

RULES AND REGULATIONS

CODE OF CONDUCT

1. Students shall come clean, tidy and smartly dressed. They are strictly prohibited to wear sports Jeans, T-shirts or Bamans. Girls, if they wear churidar must compulsorily use dupatta.
2. They shall be regular and punctual in attending classes. Every student should be present in the college 5 minutes before the commencement. No student will be allowed to leave the class room during the class hours.
3. Students shall not be permitted to absent themselves without prior permission. Application for leave should be submitted to the class incharge concerned, in advance.
4. Loitering on the verandah, disfiguring or damaging furniture and writing on walls or desks are strictly prohibited. Students violating this rule will be fined heavily.
5. Students are expected to read notices put up on the college notice boards and ignorance of any notice thus posted will not be accepted as an excuse for failure to comply with it.
6. RAGGING is strictly forbidden. No student should involve in any form of ragging inside the college or hostel premises or outside. If any student is found doing such activities he/she will summarily expelled from the college without any notice.

7. Students are not allowed to make complaint in a body or address any authorities in the collective petition. Such combined action is subversive of good order.
 8. If there is any grievance to a student, he/she may give it in writing to the principal or use the grievance box.
 9. No student shall organise or join strike of any kind. Any student who contravenes this rule will be expelled from the college.
 10. Any act of misbehaviour or indiscipline will lead to suspension and or expulsion from the college.
 11. Smoking within the premises and using pan-parak and Alcohols is strictly prohibited. Violation of this rule will be viewed very seriously.
 12. Transfer certificate and conduct certificate will not be issued unless all the dues to the college and hostel are paid.
 13. No student shall take part in any procession or meeting organised by political parties or any social organisation without the written permission from the Principal.
 14. The Principal's decision shall be final in the matters of punishment to the student for violation of any of the college rules.
 15. Using Cell phone within the Campus, Class Room is prohibited.
 16. Students have to take care of their two wheelers and ensure their safety.
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ATTENDANCE

- 1) *Attendance will be taken at the beginning of each hour.*
 - 2) *Late comers will be admitted to the class only with the permission of the H.O.D.*
 - 3) *Absence for one hour is treated as absent for half a day.*
 - 4) *A student requiring leave for a portion of a class must apply to the teacher in person before the class begins.*
 - 5) *A student requiring leave for a whole session or more must apply in the prescribed form available in the college office to the Head of the department.*
 - 6) *Before submission to the head of the department the leave application must be counter signed by the parent or guardian.*
 - 7) *A student who applies for long leave on grounds of illness must attach a medical certificate to his/her application form from a registered medical practitioner.*
 - 8) *Continued absence without leave for more than 10 working days will render a student liable to have his/her name struck off from the rolls of the college.*
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LIBRARY

- 1) *The library functions from 09.00 A.M to 05.30.P.M.*
- 2) *All Students are issued library tokens and books will be lent on presentation of the tokens only.*
- 3) *If the books are not returned on due date a fine of Re.1 per day will be levied.*
- 4) *Loss of tokens should be immediately reported to the librarian. Lost token shall be replaced with duplicate on payment of Rs.10*
- 5) *Students of the final year classes shall return their tokens to the Librarian at the end of the year.*
- 6) *Borrowers are responsible for loss or damage of the books borrowed from the Librarian.*
- 7) *Students have to maintain the highest order of decorum inside the library.*
- 8) *Reference books and journals shall not be taken from the Library. Reference books, Periodicals and University question papers are available to the students for consultation and for use inside the reading room only.*

TESTS & EXAMINATIONS

Each department will conduct composition, test, examination periodically. There will be a Mid semester and Model examination for all students and the marks obtained by the students will be intimated to their parents. Absence from class test, composition, and examination shall be severely dealt with.

CONTINUOUS INTERNAL ASSESSMENT FOR POST GRADUATE STUDENTS:

All post graduate courses have continuous internal assessment under semester pattern. Marks for CIA is 25 and for external university examinations is 75 for each paper. The 25 marks for CIA is distributed as follows:

1. Test	- 10 marks	} <i>The best two out of three will be taken.</i>
2. Quiz/Seminar	- 5 marks	
3. Assignment	- 5 marks	
4. Attendance	- 5 marks	

Percentage of Attendance :

76 to 80	-	1 mark
81 to 85	-	2 marks
86 to 90	-	3 marks
91 to 95	-	4 marks
96 to 100	-	5 marks

NOTE : *Except attendance, student will be given additional chance to improve the CIA marks by taking additional test or assignment as prescribed by the concerned teacher and Head of the Department. The students may appeal to the Principal through HOD , for the redressal of any grievance in this regard. The Principal's decision is final.*

CHOICE BASED CREDIT SYSTEM (CBCS)

Bharathidasan University has implemented Choice Based Credit System (CBCS) for the candidates admitted during 2005 - 2006.

As per CBCS, UG program consists of 14 Core Courses (CC), 6 Allied courses (cover 2 disciplines related to the core course), 4 Elective Courses (EC) and 1 General Interest Course (GIC). also UGC recommended certificate course on environmental Studies in the second semester of all the UG programmes.

For each course, examination will be conducted for 75 marks and 25 marks for Continuous Internal Assessment (CIA)

Each course is given a credit, based on the instructional hours assigned to each course.

Core Course (CC) - 4 credits

Allied Elective Courses - 3 credits

General Interest Course - 2 credits

The total minimum credits required for completing a UG programme is 120.

For PG programme, there are 13 Core Courses (CC), 3 Elective courses, 2 Extradisciplinary Courses (EDC) and a project work. For each course examinations will be conducted for 75 marks and 25 marks for CIA.

Core Courses (CC) & Elective Courses (EC) }	4 Credits
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EDC	2 Credits
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Minimum credit required to complete PG programme is 72.

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

EXTRA CURRICULAR ACTIVITIES

*There are 2 N.S.S. Units functioning in the college, with 200 volunteers. In addition, the college has a Rotaract Club, YRC, JJC, EXNORA and Women's cell. All these organisations help our students to get better exposure to the society. The ac4. Mrs. **S. Mariacecili** M.A., M.Phil., Lecturertive participation will benefit them and the society. Each Department has its own Association, with a student President and office bearers, guided by a staff. Their functions are, to conduct seminars, workshops and exhibitions. They also arrange Industrial visits and inplant trainings.*

SCHOLARSHIPS

Except OC category, students from BC, MBC, SC, ST candidates are eligible to get Government scholarship and some sponsored scholarships are also available, the details of which will be put up on the General Notice Board.

COLLEGE FEES

The Management is well aware that most of the Students are from economically backward area, hence an affordable fee structure is offered. In order make even that easier, now the fees can be paid in four instalments in a year, it by 5 th July, October, January and March

RAGGING

TAMIL NADU GOVERNMENT GAZETTE EXTRAORDINARY

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

EXCERPTS FROM 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 in the Forth eighth year of Republic India as follows:

SHORT TITLE, EXTENT COMMENCEMENT :

1. This 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.

DEFINITION :

In this Act, unless the context otherwise requires, "Ragging" means display of noisy, disorderly conduct doing any act which causes or is likely to cause physical or psychological harm or raise apprehension or gear or 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 students to do any act 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 OF RAGGING :

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

DISMISSAL OF STUDENT :

5. Any student convicted of an offence under section 4 shall be dismissed from the educational institution and such student shall not be admitted in any other educational institutions.

SUSPENSION OF STUDENT :

6. Without prejudice to the foregoing provision, whenever any student complaints of ragging to the Head of an Educational Institutions or to any other person responsible for the management of the educational instituion he / she shall inquire into the same immediately and if found true shall suspend the student, who has committed the offence, from the educational institution.

The decision of the Head of the Educational Institution or the person responsible for the management or the Educational Institution that any student has indulged in ragging under the 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 subsection (1) of section 6 when a complaint of ragging is made, such person shall be deemed to have abetted the offence of ragging and shall be punished as provided for in Section-4.

S.No	Name of the Endowment	Name of the Donar	Course / Criterion
1.	Mrs. Jothimani G.S.Pillay Endowment Prize.	Thiru G.S. Jayachandran Governing Council Member EGSP Group of Colleges	Athletic Championship
2	Ayyavadi V. Thiruvengadam Pillay Memorial Endowment Prize.	Dr. T. Srinivasan, Principal, EGS.Pillay Arts & Science College, Nagapattinam	An out going student in U.G classes for all around achievement (talented in not less than three fields)
3.	Auditor V. Packirisamy, Endowment Prize.	Mrs. Mythili Packirisamy VP samy & Co, Nagapattinam.	Best student in B.Sc. Industrial Electronics
4.	Auditor V. Packirisamy, Endowment Prize.	Mrs. Mythili Packirisamy, VP samy & Co, Nagapattinam.	Best student in B.Com.
5.	Thiru. S.K. Muniandy Endowment Prize.	Mrs. S.K.M. Tamilarasi, Chairman-Municipality Nagapattinam.	To a winner in a Tamil critical essay contest opened to first and second year degree classes
6.	Dr. Radhakrishnan Memorial Endowment Prize.	Staff members (2002 - 2003). E.G.S.P. Arts & Science College, Nagapattinam	University Rank Holders in all courses

7.	Govindammal Subramanian Memorial Endowment Prize	Mrs K. Amutha Kumaravel, H.O.D of Bio Chemistry, EGSP Arts & Science College	Cricket Championship.
8.	Thiru. S.P.Jayaseelan Endowment Prize	Thiru S.P. Jayaseelan Prop. Mangaiyarkarasi Bus Transport, Nagapattinam.	Best outgoing student in B.B.A.
9.	Thiru. V. Kandavelu Endowment Prize	Thiru. V. Kandavelu, Engineer Sikkavalam	Best outgoing student in Bio Chemistry & Computer Science
10.	Commerce Department Endowment Prize	B.Com Students (2000 - 03)	Best Rotaract Volunteer
11.	R. Pappammal Memorial Endowment Prize	Thiru. S. Paramesvaran Secretary EGSP Group of Colleges	Best outgoing Post Graduate Student
12.	K.S.Swaminathan Memorial Endowment Prize	Mrs. P. Sumathy Nagapattinam	Outstanding Student in Sports
13.	Uma Groups Medals	Thiru. P. Kuppusamy Uma Groups, Nagapattinam	University Rank Holders
15.	Mu.Ra Sons Endowment	M/s. Mu.Ra.Sons, Nagapattinam	Best Student in B.C.A