



CENTRAL UNIVERSITY OF TAMIL NADU

STUDENT *Handbook*

2022-2023



STUDENT

HANDBOOK

2022-2023

தமிழ்நாடு மத்தியப்
பல்கலைக்கழகம்



CENTRAL
UNIVERSITY OF
TAMIL NADU

तमिलनाडु केन्द्रीय
विश्वविद्यालय

ESTABLISHED BY

AN ACT OF PARLIAMENT IN 2009

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NATIONAL SONG

Vande Mataram!
Sujalam, suphalam, malayaja shitalam,
Shasyashyamalam, Mataram!
Vande Mataram!
Shubhrajyotsna pulakitayaminim,
Phullakusumita drumadala shobhinim,
Suhasinim sumadhura bhashinim,
Sukhadam varadam, Mataram!
Vande Mataram, Vande Mataram!
- **Bankim Chandra Chatterjee**

Bankim Chandra Chatterjee (1838 – 1894), one of the greatest poets of India, rendered Vande Mataram, the National Song of India, on 7th November 1875.

The English translation of the stanza rendered by Sri Aurobindo, in prose, is:
*I bow to thee, Mother,
Richly-watered, richly-fruited,
Cool with the winds of the south,
Dark with the crops of the harvests,
The Mother!
Her nights rejoicing in the glory
of the moonlight,
Her lands clothed beautifully with her
trees in flowering bloom,
Sweet of laughter, sweet of speech,
The Mother, giver of boons, giver of bliss.*



NATIONAL ANTHEM

Jana-gana-mana-adhinayaka, jaya he
Bharata-bhagya-vidhata.
Punjab-Sindh-Gujarat-Maratha
Dravida-Utkala-Banga
Vindhya-Himachala-Yamuna-Ganga
Uchchala-Jaladhi-taranga.
Tava shubha name jage,
Tava shubha asisa mage,
Gahe tava jaya gatha,
Jana-gana-mangala-dayaka jaya he
Bharata-bhagya-vidhata.
Jaya he, jaya he, jaya he,
Jaya jaya jaya, jaya he!
- **Rabindranath Tagore**

*Thou art the ruler of the minds of all people,
Dispenser of India's destiny,
Thy name rouses the hearts
of Punjab, Sind, Gujarat and
Maratha, of the Dravida
and Orissa and Bengal;
It echoes in the hills of the Vindyas and Himalayas,
Mingles in the music of Jamuna and Ganges and is
chanted by the waves of the Indian Sea.
They pray for thy blessings and sing thy praise.
The saving of all people waits in thy hand,
thou dispenser of India's destiny.
Victory, victory, victory to thee.*

FUNDAMENTAL DUTIES

(ARTICLE 51A)

It shall be the duty of every citizen of India

1. To abide by the Constitution and respect its ideals and institutions, National Flag and National Anthem;
2. To cherish and follow the noble ideal which inspired our national struggle for freedom;
3. To uphold and protect the sovereignty, unity and integrity of India;
4. To defend the country and render national service when called upon to do so;
5. To promote harmony and the spirit of common brotherhood amongst all the people of India transcending religious, linguistic and regional or sectional diversities; to renounce practices derogatory to the dignity of women;
6. To value and preserve the rich heritage of our composite culture;
7. To protect and improve the natural environment including forests, lakes, rivers and wild life, and to have compassion for living creatures;
8. To develop the scientific temper, humanism and the spirit of inquiry and reform;
9. To safeguard public property and to abjure violence; n to strive towards excellence in all spheres of individual and collective activity so that the nation constantly rises to higher levels of endeavour and achievement.
10. To provide opportunities for education by the parent, the guardian, to his child, or a ward between the age of 6-14 years as the case may be.

Extract source: Indian Constitution



CONSTITUTION OF INDIA

PREAMBLE

We the people of India, having solemnly resolved to constitute India into a Sovereign Socialist Secular Democratic Republic and to secure to all its citizens

JUSTICE

Social, economic and political

LIBERTY

of thought, expression, belief, faith and worship

EQUALITY

of status and of opportunity and to promote among them all

FRATERNITY

assuring the dignity of the individual and the unit and integrity of the Nation

IN OUR CONSTITUENT ASSEMBLY

this twenty-sixth day of November, 1949, do

HEREBY ADOPT, ENACT AND GIVE TO OURSELVES

THUS CONSTITUTION

TAMIL THAI VAZHTHU

Neeraarum Kadaludutha Nilamadhanthai
 kezhi lozhugum
 Seeraarum Vadhanamena Thigazh
 Bharatha Kandamithil
 Thekkanamum Adhirsirandha Draavida Nal
 Thirunaadum
 Thakkasiru Pirainudhalum Tharitthanarum
 Thilakamuthey
 Atthilaka Vaasanaipol Anaithulagum Inbamura
 Etthisayum Pugazh Manakka Irundha
 Perum Thamizhanange !
 Thamizhanage!
 Unseerilamai Thiram Viyandhu
 Seyal Marandhu Vazhthudhume!
 Vazhthudhume! Vazhthudhume!
 - **Manonmaniam Sundaram Pillai**

NATIONAL PLEDGE

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

A little about CUTN

Government of India established the Central University of Tamil Nadu, together with eight other Central Universities through an Act of Parliament in 2009. It is part of the greater role that the Central Government assumed in making higher education accessible to aspirants from the weaker sections of the society.

With eight students in M.A. English Studies, the university started functioning from November 2009, at the Collectorate Annexe at Thiruvarur, 60 kilometres to the east of Thanjavur. Today the University sits astride a major distributary of the famous Cauvery River in the heart of the Delta seven kilometres to the north-west of Thiruvarur. Having been the capital of the ancient Dynasty of Chola, Thiruvarur was a town of great antiquity and a nursery for the traditional forms of Indian dance and music. The River Vettaar runs between the Naga-kudi Campus, which houses the faculty and staff quarters, guesthouse, the Kendriya Vidyalaya on the north, and the Neelakudi campus with its lecture halls, library, laboratories, administration block, auditorium and students' hostels on the south.

Both campuses are nestled in a vast, verdant paddy tract, tucked far away from the madding crowds of urban sites. In the quiet, rural environs this unitary, residential university bubbles with academic activity—research, teaching and evaluation with untrammelled autonomy in the form of schools, which constantly experiment in curricula, syllabi, teaching, learning, testing and evaluation methods. The students and the faculty reside together in the campuses, which makes teaching and learning continue beyond class work and class rooms.



VISION

To develop enlightened citizenship of a knowledge society for peace and prosperity of individuals, nation and the world, through promotion of innovation, creative endeavours, and scholarly inquiry and to be a global destination of higher education and research.

MISSION

To serve as a beacon of change, through multi-disciplinary learning, for creation of knowledge community, by building a strong character and nurturing a value-based transparent work ethics, promoting creative and critical thinking for holistic development and self-sustenance for the people of India. The University seeks to achieve

this objective by cultivating an environment of excellence in teaching, research and innovation in pure and applied areas of learning.

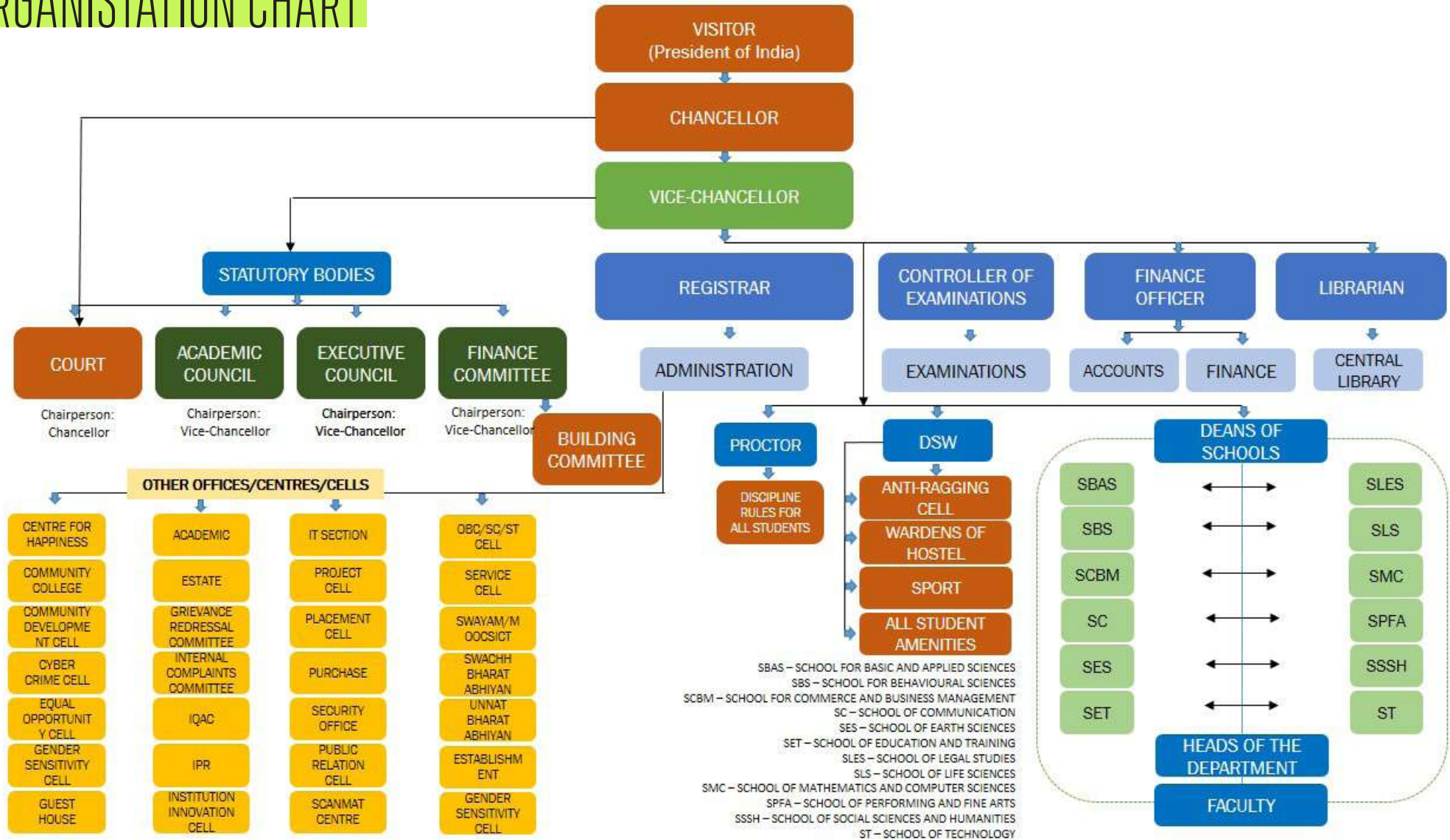
OBJECTIVES

- ❖ To disseminate and advance knowledge by providing instructional and research facilities in such branches of learning as it may deem fit.
- ❖ To make special provisions for integrated courses in humanities, social sciences, science and technology in its educational programmes.
- ❖ To take appropriate measures for promoting innovations in teaching-learning process and interdisciplinary studies and research.
- ❖ To educate and train manpower for the development of the country.
- ❖ To establish linkages with industries for the promotion of science and technology.
- ❖ To pay special attention to the improvement of the social and economic conditions and welfare of the people, their intellectual, academic and cultural development.

ADMINISTRATIVE BODY

Visitor: Smt. Droupadi Murmu
(Her Excellency, The Hon'ble President of India)
Chancellor: Prof. Dr. G. Padmanaban
Vice Chancellor: Prof. Dr. M. Krishnan
Registrar (i/c): Prof. Dr. Sulochana Shekhar
Finance Officer: CMA. V. Palani
Controller of Examinations (i/c): Prof. Dr. S. Nagarajan
Librarian: Dr. R. Parameswaran

ORGANISATION CHART



SCHOOLS

School of Social Sciences & Humanities

Department of English Studies
Department of Tamil
Department of Economics
Department of Social Work
Department of Hindi
Department of History

School of Basic & Applied Sciences

Department of Physics
Department of Chemistry

School of Mathematics and Computer Sciences

Department of Mathematics
Department of Statistics and
Applied Mathematics
Department of Computer Science

School of Behavioural Sciences

Department of Applied Psychology

School of Commerce and Business Management

Department of Commerce
Department of Management
Department of Tourism and Hospitality Management

School of Communication

Department of Media and Communication
Department of Library and Information Science

School of Life Sciences

Department of Biotechnology
Department of Epidemiology and Public Health
Department of Microbiology
Department of Horticulture

School of Education and Training

Department of Education

School of Technology

Department of Materials Science

School of Performing Arts and Fine Arts

Department of Music

DEANS

S. No.	Name of the School	Name of the Dean	E-Mail
1	Student's Welfare	Prof. A. Selvam, Department of English	deansw@cutn.ac.in
2	School of Basic and Applied Sciences	Prof. T. Mohandas, Department of Chemistry	deanbas@cutn.ac.in
3	School of Mathematics & Computer Sciences	Prof. T. Sengadir, Department of Mathematics	deanmcs@cutn.ac.in
4	School of Social Sciences & Humanities	Prof. P. Velmurugan, Department of Tamil	deanssh@cutn.ac.in
5	School of Behavioural Sciences	Prof. Sigamani Paneer, Department of Social Work	deansbs@cutn.ac.in
6	School of Earth Sciences	Prof. Sulochana Shekhar, Department of Geography	deanses@cutn.ac.in
7	School of Education and Training	Prof. P. Srinivasan, Department of Education	deansoe@cutn.ac.in
8	School of Communication	Prof. G. Ravindran, Department of Media & Communication	deansoc@cutn.ac.in
9	School of Technology	Dr. K. Sethuraman, Department of Materials Science	deanst@cutn.ac.in
10	School of Performing Arts and Fine Arts	Dr. Premalatha V, Department of Music	deanpafa@cutn.ac.in
11	School of Life Sciences	Prof. Ram Rajasekharan, Department of Microbiology	deanls@cutn.ac.in
12	School of Commerce and Business Management	Prof. A. Chandramohan	deanbcm@cutn.ac.in
13	School of Legal Studies	Prof. Velmurugan P.S.	deanls@cutn.ac.in
14	Dean (Academics)	Prof. S. Nagarajan	deanacademics@cutn.ac.in
15	Dean (Research)	Prof. T. Sengadir, Department of Mathematics	senmat@cutn.ac.in

HEADS OF THE DEPARTMENTS

S. No.	Department	Head	E-Mail
1	Applied Psychology	Dr. Vithya V (i/c)	hodpsychology@cutn.ac.in
2	Chemistry	Prof. S. Nagarajan	hodchemistry@cutn.ac.in
3	Commerce	Dr. A. Vinodan	hodcommerce@cutn.ac.in
4	Computer Science	Dr. Chandra Mouli PVSSR	hodcs@cutn.ac.in
5	Economics	Dr. N. Rajagopal	hodeconomics@cutn.ac.in
6	Education	Prof. P. Srinivasan	hodeducation@cutn.ac.in
7	English Studies	Dr. B. J. Geetha	hodenglish@cutn.ac.in
8	Epidemiology & Public Health	Prof. Natarajan Gopalan	hodeph@cutn.ac.in
9	Geology	Dr. Balamurugan Guru	hodgeology@cutn.ac.in
10	Geography	Prof. Sulochana Shekhar	hodgeo@cutn.ac.in
11	Hindi	Dr. P. Rajaretnam	hodhindi@cutn.ac.in
12	History	Prof. Bhagabana Sahu	hodhistory@cutn.ac.in
13	Horticulture	Prof. S. Manivannan	hodhorti@cutn.ac.in
14	Law	Dr. Balashanmugam S K (i/c)	hodlaw@cutn.ac.in

HEADS OF THE DEPARTMENTS

S. No.	Name of the School	Name of the Dean	E-Mail
15	Library & Information Sciences	Dr. Akhandanand Shukla	hodlis@cutn.ac.in
16	Biotechnology	Prof. P. Rajaguru	hodlifesciences@cutn.ac.in
17	Management	Prof. Annavarappu Chandramohan	hodmanagement@cutn.ac.in
18	Materials Science	Dr. K. Sethuraman	hodms@cutn.ac.in
19	Mathematics	Dr. V. Renuka Devi	hodmaths@cutn.ac.in
20	Media & Communication	Prof. G. Ravindran	hodmedia@cutn.ac.in
21	Microbiology	Prof. Ram Rajasekharan	hodmbiol@cutn.ac.in
22	Music & Fine Arts	Dr. V. Premalatha V	hodmusic@cutn.ac.in
23	Physics	Dr. Kavitha Louis	hodphysics@cutn.ac.in
24	Statistics & Applied Mathematics	Dr. Sakate Deepak Mahadeo	hodsam@cutn.ac.in
25	Social Work	Prof. Sigamani Paneer	hodsocialwork@cutn.ac.in
26	Tamil	Prof. S. Ravi	hodtamil@cutn.ac.in
27	Tourism & Hospitality Management	Dr. Ankathi Raghu	hodthm@cutn.ac.in

Centre for Happiness - **Prof. Sigamani P (Coordinator)** - happiness@cutn.ac.in

SCANMAT - **Prof. P. Ravindran** - scanmat@cutn.ac.in



ABOUT



OUR



COURSES

Choice-Based Credit System (CBCS)

The Choice-Based Credit System (CBCS) adopts an interdisciplinary approach in learning, and enables students to learn at their own pace to complete a programme of electives from a wider range of courses across departments/centres, undergo training in additional courses and acquire more than the required number of credits. CBCS facilitates transfer of credits earned from different Departments/Centres of other recognised /accredited universities or institutions of higher education in India and abroad.

The CBCS also renders the opportunity to complete a part of a programme in the parent university and get enrolled in another recognized university. Through the

Choice Based Credit System a student obtains a degree in a particular programme of study by accumulating the required number of credits prescribed for the degree. Each course is assigned with a fixed number of credits based on the contents to be learned.

The number of credits earned by the student reflects the knowledge or skill acquired. Comprehensive continuous internal assessment reduces the weightage on the semester-end examination so that students enjoy a de-stressed learning environment.

CBCS also provides enhanced learning opportunities, ability to match students' scholastic needs and aspirations and responds to their educational and occupation-

al aspirations.

The grade points earned for each course reflect the student's proficiency in the course. The assessment, including projects and examinations, is continuous and internal. The CBCS is applicable to all full-time courses, including but not restricted to Two-year Post Graduate, Five-year integrated Post Graduate, M. Tech, M. Phil. and Ph.D programmes of study approved by the Academic Council of CUTN.

Types of Courses

Core Course: There will be a Core Course in every semester, which is compulsory for every candidate as a manda-

tory requirement for the completion of a degree in a said programme/ discipline of study. The Core Course cannot be substituted with any other course. A core course offered in a discipline/subject may be treated as an elective by another discipline/subject and vice versa and such electives may also be referred to as Generic Elective.

Dissertation/Project: A core course designed to acquire special/advanced knowledge, such as Project work/ Dissertation work is carried out by a candidate on his/ her own with advisory support from a faculty member. The Project work/ Dissertation work involving the application of knowledge in solving/analysing/exploring a real-life situation/difficult problem can be of two types:

- ❖ Minor Project work (4-8 credits)
- ❖ Major Project work (10-12 credits)

Elective Course: An elective course is generally a course that can be chosen from a pool of courses and is

- ❖ Very specific or specialised or advanced to the discipline/ subject of study.
- ❖ Supportive to discipline/subject of study.
- ❖ Providing an expanded scope.
- ❖ Enabling an exposure to some other discipline/subject/domain.
- ❖ Nurturing candidate's proficiency/skill.

An elective course may be:

Discipline Specific Elective (DSE) Course: Elective courses offered by the main discipline/subject of study.

Generic Elective (GE)/Open Elective Course

An elective course chosen generally from an unrelated discipline/subject, with an intention to seek exposure/add generic proficiency. P.S.: A core course offered in a discipline/ subject may be treated as an elective by other discipline/subject and vice versa and such electives may also be referred to as Generic Elective.

Ability Enhancement Courses (AEC): The Ability Enhancement (AE) Courses may be of two types: Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC).

Ability Enhancement Compulsory Courses (AECC): These are courses designed based on the content that leads to knowledge enhancement, such as, Environmental Science, English, Other Languages, MIL Communication, Disaster Management, Cyber Security, Knowledge System in Early India, Indian Music etc., and are mandatory for all Integrated Masters and Undergraduate programs. **Skill Enhancement Courses (SEC):** These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based knowledge and are aimed at providing hands-on-training, competencies, skills, etc.

- ❖ The students will choose any course offered by a Centre/Department/School under CBCS as an Elective Course with the advice of his/her Faculty Mentor and the course instructor.
- ❖ In the event of failure in DSE and/or SEC course the student can substitute it by an equivalent course offered by the parent department/centre only.
- ❖ In the event of failure in a generic elective course the student can substitute it with an equivalent course offered by the parent or another department within or outside the School with the advice of his/her Faculty Mentor and the course instructor.
- ❖ AECC should compulsorily be studied by a candidate to complete the requirement of a degree in a said programme/ discipline of study. AECC cannot be substituted with any other course.

Modular Course: These courses are subject/paper specific and are designed by the departments offering the particular programme. These courses have no separate component of End Semester Evaluation. Advanced topics in the areas in which the student is specialising can be offered as modular courses. Normally these topics are

the ones that are of current interest and cannot be included in the category of core courses.

Audit Course: A student has the option of auditing some courses; however, grades obtained in such a course shall not be counted towards the calculation of his/her grade point average.

Extension Activity: It is compulsory for every 5-year integrated PG student to participate in any one of the following programmes for a period of not less than two years (4 semesters) and acquire additional credits.

- ❖ NSS
- ❖ NCC
- ❖ Sports Club
- ❖ Youth Red Cross (YRC)
- ❖ Community development
- ❖ Unnat Bharath Abhiyan (UBA)
- ❖ Other service organisations in the University at the school or department level.

The above activities shall be conducted apart from the regular working hours of the University.

Breakup of Continuous Internal Assessment (CIA)/

End Semester Examination

- ❖ All theory subjects in UG and PG programme shall carry a Continuous Internal Assessment (CIA) component to the extent of 40 marks and End Semester for 60 marks.
- ❖ All subjects in the PhD programme shall carry a Continuous Internal Assessment (CIA) component to the extent of 20 marks and End Semester for 80 marks.

In the case of the Core Laboratory course, the Continuous Internal Assessment (CIA) will be the only component. Appropriate distribution of marks for Practical Record/ Report/ Observation, Attendance, experiment proficiency and Viva, if any, will be assigned by the respective Board of Studies.

Grading System

In order to be eligible for the award of the degree in Undergraduate and Integrated Masters/ B.Ed., Post Graduate and PhD programs, a student must obtain a minimum of 'B' grade in each of the courses as well as in the dissertation/project report/monograph

The results of the successful candidates will be classified as below:

CGPA of 8.0 and above and up to 10.0

- (I Division with Distinction)

CGPA of 6.5 and above and up to 7.9

- (I Division)

CGPA of 5.5 and above and up to 6.4

- (II Division)

No III Division in these programmes

To satisfactorily complete the programme and qualify for the degree, a student must obtain a minimum CGPA of 5.5. No student with "F"/ "FA"/ "EA" grades on record shall be eligible for award of a degree.

Grades and Grade Points

Absolute grading system is followed by Central University of Tamil Nadu. Under this system, the marks are converted

to letter grades based on pre-determined mark intervals. The marks in fractions shall be rounded off to the nearest integer. The performance of students in each course is reflected in terms of marks as well as in Letter Grades. For audit courses 'Satisfactory' or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA.

Computation of Semester Grade Point Average (SGPA)

The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the

number of credits of all the courses undergone by a student, i.e., $SGPA = \frac{\sum (C_i \times G_i)}{\sum C_i}$ where C_i is the number of credits of the i th course and G_i is the grade point scored by the student in the i th course.

Computation of Cumulative Grade Point Average (CGPA)

CGPA is obtained by dividing the total number of credit points earned in all the semester by the total number of credits in all the semester of a programme, i.e.,

$$CGPA = \frac{\sum (C_i \times S_i)}{\sum C_i}$$

where S_i is the SGPA of the i th semester and C_i is the total number of credits in that semester. The SGPA and



For All Under-Graduate, Integrated Masters/ B. Ed., Post-Graduate and Ph.D Programs Programs			
Range of Marks in %	Letter Grade	Grade Point	Description
90 to 100	O	10	Outstanding
80 to 89	A+	9	Excellent
70 to 79	A	8	Good
60 to 69	B+	7	Above Average
50 to 59	B	6	Average
Below 50	F	0	Fail
	FA	0	Failure due to lack of attendance
	AE	0	Absent in the End Semester Examination
	AU	None	Audit Course

Programme-wise Distribution of Credits**Scheme for Choice Based Credit System for all PG and PhD Programs**

Sl. No	Programme of Study	Core Courses Credits	Elective Courses credits	Total (Minimum credits required for award of the degree)
1	M.A. /M.Sc.	48 to 60	12 to 24	72
2	MSW	106	12	118
3	MBA	59	18	100
4	M. Tech	62-72	12-20	74
5	PhD	6-10	8-6	12

For other courses

Core Course	Ability Enhancement Compulsory Course (AECC)	Skill Enhancement Course (SEC)	Discipline Specific Elective (DSE)	Total
Scheme for choice based credit system for Integrated Master Programs				
124-132	20	4-8	36-48	196
Scheme for choice based credit system for Under Graduate Programs				
60-70	20	4	26-36	120
Scheme for choice based credit system for BPA (Music) Programs				
70-80	20	0-6	36-46	140

CGPA shall be rounded off to 2 decimal points and reported in the Grade card/ sheet or transcripts.

Examination Procedure

- ❖ Students have to put in 75% of attendance in each course to appear for end semester examinations for that course and 5% relaxation (only 5%) is permissible under medical grounds, attending seminar, etc.
- ❖ Students securing below 70% of attendance in any of the course/s will not be permitted to appear for end semester examinations in that course/s, no matter what the reason may be.
- ❖ Students failing to put in the requisite percentage of attendance in any course/s have to redo the course/s only when it is offered next time and to fulfil the attendance criteria to appear for end semester examinations in that course.
- ❖ Announcement for the end semester examinations will be made in advance from the commencement of the first examination.

❖ Students have to remit the course credit fee which also includes the examination fee(s)
(The announcement for remitting the course credit fee will be made within a month after the commencement of classes.)

All students have to register online for the end semester examinations for the courses they intend to take.

- ❖ Online Examination Registration.
- ❖ Hall tickets can be downloaded from the University website
- ❖ Examinations for Courses offered in the Odd semester will be conducted at the end of the Odd semester and Examinations for Courses offered in Even semester will be conducted at the end of the Even semester only.

❖ Passing minimum in examination for all the programmes is 50 marks.

❖ Provided they secure 50% of marks in End Semester Examination.

❖ Results will be published, under normal conditions, or the University website within two weeks from the day of the last examination of the respective semester.

❖ Rechecking procedure is in place- Students along with the course instructor will go through the answer script for any clarification in the evaluation procedure.

Free Telephone Counselling Hotlines

Sneham NGO, Chennai | 044 2464 0050
NIMHANS, Bangalore | +91 80 2699 5000
Athma Hospital, Tiruchirappalli | 0098 4242 2121
MS Chellamuthu Trust, Madurai | 0093 7549 3754

Scholarships

Details of international and national fellowships/internships/scholarships, Government of India and State Government Scholarships/Concession can be availed from the Office of the Dean (Students Welfare).*

1. SC/ST Scholarship

2. BSNL scholarship
3. Central Government Scholarship
4. Central Sector Scholarship
5. Coffee Board Scholarship
6. Construction Labour Union Scholarship
7. Ex-Serviceman (JCO) Scholarship
8. Inspire Scholarship
9. Karnataka State Government Scholarship
10. Kerala Labour Welfare Scholarship
11. Labour Organization Scholarship
12. Merit Scholarship
13. Minority Scholarship
14. Neyveli Lignite Corporation Scholarship
15. PG Indira Gandhi Scholarship for Single Girl Child
16. PM Scholarship
17. Post Graduate Merit Scholarship for UGC
18. Post Merit Scholarship
19. Prathibha Scholarship
20. Singapore International Graduate Award Scholarship
21. Sourashtra Association Scholarship
22. Indian Council for Cultural Relations (ICCR) International Scholarship for Overseas Citizens
23. Special Scholarship Scheme for North Eastern Region
24. ST Scholarship Telangana State
25. State Government Scholarship
27. Telangana State Scholarship
27. Thanjavur Cooperative Scholarship
28. UG -ST Scholarship
29. SC Corporation of Andhra Pradesh
30. Tirupur Banian Company Employees Union Scholarship
31. Tamil Nadu Police Centenary Scholarship
32. CICT Fellowship/Scholarship for MA Tamil & Ph.D Students
33. Tamil Nadu Agricultural Scholarship

(*The University will facilitate the same)

SPECIAL CELLS

Name of the Cell	Coordinator/Nodal Officer	Email	Phone
Equal Opportunity Cell (EOC)	Dr. T. J. Abraham	eoc@cutn.ac.in	+91 94956 94176
Remedial Coaching Cell	Prof. T. Sengadir & Dr. A. Chandrashekar	senmat@cutn.ac.in	94890 54262/94980 54268
Committee Against Sexual Harassment/ Internal Complaints Committee - CASH/ICC	Prof. L. Kavitha	lkavitha@cutn.ac.in	+91 94889 57698
Entry into Services Cell	Dr. M. Ponmurugan	ponphy@cutn.ac.in	+91 94890 54263
NET Coaching Cell	Dr. K. Jayalakshmi	ugcnetcoordinator@cutn.ac.in	+91 98841 16094
OBC Cell, Liaison officer - OBC	Prof. P. Velmurugan	obccell@cutn.ac.in	+91 98655 33125
Liaison Officer, SC/ST/PWD	Mr. G. Velumani	asstlib@cutn.ac.in	+91 4366-277330
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SCHOOL OF BASIC AND APPLIED SCIENCES

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CENTRAL LIBRARY

The University Library was established in the year 2009 and it serves the students, faculty members and staff of the university. The library has a collection of about 45,000 books. Of these, more than 4000 books are reference books (Handbooks, Dictionaries, Encyclopaedias, and coloured atlases, etc.) and the rest are textbooks and general books. Besides, the library also has 500 CDs/DVDs and subscribes 150 print journals. The library has been actively interacting with teaching departments and faculty, and adopts a proactive approach to building an essential collection of resources for new programmes introduced by the various departments of CUTN. The major resource base offered by the library to the faculty and research scholars of the University is the set of e-journals provided by the e-Shodh Sindhu – UGC – INFONET Consortium for e-Resources, an e-journal consortium funded by the UGC. The Faculty, research scholars and students of the University can access as many as 4000 core and peer-reviewed journals via the consortium. The library is in constant touch with the INFLIBNET for inclusion of new journals and databases to cater to the needs of new academic programmes of the University. The usage of these e-resources has been immensely encouraging.

Automation of Library

Right from its initial stages of development, the library embarked upon automating its activities. The Library implemented Koha – an open source software package – which is an integrated library management system that supports all housekeeping operations of the Library. KOHA is a very large user community spread across the



globe and consists of modules on acquisition, cataloguing, circulation, serials and OPAC. The entire collection of the library has been catalogued and a comprehensive database of all book resources in the library has been created. The database is being updated on a day-to-day basis by inputting details of newly acquired books. A database of all Library patrons (members) has also been created using the Koha package. Currently editing and updating of this database is in progress. The circulation processes of issuing books, return of books and reservation have been automated. Records for all library members – students, faculty, officers and administrative staff are being migrated to the new computerised circulation system. The package has also been implemented for ac-

quisition and cataloguing activities. The central library recently implemented a book drop station for returning-books 24X7 with acknowledgment of receipt. The SMS and email alert services are also available. Apart from this, the cost facility is also implemented towards the easiest way to avoid checking in checkout. The Central library frequency organised the orientation and training programme regarding the services and facilities offered by Central Library.

Membership

All students, faculty, and employees of the Institute are entitled to the membership of the Library. The library membership form is available online on the Library website and also at the Circulation Counter at Central Library.

Books not for Circulation

Reference Books, Serial Publications, Reserve Books, Thesis & Dissertations, CD/DVD, Loose issues & Bound volumes of periodicals.

Books not for Circulation

Book Lending
Online Public Access Catalogue
Reference Assistance
Online Document Delivery
Courseware Assistance
QR Code enabled access
Remote Access to E-Resources
Research Assistance
Subject Guides

Library Website (<http://centrallibrary.cutn.ac.in/>)

The Library website serves as a gateway to various on-line sources available in various forms and types such as e-journals, e-books, e-theses & dissertations, databases, digital repositories, open educational resources, and search engines. All these resources are scholarly and useful to support the teaching, learning and research activities.

Internet Access Facility

All bonafide members are entitled to access Electronic Resources through campus network. However, bulk copying, systematic downloading or use of such electronic materials for commercial purposes and other such usages which are in violation to IPR rules or other relevant rules and regulations of the country, is strictly prohibited. Strict action will be taken if any breach of law is discovered.

Photocopy Services

The Central Library is planning to provide photocopy services through a commercial vendor within the Library premises on payment basis.

User Awareness

The library takes an active part in the orientation programme organized by the institute for the benefit of new students in the beginning of the academic year. Newly admitted students are taken around the library to familiarize them with the various resources and services available for them. Training sessions are also organized whenever a new product or service is introduced. Any user desiring to know more about the library resources and services or to learn how to use a particular resource like OPAC, e-journals, databases etc. should contact Library staff members.

Book Bank for SC/ST Students

The Central Library maintains a book bank mainly of undergraduate level text books to help students belonging to economically and socially weaker sections of the society. Students can borrow up to 2 books from this collection for a period of one semester.

Highlights

- ❖ The OPAC was made accessible through INTRANET
- ❖ Access to e-resources was made available via e-Shodh Sindhu consortium: These e-resources & e-journals are accessible not only from within the Library Building but also on the campus wide intranet.
- ❖ Work on building an institutional repository that will showcase the research output of the faculty and research scholars of the University has been initiated.
- ❖ With a view to enhance access to resources available within the country, the CUTN library has become a member of the National Digital Library Initiative of the Indian Institute of Technology, Kharagpur.
- ❖ The Library resources are made available to outsiders on specific request

Category	Research Scholar	Int.M.Sc., Students	PG Students
Eligibility	06 books	04 books	04 books
Loan period	28 Days	14 Days	14 Days
Renewal	1	1	1

Team:

Dr. R. Parameswaran - Librarian
 Dr. S. Dhanavandan - Deputy Librarian
 Dr. G. Velumani - Assistant Librarian
 Dr. M. E. Kalyani - Assistant Librarian
 Ms. S. Esakkiammal - Information Scientist

Library Timings:

Monday to Friday - 9 am to 9 pm
 Saturday - 9:30 am to 6 pm
 Sunday - 10 am to 2 pm

Circulation Timings: (Issue / Return)

Week days - 9:15 am to 5:45 pm
 Saturday - 9:45 am to 5:45 pm

Note: The Central Library, CUTN will remain open for reading and reference from 10.00 AM to 2.00 PM on Sundays, effective from 18-12-2022. However, there will be no issue or return of books at the circulation counter. Consequently, the Central Library will remain closed on University holidays which fall on Sundays.

STUDENTS WELFARE

The University caters to a very large student population. Besides providing a good academic environment, the University offers many opportunities for the promotion of the overall development of students. The office of the Dean Student Welfare provides ample scope, opportunities and facilities for an all-round development of personality and leadership qualities among the students. It organizes many events such as debates, discussions, essay competitions, scientific exhibitions, writing competitions under the literary and cultural activities aimed at providing a forum for various talents among the students of this University. The office of the Dean University Students' Welfare (DSW) performs multifarious functions under its purview and looks after various matters related to the academic and cultural activities of the students. It disseminates information to the students about academic and cultural activities of the University and other academic institutions.

Prof. A. Selvam
Dean
Students' Welfare
deansw@students.cutn.ac.in

Dr. G. Sudha
Deputy Dean
Students' Welfare

Student Counselling

The Students Counselling Centre acts as a remediated forum offering assistance and solutions to the students and staff in the University as they face challenges that adversely affect their emotional well-being and intellectual development. The Centre largely aims at facilitating the optimal mental and psychological development of the student community and staff, thereby maximising



human potentialities. The issues that the Centre addresses include lack of concentration and motivation for studies; exam related stress; fear of underachievement; compulsive and habitual procrastination; difficulties in time management; acute sense of loneliness; adjustment problems; emotional disturbances; peer pressure; relationship issues; family problems; cyber bullying; behavioural problems; lack of confidence; low self-esteem; suicidal ideation; anxiety and substance abuse.

Placement Centre

The CUTN Placement Centre works with students, alumni, staff and faculty to support the students in enhancing their abilities and confidence and to land themselves

into a rewarding internship, job, or offers for post-graduate study (India/Abroad) or launch themselves as entrepreneurs. The Career Centre has a systematic and methodical approach to train and groom students to identify and build on their strengths while at the same time work on their weak areas so that by the end of third year they are well positioned to launch their careers. Besides placement and training, the centre organizes workshops, events like, conferences, talks by experts, internship, industrial visits to enable students to be up-to-date with contemporary trends and be 'Market Ready' by the time they graduate.

Anti-ragging measures

To curb and prevent ragging in the University, the DSW office along with the anti-Ragging committee ensures the compliance of the directions of Honorable Supreme Court of India and the State Government. The students are required to produce an undertaking in the prescribed format at the time of admission. Other necessary instructions as issued by the University are also circulated through this office, this making the campus zero tolerance zone. Contact: Prof. Kavitha. L; Chairperson, Email Addresses for notifying ragging related matters: antiragging@cutn.ac.in; antiraggingquad@cutn.ac.in

Alumni Association

The Alumni Association of CUTN works to connect alumni, support students in the view to build an unforgettable CUTN experience in a diversity of events, programmes and services. The mission of the association is to foster a strong bond between the alumni and students in CUTN

and to keep the alumni informed, and create a network of communication enabling them to remain engaged with their alma mater and help shape its future through the Association's programmes and services. Contact: Dr. V. Rajendiran; Coordinator, CUTN Alumni Association Email: alumni@cutn.ac.in; for further details and Online Registration: <http://cutn.ac.in/alumni>

Students' Grievances Redressal Committee

CUTN has created a mechanism for redressal of students' grievances related to academic and non-academic matters, such as assessment, victimization, attendance, conducting of examinations, and harassment by colleagues, students or teachers. The Grievance Redressal Committee/University levels to deal with the grievances of the students. Committee Chairman: Prof. P. Srinivasan, Professor, Department of Education.

Railway Concessions

Railway concession are provided to the University students who hail from different parts of the country by the office of the DSW, thus facilitating them to travel to their hometowns during holidays and vacations declared in the academic calendar of the University. Railway concessions are also provided for participation in academic tours, sports events and cultural events.

Help Desk for Students

Help desk is set-up under the supervision of DSW office to disseminate required information and different formats to students during working hours. Help desk tries to promptly respond to various queries and solve problems of students and their guardians.

Student Activities Clubs

In order to cater the extracurricular needs of the students, the following clubs have been constituted and students are free to enroll themselves. Each club's activ-

ities are monitored by the respective coordinators:

- ❖ Quiz and Debate Club
- ❖ Cultural Club – Music, Dance, Painting and related.
- ❖ Movie Club
- ❖ Sports Club

❖ Hobbies Club – Electronics, Gardening, etc.,

❖ Tamil literary club.

❖ English literary club;

❖ Heritage Club; -and many more

A student amenities centre is available at CUTN.



SOCIAL MEDIA POLICY



Central University of Tamil Nadu (CUTN) recognises the numerous benefits and opportunities that social media presents. We actively use social media to disseminate information about academic activities of the University to the general public, success stories and to communicate research and enhance the university's public image online. Therefore, CUTN also actively encourages university students to make effective and appropriate use of social media channels to build a positive public image for the university to benefit the CUTN fraternity in the long run. Despite the opportunities presented by social media, there are risks. Social media allows individuals to communicate with a potentially huge audience, and sometimes its informality can encourage us

to be less cautious than we would be using other more traditional methods of communication and interaction. This policy is for students and provides information on the appropriate use of social media when connected, or linked in some way, to their status as a student of the university, or when directly or indirectly referencing the university in any way. This policy works alongside the following separate institutional policies and regulations. The principles of freedom of expression and academic freedom apply to the use of social media; however, the university requires responsible and legal use including registration in the interest of the University, within the ambit of Govt. of India guidelines from time to time.

Scope

For the purpose of this policy, the term 'Social Media' is used to describe channels dedicated to community-based input, interactions, content sharing and collaboration. Websites and applications dedicated to forums, microblogging, social networking, social bookmarking, social curation and wikis are among the different types of social media. They currently include, but are not limited to, Facebook (and Messenger), Instagram, WhatsApp, Snapchat, Allo, Twitter, LinkedIn, Reddit, Pinterest, and Google+, Google reviews, Quora. This policy applies to social media communications made both on public and private forums. While posts added to public forums can be seen by any member of the public from the date of publication, students are asked to remember that posts added to private forums can also be shared publicly by others.

There have been a number of high-profile cases where students across the country have been disciplined after offensive comments, made on private messaging services such as WhatsApp, were captured and subsequently shared. With this in mind, students should remember that action can be taken by the university if behaviour failing to meet policy guidelines is identified either publicly or privately.

Students' Responsibilities

Students are encouraged to be mindful of how their identity, statements or views appears online and are reminded that future employers and industry contacts may view social media profiles when hiring to get an idea of a candidate's character, personality or employability. Students should therefore be conscious of making posts today that may hinder them, for whatever reason, in the future.

Students may find starting university to be a good time to clean up their existing social media accounts and start to transition to a more professional appearance.

All students must read and act in accordance with the principles of these guidelines, and regularly check the University's Student Regulations webpage (to be newly created for CUTN) for any minor updates to documents.

Students should check the terms and conditions of a social media account and/or website before uploading material to it; by posting material to social media accounts and/or websites, ownership rights and control of the

content may be released. For this reason, it is important to exercise caution in sharing all information, especially where the information, expressly or by implication or innuendo, identifies a third party.

Students must be aware of the potential impact and permanence of anything posted online. Therefore, students should avoid posting anything that:

- ❖ That is opposed to public domain / public policy in the public domain
- ❖ Contravenes sections 4, 5 and 6 in the foregoing clauses.

Behaviour and Conduct on Social Media

Any digital material posted online could reach a wider audience than expected or intended. Once digital content has been created and shared, the University has every right for permanence and audience. Within the Social media policy of the University.

Students are personally responsible for what they communicate on or through social media and they must adhere to the standards of behaviour set out in this policy.

Society is increasingly using social media for raising complaints. However, any students wishing to raise a complaint should do so via the established Student Complaints Procedure (through Proctor/DSW/Students Grievance cell). This is the fastest way to get a response and resolution to your problem.

Use of social media must not infringe on the rights, or privacy, of other students or staff and students must not make ill-considered comments or judgements about other students, staff or third parties.

The following non-exhaustive list is considered to be

of an unacceptable nature and should never be posted: Confidential information (which may include research not yet in the public domain, information about fellow students or staff or personal matters, non-public or not yet approved documents or information)

Details of complaints/potential complaints and/or legal proceedings/potential legal proceedings involving the University Personal information about another individual, including contact information, without their express permission Comments posted using fake accounts, made-up names or using another person's name without their consent Inappropriate material, including images, that is, or may be perceived to be threatening, harassing, discriminatory, illegal, obscene, indecent, defamatory, or hostile towards any individual, group or entity Any other posting that constitutes, or may constitute, a criminal offence, anything which may bring the University into disrepute or compromise the safety or reputation of colleagues, former colleagues, students, staff and those connected with the University.

And any other details / information which is the subject matter of social media policy from time to time.

Students should be mindful that statements on social media that cause harm to an individual, including to their reputation, or that interfere with an ongoing disciplinary/ legal process may create a potential claim against the individual making the statement. Furthermore, this may extend to the sharing of statements made by others.

Students should also be aware that communications on social media are also subject to the legal frame work of the Government of India and the University, which aims to prevent interference with legal proceedings regardless of intent to do so. An individual, including the complainant, may undermine proceedings or pro-

cesses by publishing information, including imagery, relating to existing or potential complaints and/or legal proceedings. This may be done in the heat of the moment; however, students should be aware that by doing so they might bring the university into disrepute or compromise the safety of the university community. As such, this conduct may be seen to be of an unacceptable nature, as per paragraph 4.4 above.

Students must take particular care not to state or imply that their views are those of CUTN when using social media, nor use the University logo at any time, which will be constituted as offense under social media policy of this University.

Cyber Bullying

The University will not tolerate any form of bullying (including cyber bullying) or harassment by or of the members of the University, students or stakeholders.

The following non-exhaustive list of examples illustrate the types of behaviour, displayed through social media, which the University considers to be forms of cyber bullying:

- Maliciously, negligently or recklessly spreading rumours, lies or gossip by the way of SMS, Mail etc.,
- Intimidating or aggressive behaviour, as perceived by those viewing the social media
- Offensive or threatening comments or content, as perceived by those viewing the social media, and also propagation through Social media;
- Posting comments/photos etc. deliberately, negligently or recklessly mocking an individual with the potential to harass or humiliate them, as perceived by those viewing the social media. Posting by morphing / animation / photo editing and impersonality by visible contents and through Audio.

Cyber bullying may also take place via other means of electronic communication such as email, text or instant

messaging. Not only posting content on social media accounts according to the aforementioned guidelines that deem them inappropriate, also liking or forwarding circulating such content will also be considered as support and draw the same kind of disciplinary action.

Students use of Official University Accounts

Some students may contribute to the university's official social media activities as part of their role, for example taking over the Snapchat or Instagram accounts, logging, writing blogs or running an official Twitter account. Students should be aware that while contributing to the university's social media activities they are representing the university.

Misuse of official University accounts may lead to suspension and, following a disciplinary committee, may lead to expulsion; students will not be eligible for readmission to the University at any time in the future.

Breach of the policy

If a student is found to have acted in breach of this policy, it may lead to disciplinary action being taken against him / her within the framework of Social Media policy. Any individual suspected of committing a breach of this policy will be required to cooperate with any investigation in accordance with the disciplinary procedure. Non-cooperation may lead to further disciplinary action.

Any individual may be required to remove internet or social media posts that are found by the university to be in breach of the policy. Failure to comply with such a request may result in further disciplinary action. Any breach of this policy must be reported in line with CUTN Student Complaints Procedure. In the first instance, any breaches must be brought to the attention of the CUTN Registrar, Proctor, DSW of CUTN.

❖ Failure to obey instructions of any CUTN disciplinary

authority.

❖ Failure to comply with written or oral communications from an authorized CUTN official to appear for a meeting or hearing.

❖ Engage in any conduct which is unbecoming of a student of the CUTN.

Monitoring

The Social Media Policy Committee (proposed) will ensure implementation of this policy, and any changes, are accessible to staff and students on occasion, provide guidance for students (for example orientation program) on how to stay safe online when using social media. Monitor references to the university on social media and the internet and respond to complaints regarding student conduct on social media Recommend disciplinary action where inappropriate behaviour is exhibited that affects students, staff, the University or members of the public Periodically review and update this policy and publish details of any changes.

Undertaking

An Undertaking in the prescribed format is to be obtained from all the students joining the University stating that they have understood what constitutes violation of SMP and the same may invite disciplinary action from the University.

Undertaking

The formal procedure of a complaint will be heard and adjudicated by the CUTN Disciplinary Committee (DC) consisting of the following:

- (a) Nominee of VC - Chairperson
- (b) Concerned Deans - Member
- (c) Concerned Head of Centre/Department - Member
- (d) Registrar - Secretary
- (e) DSW - Member
- (f) Proctor - Member

(e) Member of SC / ST / OBC / minority as the case may be, the same lacks the representation in the above committee.

Procedure to handle complaints

Any Stakeholder of CUTN or the disciplinary committee suo moto can lodge a complaint to the social media policy committee about the perceived breach of SMP by a student. All such complaints will be forwarded to SMPC which will determine the severity of the breach of conduct and discipline and recommended appropriate action against the offender, to the disciplinary committee.

Where an offence is clearly established on official records, the disciplinary committee shall be responsible for taking punitive action and formally communicating the nature of punishments applicable to the student as per the existing orders/policies on the issue.

In case of a formal procedure a DC has to be convened by the VC which shall assemble within 48 hours of issue of orders, hear all parties concerned in the case and submit its report to the VC within 14 days. Wherever DC is not able to submit the report within the stipulated period, an extension may be obtained by the Chairperson, DC from the VC in writing after providing sufficient reason for such delay. However, such a delay will not cross the maximum four weeks.

The respondent/s shall be notified of the date of the inquiry by the chairperson, DC through a confidential note/email. The DC shall serve the student with a charge sheet containing specific charges requesting to send the reply in writing within the time period granted. If the respondent/s plead/s not guilty a formal inquiry to be conducted and report thereof submitted. The DC shall have the power to summon any faculty, staff and student of the CUTN as the case may be to render whatever

assistance needed to conduct inquiries on matters pertaining to the case. A student who does not so comply shall be guilty of a punishable offence. The student shall be provided with relevant documents or extracts which have been used to frame charges against him/her. If the DC finds an offence has been committed, then it shall recommend suitable penalty for the same.

The DC after finalizing its recommendations shall submit its report to the VC giving reasons for such findings and the verdict. The VC shall consider the report of the above Committee and decide on the penalty to be imposed on the student/s. The decision of the VC shall be intimated to the Registrar. Sufficient opportunity of being heard may be given to the student(s) in case of punishment by the DC, and the VC if necessary.

Punishments

If a student is found responsible for violation(s) of the SMP, disciplinary action will be taken as under:

12.1 Minor Punishment

12.1.1. Oral Reprimand. Advised and cautioned about misconduct orally.

12.1.2. Written Reprimand. Advised and cautioned about misconduct in writing.

12.1.3. Written Warning. Warning may be imposed during the period of stay at CUTN. To be communicated in writing mentioning that further violations of any section of SMP, will result in more severe disciplinary action.

12.2 Major Penalties

12.2.1 Restrictions/Suspension of Privilege. Prohibits participation in or attendance at certain events, activities, or class/lab; restricts specific campus student privileges.

12.2.1.1 Hostel Privileges

12.2.1.2 Use of Lab Facilities

12.2.1.3 Use of Library facilities

12.2.1.4 Use of Cafeteria Block

12. 2.1.5 Use of Sports Facilities

12.2.1.6 Membership in Clubs and Other bodies

12.2.1.7 Placement Activity

12.2.1.8 Internship/academic associations with partner institution

12.2.2 Fine for Damage. An appropriate fine to be levied in addition to the compensation for damage caused by the student. Violating any one code of SM conduct against the University will attract a fine of minimum Rs. 5000. In case of multiple violations, the panel will recommend approving time along with other punishments.

12.2.3 Disciplinary Probation. Written notification that further violations of SMP may result in suspension. The terms of disciplinary probation shall be determined on case-to case basis.

12.2.4 Suspension. Student will be withdrawn from all courses carried in that semester and forfeit fees. Student shall be refrained from visiting the university premises unless approved in writing by the Disciplinary Committee. Suspension may involve course drop, semester drop, rustication for a specified period depending on the severity of the offence(s). The student can be reinstated on receipt of a written request from him/her after completion of the suspension period.

12.2.5 Expulsion. Forfeiture of all rights and degrees not actually conferred at the time of the expulsion, forfeiture of right to study and fees. Student can visit the university premises only if the permission is issued in writing by the Disciplinary Committee.

Communicating the punishment

13.1 Minor Punishment. The minor punishments will be communicated by the Head of Department/ Centre and Programme Instructor as the case may be.

13.2 Major Punishment. The penalty will be communicated in writing to the student by the office of the Registrar, CUTN. Stu-

dent found guilty of by major offence may not be recommended Academic Council / Executive Council for the award of a degree/ diploma/certificate even if all the academic requirements have been satisfactorily completed by the concerned student. The action will be noted on the student's disciplinary record. (conduct certificate).

13.3 Copy of all disciplinary proceeding and final decision and communications shall be forwarded to the Office of the Registrar, CUTN for record.

13.4 Discipline records are confidential in accordance with laws of the nation and therefore the contents of the student discipline record may not be released to anyone not associated with campus discipline except upon written approval of the student or court order or order by a competent authority established by law.

13.5 The case of a defaulting student recommended for expulsion or dismissal from the University shall ordinarily be referred to the Academic Council/Executive Council for its final decision.

Appellate Authority

A student who feels aggrieved with the punishment can appeal to the Vice Chancellor who will be the appellate authority for all punishments. The student should appeal within two weeks with proper justification. In addition to the above, all the laws relating to cyber-crimes / IT Department directions, Circulars, Notifications etc., and other penal provisions from time to time will also be applicable.

Annex - A - How to Use Social Media

How to use social media Tips and hints on staying safe and managing your reputation. We all recognize the enormous benefits and opportunities that social media presents and we actively encourage our students to use social media to communicate and keep in touch with latest news and research in their area. Despite the opportunities, there are risks. Social media allows

individuals to communicate with a potentially large audience, and sometimes its informality can encourage us to be less cautious than we would ordinarily be.

These tips are to help you when you are considering posting on social media. They will help you manage your professional reputation and ensure you follow university guidelines and the law.

Remember, everything you post online is public. Once it's out there you lose control of how others might interact with it. Posting anything online (even on closed profiles or private messaging services, like WhatsApp, for example) has the potential to become public, even without your knowledge or consent.

Think before you post. Would you be happy for your family, lecturer or future employer to see it? If not, then it's probably not a good idea to post it. There have been a number of high-profile cases where students across the country have been disciplined after offensive comments made on private messaging services, like WhatsApp, were captured and subsequently shared.

Consider how the content of your messages may appear to others. Offensive materials, including text, images and video, have the potential to cause serious upset and severely damage your professional and personal reputation. Consider how others may perceive your content. How could a potential employer view the content? Employers are increasingly checking the digital footprint of potential staff. This means looking at old tweets, posts and comments on forums. Will sharing the content result in you falling short of expected standards at university and the law? If so, it could result in the university taking disciplinary action. Don't forget, it can be hard to take something back once it has been shared, copied, or redistributed. Read this article from Huffington Post to find out why Your Digital Footprint Matters, including how you can track your online identity.

Check your privacy settings. Protect your personal information and that of others that could be misused.



Think about who can see your address, telephone number, date of birth and email address. And, definitely don't share your bank details online. Also remember that while you may be sharing the content privately (on your own private profile or in a private forum) others can share that content in public fora if available. and publish

details of any changes.

Ensure to familiarize yourself with expectations regarding professionalism and confidentiality on your course, especially if your course is accredited by a professional body. If you breach the code of conduct of a professional body, it may affect your ability to study and

your future career.

Be aware of sharing third-party materials. Do you need permission to share the materials or should you, as a matter of courtesy, contact the party? Make sure you check before posting as infringement of rules could break copyright and/or intellectual property laws.

Finally question everything you read online. Not everything you read might be completely accurate. Who wrote it? Where did it come from? Does the imagery look poor in quality? If you think it looks or sounds inaccurate, it's probably best to be avoided. Writing and distributing inaccurate statements about people and organisations can be unlawful, attracting legal action.

Essential Etiquette for Students

- ❖ CUTN students are expected to conduct themselves with integrity, courtesy, kindness, compassion and responsibility on and off the campus.
- ❖ Friendly attitude towards faculty/staff and fellow students, respect for teachers and authority are expected of every student of CUTN.
- ❖ Each student is expected to be responsible for maintaining self-discipline and self-control in the classroom, in the University campus and during University programmes.
- ❖ Students shall maintain silence and be attentive while attending classes and meetings in the Department and also in common meetings in the University.
- ❖ Every student shall consider it as a personal responsibility with self-regulation to maintain cleanliness in the University.
- ❖ Every student shall strive to keep the classrooms and campus clean and eco-friendly.
- ❖ Any damage caused to the property of the University is a serious offence. Writing on walls, doors and furniture is strictly prohibited. Offenders will have to pay for any damage done.
- ❖ Ragging in any form is prohibited. Stringent action

will be taken against defaulters as per UGC guidelines.

- ❖ No student shall participate in acts tending to discredit the institution or impede its working either from within or from outside.
- ❖ Any student whose conduct is considered to be detrimental to the best interests of the University is liable for disciplinary action.
- ❖ It is the duty of each student to be responsible for the safety of all his/her personal property including money jewellery and electronic gadgets etc.
- ❖ Students are encouraged to follow traffic rules on and off the campus.

Notice Board

- ❖ The University expects each student to be responsible for reading the notices posted by officers of the University on notice boards on the University campus. Students shall not tamper with the notices displayed.
- ❖ Students shall not put up ANY NOTICE in the University campus without the permission and counter signature of the Competent Authority

Mobile Phone Usage

Mobile Phones should be put in silent mode/switch off while on the University campus/ class room.

Etiquette for Online Class

- ❖ Dress appropriately: Dress professionally and look presentable. Make sure your hair is well groomed.
- ❖ Be aware of your surroundings: Adjust your work set-up so that you face a window or are exposed to plenty of light. And make sure your background is professional and work appropriate. Choose a quiet location.
- ❖ No food or drinking during online classes.
- ❖ Remember nothing is private in online: Therefore respect people's privacy and their opinions. If you feel the need to disagree, do so respectfully and acknowledge the valid points in our classmates' argument. Acknowled-

edge that others are entitled to have their own perspective on the issue.

- ❖ Submit assignment carefully and on time.
- ❖ Don't post irrelevant links, comments, thoughts or pictures.
- ❖ Please login with your real name and email id.
- ❖ The students are supposed to switch on their cameras and switch off their mic (unless required to speak).
- ❖ There is to be no filming, recording or sharing content (you must not take screenshots or record staff members presenting information to you).
- ❖ The students should not annotate on screen until and unless instructed.
- ❖ The students should raise hands or use the chat box to post their questions and queries. Before posting your questions just check if anyone has already asked it and received a reply.

Academic Calendar

Link from our CUTN website

www.cutn.ac.in/academic-calendar/

COMMUNITY COLLEGE

Community College at CUTN is established to serve multiple needs including

- (i) career-oriented education and skills to students interested in directly entering the workforce;
- (ii) training and education programmes for local employers;
- (iii) high touch remedial education for secondary school graduates not ready to enroll in traditional colleges, giving them a path to transfer to three- or four-year institutions; and
- (iv) General interest courses to the community for personal development and interest.

- ❖ To make higher education relevant to the learner and the community.
- ❖ To integrate relevant skills into the higher education system.
- ❖ To provide skill-based education to students currently pursuing higher education but actually interested in entering the workforce at the earliest opportunity.
- ❖ To provide employable and certifiable skills based on National Occupational Standards (NOSS) with necessary general education to Senior Secondary School pass-outs, with general education and for vocational education background.
- ❖ To provide for up-gradation and certification of traditional / acquired skills of the learners irrespective of their age.
- ❖ To provide opportunities for community-based life-long learning by offering courses of general interest to the community for personal development and interest.
- ❖ To provide opportunity for vertical mobility to move



to higher education in future

- ❖ To offer bridge courses to certificate holders of general / vocational education, so as to bring them at par with appropriate NSQF level.
- ❖ To provide entrepreneurial orientation along with required skill training for self-employment and entrepreneurship development.

Certificate and Diploma, B.Voc. Programmes approved by UGC for year 2022-23

Certificate Courses Offered:

- ❖ Basic Computer Application
- ❖ Entrepreneurship
- ❖ Financial Literacy
- ❖ Ornithology
- ❖ Paralegal Studies
- ❖ Graphics and Web Design

- ❖ Goods and Service Tax
- ❖ Biofertilizers and Bio pesticides production
- ❖ Big Data Analytics using R / Python
- ❖ Value Addition in Ornamental Flora
- ❖ Ornamental Gardening and Interiorscaping
- ❖ Stock and Commodity Market Operations

UG Programme:

- B.Voc in Digital Journalism and Multimedia Applications
- B.Voc programme in Travel and Tourism Management
- B.Voc programme in B. Com Vocational

For more details contact:

Dr. Velmurugan P.S.

Director, UGC-Community College
Central University of Tamil Nadu
E-mail id: com_college@cutn.ac.in

INCUBATION AND ENTREPRENEURSHIP DEVELOPMENT CENTRE

E-Cell caters the need of today's fast growing tech colleges by giving an idea to manage and manipulate the market strategies, knowledge and idea of the competitive world. It is an endeavour, not only for entrepreneurs but also for the students who desire to have a better professional personality. This shall help students grow a positive attitude towards entrepreneurship and help them foster a start – up individually. E – Cell works in collaboration with the alumni, faculty and the students committee. It aims to promote entrepreneurship among the students of Central University of Tamil Nadu. We shall be responsible for broadening up the link between student and alumni. Our works shall be for the development of startup, in and outside the campus.

On other hand the technology business incubator would provide new and emerging technology and compatible businesses with an environment that would support their start-up phase and increase their likelihood of success. The proposed incubator includes facility space, shared use of common office equipment, direct business assistance and guidance, mentoring, networking to capital, and other technical resources.

Business incubators accelerate the successful development of entrepreneurial companies through an array of business support resources and services. A business incubator's main goal is to produce successful firms that leave the program financially viable and freestanding. Incubator graduates commercialize technologies, create jobs, and strengthen local economies. Critical to the definition of an incubator is the provision of business assistance that comes in the form of management guidance, technical assistance, and consulting tailored to young, growing companies. Incubators may also involve facilities and facility-based services that provide

clients with appropriate rental space and flexible leases, shared business services and equipment, technology support services, and assistance in obtaining financing necessary for company growth. Finally, the Central University incubation centre make every effort to nurture

entrepreneurship in those people who have a passion for knowledge generation and mentoring, Making entrepreneurially driven communication are initiatives recognized as vital for supporting the sustainability of indigenous enterprise. **-Dr. G. Sudha, Coordinator**

INTERNAL COMPLAINTS COMMITTEE

Under The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (No 14 of 2013), the University Grants Commission (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015 and Gazette notification of MHRD dated 2nd May, 2016, CUTN, Thiruvavur has constituted an Internal Complaints Committee (ICC) to look into gender-sensitive issues and to inquire into the complaints of sexual harassment of female employees and female students of the University and to ensure a congenial working environment for women. The existing body already functioning with the same objective (like Committee Against Sexual Harassment (CASH)) has been reconstituted as the ICC of CUTN. Currently, ICC comprises of the following members:

Prof. Malabika Deo, Presiding Officer
Department of Commerce,
Pondicherry University

Prof. R. Rookkumar, Member
Department of Mathematics
Dr. B. Radha, Member
Associate Professor,
Department of Media & Communication
Mrs. S. Prema, Member
Private Secretary
Mobile No. 9843955131
Mr. M. Abdul Kadhar, Member
Assistant
Mobile No. 9865551346
Mrs. Christy Jesuratnam, External Member
Director, SNEHA, Nagapattinam

The ICC of CUTN: **Commit itself to a zero-tolerance policy towards sexual harassment;**
Reinforce its commitment to creating a campus free from discrimination, harassment, retaliation or sexual assault at all levels
We are reachable at icc@cutn.ac.in



Quality assured!

Every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards the realisation of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. For this, during the post-accreditation period, it will channelize all efforts and measures of the institution towards promoting its holistic academic excellence.

Functions of IQAC

- ❖ Development and application of quality benchmarks/parameters for the various academic and administrative activities of the University
- ❖ Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process
- ❖ Arrangement for feedback responses from students, faculties, parents, alumni and other stakeholders on quality-related institutional processes
- ❖ Dissemination of information on the various quality

Chairman

Prof. M. Krishnan Vice-Chancellor

Director/Coordinator

Prof. V. Madhurima
Professor, Department of physics

Administrative Officers

Prof. Sulochana Shekhar Registrar (i/c)

Shri. A. R. Venkatakrishnan Joint Registrar

Members

Prof. S. V. S. Narayana Raju
Professor, Department of Hindi

Prof. E. M. Shankar
Professor, Department of Biotechnology

Prof. A. Chandra Mohan
Professor & Head, Department of Management

Dr. D. Siva Sundara Kumar
Associate Professor, Department of Microbiology

Dr. K. Damodaran
Associate Professor, Department of Economics

Dr. V. Vithya Assistant Professor,
Department of Applied Psychology

Dr. Sujit Kumar Behera
Assistant Professor, Department of EPH

External Members

Dr. G. Gopalakrishnan Thiruvavur

Prof. S. Thangasamy
Former Vice-Chancellor,
Tamil Nadu Teacher Education University

Student Members

Ms. Sree Devi
Ph.D Scholar, Department of Physics

Mr. Manoj Prabhakar
Alumni, Department of Materials Science

parameters of higher education

- ❖ Organization of inter- and intra-institutional workshops and seminars on quality related themes and promotion of quality circles
- ❖ Documentation of the various programmes/ activities of CUTN, leading to quality improvement
- ❖ Acting as a nodal agency of CUTN for coordinating quality-related activities, including adoption and dissemination of good practices

- ❖ Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality
- ❖ Development of Quality Culture in CUTN; n Preparation of the Annual Quality Assurance Report (AQAR) of the University based on the quality parameters/assessment criteria developed by the relevant quality assurance body (like NAAC, NBA, AB) in the prescribed format
- ❖ As per the terms of UGC Regulations 2010, IQAC shall

act as the Documentation and Record-Keeping cell, including assistance in the development of the API criteria-based Performance Based Appraisal System (PBAS) proforma using the indicative template separately developed by the UGC. In order to facilitate the process, all teachers shall submit the duly filled-in PBAS proforma to the IQAC annually.

For any queries: iqac@cutn.ac.in | office_iqac@cutn.ac.in

OFFICE OF THE PROCTOR

The proctor shall monitor the disciplinary climate prevailing in the student community and has the power to take immediate disciplinary action, if the circumstances so require. The duties and responsibilities of the proctor broadly cover:

- ❖ Observance of good conduct and orderly behaviour by the students;
- ❖ Matters pertinent to students indiscipline;
- ❖ Matters related to punishment.

Students Discipline

Discipline includes the observance of good conduct and orderly behaviour by the students of the University. The students shall observe the following rules:

- ❖ Every student of the University shall maintain discipline and consider it his/her duty to behave decently at all places;
- ❖ No student shall visit places or areas declared by the University as “out of bounds” for the students;
- ❖ Every student shall always wear on his/her Identity Card issued by the competent authority;
- ❖ Every student, who has been issued the Identity Card,

shall have to produce or surrender the Identity Card, as and when required by the University;

- ❖ Any student found guilty of impersonation or of giving a false name shall be liable to the disciplinary action;
- ❖ The loss of the Identity Card, whenever it occurs, shall immediately be reported in writing to the competent authority;
- ❖ If a student is found to be continuously absent from Classes without information for a period of 15 days in one or more Classes, his / her name shall be struck off the rolls. He/she may, however, be readmitted within the next fortnight by the Dean on Payment of the prescribed readmission fee etc. He/ She will not be re-admitted beyond the prescribed period.

Indiscipline shall include

- ❖ Irregularity in attendance, persistent idleness or negligence or indifference towards the work assigned;
- ❖ Causing disturbance to a Class or the Office or the Library or the auditorium or playground etc; Disobeying the instructions of teachers or authorities;
- ❖ Misconduct or misbehaviour of any nature at the Examination Centre;
- ❖ Misconduct or misbehaviour of any nature towards a teacher or any employee of the University or any visitor to the University;

- ❖ Causing damage, spoiling or disfiguring to the property/equipment of the University;
- ❖ Inciting others to do any of the aforesaid acts;
- ❖ Giving publicity to misleading accounts or rumours amongst the students;
- ❖ Mischief, misbehaviour and/or nuisance committed by the residents of the hostels;
- ❖ Visiting places or areas declared as ‘out of bounds’ for the students;
- ❖ Not producing the identity card issued by the University;
- ❖ Refusing to produce or surrender the Identity Card as and when required by Proctorial Staff of the University;
- ❖ Any act of and form of sexual harassment, ragging or discrimination on the basis of caste category, religion, race; and
- ❖ Any other conduct anywhere which is considered to be unbecoming of a student.

Students found guilty of breach of discipline shall be liable to such punishment in terms of (1) Fine; (2) Campus Ban; (3) Expulsion; and (4) Rustication.

Prof. T. Mohan Das

Proctor, Central University of Tamil Nadu
E-mail: proctor@cutn.ac.in

HEALTHY PRACTICES

“A sound mind in a healthy body” is an ideal to strive for

Most of the university students find difficulties in maintaining a balance between healthy life and academic life. The excuse given by them is that they do not have time for their personal health which ultimately affects their overall mental and physical health. Here are a few points which can be practiced by students to ensure a healthy life during their course of education.

- ❖ **Diet** - Have a nutritional diet. Avoid junk food and drink enough water. Take fruits and salads regularly. Avoid alcohol, smoking and too much of sugar.
- ❖ **Exercise** - To maintain fitness, exercise regularly. Engage yourself in games and sports to endure physical stamina and recreation. Yoga can be practiced for health.
- ❖ **Sleep** - Try to sleep for 6-8 hours a day. Avoid sleeping for too long and stick to a schedule which will improve your health. Avoid caffeine before sleep.
- ❖ **Personal Hygiene** - Take bath regularly. Clean your hands properly before taking food. Use clean utensils. Clean your bedsheet regularly. When ill take proper medication.
- ❖ **Stress** - Put limits on work hours and be realistic. Try to maintain a routine. Reach out and ask help from others (Friends, Professor, Counselor, etc.). Take advantage of meditation and yoga to release stress. Relax with hobbies.
- ❖ **Mental Health** - Know the signs of depression and don't let stress get the better of you. Try to build your confidence and expect things to change. Keep in touch with your friends and family. Get involved in campus activities and be volunteer for programmes.

DO!



1. Give yourself time to adjust to the new campus – it is natural to feel a little lost in the beginning.
2. Carry your ID card at all times and all places.
3. Carry with you, campus emergency phone numbers.
4. Be punctual.
5. Participate actively in co-curricular activities. The University is the place to expand your mental horizons.
6. Meet your faculty to clear doubts.
7. Consult your faculty advisor.
8. Be responsible - about time, work and money.
9. Inform someone you know and trust about your whereabouts – especially when you leave the campus.
10. Complete your homework/assignments in the stipulated time.
11. Remember you are now a University Scholar – take responsibility for your learning.
12. Use the pavements (and not the main roads) for walking.
13. Be aware of the environment – be respectful of the local flora and fauna.
14. Respect the privacy of others and express empathy.
15. Take up your grievances through the proper channel only.
16. Write to your head of department after speaking to your student-advisor for department related matters.
17. Write to your hostel warden for hostel related matters.
18. In case the issue is not resolved, approach the Dean (Students Welfare).

19. Under no circumstance you are allowed to bypass the proper channel. Writing to agencies outside CUTN, without resolving the issue within the campus, will be viewed very seriously and can invite disciplinary action.
20. Use social media in a responsible manner.
21. Use the Library regularly.
22. Stay healthy, in body and mind.
23. Respect the cultural diversity of the campus.
24. Learn, learn and learn some more!!
25. Strive for academic excellence.
26. Be in touch with your family and friends.
27. Grades are important but they are not everything. Speak to your advisors if you feel lost.

DO NOT!



1. Procrastinate.
2. Play music (and other sounds) on speakers – including phone speakers.
3. Walk on roads with your headphones on.
4. Kill snakes. In case you spot one, walk away quietly and/or call emergency number.
5. Spread baseless rumors.
6. Use tobacco, alcohol and/or narcotic/ recreational drugs.
7. Indulge in any disruptive activity.
8. Place posters/flyers that have not been authorized by faculty/Head/administration.
9. Walk alone at night – on any part of the campus.
10. Carry valuables/large amount of cash.
11. Leave valuables unattended anywhere.



HEALTH CENTRE



The Health Centre and Diagnostic Laboratory is situated in the Amenity Centre, Central University of Tamil Nadu.

The Health Centre is equipped with the following facilities

- ❖ Separate Consultation rooms and separate In-patient sections for boys and girls.
- ❖ Pharmacy section where most of the essential drugs are provided free of cost.
- ❖ Emergency care facility with multipara monitors, Volumetric Infusion Pump, 12 lead ECG machine, oxygen supply, Biphasic defibrillator, Portable suction machine etc.
- ❖ Diagnostic Laboratory facilities like CBC, Blood Glucose, Lipid Profile, Renal Function Test, Liver Function Test, Serum Electrolytes etc.
- ❖ Minor OT for treating minor procedures like Abscess removal, Incision and drainage, Lipoma removal, suturing and sterile dressing etc.
- ❖ Emergency medicines for treating emergency conditions like myocardial infarction and other respiratory complications.
- ❖ All equipment are connected with Uninterrupted Power Supply to avoid any power cut during the emergency timing.
- ❖ Air conditioning facility to maintain the ambient temperature during treatment.

Medical Officers

Dr. K. Vishnu Priya | Dr. R. Sowmi |
Dr. Dhilipan Raja M | Dr. Vigneshwaran K

Nursing Officer: Mrs. R. Revathy

24 Hours Emergency / Ambulance Contact
00 94 4248 8404 | 04366 277566 E-mail:
healthcenter@cutn.ac.in, mo@cutn.ac.in
Ambulance is available at the Medical Centre for emergency, if any. Working Hours 24x7.

CUTN HOSTELS

YOUR HOME AWAY FROM HOME

Kurunji	Female	200
Mullai	Female	450
Aambal	Male and Female	033 rooms
Marutham	Ph.D Scholars	105 rooms
Thakkesi	Male	200
Panchamam	Male	450
International Student Hostel	Male & Female	200

CONTACTS

Dr. N. Rajagopal

Chief Warden (Boys Hostel)

E-mail: rajagopal@cutn.ac.in

Dr. G. Sudha

Chief Warden (Girls Hostel)

E-mail: sudhasharan@cutn.ac.in

Warden (Boys)

Dr. Vittal Babu Gudimetla

E-mail: vittalbabu@cutn.ac.in

Dr. Dinakar Challabathula

E-mail: dinakarc@cutn.ac.in

Dr. Indranil Chattopadhyay

E-mail: indranil@cutn.ac.in

Warden (Girls)

Dr. V. Vithya

E-mail: vvithya@cutn.ac.in

Dr. Preeti R Gotmare

E-mail: preetigotmare@cutn.ac.in

Dr. K. R. S. Preethi Meher

E-mail: preethimeher@cutn.ac.in

Dr. Anila Sulochana

E-mail: anilasulochana@cutn.ac.in

Facilities in the hostels**Gymnasium**

Both Boys and Girls hostels are equipped with a gymnasium each. The gym equipment includes weighing machine, free weights, dumbbells, medicine balls, free weight bars, boxing punch bag, static bike, etc.

Wireless Internet Facility (WiFi)

The Boys Hostel, Girls Hostel, Married Research Scholars Hostel, Non-Married Research Scholars Hostel are currently equipped with wireless internet facility, provided by BSNL India. The wireless router is currently set up at a common place in such a way that all the students are benefitted in the given hostel.

Sports Facilities/amenities (Indoor and Outdoor)

The hostels have indoor facilities such as carom boards and table tennis. Apart from these, students interested in playing chess can take the chess boards and play inside the hostels. For outdoor games, cricket kit, cricket mat, basketball, football, shuttle badminton racquets and corks are present in the store room. The students should enter their names in the register and use them either in the multipurpose hall or in the sports ground.

Recreation room (TV room)

All the Hostels are equipped with LCD TV with individual set-top box with one-year complete channel subscription from Airtel. Apart from the TV room, all the Hostels are provided with daily newspaper in different languages.

On spot Technicians (Electricians and Plumbers)

All the hostels are given 24 X 7 service support for electrical and plumbing issues.

Safety and Security:

All the hostels are provided with security guards who work round the clock by maintaining shift-based work schedules. CCTV cameras have been installed in all the hostel premises.

Generator Facility

24 Hours uninterrupted electricity available in all the



hostels.

Drinking Water Facility

RO system has been installed in Girls and Boys Mess with a cool and hot water facility. Dining Hall: Both Boys and Girls Hostels have well equipped dining halls. Each hall could accommodate 150 students at a time.

***Mess fee Structure**

Mess rate per day is Rs.63.75 -Breakfast-16, Lunch-30, Dinner-17.75. (*Subject to change)

Housekeeping and Maintenance

Utmost care is taken to keep all the hostels clean and sanitary. All the Hostel premises are cleaned on a daily routine basis. Garbage is removed and disposed of regularly in a proper manner to keep the hostel tidy for healthy living. The following is the list of registers maintained in each hostel:

1. Visitors Register, 2. Wardens visit Register, 3. Anti-ragging Squad Visit Register, 4. Anti-ragging Complaint Register, 5. Hostel RO Plant water checking Register, 6. Mess Stock Register, 7. Attendance Register (For all hostels), 8. Students' food complaint Register, 9. Food Checking & Complaint Register, 10. House Keeping attendance Register, 11. Hostel Staff attendance Register, 12. Students In-Out Register (Maintained by Security), 13. Students' complaint Register

Hostel is also known as "Hall of residence" mean the place of residence of students as determined by the university. Ragging in any form is prohibited. Punishments for ragging ranges from expulsion from hostel, debarring from exams to cancellation of admission. Ragging shall be treated as a serious offence and shall be dealt

Mode of Violation	Punishment	Mode of Violation	Punishment
Loss of furniture and fittings	The cost of furniture and fittings to be recovered	Manhandling, group (mob) fighting or intimidation	Permanent expulsion from the hostel on immediate notice
Willfully damaging CUTN property (electrical/ civil / plumbing fittings, furniture).	Twice the cost of the damaged item.	Denying, objecting or obstructing the entry of any hostel authority in to the resident's room for the purpose of checking.	Permanent Expulsion from the hostel on immediate notice
Unauthorised tapping of electrical power	Penalty up to Rs.1000/- may be imposed	Residents found cooking or possession of cooking equipment(s) including heater, vessels, stove etc in the hostel premises	A penalty of Rs. 2000 will be imposed on residents found cooking and/or possession of cooking equipment(s) in their room. The cooking equipment will be confiscated by the Hostel authority
Misconduct within the hostel premises such as issuing orders to hostel employees, interference with the mess employees, etc.	Suspension for a specific period of time based on the report provided by the Warden/Hostel Committee	Taking unauthorised leave from the hostel/ Absence from the hostel without prior permission from the Warden and/ or parents, as the case may be	Issued written/verbal warning and asked to call his/ her parents/ guardians.
Late entry i.e., entry into the respective hostels after 10:15 PM.	Permitted into the respective hostel with a strict warning for three occasions in a Semester and thereafter penalised for Rs.1,500/-. He/he has to be accompanied by their parent/ guardian to pay the penalty. If the student is found to enter their hostel, late or delayed for the fifth time in a semester he/she will be expelled from the hostel.	Causing hindrance to the Hostel authorities to perform their duties	Suspension for a specific period of time based on the report provided by the Warden/Hostel Authorities.
Putting up notices or convening meetings or taking out processions, etc.	Suspension for a specific period of time based on the report provided by the Warden/Hostel Authorities	Mutually exchanging rooms without prior intimation to the Warden	Penalty up to Rs.2000/- may be imposed
Disturbance to inmates yelling, celebrating late night parties/birthdays, etc.	Suspension for a specific period of time or permanent expulsion from the hostel based on the report provided by the Warden/Hostel Committee		

with as per extant UGC Regulations.

❖Residents shall not create or permit their guests or visitors to create any disturbance or other nuisance in the

hostel that will interfere with the well-being of others.

❖Smoking, chewing and spitting of pan, consumption of alcohol drinks and /or narcotic drugs in the hostel prem-

ises is strictly prohibited.

❖Residents shall not have empty container / bottle / packet of cigarette, alcohol and other intoxicating/ nar-

cotic item in their possession/ collection.

❖Residents are not allowed to gamble in the hostel/ University premises. The Residents are not allowed to keep any pets or feed/ groom stray animals in the hostel premises.

❖Social gathering in the hostel complex is not permitted without the prior and written consent of the respective warden.

❖No association of hostel residents on the basis of region, religion, caste, creed, ideology or political party is permitted. Any act of manhandling, group fighting, intimidation or violence, wilful damage to property or drunken behaviour constitutes a serious offence.

❖Every case of illness and accident must be reported immediately to the hostel authorities. Students suffering from contagious disease will not be permitted to stay at the hostel. Decision of the Chief Warden in this regard will be final. No function or celebration shall be organized at hostel premises without the permission of the Chief Warden.

❖Vandalism is a serious offence and anyone found guilty of committing or resorting to such acts can be fined and / or expelled from the hostel.

❖Misbehaving with the security personnel, care takers and hostel authorities will be considered equivalent to vandalism.

❖Resident students found in act of violence or misconduct outside the hostel premises are not the liability of the Hostel or University Authorities. In such cases the resident student is responsible for himself/herself.

❖The Residents must abide by any other instructions conveyed by the Vice Chancellor, Registrar, Chief Warden and Warden from time to time.

❖Residents are responsible for keeping the hostel premises clean. Residents are advised to keep their room, the mess hall, common room, visitor's room, stair case and toilets and bathrooms clean at all time.

❖The use of electrical appliances such as immersion heaters, LPG/electric stove/heater are forbidden in any

of the room allotted for residence. Cooking, making tea etc is strictly prohibited in the room.

❖Students shall conduct a room check to verify the inventory provided and endorse on the Check In/Check Out Form. Any missing or damaged items must be reported to the hostel authority immediately. Otherwise, it will be assumed that all furnishings and fittings are in good order. The student will be responsible for any loss or damage thereafter.

❖Residents will be personally responsible for the safety of their belongings. Residents are advised to keep their personal belongings and any other valuable items locked in their personal locker even when they are out for a short period.

❖Any loss or theft of item(s) should be immediately reported to the hostel authority. No police complaint shall be lodged by the student before taking prior permission from the hostel authorities.

❖The Hostel authority reserves the right to enter and inspect a hostel in the interests of health, safety and proper conduct of the students. Entry can be made at any time, whether or not the students are present, and without prior notice to the students, if emergency, health or safety circumstances warrant such entry or if there are reasonable grounds to believe that any substance, material or item is being kept or used on the premises in any manner prohibited by the law, by these rules and regulations. Any such substance or item may be impounded by the University's representatives without prior notice. Any necessary cost of such removal shall be the responsibility of the Resident(s) who introduced the prohibited substance or item.

❖Residents are not permitted to leave the hostel complex before 05.00 AM in the morning and after 10.15 PM in the Night. Any late entries/night exits should be informed to the Warden in advance and permission to be obtained.

❖Hostel Residents who go home during weekends/festivals/holidays/health issues or for any other reason

should submit their leave letters in person to the Hostel Office. "Absent" will be marked against their names in the attendance register if the leave letter is not submitted in the Hostel Office.

❖The tentative mess timings are:

❖Breakfast: 07:30 am-08:30 am

❖Lunch: 12:30pm-02:00 pm

❖Dinner: 07:30 pm-08:30 pm

Note: The Mess timings are subjected to change.

❖A diet register may be maintained by a University or Private Party or Co-Operative Society for students to register their signature at every meal.

❖A provision for mess rebate/ reduction will be available with the permission of the mess warden.

❖Mess rebate/ reduction shall be provided only when the resident goes out of station/ university, for which the leave letter has to be submitted to the hostel warden/ hostel office. The application for mess rebate/ reduction has to be submitted in person by the resident well in advance, at least 24 prior to leaving the station. The mess committee consisting of the Mess Wardens and one representative from the block or one student from every year of study will oversee to the smooth functioning, cleanliness and food quality of the mess.

❖Residents can intimate their grievances to respective warden through the following email IDs or mobile/ telephone numbers; Boys hostel: hosteloffice@cutn.ac.in or 04366-277279; Girls hostel: ghwarden@cutn.ac.in or 04366- 277278.

❖Any grievance from a resident(s) in the first instance is to be referred to the Resident Warden/ Warden who will, depending upon the nature of the grievance, ensure that it is processed by him/her in a speedy manner. In case the resident(s) is/are not satisfied with action taken by the Resident Warden/ Warden he/ she/they are free to bring the grievance in writing to the notice to the Chief Warden before representing it to the Registrar/ Vice-Chancellor of the University. Apart from TV room, all the Hostels are provided with daily newspaper in dif-

Mode of Violation	Punishment	Mode of Violation	Punishment
Instigation of protest/ violence within the hostel or University campus	Permanent expulsion from the hostel on immediate notice	Indulging in illegal and unethical activity within the hostel premises	Permanent Expulsion from the hostel on immediate notice
Wantonly causing damage to the properties of the hostel or the University or doing anything that would lessen the value of any such property	Levying of penalty in addition to the normal recovery of proceedings	Engaging a private servant or pet animal	Permanent Expulsion from the hostel on immediate notice
		Keeping pets, feeding/ grooming stray animals.	Permanent Expulsion from the hostel on immediate notice
Ragging the fellow students or juniors	Permanent expulsion from Hostel and University and the information of the occurrence shall also be filed with the police for necessary action	Vandalism	Penalty upto Rs. 2000/- and Suspension form the hostel for a specific period of time or both depending upon the gravity of the violation.
Indulge in any act of theft, immoral acts, misbehaviour with hostel/mess staff, spread of regionalism, casteism etc	Permanent expulsion from Hostel and University and the information of the occurrence shall also be filed with the police for necessary action	Staying in the hostel room beyond the stipulated period without prior permission	Penalty up to Rs.2000/- may be imposed. Expulsion may be recommended by the Hostel Committee.
		Allowing guests to stay over night in the hostels without prior information or permission	Penalty up to Rs.2000/- may be imposed
Defacing the hostel rooms in any forms such as pasting posters, slogans, scribing/ scribbling, painting and writings etc.	Penalty of Rs.1000/- may be imposed or payment INR 350 per square feet of the entire wall/ ceiling/ floor on which the image/ drawing/ writing/scratch has been made	Giving unauthorised shelter to the outsiders/ inviting undesirable elements into the	Permanent Expulsion from the hostel on immediate notice
Possession of dangerous weapons, intoxicants of any kind, poisonous things, crackers, firearms, contra-band items or instruments that may cause serious injury to others	Permanent Expulsion from the hostel on immediate notice	Boys entering Girls' hostel and vice versa	Penalty up to Rs.1000/- may be imposed
		Screening/keeping obscene literature/video films in possession	Permanent Expulsion from the hostel on immediate notice

Mode of Violation	Punishment
Consumption and possession of alcoholic/ any intoxicating drink or substance of any kind, narcotic drugs, smoking, chewing & spitting of pan within the hostel and University campus Or possession of empty container / bottle / packet of cigarette, alcohol and other intoxicating/ narcotic item	Permanent Expulsion from the hostel on immediate notice
Formation of association of students in the name of region, caste or creed	Permanent Expulsion from the hostel on immediate notice

The penalty imposed is for every instance. Residents penalized for any three of the above violations during the span of their stay in the hostel will be expelled from the hostel and will not be provided hostel accommodation for all forthcoming semesters/ program of study.

For hostel rules and regulations:

https://cutn.ac.in/wp-content/uploads/2022/08/Hostel_Rules_and_Regulations_29082022.pdf

Get sporty!

Sports help to develop the overall personality of the students by shaping physical, mental and social well-being. It helps in sharpening the ability to observe, analyse and judge in the spur of a moment. Team spirit, cooperative working and coordination are the important qualities that can be learnt from team events. These are very essential in social and professional life to develop a confident and fearless attitude. The role of the Sports Club is to create the infrastructure and promote capacity building for broad-basing sports as well as for achieving excellence in South-Zone Inter University Tournaments and National competitive events. Keeping in view the growing demand for advanced infrastructure, equipment and scientific support, the Sports Club has taken several initiatives and is providing the necessary assistance to sportspersons by way of training and giving exposure in National competitions backed up with scientific and equipment support as well as cash incentives for boosting their morale.

Central University of Tamil Nadu is equipped with good sports facilities for the students and staff and is proactive in developing Sports infrastructure for the benefit of the student community.

Facilities are available for events such as cricket, football, volleyball, and athletic events. Indoor facilities for physical conditioning are available at the MultiPurpose Hall along with facilities for Table Tennis, Shuttle Badminton, Chess and Carrom. Students regularly participate in both intramural and extramural competitions. The training equipment for sports and athletics events are available in the sports office.

Multi Sports Complex comprises Volleyball Court -



2, Basketball court – 2, Tennikoit Court – 1, Lawn Tennis – 1, Athletic Standard track 400 M, a cricket ground and Indoor Sports comprises Badminton Court and Table Tennis among other sports facilities will be provided shortly at the campus. GYM / Fitness Centre. A physical fitness centre is operational in the University for ensuring a healthy mind and a healthy body. The students and the faculty regularly use the Gym facilities in the university under the guidance of the sports expert. Separate Gym facilities are available for boys and girls. The centre of the university has all the requisite instruments and equipment's required for exercising.



Sports Coordinator
Dr. Dinakar Challabathula
 Assistant Professor
 Department of Biotechnology



GUEST HOUSE AT ITS BEST!

CUTN Guest House is situated in the residential campus of CUTN, opposite to the residence to the Vice-Chancellor. CUTN Residential campus is barely 3 km from the ThiruvavurMayiladuthurai high road. These Guest Houses are primarily meant for official guests of CUTN, Members of Selection Committees, Boards of Studies, Examiners, Experts for viva-voce for Ph.D. and other classes, visiting faculties and scholars, invited participants of Seminars / Workshops/ Symposia / Conferences / Training programs organized by the University, Centers and Departments and at times for guests of CUTN teaching staffs and guests of

CUTN non-teaching staff, parents/ guardians of students, subjected to availability.

Presently, the guest house accommodation is provided to the guests in two independent blocks containing 3 bedrooms, each. The Facilities in each guest house block include a common hall, kitchen, dining hall and independent vehicle parking shed. However, Breakfast, Lunch and dinner are being served only in the main block. Each bedroom is furnished with two beds, one LCD TV, AC and other basic furniture. The Guesthouse provides safe and clean surrounding and is managed by professional and helpful

staffs who attend to our guests at all hours. Provisions of roof garden and Wi-Fi are being made.

Guest House (in-charge)

Dr. Ankathi Raghu

Associate Professor and Head
Department of Tourism & Hospitality Management

Email: raghu@cutn.ac.in

Office Number: + 91 9442488408

E-mail: guesthouse@cutn.ac.in

For further information: <https://cutn.ac.in/guest-house/>



INSTITUTE INNOVATION COUNCIL

The Ministry of Human Resource Development (MHRD), Govt. of India has established 'MHRD's Innovation Cell (MIC)' to systematically foster the culture of Innovation amongst all Higher Education Institutions (HEIs). The primary mandate of MIC is to encourage, inspire and nurture young students by supporting them to work with new ideas and transform them into prototypes while they are informative years.

MIC has envisioned encouraging creation of 'Institution's Innovation Council (IICs)' across selected HEIs. A network of these IICs will be established to promote innovation in the Institution through multitudinous modes leading to an innovation promotion ecosystem in the campuses.

Major focus of IIC:

1. To create a vibrant local innovation ecosystem
2. Start-up supporting Mechanism in HEIs
3. Prepare institute for Atal Ranking of Institutions on Innovation Achievements Framework.
4. Establish Function Ecosystem for Scouting Ideas and Pre-incubation of Ideas.
5. Develop better Cognitive Ability for Technology Students.
6. Institute Innovation Council (IIC).



INTERNATIONAL STUDENTS CELL

With students from across diverse regional and socio-cultural backgrounds, CUTN has created a campus culture and climate that respect differences, encourage inclusiveness and reflect diversity it as the core value of the university. CUTN invites applications from highly motivated, individuals who are looking for unique educational experience.

Admission guidelines for NRI/Foreign Nationals

Application of Foreign Nationals nominated by the Govt. of India under scholarship scheme and direct admission through self-financing scheme shall be entertained for different Courses at Central University of Tamil Nadu. The foreign nationals need NOT appear in the Central Universities Common Entrance Tests (CUCET) for

admission; however, they should have passed the equivalent Qualifying Examination from an Indian or Foreign University/ Institution. Provision to the extent of 10% of the total seats in each course on a supernumerary basis for Foreign Nationals is available. For more details related to program of study and eligibility criteria, please visit www.cutn.ac.in/iadmission.

Prof. E. M. Shankar

Nodal Officer,

Direct Admission of Students Abroad
Coordinator, International Admissions
Central University of Tamil Nadu
Thiruvavur 610 005

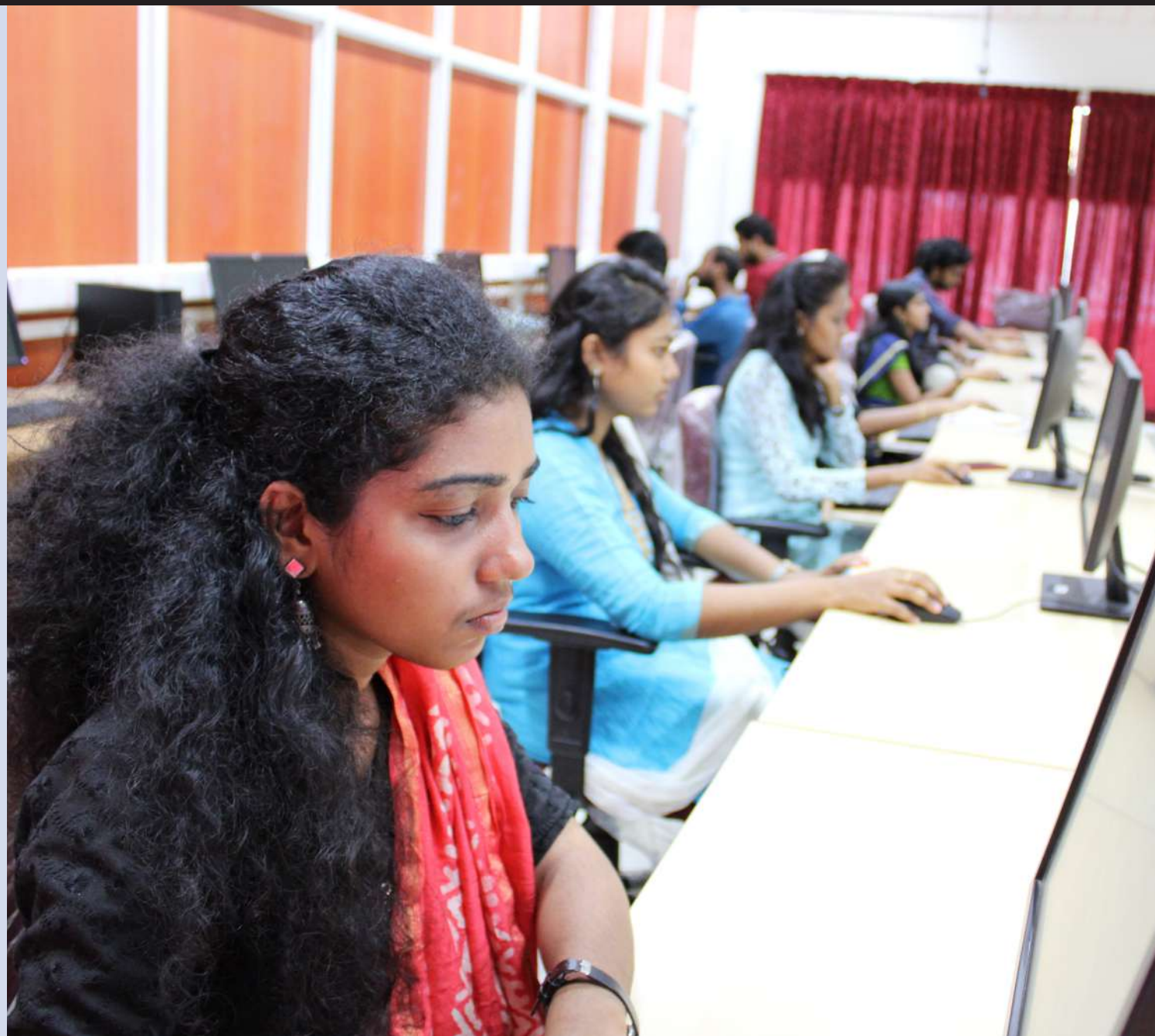
Email: international@cutn.ac.in

Telephone: 00 9195 6657 4905/0098 6570 5280

MOOCS-ICT @CUTN

Massive Online Open Courses (MOOCs) are in demand in the present knowledge society, which enable easy access for all kind of learners. Dissemination of knowledge and skill training to the target audience through the platform of technology is made easy through MOOCs. The Central University of Tamil Nadu has initiated MOOCs and ICTs and proposed to start various programs in the capacity of MOOCs at each department. It also suggests to make use of various ICT services for MOOCs like NPTEL, edX, Coursera etc. Students are free to explore the scope and select

courses of their choice in consultation with the faculty members. There will be an exclusive server for learning management system, with which students and faculty members will be able to explore various courses soon at the university level. Faculty and students are encouraged to share ideas for innovative practices to harness the maximum of ICTs and MOOCs. The proposed plan suggests bridge courses for the fresh students of the university in vernacular languages in order to equip them to cope up with the unique curriculum of each department. Departments are encouraged to design and develop MOOCs at various levels including school level.



NSS: A heart of servitude



CUTN has 4 units of National Service Scheme (NSS). Currently NSS-CUTN has a total of 400 volunteers with 200 volunteers from first year enrolment. The students who would want to improve their personality through social welfare activities, can join NSS. NSS organizes regular social welfare activities such as tree plantation, cleaning, various awareness programmes, blood donation camps, various awareness programmes, etc., and 7 days special camp every year at adopted villages. These activities will enhance student's nature into helping others as

well as to the nation and they will be oriented towards nation building activities. Being an active member in NSS, the student volunteers may have the exposure and experience to be the following: an accomplished social leader; an efficient administrator and a person who understands human nature. The main advantage of being an NSS volunteer is that they will have a great chance to take part in various government led community service activities & programmes. The sole aim of the NSS is to provide hands-on experience to young students in delivering community service.

Members

Dr. V. Gunasekaran, Coordinator
Email: gunasekaran@cutn.ac.in

NSS Programme Officers

Dr. S. Seethalakshmi

Email: seethalakshmis@cutn.ac.in

Dr. S. Senthilkumar

Email: senthilkumar@cutn.ac.in

Dr. K. Balashanmugam

Email: balashanmugam@cutn.ac.in



NCC: OBEYING WITH A SMILE

NCC The 'Aims' of the NCC laid out in 1988 have stood the test of time and continue to meet the requirements expected of it in the current socio-economic scenario of the country. The NCC aims at developing character, comradeship, discipline, a secular outlook, the spirit of adventure and ideals of selfless service amongst young citizens. Further, it aims at creating a pool of organised, trained and motivated youth with leadership qualities in all walks of life, who will serve the Nation regardless of which career

they choose. Needless to say, the NCC also provides an environment conducive to motivating young Indians to join the armed forces.

- ⌚ To Create a Human Resource of Organized, Trained and Motivated Youth, To Provide Leadership in all Walks of life and be Always Available for the
- ⌚ To Provide a Suitable Environment to Motivate the Youth to Take Up a Career in the Armed Forces.
- ⌚ To Develop Character, Comradeship, Discipline, Leader-

ship, Secular Outlook, Spirit of Adventure, and Ideals of Selfless Service amongst the Youth

Source: <https://indiancc.nic.in/aim-of-ncc/>

Dr. J. Ashok Kumar

ANO (SD), 5-PLATOON, 2 (P) INDEP COY,
NCC KARAIKKAL.

Dr. Lekha D. Bhat

ANO (SW), 6-PLATOON, 2 (P) INDEP COY,
NCC KARAIKKAL



KV@CUTN

Kendriya Vidyalaya CUTN Thiruvarur was established in the year 2013. KV CUTN Thiruvarur is one of the popular KV schools run by Kendriya Vidyalaya Sangathan (KVS) under the Ministry of Human Resource Development (MHRD). KV CUTN Thiruvarur is situated at the Central University of Tamil Nadu Campus, Thiruvarur Tamil Nadu-610005

KV CUTN Thiruvarur is a co-educational school equipped with proper facilities and well-maintained infrastructure for the students and teachers which develops a better environment conducive to learning. KV CUTN Thiruvarur falls under the KVS Chennai Region. A

band of dedicated teachers is working for the cause of education and wholesome development of personality of students. Currently (Academic session 2021-22) there are classes up to XII standard. Thiruvarur KV has facilities like ATL Lab, Art Room, Sport Room, Math Lab, Science Lab, Computer Lab and Library.

Shri. K.Viswanathan

Principal (i/c)

Kendriya Vidyalaya, CUTN Residential Campus,
Nagakudi, Thiruvarur-610 005
E-mail: kvcutn2013@gmail.com

Vidyalaya Management Committee

Prof. M. Krishnan Vice-Chancellor
Chairman, VMC

Prof. E. M. Shankar
Department of Biotechnology, CUTN

Dr. B. Radha
Department of Media and Communication, CUTN

Dr. Deepak M. Sakate
Department of Statistics and Applied
Mathematics, CUTN

Dr. K. Sethuraman
Department of Materials Science, CUTN

Dr. Balasubramani
Department of Geography, CUTN

Dr. G. Ramesh
Department of Tamil, CUTN

Dr. K. Vishnu Priya
Medical Officer, CUTN

Mr. Vijay Anand
Teacher, KV, TVR

Mrs. N. Mythili
Thiruvarur

Mrs. Jayanthi
Thiruvarur

Mr. K. Arumugam,
Principal (i/c) Member Secretary

Mr. Jitendra Swami
Executive Engineer, CPWD, Thiruvarur

REVERSE OSMOSIS (RO) PLANTS

S. No.	Location/Name of Building	Capacity (litre/hour)
1	NLBS-I	250 LPH
2	NLBS-II	250 LPH
3	Academic Building-III	250 LPH
4	Administrative Block	250 LPH
5	Department of Chemistry	250 LPH
6	Department of Mathematics	250 LPH
7	Department of Material Science	250 LPH
8	MRSH	250 LPH
9	NMRSH	250 LPH
10	Student Amenities Centre (PEB)	250 LPH
11	300 Seater Boys Hostel	500 LPH
12	300 Seater Girls Hostel	500 LPH

KEY CONTACTS (ADMINISTRATION AND SUPPORT SERVICES)

ADMINISTRATION (CUTN)

Academic Section	A001-Administration Block	04366 277261
Finance Section	A002-Administration Block	04366 277321
Administration	A012-Administration Block	04366 277320
IT Section	B001-Administration Block	04366 277290
Registrar's Secretariat	F1-01-Administration Block	04366 277230
VC's Secretariat	Administration Block	04366 277351

SUPPORT SERVICES

Fire & Rescue Station	Thiruvarur	04366 242101
	Nannilam	04366 229101
Railway booking	Thiruvarur	https://www.irctc.co.in/
Online Bus Bookings (SETC, SRS, TNSTC, KSRTC and Redbus)		http://www.setc.org.in/ https://www.srsbooking.com/ https://www.tnstc.in/ TNSTCOnline/ https://www.ksrtc.in/ https://www.redbus.in/

SUPPORT SERVICES

Ambulance	CUTN	04366 277566
Police Station	Thiruvarur	04366 220228
	Nannilam	04366 230449
Health Care	CUTN	9442488404
Thiruvarur Hospitals	Government Thiruvarur MCH	04366 220040
	Thiruvarur Medical Centre	7550045678
	Nava Jeevan Hospital	9597035108
	Venkateshwara Hospital	9750028115
	Arun Medical Centre	7947415500
	Ansari Ortho Speciality Clinic	7947415765
	Lakshana Hospitals	04366 240210
	Vandampalai Lions Eye Hospital	04366 240099
Surya Hospital	04366 242447	
NG Diabetes Care		9489985222

Ambulance contact numbers: 7947166810, 9597111195, 8883174868

KEY CONTACTS (ADMINISTRATION AND SUPPORT SERVICES)

BANK: CUTN has a separate State Bank of India branch with an ATM in the Administrative Block.

Name of the Branch : State Bank of India, CUTN, Neelakudi Campus.
 Branch Code : 18724
 IFSC : SBIN0018724
 Business hour : 10.00 a.m. – 4.00 p.m.

POST OFFICE: Post Office is located in the Administrative Block
 Business Hour : 10.00 a.m. – 3.00 p.m.
 PIN : 610 005

NEAREST AIRPORTS

Airport Name	IATA Code	Distance
Tiruchirapalli International Airport	TRZ	102.71 km
Pondicherry Civil Airport	PNY	175 km
Madurai International Airport	IXM	199.35 km
Chennai International Airport	MAA	253.59 km
Coimbatore International Airport	CJB	286.1 km

Airport Name	IATA Code	Distance
Kempegowda International Airport	BLR	343.17 km
Cochin International Airport	COK	361.67 km
Trivandrum International Airport	TRV	561.7 km
Calicut International Airport	CCJ	405.42 km
Mangalore International Airport	IXE	572.51 km

Transport Facility

Shuttle Trip route:

NLBS-Admin-Flag Roundabout-Main Gate- Flag Roundabout- MP Hall – OGH (Junction) – NGH (Junction) – Sports Amenities Centre – OBG (Junction) – MRSH – NMRSB-NBH (Junction) – NLBS – Admin.

*If any special trip is organised for students/visit to nearby places/maintenance the shuttle trip may be interrupted for that particular slot.

NOTE:

- The shuttle shall be stopped at the respective stages only. To maintain the scheduled timings, stopping in the middle other than the stop is not permitted.
- No. of students in a shuttle trip is limited to 33 only; Students need to maintain the decorum of the university.
- The aforesaid shuttle timings may/ will be modified as per requirement.
- The final evening trip to Kandalancherry is only for days' scholars.
- Students may use the facilities of the shuttle services.
- The last shuttle service at times may be overloaded. Hence, it's advisable not to wait until the last shuttle pick-up service for the day.

Private & Government Bus Timings:

Private Bus frequencies via CUTN:

9.00 am from Thiruvarur to Ettiyalur (reaches CUTN around 9.20 am)
 9.35 am from Ettiyalur to Thiruvarur (reaching CUTN around 9.50 am)
 10.30 am from Thiruvarur to Ettiyalur (reaches CUTN around 11.10 am)
 11.25 am from Ettiyalur to Thiruvarur (reaching CUTN around 11.45 am)
 1.00 pm from Thiruvarur to Ettiyalur (reaches CUTN around 1.30 pm)
 1.50 am from Ettiyalur to Thiruvarur (reaching CUTN around 2.15 pm)
 3.45 pm from Thiruvarur to Ettiyalur (reaches CUTN around 4.15 pm)
 4.45 am from Ettiyalur to Thiruvarur (reaching CUTN around 5.15 pm)
 5.30 pm from Thiruvarur to Ettiyalur (reaches CUTN around 6.00 pm)
 6.15 pm from Ettiyalur to Thiruvarur (reaching CUTN around 6.25 pm)
 8.00 pm from Thiruvarur to Ettiyalur (reaches CUTN around 8.30 pm)

Government Bus frequencies via CUTN Staff Quarters:

From Nannilam via CUTN Staff Quarters (at 6.30 am) - Thiruvarur Bus Stand
 Thiruvarur Bus Stand - CUTN Staff Qtrs (at 7.45 am) - Nannilam
 From Nannilam via CUTN Staff Qtrs (at 8.30 am) - Thiruvarur Bus Stand
 Thiruvarur Bus Stand - CUTN Staff Qtrs (at 10.30 am) - Nannilam
 From Nannilam via CUTN Staff Qtrs (at 12.00 pm) - Thiruvarur Bus Stand
 Thiruvarur Bus Stand - CUTN Staff Qtrs (at 2.45 pm) - Nannilam
 From Nannilam via CUTN Staff Qtrs (at 4.30 pm) - Thiruvarur Bus Stand
 Thiruvarur Bus Stand - CUTN Staff Qtrs (at 6.45 pm) - Nannilam
 From Nannilam via CUTN Staff Qtrs (at 8.00 pm) - Thiruvarur Bus Stand
 Thiruvarur Bus Stand CUTN Staff Qtrs (at 9.15 pm) - Nannilam





CUTN BUS TIMINGS

Timings	Bus 1	Bus 2	Bus 3
8.30 AM	Kangalancherry	-	-
9.00 AM	Shuttle via MP Hall	-	Shuttle
9.30 AM	Shuttle	Kangalancherry via MP Hall	-
10.00 AM	-	Shuttle	Shuttle
10.30 AM	Shuttle	-	-
11.00 AM	-	Shuttle	-
11.30 AM	-	-	Shuttle
12.00 PM	Shuttle	-	-
12.30 PM	-	Shuttle	-

CUTN BUS TIMINGS

Timings	Bus 1	Bus 2	Bus 3
1.00 PM	Shuttle	-	Shuttle
1.30 PM	Shuttle	Shuttle	-
2.00 PM	-	Shuttle	Shuttle
2.30 PM	Shuttle	-	Shuttle
3.00 PM	-	Shuttle	-
3.30 PM	Shuttle	-	-
4.00 PM	Shuttle	-	Kangalancherry
4.30 PM	-	Shuttle	-
5.00 PM	Shuttle	-	Kangalancherry
5.30 PM	-	-	Kangalancherry

SATURDAY/SUNDAY TRIPS

Route: CUTN Main Gate – Kanganalcheri – Senthamangalam - North Street – Old Bus Stand – Railway Station

Pick up	Time	Drop	Time
CUTN Main Gate	10.00 AM	Thiruvarur Bus Stand	10.30 AM
CUTN Main Gate	12.00 PM	Thiruvarur Bus Stand	12.30 PM
CUTN Main Gate	2.00 PM	Thiruvarur Bus Stand	2.30 PM
CUTN Main Gate	4.30 PM	Thiruvarur Bus Stand	5.00 PM

Route: Railway Station - Old Bus Stand - North Street – Senthamangalam – Kanganalcheri - CUTN Main Gate

Pick up	Time	Drop	Time
Thiruvarur Bus Stand	11.00 AM	CUTN Main Gate	11.30 AM
Thiruvarur Bus Stand	3.00 PM	CUTN Main Gate	3.30 PM
Thiruvarur Bus Stand	5.30 PM	CUTN Main Gate	6.00 PM

BEHIND THIS BOOK

1. Prof. P. Sigamani, Dean, School of Behavioural Sciences - Chairperson
2. Prof. A. Selvam, Dean, Students' Welfare - Member
3. Prof. E. M. Shankar, Professor, Department of Biotechnology - Member
4. Dr. K. Biju, Assistant Professor, Department of Education - Member
5. Dr. V. Gunasekaran, Assistant Professor, Department of Material Science - Member
6. Dr. Francis P. Barclay, Assistant Professor, Department of Media & Communication - Member
7. Mr. T. P. Girishwaran, Junior Professional Assistant - Member
8. Mr. Sanmati Jinendran Jain, Semi-Professional Assistant, Central Library - Member
9. Dr. N. Boobalakrishnan, Assistant Professor, Department of Media and Communication - Convenor