



# **DHANRAJ BAID JAIN COLLEGE**

## **(AUTONOMOUS)**

Co-educational Minority Institution

(Owned & Managed by Tamilnadu Educational & Medical Trust)

Approved by Government of Tamilnadu

Affiliated to University of Madras

**RE-ACCREDITED WITH "A" GRADE BY NAAC**

ISO 9001 : 2008 Certified Institution

Jyothinagar, Oggiam Thorapakkam, Chennai - 600 097.

Phone : 24960889, Fax : 24963435

**CALENDAR 2015 - 2016**

**SHIFT - II**



## **STUDENTS PERSONAL PROFILE**

Name .....

Class ..... Roll No. ....

Examination Register No. ....

Address .....

.....

.....

Telephone No. .... Mobile No. ....

Date of Birth .....

Parent's / Guardian's Name .....

& Address .....

.....

.....

Occupation.....

Height..... Weight.....

Blood Group.....

Contact Person / Phone In case of Emergency .....

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## College Prayer

### Jain Mahamantra

### தமிழாக்கம்

#### NAMO Arihantanam

நமக்குள்ளிருக்கும் பற்று, வெறுப்பு ஆகிய  
எதிரிகளை அழித்து ஜீவன் முக்தர்களாக  
விளங்குபவர்களை வணங்குகிறேன்.

#### NAMO Siddhanam

கர்ம வினைகளை ஒழித்து அமரர்களாகி  
விட்ட சித்தர்களை வணங்குகிறேன்.

#### NAMO Aayariyanam

ஜைன சமயத்தின் தலைசிறந்த  
சாதுக்காளாகிய ஆசிரியர்களை  
வணங்குகிறேன்.

#### NAMO Vuvajzhayanam

நமக்கு நல்வழிகாட்டும் கல்வியிற்சிறந்த  
குருமார்களை (உபாத்யாயர்களை)  
வணங்குகிறேன்.

#### NAMO Loye Savve Sahunam

இவ்வுலக பந்தங்களினின்று விடுபட்டு,  
பேரின்பமாகிய வீடு பேற்றை  
(மோட்சத்தை) நாடும் எல்லா  
சாதுக்களையும் வணங்குகிறேன்.

#### Ayso Pancha Namu Karo

இந்த ஜந்து வித நமஸ்காரங்களும்

#### Savva Paava Pano Sano

எல்லா வித பாவங்களையும் அழிக்கும்

#### Mangala Nancha Savvesim

எல்லா வித மங்களங்களையும் விட

#### Padhamam Havai Mangalam

இது மிக உன்னதமான மங்களமாகும்

### **English Translation:**

- To Arhants the perfect souls embodied  
Possessed of infinite cognition Knowledge, happiness and power
  
- To Siddhas, the perfect souls in nirvana  
Formless and bodiless, free from all karmic attachments
  
- To Acharyas, the masters of adepts in spirituality
  
- To Upadhyayas, the adepts, guiding the scholar - ascetics
  
- To All the sadhus, the ascetics devoted to the contemplation of self I  
make obeisance humble.



## தமிழ்த்தாய் வாழ்த்து

நீராருங் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்

சீராரும் வதனமெனத் திகழ்பரதக் கண்டமீதில்,

தெக்கணமும் அதிற் சிறந்த திராவிடநல் திருநாடும்

தக்கசிறு பிறைநுதலும் தரித்தநுறுந் திலகமுமே

அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற

எத்திசையும் புகழ்மணக்க இருந்த பெருந் தமிழணங்கே!

- தமிழணங்கே!

உன் சீரிளமைத் திறம் வியந்து செயல் மறந்து

வாழ்த்துதுமே! வாழ்த்துதுமே! வாழ்த்துதுமே!

- மனோன்மனீயம் சுந்தரனார்

## **National Anthem**

Jana gana mana adhinayaka jayahe  
Bharatha Bhagya Vidhata  
Punjaba Sindu Gujaratha Maratha  
Dravida Utkala Vanga  
Vindhya Himachala Yamuna Ganga  
Ucchhala Jaladhi Taranga  
Tava Shuba name jage  
Tava Shuba asisa mage  
Gahe tavajaya gatha  
Jana ganamangala dayaka jayahe  
Bharatha Bhagya Vidhata  
Jaya he, Jaya he, Jaya jaya jaya jaya he

## **Short Version**

Jana gana mana adhinayaka Jaya he Bharata bhagya vidhata  
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 Punjab, Sindhu Gujarat  
and Maratha of Dravid, Orissa and Bengal.

It echoes in the hills of the Vindhyas and Himalayas, mingles in the music of the Jumuna and Ganges and is chanted by waves of the Indian Ocean.

They pray for Thy blessings and sins Thy praise.

Thou Dispenser of India's destiny.

Victory Victory Victory, to thee.

## **The 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

**தீண்டாமைப் பழக்கத்தைக் கைவிட**

**மேற்கொள்ளும் உறுதிமொழி**

இந்திய அரசியலமைப்பால், இடைவிடாத, உளமார்ந்த பற்றுள்ள இந்தியக் குடிமகனாகிய நான் நமது அரசியலமைப்பின்படி தீண்டாமை ஒழிக்கப்பட்டுவிட்டது, என்பதை அறிவேன். தீண்டாமையை அடிப்படையாகக் கொண்டு, எவர்மீதும் சமூக வேற்றுமையை மனம், வாக்கு, செயல் என்ற எந்த வகையிற் கடைபிடிக்கமாட்டேன் என்று இதனால் உளமார உறுதியளிக்கிறேன். அரசியலமைப்பின் அடிப்படைக் கருத்திற்கிணங்க சாதி, சமய வேறுபாடற்ற சமத்துவ சமுதாயத்தை உருவாக்குவதில் நேர்மையுடனும் உண்மைடனும் பணியாற்றுவது எனது கடமையாகும், மேலும் தீண்டத்தகாதவர்கள் என்ற கொடுமைக்கு ஆளாகியுள்ள மக்களிடையே காணப்படும் தீண்டாமை உணர்வையும் போக்குவது நமது சமூகக் கடமை என்பதையும் உணர்ந்து செயல்படுவேன், இந்திய அரசியலமைப்பின்பால் எனக்குள்ள முழுப்பற்றிற்கு இது என்றென்றும் எடுத்துக்காட்டாக விளங்குமென்றும் இதனால் உளமார உறுதியளிக்கிறேன்.

## **HISTORY OF THE COLLEGE**

The Dhanraj Baid Jain College was established by the Tamilnadu Educational & Medical Trust in the year 1972. Sri.C. Ratanchand Savansukha, Founder Trustee of the Trust came forward with a donation of Rs.7.5 Lakhs from Dhanraj Baid Charities Trust and Rs.2.5 Lakhs from Sri.Champalal Savansukha family trust and made it possible to establish Arts & Science College in Chennai. The college was named after Sri.Dhanraj Baid. With the background of educational service of which the TEAM Trust can well be proud of and with the enthusiasm, cooperation of several donors and well wishers the institution has made all round progress. Situated on a vast campus measuring 17.05 acres of land & with a built up area of over 1,80,000 sq.ft within a mile from the seashore in Jyothi Nagar, Oggiam Thoraipakkam along the Old Mahabalipuram Road, (OMR) the now famous I.T. Highway, the place is surrounded by Industrial houses close to the Instronic Campus - leaders in Information Technology and Tidel Park.

### ***Our Vision***

Transformation of human mind and creation of a new culture that has patience for rules, laws, code of conduct, moral values, natural courtesies and human dignity.

### ***Our Goals***

Life is a constant process of teaching and learning. So much emphasis is laid on the quality of education being imparted. The quality that shapes, persuades and patterns a person - A total human being vibrant with Honesty, Sincerity and Truthfulness and is thus established

in goodness both outwardly and inwardly.

### ***Our Quality Policy***

To create a powerful army of youth, knowledgeable sensitive to nature proactive with a spirit of adventure, scientific temper and a deep inner craving for structuring a globe of concord and harmony.

### ***Our Mission***

To instill an ever tasting urge in the students to learn and think clearly and objectively. To develop energy and vitality to them and enable them to perform effectively to bring peace and prosperity in the society.

## **OFFICE BEARERS**

**Sri.Dayachand SavanSukha**

President

**Dr.Harish L Metha**

Secretary (Administration)

**Sri.K.Vinaychand Galada**

Secretary (Academic)

**Sri.S. Mahaveerchand Jain**

Treasurer

## **Tamilnadu Educational And Medical Trust**

The Tamilnadu Educational & Medical Trust was founded in 1972 as a public charitable trust with a view to provide high quality technical & medical education in Tamilnadu. Late. Sri.C. Ratanchand Savan Sukha, the Founder Trustee and Late.Sri.Sundarlal Nahata, Late Sri.S.Suganmull

Srisrimal, Late Sri. C.L.Metha, Sri.Dayachand Savansukha, all promoter trustees contributed Rs.101/- each towards the purpose of founding, maintaining educational institutions, medical and health centre, in the city of Chennai and elsewhere together with donations, contributions and collections realised by them.

**Broad base of Trust:**

Subsequently in 1974, Sri.Pukhraj Jain, Sri.Lalchand Munoth, Sri.Nalli Kuppusamy Chetty, Sri.P.G.Chengalvaraya Chetty, Sri.Kushalchand Galada and Sri.S.M.Vasraj Jain were inducted as Trustees.

To comply with the requirements of a Jain Minority institution Sri.Nalli Kuppusamy Chetty and Sri.P.G.Chengalvaraya Chetty resigned. Sri.Sundarlal Nahata and Sri.S.M.Vasraj Jain also ceased to be trustees after their demise.

Sri.Mahaveerchand Srisrimal was inducted as life trustee after the demise of his father Sri.Suganmal Srisrimal. Sri.Vinaychand Galada was inducted as Trustee.

In 1984 Sri.Shantilal Munoth, brother of Chairman Sri.Lalchand Munoth was inducted as trustee following the establishment of the Misrimal Navajee Munoth Jain Polytechnic.

In 1994 Sri.Jaswant Munoth, Son of the Chairman Sri.Lalchand Munoth was inducted as trustee following the upgradation of Polytechnic to Engineering College.

In 1995 Sri.Harish L Metha was inducted as trustee after the demise of Sri.C.L.Metha.

In February 2015 Sri Dharmendra Savansukha was inducted as Trustee after the demise of Sri Ratanchand Savansukha.

### **Properties**

The Dhanraj Baid Charities gifted the property & land measuring 12.5 grounds in Mahalingapuram valued at Rs.2,59,000/- in 1972 as part of their Rs.7.5 lakhs donation to the trust.

The trust acquired land measuring 25.33 acres for Rs.2,50,000/- in the period 1975 to 1978 and 6.08 acres for Rs.3,60,000/- in 1981 in Thoraipakkam.

The Misrimal Navajee Munoth Jain Engineering College acquired 5 Acres of land for Rs.33,25,000 in 2001.

All the institutions belonging to the trust are located in these lands.

### **The Institutions:**

The Trust, established the Dhanraj Baid Jain College in 1972. The Dhanraj Baid Charities represented by its trustee late Sri.C. Ratanchand Savansukha came forward with a donation of Rs.7.5 lakhs part in the form of property & cash and made it possible to establish the Arts and Science College in Chennai. The college was named after Seth Sri.Dhanraj Baid.

The Trust established the Dhanraj Baid Jain Institute of Management in 1976.

Both these institutions are located in the land measuring 17.05 acres with a built up area of over 1,80,000 sq.ft.



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## D.B. JAIN COLLEGE

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The Trust established the Misrimal Navajee Munoth Jain Engineering College as a polytechnic institution in the year 1984 and upgraded it into an Engineering College in 1994. Sri.Lalchand Munoth, Chairman of the Trust came forward with a donation of Rs.Ten Lakhs in 1984 and a further donation of Rs. Twenty Five Lakhs in 1994 and made it possible to realize the dream of late Dr.C.L.Metha, Secretary of the Trust and himself to establish a technical college in Chennai. The College was named after the Chairman's father Late Sri.Misrimal Navajee. This college is located on land measuring 16.86 acres with a built up area of over 3,49,000 sq.ft.

The Trust established the Misrimal Navajee Munoth Jain School of Architecture in the year 2013. This college is located on land measuring 2.50 acres and buildings measuring 97,345 sq.ft is under construction.

With the background of the educational service of which TEAM Trust can well be proud of and with, the enthusiasm, and cooperation of several donors and well wishers the institutions have made all round progress.

### **Donors:**

Apart from the main donors after whom the institutions are named, a large number of philanthropists contributed generously. In the initial days (1972-1975) of establishment of the Trust a group of 82 people donated Rs.8,33,186 (including donations from Sri.Champalal Savansukha family trust, Rs.2,50,000/- Sri.Kushalchand Galada Rs.51,000/-, Sri.Suganmal Srisrimal, Sri.Lakshnichand Metha, Sri.Lalchand Munoth, Sri.S.M.Vasraj Jain, Sri.Pukhraj Jain, Sri.Nalli Kuppusamy Chetty, Sri.P.G.Chengalvaraya Chetty Rs.10,000/- each and Sri.Sundarlal Nahata Rs.5000/-) for establishment of Dhanraj Baid Jain College.

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## D.B. JAIN COLLEGE

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In 1984 a group of seven people donated Rs.6,00,000/- (M/s.Kumbhat & Co., M/s. Devraj & Sons, Sri.Sugalchand Jain, Sri.Nalli Kuppusamy Chetty, Sri.P.G.Chengalvaraya Chetty, Rs.one Lakh each and Sri.Subhashchand Ranka, Sri.Mohanlal Chordia Rs.50,000/- each) for the establishment of Misrimal Navajee Munoth Jain Polytechnic.

In 1997 a group of eleven people donated Rs.43,00,000/- (M/s.Bhawarlal Bafna & Sons Rs.15 Lakhs, Munoth Communication Ltd, Sri.Harish Uday Metha, M/s.Meghraj Sakaria & Sons, Sri.Ravikant Choudhry, M/s J.G.Group, Sri.S.Shantilal Jain, Sri.K.Shantilal Jain, Sri.Bherulal R Jain, Sri.K.Subashchand Ranka Rs.3 Lakhs each, Sri.Prithviraj Kawad Rs.1 Lakh) for the building development of the Misrimal Navajee Munoth Jain Engineering College.

The Trust has also received donations from others over a period of time including Rs.one Lakh from Sri.Manakchand Gouthamchand Bethala.

### TRUSTEES

**Shri.M Lalchand Munoth**

Chairman

**Dr. Harish L Metha**  
Secretary - Administration

**Shri.L. Jaswant Munoth**  
Secretary - Finance & Secretarial

**Shri.R. Dayachand Savansukha**

**Shri. Dharmendra Savansukha**

**Shri.S. Mahaveerchand Jain**

**Shri.J. Pukhraj Jain**

**Shri.M. Shantilal Munoth**

**Shri.K. Vinaychand Galada**

**Trustees of the  
Tamilnadu Educational & Medical Trust  
(TEAM Trust)**

Thiru. M. Lalchand Munoth	Chairman
Dr. Harish L Metha	Secretary (Administration)
Thiru. Jaswant Munoth	Secretary (Finance & Secretarial)
Thiru. R. Dayachand Savansukha	Trustee
Thiru. Dharmendra Savansukha	Trustee
Thiru. S. Mahaveerchand Jain	Trustee
Thiru. J. Pukhraj jain	Trustee
Thiru. M. Shantilal Munoth	Trustee
Thiru. K. Vinaychand Galada	Trustee

**GOVERNING BODY MEMBERS**

Dr. Harish L Metha	Chairman
Prof. K.K. Vashistaa	UGC Nominee
Thiru. S. Mahaveerchand Jain	Member
Thiru. R. Dayachand Savansukha	Member
Thiru. K. Vinaychand Galada	Member
Thiru. Jaswant Munoth	Member
Thiru. L. Uday Metha	Member
Thiru. M. Lalchand Munoth	Member
Thiru. J. Pukhraj jain	Member
Thiru. Dharmendra Savansukha	Member
Thiru. K. Subashchand Ranka	Member
The Joint Director of Collegiate Education, Chennai Region	GOVERNMENT NOMINEE
Dr. Mrs. R. Shanthi	University Representative
Dr. R. Vijayaraghavan	Member
Dr. K. Minraj	Member
Prof. V. Chandrasekhar	Principal i/c, Member Secretary

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## D.B. JAIN COLLEGE

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<b>Prof. V. Chandrasekhar</b> , M.Com., M.Phil., M.Ed.,	<b>Principal i/c &amp; COE</b>
<b>Dr. S. Balaji</b> , MCA., MBA., M.Phil., Ph.D.,	<b>Additional COE</b>
<b>Dr. M. Sakthivel Murugan</b> , M.Com., A.C.S., M.Phil., Ph.D., AM.T.,	<b>Vice Principal</b>
<b>Dr. M. Rajesh</b> , M.Com., M.Phil., Ph.D.,	<b>Co-ordinator</b>
<b>Prof. G. Vinayagamoorthy</b> , M.Com., M.Phil., MBA., PGDCA	<b>Asst. Co-ordinator</b>

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### ACADEMIC COUNCIL MEMBERS

Prof. V. Chandrasekhar	Principal i/c - Chairman
Dr. R. Vijayaraghavan	HOD of Commerce
Dr. U. Thirunavukkarasu	HOD of Economics
Dr. Roushinee Leely Pushpam	Head, Department of Mathematics
Dr. K. Minraj	Head, Department of Co-operation
Dr. M. Rajesh	Department of Corporate Secretaryship
Dr. S. Balaji	Head, Department of Computer Science
Prof. A.Nagalakshmi Sugumar	Department of English
Prof. A. Vijayalakshmi	Department of Tamil
Dr. B. Jagadeesan	
Prof. V. Karunakaran	
Dr. R. Desingurajan	Head, Department of Physical Education
Dr. E. Viswanadhan	NCC Officer
Mr. G.K. Ashok	Librarian
Mr. D.S. Luther	Educationalist
Thiru. C.A.V. Murali	Chartered Accountant
Dr. Grace Rathnam	Principal, C.L. Baid Metha College of Pharmacy, Chennai - 600 097.
Dr. N. Sethu	University Nominee
Dr. A. Gunasekaran	University Nominee
Dr. R. Panchalan	University Nominee

**FACULTY****Faculty of Tamil**

Ms. M. Shanmugavalli, M.A., M.Phil., B.Ed.,	Lecturer
Dr. K. Latha, M.A., M.Phil., Ph.D.,	Lecturer
Ms. J. Usha, M.A., M.Phil., B.Ed.,	Lecturer
Ms. P. Packialekshmi, M.A., M.Phil., M.Ed.,	Lecturer
Dr. S. Rajalakshmi, M.A., M.Phil., Ph.D.,	Lecturer
Ms. D. Jaya Bharathi, M.A., M.Phil.,	Lecturer

**Faculty of English**

Mr. T. Hamilton, M.A., M.Phil.,	Lecturer
Ms. G. Vijayamalathi, M.A., M.Phil.,	Lecturer & Dept. Incharge
Ms. R. Malarvizhi, M.A., M.Phil.,	Lecturer
Mrs. V. Manjula Purushothaman, M.A., M.Phil.,	Lecturer
Ms. D. Kalaivani, M.A., M.Phil.,	Lecturer
Mr. K. Kannan, M.A., M.Phil., M.A., B.Ed.,	Lecturer

**Faculty of Mathematics**

Mr. V. Karunakaran, M.Sc., M.Phil., MLIS., PGDOR	Senior Lecturer
Mr. J. Poovaraghavan, M.Sc., M.Phil.,	Lecturer
Mrs. K. Bhuvaneshwari, M.Sc., M.Phil., B.Ed.,	Lecturer
Mr. A. Selvadurai, M.Sc., M.Phil., B.Ed.,	Lecturer
Mrs. S. Ramya, M.Sc., M.Phil.,	Lecturer

**Faculty of Economics**

Mrs. M. Neelabai, M.A., M.Phil.,	Lecturer
Dr. K. Sampathkumar, M.A., M.Phil., Ph.D.,	Lecturer
Mr. D. Gopi, M.A., M.Phil.,	Lecturer

## **Faculty of Commerce**

Mr. S. Gothandaraman, M.Com., M.Phil., D.ISM., MBA.,	Lecturer & Dept. Incharge
Mr. T. Velayutham, M.Com., M.Phil.,	Lecturer
Mr. K. Thiyagarajan, M.Com., M.Phil., PCP	Lecturer
Mr. N. Harisingh, M.Com., M.Phil.,	Lecturer
Mrs. M. Ezhilarasi, M.Com., M.Phil.,	Lecturer
Dr. T. Sivakumar, M.Com., M.Phil., Ph.D	Lecturer
Mr. S. Mari, M.Com., M.Phil.,	Lecturer
Mr. D. Vijayakumar, M.Com., M.Phil., B.Ed.,	Lecturer
Mr. Vetriprabhu, M.Com., M.Phil.,	Lecturer
Mrs. D. Bhuvaneshwari M.Com., M.Phil.,	Lecturer
Ms. B. Vaishnavi, MBA., M.Phil.,	Lecturer
Ms. M. Jeyanthi, M.Com., M.Phil.,	Lecturer

## **Faculty of Management Studies**

Mr. S. Ganapathy, MCS., M.Phil.,	Lecturer & Dept. Incharge
Mr. G. Purushothaman, M.Com., M.Phil., MBA.,	Lecturer
Ms. Narmadha, MBA., M.Phil.,	Lecturer
Mr. R. Elanchezhian, MBA., M.Phil.,	Lecturer
Mr. G. Anbalagan, MBA., M.Phil.,	Lecturer

## **Faculty of Corporate Secretaryship**

Ms. G. Kalpana, M.Com., M.Phil.,	Lecturer & Dept. Incharge
Mr. R. Ganesh, M.Com., M.Phil.,	Lecturer
Ms. D. Devipriya, M.Com., M.Phil., B.Ed.,	Lecturer
Mr. A. Murugantham, M.Com., M.Phil., M.A.,(ECO)	Lecturer
Mr. S. Rajamani, M.Com., M.Phil.,	Lecturer
Mr. A. Umapathy, M.Com., M.Phil.,	Lecturer
Mr. D.K. Jayakanth, M.Com., M.Phil., B.Ed.,	Lecturer
Mr. M. Shanmugham, M.Com., M.Phil.,	Lecturer

## Faculty of Computer Science

Dr. S. Balaji, M.C.A., MBA., M.Phil., Ph.D.,	Asst. Professor & HOD
Dr. B. Jagadhesan, M.C.A., MBA., M.Phil., Ph.D	Asst. Professor
Mr. D. Elangovan, M.C.A., M.Phil.,	Lecturer & Dept. Incharge
Mr. P. Prabhakaran, M.C.A., M.Phil.,	Lecturer
Mr. G. Jeyakumar, M.Sc., M.Phil.,	Lecturer & Dept. Incharge (BCA)
Ms. C. Radha, M.C.A., M.Phil.,	Lecturer
Mrs. J. Lysa Eben, M.C.A., M.Phil.,	Lecturer
Mrs. V. Nisha, M.C.A., M.Phil., SET	Lecturer
Mrs. G. Linda Rose, M.C.A., M.Phil.,	Lecturer
Mr. P. Sabesan, M.C.A., M.Phil.,	Lecturer
Mr. S. Karthikeyan, M.C.A., M.Phil.,	Lecturer
Ms. R. Shalini, M.C.A., M.Phil.,	Lecturer
Mrs. M. Bharathi, M.C.A., M.Phil., M.Tech.,	Lecturer
Mrs. D. Saranya, M.C.A., M.Phil.,	Lecturer
Mrs. B. Anusha, M.C.A., M.Phil.,	Lecturer
Mrs. M. Rengalakshmi, M.C.A., M.Phil.,	Lecturer
Mrs. V. Jayalakshmi, M.C.A., M.Phil.,	Lecturer
Mr. S. Sujinlal, M.C.A., M.Phil.,	Lecturer
Ms. S. Preetha, M.Sc., M.Phil.,	Lecturer
Mr. T.K. Nithya Rao, MCA.,,	Lecturer

## Faculty of Visual Communication

Mr. S. Ahamed Rasool, M.Sc., (EM)	Lecturer & Dept.Incharge
Ms. D. Sabthika, M.Sc., M.A.,	Lecturer

## Library

Thiru. G.K. Ashok, M.A., M.L.I.S., M.Phil.,	Librarian
Thiru. P. Vijayabaskar, M.L.I.S., M.Phil.,	Assistant Librarian
Selvi. K.S. Girija, M.L.I.S., M.Phil.,	Assistant Librarian
Mrs. R. Thenmozhi, B.A.,	Assistant

## **Placement & Training**

Mrs. P. Chandrakala, MBA.,

Placement officer

Thiru. K. Vidya M.A.,

Trainer

## **N.C.C. OFFICER**

Lt. Dr.E. Viswanathan, M.Com., M.Ed., M.Phil., Ph.D.,

## **N.S.S. PROGRAMME OFFICERS**

Mr. S. Gothandaraman, M.Com., M.Phil.,

Mr. E. Paranthaman, M.Com., M.Phil., B.Ed.,

Mr. M.D. Palanivel, M.Com., M.Phil., MBA., B.L.I.S

Mr. G. Vinayakamurthy, M.Com., M.Phil., MBA., PGDCA.,

Mr. K. Gubendhiran, M.A., M.Phil., DNCC.,

## **OFFICE ADMINISTRATION**

Thiru. K.R. Rajesh, M.Com., M.Phil., ACA

Finance & Admin Manager

Thiru. P.J. Velayutham, B.A.,

Administrative Officer

Mrs. K. Sita, M.A.,

Administrative Co-ordinator

Selvi. C. Helen Glady, B.A.,

Senior Assistant

Thiru. S. Karthik Narayanan, M.C.A., M.Phil.,

Programmer (Exam. Dept.)

Tmt. M.Venkadeswari, M.Com.,

Assistant

Tmt. S. Rani B.B.A

Assistant

Thiru. M. Suresh Kumar, B.Com.,

Assistant

Mr. M. Siva Kumar, M.Com., MBA

PA to Principal

Mrs. A. Ashwini, B.E.,

Assistant

Mrs. P. Jeevitha, B.C.A.,

Assistant

Selvi. A. Viji, M.Com.,

Accounts Assistant

Selvi. T. Mohana, M.Com.,

Assistant

Selvi. J. Saranya, B.A.,

Assistant

Thiru. M. Chinna Thambi

Campus Supervisor

Thiru. G. Krishnan

Electrician



### **Technical Staff (Computer)**

Thiru. T. Sathya Arasu, M.Sc.,	Programmer
Thiru. A. Sekar, M.C.A.,	Programmer
Thiru. T.A. Abhinath, B.Sc.,	Programmer
Thiru. D. Jagadeesh, B.Sc.,	Programmer
Thiru. S. Santhosh	Programmer
Thiru. N. Anandakumar	Programmer

### **Administrative Staff (Computer Science)**

Tmt. K. Latha, B.A.,	Senior Assistant
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### **Contingent Staff**

Thiru. K. Ganesh Basker	Office Assistant
Thiru. S. Shanmugam	Office Assistant
Mr. A. Ramachandran	Office Assistant
Mr. A. Muthaiya Pandian	Office Assistant
Thiru. D.K. Krishnamurthy	Watchman
Thiru. Mohan	Watchman
Thiru. R. Pandiyan	Watchman
Thiru. Tej Bahadur	Watchman
Thiru. N. Balaraman	Marker
Thiru. T. Harikrishnan	Marker
Thiru. R. Paneer	Sanitary Worker
Mrs. Bujamma	Sanitary Worker
Mrs. Sulochana	Sanitary Worker

### **College Council**

V. Chandrasekhar	Principal & Head, Department of Corporate Secretaryship
Dr. R. Vijayaraghavan	P.G. HOD, Dept. of Commerce
Dr. U. Thirunavukkarasu	P.G. HOD, Dept. of Economics
Dr. P. Roushini Leely Pushpam	P.G. HOD, Dept. of Mathematics
Prof. A. Nagalakshmi Sugumar	HOD, Dept of English
Prof. A. Vijayalakshmi	HOD, Dept. of Tamil
Dr. K. Minraj	HOD, Dept. of Cooperation
Prof. V. Karunakaran	UG HOD, Dept. of Mathematics

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## D.B. JAIN COLLEGE

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Dr. Santha Kumari	U.G. HOD, Dept. of Commerce
Dr. M. Rajesh	Dept. of Corporate Secretaryship
Dr. C. Nagarajan	Dept. of Cooperation
Dr. S. Balaji	HOD, Dept. of Computer Science
Dr. R. Desingurajan	Physical Director
Thiru. G.K. Ashok	Librarian

### **NAAC Committee**

Prof. V. Chandrasekhar	Chairman & Coordinator
Dr. R. Vijayaraghavan	Member
Dr. P. Roushini Leely Pushpam	Member
Dr. S. Balaji	Member
Dr. U. Thirunavukkarasu	Member
Thiru G. K. Ashok	Member

### **Statutory Admission Committee**

V. Chandrasekhar	Principal
Dr. M. Rajesh	Member
Dr. S. Balaji	Member

### **Calendar Committee**

Dr. M. Rajesh	Convenor
Prof. S. Gothandaraman	Member

### **Time Table Committee**

Mr. S. Gothandaraman	Convener
Mr. D. Elangovan	Member
Mr. S. Ganapathy	Member

### **Planning & Evaluation Committee**

Dr. R. Vijayaraghavan	Convener
Dr. P. Roushini Leely Pushpam	Member
Dr. S. Balaji	Member

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**D.B. JAIN COLLEGE**

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Dr. K. Minraj Member

**Grievance Appeal Committee**

Dr. R. Vijayaraghavan Member

Dr. K. Minraj Member

Dr. M. Rajesh Member

**Library Committee**

V. Chandrasekhar Convener

Dr. R. Vijayaraghavan Member

Ms. G. Vijayamalathi Member

Dr. K. Minraj Member

Mr. T. Velayutham Member

Mrs. A. Vijayalakshmi Member

Prof. B. Jagadhesan Member

**Students Welfare Committee**

Dr. M. Rajesh Convener

Mr. D. Elangovan Member

Mrs. Radha Member

Prof. B. Jagadhesan Member

Prof. R. Ganesh Member

**Internal Quality Assurance Cell**

V. Chandrasekhar Convener

Dr. R. Vijayaraghavan Member

Dr. K. Minraj Member

Dr. S. Balaji Member

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## D.B. JAIN COLLEGE

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Dr. R. Desingurajan	Member
Mr. G. K. Ashok	Member
Dr. E. Viswanathan	Member

### **Extra Curricular Activities**

Dr. K. Minraj	Convener
Dr. M. Rajesh	Member
Prof. M. Manjula Devi	Member
Dr. S. Balaji	Member
Prof. V. Karunakaran	Member
Mrs. Durga Siddarth	Member
Mrs. S. Bhuvanewari	Member

### **Sports Council**

Dr. R. Desingurajan	Convener
Dr. S. Balaji	Member
Dr. M. Rajesh	Member

### **Anti-Ragging Committee**

Dr. M. Rajesh	Convener
Dr. R. Desingurajan	Member
Dr. S. Balaji	Member
Mr. S. Ganapathy	Member
Dr. B. Jagadhesan	Member
Prof. V. Karunakaran	Member
Prof. P. Sabesan	Member
Prof. J. Poovaraghavan	Member
Prof. S. Gothandaraman	Member

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**D.B. JAIN COLLEGE**

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Tmt. G. Kalpana	Member
Prof. M. Karthik	Member
Prof. S. Ahamed Rasool	Member

**Health Centre**

Dr. A. Kalaiselvan, MBBS.,	Medical Officer
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**Women Students' Forum**

Prof. S. Bhuvaneshwari	Convener
Prof. D. Devipriya	Member
Prof. Durga Sidharth	Member
Prof. M. Shanmugavalli	Member

**Entrepreneurial Development Cell**

Dr. M. Rajesh	Convener
Dr. S. Balaji	Member
Prof. S. Ganapathi	Member
Dr. J. Senthil Kumar	Member

**Dept. of Training and Placement**

Mrs. P. Chandrakala	Placement Officer
Dr. B. Jagadhesan	Placement Co-Ordinator
Thiru. S. Gothandaraman	Placement Representative, Dept. of Commerce
Thiru. T. Sivakumar	Placement Representative, Dept. of Commerce

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**D.B. JAIN COLLEGE**

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Thiru. G. Purusothaman

Placement Representative,  
Dept. of Corp. Sec.

Thiru. R. Elanchezian

Placement Representative,  
Dept. of Management Studies

Thiru. M. Jayakumar

Placement Representative,  
Dept. of Computer Science

Prof. Ahamed Rasool

Placement Representative,  
Dept. of Viscom

## **Courses Offered in Shift II**

Medium of Instruction is **English** for all courses.

### **A) UNDER GRADUATE**

1. B.Com., (General)
2. B.Com., (Corporate Secretaryship)
3. B.Com., (Accounting & Finance))
4. B.Com., (Information Systems in Management)
5. B.B.A.,
6. B.Sc., (Computer Science)
7. BCA.,
8. B.Sc., (Visual Communication)

### **B) POST GRADUATE**

1. M.Com., (Corporate Secretaryship)
2. M.Sc., Information Technology)



## **AUTONOMOUS**

Our College has a distinction of obtaining the coveted 'A' grade from NAAC in April 2013 for the academic excellence achieved by us for the last four decades. Our College is also an ISO 9001:2008 Certified Institution.

Our consistent and unflinching effort in attaining nobler height in the field of higher education culminated in the autonomous status being conferred on us in June 2006 and it has been renewed further period of six years i.e upto 2017-18.

This again is no small honour as we passed through the evaluative gaze and the critical assessment of the Expert Committee of the University Grants Commission.

Autonomy means literally autonomy in the introduction of useful courses that serve as a springboard for students to reach higher level of employment on one side and to pursue enduring research that vertically take them to greater heights in academic attainments on the other. It confers on us the province to initiate examination reforms that brings to the fore the talents lie hidden in a student. It is again within our competence to device and practice with success curriculum innovation, conduct of seminars and arranging project work, formulating schemes for the benefit of the State and the Nation, establishing enduring nexus with leading industrialists to create conduit for the gainful employment of our students.



All these will follow with a redoubled vigour, fervent enthusiasm sequel to the autonomous status attained by us.

The special feature of Autonomy is introduction of Internal Assessment System which would help teachers to continuously assess the performance and bring to the fore their latent talents. Adequate attention could be focussed on communication skills, Personality Development and other soft skills so that students after appointment could get along with personnel in any organization with team spirit.

The College is empowered to constitute its own Board of Studies and Academic Council which will decide the syllabus, Question Paper Setting and Evaluation in accordance with the UGC guidelines. Proper credit to each subject could be determined.

The doyens and stalwarts in industry and educational field who represent the Board of studies and Academic Council would guide the institution to bring about reforms.

Thanks to the autonomous status, all our efforts in future would be concentrated on maintaining higher level of excellence in education, accommodating new schemes (courses), introducing new methods of teaching and creating conducive climate for study in the campus.

## **Fees**

1. All items of fees payable to the College must be paid in time on dates as mentioned in the Calender. No extension of time will be granted.
  
2. If the payment is not made within the dates in the manner indicated in the Calender, the name of the student concerned will be struck off the rolls and he will not be eligible for any of the privileges enjoyed by students of this college, i.e. attendance, participation in extracurricular activities, applying to the University for appearance at the examination, bus or railway concession etc., However, the student can apply for re-admission on payment of a fine of Re.5/- per working day after the first due date and an admission fee of Rs.100/- and this too has to be done before the expiry of one month from the date on which the fees first become due for payment.
  
3. All fines imposed are payable within a week's time from the date of notice.
  
4. After Payment of fees, the students should produce the Original challans to the College office for verification. **They should keep the challans (Receipts) under safe custody.**
  
5. All fees payable to college should be paid in **Indian Bank, in Challan** issued. Students are advised not to pay in cash to any staff for payment of any fees.

**Fee Structure for Day College : 2015 - 2016**

	M.A	M.Com	M.Sc	All UG Courses
Tuition Fees	Rs. 500	Rs. 750	Rs. 750	Rs. Nil
Special Fees	300	300	300	225
University Fees	410	410	410	410
General Fund	50	50	50	50
Total	1260	1510	1510	685

**Eligibility for Under Graduate Courses :**

- ♦ A pass in the Higher Secondary (+2) examination of Tamilnadu (or) equivalent examination recognised by the University of Madras.
- ♦ For admission to B.Com (Gen), B.Com (Corporate Secretaryship) courses, the candidate should have studied Commerce and Accountancy in the academic stream or accountancy in the Vocational Stream of the Higher Secondary course.
- ♦ The candidate should not have completed 21 years of age as on 1-7-2015

**Eligibility for Post Graduate Courses :**

- ♦ A pass in the 3 year Degree course B.Com., B.A., B.Sc in respective major subject.
- ♦ Candidate should not have completed 24 years of age as on 1-7-2015

## **BUS ROUTES AVAILABLE TO REACH THE COLLEGE**

### **FROM SAIDAPET**

19B, 19BCut,

### **FROM T. NAGAR**

5G, 19C, M119A, 519, M19C, M19B,

### **FROM ADYAR**

19K

M-5, 19D

### **FROM THIRUVANMIYUR**

95, 91, A21V

### **FROM BROADWAY**

102, 102C, 102K, 521H, 319B, 221H

### **FROM KOYAMBEDU**

570, 570S

### **FROM GUINDY**

M119, 119B

### **BY TRAIN ROUTE :**

Suburban Electric Trains : Saidapet Station

MRTS Electric Trains : Tiruvanmiyur Station

## **Discipline**

1. Students shall come clean, tidy and smartly dressed.
2. Every student should wear the identity card issued by the College at all times while on campus.
3. They shall be regular and punctual in attending the classes and all other the activities of the college.
4. The first bell announcing commencement of the session shall find them seated in their respective classes.
5. Gathering in groups at entrance and exit pathways playfield, garden, gateways and veranda is strictly prohibited.
6. Strict silence should be observed inside the class.
7. They should get up quietly as lecturer enters the class and keep standing till the latter sits or desires them to be seated.
8. Students will not be permitted to attend the classes without the text books.
9. No student should leave the classroom without permission of the Lecturer.
10. Students are expected to read notices put up on the College Notice Board. Ignorance of any notice thus displayed with not be accepted as an excuse for failing to comply with directions contained in it.
11. No meeting of any kind shall be held in the College without the previous written permission from the Principal.
12. No Notice of any kind shall be circulated among the students or pasted on the notice-board without the previous written permission from the Principal.
13. Bicycles and Two wheelers must be parked safely in .the allotted places only.
14. Students witnessing games are expected to show sportsmanship in their appreciation and encouragement. They must not indulge in jeering or shouting that wilt distract any player or team.

15. While attending College or any public function they will conduct themselves in such a way as to bring credit to themselves and to the institution.
16. Students are forbidden from collecting any donation for any purpose without the permission of the Principal.
17. Students are not allowed to address any authority in a body. Such combined action is subversive of good order.
18. Students should not address public meetings or take part in political activities of any kind.
19. Regular attendance in the class room as well as submission of periodical assignments are expected from all the students.
20. Any irregularity in this regard or absence without prior permission will affect adversely the evaluation of the student concerned and may entail disciplinary action.
21. The Principal can suspend a student for irregular attendance for habitual neglect of homework, indolence, disobedience and disrespect towards teachers and office staff and for indecorous conduct.
22. **Students should not indulge in misbehavior such as ragging, eve-teasing, etc.,** Such students shall be strictly dealt with as per law and may be dismissed from the college. (See Tamil Nadu Government Act in the next page)
23. Cell Phones are banned on Campus. Students are not permitted to use cell phones at any times or in any place in the college campus.

### **Dress Code**

Both men and women students are to dress modestly.

- ❖ Men students are expected to wear Neat and Formal dresses only. Students should not wear T.Shirts and Jeans while coming to the college.
- ❖ Girl students are permitted to wear chudidhars with their duppattas pinned, or sarees only. Sleeveless is not permitted. They are expected to braid their hair properly. Tight and transparent fittings are strictly prohibited. Students are requested to avoid wearing precious and costly jewellery. The college authorities will not hold any responsibility for the loss.

## **MOST IMPORTANT**

### **TAMIL NADU GOVERNMENT GAZETTE EXTRAORDINARY**

The following Act of the Tamil Nadu Legislative Assembly received assent of the Governor on the 14th February 1997 and is hereby published for general information.

#### **Act No. 7 of 1997**

An Act to prohibit ragging in educational institutions in the State of Tamil Nadu. Be it enacted by the Legislative Assembly of the State of Tamil Nadu the Forty eighth year of Republic of India as follows.

Short title, extent and commencement:

1. 1. The Act may be called the Tamil Nadu prohibition of Ragging Act 1997
2. It extends to the whole of the State of Tamil Nadu.
3. It shall be deemed to have come into force on the 19th day of December 1996.

#### **Definitions**

2. In this Act unless context otherwise requires, "ragging" means display of noisy disorderly conduct during any act which causes or is likely to cause physical or psychological harm or raise apprehension or fear shame or embarrassment to a student in any educational institution and includes.
  - a. Teasing, abusing of, playing practical jokes on, or causing hurt to such student or.
  - b. Asking the student to do any or perform something which such student will not in the ordinary course willingly do.

#### **Prohibition of Ragging**

3. Ragging within or without any educational institution is prohibited.

#### **Penalty for Ragging**

4. Whoever directly or indirectly commits, participates in, abets or propagates "ragging" within or without any educational institution shall be punished with imprisonment for a term which may extend to two years and shall also be liable to a fine which may extend to ten thousand rupees.

#### **Dismissal of Student**

5. Any student convicted of an offense under section I shall also be dismissed from the educational institution and such student shall not

be admitted in any other educational institution.

### **Suspension of Student**

6. 1. Without prejudice to the foregoing provisions, whenever any student complains of ragging to the Head of an educational institution, or to any other person responsible for management of the educational institution, such head of the educational institution or person responsible for the management of the educational institution shall inquire into the same immediately and if found true shall suspend the student, who has committed the offense, from the educational institution.
2. The decision of the Head of the Educational institution or the person responsible for the management of the educational institution that any student has indulged in ragging under sub section (1) shall be final.

### **Deemed abetment**

7. If the head of the educational institution or the person responsible for the management of the educational institution fails or neglects to take action in the manner specified in sub-section(l) of section 6 when a complaint of ragging is made, such person shall be deemed to have abetted the offense of ragging and shall be punished as provided for in section.

### **Power to make rules**

8. 1. The state Government may make rules for carrying out all any of the purposes of the Act.
2. All rules made under this Act shall be published in the Tamil Nadu •Government Gazette and unless they are expressed to come in to force on a particular day, shall come into force on the day on which they are published.
3. Every rule under this Act, shall, as soon as possible after it is made, be placed on the table of the Legislative Assembly and if, before the expiry of the session in which it is so placed or the next session the Assembly makes any modification in any such rule, or the Assembly decides that the rule should not be made, the rule shall thereafter have effect only in such modified form or be of no effect, as the case may be, so, however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under



that rule.

**Repeal and Saving-Tamil Nadu Ordinance 10 of 1996**

9. 1. The Tamil Nadu Prohibition of Ragging Ordinance 1996 is hereby repealed.
2. Notwithstanding such repeal anything done or any action taken under the Ordinance shall be deemed to have been done or taken under this act.

(By Order the Government)

**A.K. Rajan**

Secretary to Govt. Law Dept.

**Student Attendance & Leave Procedure**

1. University and College rules require Regular Attendance in all classes.
2. For a Student to sit for the Autonomous Examination requires that he or she has (a) attended 75% of the working days and (b) satisfied the college by his or her conduct and academic progress, (c) The College expects the students to attend classes regularly.
3. **The decision of the Pricipal shall be final in all matters concerning attendance.**
4. The absentees must submit their application for leave to the Principal as early as possible following the absence and in any case within three days. Late leave applications will not be considered.
5. Student's leave applications should be in the prescribed format and should be countersigned by the parent/guardian, Class Teacher and H.O.D.
6. Application for sick leave for more than 3 days must be accompanied by a Medical certificate. **The Medical Certificate must be submitted on the day the student returns to the classes.**
7. A student who goes on leave / on duty for any occation (NSS, NCC, Sports, Cultural etc.) **must submit the application well in advance and that should be approved by the Principal.**
8. If a student is absent without leave for **more than 10 working days** at a stretch **his name will be removed from the rolls.**

**Model Leave Application Form**

Name of the Student :

Class and Section :

Roll No :

Day of absence :

Cause of absence :

Signature of the Student.

Signature of the Parent/Guardian

Signature of Head of the Dept.

Principal's Order

### **Issue of Certificates**

1. A notice of **two working days** is necessary for the issue of the any Certificates.
2. T.C. and CC will be issued only after the payment of all fees and dues payable to the College.
3. For obtaining a TC, mark-lists & Provisional certificates after a period of one year from the date of leaving the college, a fee of Rs. 100/- for each year has to be paid. In the event of loss of original T.C., Mark-List the applicant has to produce a the complaint given to the Police for the loss of the original T.C.
4. For the issue of a Bonafide Certificate a fee of Rs.50- has to be paid.
5. Students should collect their, Semester Mark Statements from Examination department within six months from the conclusion of their Exams, otherwise a penal tee of Rs. 100 will be charged for each mark statement.

## **LIBRARY AND THE STUDENTS**

1. Library books are the assets of the college and its is the responsibility of all the students to handle them carefully.
2. Access to the library including entering in to the reading room is strictly on the basis of the students IDENTITY CARD. Without Identity Card no student is permitted even to enter in to the library. Borrowing of library books shall be allowed only on production of the Identity Card.
3. All students are required to sign in the register placed at the entrance of the library.
4. Personal belongings are to be kept outside the library.
5. No student shall deface the library books by underlining, scribbling notes, in the margin. Any damage, mutilation, theft and mal practice will be severely dealt with including imposing fine and suspension.
6. Printed books, note books are NOT allowed inside the library other than library books. If necessary only papers are allowed for reference to write notes.
7. Do not disturb the furniture in the library in any way.
8. All the UG students are permitted to take 2 books, PG students 3 books, for M.Phil and Research scholars 4 books at a time. The students can retain the books for a maximum period of 15 days only. If the students are desirous of extending the period, they shall do so only with the approval of the librarian, such extension shall be granted only for 15 days after which they have to return the books. If the due date falls on a holiday he/she should return it on the next working day. However, if a student wants to keep a book during the holiday (Except summer holidays) he/she has to return the books and borrow on the working day prior to commencement of holidays. These books can be returned on the reopening day. No book will be issued for use in the summer vacation. All books should be returned on or before the last working day of the college.
9. The Librarian can call for return of books at any time with out any giving reason.

10. If a student does not return the book when due or called for, a fine of Rs. 2 per day of default will be levied and the defaulting student will not be allowed the use of the library till the book is turned and the fine paid.
11. If a book is lost by a student he/she shall replace it with a **copy of the latest edition or pay the double the amount of book.**

### **Student Counselling System**

1. The welfare of the students is looked after by Principal with the willing-co-operation of the staff. Besides there is a student's Counselling system in the College which aims at:
  - (a) Bringing about intimate contact between the teacher and the taught;
  - (b) Detecting and developing the latent talents in the students; and
  - (c) Making the student an accomplished, enlightened and useful citizen.
2. The principal desires the co-operation of all the parents and guardians in the progress, education and conduct of the sons/daughters/wards.

### **Free Easy English Class**

Communication skills in English is an indispensable qualification of this 21st century. To be competitive enough in this arena the students who were not exposed to this area much are spotted out and they are given ample training to meet out the necessities of the job market.

### **Free Computer Awareness Class**

Exposure to Computer is an imperative need to people hailing from all walks of life. To fulfill this need Computer awareness classes are conducted for students on all Saturdays between 10 a.m. and 2 p.m.

## DEPARTMENTAL ACTIVITIES

### 1. தமிழ்த்துறை நிகழ்ச்சிகள்

1. “தமிழ் மன்றம்” தொடக்க விழா
2. மாணவர் அரங்கம்
3. முத்தமிழ் விழா - இயல்
4. முத்தமிழ் விழா - இசை
5. முத்தமிழ் விழா - நாடகம்
6. வள்ளலார் விழா
7. பாரதியார் விழா
8. அனைத்துக் கல்லூரி கவிதைப் போட்டி
9. அனைத்துக் கல்லூரி பேச்சுப் போட்டி
10. அனைத்துக் கல்லூரி கட்டுரைப் போட்டி
11. சிறப்புச் சொற்பொழிவு
12. “தமிழ் மன்றம்” நிறைவு விழா

### 2. Department of English

1. Inauguration of English Association
2. Weekly Quiz Programme in English
3. Essay Competition in English
4. Oratorical Competition in English
5. Inter Collegiate Essay Competition in English
6. Inter Collegiate Oratorical Competition in English
7. English Association Valedictory Function

### 3. Department of Economics

1. Inauguration of Economics Association
2. Inter-Departmental Quiz Programme
3. Guest Lecture
4. Seminar (Inter - Departmental)
5. Debate

#### **4. Department of Commerce**

1. Entrepreneurial Awareness Programme for III year students
2. Entrepreneurial Motivation and Development for III year students
3. Personality Development Programme for III year students
4. Inauguration of Departmental Association
5. Career guidance for commerce students organised by ICSI, Southern Regional Office, Chennai
6. Inter Collegiate One day Seminar “Jainspire”
7. State Level Seminar
8. Effective Communication skills and strategies
9. HRD Programme to the III year students for the preparation of Bio-Data, Interview and Group Discussion
10. Parents Meeting for the Department of Commerce

#### **5. Department of Corporate Secretaryship**

1. Inauguration of Department Association
2. Entrepreneurial Awareness Programme by EDI / MSME
4. Entrepreneurial motivation and development programme by EDI / MSME.
5. Personality Development Programme.
6. Talk on Stock Market.
7. Talk on Recent Trends in Banking.
8. Talk on Recent Trends in Corporate Law.
9. Effective Communication Skill. Development Programme
10. Special Lecture on Public Speaking.
11. HRD programme focussing on preparation of Bio-Data, attending interview and participating in Group Discussion.
12. One day Inter Collegiate Seminar “JAIN CORP”.
13. Career guidance organised by ICSI, SIRC, Chennai.
14. Parents Meeting.
15. Valedictory Function.

#### **6. Department of Computer Science**

1. Inauguration

2. Technical Seminar on Applications of Networking
3. Seminar on personality empowerment
4. Industry visit (Multimedia industry)
5. Art of mind maximization
6. Parent - Teacher meet
7. Inter - Departmental meet
8. Talk on emerging trends on IT
9. Lecturer on way to success
10. Mock interview
11. Our Corporate Voice
12. One Day workshop on effective communication
13. State level Conference
14. Discussion Forum
15. Intercollegiate Technical Symposium
16. Reality of IT industry - Special lecture
17. Technical Seminar & Valedictory

## **7. Training & Placement Cell Activities**

1. Workshop on “Communication Skills”
2. Personality Development Program
3. Guidelines to “Resume Writing”
4. Seminar on “Current Trends & Opportunities in Job Market”
5. Aptitude & Reasoning
6. Workshop on “Speed maths”
7. Job Opportunities in Banking Sector
8. Career opportunities in Multimedia & Animation
9. Mock Group Discussion
10. Mock Interview
11. Workshop on “Employability Skills”
12. Training on BPO Sector
13. Industrial Visit
14. Job Fair
15. Placement Day





Date	Day	<b>CALENDAR June 2015</b>	Day order	No. of Working Days
1	Mon		-	-
2	Tue		-	-
3	Wed		-	-
4	Thur		-	-
5	Fri	World Environment Day	-	-
6	Sat		-	-
7	Sun		-	-
8	Mon	College Re-opens for the academic year 2015-2016	1	1
9	Tue		2	2
10	Wed		3	3
11	Thur		4	4
12	Fri		5	5
13	Sat		-	-
14	Sun		-	-
15	Mon		6	6

Success is a journey not a destination.

Date	Day	CALENDAR June 2015	Day order	No. of Working Days
16	Tue		1	7
17	Wed		2	8
18	Thur		3	9
19	Fri		4	10
20	Sat		-	-
21	Sun		-	-
22	Mon	Last date for payment of College fees	5	11
23	Tue		6	12
24	Wed		1	13
25	Thur		2	14
26	Fri		3	15
27	Sat		-	-
28	Sun		-	-
29	Mon		4	16
30	Tue		5	17

சுதந்திரம் : நான் யாருக்கும் அழமையில்கலை எனக்கு அழமை யாருமில்லை.

Date	Day	CALENDAR July 2015	Day order	No. of Working Days
1	Wed		6	18
2	Thu		1	19
3	Fri		2	20
4	Sat		-	-
5	Sun		-	-
6	Mon		3	21
7	Tue		4	22
8	Wed		5	23
9	Thu		6	24
10	Fri		1	25
11	Sat		-	-
12	Sun		-	-
13	Mon		2	26
14	Tue		3	27
15	Wed		4	28
16	Thu		5	29

A smile is an inexpensive way to improve your looks.

Date	Day	CALENDAR July 2015	Day order	No. of Working Days
17	Fri		5	30
18	Sat	Ramzan Holiday	-	-
19	Sun		-	-
20	Mon		1	31
21	Tue		2	32
22	Wed		3	33
23	Thu		4	34
24	Fri		5	35
25	Sat		-	-
26	Sun		-	-
27	Mon		6	36
28	Tue		1	37
29	Wed		2	38
30	Thu	Chaturmasya Vratha begins	-	-
31	Fri		3	39

பொறுமை கடலிலும் பெரிது. ஒன்றுபட்டால் உண்டு வாழ்வு

Date	Day	<b>CALENDAR August 2015</b>	Day order	No. of Working Days
1	Sat		-	-
2	Sun		-	-
3	Mon		4	40
4	Tue		5	41
5	Wed		6	42
6	Thu		1	43
7	Fri		2	44
8	Sat		-	-
9	Sun		-	-
10	Mon		3	45
11	Tue		4	46
12	Wed		5	47
13	Thu		6	48
14	Fri		1	49
15	Sat	<b>Independence Day Holiday</b>	-	-
16	Sun		-	-

Change is the law of nature. Those who change survive, Those who dont perish.

Date	Day	CALENDAR August 2015	Day order	No. of Working Days
17	Mon		2	50
18	Tue		3	51
19	Wed		4	52
20	Thu		5	53
21	Fri		6	54
22	Sat		-	-
23	Sun		-	-
24	Mon		1	55
25	Tue		2	56
26	Wed		3	57
27	Thu		4	58
28	Fri		5	59
29	Sat		-	-
30	Sun		-	-
31	Mon		6	60

நல்ல புத்தகத்தை விட நல்ல நண்பன் வேறு எதுவுமில்லை

Date	Day	<b>CALENDAR September 2015</b>	Day order	No. of Working Days
1	Tue		1	61
2	Wed		2	62
3	Thu		3	63
4	Fri		4	64
5	Sat	<b>Teachers Day/Sri Krishna Jayanthi</b>	-	-
6	Sun		-	-
7	Mon		5	65
8	Tue		6	66
9	Wed	<b>Paryushan parva begins</b>	-	-
10	Thu		-	-
11	Fri		-	-
12	Sat		-	-
13	Sun		-	-
14	Mon		-	-
15	Tue		-	-

Quality is never an accident. It is always an outcome of intelligent work.



Date	Day	CALENDAR September 2015	Day order	No. of Working Days
16	Wed		-	-
17	Thu	Vinayaga Chathurthi Holiday	-	-
18	Fri	Paryushan Parva ends	-	-
19	Sat		-	-
20	Sun		-	-
21	Mon		1	67
22	Tue		2	68
23	Wed		3	69
24	Thu	Bakrid Holiday	-	-
25	Fri		4	70
26	Sat		5	71
27	Sun		-	-
28	Mon		6	72
29	Tue		1	73
30	Wed		2	74

“குழந்தை என்னும் மாறுவேடத்தில் கடவுள் உள்ளார்”

Date	Day	<b>CALENDAR October 2015</b>	Day order	No. of Working Days
1	Thu		3	75
2	Fri	Gandhi Jayanthi, Holiday	-	-
3	Sat		-	-
4	Sun		-	-
5	Mon		4	76
6	Tue		5	77
7	Wed		6	78
8	Thu		1	79
9	Fri		2	80
10	Sat		-	-
11	Sun		-	-
12	Mon		3	81
13	Tue		4	82
14	Wed		5	83
15	Thu		6	84
16	Fri		1	85

Learning is a treasure that accompanies its owner everywhere.

Date	Day	CALENDAR October 2015	Day order	No. of Working Days
17	Sat		2	86
18	Sun		-	-
19	Mon		3	87
20	Tue		4	88
21	Wed	Ayudha Pooja Holiday	-	-
22	Thu	Vijaya Dasami Holiday	-	-
23	Fri	Moharam Holiday	-	-
24	Sat		-	-
25	Sun		-	-
26	Mon		5	89
27	Tue		6	90
28	Wed		1	91
29	Thu		2	92
30	Fri	Last Working Day for odd semester	3	93
31	Sat	Semester Vacation begins	-	-

தந்தை தாய் பேண்

Date	Day	<b>CALENDAR November 2015</b>	Day order	No. of Working Days
1	Sun		-	-
2	Mon		-	-
3	Tue		-	-
4	Wed		-	-
5	Thu		-	-
6	Fri		-	-
7	Sat		-	-
8	Sun		-	-
9	Mon	Dr. C.L. Metha Birth Day	-	-
10	Tue	Deepavali	-	-
11	Wed	Deepavali	-	-
12	Thu		-	-
13	Fri		-	-
14	Sat	Children's Day	-	-
15	Sun		-	-

Be the change that you wish to see in this world.

Date	Day	CALENDAR November 2015	Day order	No. of Working Days
16	Mon		-	-
17	Tue		-	-
18	Wed		-	-
19	Thu		-	-
20	Fri		-	-
21	Sat		-	-
22	Sun		-	-
23	Mon		-	-
24	Tue	<b>Chaturmasya Ends</b>	-	-
25	Wed	College Reopens for Even Semester	1	94
26	Thu		2	95
27	Fri		3	96
28	Sat		4	97
29	Sun		-	-
30	Mon		5	98

அன்பினால் ஆகாதது எதுவுமில்லை.

Date	Day	<b>CALENDAR December 2015</b>	Day order	No. of Working Days
1	Tue		6	99
2	Wed		1	100
3	Thu		2	101
4	Fri		3	102
5	Sat		-	-
6	Sun		-	-
7	Mon		4	103
8	Tue		5	104
9	Wed		6	105
10	Thu	Human Rights Day	1	106
11	Fri		2	107
12	Sat		3	108
13	Sun		-	-
14	Mon		4	109
15	Tue		5	110
16	Wed		6	111

Manage yourself, lead others.

Date	Day	CALENDAR December 2015	Day order	No. of Working Days
17	Thu		1	112
18	Fri		2	113
19	Sat		3	114
20	Sun		-	-
21	Mon	College closed for University Valuation	-	-
22	Tue		-	-
23	Wed	Meelad-un-nabi Holiday	-	-
24	Thu		-	-
25	Fri	Christmas (Holiday)	-	-
26	Sat		-	-
27	Sun		-	-
28	Mon		-	-
29	Tue		-	-
30	Wed		-	-
31	Thu	New Year Eve	-	-

இறை பக்தி என்பது உயிர்களின் மூச்சுக்காற்றைப் போன்றது.

Date	Day	<b>CALENDAR January 2016</b>	Day order	No. of Working Days
1	Fri	New Year's Day (Holiday)	-	-
2	Sat		4	115
3	Sun		-	-
4	Mon		5	116
5	Tue		6	117
6	Wed		1	118
7	Thu		2	119
8	Fri		3	120
9	Sat		4	121
10	Sun		-	-
11	Mon		5	122
12	Tue	National Youth Day (Swamy Vivekananda Birthday)	6	123
13	Wed		1	124
14	Thu	Bhogi Holiday	-	-
15	Fri	Pongal Holiday	-	-
16	Sat	Thiruvalluvar Day Holiday	-	-

Great works are performed, not by strength but by perserverance.



Date	Day	CALENDAR January 2016	Day order	No. of Working Days
17	Sun	Uzahvar Thirunal Holiday	-	-
18	Mon		2	125
19	Tue		3	126
20	Wed		4	127
21	Thu		5	128
22	Fri		6	129
23	Sat		-	-
24	Sun		-	-
25	Mon		1	130
26	Tue	Republic Day (Holiday)	-	-
27	Wed		2	131
28	Thu		3	132
29	Fri		4	133
30	Sat		5	134
31	Sun		-	-

இயற்கை வளம் காப்போம்; இன்பமான வாழ்கைப் பெறுவோம்

Date	Day	<b>CALENDAR February 2016</b>	Day order	No. of Working Days
1	Mon		1	135
2	Tue		2	136
3	Wed		3	137
4	Thu		4	138
5	Fri		5	139
6	Sat		-	-
7	Sun		-	-
8	Mon		6	140
9	Tue		1	141
10	Wed		2	142
11	Thu		3	143
12	Fri		4	144
13	Sat		-	-
14	Sun		-	-
15	Mon		1	145

Your attitude determines your attitude

Date	Day	CALENDAR February 2016	Day order	No. of Working Days
16	Tue		2	146
17	Wed		3	147
18	Thu		4	148
19	Fri	<b>Dhanraj Baid Jain Birth Day (Holiday)</b>	-	-
20	Sat		5	149
21	Sun		-	-
22	Mon		6	150
23	Tue		1	151
24	Wed		2	152
25	Thu		3	153
26	Fri		4	154
27	Sat		-	-
28	Sun		-	-
29	Mon		5	155

யசித்திரு : தனித்திரு : விழத்திரு

Date	Day	<b>CALENDAR March 2016</b>	Day order	No. of Working Days
1	Tue		6	156
2	Wed		1	157
3	Thu		2	158
4	Fri		3	159
5	Sat		-	-
6	Sun		-	-
7	Mon		4	160
8	Tue	International Women's Day	5	161
9	Wed		6	162
10	Thu		1	163
11	Fri		2	164
12	Sat		3	165
13	Sun		-	-
14	Mon		4	166
15	Tue	Consumer Rights Day	5	167
16	Wed		6	168

Learn from the mistakes of others, instead of making your own.

Date	Day	CALENDAR March 2016	Day order	No. of Working Days
17	Thu		1	169
18	Fri		2	170
19	Sat		-	-
20	Sun		-	-
21	Mon		3	171
22	Tue		4	172
23	Wed		5	173
24	Thu		6	174
25	Fri	Good Friday (Holiday)	-	-
26	Sat		-	-
27	Sun		-	-
28	Mon		1	175
29	Tue		2	176
30	Wed		3	177
31	Thu		4	178

எல்லா மனிதர்களையும் நம்பி விடுவது ஆபத்து; ஒருவரையும் நம்பாமல் இருப்பதும் பேராபத்து.

Date	Day	<b>CALENDAR April 2016</b>	Day order	No. of Working Days
1	Fri		5	179
2	Sat		6	180
3	Sun		-	-
4	Mon		1	181
5	Tue		2	182
6	Wed		3	183
7	Thu		4	184
8	Fri	<b>Telugu New years day</b>	-	-
9	Sat		-	-
10	Sun		-	-
11	Mon		5	185
12	Tue		6	186
13	Wed		1	187
14	Thu	Tamil New Year Day & Dr. Ambedkar Birth Day (Holiday)	-	-
15	Fri	Last Working Day	2	188

Do not give up, the beginning is always the hardest.

Date	Day	CALENDAR April 2016	Day order	No. of Working Days
16	Sat		-	-
17	Sun		-	-
18	Mon		-	-
19	Tue	Mahaveer Jayanthi (holiday)	-	-
20	Wed		-	-
21	Thu		-	-
22	Fri		-	-
23	Sat		-	-
24	Sun		-	-
25	Mon		-	-
26	Tue		-	-
27	Wed		-	-
28	Thu		-	-
29	Fri		-	-
30	Sat		-	-

நிம்மதி, என்ற சொல்லின் முதல் கடை எழுத்துக்கள் நிதி.

Date	Day	<b>CALENDAR May 2016</b>	Day order	No. of Working Days
1	Sun	May Day Holiday	-	-
2	Mon		-	-
3	Tue		-	-
4	Wed		-	-
5	Thu		-	-
6	Fri		-	-
7	Sat		-	-
8	Sun		-	-
9	Mon		-	-
10	Tue		-	-
11	Wed		-	-
12	Thu		-	-
13	Fri		-	-
14	Sat		-	-
15	Sun		-	-
16	Mon		-	-

If you want to test a man's character, give him power.



Date	Day	CALENDAR May 2016	Day order	No. of Working Days
17	Tue		-	-
18	Wed		-	-
19	Thu		-	-
20	Fri		-	-
21	Sat		-	-
22	Sun		-	-
23	Mon		-	-
24	Tue		-	-
25	Wed		-	-
26	Thu		-	-
27	Fri		-	-
28	Sat		-	-
29	Sun		-	-
30	Mon		-	-
31	Tue		-	-

கடமையை செய் பலனை எதிர் பார்க்காதே.

## **List of Restricted Holidays**

### **Hindus / General**

1. Varalakshmviratham
2. Aadi Perukku
3. Yajur Upa Karma
4. Rig Upa Karma
5. Gayathri Japam
6. Onam
7. Deepavali Nonbu
8. Karthigai Deepam
9. Vaikundha Ekadasi
10. Aarudra Dharshanam
11. Bhogi
12. Thai Poosam
13. Mahasivarathri
14. Masi Maham
15. Chitra Pournami
16. Sama Upa Karma
17. Sri Gurunanak  
Devji Birthday

### **Christians**

1. All Souls day
2. Christmas Eve
3. New Year Eve
4. Maundy Thursday
5. Easter
6. Ash Wednesday

### **Muslims**

1. Shabe Miraj
2. Shabe Barath
3. Shabe Khader
4. Hijra New Year
5. Mohideen Andavar Urz
6. Arfa

## **Unique Features**

### **National Cadet Corps (N.C.C)**

#### Aims of NCC

- (a) Development of leadership, character, Comradeship, Spirit of Sportmanship and the idea of Service.
- (b) Stimulating interest in the defence of the country and building up a Reserve of Potential Manpower during emergency.

#### **Incentives to NCC Cadets:**

- (a) Preference is given to NCC Cadets at the time of recruitment in Police, B.S.F., CISF and Para Military Forces.
- (b) NCC 'C' Certificate holders will be given preference at the time of recruitment into Indian Armed Forces (Infantry, Navy and Air Force) under Direct Recruitment category.
- (c) Preference is being given to NCC Cadets at the time of recruitment in more than 250 corporate houses.
- (d) 5% to 10% seats are reserved for NCC Cadets in universities and colleges for professional courses.
- (e) Director General NCC Scholarship is being given to meritorious NCC cadets at the State level.

#### **Utilities of NCC**

- (a) Guard of Honour to visiting V.I.Ps & Dignitaries to the college.
- (b) Participation in various social service activities in and around the college.

### **National Service Scheme (N.S.S.)**

The aims of National Service Scheme may be broadly listed as follows:

1. To be actively and constructively involved in the needs and problems of the community particularly be working with the poor around the college.

2. To instill a feeling of social concern for the under-privileged.
3. To create respect for the dignity of labour, specially through participation in manual work.
4. To train students towards responsible and responsive leadership, by making them familiar with skills, social work tools and techniques answerable to the needs of modern times.

These aims are to be carried out by a wide variety of service projects, and selected and operated by the students themselves under the guidance and supervision of the staff.

Realizing the importance of their role of NSS, the College is making an attempt to integrate it into the curriculum, so that work, service and education go hand in hand. It expects every student to be involved in any one of its various development projects and thus fulfil its objective of being an agent of social change.

### **Scouts and Guides Unit**

Bharath Scouts & Guides Unit of Dhanraj Baid Jain College was started in the year 1975, with the initiative of Late Shri Dr. C.L. Metha, the Founder Secretary of the College. It was formed with the motive of inculcating healthy practices in students.

The main aim of the unit is to develop a “service bond” among the student community.

This unit conducts various programmes to initiate the leadership quality and to highlight the hidden talents of the students.

### **Health Centre**

A health centre has been functioning in our college (Room No.26) to cater to the health needs of the Staff and the Students Dr. A. Kalai Selvan, M.B.B.S., visits health centre on Monday, Wednesday & Friday between 12.00 Noon to 2.00 PM. Staff and Students can make use of the Health Centre for their general ailments and for emergency medicare

## **Departmental Associations**

Associations of English, Tamil, Mathematics, Computer Science, Economics, Commerce, Corporate Secretaryship and Co-operation are held and students should take active part in the programmes arranged on behalf of these associations.

## **Identity Cards**

Each student of this College is expected to wear the identity card issued by the college. No Student is permitted to enter in the campus without ID Card. Some of the specific uses of the ID Card are given below.

1. To get concessional tickets to travel by Bus, Rail or Air.
2. To become a member of the U.S.I.S. Library, British Council Library, Connemara Library or Local Library Authority and to enable the students to borrow books.
3. For postal identity.
4. To get the magazine, campus FORUM etc.
5. For the receipt of payment of fee concession, Scholarship etc, at the College counter.
6. As a general identity card.
7. To get hall tickets for the University Autonomous Examinations.

**Students should meet their Heads of the Department to get their identity card.**

## **College Union Composition**

All students of the College are “ipso facto” members of the College Union. The Union will have a Chairman, a Vice-Chairman, a Secretary and a Joint-secretary. The Union office bearers are elected from among the students of the College. The Union will have an Executive body known as Students’ Council. The students council will consist of the principal, four vice presidents and the student office bearers of the College Union. The Vice-presidents are members of the faculty nominated by the Principal.

**Functions:**

It is the responsibility of the office bearers of the union to arrange for monthly meeting inviting eminent persons from all walks of life. The Union will have a simple inaugural function in August. All other associations and clubs will be inaugurated immediately after that. The Union activities for the year will end with a valedictory function in the first week of February. All activities and programmes of the college union shall have the students council which will meet once in three months to review the functioning of the union. The union office bearers are accountable to the students council.

**Eligibility:**

Students should have appeared and passed all the papers of the University examination meant for them held before the date of filing the nomination. **They should not be in arrears of payment of fees to the college.**

**Conduct:**

The office bearers of the college union shall conduct themselves with dignity and responsibility. In addition to the general rules of attendance and discipline, the college union office bearers had be governed by the code of conduct issued by the Government of Tamilnadu.

கல்லூரி கல்வி இயக்குநர் அவர்களின்  
செயல்முறைகள்  
சென்னை - 600 006.

ந.க. எண். 57638/ஜே 6/82 நாள் (20.09.1992)  
தீர்வுள்ளவராண்டு 2013, துந்துபி, புரட்சி 4  
பொருள் : கல்லூரிகள் பொது விதிமுறைகள் குறித்து

மாணவப் பேரவை அலுவலர்க்குரிய வழிகாட்டு விதிகளின் தொகுப்பு (ஆங்கிலம் மற்றும் தமிழ்) அனைத்துக் கல்லூரி முதல்வர்களுக்கும் உரிய நடவடிக்கைகளுக்கு அனுப்பலாகிறது. முதல்வர்கள் அதனைத் துணை கொள்ளுமாறு வேண்டப்படுகின்றனர்.

இச்சுற்றறிக்கையைப் பெற்றுக் கொண்டதற்கான ஒப்புதலை அளிக்குமாறு அனைவரும் கோரப்படுகின்றனர்.

நா. அனந்தபத்மநாபன்  
கல்லூரி கல்வி இயக்குனருக்காக

பெறுநர்

அனைத்துக் கல்லூரி முதல்வர்கள்  
தமிழ்நாடு அனைத்து மண்டலத் துணைக்  
கல்லூரிக் கல்வி இயக்குநர்கள்

உண்மை நகல்/உத்தரவுப் படி/அனுப்பலாகிறது  
ஒம்/.....  
கண்காணிப்பாளர்.

கல்லூரிகளில் தேர்ந்தெடுக்கப்பெற்ற மாணவர்  
அலுவலர்க்குரிய வழிகாட்டி விதிகளின் தொகுப்பு

1. பேரவை அலுவலர்கள், மாணவரின் நுண்ணறிவும் மக்கட் பண்பும், மேலோங்குவதற்குரிய பணிகளைக் கல்லூரி முதல்வரும் பணியாளரும் மேற்கொள்ளும் போது இணைந்து ஒத்து செயல்படுவர்.
2. பேரவை அலுவலர்கள், கல்லூரி வளாகத்தின் இயல்பான நடைமுறையைக் குலைக்கும் எவ்வித ஒழுக்கமற்ற செயலிலும் தம்மை ஈடுபடுத்திக்கொள்ள மாட்டோம் என்ற பொறுப்பினைத் தாமே தம்மீது வரம்பாக ஏற்றுக் கொள்வர்.
3. கல்லூரியல் ஏற்படும் சிக்கல்களுக்கு / முரண்களுக்கு முரையிட்டு, பேச்சு வார்த்தை நெறிகளிலேயே தீர்வுகாண வேண்டும். பிற வழிகலை மேற்கொள்ளலாகாது.

4. கல்லூரிப் தொடர்பில்லாத புறம்பான பிரச்சனைகளில் தலையடக்கூடாது.
5. கல்லூரிப் பேரவையில் வரம்புக்குள் வராத பொருள்களையும் காரணங்களையும் பொறுப்புடையவர போல் எடுத்து மொழிவது எவ்விதச் சூழ்நிலையும் தம்முடைய கடமை எனக் கருதக் கூடாது.
6. தனிப்பட்டவரின் அக்கறைக்குரிய பொருள் பற்றி அன்றி பெரும்பாலான மாணவர்களின் அக்கறைக்குரிய பொருள்களைப் பற்றியே பேரவை அலுவலர்கள் முதல்வரிடம் எடுத்துமொழிவர்.
7. முதல்வர் பொறுப்பில் அடங்கிய ஒழுக்கம், அதன் மீது எழும் நடவடிக்கை ஆகியவற்றில் நேர்முகமாகவோ மறைமுகமாகவோ பேரவை அலுவலர்கள் தலையிடக் கூடாது.
8. துறைமன்றங்களின் அலுவலர்களும் ஆசிரிய அறிவுரையாளர்களும் கொண்ட பரிந்துரையினையும் முதல்வரின் ஏற்பு அனுமதியினையும் பெறாத எந்த ஒரு நிகழ்வினையோ செய்யக்கூடாது.
9. கல்லூரி ஒப்பும் ஏற்பும் பெறாமல் வெளியாரைக் கல்லூரிக் கூட்டங்களுக்கும் விழாக்களுக்கும் பேரவை அலுவலர்கள் வரவழைத்தல் கூடாது.
10. முதல்வரின் தனித்த இசைவு பெற்றதற்கு அன்றி பேரவை அலுவலர்கள் தம்மை எவ்வித நிதி திரட்டும் செயலிலும் ஈடுபடுத்திக் கொள்ளக் கூடாது.
11. மேற்கூறப்பட்ட நெறிகளைக் கடைப்பிடித்தல் வேண்டும். இவற்றிலிருந்து பிறழ்வோர் மீது தக்க நடவடிக்கை எடுக்கப்படும்.

### Code of Conduct for the elected student - Office Bearers.

1. The office bearers of the college union shall co-operate fully with the principal and staff of the college in promoting intellectual and Cultural activities amongst students.
2. The college union office bearers shall impose on themselves the responsibility of not involving in any act of indiscipline leading to disruption of normal life in the campus,
3. The problems/issues in the college shall be resolved by representation and negotiations and not by resorting to any other method.



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**D.B. JAIN COLLEGE**

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4. The office bearers shall not involve in any issues not connected with the college.
5. The office bearers shall under no circumstances, deem it as a part of their duty to represent to the authorities on matters and causes which do not fall under the purview of the college union.
6. The office bearers may make their representations to the Principal on matters pertaining to the general interest of the students only and not on individual cases.
7. The office bearers shall not interfere directly or indirectly in matters involving discipline and action thereon which are the responsibilities of the Principal.
8. No decision on the activities/programmes of the college union shall be taken by the union office bearers except with the recommendation of the Student's Council consisting of the class representatives and staff advisers and approval of the Principal.
9. It shall be obligatory on the part of the College Union office bearers to present the statement of accounts twice a semester to the Student's Council.
10. The office bearers shall not invite anyone not connected with the college for meetings and functions except with the specific approval and consent of the principal.
11. The union office bearers shall not issue any press statement pertaining to the college matters without the permission of the Principal.
12. The union office bearers shall not involve themselves in any kind of fund raising campaigns except with the specific approval of the principal.
13. The above said instructions shall be followed and those who violate shall be dealt with suitably.

## **Scholarships and Concessions**

The Government of India and the State Government award fee concession and scholarships to poor and deserving students, For each of these fee concession and scholarships, students have to apply on the prescribed forms which will be made available.

The fee concessions and scholarships are liable to be withdrawn for poor attendance and progress, anti-social or subversive activities.

All kinds of scholarships will be sanctioned subject to 90% attendance of the student. The payment of the scholarships amount is dependent on maintenance of 90% of the attendance and no relaxation of this rule will be granted to anybody.

Given below are few details regarding scholarships available to students of Arts and science Colleges. For further details the students are advised to contact the College Office.

### **1. National Merit Scholarship**

Based on X Standard marks for Plus 2 and Degree classes and undergraduate marks for P,G. Courses. Minimum marks 60% in aggregate. Income for parents should not exceed Rs.25,000/- per annum.

### **2. State Scholarship for the Children of School Teachers**

Available only to children of all working teachers of recognised primary and secondary schools. Parental income should not exceed Rs.1,000/- per mensem. Minimum marks 60% in the aggregate in the qualifying examination.

### **3. State Government Merit Scholarship Scheme**

This Scholarship is available to meritorious students who come first in the state in S.S.L.C. / Matriculation / AISLC / India Council for Secondary Education / C.B.S.E. Whose parental income does not exceed Rs.25,000/- per annum.

### **4. Scholarship in Jawaharlal Nehru University School of International Students, New Delhi : The Scholarship is available to a bonafide**

resident of Tamil Nadu intending to take up M.Phil/Ph.D. Course for Advance Studies of International affairs at the school & the Candidates should be below 25 years of age.

5. Scholarship at the Rashtriya Indian Military College Dehradun : These Scholarships are available to candidates natives of Tamil Nadu or domiciled there in who secure admission in the Rashtriya Indian Military College.
6. **Award of Scholarship to cadets belonging to Tamil Nadu in National Defence Academy, Khadakvasla : PUNE.**  
These Scholarships are available to cadets belonging to Tamil Nadu in the Defence Academy, Khadakvasla Maharashtra State.
7. **Educational Concession and Scholarship to the children of Repatriates from Sri Lanka :**  
Students of degree classes should have secured 50% marks. They should be children of Repatriates of Sri Lanka. Income of parents should be not more than Rs.500/- per month.
8. Scheme of Scholarship to students from Non-Hindi speaking state for Post Matric studies in Hindi :  
These scholarships are available to students of Higher Secondary/ pre-degree/Intermediate or equivalent examinations.
9. First degree courses on the basis of Higher Secondary/Indian school certificate/Intermediate or equivalent examinations, M.A., (Hindi) on the basis of B.A., B.Sc., B.Com., or equivalent examinations.  
Only candidates whose mother tongue is not Hindi and who belong to non-Hindi speaking states and who take Hindi as a subject their course of study are eligible for this scholarship. The state Government offers the following concessions also.
10. Educational concessions and scholarships to the children of Freedom Fighters.
11. Educational concessions and scholarships to the children/ dependents of Defence Service Personnel.

12. Jawaharlal Nehru Science Talent Book Scheme. Science Books worth Rs.2000/- is given to boys and girls of first year B.Sc., degree class on basis of merit.
- 13. National Loan Scholarships**  
About 1500 scholarships are allocated to Tamil Nadu every year. Students who pass the qualifying examination with atleast 50% marks and whose parental income does not exceed Rs.12,000/- per annum are eligible to apply.
- 14. State Collegiate Scholarships**  
The scholarship under this scheme is open only to students belonging to Tamil Nadu or domiciled therein. These are awarded on the basis of the results of the qualifying examinations to students whose parental income does not exceed Rs.6,000/- per annum.
- 15. Award of Anglo-Indian Scholarship**  
these are available to Anglo-Indian students doing their studies in Tamil Nadu.
- 16. Adhoc Merit Grant Scheme**  
SC/ST students of first year degree who have 60% and above in Higher Secondary Examinations are eligible for a book grant of Rs.300/-. This is not renewable.
- 17. Under Rule 92 TNER**
- (a) Half fee concession to Backward class (subjects to income limit specified)
  - (b) Full fee concession to Most Backward classes and denotified tribes (subject to income limit specified)
  - (c) Full fee concessions for SC (subject to income limit specified)
- 18. Educational concessions to the children of Government servants who die in harness**  
Tuition fee, special fee and cost of the books purchased reimbursed.
19. Residential non-residential state scholarship for BC and MBC (subject to the income limit and merit)
- 20. Residential and non-residential scholarship for SC and ST.**

21. Tamil Harijan welfare loan scholarship Residential SC/ST students (besides Post-Metric scholarship)
22. Scholarship for the physically handicapped For the natives of Tamil Nadu subject to the income limit and merit specified,
- 23. Post-Metric Scholarship**  
SC/ST students subject to the progress and promotion.
- 24. Physically handicapped scholarship**  
To, blind, deaf and orthopedically handicapped children.
- 25. Scholarship from amalgamated Funds, Directorate of Ex-Servicement Welfare.**  
To dependents of ex-servicemen whose income does not exceeds Rs.650/- per month and in special cases to bright students whose parental income is less than Rs.750/- per month.
- 26. Maharani Vidyavathi Devi of Vizianagaram Endowment Scholarship,**  
Value of Scholarship : Rs. 960/-for year.  
Eligibility : All, I, II and III years students without arrears  
Income limit : 2,000/- per month,
27. In the name of former Principal K.S. Nagarajan an endowment for Rs. 20,000 has been created for granting scholarship to students.
28. In the name of Shri. Shanthi Rajaiah, our retired staff Prof. K.N. Vasupaliah donated Rs. 50,000 for granting scholarship to students of Economics,
- 29. Sultan Chand Dropadi Devi Memorial Scholarship Endowment:**  
An award of Rs. 250 per month for a II B.Com. (General) student.

## **Prizes**

### **ACADEMIC**

1. Sri. Ladmal Bhandari Rolling Cup for the best team in inter collegiate oratorical contest in Hindi.
2. Donated by Kalyanmal Prakashmal Chordia Trust Misrimal Kalyanmal Chordia Memorial Medal for the student who secures the highest aggregate marks in B.Com., Final Examination.
3. Rolling Cup for the best team in inter-Collegiate Oratorical contest in Telugu.
4. Rolling Shield for the best team in the inter-Collegiate oratorical contest in Tamil donated "by SUTTY" Monthly Magazine Chennai.
5. Cash Prize by Sri. Champalal Savansukha Charitable Trust for the Best three students of our college who secure ranks in the University examinations in any subject.

### **SPORTS AND ATHLETICS**

1. Sri. Ramana Rao Rolling Shield for sports and Athletics donated by Sri. P.M. Gopalakrishna.
2. Thiagaradha Rolling Shield for Volley Ball donated by Sri. T. Rajendran.
3. Surana Rolling Shield for Cricket donated by Proprietor of Surana & Co.
4. Surana Rolling Shield for Badminton donated by the Proprietor of Surana & Co.
5. Surana Rolling Shield for Basket Ball and Dhanraj Baid Memorial Rolling Trophy for inter-Collegiate Kabadi Tournament donated by the Proprietor of Surana & Co.

## **Alumni Association**

Student who are coming out of the college after Graduation or Post Graduation can become members of the Alumni Association. The Association aims at instilling a sense of belonging and togetherness even after years of separation. Frequent meetings under the auspices of the Association will offer a platform for the members to interact each other. Mutual help, if any, can be had of. Constructive suggestions can be brought to the attention of the college authorities. It will help to formulate policies for implementation.

Responding to the old students and keeping the welfare of the present students in mind, the college could strive to do all that is good for the future students which will catapult the college to the summit of fame and name.

The college has a well knit Alumni Association which is very much active. The Alumni Association of D.B. Jain College has towering personalities such as I.P.S. Officers, State and Central Govt. Officers, Bank Officers, Cine Actors and Directors, Educationists, Industrialists, Editors of leading Magazines, MLA's, Panchayat Chairman and Councillors.

The Association makes all out efforts to improve the development of the college. It is gratifying to note that the present Secretary and Correspondent of the college Dr. Harish L Metha - the illustrious son of Late. Dr. C. L. Metha - the founder secretary of our college, was an alumnus of our college and incidentally a dynamic member of the Alumni Association of the college.

**Time Table (Odd Semester)**

	<b>1st Hour</b>	<b>2nd Hour</b>	<b>3rd Hour</b>	<b>4th Hour</b>	<b>5th Hour</b>
<b>Day I</b>					
<b>Day II</b>					
<b>Day III</b>					
<b>Day IV</b>					
<b>Day V</b>					
<b>Day VI</b>					



**Time Table (Even Semester)**

	1st Hour	2nd Hour	3rd Hour	4th Hour	5th Hour
Day I					
Day II					
Day III					
Day IV					
Day V					
Day VI					

**STUDENT'S LEAVE RECORD SHEET**

<b>Month</b>	<b>No. of Working Days</b>	<b>No. of Days Present</b>	<b>No. of Days Absent</b>	<b>Reason for Absence</b>
<b>June 2015</b>	<b>10</b>			
<b>July 2015</b>	<b>22</b>			
<b>Aug 2015</b>	<b>18</b>			
<b>Sep 2015</b>	<b>24</b>			
<b>Oct 2015</b>	<b>21</b>			
<b>Nov 2015</b>	<b>6</b>			
<b>Dec 2015</b>	<b>14</b>			
<b>Jan 2016</b>	<b>20</b>			
<b>Feb 2016</b>	<b>21</b>			
<b>Mar 2016</b>	<b>24</b>			
<b>Apr 2016</b>	<b>8</b>			
<b>Grand Total</b>	<b>188</b>			



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विरविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

Quality Profile

Name of the Institution : Dhanraj Baid Jain College (Autonomous)

Place : Thorapakkam, Chennai, Tamil Nadu

Criteria	Weightage (W <sub>i</sub> )	Criterion-Wise Grade Point Averages (C <sub>r</sub> , GPA)	W <sub>i</sub> X C <sub>r</sub> , GPA
I. Curricular Aspects	100	3.50	350
II. Teaching-Learning and Evaluation	350	3.00	1050
III. Research, Consultancy and Extension	150	2.87	431
IV. Infrastructure and Learning Resources	100	3.20	320
V. Student Support and Progression	100	3.00	300
VI. Governance and Leadership	150	3.37	506
VII. Innovative Practices	050	3.00	150
Total	$\sum_{i=1}^7 W_i = 1000$		$\sum_{i=1}^7 W_i \times C_r \text{ GPA} = 3107$

$$\text{Institutional Score} = \frac{\sum_{i=1}^7 (W_i \times C_r \text{ GPA})}{\sum_{i=1}^7 W_i} = \frac{3107}{1000} = 3.11$$

Grade = **A**

Descriptor = **VERY GOOD**

Date : January 05, 2013



H. R. Ramesh  
Director

- This certification is valid for a period of Five years with effect from January 05, 2013
- An institutional CGPA on four point scale in the range of 3.01 - 4.00 denotes A grade (Very Good), 2.01 - 3.00 denotes B grade (Good), 1.51 - 2.00 denotes C grade (Satisfactory)
- Scores rounded off to the nearest integer

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**D.B. JAIN COLLEGE**

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