (Doing)
Mobile : 9488292430
2. Dr. S. Nisha, M.A., M. Phil., Ph.D.
Mobile : 9445247597

Department of English

1. Sr. N. Prasheeba, M.A., M.Phil., Ph.D. (Doing)
Mobile : 7373903299
2. Ms A. Annie Divya Mahisha,
M.A., M.Phil., NET., Ph.D. (Doing)
Mobile : 9442411032
3. Ms S. Esther Kiruba, M.A., M.Phil.,
Mobile : 9487885138
4. Ms T. Jingle, M.A., M.Phil.,
Mobile : 9487509790
5. Ms J. Divya, M.A., M. Phil., B.Ed., Ph.D. (Doing)
Mobile : 9445964450
6. Ms S. Anu Shyni Raj, M.A., M. Phil., Ph.D. (Doing)
Mobile : 9750175271
7. Ms T. Christena, M.A., M. Phil., Ph.D. (Doing)
Mobile : 9841176719
8. Dr. I. Prabhu, M.A., M. Phil., Ph.D.,
Mobile : 9443177870

Department of Maths

1. Ms C. Subet Selin, M.Sc., M.Phil., B. Ed., Ph.D. (Doing)
Mobile : 7708892254, 9952320415
2. Ms J. Lisy Bennet,
M.Sc., M.Ed., M.Sc. (Psy.), SET., NET., Ph.D. (Doing)
Mobile : 9944896333, 9486508270
3. Sr. I. Sahaya Dani, M.Sc., M. Phil., Ph.D. (Doing)
Mobile : 6382125109
4. Ms Kavitha Selvam, M.Sc., M. Phil., B. Ed., Ph.D. (Doing)
Mobile : 8870794496
5. Ms M. H. Mini M. Sc., M. Phil.,
Mobile : 6379378919
6. Ms J. Saranya M.Sc., M. Phil.,
Mobile : 9487960023

Department of Physics

1. Ms B. Queen Sheeba,
M.Sc., M.Phil, MCA., M.Phil (Comp), Ph.D. (Doing)
Mobile : 9487007088
2. Ms A. Anbumani M.Sc., M. Phil., NET.,
Mobile : 9489608354
3. Ms S. Loice Bessylet M.Sc., M. Phil., B. Ed., Ph.D. (Doing)
Mobile : 9488322640
4. Ms R. HemalinSubala
M.Sc., M. Phil., M.Ed., M. Phil., Ph.D. (Doing)
Mobile : 9486008065

Allied Chemistry

1. Sr. Dr. Jeya Rani, M.Sc., M. Phil., Ph.D.,
Mobile: 9445161563

Department of Computer Science

1. Sr. S. Sahaya Nirmala Daisy, MCA., M.Phil.,
Mobile : 9952596173
2. Ms K. Joylin Bala, MCA., M.Phil., Ph.D. (Doing)
Mobile : 9488273911
3. Ms Felsia Thompson, MCA., M.Phil., Ph.D. (Doing)
Mobile : 9487422575
4. Ms K. M. Ajitha, M.Sc., M. Phil., SET
Mobile : 9486799147
5. Ms A. Selvarani, M.C.A., M.Phil.,
Mobile : 7598479441

Department of Commerce

1. Sr. V. Leema Rose, M.Com., M.Phil., Ph.D. (Doing)
Mobile : 9443424820
2. Ms R. Bella Josephine, M.Com., M.Phil.,
Mobile : 9488505808
3. Ms J. Greeta Mary, M.Com., M. Phil., Ph.D. (Doing)
Mobile : 8760984407
4. Ms C. Abinaya Priya,
M.Com., M. Phil., B.Ed., Ph.D. (Doing)
Mobile : 9751347001
5. Dr. R. Francis, M.Com., M. Phil., Ph.D.,
Mobile : 9486625574

Librarian

Ms A. V. Shahila Selva Kumari, M.A., MLISC., M.Phil.,
Mobile : 9786551068

Physical Director

Mr. T. Antony Ferdinent Raja M.A., M.P.Ed., M.Phil.,
Mobile : 9788991727

GUEST FACULTY

Department of English

1. Dr. S. Chellakumar Rose, M.A., M. Phil., Ph.D.,
Mobile : 9442121228
2. Dr. P. Nirmala, M.A., M. Phil., Ph.D.,
Mobile : 9789970376
3. Dr. Rogini Thilagavathy, M.A., M. Phil., Ph.D.,
Mobile : 9488283568
4. Ms Vaz Mary Ramanie, M.A., M. Phil.,
Mobile : 9500454550

Department of Mathematics

1. Ms M. Immaculate, M.Sc., M. Phil.,
Mobile : 9443608003

Department of Commerce

1. Dr. M. Wilson, M.Com., M. Phil., Ph.D.,
Mobile : 9443401730

SUPPORTING STAFF

1. Ms K.E. Angelin Sajitha, MCA.,
Office Superintendent - Mobile : 7598012337
2. Ms S. Prabin Sathya, M.Sc., B.Ed.,
Technical Staff cum Clerk - Mobile : 8903212252
3. Ms S. Sheeba Pricilla M.Sc., PGDCA
Supporting Staff - Mobile : 9597104500
4. Ms M. Vidhya
Attender - Mobile : 9894038167

- | | | |
|--------------------------------|---|---------------------|
| 5. Ms D. Santhi
Sweeper | - | Mobile : 9715327279 |
| 6. Ms A. Helen
Sweeper | - | Mobile : 9600894530 |
| 7. Ms V. Ponnasam
Scavenger | - | Mobile : 9659653317 |
| 8. Mr. A. Dennis
Gardener | - | Mobile : 9442944119 |
| 9. Mr. D. Stephen
Security | - | Mobile : 9789596385 |

Internal Quality Assurance Cell (IQAC)

- | | | |
|-----------------------------|---|--|
| Sr. N. Prasheeba | - | Coordinator |
| Ms Subet Selin | - | Curricular Aspects |
| Ms Queen Sheeba | - | Teaching Learning and
Evaluation |
| Ms Christina | - | Research, Consultancy and
Extension |
| Sr. S. Sahaya Nirmala Daisy | - | Infrastructure and Learning
Resources |
| Sr. V. Leema Rose | - | Student Support and
Progression |
| Sr. I. Sahaya Dani | - | Governance, Leadership and
Management |
| Ms R. Hamelin Subala | - | Innovation and Best
Practices |

Invitees

1. Prof. T. Xavier Oscar Dhas M.Sc., M.Phil,
(Rtd. Prof. & Head, Dept. of Physics, LPC, Neyyoor)
2. Dr. V.M.A. Surendra M.Com., M. Phil., Ph.D.
(Former Dean, CDC, Mananmaniam Sundaranar University)

Special Invitees

1. Dr. Sr. Jeya Rani (Chairperson)
2. Sr. Lucinda (Secretary)

WORKING HOURS

- | | | |
|-------------------------------|---|-------------------------|
| Prayer | - | 9.20 a. m. |
| Class hours | - | 9.30 a. m. – 3.15 p. m. |
| (Extra Curricular activities) | - | 3.15 a. m. – 3.50 p. m. |
| Office hours | - | 9.00 a. m. – 5.00 p. m. |
| Library hours | - | 9.00 a. m. – 5.00 p. m. |

ELIGIBLE SCHOLARSHIPS

- ❖ BC Minority Scholarship
- ❖ SC/ST Scholarship
- ❖ Beedi Workers Scholarship
- ❖ Uzhavar Pathukaappu Scholarship
- ❖ Scholarship scheme for Differently Abled
- ❖ Ex-serviceman Scholarship
- ❖ Post Matric/Pre Matric and Merit cum means Scholarship
- ❖ BC/MBC/Adi Dravidar and a Tribal Welfare Scholarship system-Tamilnadu
- ❖ Post graduate Indira Gandhi Scholarship for single girl child for PG Programme
- ❖ Central Scheme of Scholarship for College and University Students

EXTRA SERVICES AVAILABLE

1. College transportation to important places
2. Canteen Service
3. Telephone
4. Reprography / Xerox
5. Public Address System
6. Surveillance Camera

LIBRARY RULES

1. The library is 'The Temple of Learning'. Hence absolute silence must be maintained in and around the library. Loud consultation, animated conversation, *etc.* are strictly prohibited.
2. It is obligatory for all students of the college to be the users and the members of the library and Readers Forum.
3. The library shall be kept open from 9 a.m to 5 p.m. on all working days.
4. Books will be issued to the students only on presenting their identification card along with library tickets.
5. Students will be given two borrower's tickets. Two books may be borrowed at a time for 7 days. If books are not in demand, they may be renewed for seven more days.
6. The librarian can recall a book even before the date of expiry.
7. The borrower is held responsible for any damage done to the books she borrows. Therefore at the time of issue, the student should checkup and satisfy herself that the books issued to her are in good condition.
8. No student shall write upon, damage or make any mark upon any book or journal belonging to the library.
9. Absence from the college shall not be an excuse for any delay in returning the books. Books due on a holiday shall be returned on the next working day and no fine will be levied.
10. A student failing to return a book within the prescribed time shall pay an overdue charge of one rupee per book

per day and she will not be allowed to use the library till the due is paid.

11. All the books must be returned before the closure of each semester.
12. Reference books shall not be lent out.
13. No one is allowed to pass on any book to another or lend it to any one in or out of the college.
14. No one is allowed to bring any other book or magazine into the Library.
15. Borrowers on receiving a book are expected to examine them before they leave the library and report to the librarian, any damage, if noticed.
16. The Librarian will examine all the books returned and if any book has been damaged, she will report it to the principal at once along with the name of the person responsible. If a book is damaged, lost or spoiled, the person responsible shall supply the library with a new copy of the book.
17. Books should be handled with care. Marking on books is most objectionable. Students are strictly forbidden to tear, cut out or scribble on pages of magazines, periodicals and books. Any student found doing so will be punished severely.
18. If a library ticket is lost a new ticket will be issued one month after the report of the loss on payment of Rs. 10/- per ticket.
19. Library best user award is given to the best user of the library.
20. Library donors will be honoured.

COLLEGE ETIQUETTE

1. Students must wear simple and clean dress in acceptable style.
2. Students must wear ID Cards in the campus.
3. Students must exhibit good manners in the classrooms and in the campus.
4. Students must be present in the class before the bell in the forenoon and afternoon.
5. Students must greet all the teachers in the campus wherever they cross them.
6. Students must avoid noisy scenes in the classrooms, in the campus and in their travel.
7. Students must behave politely and decently in the public places and bus-stops.
8. Students must use the free hours either in the library or in the playground.
9. Students must attend the Morning Prayer silently.
10. Students must seek permission from the teachers to enter or to leave the class.
11. Students must not loiter along the veranda during working hours.
12. Students must handle the furniture and other college property with care and concern.
13. Students are strictly prohibited from bringing cell phone to the campus.
14. Students coming by two wheelers must have license and wear helmets.
15. Students must wear uniform on all prescribed days.

St. TERESA
ARTS & SCIENCE COLLEGE FOR WOMEN

COMMITTEES

Dr.R. David Raja Bose, Principal,
Chairman for all the Committees

1. Prayer Committee	Sr. S. Sahaya Nirmala Daisy, Head, Dept. of Comp. Sci. Sr. V. Leema Rose, Head Dept. of Commerce Ms R. Bella Josephine, Asst. Prof. of Commerce Ms A. Anbumani, Asst. Prof. of Physics Sr. S. Mary Fathima Suganya III Maths Sr. I. Prabha Rabekkal, III Physics
2. Admission Committee	Ms R. Bella Josephine, Asst. Prof. of Commerce Ms K. Joylin Bala, Asst. Prof. of Comp. Sci. Ms A. Selva Rani, Asst. Prof. of Comp. Sci.
3. Discipline Committee	Sr. S. Sahaya Nirmala Daisy, Head, Dept. of Comp. Sci. Dr. R. Francis, Asst. Prof. of Commerce Ms S. Anu Shyni Raj, Asst. Prof. of English Ms A. V. Shakila Selva Kumari, Librarian Ms R. Bella Josephine, Asst. Prof. of Commerce Ms G. Sreeja, III B.Com.

4. Examination Committee	Ms Subet Selin, Asst. Prof. of Maths Sr. Leema Rose, Asst. Prof. of Commerce Ms S. Esther Kiruba, Asst. Prof. of English Sr. I. Sahaya Dani, Asst. Prof. of Maths Ms J. Divya, Asst. Prof. of English Dr. I. Prabhu, Asst. Prof. of English
5. Research & Development Committee	Ms C. S. Jeevitha Santhakumari, Asst. Prof. of Tamil Ms Lisy Bennet, Asst. Prof. of Maths Ms A. Annie Divya Mahisha, Asst. Prof. of English Ms J.R. Mahiba, I M.Sc. Maths Ms Nisha, III B.A. English
6. Career Guidance & Counselling	Sr. V. Leema Rose, Head, Dept. of Commerce Dr. S. Nisha, Asst. Prof. of Tamil Ms B. Queen Sheeba, Head, Dept. of Physics
7. Library Award	Ms A. V. Shahila Selva Kumari, Librarian Ms J Babiha, III B.Com. Ms D.N. Nithya, III B.Sc. Maths
8. Sports Committee	Mr. T. Antony Ferdinent Raja, Physical Director Ms C. Abinaya Priya, Asst. Prof. of Commerce Ms J. Saranya, Asst. Prof. of Maths Ms S. Hyza Dharshi Mol, II B. Com. Ms J. Sherly Gnana Jeril, III B.Sc. Maths

9 Transportation Committee	Sr. Leema Rose, Head, Dept. of Commerce Ms C. S. Jeevitha Santha Kumari, Head, Dept. of Tamil Ms Felsia Thompson, Asst. Prof. of Comp. Sci. Ms R. K. Ajitha Mabel, III B.A. English
10 Women's Forum	Ms Kavitha Selvam, Asst. Prof. of Maths Ms T. Jingle, Asst. Prof. of English Ms M. H. Mini, Asst. Prof. of Maths Ms Y. Riju Ashmi, II B.Com. Ms J. Abina JajaVarshini, I B.A. English
11 AICUF	Ms R. Bella Josephine, Asst. Prof. of Commerce Ms S. Anu Shyni Raj, Asst. Prof. of English Sr. I. Prabha Rabekkal, III B.Sc. Physics Ms J. Rashini, II B.Com.
12 NSS	Ms C. S. Jeevitha Santha Kumari, Head, Dept. of Tamil
13 YRC	Ms R. Bella Josephine, Asst. Prof. of Commerce
14 RRC	Ms S. Anu Shyni Raj, Asst. Prof. of English
15 Fine Arts Association	Sr. I. Sahaya Dani, Asst. Prof. of Maths Ms J. Divya, Asst. Prof. of English Ms J. Greetta Mary, Asst. Prof. of Commerce Dr. S. Nisha, Asst. Prof. of Tamil Ms J. Rushta, III B.Com.

	Ms S. Saranya, III Maths Ms A. Secilin Santhiya Deepthy, II BA English
16 Health Club	Sr. S. Sahaya Nirmala Daisy, Head, Dept. of Comp. Sci. Ms C. Abinaya Priya, Asst. Prof. of Commerce
17 ECO Club	Ms S. Esther Kiruba, Asst. Prof. of English Ms J. Abisha, I MA English Ms J. John Jenitta, III Maths
18 Blood Donor Club	Ms S. Loice Bessylet, Asst. Prof. of Physics Ms K. Joylin Bala, Asst. Prof. of Comp. Sci.
19 Eye Donor Club	Ms J. Divya, Asst. Prof. of English Ms Felsia Thompson, Asst. Prof. of Com. Sci. Ms J.R. Jemima, II Maths
20 Driving Club	Ms A. V. Shakila Selva Kumari, Librarian Ms T. Jingle, Asst. Prof. of English Ms Kavitha Selvam, Asst. Prof. of Maths
21 Road Safety & First Aid Club	Sr. S. Sahaya Nirmala Daisy, Head Dept. of Comp. Sci. Ms A. V. Shakila Selva Kumari, Librarian Ms R. Bella Josephine, Asst. Prof. of Commerce Ms K. C. Shalini, II Maths
22 Photography	Ms S. Prabin Sathya, Technical Staff Ms R. Hemalin Subala, Asst. Prof. of Physics Ms A. H. Ashlin Shimona, III B.A. English

23 Book Bank Committee	<p>Ms A. V. Shahlia Selva Kumari, Librarian Ms C. S. Jeevitha Santha Kumari, Head Dept. of Tamil Sr. N. Prasheeba, Head Dept. of English Ms C. Subet Selin, Head Dept. of Maths Ms B. Queen Sheeba, Head Dept. of Physics Sr. S. Sahaya Nirmala Daisy, Head Dept. of Comp. Sci. Sr. V. Leema Rose, Head Dept. of Commerce</p>
24 Newsletter Committee	<p>Sr. N. Prasheeba, Head, Dept. of English Sr. I. Sahaya Dani, Asst. Prof. of Maths Ms K. JoylinBala, Asst. Prof. of Comp. Sci. Ms R. Hemalin Subala, Asst. Prof. of Physics Ms J. Greeta Mary, Asst. Prof. of Commerce Dr. I. Prabhu, Asst. Prof. of English Ms J. Vinisha, I MA English Ms S. Sabiha, I M.Sc Math</p>
25 Information , Communication , Technology	<p>Ms Felsia Thompson, Asst. Prof. of Comp. Sci. Ms A. Anbumani, Asst. Prof. of Physics Ms K. M. Ajitha, Asst. Prof. of Comp. Sci.</p>

ANTI-RAGGING COMMITTEE

Sl. No.	Name	Position	Category	Present Designation / Occupation	Telephone Numbers
1	Dr. R. David Raja Bose	Chairman	Principal	Principal	9443579244
2	Sr. N. Prasheeba	Member	Vice Principal	Teaching	7373903299
3	Ms Pon Devi	Member	Inspector of Police, Karungal	Police Department	9498194829
4	Mr. Alexander	Member	Village Administrative Officer, Midalam Village, Karungal	Revenue Department	9489125700
5	Sr. Francina	Member	NGO Coordinator	Social Activist	9994381651
6	Ms D. Mary Tensily	Member	Representative of Parents	Principal of Don Bosco Matric Hr. Sec. School, Midalakadu	8870795547

7	Sr. S. Sahaya Nirmala Daisy	Coordinator	Head, Dept.of Computer Science	Teaching	9952596173
8	Ms A. V. Shakila Selva Kumari	Member	Librarian	Library Science	9786551068
9	Ms J. Lisy Bennet	Member	Asst. Prof. of Mathematics	Teaching	9944896333
10	Ms C. S. Shanuka	Member	Representative of Students	I M.Sc. Maths	9786395570
11	Ms N. Nisha	Member	Representative of Students	III B.A. English	9442797804
12	Ms S. Shalu	Member	Representative of Students	II B.Com.	8883741800

ALUMNAE ASSOCIATION

- President : Ms C. S. Shanuka
 Vice President : Ms M. Vijitha
 Secretary : Ms T. Jingle
 Joint Secretary : Ms Kavitha Selvam
 Treasurer : Ms R. Bella Josephin
 Executive Members : Staff : 1. Ms J. Divya
 Student : 2. Ms S. Mary Saji
 Legal Adviser : Adv. Joseph Raj - 9443432577
 Ex-Officio Members : 1. Dr. R. David Raja Bose - Principal
 2. Sr. Lucinda - Secretary

PARENT TEACHERS ASSOCIATION

- Patron : Sr. Lucinda
 President : Dr. R. David Raja Bose
 Vice President : Sr. N. Prashreeba
 Secretary : Mr. A. Maria Anthony
 Joint Secretary : Mr. G. Kumara Dhas
 Treasurer : Sr. I. Sahaya Dani
 Member : Staff : Ms S. Esther Kiruba
 Parent : Ms D. Mary Tensily

MAINTENANCE OF QUESTION BANK

- Ms A. V. Shahila Selva Kumari, Librarian
- Ms C. S. Jeevitha Santha Kumari, Asst. Prof. of Tamil
- Ms T. Jingle, Asst. Prof. of English

SPECIAL ACTIVITIES

- Spoken English
- Driving
- Fine Arts
- Computer Literacy
- Tailoring and Embroidering
- Photography
- Yoga
- Coaching for Competitive Examinations
- Beautician
- Karate / Silambam

STAFF IN CHARGE OF THE ACTIVITIES

1. Hand Book - Sr. N. Prasheeba
2. Attendance in Charge - Ms R. Bella Josephin
3. College Time Table - Sr. V. Leema Rose & Ms C. Subet Selin
4. Tutorial System - Ms K. M. Ajitha & Ms S. Anu Shyni Raj
5. Bus in Charge - Sr. V. Leema Rose
6. Spoken English Courses - Ms T. Christina
Sr. I. Sahaya Dani
Ms J. Greeta Mary
Ms A. Anbumani
Ms K. Joylin Bala
Ms S. Anu Shyni Raj

ACADEMIC ASSOCIATIONS

1. Tamil Literary Association
2. English Literary Association
3. Maths Association
4. Computer Science Association
5. Physics Association
6. Commerce Association
7. Debate Club

AWARDS

1. Best outgoing student awards
2. Best NSS Volunteers awards
3. Best Library User awards
4. Best Sports Women awards
5. Academic Rank holder awards
6. Regular Attendance Award

RAGGING?

Ragging constitutes one or more of any of the following acts:

- a. Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
- b. Indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- c. Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
- d. Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.
- e. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f. Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students.
- g. Any act of physical abuse including all variants of it: sexual abuse, lesbian assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or the person.
- h. Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.
- i. Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a

sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

PUNISHMENT FOR RAGGING

- i. Suspension from attending classes and academic privileges.
- ii. Withholding /withdrawing scholarship / fellowship and other benefits.
- iii. Debarring from appearing in any test/ examination or other evaluation process.
- iv. Withholding results.
- v. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- vi. Suspension/ expulsion from the hostel.
- vii. Cancellation of admission.
- viii. Rustication from the institution for period ranging from one to four semesters.
- ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.

Avoid Ragging!

Foster Brotherhood!!

Promote Friendliness!!!

In case of emergency, contact ...

Sr. N. Prasheeba
Vice Principal
Cell: 7373903299

Dr. R. David Raja Bose, M.A., M. Phil., PhD.
Principal
Cell: 9443579244

Sr. Sahaya Nirmala Daisy
HOD Comp. Sci.
Co-Ordinator
Cell : 9952596173

JUNE - 2019

S.No.	DAY	DAY ORDER
1.	Sat	
2.	Sun	
3.	Mon	
4.	Tue	
5.	Wed	Ramzan / World Environment Day - Holiday
6.	Thu	
7.	Fri	
8.	Sat	
9.	Sun	
10.	Mon	
11.	Tue	
12.	Wed	
13.	Thu	
14.	Fri	World Blood Donor Day
15.	Sat	
16.	Sun	Father's Day
17.	Mon	Reopening of classes for 2 nd & 3 rd year students 1 st year UG students data entry portal opening
18.	Tue	A
19.	Wed	B
20.	Thu	C
21.	Fri	D
22.	Sat	Holiday
23.	Sun	Holiday
24.	Mon	Opening of Classes for 1 st year UG Students
25.	Tue	F
26.	Wed	A
27.	Thu	B
28.	Fri	C
29.	Sat	Holiday
30.	Sun	Holiday

JULY - 2019

S.No.	DAY		DAY ORDER
1.	Mon	Opening of Classes for 1 st year PG Students 1st year PG students data entry portal opening	D
2.	Tue		E
3.	Wed		F
4.	Thu		A
5.	Fri		B
6.	Sat	Holiday	
7.	Sun	Holiday	
8.	Mon		C
9.	Tue		D
10.	Wed		E
11.	Thu	World Population Day	F
12.	Fri		A
13.	Sat	Holiday	
14.	Sun	Holiday	
15.	Mon	KAMARAJAR DAY	B
16.	Tue	Feast of our Lady of Mount Carmel - Holiday	
17.	Wed		D
18.	Thu		E
19.	Fri		F
20.	Sat	Holiday	
21.	Sun	Holiday	
22.	Mon		A
23.	Tue		B
24.	Wed		C
25.	Thu		D
26.	Fri	Commencement of I Internal Test for all UG & PG Program	E
27.	Sat	Holiday	
28.	Sun	Holiday	
29.	Mon	I- Internal Test Begins	F
30.	Tue		A
31.	Wed	Aadi Amavasai	

AUGUST - 2019

S.No.	DAY		DAY ORDER
1.	Thu	Aadiperuku	B
2.	Fri		C
3.	Sat	Working Day	D
4.	Sun	Holiday	
5.	Mon		E
6.	Tue		F
7.	Wed		A
8.	Thu		B
9.	Fri		C
10.	Sat	Working Day	D
11.	Sun	Holiday	
12.	Mon	Holiday Bakrid / International Youth Day - Holiday	
13.	Tue		E
14.	Wed		
15.	Thu	INDEPENDENCE DAY - HOLIDAY	
16.	Fri		F
17.	Sat	Holiday	
18.	Sun	Holiday	
19.	Mon		A
20.	Tue		B
21.	Wed		C
22.	Thu		D
23.	Fri	Krishna Jayanthi - Holiday	
24.	Sat	Holiday	
25.	Sun	Holiday	
26.	Mon	II - Internal Test for all UG & PG Students	E
27.	Tue		F
28.	Wed		A
29.	Thu		B
30.	Fri		C
31.	Sat	Working Day	D

SEPTEMBER - 2019

S.No.	DAY		DAY ORDER
1.	Sun	Holiday	
2.	Mon	Vinayakar Chathurthi - Holiday	
3.	Tue		E
4.	Wed		F
5.	Thu	Teachers Day	A
6.	Fri		B
7.	Sat	Working Day	C
8.	Sun	Holiday	
9.	Mon		D
10.	Tue	Muharam Holiday	
11.	Wed	Onam - Holiday	
12.	Thu		E
13.	Fri		F
14.	Sat	Holiday	
15.	Sun	International Day of Democracy	
16.	Mon		A
17.	Tue		B
18.	Wed		C
19.	Thu		D
20.	Fri		E
21.	Sat	Working Day	F
22.	Sun	Holiday	
23.	Mon		A
24.	Tue		B
25.	Wed		C
26.	Thu		D
27.	Fri		E
28.	Sat	Holiday	
29.	Sun	Holiday	
30.	Mon		F

OCTOBER - 2019

S.No.	DAY		DAY ORDER
1.	Tue	Feast of St. Little Flower	A
2.	Wed	Gandhi Jayanthi / International Day of Non - Violence - Holiday	
3.	Thu		B
4.	Fri	Feast of St. Francis of Assisi	C
5.	Sat	World Teachers Day - Working Day	D
6.	Sun	Holiday	
7.	Mon	Ayutha Pooja - Holiday	
8.	Tue	Vijaya Dasami - Holiday	
9.	Wed		E
10.	Thu	World mental health day	F
11.	Fri	III - Internal Test for All UG & PG Students	A
12.	Sat	Working Day	B
13.	Sun	Holiday	
14.	Mon		C
15.	Tue	Patroness Day Celebration Feast of St. Teresa of Avila	
16.	Wed	World Food Day	D
17.	Thu		E
18.	Fri		F
19.	Sat	Holiday	
20.	Sun	Holiday	
21.	Mon	Model Exam / University Practical	A
22.	Tue		B
23.	Wed		C
24.	Thu		D
25.	Fri		E
26.	Sat	Holiday	
27.	Sun	DIWALI - HOLIDAY	
28.	Mon		F
29.	Tue		A
30.	Wed		B
31.	Thu		C

NOVEMBER - 2019

S.No.	DAY	DAY ORDER
1.	Fri	ALL SAINTS DAY
2.	Sat	ALL SOULS DAY
3.	Sun	
4.	Mon	Commencements of University Examinations for all the UG & PG Programmes
5.	Tue	
6.	Wed	
7.	Thu	
8.	Fri	
9.	Sat	
10.	Sun	Milad-un-Nabi
11.	Mon	National Education Day
12.	Tue	Guru Nanak Jayanthi
13.	Wed	
14.	Thu	Children's Day
15.	Fri	
16.	Sat	
17.	Sun	
18.	Mon	
19.	Tue	NATIONAL INTEGRATION DAY
20.	Wed	Universal Children's Day
21.	Thu	
22.	Fri	
23.	Sat	
24.	Sun	
25.	Mon	
26.	Tue	
27.	Wed	
28.	Thu	
29.	Fri	
30.	Sat	

DECEMBER - 2019

S.No.	DAY	DAY ORDER
1.	Sun	
2.	Mon	
3.	Tue	
4.	Wed	
5.	Thu	
6.	Fri	Even Semester begins
7.	Sat	
8.	Sun	
9.	Mon	A
10.	Tue	Karthigai Deepam
11.	Wed	C
12.	Thu	D
13.	Fri	E
14.	Sat	Working Day
15.	Sun	Holiday
16.	Mon	A
17.	Tue	B
18.	Wed	C
19.	Thu	D
20.	Fri	E
21.	Sat	Holiday
22.	Sun	
23.	Mon	Christmas Day Celebration
24.	Tue	
25.	Wed	
26.	Thu	
27.	Fri	Christmas Holidays
28.	Sat	
29.	Sun	
30.	Mon	
31.	Tue	

JANUARY - 2020

S.No.	DAY		DAY ORDER
1.	Wed	NEW YEAR - HOLIDAY	
2.	Thu	Re-open	A
3.	Fri		B
4.	Sat	Holiday	
5.	Sun	Holiday	
6.	Mon		C
7.	Tue		D
8.	Wed		E
9.	Thu		F
10.	Fri		A
11.	Sat	Working Day	B
12.	Sun	Holiday	
13.	Mon		C
14.	Tue	BOGI Pongal- Holiday	
15.	Wed	PONGAL - Holiday	
16.	Thu	MATTU PONGAL- Holiday	
17.	Fri	KAANUM PONGAL - Holiday	
18.	Sat	Holiday	
19.	Sun	Holiday	
20.	Mon		D
21.	Tue		E
22.	Wed		F
23.	Thu		A
24.	Fri		B
25.	Sat	Working Day	C
26.	Sun	Republic Day- Holiday	
27.	Mon	I- Internal Exam For all UG & PG Students	D
28.	Tue		E
29.	Wed		F
30.	Thu		A
31.	Fri		B

FEBRUARY - 2020

S.No.	DAY		DAY ORDER
1.	Sat	Working Day	C
2.	Sun	Holiday	
3.	Mon		D
4.	Tue		E
5.	Wed		F
6.	Thu		A
7.	Fri		B
8.	Sat	Working Day	C
9.	Sun	Holiday	
10.	Mon		D
11.	Tue		E
12.	Wed		F
13.	Thu	FOUNDATION DAY CTC (Congregation of Teresian Carmelites)	A
14.	Fri		B
15.	Sat	Holiday	
16.	Sun	Holiday	
17.	Mon		C
18.	Tue		D
19.	Wed		E
20.	Thu		F
21.	Fri		A
22.	Sat	Holiday	
23.	Sun	Holiday	
24.	Mon	II- Internal Exam for all UG & PG Students	B
25.	Tue		C
26.	Wed	Ash Wednesday	D
27.	Thu		E
28.	Fri	National Science Day	F
29.	Sat	Working Day	A

MARCH - 2020

S.No.	DAY		DAY ORDER
1.	Sun		
2.	Mon		B
3.	Tue		C
4.	Wed		D
5.	Thu		E
6.	Fri		F
7.	Sat	Holiday	
8.	Sun	Holiday	
9.	Mon		A
10.	Tue		B
11.	Wed		C
12.	Thu		D
13.	Fri	Holiday	
14.	Sat	Holiday	
15.	Sun		E
16.	Mon		F
17.	Tue		A
18.	Wed		B
19.	Thu	Feast of St. Joseph	C
20.	Fri		D
21.	Sat	Holiday	
22.	Sun	Holiday	
23.	Mon		E
24.	Tue		F
25.	Wed	III – Internal Exams for all UG & PG Programmes	A
26.	Thu		B
27.	Fri		C
28.	Sat	Working Day	D
29.	Sun	Holiday	
30.	Mon		E
31.	Tue		F

APRIL - 2020

S.No	DAY		DAY ORDER
1.	Wed		A
2.	Thu		B
3.	Fri		C
4.	Sat	Working Day	D
5.	Sun	Holiday	
6.	Mon	Mahaveer Jayanthi- Holiday	
7.	Tue		E
8.	Wed		F
9.	Thu	Maundy Thursday	
10.	Fri	Good Friday	
11.	Sat	Holiday	
12.	Sun	Easter - Holiday	
13.	Mon		A
14.	Tue		B
15.	Wed	Model Exam/University Practical	C
16.	Thu		D
17.	Fri		E
18.	Sat	Working Day	F
19.	Sun	Holiday	
20.	Mon		A
21.	Tue		B
22.	Wed		C
23.	Thu		D
24.	Fri		E
25.	Sat	Holiday	
26.	Sun	Holiday	
27.	Mon	Commencements of University Examinations for all UG & PG Students	
28.	Tue		
29.	Wed		
30.	Thu		

TIME TABLE ODD/ EVEN SEMESTER

Day / Period		1	2	3		4	5	6
	09.20 to 09.30	09.30 to 10.30	10.30 to 11.30	11.30 to 12.30	12.30 to 01.15	01.15 to 02.15	02.15 to 03.15	03.15 to 03.50
Day 1	PRAYER				LUNCH BREAK			EXTRA CURRICULAR ACTIVITIES
Day 2								
Day 3								
Day 4								
Day 5								
Day 6								

Our Foundress Mother



Mother Eliswa (1831 - 1913)

**St. Teresa Arts and Science
College for Women**

Mangalakuntu, Karungal - 629 179

Contact

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