

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



**JUSTICE BASHEER AHMED SAYEED COLLEGE FOR WOMEN
(AUTONOMOUS) (AFTERNOON SESSION) (SHIFT - II)
(FORMERLY S.I.E.T. WOMEN'S COLLEGE)**

College with Potential for Excellence

(An Autonomous Institution affiliated to the University of Madras)

Accredited by NAAC in 2022 at A++ Grade (4th Cycle)

An ISO 9001 : 2015 Certified Institution

56, K.B. Dasan Road, Teynampet, Chennai - 600 018.

Website: www.jbascollege.edu.in

Phone No : 2436 4140

(Established in exercise of the Fundamental Rights guaranteed
under Articles 26 to 30 of the Constitution of India)

COLLEGE HAND BOOK & CALENDAR 2024 - 2025

Instructions to Students: All students and members of the teaching staff are expected to make themselves fully acquainted with the contents of this calendar and to observe and to enforce the rules strictly. Those who plead ignorance or violate these rules will make themselves liable for disciplinary action. The Management reserves the right to alter these conditions at any time in the future and the Management's decision in this matter will be final and binding.

This calendar contains the rules, regulations, policies and procedures of the college in force as of the time of its issue and constitutes notice thereof to all present and past students, parents and the general public.

**JUSTICE BASHEER AHMED SAYEED
COLLEGE FOR WOMEN (AUTONOMOUS)**

56, KB. Dasan Road, Teynampet, Chennai - 600 018.

PERSONAL MEMORANDA

1. Name
2. Class
3. Register No
4. Date of Birth
5. Height
6. Weight
7. Blood Group
8. Address of the Parent or Guardian
-
-
- Mobile No.....
- Landline (Res) (Off)
9. Licence No. & Vehicle No.
10. Bank Name & A/c. No
11. Email ID of the Parent or Guardian.....
12. Email ID of the Student
13. Aadhaar Card Number

THE EMBLEM



The Justice Basheer Ahmed Sayeed College for Women, (formerly known as the 'S.I.E.T. Women's College') was started in 1955 with the noble aim of imparting higher education to women. The visionary founder of the College, Mr. Justice Basheer Ahmed Sayeed and his wife, Hajani Fathima Akhtar, designed the emblem of the College with the motto 'Learning is Light from God' seeking to reflect the values desired to be inculcated in the students of the College.

Learning or knowledge is a Divine gift, which endows a woman with grace, goodness, grandeur of vision and empowers her to make the world a better place to live in.

The emblem is in the shape of a coat-of-arms divided into four quarters - all four unified by the circle holding an open book. The symbols in the four sections indicate the various facets of the personality to be developed in every young woman student who enters the portals of this College. The moon and the star are symbolic of Islam, which proclaims the Oneness of God, peace and submission to His will. The balance reminds us of the need for justice and fair play, integrity and equality. The coconut tree is unique for its multi-utilitarian purpose. This is symbolic of the education and the knowledge imparted which will bear fruit at all times in one's life. The Lotus, the National flower of India, with its myriad petals all arranged together so beautifully, stands for integration. Students who come here from varied backgrounds, belonging to different castes and creeds, are all united harmoniously in the common objective of learning.

At the heart of the emblem, unifying all four is an Open Book. All the qualities described above are inculcated in the students of this institution, through the means of education and enlightenment of all kinds. Academic excellence goes hand in hand with the development of a sound personality.

CONTENTS

S.No.		Pg. No.
1.	Invocation	7
2.	Tamil Thai Vazhthu	8
3.	The National Pledge	9
4.	The National Anthem	10
5.	The Great Visionaries: Justice Basheer Ahmed Sayeed Saheb Hajani Fathima Akhtar Saheba	11
6.	Invitation to Higher Achievement	15
7.	Vision and Mission	16
8.	From Principal's Desk	17
9.	Highlights and Important Events in the History of S.I.E. Trust & J.B.A.S. College for Women	18
10.	Other Institutions Established and Administered by S.I.E.T. to Promote Education	27
11.	Members of the Governing body of the J.B.A.S.College for Women	28
12.	Executive Council Members of the S.I.E.Trust	29
13.	Roll of Honours	30
14.	Faculty Members 2024 - 2025	31
15.	Member of the Non Teaching Staff "2024 -2025"	40
16.	Non Statutory Committees	42
17.	Correspondence	46
18.	Visitors	46

19.	Working Hours	46
20.	Identity Card	47
21.	Admissions and Withdrawal	47
22.	Payment of Fees	48
23.	Issues of Certificates	49
24.	Attendance and leave of absence	49
25.	General Discipline	51
26.	Calendar 2024 -2025	53
27.	Programme Offered Under the Choice - Based Credit System	76
28.	Continuous Internal Assessment and Examination	79
29.	Internal Quality Assurance Cell (IQAC)	85
30.	The Alumnae Association	85
31.	Infrastructure - Buildings and Grounds	85
32.	The Central Library	87
33.	Laboratories	88
34.	Prayer Hall	88
35.	Islamic Library	89
36.	Students Counselling Centre	89
37.	Health Service	89
38.	Physical Education	89
39.	Centre for Women Studies (CWS)	90
40.	Career Guidance and Placement Centre (CGPC)	90
41.	JBAS Business Incubation Centre (BIC)	91

42.	Multi - Disciplinary Research Consultancy Centre (MRCC)	91
43.	Students Association Activities	92
	a. The Majlis	
	b. Cultural Activities	
	c. Extra - Curricular Activities	
44.	Clubs and Committees	93
	a. The Honours Club	
	b. Enviroclub	
	c. Balise Club	
	d. Pasteur Club	
	e. Live Wire	
	f. The National Service Scheme (NSS)	
	g. National Cadet Corps (NCC)	
	h. Youth Red Cross (YRC)	
	i. Religious Instruction	
	j. Anti - Ragging Committee	
	k. Student Welfare Committee	
	l. Student Grievance Redressal Committee (SGRC)	
	m. Internal Complaints Cell (ICC)	
	n. Young Entrepreneurs Development Council (YEDC)	
	o. Consumer Rights Association (CRA)	
	p. Anti Discriminatory Cell (ADC)	
	q. Anti Drug Club	
	r. College Magazine	
45.	Details of Government Scholarships	101
46.	Details of private Scholarships	102
47.	Endowments	102
48.	Time Table - Odd Semester	107
49.	Time Table - Even Semester	108
50.	Notes	109

1. INVOCATION

THE OPENING

(“Surah Al-Fatiha”, Chapter I of the Holy Qur’an)

In the name of Allah, the Beneficent, the Merciful

Praise be to Allah, the Lord of the worlds,

The Beneficent, the Merciful,

Master of the Day of Requital

Thee do we serve and Thee do we beseech for help.

Guide us on the right path,

The path of those upon whom Thou has bestowed favours,

Not of those upon whom thy wrath is brought down, nor of those who have gone astray.

- Ameen.

(This English translation will be read after the Arabic text is recited)

Note : The Arabic word “Allah” is the equivalent for “God”, but does not admit of any plural. The very same word is used by Non-Muslims in the Arab world, such as Jews and Christians.

2. தமிழ்த்தாய் வாழ்த்து

நீராரும் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்
சீராரும் வதனமெனத் திகழ்பரதக் கண்டமிதில்
தெக்கணமும் அதிற்சிறந்த திராவிட நல்திருநாடும்
தக்கசிறு பிறைநுதலும் தரித்தநுறந் திலகமுமே
அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற
எத்திசையும் புகழ்மணக்க இருந்தபெருந்தமிழணங்கே
தமிழணங்கே – உன்
சீரிளமைத் திறம்வியந்து
செயல்மறந்து வாழ்த்துதுமே! வாழ்த்துதுமே !
வாழ்த்துதுமே!

– மனோன்மணியம் பெ. சுந்தரம்பிள்ளை

3. THE NATIONAL PLEDGE

India is my country
All Indians are my brothers
and sisters.

I love my country and
I am proud of its rich and
varied heritage. I shall
always strive to be
worthy of it.

I shall give my parents,
teachers and all elders
respect and treat
everyone with courtesy.

To my country and my
people, I pledge my
devotion.

In their well-being
And prosperity alone
lies my happiness.

4. THE NATIONAL ANTHEM

Jana-Gana-mana-adhinayaka jaya he
Bharata-Bhagya Vidhatha

Punjaba-Sindu-Gujaratha-Maratha-
Dravida-Utkala-Banga

Vindhya-Himachala-Yamuna - Ganga
Uchchhala Jaladhita - Ranga

Tava subha name Jage, tava subha asishamage
Gahe tavajaya-gatha.

Jana-Gana-mangala-dhayaka-jaya he
Bharatha-bhagya-Vidhata.

Jaya he, Jaya he, Jaya he,
Jaya, Jaya, Jaya, Jaya he!!

TRANSLATION

Thou art the ruler of the minds of all people,
Thou dispenser of India's destiny,
Thy name rouses the hearts of the Punjab,
Sind, Gujarat and Maratha, of Dravid,
Orissa and Bengal.

It echoes in the hills of the Vindhyas and Himalayas
Mingles in the music of the Jamuna and the Ganges,
And is chanted by the waves of the Indian Sea.
They pray for Thy blessing and sing Thy Praise.
Thou dispenser of India's destiny,
Victory, Victory, Victory to Thee.

5.THE GREAT VISIONARIES



THE HON'BLE Mr.JUSTICE BASHEER AHMED SAYEED, M.A.,B.L.

Born in 1900 at his maternal grand parent's home at No.18, Arundale Street, Mylapore, Madras, his early education was in a village school near Siruvadi in the Tindivanam District. He had his elementary and high school education in Crane School of American Arcot Mission, Tindivanam. He graduated from the Madras Christian College, then situated at Parry's opposite to the Madras High Court and his special subject was Political Science.

He received his degree in Law in 1923. He joined the "Khilafat Movement" organized by the Ali brothers (Maulana Mohammed Ali and Maulana Shoukath Ali) in 1924. Later, he joined the Congress Committee under the leadership of Mr. C.R. Das of Bengal and Sriman Srinivasa Iyengar of Madras. Till his death, he continued to be a Congressman. From 1921 to 1949, he was an active politician. During this period he took part in the "Khilafat Movement" and the "Non Co-operation Movement" as part of the Indian Freedom Struggle.

From the year 1924 to 1926, he was the District Congress Secretary and served as a member of the All India Congress Committee until 1946. In 1926, he contested the Corporation elections and was elected, in fact, as the youngest Councillor, of the Corporation of Madras, against many odds. He evinced keen interest in the social, cultural and educational upliftment of the Muslim community of South India. He was for a long time associated with the Syndicate of each of the Madras University, Annamalai University, Aligarh Muslim University and other social organizations in the South India. He was keen on establishing a college for Muslim boys as early as 1946.

As Secretary of the Muslim Educational Association of Southern India, in 1945, he was instrumental in purchasing 31 acres of land at Peters Road, Royapettah with great difficulty. As the Muslim Educational Association of Southern India did not have sufficient funds for this purpose, he negotiated a loan and finally purchased the land. Immediately, he sought affiliation from the University of Madras for a college to be managed by the M.E.A.S.I.,

Dr.A.L.Mudaliar, the then Vice-Chancellor of Madras University, was of great assistance to him in the matter of getting affiliation. Finally, the college which he himself named as "The New College" came into existence in 1951 and was inaugurated by the then Governor General of India, Mr. C. Rajagopalachari (Rajaji). Meanwhile, he was elevated to the Bench of the Madras High Court in July 1949. Later on, his talented and dedicated wife, Hajani Fathima Akhtar Saheba who was very much interested in the upliftment of Muslim women constantly reminded him that he should start a college for Muslim women.

The immediate reason for her suggestion was the closure of the Government Muslim Women's College in Madras City. This was a great shock to the Muslim Community and now the time had come to fulfill their dream of starting a College for Women in general and for Muslim Women in particular. A society under the name of "The Southern India Education Trust" was registered on 23rd October, 1951 under the Societies Registration Act XXI of 1860. Maulana Dr. Abdul Huq and Dr. A.L. Mudaliar and other friends of his in the educational field encouraged him and gave him moral support. The institution, viz., the "S.I.E.T. Women's College" came into being on 7th of July, 1955.

It was a red letter day in the history of Madras City when Pandit Jawaharlal Nehru, the First Prime Minister of India, laid the foundation tablet for the College and the first Education Minister of India Maulana Abdul Kalam Azad laid the foundation stone for the First Hall of Residence which was subsequently named after him. The strength of the College on that day was 110 students with 21 staff members.

It was not an easy job to start a college from scratch, but he, being a highly resourceful and talented person, who was dedicated to the cause of education, left no stone unturned in order to improve the financial status of this infant institution. He visited various places in South India, South East Asia, East Africa and the Middle East with a view to collect funds. His contact with the Ministry of Education, Government of India and the U.G.C. helped him to get affiliation for various subjects. During a short span of time, the College developed into a Postgraduate and Research Institution.

The Southern India Education Trust (during his lifetime) was a hub of immense cultural activity in the city of Madras. One dignitary after another, of both National and International repute, visited this Institution due to the efforts and perseverance of this man of vision and action. Some of the dignitaries who have graced this institution with their presence were H.E. Col. Gamal Abdel Nasser, President of the United Arab Republic of Egypt and Syria, King Hussain of Jordan, Shah and Shahbanou of Iran, several Presidents of India such as Dr. S. Radhakrishnan, Dr. Zakir Hussain, Mr V.V. Giri, Mr. Fakhruddin Ali Ahmed, Ambassadors of various nations including Kuwait, Saudi Arabia, Libya and China have visited this institution. The Founder Mr. Justice Basheer Ahmed Sayeed, is otherwise known as the "Sir Syed of the South". He passed away on the 7th of February 1984.

The name of the S.I.E.T. Women's College was changed to Justice Basheer Ahmed Sayeed Women's College with effect from April 1984 to perpetuate the memory of the Founder. Today it is known as the Justice Basheer Ahmed Sayeed College for Women.

In the year 1984, in his memory, the Justice Basheer Ahmed Sayeed Memorial Matriculation Higher Secondary Boys School was started by the Southern India Education Trust.



HAJANI FATHIMA AKHTAR SAHEBA

The adage 'Behind every successful man there is a woman' proves itself in the relationship between the Founder and his better half, Begum Fathima Akhtar. Born in 1918 and brought up in a highly religious and socially committed family, Begum Fathima Akhtar dedicated herself to the cause of women's education and social service. She was the "spur" who "pricked the sides of the intent" of the Founder, the voice of conscience, who never let him rest and who stood beside him all the way as the College was set up, brick by brick and towered from strength to strength.

Begum Fathima Akhtar was the first Muslim woman graduate from the Nawayath Clan. Her early education was in the Corporation School and the Government Hobart High School, Royapettah. She graduated in B.A. Physics in 1941 from Queen Mary's College, Chennai. In 1957, Begum Fathima Akhtar became the Chairman of the Southern India Education Trust. This entailed the onerous responsibility of leading the Governing Body of the S.I.E.T. Women's College. She served as a Syndicate Member of the Madras University and also a member of the Board of Secondary Education. She held the post of Vice-President of Madras University Women's Association and the International Women's Rights Society. She was also associated with a number of other social organizations.

The unique blending of secular education with religious training which is a hallmark of the Southern India Education Trust is a tradition established and carefully nurtured by Begum Fathima Akhtar. She encouraged research in Islamic Studies. She was responsible for the setting up of an Arabic Madrasa for Women and Children in Aminjikarai.

This noble soul breathed her last on 3rd March 1987.

May her soul rest in peace. Ameen.

‘Learning is Light from God’

6. INVITATION TO HIGHER ACHIEVEMENT

The Justice Basheer Ahmed Sayeed College for Women (formerly the S.I.E.T. Women’s College), maintained by the Southern India Education Trust, founded by Mr. Justice Basheer Ahmed Sayeed and assisted by his wife Mrs. Fathima Akhtar and other colleagues, endeavours to maintain a programme that will develop women of great integrity, high character and culture who are fully capable of making enlightened choices and intelligent judgement in a social order which is dynamic and which requires the best contribution from every man and woman.

From its inception, the College has been rooted deeply in the spirit of the Oneness of God and Universal Brotherhood of Man. Therefore, the portals of the College have been kept open for an eligible women students from all parts of the country and the world, irrespective of caste, creed or religion. Cultural and spiritual unity is encouraged in the day-to-day life within the College campus.

The programme of Education in Arts and Science in Justice Basheer Ahmed Sayeed College for Women is designed to benefit women students, who desire to enter the delights of advanced study in order that they may lead responsible and purposeful lives in the stirring times of today, in the belief that the College years are crucial in training and shaping the leaders of tomorrow.

The College maintains high standards of excellence in the academic sphere and in the physical amenities and facilities intended to implement the educational programme. The College endeavours to enrol students who hold high standards of performance, discipline and achievement.

In addition to the autonomous curriculum which is expected to provide a broad foundation of a general education and reasonable amount of specialization, a diversified programme of campus activities - social, recreational, cultural and religious - supplements and complements the academic study and provides facilities and opportunities for the development of individual talent, personal relationship and creative group life with high moral standards.

The students are trained and equipped to enable them to transmit their achievements to the betterment of society. Quality of the highest order in every sphere is always the aim of this institution and every effort is made towards that end.

7.VISION AND MISSION OF THE COLLEGE

VISION

To train and equip women students from economically and socially backward communities with education of the highest quality so that they may lead responsible and purposeful lives and transmute their achievement to the betterment of society.

MISSION

- To maintain a programme that will develop women of great integrity, high character and culture for whom excellence is the motto in life.
- To continue to cater to eligible women students from all parts of the country irrespective of caste, creed or religion.
- To empower women so that they may become leaders and make the world a better place to live in.
- To develop individual talent, personal relationship and creative group life with high moral standards through a diversified programme of campus activities.
- To impart secular values in the spirit of Oneness of God and Universal Brotherhood of Man to promote cultural and spiritual unity.
- To nurture and foster high academic standards amongst the faculty with the aim of tapping their potential for excellence.
- To provide a conducive environment inspiring loyalty and commitment through care, concern, respect and dignity accorded to every individual associated with the college.
- To continue striving for the upliftment of the community at large by specific activities and programmes co-ordinated by the Management, Staff and the Students.

8. FROM THE PRINCIPAL'S DESK

Equipped to Enrich

Enlightened to Empower

Our institution with its glorious history spanning several decades consistently strives and aims to foster Academic Excellence.

We at JBAS College as a unified team comprising of the Management, Teaching & Non-Teaching Staff are committed to take our students on their journey of higher education, which marks not only knowledge, but is an opening of the individual to self-expression, capacity development, to display responsibilities with integrity and achieve success in their chosen fields. The College takes pride in offering the students a blend of academic curriculum, skillful training, extra curriculum programs and moral values and transform them to be a potential source of knowledge and a catalytic force of confidence and creativity.

May Almighty Allah guide us to do the best in all our endeavors.

Together we work with purity, positivity for productivity and prosperity until posterity.

Dr. (Mrs.) AMTHUL AZEEZ
PRINCIPAL & CORRESPONDENT

9. HIGHLIGHTS AND IMPORTANT EVENTS IN THE HISTORY OF THE S.I.E.TRUST & JUSTICE BASHEER AHMED SAYEED COLLEGE FOR WOMEN (Autonomous)

- 1951** October 23rd - The Founding of the Southern India Education Trust by the Hon'ble Mr. Justice Basheer Ahmed Sayeed M.A.,B.L., in collaboration with seven other prominent Muslims of Madras.
- 1953** Purchase of about 16 acres of land for the College.
- 1954** Halls of Residence established.
- 1955** College established by the Hon'ble Mr. Justice Basheer Ahmed Sayeed M.A.,B.L., then Judge, Madras High Court, ably assisted by a few of his colleagues and his wife Mrs. Fathima Akhtar, B.A., in exercise of the Fundamental Rights guaranteed by Articles 26 to 30 of the Constitution of India and repeatedly confirmed by the Supreme Court of India.
- January 22nd - The Foundation Tablet of the College and the First Hall of Residence was laid by the then Prime Minister of India, Mr. Jawaharlal Nehru and by Maulana Abul Kalam Azad, the then Education Minister, Government of India, respectively.
 - July 11th - College started functioning as a Second Grade College.
 - August 6th - Formal Inauguration by Mr Sri Prakasa, the then Governor of Madras. The First Hall of Residence was declared open by Mr. C. Subramaniam, the then Minister of Finance and Education of the Government of Madras. The College buildings, as they had progressed till then, were declared open by Mr Kamaraj, the then Chief Minister of the Government of Madras. The strength of the student body was 110.
- 1956** June - Introduction of NCC Foundation stone for the College Swimming Pool was laid by Dr. K.G. Saiyidain, the then Secretary, Ministry of Education, New Delhi.
- 1957** July - The College was upgraded to a First Grade College. The first College Day was celebrated with Dr. S. Radhakrishnan, the then Vice- President of India, presiding over the function.
- 1958** January 27th - The Swimming Pool was inaugurated by Nawab Zain Yar Jung, the then Minister of H.E.H. the Nizam's Government, Hyderabad, with Mr. V.P. Menon, Retired Secretary to the Union Government of India.
- 1959** October 15th - The Auditorium-cum-Theatre was declared open by the then Chief Justice of Madras, the Hon'ble Mr P.V. Rajamannar, under the presidency of Mr. T.L. Venkatarama Iyer, Retired Judge, Supreme Court of India.

- 1960** April 5th - The Foundation Tablet of the Second Hall of Residence was laid by H.E. Col. Gamal Abdel Nasser, President of the United Arab Republic, Cairo, Egypt. The year marks the First graduation of students. The introduction of the NCC Rifle Corps.
- 1961** July - Introduction of the M.Sc. Home Science Course in Textiles and Clothing. The strength of the student body of the college was 1005.
- 1962** Construction of the Non-Resident Student's Centre was completed.
- 1963** First batch of M.Sc. students appeared for the M.Sc. Home Science final Examination in Textiles and Clothing.
- 1964** January 23rd - Inauguration of the College Alumni Association.
- January 23rd - The Seventh College Day was celebrated under the presidency of Dr. Zakir Hussain, the then Vice President of India.
 - January 27th - Inauguration of the College UNESCO Club.
 - February 26th - Foundation Tablet for the Child Development Laboratory was laid by the Hon'ble Mr. M. Bhakthavatsalam, the then Chief Minister of Madras State.
 - April 4th - Foundation for the Home Management Laboratory was laid by Mrs. Fathima Akhtar, BA., Chairman, S.I.E.Trust.
 - July 16th - Foundation for the Prayer Hall (Mosque) was laid by Haji Mufti Moulvi Md. Habeebullah Saheb, Chief Khazi to the Government of Madras.
 - December 31st - Completion of the Second Hall of Residence.
- 1965** January 20th - Completion of the 200 meter Turf Track for Track events.
- 1966** January - Completion of the Child Development and Family Relations Laboratory. Completion of the Home Management Laboratory.
- February - Completion of the Prayer Hall (Mosque).
 - July - The Mosque was consecrated by Mufti Haji Maulana Atiqur Rahman Usmani Saheb under the presidency of Mr. Fakhruddin Ali Ahmed, then Union Minister for Agriculture and Irrigation.
 - September 9th - Prof. Humayun Kabir, the then Union Minister, declared open the Laboratories for Child Development and Family Relations and Home Management.
- 1967** April - Construction of the Mathematics Block and the New Garage Block for the use of the staff of the College.
- May - Construction of the History Block and the Parlour for the use of people who visit the students residing in the Hostels.

- 1968** August - Construction of additional quarters for students above the Dining Hall of the Second Hall of Residence.
- August 15th - Mr. Jayaprakash Narayan, Sarvodaya leader visited the College.
 - October - Unveiling of the portrait of Janab Justice Basheer Ahmed Sayeed, Founder of the S.I.E.Trust, by H.E. Mr. V.V. Giri, the then Vice - President of India.
- 1969** January 10th - Foundation Tablet for the New Library was laid by the Imperial Majesties Shahanshah Aryamehr and Shahbanou Farah of Iran.
- January 30th - Foundation Tablet was laid for the Open Air Theatre and Auditorium by Dr. Douglas Ensminger, the then Representative in India of the Ford Foundation of U.S.A.
 - December - Construction of the Visitor's Parlour completed.
- 1970** January - Construction of the Administration Block with an elevator for 8 persons completed.
- February - Ground Floor and the first floor of the Library were completed.
 - March - Unveiling of the portrait of Hajani Fathima Akhtar Saheba, Chairman and Correspondent, S.I.E. Trust and College by Mr. T.P. Meenakshi Sundaranar, the then Vice-Chancellor, Madurai University.
 - August 30th - The President of India, H.E. Mr. V.V. Giri declared the College Library open.
- 1971** Construction of the Second floor of the library was completed. The English Department was shifted to the newly completed building.
- Alumni Corner building completed and declared open by the Chairman, Hajani Fathima Akhtar Saheba.
- 1972** Construction of Animal Room for the Dept. of Zoology was declared open by the Chairman, Hajani Fathima Akhtar Saheba.
- Construction of the offices of the Alumni Association, Book Stall, NCC office and Outfit Centre for the students was completed.
- 1973** Construction of high level water tank for the entire campus.
Erection of elevator for 8 persons within the College building.
- 1973** Extension of the canteen to provide for 500 students. Construction of an overbridge between the main college building and the Child Development & Family Relations Laboratory and connection between the 2nd floor of the Library and the Auditorium.

- Introduction of B.A. Politics and M.Sc. Child Development and Family Relations Course. Introduction of job-oriented course in the Department of Home Science.
- Expansion of Administration Block. Four more counters opened in the rear of the Bank of Baroda to facilitate collection of college fees by the bank.
- 1975** February 12th - Sheikh Mohammed Abdullah, former Prime Minister of Jammu & Kashmir and later Chief Minister of Jammu & Kashmir presided over the College Day celebration.
- March 7th - Mr. J.R. Naik, Member - Secretary, Central Advisory Board of Education, New Delhi, inaugurated the Seminar on Improvement of the Quality of Instruction in Colleges.
- 1976** April 16th - Construction of the first floor over the Child Development Block. Foundation stone was laid for the construction of a Multi-storeyed building by H.E. Janab Mr.Fakhruddin Ali Ahmed, then President of India.
- Introduction of M.A. English & M.A. Psychology. Construction of Multi-storeyed building in progress. Construction of International Guest House.
- 1978** Completion of multi-storeyed building and asphaltting of roads within the campus.
- 1979** Abolition of the Pre-University Course by the University of Madras.
- 1980** **Silver Jubilee year of the College.**
- 1984** February 7th - Demise of our Founder Mr. Justice Basheer Ahmed Sayeed.
- 1985** October 19th - Founder's Day celebration. Release of the "Commemoration Volume"
- 1986** August - Introduction of the M.Com degree Course, M.Phil. degree course in Child Development & Family Relations and M.Phil. degree course in Textiles and Clothing.
- 1987** March 3rd - Demise of Janaba Hajani Fathima Akhtar Saheba, Chairman of the S.I.E.Trust.
- 1988** June - Introduction of the B.Sc. degree in Physics.
- 1989** August 28th - S.I.E.T. Vocational Training Institute for Women was started.
- September - Introduction of the M.Sc. degree Course in Zoology.
- Home Science Department - Recognised for conducting research leading to Ph.D. in Child Development.
- 1990** Construction of the Sports Pavilion was completed.

- September 3rd Inception of Evening College for Women with the introduction of B.Com. Degree.
- 1991** Centre for Mentally Handicapped and Retarded Children opened in the college campus.
- 1992** January 13th - Demise of Janab Haji Rasheed Ahmed Sayeed, Chairman of S.I.E.T.
- August - Introduction of the B.Sc. Computer Science Course in the Evening College.
- 1993** Introduction of the B.A. Corporate Secretaryship, B.Sc. Mathematics, M.A. Economics and M.C.A. in the Evening College.
- 1995** Introduction of the B.A. English Literature, B.A. Economics and M.A. Public Administration in the Evening College and M.Phil. (Part time & Full Time) Psychology in Day College and a Counselling Centre “BLOSSOM” was started for the College students.
- 1996** Introduction of the B.Sc. Biochemistry degree Course and Vocational Biotechnology in the Day College and Bachelor of Electronic Science, Bachelor of Business Administration, M.A. Corporate Secretaryship in the Evening College.
- 1997** Launch of the Integrated and Inclusive Education Policy to admit children with developmental disabilities into normal stream by Dr. Raffath Sayeed in collaboration with the Canadian Association for Community Living.
- 1998** Introduction of Arabic as one of the Languages in the Foundation Course in the Day College. Introduction of the M.Sc. Applicable Science in the Evening College. Completion of the additional Commerce Block.
- 1999** Introduction of the M.Sc. Applied Microbiology, B.A. Sociology, M.Sc. Computer Science - Inception of S.I.E.T. Dyslexia Centre in collaboration with the Madras Dyslexia Centre.
- Inspection by the Peer team of the National Assessment and Accreditation Council (NAAC), an autonomous institution of the University Grants Commission.
- **Outstanding ‘5 STAR’ status accorded by the National Assessment and Accreditation Council (NAAC).**
- IGNOU (Indira Gandhi National Open University) study centre for Computer Courses was started.
- Career Guidance and Placement Centre opened in the College campus.

- 2000** Introduction of the Bachelor of Computer Application and B.Sc. Microbiology in the Evening College. Introduction of Ph.D. in Psychology in the day college.
- October 2nd - Demise of Haji A. Md. Ubaidulla Saheb, G.D.A., F.C.A., Chairman of the S.I.E.T.
- 2001** Introduction of the Bachelor of Information Systems Management & B.Sc. Statistics in the Evening College.
- 2002** Vocational subject “Clinical Nutrition & Dietetics” was introduced in B.Sc. Home Science Department in the Day College.
- Introduction of Ph.D. programme in the Department of Zoology.
 - Introduction of Grievance Redressal Cell.
- 2003** The old college gates replaced by two new elegant iron gates.
- Construction of two-wheeler shed was completed.
 - Introduction of the “Advanced Organisational Behaviour” in M.Sc. Psychology.
- 2004** Introduction of the B.Sc. Interior Design and Decor in the Evening College.
- Creation of the College Web-Site.
 - Renovation of Lily Pond and installation of Fountains. Construction of III Floor of the Main Building.
- 2005** Application submitted seeking conferment of Autonomous Status of the College to the University Grants Commission with the recommendation of the Registrar, University of Madras.
- **Golden Jubilee Year of the Justice Basheer Ahmed Sayeed College for Women and the S.I.E.Trust.**
 - Golden Jubilee Celebrations commenced from September 2005.
 - Completion of III Floor in the Main Block.
 - Completion of the Golden Jubilee Seminar Hall in the III Floor.
 - Landscaping of the Central Island in front of the auditorium.
 - Completion of Interior Decor work of the Forenoon and Afternoon College Offices.
 - Introduction of the M.Phil in Commerce.
 - Bifurcation of Zoology at the U.G. level into Zoology with Vocational Biotechnology and Advanced Zoology and Biotechnology.

- Introduction of B.A. Tourism and Travel Management instead of B.A. Sociology in the Afternoon Session.
 - Introduction of M.Sc. Mathematics in place of Applicable Science in the Afternoon Session.
 - Introduction of 7 Add-On Courses under the Arts, Science and Commerce Stream funded by the UGC with a sanctioned amount of Rs.17,00,000/- under the Supervision of the following Departments (i) Psychology (ii) Commerce (iii) Botany (iv) Human Science (v) Microbiology (vi) Zoology & (vii) Public Administration.
 - Introduction of P.G. Diploma Course in Sports Psychology by the Research Department of Applied Psychology and Behavioural Research funded by the U.G.C.
 - Inception of a Centre for Women's Studies in the College campus.
 - Starting of the "Enviroclub" in the Justice Basheer Ahmed Sayeed College for Women by the P.G. and Research Department of Zoology.
 - July - Publication of a Research Journal "Indian Journal of Human Science" by the Department of Post-Graduate Studies and Research in Human Science.
- 2006** Introduction of the M.Sc. Electronic Science course in the Afternoon Session.
- **July - Conferment of the status of Autonomy**
- 2007** **March - 'A' PLUS status Re-accredited by The National Assessment and Accreditation Council (NAAC).**
- 2008** August - Introduction of the M.Phil. in Zoology.
August - Introduction of U.G.C. Sponsored Add-on-Career Oriented Course in Montessori Training with a sanctioned amount of Rs. 5,00,000/- under the supervision of the Human Science Department.
- 2009** March 24th - Felicitation of the University Top Rank Holders by His Excellency the then Governor of Tamil Nadu Shri. Surjith Singh Barnala.
April 21st - State level Seminar on 'Choice Based Credit System (CBCS) Challenges and Benefits' organised by the Internal Quality Assurance Cell.
August 7th - 9th English Language Teachers Association of India (ELTAI) conducted its 5th International & 40th National Conference on the topic 'Managing Mixed Ability Classes' organised by the Department of English.
October - Modernisation of the College Library.
- 2010** July - Introduction of U.G.C. sponsored Add-on-Career Oriented Course in 3DS MAX Photoshop for designers.

- August - Introduction of Bar-coded identity cards for any kind of transaction and reference of the library materials.
 - December 18th - International Symposium - 'The Need of the Hour: Integrating Employability with Education' organised by the Internal Quality Assurance Cell.
- 2011
- February - Provided individual user name and passwords to access the E-resources through INFLIBNET N-LIST (National Library and Information Services Infrastructure for Scholarly Content) for the staff and students.
 - Introduction of the B.Com. (Hons) Course in the Afternoon session.
- 2012
- Introduction of three Add-On Courses funded by the UGC with a sanctioned amount of Rs. 24,00,000/- under the supervision of the following departments : (i) English Literature, (ii) Physics, (iii) Commerce.
- 2013**
- Introduction of one Add-On course funded by the UGC with a sanctioned amount of Rs. 10,00,000/- under the supervision of the Department of Mathematics.
 - February - NAAC Peer Team visit for the third cycle of accreditation
 - **March - Re-accreditation of the College by the NAAC with an Outstanding CGPA of 3.61 (out of 4) at 'A' grade.**
 - M.Phil Corporate Secretaryship introduced in the Afternoon session.
 - Installation of new elevator for 15 persons adjacent to the old elevator.
- 2014**
- Diamond Jubilee Year of Justice Basheer Ahmed Sayeed College for Women**
- Department of Human Science renamed as Department of Home Science.
 - Inauguration of the Diamond Jubilee Block.
 - Renovation of the College Auditorium, with Air-Condition facility.
- 2015**
- June - Introduction of the B.Com. (A&F) and M.Sc. Physics courses in the Afternoon session.
 - August - Inauguration of the JBAS Gymnasium
 - **October - Star College Scheme granted to five Science Departments (Physics, Chemistry, Plant Biology and Plant Biotechnology, Zoology and Bio Chemistry) by Department of Biotechnology (DBT), Govt. of India.**
 - October - Inauguration of the Multi-Disciplinary Research & Consultancy Centre. (MRCC)

- 2016 April - “College with Potential for Excellence” status granted by the University Grants Commission (UGC).**
- 2017 March - College ranked 47th among all the colleges in the country by the National Institutional Ranking Framework (NIRF), Ministry of Human Resources Development, Govt. of India.**
June - Introduction of the M.Com. (General) in the Afternoon session.
- 2018** The English Language Lab was augmented to facilitate Soft Skills learning under the CPE scheme.
The Computer Lab was set up for the Students of the Forenoon session, under the CPE scheme.
- 2019** August - Signing of International MOU for joint Scientific activity with University of Miyazaki, Japan.
- 2020 Star College Status Awarded by Department of Bio-Technology (DBT), Ministry of Science and Technology, Govt. of India to 5 Science Departments for a period of 3 years from Oct. 2020-2023 with a total of Rs. 1.59 crore.** The amount awarded is a financial support for strengthening of Life Science and Biotechnology Education and Training at undergraduate level.
- 2021** January - Upgradation of English Department (FN) to Research Department.
- 2022** March 18th & 19th – NAAC Peer Team visit to the college for the 4th Cycle of Accreditation.
- **March 29th – The College was Accredited with A⁺⁺ grade with a CGPA of 3.58 on 4 point scale in the 4th Cycle of Accreditation**
 - May 30th – Hon’ble Chief Minister of Tamil Nadu Thiru.M.K.Stalin along with Minister for Higher Education Thiru K.Ponmudi, Minister for Health Thiru. M.Subramanian and Minister for HR & CE Thiru P.K. Sekar Babu graced the felicitation ceremony organized by the college for attaining the A⁺⁺ Grade by NAAC.
- 2023** June - The Green Champion Award 2022 was awarded by the Government of Tamil Nadu to our college for its exemplary contribution in the field of Environmental protection and awareness.
- 2024** May 8th - Demise of The Chairman S.I.E.Trust Padma Bhushan Moosa Raza, IAS (Rtd), former Chief Secretary to the Government of Jammu and Kashmir, and Secretary to the Government of India.
- **July 17th - Our College was awarded the ISO 9001 : 2015 Certification by Integral Certification Ltd (ICL), valid for period of three years, marking a significant milestone in our commitment to quality and excellence.**

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10. OTHER INSTITUTIONS ESTABLISHED AND ADMINISTERED BY THE S.I.E.T. TO PROMOTE EDUCATION

1. **JUSTICE BASHEER AHMED SAYEED MEMORIAL MATRICULATION HIGHER SECONDARY BOYS' SCHOOL** was established under the auspices of the Southern India Education Trust in the year 1984. The School is recognized by the Department of Education, Tamilnadu. Besides admitting boys from LKG to XII Standard, girls are also admitted in LKG and UKG. The **School has completed its Silver Jubilee year and is located at 52, K.B. Dasan Road, Teynampet, Chennai 600 018. Tel. No. : 24364189.**
2. **FATHIMA BASHEER MATRICULATION HIGHER SECONDARY SCHOOL FOR GIRLS** was established under the auspices of the Southern India Education Trust in the year 1979, is recognised by the Department of Education, Tamilnadu, having classes from I to XII Standard. The school is located at **56/311, K.B. Dasan Road, Teynampet, Chennai - 600 018. Tel.No:2434 3796.**
3. **NURSERY SCHOOL** was established in the year 1966. The Nursery is recognized by the Department of Education, Tamilnadu, having classes for LKG and UKG. It is located at **56/311, K.B. Dasan Road, Teynampet., Chennai -600 018.**
4. **DYSLEXIA CENTRE** was established in the year 2000 to impart education to children having specific learning difficulties. It holds classes from I Standard to XII Standard, Students also appear for the Board Examinations for 10th and 12th N.I.O.S. It is located inside the campus of J.B.A.S. College for Women. **Tel. No. : 2431 0434.**
5. **ASSESSMENT CENTRE FOR CHILDREN** was established with an aim to develop the skills of mentally challenged children based on the programme schedule of the Madras Development Profile Scale. This centre is also located inside the campus of J.B.A.S. College for Women. **Tel. No. : 2435 9112.**
6. **S.I.E.T. VOCATIONAL TRAINING INSTITUTE** was established in 1989 with the aim of imparting training to the girls coming mainly from the economically backward and poor families. The Courses offered are Cutting and Tailoring, Embroidery, Advanced Cosmetology and Hair Dressing, Beautician Course, Secretarial Course, Computer Courses such as Tally, PGDCA, MS Office, Call Centre Training, Yoga, Leather Goods Making and Machine Embroidery. **Tel. No. : 2434 6754.**
7. **S.I.E.T. SWIMMING POOL:** The S.I.E.T. maintains a SWIMMING POOL with a lady instructor, within the College campus exclusively for students, ladies and children.

Note: The Application and Prospectus are available in the institutions concerned.

**11. MEMBERS OF THE GOVERNING BODY OF THE JUSTICE
BASHEER AHMED SAYEED COLLEGE
FOR WOMEN**

Chairman	: Mrs. Bader Sayeed, B.A., B.L.
Vice- Chairman	: Dr. M.S. Mehkari, M.D., D.M.R.D., F.C.C.P.
Vice- Chairman	: Dr. Md. Athaur Rahman Sayeed, M.B.B.S.
Secretary	: Mr. Hameed Ahmed Sayeed, M.Tech.
Treasurer	: Mr. Sirajuddin Sayeed
Ex-Officio Member	: Dr. (Mrs.) Amthul Azeez M.Sc., M.Phil., Ph.D. Principal & Correspondent

12. EXECUTIVE COUNCIL MEMBERS OF THE SOUTHERN INDIA EDUCATION TRUST

- Founder : The Late Honourable
Mr. Justice Basheer Ahmed Sayeed, M.A., B.L.
Retd. Judge, High Court of Madras
- Chairman : Mrs. Bader Sayeed, B.A., B.L.
- Vice-Chairman : Dr. M.S. Mehkari, M.D., D.M.R.D., F.C.C.P.
- Vice-Chairman : Dr. Md. Athaur Rahman Sayeed, M.B.B.S.
- Secretary : Mr. Hameed Ahmed Sayeed, M.Tech.
- Treasurer : Mr. Sirajuddin Sayeed
- Members : Dr. (Mrs.) Amathul Azeez, M.B.B.S., M.R.C.O.G.
Mr. Md. Khader Hussain Sayeed, B.E., M.S., P.Eng.
Mr. T. Rafeeq Ahmed
Mr. Faizur Rahman Sayeed, L.L.B., Bar-at-Law
Mr. Syed Munir Hoda, I.A.S. (Retd.)
Mr. Justice G.M. Akbar Ali (Retd.)
Dr. (Mrs.) Salma Salahuddin, M.A., (Soc. Sc.),
M.A. (App. Psy)., M.Phil., Ph.D.
Dr. Sanjida Haris, M.Sc., M.Phil., Ph.D., D.Litt, F.I.B.S.
Dr. Amathul Azeem Shakir, M.D.
Mr. Furhan Sayeed, B.E.

13. ROLL OF HONOUR - PRINCIPALS

Miss. Vijaya Koman B.A.(Hons) (Lon) L.T.	1955 - 1962
Miss. Mary N . Pothan M.A., L.T.	1962 - 1965
Mrs. Imtiaz Begum	1965
Mrs. Rajam Krishnan M.A. (Tamil)	1965- 1986
Mrs. Shahnaz Farhath M.A. Botany	1986 - 1998
Dr. (Mrs.) Salma Salahuddin M.A., (Soc. Sci.) M.A(APP. Psy.) M. Phil. Ph.D.	1998 - 2006
Dr. (Mrs.) Sanjida Haris M.sc. M.Phil. Ph. D. F.I.B.S.	2006 -2009
Dr. (Mrs.) Nausheen Dawood M.Sc., M.Phil. Ph.D.	2009 - 2014
Dr. (Mrs.) Shahnaz Ahmed M.Sc. M. Phil. Ph. D.	2014 - 2022
Dr. (Mrs.) Amthul Azeez M.Sc., M.Phil., Ph. D.	2022 -

**JUSTICE BASHEER AHMED SAYEED COLLEGE FOR WOMEN
(AUTONOMOUS) CHENNAI - 600 018.**

14. FACULTY MEMBERS 2024 - 2025

PRINCIPAL

Dr. Amthul Azeez, M.Sc., M.Phil., Ph.D.
Post Graduate and Research Dept. of Zoology

VICE - PRINCIPAL

Dr. S. Firdouse Jahan, M.Com., M.Phil., M.B.A., PGDCA, B.Ed., Ph.D.
Dept. of Business Administration

CONTROLLER OF EXAMINATIONS

Dr. Mercy Rajasekar, M.Sc., M.Phil., Ph.D.

ADDITIONAL CONTROLLER OF EXAMINATIONS

Mrs. Razia Sultana, S.G., M.Sc., M.Phil.

DEANS

1. Arts - Mrs. Sarwathunisa A, M.A, M.Phil., B.Ed., (Ph.D.)
- Dept. of English
2. Sciences - Dr. R. Vajubunnisa Begum, B.E.(ECE), M.E.(EEE), M.C.A., PGDCA., Ph.D.
- Dept. of Electronics & Communication Science
3. Business Studies - Dr. B. Barackath, M.Com. M.Phil., M.B.A., Ph.D.
- Dept. of Corporate Secretaryship & Information Systems Management

Department of Languages

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Name of the Faculty	Department
1. Ms. L. Shahin, M.A.	Tamil
2. Ms. Firdouse Fathima, M.A.	Corporate Economics
3. Ms. Gulzar Begum, M.Com., M.A.	Corporate Economics
4. Ms. Khalida Akhtar, M.A.	Corporate Economics
5. Ms. Aliya Shireen.A, M.A.	English

6. Ms. Shahin G, M.A., M.Phil.	English
7. Dr. Dadala Sumithra, M.B.A., Ph.D.	TTM
8. Mrs. Rukshana, M.Sc., M.Phil.	Statistics
9. Ms. Karthiga T S, M.Sc.	Interior Design and Decor
10. Ms. N. Fariha Begum, M.A. Fine Arts	Interior Design and Decor
11. Ms. Wajda. M, M.Sc.,	Interior Design and Decor
12. Ms. Shalini Shankaran, B.Arch.	Interior Design and Decor
13. Mrs. G. Hema, M.Sc., M.Phil	Electronics and Communication Science
14. Dr. M. Giruba, M.A., M.Phil., Ph.D.	Electronics and Communication Science
15. Mrs. Hemamalini, M.C.A.,	Computer Science
16. Mrs. V. Mary Rajam Vandana, M.C.A., M.Phil.	Computer Science
17. Dr. Musavvira Mansoor, M.Com., Ph.D.	Commerce
18. Dr. Thasneem I, M.Com., M.Phil., Ph.D.	Commerce
19. Ms. Nafiah Fathima R, M.Com., M.Phil.,	Commerce
20. Mrs. J.E. Aleesha Baanu, M.Com., B.Ed.	Commerce
21. Ms. Muqtadirah Begum A, M.Com., M.Phil.	Commerce
22. Mrs. Apsana Parveen, M.Com., M.Phil.	Commerce
23. Mrs. T. Arifa Shereen, M.Com., M.Phil.	Corporate Secretaryship / Information Systems Management
24. Mrs. Shameera Awla, M.B.A.	Business Administration
25. Ms. E. Sruthi, M.B.A.	Business Administration
26. Ms. Afeefah Mariam, M.B.A.	Business Administration

LIBRARY

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CENTER FOR WOMEN'S STUDIES

1. Dr. S. Jameela, M.A., M.Phil., Ph.D.,	(F.N.)
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1. Mrs. N. Faiza Banu, M.Sc. (Yoga), M.PEd., M.Phil., PGDY. (Ph.D.)

NSS PROGRAMME OFFICER

1. Dr. Jesima Parveen	Commerce
-----------------------	----------

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1. Mrs. Jayanthi Sivagami., MSW., PGDPM.

ADMINISTRATIVE OFFICER

1. Dr. Mujeera Fathima, M.Sc. (Psy), M.Sc. (Bot), M.Phil., Ph.D.

**15. MEMBERS OF THE NON TEACHING STAFF
(2024 - 2025)**

Mrs. B. Bhanumathy	Superintendent
Mrs. Fahmeeda Tasneem, M., B.Tech.	System Assistant
Mrs. Preethi, R., B.E., M.B.A.	System Assistant
Mrs. S. Rajeswari, M.Com., DCP	Assistant
Mrs. C.M. Pushpa, B.Com.	Assistant
Mrs. M. Parveen Beevi, B.Com.	Junior Assistant
Mr. AS. Mohamed Abdul Rizwanullah	Junior Assistant
Mrs. Sumithra Devi R., B.Sc., M.A.	Junior Assistant
Mrs. Yasmeen Sultana, M.Com.	Junior Assistant
Mrs. G. Himayath Fathima, B.C.A., PGDBO.	Junior Assistant
Ms. K.Dilshad Begum	Junior Assistant
Ms. P.M. Barkathunissa, B.A., M.L.I.Sc.	Technical Assistant
Mrs. Divya, (B.A.)	Technical Assistant
Mrs. B. Shanthy, I.T.I. (MR & T.V.) (M.C.A.)	Lab Technician
Mrs. A.M. Fahimunnisa, B.Com., PGDCA	Date Entry Operator
Mrs. K. Vijaya Rani, B.A.	Laboratory Assistant
Mr. E. Doualathullah	Laboratory Assistant
Mr. M. Ranganathan	Laboratory Assistant
Mrs. A. Thahira Banu	Laboratory Assistant
Mrs. Roohi Sulthana, B.A., D.Mlt., M.D.I.T.	Laboratory Assistant
Mr. K. Nagarajan	Attender
Ms. Rahima	Attender
Mrs. S. Nagoor Meeral	Attender
Ms. Farida Begum	Attender
Mrs. Kamila Banu, A.K.	Attender
Mr. Abdul Rahim	Attender
Mr. P. Mohamed Dawood	Attender
Ms. Fathima. C	Attender
Mr. Mukthiyar Basha, B.Com.,	Attender
Ms. Nausheen Fathima. S	Attender
Ms. M. Sujithra, B.A.,	Attender
Mrs. Durga Devi, B.Com.,	Attender
Ms. Selvi. K	Sweeper

Ms. Chanma. H	Sweeper
Ms. Ayesha	Sweeper
Ms. Naiyum. M	Sweeper
Ms. Anjalai. S	Sweeper
Ms. Saithani	Sweeper
Ms. Saidha Jaffer	Sweeper
Ms. Jayalakshmi	Sweeper
Mr. Jakir Hussain	Sweeper
Ms. Shakila. A	Sweeper
Ms. Parveen	Sweeper
Ms. Sultana Begum	Sweeper
Ms. Uma. M	Sweeper
Ms. Bushra Parvin	Sweeper

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1. Dr. Mercy Rajasekar, M.Sc., M.Phil., Ph.D.	Controller of Examinations
2. Mrs. Razia Sultana, S.G., M.Sc., M.Phil.	Additional Controller of Examinations
3. Mrs. S. Sasirekha, M.C.A.	System Analyst
4. Mrs. S. Reshma, M.Sc. (CS)	System Analyst
5. Mrs. Y. Yasmeen, M.C.A.	System Analyst
6. Mrs. M. Tasneem Fathima, B.Com., M.B.A.	Accounts Assistant
7. Mrs. M. Aamina, M.Com.	Junior Assistant
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9. Mrs. T. Ramya, M.Com., (HDCA)	Junior Assistant
10. Ms. R. Aafreen, M.Com.	Junior Assistant
11. Mrs. D. Padma Priya, B.A.	Junior Assistant
12. Mrs. M. Srikala, M.Sc.(I.T)	Junior Assistant
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14. Mrs. R. Reehana Parveen, M.C.A.	Junior Assistant
15. Mrs. Hephzibah I, B.E., CSE.	Junior Assistant
16. Mr. K. Prakash, B.A.	Attender
17. Mr. S. Johnson	Attender

CAMPUS SUPERVISOR

1. Mr. H. Md. Khalifathullah, B.Com.,

16. NON-STATUTORY COMMITTEES

Internal Quality Assurance Cell

1. Dr.Amthul Azeez Principal
2. Dr.N.Sujatha Coordinator,IQAC
3. Dr. (Mrs.) Anjum. A Deputy Coordinator, IQAC
4. Dr.D.A.Shahira Banu Vice-Principal(F.N.)
5. Dr.S.Firdouse Jahan Vice-Principal(A.N.)
6. Dr. Waheeda Matheen HOD,Psychology
7. Dr. Gayathri. R Asst.Prof.,Commerce
8. Dr.P.Mohamed Nisha AssociateProf.,HomeScience
9. Dr.G.Jeelani Begum Associate.Prof.,Chemistry
10. Mrs.Waseema Noor N. Asst.Prof.,Arabic(Mgmt.Staff)
11. Dr. D. Mubeen Sultana Associate Professor, Zoology
12. Dr. J. Ummay Rubab Assistant Professor, English
13. Dr.Summera Rafiq Associate.Prof.,Microbiology(A.N.)
14. Mrs. Nikhath Parveen Asst.Prof.,Commerce(A.N.)
15. Mrs.H.Jasmin Associate.Prof.,ElectronicScience (A.N.)
16. Dr. Dilshad Begum Associate Professor, Computer Science (A.N.)
17. Mrs.Airem Ayesha Asst.Prof.,English(A.N.)
18. Dr.I.Sulthana Asst.Prof.,CorporateEconomics(A.N.)
19. Mrs.Jayanthi Sivagami PlacementOfficer
20. Mr. B.T. Prabahar Financial Consultant
21. Dr. Mujeera Fathima Administrative Officer

Planning and Evaluation Committee

1. Dr.Amthul Azeez Principal & Correspondent
2. Dr. S. Firdouse Jahan Vice-Principal
3. Dr. Reshma HOD, Computer Science
4. Dr. B. Barackath HOD, Corp. Sec. & ISM

Admission Committee

1. Dr. Amthul Azeez Principal & Correspondent
2. Dr. S. Firdouse Jahan Vice-Principal
3. All Heads of the Departments

Examination Committee

- | | |
|---------------------------|---------------------------|
| 1. Dr. Amthul Azeez | Principal & Correspondent |
| 2. Dr. S. Firdouse Jahan | Vice - principal |
| 3. Dr. D. Seshuvani | Asst. Prof., English |
| 4. Mrs. B. Shaheen | HOD, Mathematics |
| 5. Mrs. Fhammida Begum. A | Assoc.Prof., Commerce |

Academic Audit Committee

- | | |
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| 2. Dr. S. Firdouse Jahan | Vice - principal |
| 3. Mrs. Sarwath Unnisa | HOD, English |
| 4. Mrs. R. Vajubunisa Begum | HOD, Electronics & Communication Science |
| 5. Dr. B. Barackath | HOD, Corp. Sec. & ISM |

Library Advisory Committee

- | | |
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| 1. Dr. Amthul Azeez | Principal & Correspondent |
| 2. Dr. S. Firdouse Jahan | Vice-principal |
| 3. Mrs. N. Uma | Librarian |
| 4. Mrs. Nasreen Begum | Asst. Librarian |
| 5. Ms. Nihal Zainab | Asst. Prof., English |
| 6. Ms. N.Hameeda Begum | Asst. Prof., Mathematics |

Extra-Curricular Activities Committee

- | | |
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| 2. Dr. S. Firdouse Jahan | Vice-principal |
| 3. Mrs. A. Judy Niranjala | HOD, French |
| 4. Dr. Shakira Fathima. H | Asst. Prof., Computer Science |

Student Welfare Committee

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| 3. Dr. Kalpana E. | Asst. Prof., Corp. Sec. & ISM |
| 4. Mrs. M. Minu Meera | Asst. Prof., Computer Science |
| 5. Dr. Afreen S.K. | Asst. Prof., Commerce |

Student Grievance Redressal Committee

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| 3. Dr. Hameedunissa | HOD, Commerce |
| 4. Mrs. Sameena M. H. | Asst. Prof., English |
| 5. Mrs. A.K. Alima | Asst. Prof., Mathematics |

Anti - Discriminatory Cell

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| 2. Dr. S. Firdouse Jahan | Vice - principal |
| 3. Dr. Amutha Ramalingam | Asst. Prof., Tamil |
| 4. Dr. S. Bhuvaneshwari | Asst. Prof., Mathematics |

Anti - Ragging Committee

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| 3. Dr. A. Farhath Anjum | HOD, Corporate Economics |
| 4. Dr. Maryam Usmani | HOD, M.Sc., Physics |
| 5. Mrs. Jayanthi Sivagami | Placement Officer |

Anti Drug Committee

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| 3. Dr. P. Priyadarshini | Assoc. Prof., Microbiology |
| 4. Dr. M.V. Karunambigai | Asst. Prof., TTM |
| 5. Mr. Mohamed Irfan | Sub-Inspector, E-3 Police Station |

Internal Complaints Committee

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| 2. Dr. A. Zamara | Asst. Prof., Physics (F.N.) |
| 3. Dr. SK. Jasmine Shahina | Assoc. Prof., Microbiology |
| 4. Mrs. M. Naseem Fathima | Junior Assistant (F.N.) |
| 5. Dr. Sanjida Haris | Assistant Secretary (Anjuman-E-Himayath-E-Islam) |

Calendar Committee

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| 3. | Mrs. Khateja Nafeesa | Asst. Prof., English |
| 4. | Dr. P. Priyadarshini | Assoc. Prof., Microbiology |
| 5. | Mrs. Akthar Jahan | Assoc. Prof., Mathematics |
| 6. | Mrs. I. Zeenath | Asst. Prof., Commerce |
| 7. | Ms. M. Rabia Begum | Asst. Prof., English |

Magazine Committee

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| 4. | Dr. Dilshad Begum | Asst. Prof., Computer Science |
| 5. | Ms. Airem Ayesha | Asst. Prof., English |
| 6. | Mrs. Fariha | Guest Lecturer, I.D.D. |

Student's Majlis 2024 - 2025

- | | | |
|----|----------------------|-----------------------------|
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| 2. | Ms. M. Neeha Fathima | Vice - President |
| 3. | Ms. T. Deepika | General Secretary |
| 4. | Ms. Dilshad Thaj | Treasurer |
| 5. | Ms. R. Shafia Begum | Cultural Secretary |
| 6. | Ms. S. Raheela | Literary & Debate Secretary |
| 7. | Ms. R. Aaisha | Joint Secretary |

17. CORRESPONDENCE

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All correspondence prior to and after admission to the College should be addressed to the Principal.

18. VISITORS

Visitors to the College will be appreciated, provided they give prior notice to the Correspondent and the Principal about their intended visit to the college and conform to the rules. Visitors to individual students during working hours of the college are not permitted. Visitors are requested to wait till they are called in by the Principal.

19. WORKING HOURS

College: 1.05 p.m. to 5.30 p.m.

Office: 10.30 am. to 5.40 p.m.

Assembly will be conducted on the first Monday of every month at 1.00 p.m. in the Auditorium.

These timings are liable to be changed whenever found necessary by the Management and the Management's decision will be final in this matter.

20. IDENTITY CARD

Each student of the College is expected to possess an Identity Card with her photograph affixed on it, duly attested by the Principal. The students are advised to wear the card always and use it on the following occasions.

1. To get concession tickets to travel by bus, rail or air.
2. To become a member of the USIS Library, the British Council Library, the Connemara Library and other Public Libraries.
3. For Postal Identity
4. As an Identification Certificate when appearing for examinations.
5. For the receipt of fee concession, scholarships, etc. in the College.
6. Students should carry the Identity Card with them always and produce the card whenever demanded by the Principal or any member of the staff.

Students may obtain their Identity Cards from their respective Heads of the Department.

21. ADMISSION AND WITHDRAWAL

ELIGIBILITY

Candidates for admission to the Three Year Degree Programme must have passed Plus Two Examination or an examination recognized as equivalent thereto by the University of Madras.

The upper age limit for admission to UG courses will be 21 (twenty one) years as on 1st July of the respective academic year. However, a relaxation of 5 years is permitted for Differently Abled as per GO. Ms. No. 239 S.W. dated 3-9-93 and SC/ST/BC/MBC/DNC candidates and women candidates may be allowed an age relaxation of 3 years beyond 21 years for the admission into U.G. programme.

Admission to all programmes are done online. Candidates must fill in their particulars in the admission portal. Links will be sent through SMS for admission process after selection, the students will pay the fees online and be admitted in the college.

WITHDRAWAL AFTER ADMISSION

The Student who has paid the admission fees and wishes to discontinue the course for any reason whatsoever, will not be entitled to any remission of fees. All Students, Parents and Guardians should abide by the College rules with regard to admission and withdrawal.

Students who are found to have obtained admission by forged documents or false representations regarding their eligibility or otherwise will be summarily dismissed with forfeiture of all fees paid, and reported to the University and the concerned authorities for necessary action.

A student who has been assigned a seat and has paid the tuition and special fees or who, after the commencement of a term, leaves the College after admission, at anytime, irrespective of whether she has attended the class or not, cannot claim remission of whole or any part of the fees once paid.

Students leaving the College at the beginning or end of any term in the middle of the Course, for any reason whatsoever will have to pay the fees payable for that term in which she was last marked attendance in the College.

No refund of any fees already paid will be admissible.

All Students and their Parents or Guardians will be deemed to have agreed to this rule as condition precedent to the admission of the student to the College.

22. PAYMENT OF FEES

No student will be enrolled or permitted to attend classes until the fees due is paid for I and II term.

Fees prescribed in the schedule shall be payable for the semester at the commencement of each semester within the specified day (as mentioned in the notice board) without fine. Failure to pay will entail loss of attendance.

The name of the student, who has not paid the fees with fine within 15 days of the date fixed for payment of fees, will be removed from the rolls without any notice and she would be considered to have forfeited the seat.

Students with arrears of fees or any other dues to the college will not be sent for the Semester Examinations even though examination fees has been paid by the students. The Hall tickets will be withheld for such non-payment. Fees once paid will not be refunded.

23. ISSUE OF CERTIFICATES

If a student who has paid her fees and discharged all the obligations to the College, chooses to leave the College, she will be furnished with a Transfer Certificate on application, provided she applies not later than the term following that in which she left the College.

If the application is made after the said date for the transfer certificate i.e. beyond 6 months, Rs. 100/- will be collected for every successive year.

No application for issue of Transfer Certificate will ordinarily be entertained after 5 years of leaving the College.

In the case of students who apply for a duplicate copy of the Transfer Certificate or Conduct Certificate within a period of one year of their leaving the College, a fee of Rs.50/- will be collected and if they apply after a period of one year an additional fee at the rate of Rs. 10/-for each year will be collected for the duplicate copy or copies.

24. ATTENDANCE AND LEAVE OF ABSENCE

1. Students must be present on the reopening day of the College.
2. Regular attendance at classes, assembly, all the college functions and meetings is compulsory. Absence will be considered as an act of indiscipline.
3. Attendance on the Independence Day and Republic Day Celebrations is compulsory for all the students and staff of the college.
4. Attendance shall be taken at every lecture, practical or tutorial of any kind, prescribed in the College time table.
5. The attendance for physical training and N.C.C. Parade shall be calculated separately.
6. Each Department shall maintain an accurate daily record of the attendance of each student and the staff shall report promptly to the Head of the Department, the names of those students who have acquired a third successive absence (listing dates of such absence) and a list of those whose absence in the opinion of the staff are too numerous or frequent.
7. Persistent absence for a week from classes, assemblies, laboratories or other exercises (including Physical Education) without justifiable cause, will be sufficient reason for the student's name to be Removed from the rolls.

8.
 - (a) No student shall absent herself without leave for any day or part of the day. Application for leave must be made to the Principal through the Head of the Department who will forward the same with her remarks.
 - (b) When absent due to unforeseen causes, an application for leave must be submitted as early as possible and in no case later than on the first day of return to the College.
 - (c) Leave will not be granted during working hours for the purpose of meeting parents, guardians, relatives and friends. The students shall keep their parents, guardians, relations and friends informed that they should not be disturbed during working hours of the College and that they should conform to the rules of the College.
 - (d) Students are not to resort to insanitary, dusty or dirty open spaces within the compound of the College for taking their lunch. They should not resort to edibles sold on the roadside.
9. Absence without leave for the whole or part of the day renders the students liable to loss of two days attendance. An additional penalty of fine will be imposed in case of continued irregularity.
10. A student, who is absent without leave for any hour of the day will be regarded as being absent for half a day.
11. In case of sickness, the Principal may require a Medical Certificate from the College Medical Officer.
12. Students who absent themselves from classes by anticipating the time of departure, or fail to return on the specified day after a vacation, shall be fined and shall in addition lose two days attendance for each day of absence.
13. The Annual Certificate of Attendance required for the Semester Examination will in no case be granted unless:
 - (i) The Principal is satisfied with the student's progress and conduct.
 - (ii) The student has paid all the fees and dues to the College and the Management and returned all the Library books borrowed by her.
 - (iii) The student has attended three-fourths of the number of working days in the academic year.
 - (iv) The Management has the right to direct the Principal not to permit those students, who have failed to pay the College fees or any fine or those whose conduct has been found to be unsatisfactory, to appear for the semester examinations.

14. Eligibility for the Award of Degree:

A Candidate shall be eligible for the award of the Degree only if she has undergone the prescribed course of study in a college affiliated to the University for a period of not less than three academic years, passed the examination of all the Six Semesters prescribed, earning 140 credits (167 credits in case of B.Com. (Hons.) and also fulfilled the compulsory Extension Services prescribed; thereof earning a minimum of 1 Credit out of a maximum of 2 Credits.

15. Compulsory Extension Service:

All the students should enrol themselves in NSS/NCC/NSCO (Sports and Games) Rotary / Youth Red Cross in the college and should put in compulsory minimum attendance of 40 hours which shall be duly certified by the Principal of the college before 31st March every year. If the student lacks 40 hours attendance in the first year, she should compensate the same during the subsequent years.

Students who complete minimum attendance of 40hours in one year will get One Credit and those who complete the attendance of 80 or more hours in Two years will get 2 credits.

25. GENERAL DISCIPLINE

1. Students and Staff are required to attend punctually all meetings and functions relating to the College and its co-curricular and extracurricular activities and not leave the College or move about in the campus until the meetings and functions terminate. Students should realize that punctuality is to be strictly adhered to. Violation of this rule will entail the levy of a fine.
2. Students are expected to conduct themselves in such a manner so as not to bring discredit to the College or to the Staff or to themselves. The reputation of the College depends upon the students, whether in the premises or outside the College campus. The College has ample faith in its Alumni in their loyalty to the College, and their desire to uphold its fair name, standard and tradition. The members of the Teaching Staff are expected to promote high standards of conduct discipline and elegance among the students.
3. The students should dress modestly. The Student's dress should always be in keeping with the tradition of our country and our culture.
4. Members of the Teaching Staff are expected to set the best example for the students in the matter of dress, courtesy, polished behaviour, punctuality and discipline.

5. It is expected that students will be courteous and gracious to the members of the Staff, members of the Governing Body, distinguished visitors and invitees to the College. They should greet them when they meet them even if they do not know them. They should stand, as a mark of respect, when the teachers and visitors enter a class or reading room or when they approach to speak to them.
6. No vehicles are permitted within the College campus after 7.00 p.m.
7. Students and the staff are not allowed to address any authority in a body. Individual representation will be heard by the authorities, only if they are made through the proper channel. Combined action is subversive of good order and discipline. Any breach of this rule will be severely dealt with.
8. No outsider shall be invited to any function or meeting within the College campus by any student or group of students or the College Union without the previous permission of the Principal obtained in writing. No outsider will be permitted to enter into the College unless he/she is permitted by the Principal or under the order of the Management.
9. A collective fine will be levied against students if they indulge in writing on the walls, staircases or any common place of resort, or windows or door shutters so as to disfigure or dirty them.
10. Students are warned not to carry within the College Campus any kind of gadgets such as mobile phones and accessories, tablets and laptops, etc.
 - a) Strict action will be taken against students carrying mobile phones to the College.
 - b) In particular, if any student is found using a mobile phone or tablet, laptop or other electronic gadget during the class hours, the gadget will be confiscated and will not be returned.
 - c) However, for use in particular projects, related to their studies and academic work, students may be permitted to bring tablet, laptop with the specific permission of their Head of the Department for a specified number of days.
11. Any misbehaviour on the part of the students or failure or negligence of duty by the Staff will entail severe disciplinary action.

26. CALENDAR 2024- 2025

NUMBER OF WORKING DAYS

ODD SEMESTER

MONTH	NUMBER OF WORKING DAYS
June	10
July	25
August	23
September	22
October	23
November	02
Total	105

EVEN SEMESTER

MONTH	NUMBER OF WORKING DAYS
December	24
January	21
February	22
March	23
April	10
Total	100

JUNE - 2024			
Date	Day	Particulars	No. of Working Days
01	Saturday		-
02	Sunday		-
03	Monday		-
04	Tuesday		-
05	Wednesday		-
06	Thursday		-
07	Friday		-
08	Saturday		-
09	Sunday		-
10	Monday		-
11	Tuesday		-
12	Wednesday		-
13	Thursday		-
14	Friday		-
15	Saturday		-
16	Sunday		-

Education is the key to unlock the golden door of freedom. – George Washington Carver

JUNE - 2024			
Date	Day	Particulars	No. of Working Days
17	Monday	EID-UZ-ZUHA	-
18	Tuesday		-
19	Wednesday	College Reopens for II, III Year U.G. and II Year P.G.	1
20	Thursday		2
21	Friday		3
22	Saturday		4
23	Sunday		-
24	Monday		5
25	Tuesday		6
26	Wednesday		7
27	Thursday		8
28	Friday		9
29	Saturday		10
30	Sunday		-
Total number of working days			10

Verily, from the perfection of Islam is that a person leaves what does not concern him. -
Sunan At-Tirmidhi

JULY - 2024			
Date	Day	Particulars	No. of Working Days
01	Monday		11
02	Tuesday		12
03	Wednesday	College Reopens for I Year U.G & Commencement of S.I.P.	13
04	Thursday		14
05	Friday		15
06	Saturday		16
07	Sunday		-
08	Monday		17
09	Tuesday		18
10	Wednesday		19
11	Thursday		21
12	Friday		21
13	Saturday	Second Saturday	-
14	Sunday		-
15	Monday		22
16	Tuesday		23

Hard work beats talent when talent doesn't work hard." – Tim Notke

JULY - 2024			
Date	Day	Particulars	No. of Working Days
17	Wednesday	Muharram	-
18	Thursday	R.I. Orientation for I Year U.G.	24
19	Friday		25
20	Saturday		26
21	Sunday		-
22	Monday	I C.I.A. for II/III Year U.G. & II Year P.G. begins	27
23	Tuesday		28
24	Wednesday		29
25	Thursday		30
26	Friday		31
27	Saturday		32
28	Sunday		-
29	Monday		33
30	Tuesday		34
31	Wednesday		35
Total number of working days			25

A good word is charity - Sahih Bukhari.

AUGUST - 2024			
Date	Day	Particulars	No. of Working Days
01	Thursday		36
02	Friday		37
03	Saturday		38
04	Sunday		-
05	Monday	I C.I.A. for I Year U.G. & I Year P.G. begins	39
06	Tuesday		40
07	Wednesday		41
08	Thursday		42
09	Friday	Mentoring Day	43
10	Saturday	Second Saturday	-
11	Sunday		-
12	Monday		44
13	Tuesday		45
14	Wednesday		46
15	Thursday	INDEPENDENCE DAY	-
16	Friday		47

Success is not final, failure is not fatal: it is the courage to continue that counts.
 – Winston Churchill

AUGUST - 2024			
Date	Day	Particulars	No. of Working Days
17	Saturday		48
18	Sunday		-
19	Monday		49
20	Tuesday		50
21	Wednesday		51
22	Thursday		52
23	Friday		53
24	Saturday		54
25	Sunday		-
26	Monday	Krishna Jayanthi	-
27	Tuesday	II C.I.A. for II/III Year U.G. & II Year P.G. begins	55
28	Wednesday		56
29	Thursday		57
30	Friday		58
31	Saturday		-
Total number of working days			23

He who believes in Allah and the Last Day should either speak good or keep silent
.—Sahih Muslim

SEPTEMBER - 2024			
Date	Day	Particulars	No. of Working Days
01	Sunday		-
02	Monday		59
03	Tuesday		60
04	Wednesday		61
05	Thursday		62
06	Friday		63
07	Saturday	Founder's Day / Vinayaka Chaturthi	-
08	Sunday		-
09	Monday	II C.I.A. for I Year U.G. & I Year P.G. begins	64
10	Tuesday		65
11	Wednesday		66
12	Thursday		67
13	Friday	Mentoring Day	68
14	Saturday	Second Saturday	-
15	Sunday		-
16	Monday		69

The only way to do great work is to love what you do. – Steve Jobs

SEPTEMBER - 2024			
Date	Day	Particulars	No. of Working Days
17	Tuesday	Meelad-un-Nabi	-
18	Wednesday		70
19	Thursday		71
20	Friday		72
21	Saturday	Alumini Reunion Day	73
22	Sunday		-
23	Monday		74
24	Tuesday		75
25	Wednesday		76
26	Thursday		77
27	Friday		78
28	Saturday	Parents Teacher Meeting	79
29	Sunday		-
30	Monday	Last date for Semester fees payment	80
Total number of working days			22

Removing a harmful object from the road is a charity.-Hadith Nabawi

OCTOBER - 2024			
Date	Day	Particulars	No. of Working Days
01	Tuesday		81
02	Wednesday	Gandhi Jayanthi	-
03	Thursday		82
04	Friday		83
05	Saturday		84
06	Sunday		-
07	Monday	Model Examination begins	85
08	Tuesday		86
09	Wednesday		87
10	Thursday	Last date for Examination Fees Payment	88
11	Friday	Ayudha Pooja	-
12	Saturday	Vijaya Dasami	-
13	Sunday		-
14	Monday		89
15	Tuesday	Soft Skill / Skill Based Examinations for I/III Year U.G.	90
16	Wednesday	Value Education / Non Major Elective Examinations for I/II Year U.G.	91

The expert in anything was once a beginner.– Helen Hayes

OCTOBER - 2024			
Date	Day	Particulars	No. of Working Days
17	Thursday		92
18	Friday	End Semester Practical Examination begins	93
19	Saturday		94
20	Sunday		-
21	Monday		95
22	Tuesday		96
23	Wednesday		97
24	Thursday		98
25	Friday		99
26	Saturday		100
27	Sunday		-
28	Monday		101
29	Tuesday		102
30	Wednesday		103
31	Thursday	Deepavali	-
Total number of working days			23

Truthfulness leads to righteousness, and righteousness leads to Paradise.
 –Sahih Bukhari

NOVEMBER - 2024			
Date	Day	Particulars	No. of Working days
01	Friday		104
02	Saturday	Last Working Day	105
03	Sunday		-
04	Monday	End Semester Theory Examination begins	-
05	Tuesday		-
06	Wednesday		-
07	Thursday		-
08	Friday		-
09	Saturday		-
10	Sunday		-
11	Monday		-
12	Tuesday		-
13	Wednesday		-
14	Thursday		-
15	Friday		-
16	Saturday		-

Whoever desires more wealth and a long life should maintain family ties.
-Sahih Bukhari

NOVEMBER - 2024			
Date	Day	Particulars	No. of Working days
17	Sunday		-
18	Monday		-
19	Tuesday		-
20	Wednesday		-
21	Thursday		-
22	Friday		-
23	Saturday		-
24	Sunday		-
25	Monday		-
26	Tuesday		-
27	Wednesday		-
28	Thursday		-
29	Friday		-
30	Saturday		-
Total number of working days			2

The best way to predict your future is to create it. – Abraham Lincoln

DECEMBER - 2024			
Date	Day	Particulars	No. of Working Days
01	Sunday		-
02	Monday	College Reopens	1
03	Tuesday		2
04	Wednesday		3
05	Thursday		4
06	Friday		5
07	Saturday		6
08	Sunday		-
09	Monday		7
10	Tuesday		8
11	Wednesday		9
12	Thursday		10
13	Friday		11
14	Saturday	Second Saturday	-
15	Sunday		-
16	Monday		12

True peace is not merely the absence of tension; it is the presence of justice
 – Martin Luther King, Jr.

DECEMBER - 2024			
Date	Day	Particulars	No. of Working Days
17	Tuesday		13
18	Wednesday		14
19	Thursday		15
20	Friday		16
21	Saturday		17
22	Sunday		-
23	Monday		18
24	Tuesday		19
25	Wednesday	Christmas	-
26	Thursday		20
27	Friday		21
28	Saturday		22
29	Sunday		-
30	Monday		23
31	Tuesday		24
Total number of working days			24

If you want to see the true measure of a man, watch how he treats his inferiors, not his equals. - J. K. Rowling

JANUARY - 2025			
Date	Day	Particulars	No. of Working Days
01	Wednesday	New Year's Day	-
02	Thursday		25
03	Friday		26
04	Saturday		27
05	Sunday		-
06	Monday	I C.I.A. for U.G. & P.G. begins	28
07	Tuesday		29
08	Wednesday		30
09	Thursday		31
10	Friday	Mentoring Day	32
11	Saturday	Second Saturday	-
12	Sunday		-
13	Monday		33
14	Tuesday	Pongal	-
15	Wednesday	Thiruvalluvar Day	-
16	Thursday	Uzhavar Thirunal	-

There is no greatness where there is no simplicity, goodness and truth - Leo Tolstoy

JANUARY - 2025			
Date	Day	Particulars	No. of Working Days
17	Friday		34
18	Saturday		35
19	Sunday		-
20	Monday		36
21	Tuesday		37
22	Wednesday		38
23	Thursday		39
24	Friday		40
25	Saturday		-
26	Sunday	Republic Day	-
27	Monday		41
28	Tuesday		42
29	Wednesday	Sports Day	43
30	Thursday		44
31	Friday		45
Total number of working days			21

Learn from yesterday, live for today, hope for tomorrow. The important thing is not to stop questioning – Albert Einstein

FEBRUARY - 2025			
Date	Day	Particulars	No. of Working Days
01	Saturday		46
02	Sunday		-
03	Monday		47
04	Tuesday	Charisma	48
05	Wednesday	Charisma	49
06	Thursday	R.I. Annual Examination	50
07	Friday		51
08	Saturday	Second Saturday	-
09	Sunday		-
10	Monday		52
11	Tuesday	Thaiposam	-
12	Wednesday	II C.I.A. for U.G. & P.G. begins	53
13	Thursday		54
14	Friday		55
15	Saturday		56
16	Sunday		-

All of us do not have equal talent. But, all of us have an equal opportunity to develop our talents – APJ Abdul Kalam

FEBRUARY - 2025			
Date	Day	Particulars	No. of Working Days
17	Monday	Mentoring Day	57
18	Tuesday		58
19	Wednesday		59
20	Thursday	R.I. Annual Function	60
21	Friday		61
22	Saturday		62
23	Sunday		-
24	Monday		63
25	Tuesday		64
26	Wednesday		65
27	Thursday	College Day	66
28	Friday	Last date for semester fees payment	67
Total number of working days			22

Kindness is a mark of faith, and whoever is not kind has no faith – Prophet Muhammad (peace be upon him)

MARCH - 2025			
Date	Day	Particulars	No. of Working Days
01	Saturday	Parents Teacher Meeting	68
02	Sunday		-
03	Monday		69
04	Tuesday		70
05	Wednesday	Last date of Examination fees payment	71
06	Thursday		72
07	Friday		73
08	Saturday	Second Saturday	-
09	Sunday		-
10	Monday	Model Examination begins	74
11	Tuesday		75
12	Wednesday		76
13	Thursday		77
14	Friday		78
15	Saturday		79
16	Sunday		-

Seek knowledge from the cradle to the grave – Prophet Muhammad (peace be upon him)

MARCH - 2025			
Date	Day	Particulars	No. of Working Days
17	Monday	Soft Skill / Skill Based Examinations for I / III Year U.G.	80
18	Tuesday	Environmental Studies / Non Major Elective Examinations for I/II Year U.G.	81
19	Wednesday		82
20	Thursday		83
21	Friday		84
22	Saturday		85
23	Sunday		-
24	Monday		86
25	Tuesday		87
26	Wednesday	End Semester Practical Examination begins	88
27	Thursday		89
28	Friday		90
29	Saturday		-
30	Sunday	Telugu New Year's Day	-
31	Monday	EID-UL-FITR	-
Total number of working days			23

Those who forgive and overlook are rewarded by Allah. – Quran 42:40

APRIL - 2025			
Date	Day	Particulars	No. of Working Days
01	Tuesday		91
02	Wednesday		92
03	Thursday		93
04	Friday		94
05	Saturday		95
06	Sunday		-
07	Monday		96
08	Tuesday		97
09	Wednesday		98
10	Thursday	Mahavir Jayanthi	-
11	Friday		99
12	Saturday	Second Saturday	-
13	Sunday		-
14	Monday	Tamil New Year's Day	-
15	Tuesday	Last Working Day	100
16	Wednesday	End Semester Theory Examination begins	

The believers are like a single body; if one part suffers, the whole body suffers.
 – Prophet Muhammad (peace be upon him)

APRIL - 2025			
Date	Day	Particulars	No. of Working Days
17	Thursday		-
18	Friday	Good Friday	-
19	Saturday		-
20	Sunday		-
21	Monday		-
22	Tuesday		-
23	Wednesday		-
24	Thursday		-
25	Friday		-
26	Saturday		-
27	Sunday		-
29	Monday		-
29	Tuesday		-
30	Wednesday		-
Total number of working days			10

The key to success is prayer and hard work. – Prophet Muhammad (peace be upon him)

27. PROGRAMME OFFERED (UNDER THE CHOICE - BASED CREDIT SYSTEM)

Undergraduate Programmes B.A. / B.Sc. / B.Com.

Structure of the Degree Programme under the Choice Based Credit System
(Effective from the year 2008-2009)

In the Choice Based Credit System, each course offered in a semester is assigned a certain number of credits, depending on the quantum of work required to be put in by the student. The courses have been designed with a weightage of 2-5 credits / paper. For example, a 5-credit major core theory course involves 5 lecture hours per week. The credit thus indicates the weightage assigned to each course and only if a student passes a course, she will earn the credits assigned to that paper.

At the undergraduate level, a student must necessarily complete a minimum of 140 credits for a Bachelor's degree.

The undergraduate programme has the following components

- Part I - Language - Foundation Course Tamil / Hindi / Urdu / French / Sanskrit
- Part II - Foundation English I Semester - Preliminary English, II Semester - Intermediate English, III Semester - Progressive English, IV Semester - Advanced English
- Part III - Core, Allied, Core Electives / Project
- Part IV -
 - (a) Value Education
 - (b) Soft Skills
 - (c) Environmental Studies
 - (d) Basic Tamil
 - (e) Advanced Tamil
 - (f) Non-Major Elective
 - (g) Skill based subjects
- Part V -
 - (a) Extension Activities
NSS/ NCC / Sports

Part I Language, Part II English and Part III comprising Core, Allied and Core Elective are mandatory courses.

In addition to the core courses, a student should take courses under Part IV (a-g) to obtain the minimum number of 140 credits.

Part V - A student has to compulsorily participate in NSS/NCC/Sports during the first year to earn one credit.

Every Degree Course requires each student to participate in an “OUTREACH” programme and to complete a project which may require the students to go outside the campus in connection with the “OUTREACH’ programme / Project Work.

In addition to the activities mentioned above, all Departments have their own Clubs and Associations.

Non-Major Elective courses are offered to students of other Departments. Students therefore can opt for Non-Major Elective courses offered by the other Departments.

Value Added Courses

All Departments of the College offer Value Added Courses related to their subject to the final year students. These courses will add value to their existing program and enrich their knowledge and enhance their skills for employability.

Additional Credits

A student can earn additional credits by pursuing the following Programmes and activities conducted within or outside college.

Additional Credits to be offered for Internship / Certificate Programmes / Add on Courses / Value added courses / Online courses

The following programmes and activities conducted within or outside the college will account for the Extra Credits other than the minimum credits (140) required to complete the UG course.

Additional Credits:

UG Programme:

S. No.	Criteria	Duration	No. of Credits
1	Internship	15 days	2
2	Internship	30 days	4
3	UGC Sponsored career Oriented Course	One year	4
4	Certificate Course	3 months	2
5	Certificate Course	6 months	3
6	Certificate Course	More than 6 months	5
7	Online Course	-	4
8	Value Added Course	30 hrs	2
9.	Student Research Grant	6 months	3

Project at MRCC through grants

- Extra credits will be allocated on producing the original certificate of the programme undertaken.
- The above extra credits will not be considered for the calculation of CGPA.
- A student shall be permitted to earn a maximum of 20 credits during the course of study.

PG Programme:

S.No.	Criteria	No.of Credits
1.	Paper Publication in Journal / Proceedings	2 per Paper
2.	Paper Presentation in Conference / Seminar	2 per Paper
3.	Compulsory online course one per year	4 per Course
4.	Optional Internship (can be completed in the III semester for a period of 15 days in the month of November)	2
5.	Participation in workshops or National Seminar / International Seminar	1
6.	Student Research Grant	3

- Extra credits will be allocated on producing the original certificate of the programme undertaken.
- The above extra credits will not be considered for the calculation of CGPA.
- A student shall be permitted to earn a maximum of 12 credits during the course of Study.

COURSES OFFERED UNDER UG AND PG

B.A.	Corporate Economics English Tourism and Travel Management
B.Sc.	Mathematics Statistics Microbiology Interior Design and Decor Electronics and Communication Science Computer Science
B.Com.	General Corporate Secretaryship Information Systems Management Honours Accounting and Finance
B.C.A.	
B.B.A.	
M.A.	Corporate Economics
M.Sc.	Mathematics Computer Science Applied Microbiology Physics
M.C.A.	
M.Com.	General Corporate Secretaryship
Ph.D. (Part Time)	Commerce

28. CONTINUOUS INTERNAL ASSESSMENT AND EXAMINATIONS

Students are assessed continuously and Model Examinations are conducted every term. Online progress reports are generated and parents are required to monitor their wards performance. Selection for the Autonomous End Semester Examination will be made on the basis of the following.

- a) Continuous Internal Assessment
- b) Attendance (Minimum 75%)
- c) Conduct and behaviour

The Decision of the Principal will be final.

END SEMESTER EXAMINATIONS (ESE) - RULES & REGULATIONS

The performance of students in all theory and practical examinations will be evaluated through Continuous Internal Assessment (CIA) and End Semester Examinations (ESE). The ratio of weightage given to CIA and End of Semester Examination marks is 30:70 for candidates admitted from the academic year 2021-2022. All the theory and practical examinations of the Under Graduate Courses shall be held both in Odd and Even Semesters of every year. A student is required to obtain 40% marks in End Semester Examinations and 40% marks in the aggregate to be declared having passed the examination.

If a student fails in theory paper, she will have to re-appear for that paper in the subsequent semester as an arrear paper. Every semester examination is considered as a chance to reappear until the students has completed the course. Beyond the minimum duration prescribed for the programme the student may be allowed two years to complete the programme in their original syllabus.

If a student fails in a practical examination in the Odd semester she has to repeat the practical examination in the following Even semester and not wait until the next Odd semester. The same procedure will be followed for the Students failing in the Even Semester Practical Examination also.

The following shall be the break-up of the composition of 30 marks allotted for the purpose of continuous internal assessment.

S.No.	Particulars	Max. Marks
1.	Average of two (2) Class Tests	10 Marks
2.	Model Examination	5 Marks
3.	Self - Study component - Activities / Seminar	10 Marks
4.	Attendance	5 marks
	Total	30 Marks

The basis for assigning / allotting marks for attendance shall be as follows :

Percentage of Actual Attendance	Marks to be awarded
95-100%	5
90-94%	4
85-89%	3
80-84%	2
65-79%	1
Less than 65%	0

Attendance requirement for End Semester Examinations:

Every teacher handling a course is responsible for keeping a record of and calculating the attendance of all students registered for her course (i.e.) attendance is calculated course-wise.

The students are required to have a minimum of 75% of attendance to appear for the End Semester Examinations.

- (i) Students who have attendance between 65% and 74% should pay a condonatuion fee, to appear for the End Semester Examinations.
- (ii) Students who have secured attendance between 50% to 64% are NOT Eligible for condonation of shortage of attendance and such candidates will not be permitted to appear for the End Semester Examination in that Semester but they shall have to pay the condonation fee in the same Semester and will be allowed to proceed to the next semester. They will be permitted to take the missed End Semester Examinations in the following semester as arrear.

- (iii) Students who have secured less than 50% of attendance shall have to repeat the course (by rejoining) after completing the course. Prior permission has to be obtained from the Controller of Examinations, JBAS College.
- (iv) Student with 0% attendance in a semester shall not proceed to the following semester without completing the missed semester.
- (v) In respect of married women students undergoing UG/PG courses, the minimum attendance for condonation (Theory / Practical) shall be relaxed and prescribed as 55% instead of 65% if they conceive during their academic year. Medical Certificate from the Doctor attached to a Government Hospital (D.G.O.) shall be forwarded to the C.O.E. office so that condonation of attendance mentioned under this category can be granted.

MAXIMUM PERIOD FOR COMPLETION OF THE PROGRAMS TO QUALIFY FOR A DEGREE FOR STUDENTS ADMITTED FROM 2018 ONWARDS.

- a. A Student, who for whatever reasons is not able to complete the programme within the normal period (N) or the Minimum duration prescribed for the programme, may be allowed two years period beyond the normal period to clear the backlog to be qualified for the degree. (Time Span= N+2 years for the completion of programme). Beyond the 2 years, the students has to join the course afresh from the I semester.
- b. During the extended period the student shall be considered as a Private Candidate and also not eligible for **RANKING**.

CONCESSIONS FOR DIFFERENTLY - ABLED STUDENTS

1. For students who are mentally disabled, having disability and mental retardation, slow learners, are eligible for the following concessions:

- (i) Part I Foundation course Tamil or any other Language shall be exempted.
- (ii) One - third of the allotted time may be given as extra time for the examination.
- (iii) Leniency in overlooking spelling mistakes, and
- (iv) Scribes for all courses provided if the request is duly certified by the Medical Board of the Government Hospital / General Hospital / District headquarters Hospital and they shall be declared qualified for the degree if they pass the other examinations prescribed for the degree.
- (v) Exemption of Examination fee payment.

Dyslexic students should apply to the University of Madras for grant of exemption and obtain the orders within 30 days from the last day of admission and before the commencement of First Semester Examinations.

FEE PAYMENT FOR ESE:

The examination fees should be paid online twice a year. The dates for payment of exam fee are published in the college calendar.

TIME TABLE FOR ESE :

End Semester Examination time table will be displayed both in the college notice board and in the college website **coe.jbascollege.edu.in**

Students are required to download the hall ticket from the college website one week before the Examination. All instructions are given in detail in the Hall ticket.

PREVENTION OF MALPRACTICE :

The College views Examination malpractice of any kind very seriously. Any student found to be directly or indirectly involved in malpractice of any kind during examinations will be subject to substantial penalties, including being debarred from subsequent appearances. If malpractice is detected during the Semester Examination, the following steps shall be taken:

1. The Committee incharge will analyse the malpractice committed and take necessary action.
2. If the student is found guilty, "Zero" marks will be given for the concerned paper in which the student was found to have committed malpractice during that Semester.
3. Her hall ticket will be seized and she will be debarred from taking all the subsequent examinations during that Semester and marked "Absent".

REVALUATION:

The number of days to apply for revaluation shall be 5 working days commencing from the day after the publication of results.

The last date for applying for a photocopy of the answer scripts is 3 working days from the date of publication of results. The students should collect the same from the C.O.E.'s office the next day. The last date for submitting the application for revaluation is the 7th working day from the date of publication of results.

Revaluation Fee challan and application form may be collected from the Controller of Examinations office.

CONTINUOUS INTERNAL ASSESSMENT (C.I.A.) IMPROVEMENT

C.I.A. Improvement Tests are administered to those students who have passed their End Semester Examinations but have failed to pass the subject for want of a minimum aggregate of 40 marks. C.I.A. Improvement Tests shall be conducted by the concerned Department in the immediately following Semester, so as to enable the students to clear the subject, without their having to write the external examination in the subject.

C.I.A. Improvement Tests may be given in respect of I to V Semesters as long as the students are on the Rolls of the College. The C.I.A. Improvement fee shall be collected as "Arrear Examination Fee"

After the VI semester, such a student who is no longer on the Rolls, shall fill up the C.I.A. Improvement Application form, and obtain the signature of the particular subject teacher and the concerned H.O.D. and pay the C.I.A. Improvement fee after obtaining the challan from the C.O.E.'s office. This process is to be completed within fifteen (15) days of the College reopening.

PENALTY :

A fine of Rs. 50/- (Rupees fifty only) per month to a maximum of Rs. 1000/- (Rupees one thousand only) per Marksheet will be charged for any delay in notifying the errors or discrepancies in the Marksheet or certificate issued to the students beyond ten (10) working days of their receipt of such documents.

ARREAR EXAMINATIONS:

Students who have arrears in examination papers, due to any reason shall be required to appear for these arrears in the succeeding semester on payment of examination fee for each such arrear paper until they actually pass and clear the examination in the prescribed period of study (N+2) years.

INSTANT EXAMINATIONS :

As per the University norms Instant Examinations will be conducted for the final year UG & PG students who have only one arrear in the regular theory papers of the final semester examination.

A student having arrear in any other semester, absent in the current appearance, having arrear in practical or project or indulging in malpractice are not eligible to write the Instant Examinations.

OVERALL PERFORMANCE

CGPA	GRADE	CLASSIFICATION
PG & UG	PG & UG	PG & UG
9.5- 10.0	O+	First Class
9.0 and above but below 9.5	O	Exemplary*
8.5 and above but below 9.0	D++	First Class with distinction *
8.0 and above but below 8.5	D+	
7.5 and above but below 8.0	D	
7.0 and above but below 7.5	A++	First Class
6.5 and above but below 7.0	A+	
6.0 and above but below 6.5	A	
5.5 and above but below 6.0	B+	Second Class
5.0 and above but below 5.5	B	

* Applicable to candidates who have passed the courses prescribed for the programme in the first appearance as per the scheme of examination; otherwise they are eligible for classification only.

Ranks will be awarded under each discipline as decided by the Examination Policy Making Committee.

ADDITIONAL FACILITIES AVAILABLE :

- ⇒ Online verification of genuineness of mark of the students for employment opportunities.
- ⇒ Release of Academic to World Education Services (WES) for verification
- ⇒ Issue of Course Completion Certificate.
- ⇒ Issue of Certificates for Additional Credits earned.
- ⇒ Issue of Transcripts to students on request.

29. INTERNAL QUALITY ASSURANCE CELL (IQAC)

Internal Quality Assurance Cell (IQAC) of our Institution was started in the year 2005. The prime task of IQAC is to develop a conscious and consistent improvement in the overall performance of the College. With the focussed efforts of the IQAC, Our College was accredited with '5 Star' status in the year 1999, with 'A+' grade in 2007 and with an outstanding CGPA of 3.61 (out of 4) at 'A' Grade in 2013. The college was Accredited with A++ Grade with a CGPA of 3.58 on 4 point scale in the 4th Cycle of Accreditation. The IQAC channelized the efforts and measures of our Institution towards Academic Excellence.

The functions of the IQAC are:

- (i) Development of Quality benchmark for various Academic and Administrative Activities of the College.
- (ii) Facilitating the creation of learner-centric environment conducive for quality education.
- (iii) Arrangements for feedback from students, parents and other stakeholders on quality related issues.
- (iv) Dissemination of information on quality related issues.
- (v) Organisation of Seminars and Workshops on quality related themes.
- (vi) Documentation of programmes of College leading to quality improvement.

30. THE ALUMNAE ASSOCIATION

The Alumnae Association of the College consist of all the students and the Graduates of the College who have enrolled themselves as life members. This Association maintains a website where important events are posted. It can be accessed at www.jbasalumnae.edu.in. Outgoing students of the college are enrolled as life members of the Association. The Annual Alumnae Reunion meetings are held to establish contacts with the former students and Alumnae achievers are awarded during these meetings. The Departments of both Forenoon and Afternoon Sessions also organize Departmental Alumnae Meetings annually to reconnect and rejuvenate the ties with their Alumnae.

31. INFRASTRUCTURE - BUILDINGS AND GROUNDS

Nestled within a sprawling 13-acre campus, our college provides a plethora of distinguished edifices:-

Academic and Administrative Structures :

These include the Main Block, Psychology and Commerce Block, English Block, History Block, VTI Block, Computer Science Block, Diamond Jubilee Block and the Administrative Block.

State-of-the-Art Facilities :

Our facilities encompass the Central Library, cutting-edge Laboratories, Multi Disciplinary Research Consultancy Centre, Language Lab.-

Additional Amenities : The campus features an Auditorium, Prayer Hall, Canteen, Faculty Recreation Room, Golden Jubilee Seminar Hall, Visitors Parlour, Book Stall, and a Multi purpose S.I.E.T Pavilion Hall.

Sports and Recreation

Our campus is meticulously designed to foster physical wellness and athletic prowess:-

Swimming Pool: Our campus has a meticulously maintained, standard-sized swimming pool, providing an ideal venue for aquatic training and leisurely swimming.

Gym : The campus features a fully equipped gymnasium, designed to cater to a wide range of fitness needs. This facility supports students in maintaining physical fitness and overall well-being.

Extensive Playgrounds : Our expansive playgrounds accommodate all field games, strategically situated on either side of the Auditorium.

Sports Courts : We provide dedicated spaces for Tennis, Basketball, and Badminton.-

Track Facilities : A 200-metre TURF TRACK is available for track events, encouraging students to actively participate in athletic endeavours.

These facilities collectively advance our mission to deliver a comprehensive educational experience that nurtures both academic and extracurricular excellence.

The College Campus spread over an area of 13 acres contains large buildings viz., Library and Laboratories, the Auditorium-cum-theatre, a Mosque, a Canteen, Faculty Recreation Room, Golden Jubilee Seminar Hall, a Visitors Parlour, a Book Stall and the Sports Pavilion Hall.

Besides these, there is a standard Swimming Pool within the campus. There are extensive play grounds for all field games for the students on either side of the Auditorium and there are extensive quadrangles for open air meetings.

There is a 200 metre TURF TRACK for track events intended specially for women. Students are expected to make full use of it.

32. THE CENTRAL LIBRARY

The College Library is the fulcrum support for the entire range of academic activities is fully equipped and automated with a wide collection of **1,12,894** books and periodicals which is expanded and updated every year. The Library which has an open access system is committed to using technology functions in a networked environment and maintains one server with 42 PCs to support its various operations and services.

Electronic resources such as **NLIST** (National Library and Information Services Infra structure for Scholarly Content), **DELNET** (Developing Library Network), **NDLI** (National Digital Library, India), N number of open access resources for Teaching and Learning, Video lectures through E-Satellite Channel **Swayam Prabha** and also access to the neighbouring Library resources such as **British Council Library** and **University of Madras Library** through **Inter Library Loan (ILL)** are made available to all the Staff and Students.

WORKING HOURS

Week Days 7.55 a.m. - 5.30 p.m.
Vacation 10.00 a.m. - 4.00 p.m.

COLLECTION

Total No. of Books : **1,12,894**
Book bank books : **3,397**
House of Collection : **19,162**
Minor/Major Project – Books (UGC Grant): **437**
Journals : National (print) - **17** & International (print) - **9**
Magazines - **15**
Newspapers - **7**

BORROWERS FACILITY

S.No	Designation	No.of. Books	Period of Issue
1.	Faculty	10	180 days
2.	Research Scholars	3	20 days
3.	PG Students	3	20 days
4.	UG Students	2	15 days
5.	Non-Teaching Staff	5	30 days

LIBRARY SERVICES

The following services are provided by the Central Library: Reference Service, Referral Service, Documentation Service, Computerized Information Storage and Retrieval Service, Newspaper Clippings, Open Air Reading, Internet & WIFI Service, E- Learning Resources, Reprographic Service, Printout Facility, OPAC, Inter Library Loan Service, CAS/SDI, Question bank, Competitive Exam Books section, Own books Reading Section, Bequeathed Books Section, Library Orientation, Best Library user Award & Hands on Training to the Students - MS Office (Free Computer Literacy).

LIBRARY UTILITY

Average number of Users in a day - 300

Average number of Transactions in a day - 150

Average number of Books consulted in a day - 200

33. LABORATORIES

Great care must be taken in handling apparatus. All breakages, damage, loss etc., must be reported to the Staff concerned as soon as they occur. The cost of the breakage, damage and loss will be recovered from the students concerned individually or collectively. These should be brought to the notice of the Principal forthwith. It is the duty of the Staff to conform to this rule strictly. The work tables and sanitary fittings should be kept clean and tidy at all times. In case of breakage of equipments, apparatus, other articles or any property of the college, charges will be collected either individually or collectively from the students as the case may be. The decision of the Principal will be Final in this matter.

34. PRAYER HALL

All Muslim students and Muslim Staff members are expected to pray in the exquisite mosque situated within the campus. The Architecture of the Prayer Hall is unique in the whole country. All Muslim Students and Staff are required to provide themselves with a head cover for use while at prayer. The Prayer Hall is a sacred place for worship. Students are not permitted to use the Prayer Hall for any purpose other than to offer prayers.

35. ISLAMIC LIBRARY

Under the auspices of the Southern India Education Trust, the Academy of Islamic Research maintains an Islamic Library with a wide collection of nearly 8500 books on all aspects of Islamic History and Culture in Urdu, Arabic, English and Tamil. The staff and students of the Forenoon and Afternoon Session are eligible to become members of the Islamic Library by paying one time fee of Rs.50/- for their tenure in the college.

36. STUDENTS' COUNSELLING CENTRE

The College has a Counselling Centre "Blossom" associated with the Psychology Department. The Centre deals with the students' personal, Interpersonal, Academic and Vocational issues. It also provides growth-oriented training for improving overall mental health and vigour. Students finding themselves in the grip of personal adjustment can seek the help of a well qualified and experienced Counsellor. The Counsellor employs different psychological tools and techniques for identifying and correcting the problem. Various programmes on personality development, problem-solving, conflict resolution, and stress management are conducted at 'Blossom'. The Centre ensures to keep all matters extremely confidential. The service is free and the students can avail themselves of these services during and after the College hours.

37. HEALTH SERVICE

Our Health Clinic provides urgent medical attention to Faculty, Staff and Students. When they are sick, necessary recommendations are prescribed. Yearly health check up is conducted to all the first year students of the Institution. A Physical Examination form for each student filled in by the Physician is filed in the College Office after it has been duly signed by the Doctor.

38. PHYSICAL EDUCATION

Every student of the First year degree class, unless medically exempted, will be required to undergo the course of physical training prescribed by the College. The students who do not attend 75% of the classes will not be eligible to appear for the Semester Examination.

The Programme of Physical Education in the College includes individual and group games like Ball Badminton, Throw Ball, Badminton, Volley Ball,

Basket Ball, Table Tennis, Carrom, Aerobic Programme, Chess, Kabaddi, Khokho, Handball, Cricket and Karate.

Sports quota for Admissions into various courses is available for the District / State / National / International Level Players. They are also eligible for the fee waivers facility. Experienced physical trainers train the students. An exclusive gym facility is available inside the College campus for the fitness of the staff and students.

39. CENTRE FOR WOMEN'S STUDIES (CWS)

The Centre for Women's Studies of Justice Basheer Ahmed Sayeed College for Women is the first UGC Sponsored Centre under the University of Madras and was established in the year 2005. The four cutting edge objectives of the centre are Teaching, Training, Research and Advocacy.

The centre has good Infrastructural facilities and a library with a high quality collection of books on various aspects of Women. The Centre offers two Non-Major Elective papers for the UG Students of the Forenoon session under the OBE System. The centre regularly organizes special lectures, seminars, workshops, conferences, training and gender sensitization programs. The Centre advocates in creating awareness on social legislations, constitutional guarantees, government policies and programmes available for the development and empowerment of women.

40. CAREER GUIDANCE AND PLACEMENT CENTRE (CGPC)

The Centre renders to help students to seek career information. It guides the students to develop a career plan which includes assessing skills and interest, giving inputs about the occupation they seek to pursue. If additional training is required during this process, the students are given information about the different types of training programmes that will best meet their career objectives. The centre provides training for first year, second year and final year students on pre-requisite skills. Various National and Multi-national companies approach the centre for part-time and full-time job opportunities for students who are still pursuing their education and for students who have completed their education. The Career Guidance and Placement Centre thus inculcates in students the awareness of the options available at various stages in their education so as to enable them to choose and be responsible for their future careers.

41. JBAS BUSINESS INCUBATION CENTRE (BIC)

“Convert Your Innovative Ideas to Reality”

The “Business Incubation Centre” is a recent venture of Justice Basheer Ahmed Sayeed College for Women. It commenced in the year August 2019 and aims to nurture and encourage students with innovative business ideas. The goal of this centre is to encourage entrepreneurship among the UG and PG students, research scholars and also to be connected with the alumnae by providing them a platform for developing and encouraging their interest in business assignments.

The aim of this centre is to identify students with innovative skills and creativity and help them at every stage of their initiation process, making their business a successful enterprise. The club lends support to the young and vibrant budding entrepreneurs with creative quest and zeal to become successful entrepreneurs. The students are urged to make use of this laudable initiative by the Management of JBAS College as they are given exposure to intellectual expertise by the Directors and experienced panel members of BIC.

42. MULTI-DISCIPLINARY RESEARCH AND CONSULTANCY CENTRE (MRCC)

The MRCC has been established with the objective of inculcating and developing research spirit among staff and students and to enhance consultancy avenues in the Departments. The Central Instrumentation Centre (CIC) of the MRCC houses sophisticated equipment common to science departments. The CIC caters to staff and students for carrying out tests/experiments from 10 a.m. to 5 p.m. The centre is also open to corporate houses and research scholars for research work at nominal fees. The E-Learning Centre of the MRCC has computer systems with internet connection for accessing online research content for research scholars, staff and students. The centre also provides access to Statistical analysis software. An Intellectual Property Rights Cell also functions within the fold of MRCC. This cell conducts IPR awareness programs and assists faculty with IPR related procedures.

Student Research Grants are given to meritorious Undergraduate and Postgraduate students. The prestigious grant apart from imparting a vibrant research experience comes with a grant letter, additional credits and certificate of completion for socially relevant and innovative projects. The Seed Capital Assistance Scheme and the Financial Assistance for Research Work are aimed at encouraging faculty to scale greater heights in the field of research.

43. STUDENTS ASSOCIATION ACTIVITIES

a. MAJLIS

All students shall be members of the College Council, the object and aim of which is to promote student activities and to develop a sense of loyalty, self-expression, responsibility and self-discipline in the students.

The Management sets apart a certain amount, out of its funds, towards expenses for the activities of the Majlis. The principal will draw the required amount from time to time.

The Principal shall be 'Ex-Officio' President of the Majlis. The students President shall preside over the ordinary meetings of the Students Council. The Governing Body shall be kept informed of all the activities of the college and the Students Council from time to time, much in advance of each activity.

No extraordinary meeting of any College Association or the student Council shall be held and no non-member of the College shall be invited to address any meeting in the College premises without the previous permission of the Principal. Contravention of this rule will be considered a breach of discipline.

The College Management celebrates, for the benefit of the students and for the development of their intellectual and physical capacities the following functions during the academic year in consultation with and under the guidance of the correspondent. Every student shall co-operate in making these functions a success.

1. Independence Day
2. Founder's Day
3. Convocation Day
4. Republic Day
5. Sports Day
6. College Day

On days when the College Management celebrates the functions mentioned above, refreshments will be available only to those students who participate in the function.

Separate fees may be levied for conducting the above activities if so decided upon by the Governing Body.

b. CULTURAL ACTIVITIES

Students are encouraged to participate in debates, music, dance and dramatic competitions held in the college and permitted to participate in other educational institutions.

A Mega Intercollegiate Event 'CHARISHMA' is conducted every year to encourage the artistic talents of the students. Many famous personalities are invited to inaugurate & judge the events. 'Miss Charishma' award is presented to the best performer.

c. EXTRA - CURRICULAR ACTIVITIES

The college is concerned not merely with the academic activities of student's life but it endeavours to assist every student to attain the maximum development of her potentialities and to acquire better poise, self-discipline and a deeper sense of personal and social responsibilities and high standard of health and hygiene. Great emphasis is placed on the cultural, moral and spiritual development of every student and on the fostering of mutual understanding, good habits and friendly relationship. Through the medium of the Student Counsellors, personal relationship is maintained between the Faculty and students for the promotion of the best interest of the students as well as those of the college as an integrated community. The students and the staff will keep this aim constantly before them and every effort should be made to achieve the highest standard in character and performance. There should be no communication gap between the teacher and the taught.

44. CLUBS AND COMMITTEES

a. THE HONOURS CLUB

The Honours Club of JBAS, established in 2010, is the brain child of our respected Former Chairman, Late Janab Moosa Raza Saheb. The club was initiated with the objective of nurturing and promoting reading habit among staff and students. Two book review meetings are conducted every semester by the Honours Club of the Forenoon and Afternoon Sessions. A wide range of books belonging to various genres were reviewed during these meetings. Since 2019, the club activities expanded its horizon to instill the skills of creative and critical thinking among students. Honours club provides a unique platform for the students to develop their oratorical skills. Honours Club aims to promote creativity, originality and artistic writing. Eminent scholars,

professors, writers, editors, orators and illustrious personalities from various walks of life are invited to interact with the students and judge the competitions. The winners of various competitions are honoured with certificates and cash awards.

b. ENVIROCLUB

The motto of Enviroclub is “Nurture Nature, Save Future”. The Enviroclub was the brainchild of our former Principal, Late Dr. Nausheen Dawood and it was started in the year 2005. The main objective of the Enviroclub is to protect and conserve our environment for a sustainable future. All important Environmental Days are commemorated on a regular basis by conducting various programmes. Interdepartmental and Intercollegiate competitions are regularly organized and eminent environmentalists are invited for seminars, workshops etc., to create awareness on current environmental issues.

Every year 5 students from each class are enrolled as Enviroclub members and they are involved in various activities like enhancing the greenery and maintaining the cleanliness of the campus. The students participate in different extension activities in association with various Environmental Organizations, NGOs etc. The Enviroclub conducts Green Audit, Environment Audit and Energy Audit in the campus. The Enviroclub members receive a certificate at the end of their final year for their valuable contributions.

c. BALISE CLUB

(Building Aptitude and Logical Thinking in a Systematic Way with Ease) is a student-organized initiative supported by the placement officer and representatives from the Career Guidance and Placement Centre. The club’s mission is to enhance students’ preparedness for job interviews and other future challenges. Its focus is on developing students’ skills and capabilities, fostering a positive and confident approach to life. BALISE CLUB offers a variety of programs, including public speaking, competitive exam preparation, monthly quizzes, mock interviews, skill assessments, and career-related activities.

d. PASTEUR CLUB

The Pasteur Club of the Department of Microbiology was instituted in the year 2015 to commemorate the contributions of the great scientist and microbiologist Sir Louis Pasteur, the Father of Modern Microbiology with a Motto “Cognizant for a Cause” be aware of health issues for the benefit of the society. It was proposed to initiate the beginning of the multidisciplinary bioscience club for the benefit of students of afternoon session, Justice Basheer Ahmed Sayeed College for Women. Objectives of the club: To inculcate healthy thinking and hygienic practices amongst students of different disciplines, to motivate the student community to care for the society, to promote the basic knowledge of basic medical sciences to all students irrespective of disciplines, to improve the awareness of cause and prevention of various infectious diseases. Highlights of the club- Popularisation of Basic and Applied Medical Sciences. To keep abreast with the recent trends and development in the above mentioned fields. Work with external partners to the benefit of the student's community of JBAS College for Women.

e. LIVEWIRE

Livewire is an online magazine published once a month under the able guidance of the Teacher Coordinators and a committed team of Student editors. It was inaugurated in July 2009 and is also known as online newsletter. It forms a part of the unit of The Papyrus Club, which hosted a website of online newsletter of 296 colleges and 1407 schools across India. The online newsletter was renamed as JBAS online magazine in the Academic year 2015-16. Livewire not only publishes campus news to keep the JBAS community informed of the events of the Institution, but also gives opportunities to students to hone their creative writing skills. The aim of Livewire is to educate, empower and facilitate Journalistic skills among students. Livewire encourages all the members to record the events that take place in the college. It's objectives include nourishing social responsibilities in students by sharing their views through the 'Writers Column'.

f. THE NATIONAL SERVICE SCHEME (NSS)

Education through service is the dimension, the NSS imparts to the student community. The main aim of NSS is to develop the personality of students by involving them in community service. The College provides for 300 student volunteers to enrol themselves under NSS, sponsored by the University of Madras. The volunteers who have served for 2 years and have performed for 240 hours of work are entitled to a certificate from the University of Madras. Regular activities for 120 hours and Annual Special Camp for 120 hours are the regular features of the NSS. The college arranges for the seven day special camp meant for task oriented community service.

g. NATIONAL CADET CORPS (NCC)

The NCC was introduced in the College in the year 1956

The NCC is designed to develop qualities of leadership discipline, character, health and citizenship. It offers the students an opportunity to participate in activities which include drill, parades and camps. It provides service training to youth so as to stimulate their interest in the defense of the country, self discipline and physical health.

The college has an Army wing with a total strength of 104 Cadets and one Officer. The cadets attend the Combined Annual Training camp, Annual Training camp Inter group competitions, Republic day parade camp, Thal sainik camp, Basic leadership training camp, National Integration camp and participate in all ceremonial parades. Students benefit from this activity and are expected to join the National Cadet Corps in large numbers.

Note: The N.C.C. Cadets are required to attend a minimum of 75% of parades and if they fail to attend this minimum, they will be disqualified from appearing for B & C certificate examination.

h. YOUTH RED CROSS (YRC)

The Youth Red Cross' is the most significant constituent of its mother organisation, Indian Red Cross Society. It is group movement organised for the students between 18 and 25 years of age within the Colleges, affiliated to the respective universities.

The aims of YRC are:

- a) Promotion of health and hygiene.
- b) Service to the sick and suffering.
- c) Promotion of national and international friendship.

The interested students of the UG and PG courses are the members of the Youth Red Cross. The students will be made to participate in seminars, training programmes, study camps at the University, State or at the National level.

i. RELIGIOUS INSTRUCTIONS

The RI FORUM aims to nurture the spiritual well being of the Muslim Students. It supplements and complements the Academic studies and provides facilities and opportunities for better understanding of religion and enhances the quality of Interpersonal relationships with high moral standards. The course is directed to build a strong foundation of high moral values for a better understanding of other religions, secular values and peaceful coexistence in the multi-cultural, multi religious and multilingual country of ours. The students are trained them to transmit this understanding for the betterment of the society and nation. Quality of the highest order in every sphere is the aim of the Institution and every effort is made towards that end.

Religious instruction classes are conducted for Muslim students on every Thursday from 2.35 p.m. to 3.15 p.m. by a team of dedicated muslim staff members of the respective Departments and the course culminates with the Annual Examination. During the month of Ramadhan special sermons are held every Thursday by eminent scholars.

Every year an Essay writing competition on "Life and Teachings of Prophet (PBUH)" is conducted in English for Muslim and non- Muslim Students to promote a better understanding of religion. The course and the lectures are compulsory for all Muslim students and staff members.

j. ANTI - RAGGING COMMITTEE

The College has established an Anti-Ragging Committee that operates in accordance with UGC Guidelines. The Committee is headed by the Principal and Vice Principal and ably guided by the senior faculty members and representatives of Students Council. The Committee conducts periodic meetings and close monitoring and ensures that no incidents of ragging takes place in the Institution.

k. STUDENT WELFARE COMMITTEE (SWC)

"Knowledge will bring you opportunity to make a difference" - Claire Fagin

College life is an exciting transition stage from school to adulthood and it serves as a significant stage of one's life. Students Welfare Committee has been started in the year 2018. The committee deals with the welfare of the students, the future leaders by organizing events aimed at improving their social and life skills, campaigning, organising health awareness programmes and representing a variety of issues that students face, enabling them to be responsible and successful in life.

I. STUDENT GRIEVANCE REDRESSAL COMMITTEE (SGRC)

It is good to air a grievance rather than to keep it bottled up. The Grievance Redressal Cell strives to ensure transparency in all college activities and provides students an opportunity to address their grievances. The committee deals with the grievances directly related to the common problems of the students.

Objective of the Grievance Redressal cell are

1. To provide an environment where grievances are expressed without fear or victimisation.
2. To maintain a clear well defined and structured process of grievance redressal.
3. To stipulate the roles and responsibilities of grievance redressal committee.
4. To ensure a fair and speedy redressal of grievances.
5. To ensure effective solution to the students grievances with an impartial and fair approach.

m. INTERNAL COMPLIANTS COMMITTEE (ICC)

The Sexual Harassment Act of Women at workplace (Prevention, Prohibition, Redressal Act, 2013) was introduced to ensure safe working ambience for women and to build enabling work environment that respects right to equality and status of opportunity.

In accordance to this Act, the College has instituted an Internal Compliance Committee which ensures a safe and secure environment. The committee will address to any complaint received in this regard within a reasonable time frame.

n. YOUNG ENTREPRENEURS DEVELOPMENT COUNCIL –YEDC

The Young Entrepreneurs Forum (YEF) was formed in the year 2012 to kindle innovative ideas among students and promote startups. In the year 2021, the college has enrolled with Entrepreneurship Development and Innovation Institute which is run by Department of MSME- Government of Tamil Nadu. The Young Entrepreneur Forum is now merged with the Afternoon Session Entrepreneur Development Cell and has formed 'Young Entrepreneur Development Council'- YEDC with effect from October 2021. The objective of the forum is to equip students with requisite entrepreneurial skills, knowledge and competitiveness, to conduct workshop on entrepreneur awareness and impart skills and behavioural training for problem solving and communication. All undergraduate students from various disciplines both FN & AN session are the members of the YEDC. All activities are planned and decided much ahead by the team of faculty members depending on the need and availability of Resource Person. The YEDC activities include workshops, seminars and hands-on-training.

o. CONSUMER RIGHTS ASSOCIATION (CRA)

Consumer Club of our college recognized as the CONSUMER RIGHTS ASSOCIATION (CRA) was initiated in the year 2009 with a great zeal and dedication in order to create responsiveness among Staff and Students about the consumer rights and responsibilities. The Consumer Rights Association collaborates with various consumer activist groups like Consumers Association of India, Citizen and Civic Action Group and other Voluntary Consumer Organizations and NGOs to create consciousness on consumer rights and also to encourage each and every person to become a smart consumer in order to handle day to day consumer issues. In addition to this, the club conducts seminars and workshops on various topics relating to adulteration issues, awareness on food safety and much more. The objectives of the CRA are to educate students about their rights as a citizen of India under Consumer Protection Act, 2019 and to impart knowledge about real life situations and to enable the students to develop courage to handle consumer grievances.

p. ANTI-DISCRIMINATORY CELL (ADC)

The college has an Anti-Discriminatory cell which believes that any form of discrimination is strictly forbidden and not encouraged in the campus. The main objective of the cell is to protect the interest of students without any prejudice to caste, creed, religion, language, ethnicity and gender. The aim is to eliminate discrimination or harassment against any student in the campus and thereby promote equality among the students. Seminars, talks and competitions are organized to increase awareness among the students with respect to discrimination.

q. ANTI DRUG CLUB

The Anti-Drug Club of the college is committed to ensuring a drug-free campus and fostering a healthy student environment. The club's roles and responsibilities include:

1. Creating an awareness among students about the dangers of drug abuse in college premises
2. Maintaining a drug-free institution and its surroundings.
3. Educating students on the harmful effects of drugs and alcohol.
4. Promoting peer support policies against drug use.

r. COLLEGE MAGAZINE

The College publishes an Annual Magazine titled "EUNOIA" (Beautiful thoughts), every year which consists of the activities of the Department, Clubs, Sports and Extra-curricular activities. It also includes creative expressions contributed by the Students of the College. The Magazine is uploaded in the College Website.

45. DETAILS OF GOVERNMENT SCHOLARSHIPS

S.No.	Name of the Scholarship	Eligibility	Maximum Annual Income
1.	Scholarship B.C. Communities	Belonging to Backward Community	Rs. 1,00,000/-
2.	Free Education Scheme for first girl undergraduate student	Belonging to Backward Class and the candidate should be the First Student in her family	Rs. 1,00,000/-
3.	Free Education Scheme for Most Backward Community Student	Belonging to MBC Community	No Income Limit
4.	Government of India Scholarship for SC / ST Candidates	SC/ST Community	Rs. 1,00,000/-
5.	State Scholarship for SC/ST Students converted to Christianity	SC/ST Converted Christian	Rs. 50,000/-
6.	State Free Education Scheme (Only for SC/ST students)	Special fee and Examination fee scholarships for students who are not eligible for State / Central Government Scholarship	No Income Limit
7.	Moovalur Ramamritham Ammaiyar Pudhumai Penn Scheme. Rs. 1,000/- per month until Graduation is completed	Girls Students should have studied in Govt. Schools from VI to XII Std.	—
8.	National Scholarship Portal (N.S.P.)	Post Matric scholarship Scheme for Minorities not less than 50% mark in beneficial name.	Rs. 2,00,000/-

46. DETAILS OF PRIVATE SCHOLARSHIPS

S.No.	Name of the Scholarship	Eligibility	Amount Sanctioned
1.	BSA Crescent Alumini Association	Applicable to Muslim students who have secured 80% in 12th Board Examination	College fees according to the selected department
2.	Lions Club of Madras Host	School - 75% & above College - 60% & above Annual Income - 2 Lakhs	Rs. 5,000/- per year
3.	Maharani Vidyavathi of Vizianagaram Trust	The Trust scholarship amount is for students belonging to lower income families.	Rs. 15000/-
4.	A.M.M. Foundation	The scholarship is given to meritorious students who have scored more than 80% in their 12th Board Examination. The Scheme is applicable to first generation learners/ single parent or No parent.	Covers full College fees for the entire study period

47. ENDOWMENTS

1. Dr. NAZEER AHMED SAYEED PRIZE ENDOWMENT

1. This Endowment was instituted by Dr. ZaheerAhmed Sayeed in memory of his father, the late Dr NazeerAhmed Sayeed in April 1995.
2. The Endowment shall be known as Dr. Nazeer Ahmed Sayeed Prize Endowment.
3. The corpus of the Endowment consists of a sum of Rs. 10,000/-
4. The income derived from the investment is to be utilised for the award of a silver medal to the best outgoing student of B.Sc. Computer Science and M.C.A.
5. The Prize is to be awarded on the Convocation Day.

2. SHAIK ADAM SCHOLARSHIP AND S.S. KHAJA MOHIDEEN AND A.S.FATHIMA KHAJA RESEARCH ENDOWMENT

1. The above endowment was created by Dr.Shareefa Talha Former Vice Principal J.B.A.S. College for Women on behalf of her nephew and

niece Shaik Jafar Ali Khaja and Abeeda Khaja Mohammed in the name of their parents.

2. The Endowment will be called "Shaik Adam Scholarship and S.S. Khaja Mohideen and A.S.Fathima Khaja Research Endowment
3. The Corpus of the Endowment consists of a sum of Rs.3,00,000 and Rs.2,00,000 respectively.
4. The income derived from the Endowment shall be utilized for awarding two deserving Muslim students studying B.Sc. Computer Science and one student studying P.G or M.Phil and carrying out research work every year.

3. BEGUM AASIYA MEHKARI SCHOLARSHIP ENDOWMENT

1. This Endowment was founded by Mr. Moosa Raza, Chief Secretary Jammu & Kashmir and former Secretary, Government of India, in memory of his late mother Begum Aasiya Mehkari in February 2000.
2. The Endowment is called Begum Aasiya Mehkari Scholarship Endowment.
3. The corpus of the Endowment consists of a sum of Rs. 25,000/- invested in any scheduled Bank.
4. The income derived from the endowment is utilised for the purpose of awarding one or more scholarships to students hailing from an educationally backward community and studying in Computer Science / Information Technology and related fields.
5. The Executive Council of the SIE Trust shall determine the method and manner of selecting the awardee.
6. The Scholarship is awarded on the College Day.

4. MR. MD. JALALUDDIN KOKAN & AYESHA KOKAN SCHOLARSHIP ENDOWMENT

1. This Endowment was created by Dr. Nayeem Sheriff, M.D., a citizen of U.S.A. and the daughter of the late Md. Jalaluddin Kokan Saheb & Ayesha Kokan of Madras to perpetuate their memory. The donor is a medical practitioner at Chicago, U.S.A.
2. The corpus of the Endowment consists of a sum of \$ 8,000 or its equivalent in Indian currency.
3. The income derived from the investment is to be utilized for the award of scholarships to deserving Muslim women students either in the Day or in the Evening College.
4. The awardees should be students of degree course in Mathematics (3 from Day College & 3 from Evening College).

5. The award of the scholarship should be Rs. 2000/- per person and can be awarded to one or more students from the income derived from the investment of \$8000/-
6. It shall be competent to the Executive Council, at any time it deems fit and proper, to alter the terms of this Endowment in consultation with the Donor or her authorized representative.
7. The Prize is to be awarded on the College Day.

5. AYESHA ABDUL KHADER SCHOLARSHIP ENDOWMENT

1. This Endowment was instituted by Mr. S.A. Khader in memory of his wife late Mrs. Ayesha Khader in December 2009.
2. The Endowment is called as Ayesha Abdul Khader Scholarship Endowment.
3. The Corpus of the Endowment consists of a sum of Rs. 3,00,000/-
4. The income derived from the investment is to be utilised for the award of scholarship to atleast two underprivileged students studying at the undergraduate level, one from the discipline of Economics either Forenoon or Afternoon session and the other from any other discipline (in either Forenoon or Afternoon session).
5. The scholarship will be awarded to a student starting in her first academic year of college study and will be continued till the third year of the degree course in the college.

6. SHRI SULTAN CHAND MEMORIAL PRIZE ENDOWMENT FUND

1. This endowment is instituted by Shri Sultan Chand Trust for the award of semester wise scholarship.
2. The name of the endowment shall be called "Shri Sultan Chand Memorial Prize endowment Fund".
3. This endowment consists of a sum of Rs. 80,000/- to be placed in Fixed Deposit for 12 months in Public Sector Bank yielding interest income payable on quarterly basis. The Fixed Deposits to be renewed on maturity for 12 months.
4. The interest earned from the Bank Fixed deposit till the declaration of Result of Second and Fourth Semester exam shall be utilized for the award of Prize of Rs. 3600/- during Third and Fifth Semesters.

It shall be utilized for one semester to the student of G.S.A. in Third and Fifth semester beginning. She is to be one who secured the highest percentage of marks, in all the papers(Aggregate of internal and external examinations), in the College in B.B.A. Second and Fourth semester University Examination in the first attempt in the year 2014 - 15.

The Prize amount shall be paid to the Topper student out of interest income by Banker's cheque against stamped receipt.

5. (i) If in Second Semester or Fourth Semester two candidates secure equal

number of marks, the value of the Prize shall be divided equally between them.

(ii) In case the student securing the highest percentage of marks, in B.B.A. Second and Fourth semester University Examination is in receipt of any other Prize or is unwilling to accept this prize, the same shall be awarded to the next eligible candidate strictly by merit.

6. No student shall be eligible for this Prize if she already holds a Prize awarded by Madras University or any other University or the Central Govt. or any state Govt. or a Private Body except fareship.
7. In case student awarded this Prize accepts any other prize! financial assistance from any other source, she shall be required to surrender this Prize and also refund the amount received by her on account of this Prize from the date she accepts the other prize/financial assistance.
8. In case student discontinues studies without valid reasons, the prize also is discontinued immediately.
9. In case the prize falls vacant, it maybe awarded for the residuary period to another eligible student by merit.
10. Any amount accruing from the interest from the endowment and not spent during the Third and Fifth Semester shall be added to the corpus of the Prize Endowment fund,
11. The payment of the prize amount will be made to the student on presentation of certificate to the effect that during the period she was not in receipt of any other prize or financial assistance from any other source.
12. A report of the award of Prize will be furnished to the donor Trust each time. It may contain full name and address of the Topper; Total Marks secured, Paper wise Marks secured, Phone No. (Residential), Title of Books/Authors for B.B.A. used by the Topper.

**7. NOORDEEN POPPAT JAMAL AND
SHAKEROONNISSA POPPAT JAMAL ENDOWMENT**

1. This Endowment is instituted by Mrs. Rashida Jamal Jinnah, Former Alumna of this College in the name of her beloved parents Noordeen Poppat Jamal and Shakeroonnissa Poppat Jamal.
2. The Endowment shall be called as Noordeen Poppat Jamal and Shakeroonnissa Poppat Jamal Endowment.
3. The Endowment fund is of Rs.75,00,000/- (Rupees seventy five lakhs only) and is to be invested in fixed deposit.
4. Out of the interest earned 75% shall be disbursed by way of scholarship and the remaining 25% shall be added to the corpus fund.
5. The interest earned (75%) may be given to two deserving Muslim students of our College to pay their fees and buy books on the basis of merit-cum-

8. ZAHIDA BEGUM ENDOWMENT

1. This endowment is instituted by Dr. Basheer Ahmed Shakir, MD, FAANS, grandson of Late Founder Justice Basheer Ahmed Sayeed.
2. This endowment is known as Zahida Begum Shakir Endowment
3. The corpus of the endowment is Rs. 10,00,000/- (Rupees Ten Lakhs only) and is invested in a nationalized bank so as to yield the best return per annum.
4. Out of the interest earned 75% shall be disbursed by way of scholarship and the remaining 25% shall be added to the corpus fund.
5. The income so realized may be awarded to 6 Muslim students annually to meet the expenses of the tuition fees and books. These students would be the top three of the Department of Computer Science (B.Sc. Computer Science) and top three from Applied Computer Science (B.C.A.) one from each year fo student.
6. The award shall be given on the College Day and the Founder / representative of the Endowment should be intimated accordingly.

48. Time Table
Odd Semester

Hours Days	1	2	3	4	5
I					
II					
III					
IV					
V					
VI					

49. Time Table
Even Semester

Hours Days	1	2	3	4	5
I					
II					
III					
IV					
V					
VI					

50. NOTES