

# SHREE AMIRTHA COLLEGE OF EDUCATION

Accredited with 'B' Grade by NAAC

(Affiliated to Tamil Nadu Teachers Education University, Chennai-97)

NH 7, Salem Road, Pannusamy Nagar,  
Pappinaickenpatty(Po), Namakkal – 637 003

Phone : **83008 39169**

E-mail : [nklamirtha2013@gmail.com](mailto:nklamirtha2013@gmail.com)

Web : [www.shreeamirtha.com](http://www.shreeamirtha.com)



## HANDBOOK & CALENDAR 2018 - 19



College Code  
**11430**

**LEARNING IS A LIFE - LONG PROCESS  
TO TEACH IS TO BE NOBLE**

**SHREE AMIRTHA COLLEGE OF EDUCATION**

**(Accredited by NAAC with 'B' Grade)**

(Recognized by NCTE and)  
(Affiliated to Tamilnadu Teachers Education University,  
Chennai – 600 097)  
NH - 7, Salem Road, Ponnusamy nager,  
Pappinaickenpatty Post,  
Namakkal – 637003.  
Phone: 8300839169.

**PERSONAL MEMORANDUM**

NAME .....ROLL NO .....

COURSE: B.Ed

PEDAGOGICAL SUBJECT.....

FATHER`S NAME ..... OCCUPATION .....

MOTHER`S NAME ..... OCCUPATION .....

HEIGHT .....C.m. WEIGHT ..... Kg

NO. OF SISTER`S/ NO OF BROTHER`S.....

PIN CODE: .....

AADHAR NO...../...../.....

MOBILE NO ..... RESIDENCE PH NO. ....

E - MAIL ID .....

BANK A/C NO. ....BANK PH NO .....

VEHICLE NO. ....LICENCE NO.....

OTHER DETAILS.....

IN CASE OF EMERGENCY PLEASE REPORT TO .....

.....

FATHER`S SIGNATURE

MOTHER`S SIGNATURE

GUARDIAN`S SIGNATURE

STUDENT`S SIGNATURE

### **VISION**

To be a model institutions to produce ideal teachers for fulfilling the future requirements of the students and the society.

### **MISSION**

- To teach all categories of student teachers to their utmost satisfaction.
- To produce the student teachers to deliver their subjects effectively.
- To inculcate the discipline, morality, physical fitness, mental health among the learners. These are the most valuable treasures in Education.
- To mould the learners to be truly responsible citizens of India.
- To develop teachers in the art of voice Modulation and Etiquette.

### **QUALITY POLICY**

We at Shree Amirtha College of Education is a dedicated team, Committed to work constantly for the students` continual improvement in terms of Quality Education, Updated Technical Knowledge, Personality Development and Career Advancements in their fields.

## தமிழ்தாய் வாழ்த்து

நீராரும் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்  
சீராரும் வதனமெனத் திகழ்பரத கண்டமிதில்  
தெக்கணமும் அதிற்சிறந்த திராவிடநல் திருநாடும்  
தக்கசிறு பிறைநுதலும் தரித்தநறுந் திலகமுமே  
அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற  
எத்திசையும் புகழ்மணக்க இருந்தபெருந் தமிழணங்கே!  
தமிழணங்கே!  
உன் சீரிளமைத் திறம்வியந்து செயல்மறந்து  
வாழ்த்துதுமே ! வாழ்த்துதுமே ! வாழ்த்துதுமே !

- மனோன்மணியம் பெ. சுந்தரம்பிள்ளை

## NATIONAL ANTHEM

Jana Gana Mana Adhinayaka Jaya He  
Bharatha Bhagya Vidhatha  
Punjaba Sindhu Gujaratha Marata,  
Dravida Utkala Banga  
Vindhya Himachala Yamuna Ganga  
Uchala Jaladhi Tharanga  
Tava Subha Namae Jage  
Tava Subha Ashisha Mege  
Gahe Tava Jaya Gatha  
Jana Gana Mangala Dayaga Jaya He  
Bharatha Bhagya Vidhatha  
Jaya He! Jaya He! Jaya He!  
Jaya Jaya Jaya Jaya He!

- Rabindranath Tagore

## **STUDENT'S 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

Every one with courtesy”.

“To my country and my people

I pledge my devotion. In their well-being

And prosperity alone lies my happiness”.

## **PROFILE OF OUR TRUST**

V.Ponnusamy Educational and Charitable Trust was established in the month of September 1999 with a Cherished Objective of serving the society in the fields of Education, Health and Industry. It has been administered and run by an elite team of educated members consisting of The Chairman, Dr.P.Selvaraj B. V. Sc., The Secretary Dr. B. Kaviethra Nandhini B.E., M.B.A.,M.S., Ph. D., and Founder Trustee V. Ponnusamy since its inception, the Trust has been involving itself not only in benevolent activities but also for inculcated quality Education through its Educational Institutions namely,

- ❖ Selvam College of Technology – Namakkal – 637 003
- ❖ Selvamm Arts and Science College – Namakkal – 637 003
- ❖ Selvam College of Physical Education – Namakkal – 637 003
- ❖ **Shree Amirtha College of Education – Namakkal – 637 003**
- ❖ Selvam Teacher Training Institute – Namakkal – 637 003
- ❖ Selvam Matriculation Higher Secondary School – Namakkal – 637 002
- ❖ Selvam Higher Secondary School – Mudalaipatti – 637 003
- ❖ Kalaimagal Matriculation School – Mohanur – 637 015.

### **PROFILE OF THE COLLEGE**

Shree Amirtha College of Education started in the academic Year 2005 – 2006 is one of the best Co – educational self-financing college affiliated to Tamil Nadu Teachers Education University, Chennai-97. It has been recognized by the NCTE, Southern Regional Committee, Bangaluru and it is located at NH – 7, Salem Road, Ponnusamy Nagar, Pappinaickenpatty post, six kilometers away from Namakkal. It is housed in a majestic and imposing building with all infrastructural facilities.

### **NCTE RECOGNITION DETAILS**

**Order Nos:** F.TN/SEC/SRO/NCTE/2005-2006/4020 Date: 16.11.2005.

F.SRO/NCTE/APSO3909/B.Ed/TN/2014-15/62341 Date: 11.03.2015.

### **NCTE ACT 2014 COLLEGE ALLOTMENT OF ADMISSION DETAILS**

The College for conducting B.Ed Programme of two years duration with an annual intake of 100 for two basic units from the Academic Year 2015-2016.

### **TNTEU CONTINUATION AFFILIATION DETAILS**

TNTEU/R/Affln-contrn/2009-2010/330 Date: 20.07.2010

TNTEU/R/Affln/Syn-JAN 2017-Item No.25/2017/165 Date: 30.01.2017.

**NAAC ACCREDITATION DETAILS**

**Shree Amirtha College of Education** has been accredited By NAAC with '**B**' Grade  
& **2.84 CGPA** valid from **10<sup>th</sup> December 2014 – 10<sup>th</sup> December 2019.**

**COLLEGE INFORMATION**

College Address	: Shree Amithra College of Education, NH - 7, Salem Road, Ponnusamy nagar, Pappinaickenpatty Post, Namakkal – 637003.
Approval / Affiliation	: The College is recognised by NCTE and Affiliated to Tamil Nadu Teachers Education University, Chennai – 600 097
Chairman	: <b>Dr. P. Selvaraj</b>
Vice Chairman	: <b>Dr.S.Babu</b>
Trustee	: <b>Mrs. Jayam Selvaraj</b>
Secretary	: <b>Dr. B. Kaviethra Nandhini</b>
Principal	: <b>Dr. S. Santhini Devi</b>
Founder Trustee	: <b>V.Ponnusamy</b>
College Phone	: 8300839169
Office Timings	: 9.00 am – 12.45 pm 01.20. pm – 05.00 pm
Nearest Post Office	: Pappinaickenpatty, Namakkal – 637003



**ADMINISTRATIVE OFFICE**

Address : The Principal  
Shree Amithra College of Education,  
NH – 7, Ponnusamy Nagar, Salem Road,  
Pappinaickenpatty (po),  
Namakkal – 637 009

Phone : 90470 11454.

**SECRETARY**

**Dr. B. KAVIETHRA NANDHINI B.E.,M.B.A., M.S.,Ph.D.**

**Cell: 9942099111**

**PRINCIPAL**

**Dr. S. SANTHINI DEVI M.Sc.,M.A., M.Phil.,M.Ed.,M.Phil (Edu) Ph. D(Edu).**

**Cell: 90470 11454**

**TEACHING FACULTY DETAILS**

<b>Sl.No</b>	<b>Name</b>	<b>Qualification</b>	<b>Designation</b>	<b>Staff Approval No</b>
<b>1</b>	<b>Mr. P. Periyasamy,</b>	M.Sc., M.Sc (Psy)., M.Ed.,	Asst. Prof. in Psychology	TNTEU/R/QA/B.Ed/11430/ 2015-16/1825A Date: 28.10.2015
<b>2</b>	<b>Mr. V. Ravi</b>	M.Sc., M.Ed.,	Asst. Prof. in Physical Science	TNTEU/R/QA/B.Ed/11430/ 2015-16/1825A Date: 28.10.2015
<b>3</b>	<b>Mrs. P. Rani</b>	M.A., M.Ed.,	Asst. Prof. in History	TNTEU/R/QA/B.Ed/11430/ 2015-16/1825A Date: 28.10.2015

4	<b>Mr. B.Satheshkumar</b>	D.T.Ed.,M.A., M.Ed.,	Asst. Prof. in Tamil	Applied
5	<b>Mrs. T. Kalavathi</b>	M.A., M.Ed., M.Phil.,	Asst. Prof. in English	TNTEU/R/QA/B.Ed/11430/ 2015-16/1825A Date: 28.10.2015
6	<b>Mr. U. Muthukumar</b>	M.Sc., M.Ed.,	Asst. Prof. in Mathematics	TNTEU/R/QA/B.Ed.& M.Ed.,/11424/2016-17/496 Date:12.04.2016
7	<b>Mr. K. Saravanan</b>	M.Sc., M.Ed., M.Phil.,	Asst. Prof. in Mathematics	TNTEU/R/QA/B.Ed/11430/ 2015-16/1825A Date: 28.10.2015
8	<b>Mrs. S.Panchavarnam</b>	M.Sc., M.Ed.,	Asst. Prof. in Physical Science	Applied
9	<b>Mrs. R. Bhuvana</b>	M.Sc., M.Ed.,	Asst. Prof. in Biological Science	TNTEU/R/QA/B.Ed/11430/ 2015-16/1825A Date: 28.10.2015
10	<b>Mr. A. Selladurai</b>	M.A.,M. Phil., M.Ed., M.Phil (Edu)	Asst. Prof. In History	TNTEU/R/QA/B.Ed/11430/ 2015-16/1825A Date: 28.10.2015
11	<b>Mrs. C. Selvi</b>	M.Com., M.Ed.,M.Phil	Asst. Prof. in Commerce	TNTEU/R/QA/B.Ed/11430/ 2015-16/1825A Date: 28.10.2015
12	<b>Mrs. P. Sasikala</b>	M.Sc., M.Ed.,	Asst. Prof. in Computer Science	Applied
13	<b>Mr.S.Ganesan</b>	M.A.,M.Ed., M.Phil.,	Asst.Prof.in English	TNTEU/R/QA/B.Ed.& M.Ed.,/11424/2016-17/496 Date:12.04.2016
14	<b>Mr. G. Selvaraj,</b>	B.A.,M.P.Ed.,	Asst. Prof. in Physical Education	TNTEU/R/QA/B.Ed/11430/ 2015-16/1825A Date: 28.10.2015
15	<b>Mrs. S. Jesintha</b>	M.F.A.,	Asst. Prof. in Fine Arts	TNTEU/R/QA/B.Ed/11430/ 2015-16/1825A Date: 28.10.2015

**PEDAGOGICAL SUBJECTS**

The college offers B. Ed Programme in the following Subjects in the Academic Year 2018-2019

1. Tamil
2. English
3. Mathematics
4. Physical Science
5. Biological Science
6. Computer Science
7. History
8. Commerce and Accountancy

**ADMISSION COMMITTEE**

<b>Name</b>	<b>Designation</b>	<b>Contact Number</b>
Dr.S.Santhini Devi	Co-Ordinator	90740 11454
Mr.A.Selladurai	Member	98652 15965
Mr.K.Saravanan	Member	90473 00456

**DISCIPLINE COMMITTEE**

<b>Name</b>	<b>Designation</b>	<b>Contact Number</b>
Dr.S.Santhini Devi	Co-Ordinator	90740 11454
Mr.A.Selladurai	Member	98652 15965
Mr.U.Muthukumar	Member	98650 43067

**ANTI-RAGGING COMMITTEE**

<b>Name</b>	<b>Designation</b>	<b>Contact Number</b>
Dr.S.Santhini Devi	Co-Ordinator	90740 11454
Mr.A.Selladurai	Member	98652 15965

**STUDENTS GRIEVANCE CELL**

<b>Name</b>	<b>Designation</b>	<b>Contact Number</b>
Mr.A.Selladurai	Co-Ordinator	98652 15965
Mr.K.Saravanan	Member	90473 00456
Mrs. S.Panchavarnam	Member	70105 81178

**SEXUAL HARASSMENT COMMITTEE**

<b>Name</b>	<b>Designation</b>	<b>Contact Number</b>
Mrs. S.Panchavarnam	Co-Ordinator	70105 81178
Mrs.P.Sasikala	Member	94446 33556
Mr. U. Muthukumar	Member	98650 43067

**PLACEMENT CELL**

<b>Name</b>	<b>Designation</b>	<b>Contact Number</b>
Mr.K.Saravanan	Co-Ordinator	90473 00456
Mr.A.Selladurai	Member	98652 15965
Mrs.T.Kalavathi	Member	97894 98972
Mr.P.Periyasamy	Member	98650 10796

**EXAMINATION COMMITTEE**

<b>Name</b>	<b>Designation</b>	<b>Contact Number</b>
Mr.U.Muthukumar	Co-Ordinator	98650 43067
Mr.B.Satheskumar	Member	98650 62167
Mr.S.Ganesan	Member	97878 18488

**VARIOUS CLUBS**

**ENVIRONMENT CLUB**

<b>Name</b>	<b>Designation</b>	<b>Contact Number</b>
Mrs.P.Sasikala	Co-Ordinator	94446 33556
Mrs. P.Bhuvana	Member	78117 11761
Mr. V. Ravi	Member	95785 82326

**RED RIBBON CLUB**

<b>Name</b>	<b>Designation</b>	<b>Contact Number</b>
Mr. U. Muthukumar	Co-Ordinator	90473 00456
Mr.G.Selvaraj	Member	97885 46884
Mr.K.Saravanan	Member	90473 00456

**YOUTH RED CROSS**

<b>Name</b>	<b>Designation</b>	<b>Contact Number</b>
Mr.B.Satheshkumar	Co-Ordinator	98652 15965
Mrs. P.Bhuvana	Member	78117 11761
Mr.S.Ganesan	Member	97878 18488

**FINANCE COMMITTEE**

<b>Name</b>	<b>Designation</b>	<b>Contact Number</b>
Mrs.P.Sasikala	Co-Ordinator	94446 33556
Mr.A.Selladurai	Member	98652 15965

**EXTRA CURRICULAR ACTIVITIES COMMITTEE**

<b>Name</b>	<b>Designation</b>	<b>Contact Number</b>
Mr.S.Ganesan	Co-Ordinator	97878 18488
Mrs. S.Panchavarnam	Member	70105 81178
Mrs.P.Sasikala	Member	94446 33556

**INTERNAL QUALITY ASSURANCE CELL**

<b>Name</b>	<b>Designation</b>	<b>Contact Number</b>
Dr.S.Santhini Devi	Chairperson	90470 11454
Mr.K.Saravanan	Co-Ordinator	90473 00456
Mr.A.Selladurai	Member	98652 15965
Mrs. S.Panchavarnam	Member	70105 81178
Mrs.P.Sasikala	Member	94446 33556
Mr. U. Muthukumar	Member	98650 43067
Mr.B.Satheskumar	Member	98650 62167
Mr. S. Ganesan	Member	97878 18488

**DETAILS OF B. ED COURSE**

The course of study shall be for duration of two academic years consisting of 200 working days / curriculum transaction days per year 6 days per week @ 6 hours per day excluding admission and examination days will include teaching practice.

**Annual Distribution of the Courses and Distribution of marks**

**B.Ed I Year**

<b>Theory Courses for First Year</b>				
<b>Serial No</b>	<b>Name of the Course</b>	<b>Marks for Theory</b>	<b>Marks for T&amp;A</b>	<b>Total</b>
Course 1	Childhood and Growing Up	70	30	100
Course 2	Contemporary India and Education	70	30	100
Course 3	Learning and Teaching	70	30	100
Course 4	Language across the Curriculum	35	15	50
Course 5	Understanding Disciplines and Subjects	35	15	50
Course 6	Gender, School and Society	35	15	50
Course 7(a)	Pedagogy of a School subject – Part – I (Methodology)	35	15	50
<b>Sub - Total</b>		<b>350</b>	<b>150</b>	<b>500</b>
<b>Engagement with the Field for First Year</b>				
<b>[Courses of Enhancing Professional Capacities (EPC)]</b>				
Course EPC 1	Reading and Reflecting of Texts	50 Marks		
Course EPC 2	Drama And Art in Education	50 Marks		
Course EPC 3	Critical Understanding of ICT	50 Marks		
<b>Sub – Total</b>		<b>150 Marks</b>		
<b>Grand Total (500+150)</b>		<b>650 Marks</b>		

<b>Theory Courses for Second Year</b>				
<b>Serial No</b>	<b>COURSE NAME</b>	<b>MARKS OF THEORY</b>	<b>MARKS FOR T &amp; A</b>	<b>TOTAL MARKS</b>
Course 7(b)	Pedagogy of a School Subjects –Part II (Content Mastery)			
Course 8	Knowledge and Curriculum	70	30	100
Course 9	Assessment for Learning	70	30	100
Course 10	Creating an Inclusive School	35	15	50
Course 11	<b>Optional Courses: (Any One)</b> 1. Yoga, Health and Physical Education. 2. Environmental Education 3. Values and Peace Education	35	15	50
<b>Sub – Total</b>		<b>210</b>	<b>90</b>	<b>300</b>

Course EPC 4	Understanding the Self	50 Marks
	School Internship	250 Marks
<b>Total Marks</b>		<b>650 Marks</b>

<b>PRACTICAL EXAMINATION: II-YEAR</b>		
<b>Activity No.</b>	<b>Assessment of Teaching Competency</b>	<b>Marks</b>
<b>1.</b>	Teaching Competency Level – I	<b>50</b>
<b>2.</b>	Teaching Competency Level – II	<b>50</b>
	Total	<b>100</b>

<b>PART – B</b>		
<b>Activity No.</b>		<b>Marks</b>
<b>1.</b>	<b>Observation Record Level I</b>	<b>5</b>
<b>2.</b>	Demonstration Record – Level –I	<b>5</b>
<b>3.</b>	Lesson Plan Record– Level – I (30-Lessons plans)	<b>20</b>
<b>4.</b>	Instructional Materials Record – Level – I	<b>10</b>



<b>5.</b>	Test & Measurement Record – Level – I	<b>10</b>
<b>6.</b>	Observation Record – Level – II	<b>5</b>
<b>7.</b>	Demonstration Record – Level –II	<b>5</b>
<b>8.</b>	Lesson Plan Record– Level – II (30-Lessons plans)	<b>20</b>
<b>9.</b>	Instructional Materials Record – Level - II	<b>10</b>
<b>10.</b>	Test & Measurement Record – Level - II	<b>10</b>
<b>11.</b>	Teaching Skills (Mini Teaching) Practice Record	<b>10</b>
<b>12.</b>	Visit to Innovative Schools & Healthy Practices	<b>5</b>
<b>13.</b>	Students Portfolios / CCE Record	<b>10</b>
<b>14.</b>	Reflective Journal – Diary	<b>5</b>
<b>15.</b>	Environment Education Record	<b>10</b>
<b>16.</b>	Community Based Engagement / Skill Development Record	<b>10</b>
	Total	<b>150</b>
	Grant Total (100+150)	<b>250</b>

### WRITTEN EXAMINATIONS

<b>Types of Course</b>	<b>Type of Questions</b>	<b>Marks</b>	<b>Total Marks</b>	<b>Maximum word / page Limits for each question</b>
Full Course	Essay Questions (7 out of 10)	7x10	70	600 words / 5 Pages for each Question
Half a Course	Essay Questions (5 out of 7)	5x7	35	300 words / 3 Pages for each Question

## **RULES AND REGULATIONS**

### **DRESS CODE**

- ❖ All the students should wear College Uniform only.
- ❖ Boys should tuck in their shirts, wear shoes.
- ❖ Girls should wear Uniform Sarees.
- ❖ During the School Internship Programme all the students must wear Uniform only

### **ATTENDANCE / LEAVE**

- ❖ Students are expected to maintain 100% attendance. However, they should maintain a minimum of 85% attendance.
- ❖ Taking leave on health grounds, absence due to participation in co-curricular or extracurricular activities shall be limited to 15% of attendance students should submit the leave letter signed by parents / guardian to the class In-charge before availing leave.
- ❖ On-duty leave for a student is limited to a maximum of 10 days per year. The duty leave may be availed for participating in any competition related to Institution / University like fine arts, sports, paper presentation, project work etc. Students should submit their on-duty leave form duly signed by their principal in advance.
- ❖ Permission to leave the college premises during working hours may be granted only by the principal, recommended by the Staff of the respective class In-charge, on specific request from a student.
- ❖ Sick or unforeseen leave for more than three days should be supported by proper documents and submitted along with the leave letter when he/she returns to the college.
- ❖ Students should get prior permission to bring their own materials or tools inside the college campus for doing academic works and also should get the gate-pass to take back the material.

### **IDENTITY CARD**

- ❖ Every student should wear the identity card (ID) inside the campus.
- ❖ Students who have lost their ID Cards may submit a written request to the principal for a duplicate identity card.

### **PUNCTUALITY**

- ❖ Students must be regular and punctual in attending theory classes and workshops/laboratory sessions.
- ❖ Students should be in their seats 5 minutes before the commencement of classes and observe proper classroom etiquette.

### **CONDUCT AND DISCIPLINE**

- ❖ Students are expected to be highly disciplined and courteous towards the faculty members.
- ❖ They should stand up and greet the faculty members whenever they enter the class room and remain standing until they are asked to occupy their seats.
- ❖ Students are strictly prohibited from smoking and consuming drugs. Those who indulge in such activities will have to face suspension/expulsion.
- ❖ Association meetings should not be organized without the prior written permission from the principal.
- ❖ Students should absent from active participation in political and communal activities.
- ❖ Any student who has been convicted in a court of law will not be allowed to continue in the institution.
- ❖ Cell phone with camera facility is banned inside the college premises. Cell phones are to be switched off inside the campus. If students are found using cell phones inside the academic building, their cell phones will be seized and the students concerned will be suspended.

- ❖ A Disciplinary Committee is constituted to monitor student's discipline effectively. The Committee has the power to call the students involved in untoward incidents, either inside or outside the campus for enquiry and to recommend necessary disciplinary actions.
  
- **Disciplinary actions on students who violate any of the rules will be subjected to one of the following:**
  - i. Payment of fine
  - ii. Suspension from attending classes for a specific Period, the period of suspension being considered as absence.
  - iii. Expulsion from the college.
  
- **Upkeep, Cleanliness and Safety:**
  - ❖ Students must take care of tools, apparatus and instruments etc., given to them and observe safety rules & regulations and cleanliness in laboratories.
  - ❖ Care should be taken in handling the properties of the college and any damage caused carelessly or deliberately will entail disciplinary action and recovery of cost.
  - ❖ Littering the campus in any form by throwing papers or spraying ink on the floor/corridors/staircase/playgrounds are strictly prohibited. Dump all waste materials in the dust bins provided.
  - ❖ Do not scribble on the walls, desks or any college property.
  - ❖ Students are advised to switch off fans, lights and other electrical appliances while leaving the classroom or laboratory.

### **FUNCTIONS AND MEETINGS**

- ❖ Students are advised to participate in all the functions and Meetings conducted inside the institute. They must maintain perfect discipline during the functions.

- ❖ Students should not leave in the middle of the proceedings and they are not be seen in places other than the venue of the meeting.
- ❖ Outsiders should not be invited to any function without the Prior written permission from the Principal.

### **GUIDELINES TO PARENTS / GUARDIANS**

- ❖ Parents meet the Principal / Staff on any working day regarding their wards.
- ❖ Change of address, phone numbers etc., of parents should be promptly intimated to the college in written format.
- ❖ Whenever the presence of parents/ guardians is needed they should present themselves at the college.

#### **Students should obey the following rules strictly:**

- ❖ Everyday students should attend the assembly without fail students should not collect money for any purpose without prior permission from the principal.
- ❖ Any kind of notice should not be circulated by students or passed on anywhere in the college campus without prior permission from the principal.
- ❖ Students are fully responsible for the care of their personal belongings such as books, calculators etc. The college is not responsible for such materials.
- ❖ Students should develop the habit of reading the notices / circulars and other materials displayed on the Notice Board and respond accordingly.
- ❖ Any property found inside the college premises must be handed over to the office with relevant details.
- ❖ Change of address, if any should be intimated to the office immediately.
- ❖ Students should park their vehicles in the space allotted for that purpose.
- ❖ Students should wear Identity Card as long as they are in the college campus.

## **IN ACADEMIC AND DISCIPLINARY MATTERS THE DECISION OF THE PRINCIPAL IS FINAL**

### **Tutors ward system**

Each student is assigned to a staff member called Faculty Advisor for consultation and advice on all matters i.e., academic, personal and social. Students are expected to meet the Faculty Advisor and discuss the progress and problems in studies, co-curricular and extracurricular activities at least once in a month.

Student`s feedback regarding the academic activities is collected in the end of every year and necessary measures are taken based on the feedback to improve the teaching-learning process.

### **Scholarships**

The following scholarship schemes offered by the state Government are applicable to our students also:

- i Adi-Dravidar and Tribal Welfare (state) scholarship
- ii Farmers Scholarship.

### **Hostel**

Hostel accommodation is available separately for Boys and Girls.

### **Visitors' Time**

04.30 PM – 06.00 PM during Working Hours  
10.00 AM – 06.00 PM during Holidays.

## **MESS**

Both Vegetarian and Non – Vegetarian food are served for the hostel students.

### **Mess Timings**

Tea	: 5.30 AM – 6.00 AM
Breakfast	: 8.00 AM – 9.00 AM
Lunch	: 12.40 PM – 1.20 PM
Tea	: 4.30 PM – 5.00 PM
Dinner	: 7.30 PM – 9.00 PM

### **Mess charges will be based on dividing system.**

Members should not demand any special services from the cook or other servants.

The Students who do not pay the mess bill on time will cease to be a member of the students' Residence. The defaulters will be fined Rs.100/- per month after expiring the last date of payment.

## **STUDENTS AMENITIES**

### **CANTEEN**

A tidy, well equipped and furnished canteen is available inside the college premises which offer hygienic and nutritious food to the students from morning to evening at reasonable cost.

### **TRANSPORT**

With a fleet of buses the college administration provides bus facility for staff and students from different parts of the villages.

### **INTERNET FACILITY**

The internet facility is available in the college realizing the consistent usage of the internet by the students and faculty.

## **EXTRA CURRICULAR ACTIVITIES**

### **PHYSICAL EDUCATION**

Sports play a significant role in Shree Amirtha College of Education. With a vision the college has setup a Sports Park with outdoor facilities. The following are the outdoor facilities: Cricket Ground, Foot Ball Ground, Volley Ball Court, Badminton Court and two cricket pitches, Indoor games Carom, Chess and Table Tennis, 400 Meters Track, Hockey Field, GHO-GHO Field, Basket Ball Court, Kabaddi Ground, Hand Ball Court and Tennis Court also provided.

### **LIBRARY**

Library is the treasure house of knowledge opened to academicians and students. The library is fully automated and furnished with a separate Library Block with excellent stock of books, National and International Journals and Magazines.

#### **Working hours of the Library**

**On Working Days            09:00 AM to 5:30 PM**

**On Holidays                10:00 AM to 04:00 PM**

**During Examinations      09:00 AM to 05:30 PM**



**LIST OF HOLIDAYS 2018 - 2019**

<b>MONTH</b>	<b>DATE</b>	<b>INFORMATION</b>
August	15.08.2018	Independence Day
	22.08.2018	Bakrid
September	02.09.2018	Gokulastami
	13.09.2018	Ganesh Chaturthi
	21.09.2018	Muharram
October	02.10.2018	Gandhi Jayanthi
	18.10.2018	Ayudha Pooja & Saraswathi Pooja
	19.10.2018	Vijaya Dhasami
November	06.11.2018	Diwali
	21.11.2018	Milad Un Nabi
January	14.01.2019	Bogi Festival
	15.01.2019	Pongal
	16.01.2019	Uzhavar Thirunal
	17.01.2019	Thiruvalluvar Day
	26.01.2019	Republic Day
April	06.04.2019	Telugu New Year
May	01.05.2019	May Day

**SHREE AMIRTHA COLLEGE OF EDUCATION – NAMAKKAL  
CALENDAR FOR THE ACADEMIC YEAR 2018 - 2019  
JULY - 2018**

Date	Day	Particulars	B.Ed.,	
			II- Year	I-Year
1	Sunday	Holiday	-	-
2	Monday		-	-
3	Tuesday		-	-
4	Wednesday		-	-
5	Thursday		-	-
6	Friday		-	-
7	Saturday		-	-
8	Sunday		-	-
9	Monday	Commencement of Classes for II Year B.Ed .,	1	-
10	Tuesday		2	-
11	Wednesday		3	-
12	Thursday		4	-
13	Friday		5	-
14	Saturday	II Saturday	-	-
15	Sunday	Holiday	-	-
16	Monday		6	-
17	Tuesday		7	-
18	Wednesday		8	-
19	Thursday		9	-
20	Friday		10	-
21	Saturday		11	-
22	Sunday	Holiday	-	-
23	Monday		12	-
24	Tuesday		13	-
25	Wednesday		14	-
26	Thursday		15	-
27	Friday		16	-
28	Saturday		17	-
29	Sunday	Holiday	-	-
30	Monday		18	-
31	Tuesday		19	-
<b>Number of Working Days in this Month - 19</b>				

**SHREE AMIRTHA COLLEGE OF EDUCATION – NAMAKKAL**  
**CALENDAR FOR THE ACADEMIC YEAR 2018 - 2019**  
**AUGUST - 2018**

Date	Day	Particulars	B.Ed.,	
			II- Year	I-Year
1	Wednesday	Commencement of School Internship – for II-Year B.Ed Students	20	1
2	Thursday		21	2
3	Friday		22	3
4	Saturday		-	-
5	Sunday	Holiday	-	-
6	Monday	Commencement of Classes-for I-Year B.Ed Students	23	4
7	Tuesday		24	5
8	Wednesday		25	6
9	Thursday		26	7
10	Friday		27	8
11	Saturday	II – Saturday	-	-
12	Sunday	Holiday	-	-
13	Monday		28	9
14	Tuesday		29	10
15	Wednesday	Independence Day	-	-
16	Thursday		30	11
17	Friday		31	12
18	Saturday		-	-
19	Sunday	Holiday	-	-
20	Monday		32	13
21	Tuesday		33	14
22	Wednesday	Bakrid	-	-
23	Thursday		34	15
24	Friday		35	16
25	Saturday		-	-
26	Sunday	Holiday	-	-
27	Monday		36	17
28	Tuesday		37	18
29	Wednesday		38	19
30	Thursday		39	20
31	Friday		40	21
Total No. of Working Days			<b>19+21=40</b>	<b>21</b>
Number of Working Days in this Month - <b>21</b>				

**SHREE AMIRTHA COLLEGE OF EDUCATION – NAMAKKAL**  
**CALENDAR FOR THE ACADEMIC YEAR 2018 - 2019**  
**SEPTEMBER - 2018**

Date	Day	Particulars	B.Ed.,	
			II- Year	I-Year
1	Saturday		-	-
2	Sunday	Gokulastami Holiday	-	-
3	Monday		41	22
4	Tuesday		42	23
5	Wednesday	Teachers Day Celebration	43	24
6	Thursday		44	25
7	Friday		45	26
8	Saturday	II Saturday	-	-
9	Sunday	Holiday	-	-
10	Monday		46	27
11	Tuesday		47	28
12	Wednesday		48	29
13	Thursday	Ganesh Chaturthi	-	-
14	Friday		49	30
15	Saturday		50	31
16	Sunday	Holiday	-	-
17	Monday		51	32
18	Tuesday		52	33
19	Wednesday		53	34
20	Thursday		54	35
21	Friday	Muharram	-	-
22	Saturday		-	-
23	Sunday	Holiday	-	-
24	Monday		55	36
25	Tuesday		56	37
26	Wednesday		57	38
27	Thursday		58	39
28	Friday		59	40
29	Saturday		60	41
30	Sunday	Holiday	-	-
Total No. of Working Days			<b>40+20=60</b>	<b>21+20=41</b>
Number of Working Days in this Month – 20				

**SHREE AMIRTHA COLLEGE OF EDUCATION – NAMAKKAL**  
**CALENDAR FOR THE ACADEMIC YEAR 2018 - 2019**  
**OCTOBER - 2018**

Date	Day	Particulars	B.Ed.,	
			II- Year	I-Year
1	Monday		61	42
2	Tuesday	Gandhi Jayanthi	-	-
3	Wednesday		62	43
4	Thursday		63	44
5	Friday		64	45
6	Saturday		65	46
7	Sunday	Holiday	-	-
8	Monday		66	47
9	Tuesday		67	48
10	Wednesday		68	49
11	Thursday		69	50
12	Friday		70	51
13	Saturday	II Saturday	-	-
14	Sunday	Holiday	-	-
15	Monday		71	52
16	Tuesday		72	53
17	Wednesday		73	54
18	Thursday	Ayudha Pooja & Saraswathi Pooja	-	-
19	Friday	Vijaya Dhasami	-	-
20	Saturday		-	-
21	Sunday	Holiday	-	-
22	Monday		74	55
23	Tuesday		75	56
24	Wednesday		76	57
25	Thursday		77	58
26	Friday		78	59
27	Saturday		79	60
28	Sunday	Holiday	-	-
29	Monday		80	61
30	Tuesday		81	62
31	Wednesday		82	63
Total No. of Working Days			<b>60+22=82</b>	<b>41+22=63</b>
Number of Working Days in this Month – <b>22</b>				

**SHREE AMIRTHA COLLEGE OF EDUCATION – NAMAKKAL**  
**CALENDAR FOR THE ACADEMIC YEAR 2018 - 2019**  
**NOVEMBER - 2018**

Date	Day	Particulars	B.Ed.,	
			II- Year	I-Year
1	Thursday		83	64
2	Friday		84	65
3	Saturday		85	66
4	Sunday	Holiday	-	-
5	Monday	-	-	-
6	Tuesday	Diwali	-	-
7	Wednesday		86	67
8	Thursday		87	68
9	Friday		88	69
10	Saturday	II – Saturday	-	-
11	Sunday	Holiday	-	-
12	Monday		89	70
13	Tuesday		90	71
14	Wednesday		91	72
15	Thursday		92	73
16	Friday		93	74
17	Saturday		94	75
18	Sunday	Holiday	-	-
19	Monday		95	76
20	Tuesday		96	77
21	Wednesday	Milad Un Nabi	-	-
22	Thursday		97	78
23	Friday		98	79
24	Saturday		99	80
25	Sunday	Holiday	-	-
26	Monday		100	81
27	Tuesday		101	82
28	Wednesday		102	83
29	Thursday		103	84
30	Friday		104	85
Total No. of Working Days			<b>82+22=104</b>	<b>63+22=85</b>
<b>Number of Working Days in this Month – 22</b>				

**SHREE AMIRTHA COLLEGE OF EDUCATION – NAMAKKAL**  
**CALENDAR FOR THE ACADEMIC YEAR 2018 - 2019**  
**DECEMBER - 2018**

Date	Day	Particulars	B.Ed.,	
			II- Year	I-Year
1	Saturday		105	86
2	Sunday	Holiday	-	-
3	Monday		106	87
4	Tuesday		107	88
5	Wednesday		108	89
6	Thursday		109	90
7	Friday		110	91
8	Saturday	II – Saturday	-	-
9	Sunday	Holiday	-	-
10	Monday	Closing of School Internship – for II – Year B.Ed., Students	111	92
11	Tuesday		112	93
12	Wednesday		113	94
13	Thursday		114	95
14	Friday		115	96
15	Saturday		116	97
16	Sunday	Holiday	-	-
17	Monday		117	98
18	Tuesday		118	99
19	Wednesday		119	100
20	Thursday		120	101
21	Friday		121	102
22	Saturday		122	103
23	Sunday	Holiday	-	-
24	Monday	Short Vacation	-	-
25	Tuesday		-	-
26	Wednesday		-	-
27	Thursday		-	-
28	Friday		-	-
29	Saturday		-	-
30	Sunday		-	-
31	Monday		-	-
Total No. of Working Days			<b>104+18=122</b>	<b>85+18=103</b>
Number of Working Days in this Month – <b>18</b>				

**SHREE AMIRTHA COLLEGE OF EDUCATION – NAMAKKAL  
CALENDAR FOR THE ACADEMIC YEAR 2018 - 2019  
JANUARY - 2019**

Date	Day	Particulars	B.Ed.,	
			II- Year	I-Year
1	Tuesday	New Year Celebration	-	-
2	Wednesday		123	104
3	Thursday		124	105
4	Friday		125	106
5	Saturday		126	107
6	Sunday	Holiday	-	-
7	Monday		127	108
8	Tuesday		128	109
9	Wednesday		129	110
10	Thursday		130	111
11	Friday		131	112
12	Saturday	II - Saturday	-	-
13	Sunday	-	-	-
14	Monday	Bogi Festival	-	-
15	Tuesday	Makarsankranti/Pongal	-	-
16	Wednesday	Uzhavar Thirunal	-	-
17	Thursday	Thiruvalluvar Day	-	-
18	Friday		132	113
19	Saturday		133	114
20	Sunday	Holiday	-	-
21	Monday	College Level Sports / Cultural Meet	134	115
22	Tuesday		135	116
23	Wednesday		136	117
24	Thursday		137	118
25	Friday		138	119
26	Saturday	Republic Day	-	-
27	Sunday	Holiday	-	-
28	Monday		139	120
29	Tuesday		140	121
30	Wednesday		141	122
31	Thursday		142	123
Total No. of Working Days			<b>122+20=142</b>	<b>103+20=123</b>
Number of Working Days in this Month – <b>20</b>				



**SHREE AMIRTHA COLLEGE OF EDUCATION – NAMAKKAL  
CALENDAR FOR THE ACADEMIC YEAR 2018 - 2019  
FEBRUARY - 2019**

Date	Day	Particulars	B.Ed.,	
			II- Year	I-Year
1	Friday	Commencement of 4 weeks – Practical Components internship	143	124
2	Saturday		144	125
3	Sunday	Holiday	-	-
4	Monday		145	126
5	Tuesday		146	127
6	Wednesday		147	128
7	Thursday		148	129
8	Friday		149	130
9	Saturday	II – Saturday	-	-
10	Sunday	Holiday	-	-
11	Monday		150	131
12	Tuesday		151	132
13	Wednesday		152	133
14	Thursday		153	134
15	Friday	State Level Sports / Cultural Meet	154	135
16	Saturday		155	136
17	Sunday	Holiday	-	-
18	Monday		156	137
19	Tuesday		157	138
20	Wednesday		158	139
21	Thursday		159	140
22	Friday		160	141
23	Saturday		161	142
24	Sunday	Holiday	-	-
25	Monday		162	143
26	Tuesday		163	144
27	Wednesday		164	145
28	Thursday		165	146
Total No. of Working Days			<b>142+23=165</b>	<b>123+23=146</b>
Number of Working Days in this Month – 23				

**SHREE AMIRTHA COLLEGE OF EDUCATION – NAMAKKAL**  
**CALENDAR FOR THE ACADEMIC YEAR 2018 - 2019**  
**MARCH - 2019**

Date	Day	Particulars	B.Ed.,	
			II- Year	I-Year
1	Friday		166	147
2	Saturday		167	148
3	Sunday	Holiday	-	-
4	Monday		168	149
5	Tuesday		169	150
6	Wednesday		170	151
7	Thursday		171	152
8	Friday		172	153
9	Saturday	II- Saturday	-	-
10	Sunday	Holiday	-	-
11	Monday		173	154
12	Tuesday		174	155
13	Wednesday		175	156
14	Thursday		176	157
15	Friday		177	158
16	Saturday		178	159
17	Sunday	Holiday	-	-
18	Monday		179	160
19	Tuesday		180	161
20	Wednesday		181	162
21	Thursday		182	163
22	Friday		183	164
23	Saturday		184	165
24	Sunday	Holiday	-	-
25	Monday		185	166
26	Tuesday		186	167
27	Wednesday		187	168
28	Thursday		188	169
29	Friday		189	170
30	Saturday		190	171
31	Sunday	Holiday	-	-
Total No. of Working Days			<b>165+25=190</b>	<b>146+25=171</b>
Number of Working Days in this Month – <b>25</b>				

**SHREE AMIRTHA COLLEGE OF EDUCATION – NAMAKKAL**  
**CALENDAR FOR THE ACADEMIC YEAR 2018 - 2019**  
**APRIL - 2019**

Date	Day	Particulars	B.Ed.,	
			II- Year	I-Year
1	Monday		191	172
2	Tuesday		192	173
3	Wednesday		193	174
4	Thursday		194	175
5	Friday		195	176
6	Saturday	Telugu New Year	-	-
7	Sunday	Holiday	-	-
8	Monday		196	177
9	Tuesday		197	178
10	Wednesday		198	179
11	Thursday		199	180
12	Friday	Last working Day for II Year B.Ed.	200	181
13	Saturday	II-Saturday	-	-
14	Sunday	Holiday	-	-
15	Monday		-	182
16	Tuesday		-	183
17	Wednesday		-	184
18	Thursday		-	185
19	Friday		-	186
20	Saturday		-	187
21	Sunday	Holiday	-	-
22	Monday		-	188
23	Tuesday		-	189
24	Wednesday		-	190
25	Thursday		-	191
26	Friday		-	192
27	Saturday		-	193
28	Sunday	Holiday	-	-
29	Monday		-	194
30	Tuesday		-	195
Total No. of Working Days			<b>190+10=200</b>	<b>171+24=195</b>
Number of Working Days in this Month – <b>24</b>				

**SHREE AMIRTHA COLLEGE OF EDUCATION – NAMAKKAL  
CALENDAR FOR THE ACADEMIC YEAR 2018 - 2019  
MAY - 2019**

Date	Day	Particulars	B.Ed.,	
			II- Year	I-Year
1	Wednesday	May Day	-	-
2	Thursday		-	196
3	Friday		-	197
4	Saturday		-	198
5	Sunday	Holiday	--	-
6	Monday		-	199
7	Tuesday	Last working Day for I Year B.Ed	-	200
8	Wednesday		-	-
9	Thursday		-	-
10	Friday		-	-
11	Saturday		-	-
12	Sunday	Holiday	-	
13	Monday			-
14	Tuesday		-	-
15	Wednesday		-	-
16	Thursday			-
17	Friday		-	
18	Saturday		-	-
19	Sunday	Holiday		-
20	Monday		-	-
21	Tuesday		-	-
22	Wednesday			-
23	Thursday		-	-
24	Friday			-
25	Saturday		-	-
26	Sunday	Holiday	-	-
27	Monday	University Theory Examinations Commences for I/II – B.Ed		
28	Tuesday		-	-
29	Wednesday		-	-
30	Thursday		-	-
31	Friday		-	-
Total No. of Working Days				<b>195+05=200</b>
<b>Number of Working Days in this Month – 05</b>				

<b>Summary of Working Days 2018-2019</b>		
<b>Month</b>	<b>I-Year Working Days</b>	<b>II-Year Working Days</b>
<b>July</b>	–	19
<b>August</b>	21	21
<b>September</b>	20	20
<b>October</b>	22	22
<b>November</b>	22	22
<b>December</b>	18	18
<b>January</b>	20	20
<b>February</b>	23	23
<b>March</b>	25	25
<b>April</b>	24	10
<b>May</b>	05	–
<b>Total</b>	<b>200</b>	<b>200</b>

With sincere gratitude,



An average teacher tells,  
A good teacher explains,  
The best teacher demonstrates, and  
The great teacher inspires.

- Dr. K. Reddyantham

