MUTHAYAMMAL POLYTECHNIC INSTITUTION

A UNIT OF VANETRA GROUP | Learn. Lead

(Approved by AICTE,New Delhi & Affiliated to Directorate of Technical Education, Chennai)

(STUDENT)

College Diary & Academic Calendar

2021- 2022

MUTHAYAMMAL POLYTECNIC INSTITUTION

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Calendar for the Academic Year - 2021-2022

August-2021						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September-2021						
S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
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26	27	28	29	30		

October-2021						
S	M	T	W	T	F	S
31					1	2
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November-2021						
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28	29	30				

December-2021						
S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
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January-2022						
S	M	T	W	T	F	S
30	31					1
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February-2022						
S	M	T	W	T	F	S
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27	28					

March-2022						
S	M	T	W	T	F	S
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Apirl-2022						
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May-2022						
S	M	T	W	T	F	S
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29	30	31				

June-2022						
S	M	T	W	T	F	S
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12	13	14	15	16	17	18
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26	27	28	29	30		

July-2022						
S	M	T	W	T	F	S
31					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

PERSONAL DATA

Name : .....

Branch : .....

Roll No. : .....Register No.....

Address : .....

.....

.....

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Phone No. : .....

Blood Group : .....

Savings A/C No. : .....

e-Mail : .....

In Case of Emergency Contact Name / No :.....

Father's Name :.....

Mobile : .....

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Working hours

Details	Timings		Remarks (Duration in Minutes)
First Bell	9:10 Am	-	-
First Period	9:15 Am	10:05 Am	50
Second Period	10:05 Am	10:55 Am	50
Tea Break	10:55 Am	11:05 Am	10
Third Period	11:05 Am	11:55 Am	50
Fourth Period	11:55 Am	12:45 Pm	50
LUNCH Break	12:45 Pm	1:25 Pm	40
Fifth Period	1:25 Pm	2:15 Pm	50
Sixth Period	2:15 Pm	3:05 Pm	50
Tea Break	3:05 Pm	3:15 Pm	10
Seventh Period	3:15 Pm	4:00 Pm	45
Total Duration (Excluding Breaks)			345 Minutes
Buses will leave the campus between			4.10 pm and 4.15 pm

VANETRA MUTHAYAMMAL INSTITUTIONS

Vision

To redefine the scope of higher education by infusing into each of our pursuits, initiatives that will encourage intellectual, emotional, social and spiritual growth, thereby nurturing a generation of committed, knowledgeable and socially responsible citizens.

Mission

- To Ensure State of the world learning experience
- To Espouse value based Education
- To Empower rural education
- To Instill the spirit of entrepreneurship and enterprise
- To Create a resource pool of socially responsible world citizens

Motto

Learn.Lead

Quality Policy

To seek-To strive-To achieve greater heights in Arts & Science, Engineering, Technological and Management Education without compromising on the quality of education.

ABOUT THE COLLEGE

Muthayammal Polytechnic Institution

The year 2010 saw the establishment of the Muthayammal Polytechnic Institution. The institution is one of its kind in the surrounding areas, designed exclusively to encourage vocational and job oriented training for students in technical subjects. The institution has separate infrastructural facilities and a host of other amenities to make it a state of the art learning institution. It offers 6 Diploma Courses in Diploma in Civil, Mech, Auto, EEE, ECE, Computer Engineering

Muthayammal College of Arts & Science

Muthayammal College of Arts & Science embarked on its career towards success in 1994 and still it is relentless to serve the cause of the rural students. By offering courses best suited to the global requirements, the college has acquired a reputation for its unique teaching methodology and holistic approach towards education.

The college offers 17 Undergraduate, 15 Postgraduate, 8 M.Phil and 3 Ph.D programmes catering to the changing needs of the industry. The learning environment in the college brings together the best of infrastructure and human resource enriching the treasure trove of knowledge the students aspire for.

Apart from a well designed curriculum for each subject, the college places equal importance on all-round development of the student. The college sees knowledge assimilation as an opportunity to encourage creative and innovative strategies to mastering the subject.

Muthayammal College of Education

A sound programme of professional education of teachers is essential for the quality improvement of education. Injected by this spirit, Muthayammal Educational and Charitable Trust has launched the Muthayammal College of Education in 2015. Muthayammal College of Education has determined to evolve and implement a programme of Teachers' education that would aim at the integral development of prospective teachers. It also aims at equipping the student - teachers with the competencies requisite for dealing with the current issues of the choices and challenges of student teachers.

HIGHLIGHTS OF THE LEARNING EXPERIENCE

- Highly qualified faculty members with vast experience in teaching
- Well equipped laboratories for each Branch of study.
- Guest Lectures and interactions with visiting faculty for gaining exposure to the core areas of study.
- National Level Seminars attracting Scholars and Research Personnel for sharing knowledge.

CO-CURRICULAR ACTIVITIES

- Special classes for spoken English Collaboration with Alliance Francoise and the British Council to promote the passion for linguistics
- Extra-curricular Activities include Yoga
- NSS activities and encouragement to participate at National Level competitions
- Encouragement to participate in inter-collegiate competitions and host programmes pertinent to the field of study as well as in Sports.
- Encouragement and incentive to students to participate in national level, state level and district level open tournaments.

RULES OF ATTENDANCE

1. Attendance will be marked at the beginning of each hour.
2. No student shall be allowed to absent himself/herself from the college without prior permission.
3. A student who wants to avail leave should inform the staff in charge in the prescribed application form.

4. In case the absence is due to unforeseen cause, the leave application form should be submitted on the first day of the student's return to the college.
5. If a student gets absent for more than three days, he/she should produce a Medical Certificate & must come with their Parents to meet the principal/Dean.
6. A student who absents himself/herself from the class during any hour either in the forenoon or in the afternoon session of a day will be considered absent with or without leave application for half-a-day.
7. No candidate shall be granted certificate of attendance required by the university unless he/she has put in at least 80% of the attendance in physical training classes conducted by the college.
8. Hostlers must submit their leave application forms countersignedby the officials as instructed.
9. If a student informs the HoD & avails leave for one day a month, he/she will not be penalized to pay any fine. Such a leave can be dealt with by the HoDs themselves.
10. Incase a student gets absent for the consecutive second day, the HoDs are at their discretion to decide whether to levie a fine or not taking into account the calibre of the student.

CONDUCT OF STUDENTS

1. Every student should wear neat and tidy dress. It should be modest.

Only on Wednesday colour dress is Permitted Decent dress only Permitted

(Jeans, T.Shirt not Permitted)

2. Every student should wish the teachers while meeting them for the first time in the day within the college premises.

3. When the teacher enters the class room, the students should get up and wish him/her. It is a courtesy to remain standing till the teacher's order.
4. No student shall be allowed to leave the class room without the permission of the teacher.
5. Students should abstain from active participation in party or communal politics.
6. The students should be present in their respective classes at the stroke of the first bell for both in the forenoon and afternoon sessions. They should not roam about either in the verandah or in the open during the working hours.
7. Late comers will be marked absent for the period.
8. Any Parent or guardian who wishes to meet their ward during the class hours shall contact office.
9. Students must ensure cleanliness in the entire campus.
10. Cost of the damage caused to any of the properties of the institution will be recovered with fine from the student or students concerned.
11. Any change in the address, contact phone, mobile numbers of the student should be intimated to the office/class in charge immediately.
12. All notices and circulars intended for the students will be read in the class and displayed in the notice board. The students are bound to have a glance at the notice board regularly.
13. Students who indulge indisciplinary activities will have to face severe punishments like fine, suspension or expulsion.
14. Students should participate in all the functions organized by the college.

15.All the students must make it a regularity that they should be seen with wearing the **ID cards from the very second they enter the college to the second they exit** the premises of the college.

RAGGING – A CRIME

Ragging is an offence and a sin. Unutterable sufferings, woes, agony, torture,insult and humility are meted out to the juniors.Some students perverted may resort to sexual abuse and vulgarity.

Students who are tender-hearted may resort to suicide.Ragging leads to loss of lives.To prevent and prohibit this unlawful and inhuman act,Governments both at the centre and the state have enforced some laws and penalties like heavy fine and imprisonment.

The Supreme Court has directed the educational institutions to hand over the students who indulge in ragging to the local police and enable them to file F.I.R.

Students are advised to obstain from ragging the juniors and treat them with equality and fraternity.

S O Ps of COVID 19

1.Self-discipline is the most important factor to follow without COVID-19 Infection by maintaining social order and hygienic conditions.

2.All students should wear face covers / masks and take all preventive measures.

3.It is important for the students to be physically and mentally fit to handle any exigencies. By remaining fit, they can take care of others also.

4.Discrimination of fellow students in respect of whom there is a history of COVID-19 disease in the family be avoided.

5.The students must inculcate activities that will increase immunity-boosting mechanism which may include exercise, following right food culture, etc.,

6. Students should follow the guidelines, advises and instructions issued by the Government authorities as well as by the college regarding health and safety measures in view of COVID-19 pandemic.

SCHOLARSHIPS

SC/ST and tribal students who possess the following qualifications can apply for State Government scholarships.

1. The annual income of the parents should not exceed `2,50,000/
2. A student is eligible to receive only one type of scholarship.
3. The Tamil Nadu Government has ordered to provide scholarship to the wards of agricultural labourers and of agriculturists under agriculturists-social security and welfare scheme from 22-12-2006.Under the scheme "INDRAGHANDHI FINANCIAL ASSISTANCE" the girl students of I year Diploma courses are awarded the centralgovernment scholarships. They can enjoy this scholarship if they fulfill the following conditions.

She should be the only girl child to her parents and the family.

ACADEMIC SCHOLORSHIP (2021-22)

1. Students Excelling in Academics are offered 25% scholarship during II & III Year.
2. Merit scholarship for Rs.7000/- (one year only) for scored 431 and above marks in S.S.L.C
3. Merit scholarship for Rs.4000/- (one year only) for scored 375 – 430 marks in S.S.L.C.
4. Students Excelling in Sports are offered 25% to 100% scholarship Every Year
5. 25% a year to Differently Abled for 3 years.
6. Girl - Students admitted in Diploma in Mechanical Engineering will be offered a Scholarship of Rs.8000/- per year for three years.
7. Students admitted in the I year Diploma in Civil Engineering (or) in the II year as a lateral entry can avail a Scholarship of Rs.12000/- only once.

8. Students admitted in the I year Diploma in Mech, Auto, EEE, ECE & Computer (or) in the II year as a lateral entry can avail a Scholarship of Rs.8000/- only once.
9. The siblings of our students can avail a fee concession of 25% a year in the Tuition Fees for three years.
10. The students from Kolli Hills will be offered a scholarship of Rs.5000/- only in the first year.
11. The management offers 100% fee concessions in the Tuition Fees for Three years to the wards of the staff who have been in service for more than two years in the Vanetra Muthayammal Institutions.
12. 25% fee concession in the Tuition Fees for Three years will be offered to the Grandchildren of the staff with not less than two years experience in the Vanetra Muthayammal Institutions.

Internal Quality Assurance Cell (IQAC)

The IQAC is meant for planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities of the Institution. It channelizes and systematizes the efforts and measures of an institution towards academic excellence. It is a facilitative and participative organ of the institution. It is a driving force for ushering in quality by working out intervention strategies remove deficiencies and enhance quality.

Research Development and Engagement

Our Research Development and Engagement staff work across multiple units to collaboratively support new research, innovation, technology commercialization and entrepreneurship by providing expertise, counsel, oversight and connection to partners and supporters.

Entrepreneurship Development Cell

The EDC was established in Our Institution to activate students in Entrepreneurial, with the aim of developing and strengthening the entrepreneurial qualities in the budding professionals who are passionate in starting their own start-up/ventures

TRAINING AND PLACEMENT CELL

Besides providing sound education to the students, the management and the staff work with a motto to place students in reputed companies. A placement cell has been activated in the college. It organizes campus interviews. Students are given all possible encouragements to take part in the interviews on and off the campus. It is worth mentioning that a quite a good number of students have succeeded in finding work opportunities at the highly reputed concerns like Brakes India ,Huyndai.

COLLEGE LIBRARY

Rules and Regulations

1. The librarian is incharge of the college library.
2. All the staff and the students of the college are members of the library.
3. The library will function on all working days between 9.00 a.m.and 6.00 p.m.
4. The library consists of four sections: (a)Reference (b)Lending (c)Reading room and (d)Department libraries.
5. Reference section contains Encyclopedia, Dictionaries and other valuable books which are in demand for ready reference .Reference books are meant only for reference and not to be borrowed. Even journals cannot be lent out.
6. Lending section stores all other books except those found in the reference section.
7. Students must Register their ID Card in while entering inside the library and leaving from library.
8. Student should register his/her identity card while borrowing books from the library.
9. A student can keep the book borrowed with him/her for 14 days and a staff for 30 days. Books must be returned to the library on due-date and can be re-borrowed or renewalled for a period of fourteen/thirty days.

10. The librarian may recall any book at any time even before the expiry of the normal period of lending.
11. Students are prohibited from sub-lending the books.
12. Absence from the college will not be ordinarily admitted as an excuse for delay in returning the books on the due date.
13. A student can borrow a book by presenting a filled in prescribed application form at the counter between 12:45 p.m and 1:25 p.m.
14. Books can be returned to the librarian between 9:00 a.m and 5:00 p.m.
15. On receiving the book if any damage is found,the student should report to the librarian therein.Otherwise he/she will be held responsible for any damage detected later.
16. Students are advised to use the library books with due care. If any damage is traced, the student has to face disciplinary action.
17. A book returned to the library should contain the return slip showing the roll number of the student and the catalogue number of the book.
18. If a book is lost, the student shall make a written report of it to the librarian immediately and it should be replaced by a new one on or before the date specified by the librarian. Besides if the principal levies any fine, it should also be paid.
19. Students should not carry any books or printed matter inside the library.
20. Perfect silence and decorum should be maintained in the library.
21. Transfer Certificate or Conduct Certificate will not be issued to a student unless he/she produces "No Dues" Certificate from all the Departments including Library.

Internet Laboratory

- Internet browsing facility is avaliable in the central computer centre.
- Students are facilitated to use this lab even after the class hours

COMMUNICATION LABORATORY

From the academic year 2014-2015 students have been offered ample

training opportunities in the language lab to improve their communication skills in English. Students are facilitated to use this lab even after the class hours.

TRANSPORT FACILITY

Bulk of the student population comprises day scholars. To make it comfortable and convenient for them, the management has taken steps to poly buses to various destinations.

At present we have a fleet of about 84 buses operated for the comfort of the students of Muthayammal Polytechnic Institution.

The table that follows shall make it clear about the routes, bus numbers and the times of departure from different stations and arrival at the college.

Bus Operating Time:

Bus Arrival Time to College : 9:05 AM

Bus Departure time from College between : 4:10 PM and 4.15 PM

For Emergency Contact:

Office superintendent 94861-72437	Security Officer 99655-51437

HOSTEL

Management of Hostels

The hostels are under the direct control of the Principal. He / She is the warden of the hostel and will be assisted by the Deputy Warden and hostel supervisors.

Deputy Warden is in-charge of the student's discipline and day to day functioning of the hostels. Students should get the final approval only from the Deputy Warden for leave or permission. He/She should also take care of the sick students.

Admission

1.Application for admission to the hostel shall be made in the prescribed form. An applicant will be admitted in the hostel with the approval of the Warden / Principal.

2.Every student before he/she is admitted to the hostel must give an undertaking in writing that he/she will submit himself/ herself to any rules/regulations implemented by the authorities. This shall be endorsed by the parent/ guardian in the attached declaration form.

3.At the time of admission, the applicant should remit the fee as prescribed by the college

Accommodation

Hostel accommodation is available for both boys and girls. The rooms are well furnished with tables, cots, fans and bathrooms.

Rules & Regulations

1.Apart from class hours, all inmates should stay in their respective rooms or within the hostel campus at all times.

2.During silence hours (5.35 Am to 7.35 Am & 7.50pm to 9.50 pm) the students should observe Strict silence and engage themselves only in studies.

3.The inmates should get permission from the class in charges while going out of the hostel on leave.

4.The inmates should not stay either in their rooms or within the hostel during the class hours.

5. If any one falls sick, the Deputy Warden should be informed of immediately. Only then the inmate can stay at the hostel during class hours.

6 .The hostel provides both wholesome vegetarian and non vegetarian food.

7 .Mess timings are as follows:

Breakfast : 8:15 am to 8:50 am

Lunch : 12:45 pm to 1:25 pm

Dinner : 7:00 pm to 7:45 pm

8. Monthly mess charges shall be calculated based on the dividing system. It should be paid on or before the 15th of every month. Otherwise a penalty of `100/-will be levied and for a further delay of another month, an additional fine of `200/- will be charged.

9. Reduction will be given only from the fourth day of absence provided the inmate submit their leave application and reduction forms to the Deputy Warden prior to their absence.

10. Study hours will be observed as given below:

Morning :5:35 am to 7:35 am

Evening :7:50 pm to 9:50 pm

11. Students must keep their Identity Cards always with them.

12.Guests are not allowed. However, Parent/Guardian with prior permission from the Deputy Warden may be allowed.

13. Food must not be either carried by the students or supplied by the employees to the rooms.

14. Students should not enter the kitchen and store rooms. They should not give any tips to servants or cooks in the hostel.

15. Members have no right to issue orders to the hostel staff and workers and to interfere with their affairs.

16. Day scholars should not enter the hostels.

17. Smoking , gambling and use of any liquor in the hostel premises are strictly prohibited. It will lead to expulsion from the college.

18. The hostel students must enter the hostel before 6.30 p.m. The hostel gate will be closed at 6.30 p.m. If anybody feels sick, he can get permission from his respective class teacher, take treatment and return to the hostel before 6.30 p.m.. Those who return from their native places should also enter the hostel before 6.30 p.m . Students, who absent themselves from the hostel, must get permission from the Deputy Warden to attend the class when they return.

19. Any damage caused by the inmates to the hostel property will be viewed seriously and they will be fined. The fine would be double the cost of the original. It may be collected either from the individual, if identified or collectively from the inmates of the hostel.

20. Students should not keep transistors, tape records, cell-phones, iron boxes, electric heaters etc., in their rooms.

21. It is the student's responsibility to keep their money and costly things safe. They should lock their rooms during the class hours. The hostel management does not bear any responsibility for the loss of their money or valuable.

22. Personal problems & problems among the inmates, or with the workers should be represented only to the Deputy Warden.

23. The punishment may range from fine to dismissal from the hostel and the college. Hence, all the students are expected to behave in a proper manner.

24. However, the Deputy Warden/Principal is the sole authority to deal with any other situation besides the above-mentioned. The warden's discretion is final in all matters.

25. Telephone facilities are made available in the hostel. The inmates can make use of the facility only to contact their parents / Guardians.

26. All letter correspondence should be made by the inmates only through the Dy.Warden.

27. Visitors should wait only in the Visitor's Hall. They are not permitted to enter any of the rooms in the hostel.

28. Once the inmates are expelled from the hostel for their misbehavior / indisciplinary activities, they will not be re-admitted at any cost.

29. The hostel inmates are asked to submit the leave letters while availing of leave on working days, one to the Deputy Warden and another to the H.O.D concerned.

30. Hostel inmates may be permitted to go home on 1st & 3rd Saturdays. If anybody violates the rules & regulations the following Saturday permissions will not be given.

12 Approaches that are followed by a best student!

1. Set goals. Be sure they are realistic and achievable. Make them small to start.
2. Establish rewards for progress towards yours goals.
3. Expect set-backs and when they happen, re -direct and renew your energy towards your goals. Don't give up.
4. Use the power of positive thinking and believe in yourself. Overcome discouragement.
5. Tell others what you are trying to accomplish and seek support from your well wisher.
6. Learn to say no to options and distractions that discourage you from your goal. Obstacles are what you see when you take your eyes off the goal.
7. Establish routine and regular exercise; meditation, prayer or yoga, even if it is only 15 minutes a day to start. This will help you to cultivate Discipline.

8.Use positive imagery to help you achieve your goals. Imagine yourself as you will be and feel when your goal is achieved.

9.Spend time reflecting or talking to others about what has stopped you from achieving your goals in the past.

10.Post reminders and inspirational quotes in prominent place about what you want to achieve.

11.Get professional help and support to overcome physical or mental roadblocks (depression and anxiety etc.,) and to boost your efforts, no matter how small theymay seem

MAJOR FUNCTION AND PROCESS OWNER LIST - AY 2021 - 22

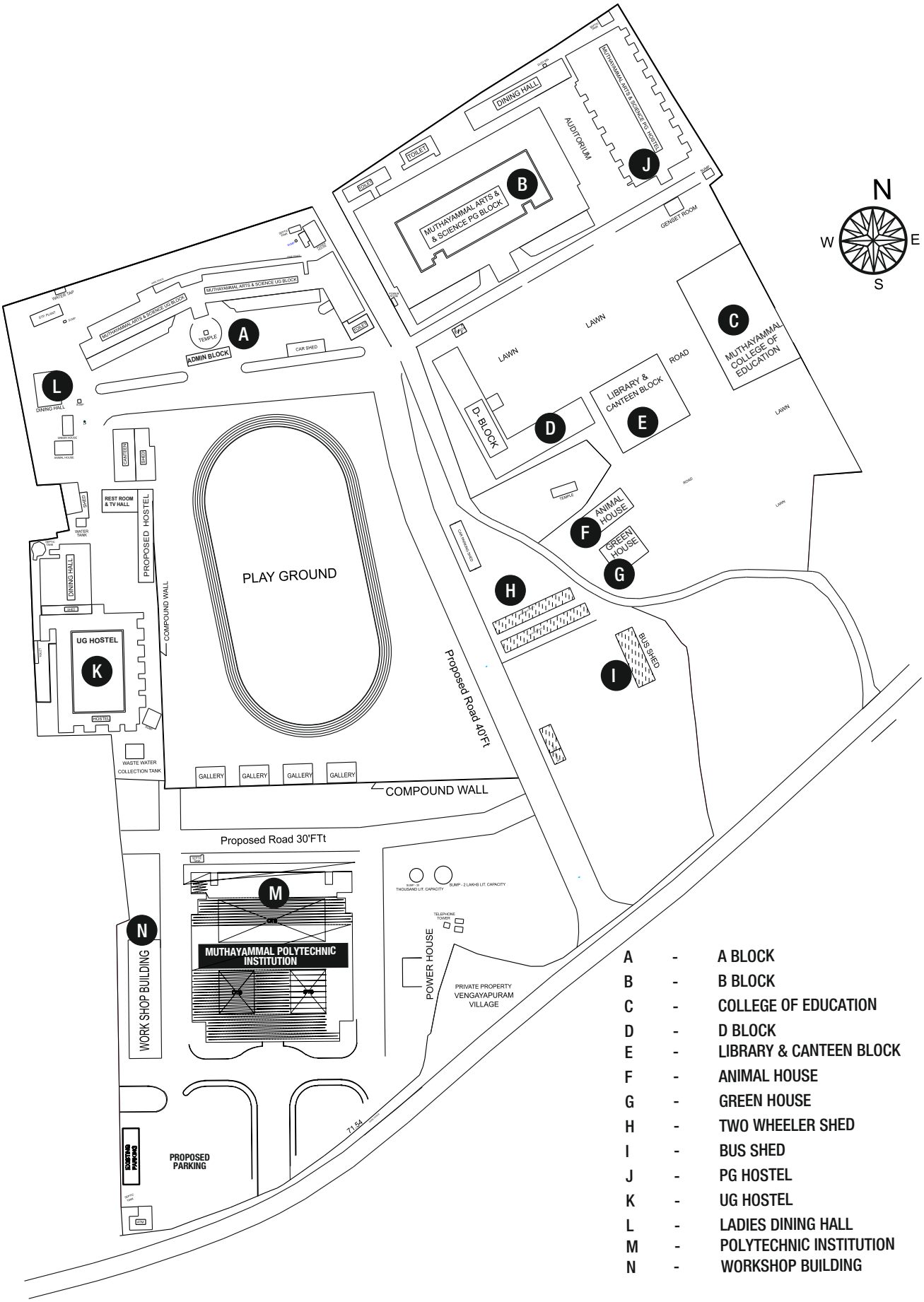
S.No	Major Function	Process Owners Details	
1	Administration - Academic	Balasubramanian S	PRINCIPAL
2	First Year (Basic Sciences)	Prabhu G	HOD
3	Civil Engineering	Aasaithambi P	HOD
4	Mechanical Engineering	Aswin Kumar N	HOD
5	Automobile Engineering	Manikandan K	HOD
6	EEE	Balamurugan M	HOD
7	ECE	Vadivel S	HOD
8	CSE	Raja G	HOD
9	Academic Office Management	Suresh R	OS

Cells & Clubs

1	Research & Development,	Kaviarasan R	Head
2	Internal Quality Assurance Cell	Rajkumar A	Head
3	Placement, Industry Institute Interaction, Communication Cell	Sankar S	Head
4	ICT	Raja G	Coordinator
5	Admission	Gopalakrishnan V	Coordinator
6	Alumni Association	Santhoshkumar T	Coordinator
7	Skill Centre / Value Added	Ranjith Kumar R	Coordinator
8	Asset Management, Academic Infra and Budget	Karthikeyan S	Coordinator
9	Examinations & Evaluation	Vijay Anand R	Coordinator
10	ECO Club, NSS, YRC	Baskar A	Coordinator
11	Women's Forum, Grievance Cell	Sangeetha K	Coordinator
12	Event Management, Fine Arts, Magazine	Velayutham T	Coordinator
13	Transport Management	Balaji A	Coordinator
14	Hostel Management - Boys	Rajkumar A	Coordinator
15	Hostel Management - Girls	Gowthami J	Coordinator
16	Librarian	Gopalakrishnan V	Head
17	Physical Director	Babu S	Head
18	ERP	Sakthivel P	Coordinator
19	Entrepreneurship Development Cell	Aswin Kumar N	Coordinator

MPTI Events 2021-22

S.No	Events Total	Total
1	Alumni Meet	1
2	Independence day	1
3	Teacher's Day	1
4	Republic Day	1
5	Annual Day	1
6	NSS Special Camp	1
7	Achievers Day	1
8	Women's day celebration	1
9	Intramural Athletics & Sports day function	1
10	Innovation Day	1
11	Awards and Rewards	1
12	Blood Donation Camp (National Voluntary Blood Donation Day, Youth Day & YRC Day)	3
13	Campus Interviews	15
14	Department Farewell	7
15	Parents meeting (One per Sem)	14
16	Webinar (One per Sem)	7
17	Seminar (One per Sem)	7
18	HR Interaction (Two per Sem)	14
19	Alumni Interaction (Two per Sem)	14
20	Online Certification Course	7
21	Internship / In plant Training (One per Year)	7
22	Signing of MOU	6
	Grand Total	**112**



A	-	A BLOCK
B	-	B BLOCK
C	-	COLLEGE OF EDUCATION
D	-	D BLOCK
E	-	LIBRARY & CANTEEN BLOCK
F	-	ANIMAL HOUSE
G	-	GREEN HOUSE
H	-	TWO WHEELER SHED
I	-	BUS SHED
J	-	PG HOSTEL
K	-	UG HOSTEL
L	-	LADIES DINING HALL
M	-	POLYTECHNIC INSTITUTION
N	-	WORKSHOP BUILDING

AUGUST 2021				
Date	**Day**	**Schedule**	**Day Order**	**Total No.Of Working Days**
1	Sun	Holiday		***
2	Mon			***
3	Tue	AADI 18th - Holiday		***
4	Wed			***
5	Thur			***
6	Fri			***
7	Sat			***
8	Sun	Holiday		***
9	Mon	Re-Opening - II & III Year - As per DOTE 's Instructions	Mon	1
10	Tue		Tue	2
11	Wed		Wed	3
12	Thur		Thur	4
13	Fri		Fri	5
14	Sat		Mon	6
15	Sun	Independence Day - Holiday	***	***
16	Mon		Tue	7
17	Tue		Wed	8
18	Wed		Thur	9
19	Thur		Fri	10
20	Fri	Muharram - HolidayHoliday	***	***
21	Sat	Holiday	***	***
22	Sun	Holiday	***	***
23	Mon	Last date for Payment of Tuition Fees (Odd Semester)	Mon	11
24	Tue		Tue	12
25	Wed		Wed	13
26	Thur		Thur	14
27	Fri	Last date for submission of application for Institution Transfer / Readmission (III Sem & V Sem) – to DOTE**	Fri	15
28	Sat		Mon	16
29	Sun	Holiday	***	***
30	Mon	Sri Krishna Jayanthi - Holiday	***	***
31	Tue		Tue	17
No.of Holiday : 14		No.of Working Day : 17	Total No.of Working Day : 17	
The best way to predict the future is to create it!				

SEPTEMBER 2021				
Date	**Day**	**Schedule**	**Day Order**	**Total No.Of Working Days**
1	Wed	H R Interaction - Group A	Wed	1
2	Thur		Thur	2
3	Fri	H R Interaction - Group B	Fri	3
4	Sat	Holiday	***	***
5	Sun	Holiday	***	***
6	Mon	Submission of Assignment No. 1	Mon	4
7	Tue		Tue	5
8	Wed	Webinar - Group A	Wed	6
9	Thur	H R Interaction - Group C	Thur	7
10	Fri	Vinayakar Chathurthi - Holiday	***	***
11	Sat	Alumni Interaction - Group D	Fri	8
12	Sun	Holiday	***	***
13	Mon		Mon	9
14	Tue	Commencement of Unit Test – I (II & III Yr)	Tue	10
15	Wed	Webinar - Group B	Wed	11
16	Thur		Thur	12
17	Fri	Alumni Interaction - Group A	Fri	13
18	Sat	Holiday	***	***
19	Sun	Holiday	***	***
20	Mon	Commencement of I Year - As per DOTE 's Instructions	Mon	14
21	Tue	Webinar - Group C	Tue	15
22	Wed	H R Interaction - Group D	Wed	16
23	Thur	Webinar - Group D	Thur	17
24	Fri	Alumni Interaction - Group B	Fri	18
25	Sat		Mon	19
26	Sun	Holiday	***	***
27	Mon	Digital Library Class - II Year	Tue	20
28	Tue	Alumni Interaction - Group C	Wed	21
29	Wed		Thur	22
30	Thur		Fri	23
No.of Holiday : 07		No.of Working Day : 23	Total No.of Working Day : 40	
Today a reader, tomorrow a leader!				

OCTOBER 2021				
Date	**Day**	**Schedule**	**Day Order**	**Total No.Of Working Days**
1	Fri	Seminar - Group D	Mon	1
2	Sat	Ganthi Jayanthi - Holiday	***	***
3	Sun	Holiday	***	***
4	Mon	Commencement of Placement Training	Tue	2
5	Tue	Seminar - Group A	Wed	3
6	Wed	Submission of Record Note - Phase I	Thur	4
7	Thur	Alumni Interaction - Group D	Fri	5
8	Fri	Digital Library Class - II Year	Mon	6
9	sat	Seminar - Group B	Tue	7
10	Sun	Holiday	***	***
11	Mon	Submission of Assignment No. 2 H R Interaction - Group D	Wed	8
12	Tue	Last Date For Payment of Exam Fee Without Fine - All Semesters**	Thur	9
13	Wed	Seminar - Group C	Fri	10
14	Thur	Ayutha Pooja - Holiday	***	***
15	Fri	Vijaya Dasami - Holiday	***	***
16	Sat	Holiday	***	***
17	Sun	Holiday	***	***
18	Mon	Alumni Interaction - Group A	Mon	11
19	Tue	Milad-un-Nabi - Holiday	***	***
20	Wed	Last Date For Payment of Exam Fee With Fine Rs.150/- All Semesters**	Tue	12
21	Thur	Alumni Interaction - Group C	Wed	13
22	Fri	H R Interaction - Group B	Thur	14
23	Sat		Fri	15
24	Sun	Holiday	***	***
25	Mon	Commencement of Unit Test - I (I Yr)	Mon	16
26	Tue	Commencement of Unit Test - II (II & III Yr)	Tue	17
27	Wed	H R Interaction - Group A	Wed	18
28	Thur	H R Interaction - Group C	Thur	19
29	Fri		Fri	20
30	Sat	Alumni Interaction - Group B	Mon	21
31	Sun	Holiday	***	***
No.of Holiday : 10		No.of Working Day : 21	Total No.of Working Day : 61	
If you can dream it, you can do it!				

NOVEMBER 2021				
Date	**Day**	**Schedule**	**Day Order**	**Total No.Of Working Days**
1	Mon		Tue	1
2	Tue	Digital Library Class - II Year	Wed	2
3	Wed	Deepavali - Holiday	***	***
4	Thur	Deepavali - Holiday	***	***
5	Fri	Deepavali - Holiday	***	***
6	Sat	Holiday	***	***
7	Sun	Holiday	***	***
8	Mon	Submission of Assignment No. 3	Thur	3
9	Tue	Submission of Record Note - Phase II	Fri	4
10	Wed	Revision / Coaching	Mon	5
11	Thur		Tue	6
12	Fri	Last Date For Payment of Exam Fee With Fine Rs.750/- All Semesters**	Wed	7
13	Sat		Thur	8
14	Sun	Holiday	***	***
15	Mon	Commencement of Model Exam (II & III Yr)	Fri	9
16	Tue		Mon	10
17	Wed		Tue	11
18	Thur		Wed	12
19	Fri		Thur	13
20	Sat	Holiday	***	***
21	Sun	Holiday	***	***
22	Mon		Mon	14
23	Tue		Tue	15
24	Wed		Wed	16
25	Thur		Thur	17
26	Fri		Fri	18
27	Sat		Mon	19
28	Sun	Holiday	***	***
29	Mon		Tue	20
30	Tue	Commencement of Board Exams – Nov '21** (III Yr)	Wed	***
No.of Holiday : 09		No.of Working Day : 20	Total No.of Working Day : 81	
Today a reader, tomorrow a leader!				

DECEMBER 2021				
Date	**Day**	**Schedule**	**Day Order**	**Total No.Of Working Days**
1	Wed			
2	Thur			
3	Fri			
4	Sat	Holiday	***	***
5	Sun	Holiday	***	***
6	Mon	Commencement of Unit Test - II (I Yr)		
7	Tue	Commencement of Board Exams – Nov '21** (II Yr)		
8	Wed			
9	Thur			
10	Fri			
11	Sat			
12	Sun	Holiday	***	***
13	Mon			
14	Tue			
15	Wed			
16	Thur			
17	Fri			
18	Sat			
19	Sun	Holiday	***	***
20	Mon	Commencement of Model Exam (I Yr)		
21	Tue			
22	Wed			
23	Thur			
24	Fri			
25	Sat	Christmas - Holiday	***	***
26	Sun	Holiday	***	***
27	Mon			
28	Tue			
29	Wed			
30	Thur			
31	Fri			
No.of Holiday : 06		No.of Working Day : 00	Total No.of Working Day : 00	
The secret of getting ahead is getting started!				

JANUARY 2022				
Date	**Day**	**Schedule**	**Day Order**	**Total No.Of Working Days**
1	Sat	New Year's Day - Holiday	***	***
2	Sun	Holiday	***	***
3	Mon	Commencement of Campus Drive		
4	Tue			
5	Wed	Commencement of Board Exams – Nov '21** (I Yr)		
6	Thur	Commencement of Unit Test - II (I Yr)		
7	Fri	Commencement of Board Exams – Nov '21** (II Yr)		
8	Sat			
9	Sun	Holiday	***	***
10	Mon			
11	Tue			
12	Wed			
13	Thur	Pongal - Holiday	***	***
14	Fri	Pongal - Holiday	***	***
15	Sat	Pongal - Holiday	***	***
16	Sun	Pongal - Holiday	***	***
17	Mon	Commencement of Internship Training - II Year		
18	Tue			
19	Wed	Holiday	***	***
20	Thur	Commencement of Model Exam (I Yr)		
21	Fri			
22	Sat			
23	Sun	Holiday	***	***
24	Mon	Commencement of In plant Training - I Year		
25	Tue			
26	Wed	Republic Day - Holiday	***	***
27	Thur			
28	Fri			
29	Sat			
30	Sun	Holiday	***	***
31	Mon	Commencement of Classes - Even Semester	Mon	1
No.of Holiday : 10		No.of Working Day : 01	Total No.of Working Day : 01	
Hold the vision, trust the process!				

FEBRUARY 2022				
Date	**Day**	**Schedule**	**Day Order**	**Total No.Of Working Days**
1	Tue			
2	Wed		Tue	1
3	Thur		Wed	2
4	Fri		Thur	3
5	Sat	Holiday	***	***
6	Sun	Holiday	***	***
7	Mon		Fri	4
8	Tue		Mon	5
9	Wed		Tue	6
10	Thurs	Submission of Internship Training Report - II Year	Wed	7
11	Fri	Science and Engineering Expo & Innovation Day Celebrations	Thur	8
12	Sat		Fri	9
13	Sun		***	***
14	Mon	Last date for Payment of Tuition Fees (Even Semester)	Mon	10
15	Tue		Tue	11
16	Wed		Wed	12
17	Thur		Thur	13
18	Fri		Fri	14
19	Sat	Holiday	***	***
20	Sun	Holiday	***	***
21	Mon		Mon	15
22	Tue		Tue	16
23	Wed	Submission of In plant Training Report - I Year	Wed	17
24	Thur		Thur	18
25	Fri		Fri	19
26	Sat		Mon	20
27	Sun	Holiday	***	***
28	Mon		Tue	21
No.of Holiday : 06		No.of Working Day : 21	Total No.of Working Day : 22	
Work hard in silence, let your success be the noise!				

MARCH 2022				
Date	**Day**	**Schedule**	**Day Order**	**Total No.Of Working Days**
1	Tue	Alumni Interaction - Group D	Wed	1
2	Wed	Submission of Assignment No. 1	Thur	2
3	Thur		Fri	3
4	Fri	H R Interaction - Group A	Mon	4
5	Sat	Holiday	***	***
6	Sun	Holiday	***	***
7	Mon	Commencement of Unit Test - I	Tue	5
8	Tue	Alumni Interaction - Group C	Wed	6
9	Wed	Webinar - Group D	Thur	7
10	Thur		Fri	8
11	Fri		Mon	9
12	Sat	H R Interaction - Group B	Tue	10
13	Sun	Holiday	***	***
14	Mon		Wed	11
15	Tue		Thur	12
16	Wed	Webinar - Group A	Fri	13
17	Thur		Mon	14
18	Fri	Alumni Interaction - Group B	Tue	15
19	Sat	Holiday	***	***
20	Sun	Holiday	***	***
21	Mon	H R Interaction - Group C	Wed	16
22	Tue	Webinar - Group C	Thur	17
23	Wed		Fri	18
24	Thur	Digital Library Class - II Year	Mon	19
25	Fri	Alumni Interaction - Group A	Tue	20
26	Sat		Wed	21
27	Sun	Holiday	***	***
28	Mon	H R Interaction - Group D	Thur	22
29	Tue		Fri	23
30	Wed	Webinar - Group B	Mon	24
31	Thur		Tue	25
No.of Holiday : 06		No.of Working Day : 25	Total No.of Working Day : 47	
Don't limit your challenges. Challenge your limits!				

APRIL 2022				
Date	**Day**	**Schedule**	**Day Order**	**Total No.Of Working Days**
1	Fri	Seminar - Group A	Wed	1
2	Sat	Telugu New Year's Day - Holiday	***	***
3	Sun	Holiday	***	***
4	Mon	Alumni Interaction - Group A	Thur	2
5	Tue	H R Interaction - Group D	Fri	3
6	Wed	Submission of Assignment No. 2I	Mon	4
7	Thur	Last Date For Payment of Exam Fee Without Fine - All Semesters**	Tue	5
8	Fri	Submission of Record Note - Phase I	Wed	6
9	sat	Digital Library Class - II Year	Thur	7
10	Sun	Holiday	***	***
11	Mon	H R Interaction - Group B	Fri	8
12	Tue	Alumni Interaction - Group C	Mon	9
13	Wed	Seminar - Group B	Tue	10
14	Thur	Tamil New year's Day - Holiday	***	***
15	Fri	Good Friday - Holiday	***	***
16	Sat	Holiday	***	***
17	Sun	Holiday	***	***
18	Mon	Last Date For Payment of Exam Fee With Fine Rs.150/- All Semesters**	Wed	11
19	Tue	Commencement of Unit Test - II	Thur	12
20	Wed	H R Interaction - Group A	Fri	13
21	Thur	Alumni Interaction - Group B	Mon	14
22	Fri	Seminar - Group C	Tue	15
23	Sat		Wed	16
24	Sun	Holiday	***	***
25	Mon		Thur	17
26	Tue	H R Interaction - Group B	Fri	18
27	Wed	Alumni Interaction - Group A	Mon	19
28	Thur		Tue	20
29	Fri	Seminar - Group D	Wed	21
30	Sat		Thur	22
No.of Holiday : 06		No.of Working Day : 22	Total No.of Working Day : 69	
H.O.P.E. = Hold On. Pain Ends!				

MAY 2022				
Date	**Day**	**Schedule**	**Day Order**	**Total No.Of Working Days**
1	Sun	Holiday	***	***
2	Mon		Fri	1
3	Tue	Ramzan - Holiday	***	***
4	Wed	Submission of Assignment No. 3	Mon	2
5	Thur		Tue	3
6	Fri	Digital Library Class - II Year	Wed	4
7	Sat	Holiday	***	***
8	Sun	Holiday	***	***
9	Mon	Submission of Record Note - Phase II	Thur	5
10	Tue	Last Date For Payment of Exam Fee With Fine Rs.750/- All Semesters**	Fri	6
11	Wed	Commencement of Model Exams	Mon	7
12	Thur		Tue	8
13	Fri		Wed	9
14	Sat		Thur	10
15	Sun	Holiday	***	***
16	Mon		Fri	11
17	Tue		Mon	12
18	Wed		Tue	13
19	Thur		Wed	14
20	Fri		Thur	15
21	Sat	Holiday	***	***
22	Sun	Holiday	***	***
23	Mon		Fri	16
24	Tue		Mon	17
25	Wed		Tue	18
26	Thur		Wed	19
27	Fri		Thur	20
28	Sat		Fri	21
29	Sun	Holiday	***	***
30	Mon		Mon	22
31	Tue			
No.of Holiday : 08		No.of Working Day : 22	Total No.of Working Day : 91	
The best way to predict the future is to create it!				

JUNE 2022				
Date	**Day**	**Schedule**	**Day Order**	**Total No.Of Working Days**
1	Wed	Commencement of Board Exams – June'2022**		
2	Thur			
3	Fri			
4	Sat			
5	Sun	Holiday	***	***
6	Mon			
7	Tue			
8	Wed			
9	Thur			
10	Fri			
11	Sat			
12	Sun	Holiday	***	***
13	Mon			
14	Tue			
15	Wed			
16	Thur			
17	Fri			
18	Sat			
19	Sun	Holiday	***	***
20	Mon			
21	Tue			
22	Wed			
23	Thur			
24	Fri			
25	Sat			
26	Sun	Holiday	***	***
27	Mon			
28	Tue			
29	Wed			
30	Thur			
No.of Holiday : 04		No.of Working Day : 00	Total No.of Working Day : 00	
A winner is a dreamer who never gives up!				

JULY 2022				
Date	**Day**	**Schedule**	**Day Order**	**Total No.Of Working Days**
1	Fri			
2	Sat			
3	Sun	Holiday	***	***
4	Mon			
5	Tue			
6	Wed			
7	Thur			
8	Fri			
9	sat			
10	Sun	Holiday	***	***
11	Mon			
12	Tue			
13	Wed			
14	Thur			
15	Fri			
16	Sat			
17	Sun	Holiday	***	***
18	Mon			
19	Tue			
20	Wed			
21	Thur			
22	Fri			
23	Sat			
24	Sun	Holiday	***	***
25	Mon			
26	Tue			
27	Wed			
28	Thur			
29	Fri			
30	Sat			
31	Sun	Holiday	***	***
No.of Holiday : 05		No.of Working Day : 00	Total No.of Working Day : 00	
Make the best of what you have!				

NOTES

TIME TABLE

Hour / Day	I 9:15 Am- 10:05 Am (50 Min)	II 10:05 Am- 10:55 Am (50 Min)	Tea Break 10:55 Am – 11:05 Am (10 Min)	III 11:05 Am- 11:55 Am (50 Min)	IV 11:55 Am- 12:45 Pm (50 Min)	Lunch Break 12:45 Pm – 1:25 Pm (40 Min)	V 1:25 Pm- 2:15 Pm (50 Min)	VI 2:15 Pm- 3:05 Pm (50 Min)	Tea Break 3:05 Pm – 3:15 Pm (10 Min)	VII 3:15 Pm- 4:00 Pm (45 Min)
I										
II										
III										
IV										
V										
VI										