



Knowledge Leads  
to Liberation

# AGURCHAND MANMULL JAIN COLLEGE

SHIFT-I

## PROSPECTUS 2017-2018



## HISTORY IN BRIEF

Agurchand Manmull Jain College is a 65-year-old Jain Minority Institution committed to the principles of Sathya, Dharma and Ahimsa. The College was established in 1952 at the inspiration of Her Holiness Shri Sayar Kanwarji Maharaj through the parent body Sri. S.S. Jain Educational Society. 1954 saw the shifting of the College to a sprawling campus in the immediate proximity of Meenambakkam Railway Station and NH-45.

Since its humble beginnings, the Institution has been striving to give concrete shape to the Founder and Chief Donor Padma Shri Mohanmullji Chordia's vision of providing quality higher education to the under-privileged sections of the society, in particular, and of moulding the character and career of the young.

With a view to cater to diverse job-oriented higher educational needs of the student community, the College has been offering two streams of learning for both boys and girls - one in the morning (8.30 a.m. to 1.30 p.m.) and the other in the afternoon (1.40 p.m. to 6.30 p.m.). Today there are about 6600 students in the two shifts put together. Satisfied with its working, the National Assessment and Accreditation Council reaccruited the Institution in 2014. The Institution became ISO 9001:2008 certified in the year 2016.

The Institution, affiliated to the prestigious 160-year-old University of Madras, has adopted the University curricula and methods of evaluation as of now.

*Panoramic View*



## OUR INFRASTRUCTURE

A well-stacked computerized library housing around 80,000 books operates for the benefit of students, research scholars and faculty members. A large number of journals and magazines are being subscribed for their use. E-library resources are also being made available for their academic and research purposes. A Book Bank in the name of the Chief Donor with 5300 books is in full operation for the benefit of the deserving and economically weaker sections of the student community.





A fully-equipped Computer Centre, with 6 laboratories, houses around 400 computers with latest software.

The Physics Department offers under-graduate, post-graduate and research programmes for highly motivated students looking to pursue a career in Physics, particularly in specific fields such as Quantum Dynamics, Astrophysics, Particle Physics, Nano Technology, Meteorology, Applied Physics, Atomic and Laser Physics. The Physics laboratories are equipped with modern, advanced instruments for the students to learn concepts of Physics and to develop skills of measurement, analysis, and processing information.



Academic programmes in the Department of Chemistry consist of a post-graduate course along with an under-graduate programme in Chemistry. The laboratory is well-equipped to help students conduct exciting practical experiments that demonstrate chemical properties and processes.

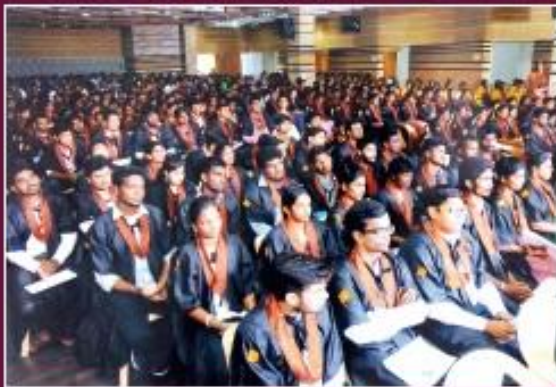
The primary focus of NSS is to develop the personality of students through community service. The motto of NSS "Not Me But You" underlines the belief that the welfare of an individual is ultimately dependent on the welfare of the society as a whole, and hence, NSS volunteers shall strive for the well-being of the society. Volunteers of the NSS are at work..





NCC provides opportunities to students for their all-round development with a sense of duty, commitment, dedication, discipline and moral values. Cadets who imbibe these values can become able leaders and responsible citizens. Cadets of the two units participating in a rally to mark National Organ Donor Day.

Meetings and Seminars are held frequently in the two concrete masterpieces - Conference Hall and Seminar Hall.



Bhagwan Mahaveer Gyan Bhavan, which was inaugurated by Shri Sardar Zail Singh, former President of India, in 1983, is today a state-of-the-art fully furnished air-conditioned auditorium with a 1300-strong seating capacity. Academic and cultural activities take place round the year. It is the seat of Graduation Day ceremonies.

A.M. Jain College Women's Hostel is a fully secure facility in complete operational mode since June 2015. The two-storeyed building accommodates around 50 students in fully-furnished 3-in-1 rooms. Situated right inside the college campus, girl students feel comfortable, safe and secure to walk to their classrooms. A crèche is also functioning in the hostel for the benefit of women staff of the institution.



Located inside the college campus, A.M. Jain College Boys' Hostel has been renovated into a modern home-away-from-home facility. It has 3-in-1 rooms for around 150 students. The hostel has an indoor games facility, a recreation hall and a reading hall. Safety and security are the hallmarks of the hostel.



The College boasts of excellent infrastructure for sports and games. The well-maintained courts and playgrounds pave the way for development of sports and athletic talents. Padma Shri Mohanmullji Chordia Gold Cup Inter-Collegiate Invitation Twenty-20 Cricket Tournament is a prestigious annual event on the campus. An aesthetically-designed indoor stadium is under construction.

The College has entered into a MOU with G.S. Skills for imparting free training in communication skills, business etiquette and corporate behaviour. The MOU provides for placement services to the trainees. Government of India's NSDC and Barclays' Bank CSR initiatives are the prime movers of this unique training - placement programme.



The Placement Cell of A.M. Jain College seeks to provide the connectivity between students and prospective employers. A placement drive is in progress..

## SHIFT-I

- Shift-I offers 8 under-graduate, 5 post-graduate, and 4 M.Phil. Degree courses. 2 Ph.D. programmes are being offered in the recognized research departments. There are recognized supervisors to conduct Ph.D. Degree programme in English, Philosophy and Mathematics.
- The under-graduate courses under the Arts category are B.A. English Literature, B.A. Philosophy and B.A. Economics; under the Science category are B.Sc. Mathematics, B.Sc. Physics and B.Sc. Chemistry; and under the Commerce category are B.Com. General and B.Com. Corporate Secretaryship.
- The post-graduate course offered under the Arts category is M.A. Economics; under the Science category are M.Sc. Mathematics, M.Sc. Physics and M.Sc. Chemistry; and under the Commerce category is M.Com. General.
- M.Phil. Programme offered under the Arts category is M.Phil. Economics with both Full-Time and Part-Time options; under the Science category are M.Phil. Mathematics and M.Phil. Physics with both Full-Time and Part-Time options; and under the Commerce category is M.Phil. Commerce with only Full-Time option.
- Candidates can enrol for Ph.D. Programme in the departments of Economics and Physics either on Full-Time or Part-Time basis.
- Government's reservation policy is strictly followed in the process of all admissions. The University's CBCS pattern offers enormous scope for the development of soft skills and the enrichment of personality.
- Shift-I functions from 8.30 a.m. to 1.30 p.m. on all 90 working days per semester.

## COURSES OFFERED - DETAILS

### UNDER-GRADUATE STUDY

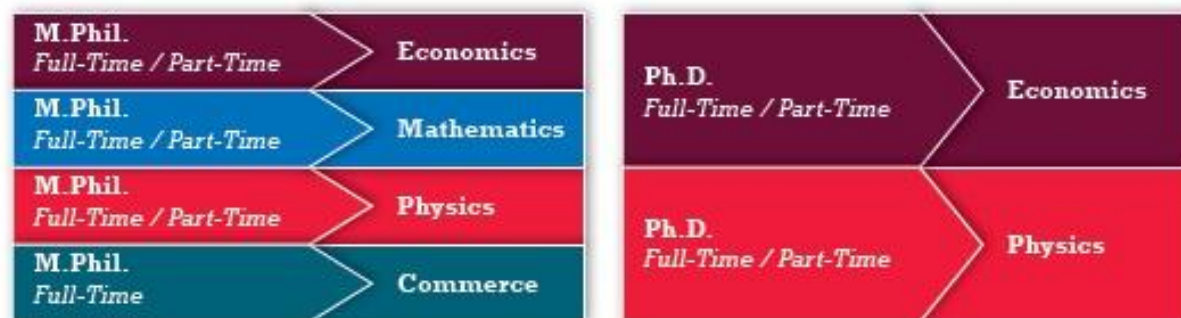
COURSE	ELIGIBILITY	SCOPE FOR HIGHER STUDIES	COMPETITIVE EXAMINATIONS & JOB PROSPECTS
<b>B.A. English Literature</b>	Higher Secondary Exam of Tamil Nadu Government or its equivalent with good marks in English	<b>Post-Graduate Programmes:</b> M.A. English Literature, M.A. Journalism, M.A. Communication, M.B.A., M.A. Social Work, B.L.	UPSC, SSC, TNPSC, IBPS, RRB, NDA Top class jobs in IT and ITES sectors, Banking, Insurance, Mass Media, Tourism, and Government Services
<b>B.A. Philosophy</b>	Higher Secondary Exam of Tamil Nadu Government or its equivalent	<b>Post-Graduate Programmes:</b> M.A. Philosophy, M.Sc. Psychology, M.A. Journalism, M.A. Communication, M.B.A., M.A. Social Work, B.L.	UPSC, SSC, TNPSC, IBPS, RRB, NDA Top class jobs in IT and ITES sectors, Banking, Insurance, Mass Media, Tourism, Marketing, and Government Services
<b>B.A. Economics</b>	Higher Secondary Exam of Tamil Nadu Government or its equivalent	<b>Post-Graduate Programmes:</b> M.A. Economics, M.A. Econometrics, M.B.A., M.A. Journalism, M.A. Communication, M.A. Social Work, M.A. Public Administration, B.L.	UPSC, SSC, TNPSC, IBPS, RRB, NDA Top class jobs in IT and ITES sectors, Banking, Insurance, Stock Exchanges, Marketing and Retail Management, Tourism, and Government Services
<b>B.Sc. Mathematics</b>	Higher Secondary Exam of Tamil Nadu Government or its equivalent in Science with good marks in Mathematics	<b>Post-Graduate Programmes:</b> M.Sc. Mathematics, M.Sc. IT, M.C.A., M.B.A., M.Sc. Computer Science	UPSC, SSC, TNPSC, IBPS, RRB, NDA Top class jobs in IT and ITES sectors, System Analysts, System Designer and Programmers, System Testing, Logistics, Investment & Risk, Banking, Insurance
<b>B.Sc. Physics</b>	Higher Secondary Exam of Tamil Nadu Government or its equivalent in Science with good marks in Physics and Mathematics	<b>Post-Graduate Programmes:</b> M.Sc. Physics, M.Sc. Engineering Physics, M.Sc. Material Science, M.Sc. Medical Physics, M.Sc. Nuclear Physics, M.Sc. Bio Physics, M.Sc. IT, M.Sc. Laser Physics & Optics, M.C.A., M.B.A.	UPSC, SSC, TNPSC, IBPS, RRB, NDA Top class jobs in IT and ITES sectors, Banking, Insurance, Signals and Ordnance in Defence

COURSE	ELIGIBILITY	SCOPE FOR HIGHER STUDIES	COMPETITIVE EXAMINATIONS & JOB PROSPECTS
<b>B.Sc. Chemistry</b>	Higher Secondary Exam of Tamil Nadu Government or its equivalent in Science with good marks in Chemistry and Mathematics	<b>Post-Graduate Programmes:</b> M.Sc. Chemistry, M.B.A., M.Sc. Organic Chemistry, M.Sc. Inorganic Chemistry, M.Sc. Pharmaceuticals, M.Sc. Bio Chemistry	UPSC, SSC, TNPSC, IBPS, RRB, NDA Top class jobs as Analytical Chemists, Research Scientists, Environmental Consultants, Patent Attorneys, Science Writers and in Forensic Department
<b>B.Com. General</b>	Higher Secondary Exam of Tamil Nadu Government or its equivalent with good marks in Commerce and Accountancy	<b>Post-Graduate Programmes:</b> M.Com. General, M.Com. Accounting & Finance, M.B.A., CA, CS, CMA, B.L.	UPSC, SSC, TNPSC, IBPS, RRB, NDA Top class jobs in IT and ITES sectors, Banking, Insurance, Stock Exchanges, Marketing and Retail Management, Logistics, Business and Entrepreneurship, Tax Audit
<b>B.Com. Corporate Secretaryship</b>	Higher Secondary Exam of Tamil Nadu Government or its equivalent with good marks in Commerce and Accountancy	<b>Post-Graduate Programmes:</b> M.Com. General, M.Com. Accounting & Finance, M.B.A., CA, CS, CMA, B.L.	UPSC, SSC, TNPSC, IBPS, RRB, NDA Top class jobs in IT and ITES sectors, Banking, Insurance, Stock Exchanges, Marketing and Retail Management, Logistics, Business and Entrepreneurship, Tax Audit.

#### POST-GRADUATE STUDY

COURSE	ELIGIBILITY	SCOPE FOR HIGHER STUDIES	COMPETITIVE EXAMINATIONS & JOB PROSPECTS
<b>M.A. Economics</b>	B.A. Economics, B.A. Business Economics, B.Com. General, B.Com. Corporate Secretaryship, BBA, B.Sc. Maths, B.Sc. Statistics	<b>Research Programmes:</b> M.Phil. Economics, Ph.D. Economics. <b>Professional Courses:</b> M.B.A., CS, B.L.	UPSC, SSC, TNPSC, IBPS, RRB, NDA, NET, JRF, SET Top class jobs in IT and ITES sectors, Banking, Insurance, Stock Exchanges, Marketing and Retail Management, and Government Services
<b>M.Sc. Mathematics</b>	B.Sc. Mathematics, B.Sc. Statistics, B.Sc. Computer Applications, B.Sc. Applied Science	<b>Research Programmes:</b> M.Phil. Mathematics, Ph.D. Mathematics <b>Professional Courses:</b> M.C.A., M.B.A.	UPSC, SSC, TNPSC, IBPS, RRB, NDA, NET, JRF, SET Top class jobs in IT and ITES sectors, System Analysts, System Designer and Programmers, System Testing, Logistics, Investment & Risk, Banking, Insurance
<b>M.Sc. Physics</b>	B.Sc. Physics, B.Sc. Applied Science	<b>Research Programmes:</b> M.Phil. Physics, Ph.D. Physics <b>Professional Courses:</b> M.B.A.	UPSC, SSC, TNPSC, IBPS, RRB, NDA, NET, JRF, SET Top class jobs in IT and ITES sectors, Banking, Insurance, Signals and Ordnance in Defence
<b>M.Sc. Chemistry</b>	B.Sc. Chemistry	<b>Research Programmes:</b> M.Phil. Chemistry, Ph.D. Chemistry <b>Professional Courses:</b> M.B.A.	UPSC, SSC, TNPSC, IBPS, RRB, NDA, NET, JRF, SET Top class jobs as Analytical Chemists, Research Scientists, Environmental Consultants, Patent Attorneys, Science Writers and in Forensic Department
<b>M.Com. General</b>	B.Com. General, B.Com. Accounting & Finance, B.Com. Corporate Secretaryship, B.Com. Computer Applications, B.Com. Marketing Management, B.Com. Bank Management, B.Com. Information Systems and Management	<b>Research Programmes:</b> M.Phil. Commerce, Ph.D. Commerce. <b>Professional Courses:</b> M.B.A., B.L., CA, CS, CMA	UPSC, SSC, TNPSC, IBPS, RRB, NDA, NET, JRF, SET Top class jobs in IT and ITES sectors, Banking, Insurance, Stock Exchanges, Marketing and Retail Management, Logistics, Business and Entrepreneurship, Tax Audit

## RESEARCH PROGRAMMES



## ADMISSION PROCEDURE: UG & PG COURSES

### OBTAINING APPLICATION FORM WITH PROSPECTUS

- **IN PERSON:** From Shift-I College Office in the first week of May every year between 10.00 a.m. and 2.00 p.m. on all working days. Candidates should use separate application form for the different courses they seek admission.
- **BY POST:** Sending a requisition letter addressed to the Principal, A.M. Jain College Shift-I, Meenambakkam, Chennai-600 114, along with a Demand Draft towards the cost of prospectus and application form and a self-addressed envelope (23 x 13 cm) affixed with Rs.60 postal stamp.

### SUBMISSION OF APPLICATION FORM

- Filled-in application form for all Under-Graduate Courses with a latest colour passport-size photograph (with white background) affixed in the box provided therefor should be submitted to Shift-I College Office within **TEN DAYS** from the date of publication of Tamil Nadu Higher Secondary Examination results. At the time of registration, the candidate must have completed 16 years 6 months on 1<sup>st</sup> July of the year of admission.
- Filled-in application form for all Post-Graduate Courses with a latest colour passport-size photograph (with white background) affixed in the box provided therefor should be submitted to Shift-I College Office within **TEN DAYS** from the date of publication of University Under-Graduate Examination results.
- Application forms, including those sent by registered post and received by the College

Office on or before the last date, will be registered.

- Incomplete application forms will not, under any circumstance, be taken into consideration.
- Acknowledgement Card should be collected at the time of registration of the application form. Duly filled-in application form can also be sent by post to the Principal, A.M. Jain College Shift-I, Meenambakkam, Chennai-600 114. A self-addressed envelope affixed with Rs.6.00 postal stamp should be appended to the filled-in application form to enable the College Office to send the Acknowledgement Card. The College Office will not be responsible for any postal delay.
- In all communications related to admission, application number must be quoted.
- Attested photocopies of the following documents (with the application number written on each document) should be appended to the duly filled-in application form:
  - XII Standard Marks Statement issued by the competent authority in case of candidates applying for Under-Graduate Courses
  - Marks Statement along with the Provisional/Degree Certificate issued by the University in case of candidates applying for Post-Graduate Courses
  - Transfer Certificate and Conduct Certificate
  - Community Certificate in the case of BC/MBC/DNC/SC/ST candidates (preferably Online Certificate with Government Water-Mark Symbol)

College Timings: 8.30 a.m. to 1.30 p.m.

- Certificate of Proof in the case of Differently-Abled candidates
- Certificate of Proof in the case of sons/daughters of Ex-Servicemen
- Certificate of Proof in case the candidate has Sports/NCC credentials
- Applicants, who belong to Boards other than Tamil Nadu State Board and wish to apply for Under-Graduate Courses, have to obtain and submit **Eligibility Certificate from the University of Madras.**
- Applicants, who have graduated from Universities other than the University of Madras and wish to apply for Post-Graduate Courses, have to obtain and submit **Recognition Certificate from the University of Madras.**
- Provisionally selected candidates shall bring all ORIGINAL certificates and documents (as listed above) at the time of interview for verification, and shall hand over to the College Office once their admission is confirmed. 5 sets of photocopies of these certificates and documents shall also be handed over along with the originals. 5 recent colour passport-size photographs with white background shall be submitted.
- Original Certificates submitted to the College at the time of admission will not be returned during the course of study. Candidates are advised to take adequate photocopies of their original certificates before handing them over to the College Office at the time of admission. They should not pester at a later date the College Office for release of the originals for photocopying purposes.

### PROVISIONAL SELECTION AND NOTIFICATION

- After the last date of registration, the First List of provisionally selected candidates will be displayed on the College Notice Board, along with Waiting List, by the College Office.
- Subsequent Selection Lists and Waiting Lists will also be displayed on the College Notice Board.
- Provisionally selected candidates will be individually sent Interview Cards to the address furnished on the Card.
- All Admissions will be done by the Principal.

### INTERVIEW AND ADMISSION

- Candidates whose names appear on the Notice Board but who have not received the Interview Card can directly appear for the Interview on the notified date.
- Provisionally selected candidates will have to present themselves along with their parent/guardian for an interview with the Principal on the date and time mentioned on the Interview Card.
- Requests for change of date of interview will not be entertained. The provisional selection will automatically stand cancelled in case the candidate fails to appear for interview on the date and time mentioned on the Interview Card.

### MODE OF PAYMENT OF FEES

- Candidates who attend interview should be prepared to pay the Annual Course Fees immediately on intimation, as per Government/University norms prevailing at the time of admission.
- Course Fees shall be remitted by the candidates in the form of Demand Draft in favour of "A.M. Jain College" once the admission is confirmed. Non-payment of fees on the day of admission will automatically lead to the cancellation of admission and the seat will be allotted to the next eligible candidate.
- Failure to produce the certificates in original and photographs at the time of admission may result in cancellation of admission.

### WITHDRAWAL FROM COURSE

- A student once enrolled for a course is expected to complete the same.
- The student shall not withdraw from the course without seeking the permission of the Principal in writing.
- In case the student withdraws from the course without completing the same, he/she is liable to pay the fees for the period his/her name remains on the rolls of the College.
- **COURSE FEES ONCE PAID WILL NOT BE REFUNDED.**

## **ADMISSION PROCEDURE: M.Phil. DEGREE PROGRAMME**

### **OBTAINING APPLICATION FORM WITH PROSPECTUS**

- **IN PERSON:** From Shift-I College Office in the first week of June every year between 10.00 a.m. and 2.00 p.m. on all working days.
- **BY POST:** Sending a requisition letter addressed to the Principal, A.M. Jain College Shift-I, Meenambakkam, Chennai-600 114, along with a Demand Draft towards the cost of prospectus and application form and a self-addressed envelope (23 x 13 cm) affixed with Rs.60 postal stamp.

### **SUBMISSION OF APPLICATION FORM**

- Filled-in application form for M.Phil. Degree Programme with a latest colour passport-size photograph (with white background) affixed in the box provided therefor should be submitted to Shift-I College Office within **TEN DAYS** from the date of publication of Post-Graduate Examination results.
- Attested photocopies of certificates in the 10+2+3+2 pattern should be attached to the filled-in application form. Attested photocopies of Transfer Certificate, Conduct Certificate and Community Certificate in the case of BC/MBC/DNC/SC/ST candidates (preferably Online Certificate with Government Water-Mark Symbol) shall also be appended.
- 2 self-addressed envelopes with suitable value of postal stamps affixed and superscribed on left top with Application Number, M.Phil. Major, and Mobile Number should be appended to the filled-in application form.
- Other University PG students should obtain Recognition Certificate from the University of Madras.
- Application forms, including those sent by registered post and received by the College Office on or before the last date, will be registered.
- Incomplete application forms will not, under any circumstance, be taken into consideration.

- In all communications related to admission, application number must be quoted.
- Part-Time candidates should produce a Service Certificate from the concerned District Education Officer (DEO).

### **PROVISIONAL SELECTION AND NOTIFICATION**

- An Entrance Test will be conducted by the Department concerned. The date of Test will be intimated by post.
- Based on the performance, the First List of provisionally selected candidates will be displayed on the College Notice Board, along with Waiting List, by the College Office.
- Subsequent Selection Lists and Waiting Lists will also be displayed on the College Notice Board.
- Provisionally selected candidates will be individually sent Interview Cards to the address furnished on the Card.
- All M.Phil. Admissions will be done by the Principal.

### **INTERVIEW AND ADMISSION**

- Candidates whose names appear on the Notice Board but who have not received the Interview Card can directly appear for the Interview on the notified date.
- Provisionally selected candidates will have to present themselves along with their parent/guardian for an interview with the Principal on the date and time mentioned on the Interview Card.
- Requests for change of date of interview will not be entertained. The provisional selection will automatically stand cancelled in case the candidate fails to appear for interview on the date and time mentioned on the Interview Card.
- Provisionally selected candidates shall bring all **ORIGINAL** certificates and documents (as listed above) at the time of interview for verification, and shall hand over to the College Office once their admission is confirmed. 5 sets of photocopies of these certificates and documents shall also be handed over along with the originals. 5 recent colour passport-size photographs with white background shall be submitted.

*Fees Once Paid will not be Refunded*

- Original Certificates submitted to the College at the time of admission will not be returned during the course of study. Candidates are advised to take adequate photocopies of their original certificates before handing them over to the College Office at the time of admission. They should not pester at a later date the College Office for release of the originals for photocopying purposes.

### MODE OF PAYMENT OF FEES

- Candidates who attend interview should be prepared to pay the Annual Course Fees immediately on intimation, as per Government/University norms prevailing at the time of admission.
- Course Fees shall be remitted by the candidates in the form of Demand Draft in favour of "A.M Jain College" once the admission is confirmed. Non-payment of fees on the day of admission will automatically lead to the cancellation of admission and the seat will be allotted to the next eligible candidate. **COURSE FEES ONCE PAID WILL NOT BE REFUNDED.**
- Failure to produce the certificates in original and photographs at the time of admission may result in cancellation of admission.

### ADMISSION PROCEDURE: Ph.D. DEGREE PROGRAMME

- Application for Permission to Register for Ph.D. Degree Programme should be made in the prescribed format that is available at the University of Madras.
- Admission will be done in accordance with the norms prescribed by the University.
- Selected candidates shall pay the prescribed Annual College Fees at the Shift-I College Office from the date of registration till the date of submission of the final dissertation.

### HOSTEL ADMISSION

- Admission of students into A.M. Jain College Boys and Girls hostels will be considered only after the completion of all formalities of admission into the College.
- Admission into the respective hostels for boys and girls will be decided by the Hostel Admission Committee.

- Hostel Fees should be remitted, along with the College Fees, in the form of Demand Draft drawn in favour of A.M. Jain College payable at Chennai.
- At the time of admission into the hostels, students must be accompanied by their parents/guardians.
- At the time of admission into the hostels, the student as well as the parent/guardian shall sign an undertaking that he/she will abide by all the rules and regulations framed and made applicable by the Hostel Authorities from time to time. There will, absolutely, be no compromise on matters of hostel discipline. All violations of discipline rules by hostel inmates will be viewed very seriously and appropriate action, including dismissal, will be initiated against the erring inmates.

### SCHOLARSHIP

- Government scholarship for SC/ST/BC/MBC students
- Government scholarship for minority (Jain, Muslim, Christian, Parsi, Sikh, Buddhist) students
- To be eligible for any scholarship, a student must have a minimum of 90% attendance and a good and consistent academic performance. Application forms for these scholarships can be had from the College Office during the months of July-August. For availing community scholarships, students from the eligible communities are advised to submit to the College Office their community and income online certificates with Government Water-Mark Symbol in the months of July-August.

### GENERAL INSTRUCTIONS TO CANDIDATES AND PARENTS

- Students are expected to be regular to their classes. They should conform to the rules of campus discipline. A minimum of 75% attendance is required for a student to write the University external examinations.
- Padma Shri Mohanmullji Chordia Book Bank Scheme can be availed by all eligible students. They should obtain an application form from Shift-II Library and submit the filled-in form to the Librarian at the

*Use of Non-Vegetarian Food (Including Egg) Inside the Campus is Strictly Prohibited*

- beginning of the Semester; this facility is available for all semesters.
- All first year students have to enrol in N.S.S./N.C.C./Sports & Games/Consumer Club/Rotaract Club/Youth Red Cross/Red Ribbon Club. Active membership in any one or more of the organizations is part of the extension service activities, of which literacy and adult education and field work shall be compulsory components.
  - Students are expected to be in formal dress during College hours.
  - Use of mobile phones inside the classrooms, whether the classes are on or not, is strictly prohibited. Possession of cell phones inside the examination hall is strictly banned.
  - Use of tobacco, alcohol and drugs inside the campus and hostels is strictly prohibited. Severe action will be initiated against violators.
  - The Principle of Ahimsa, which is one of the basic tenets of Jainism, prohibits the consumption of non-vegetarian food. Use of non-vegetarian food, including egg, inside the campus and hostels is strictly banned.
  - Ragging, in all forms inside and outside the campus and hostels, is a serious offence. Students found indulging in it will be summarily dismissed from the hostels and the College. All instances of ragging must be brought to the notice of the Principal and Deputy Wardens either in writing or through telephone.
  - It is the established policy of the College NOT TO ACCEPT DONATIONS/CAPITATION FEES FOR ADMISSIONS. Students are advised not to fall prey to unscrupulous elements who may promise to fetch a seat on payment of a donation. All instances of demand for donations must be immediately reported either in person or over telephone to the Principal or Management Secretary for necessary action.
  - A Grievance Redressal Mechanism exists in the institution. Drop boxes have been arranged outside the chambers of Principal and Management Secretary. Aggrieved persons can avail of it.
  - It is equally the responsibility of all parents/guardians to monitor the attendance and academic progress of their wards. They are expected to meet the Departmental Heads at regular intervals to get to know details of their wards' performance.
  - Purified drinking water (through RO process) is available on each floor of the Main Building. Hygienic canteens and stationery shop on the campus cater to the needs of the students. A Ladies Lounge for girl students, and lifts and ramps serve the cause of physically challenged students.
  - The entire campus is monitored by CCTV. Fire extinguishers have been fixed at appropriate places in the buildings.



## AGURCHAND MANMULL JAIN COLLEGE

(A Unit of Sri. S.S. Jain Educational Society)

Meenambakkam, Chennai - 600 114

Tel: 044 2224 6705 | Web: [www.amjaincollege.edu.in](http://www.amjaincollege.edu.in)

An ISO 9001:2008 Certified, Co-Education,

NAAC Reaccredited, Grade-1,

Jain Minority Institution Affiliated to the University of Madras