



THENI KAMMAVAR SANGAM
COLLEGE OF ARTS AND SCIENCE (Co-Ed)
Approved by Govt. of Tamil Nadu | Affiliated to Madurai Kamaraj University
KODUVILARPATTI, THENI-625 534.



04546 – 250882, 89251 92579 www.tkscas.com, tkscalgas@gmail.com

NO: TKSCAS/CIR/STU/2025/06-001

Date : 13/06/2025

CIRCULAR

It is informed that the reopening day of the college for II, III UG Degree programme and II PG Degree Programme will be on 16/06/2025. In the week of regular classes all the students are asked to strictly adhere the following rules.

- All students are asked to come to the college with proper uniform, admissible hair style and decent foot wear. The students are asked to wear the College ID while inside the campus.
- The Students are asked to come to the class in time.
- The Students are asked to maintain their good attendance percentage which allows them to write their semester examinations.
- The Students who come out from the class without permission during class hours will be viewed seriously.
- The students who like to boycott the classes after break hours in the afternoon session will be punished seriously.
- The Students are directed to wear helmet and avoid rash driving.
- The vehicle should be parked in the parking area only.
- The college buses will be operated in regular time schedule.
- **The students are asked to clear their fees dues (Previous & Current Semester) on or before 30/06/2025, Monday without fail.**

Principal.

Copy to :

1. All Classes
2. IQAC
3. All Heads
4. Office
- 5.



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NO: TKSCAS/CIR/STU/2025/06-003

Date : 25/06/2025

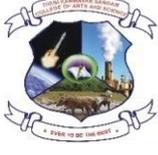
CIRCULAR

The undersigned will convene a meeting for all class representatives in Mini Seminar Hall at 11.40 a.m. on 25.06.2025. All are asked to attend the meeting without fail.

Principal.

Copy to :

- 1) All Class
- 2) IQAC
- 3) Office



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NO: TKSCAS/CIR/STU/2025/07-006

Date : 18/07/2025

CIRCULAR

Good Morning to all,

It is here by informed that students are permitted to wear colour dress on Saturdays. However, this concession is granted only within the limits of the approved dress code.

In this regard, all students are instructed to observe the following guideline without exception:

BOY STUDENTS:

- Only formal attire is permitted (formal shirt and pant).
- Tucked- in attire with neat grooming.
- Jeans ,T-shirts, and cargo pants are strictly prohibited.

GIRL STUDENTS:

- Must wear proper Chudhithar with shawl.
- Leggings, Transparent or revealing clothing are not allowed.

NOTE:

- Wearing the ID card is compulsory for all the students at all times while on campus.
- All attire must be modest, decent ,and appropriate for an academic environment

Principal

To :

1. All Classes
2. All Faculty

Copy to :

1. IQAC
2. Heads of the Department
3. Notice Board



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NO: TKSCAS/CIR/STU/2025/07-007

Date : 05/07/2025

CIRCULAR

It is informed the following is the new time schedule for the students. This new timing comes into effect on 07.07.2025, (Monday).

TIME SCHEDULE

NEW	TIME
Short Bell	9.25 a.m.
Long Bell	9.30 a.m.
I – Hour – Short Bell	9.30 – 10.25 a.m.
II – Hour – Short Bell	10.25 – 11.20 a.m.
Break – Short Bell	11.20 – 11.40 a.m.
III – Hour – Short Bell	11.40 – 12.35 p.m.
Long Bell	12.40 p.m.
Lunch Break	12.40 – 1.15 p.m.
Short Bell	1.15 p.m.
Long Bell	1.20 p.m.
IV – Hour – Short Bell	1.20 – 2.10 p.m.
V – Hour – Short Bell	2.10 – 2.55 p.m.
Long Bell	3.00 p.m.

Principal.

To

- 1) All Classes

Copy to

- 1) Notice Board
- 2) Heads of Department
- 3) IQAC
- 4) Office



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NO: TKSCAS/CIR/STU/2025/07-008

Date: 08/07/2025

CIRCULAR

The Anti-Ragging Committee will organize a “Pledge Taking” Programme for the Senior Students (UG II yr and III yr & PG II yr) at 10:00 am on 09.07.2025 in the College premises. All the students are asked to assemble in the Auditorium by 9:45am.

PRINCIPAL

To

1. All (UG II yr and III yr & PG II yr) Students.

Copy to :

1. IQAC
2. Head of the Department
3. Notice Board
4. Anti – Ragging
5. Notice Board



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NO: TKSCAS/CIR/STU/2025/06-002A

Date : 17/06/2025

CIRCULAR

It is informed that the International Yoga Day will be organized by the Department of Physical Education at 10.15 am on 20.06.2025 in Auditorium. All the second year UG Science Stream Students are asked to assemble in the Auditorium by 10.00 am.

Principal.

To

- 1) All the Second year UG Science Stream Students

Copy to

- 1) IQAC
- 2) Yoga Club
- 3) Heads of the Department
- 4) Office



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NO: TKSCAS/CIR/STU/2025/07-011

Date : 15/07/2025

CIRCULAR

All the first year students are here by informed that the college will open on Wednesday (16.7.25). The first year students are requested to be present in the college Auditorium with proper dress code by 9.20.AM .An Inauguration programme will be organized on the same day. We look forward to welcome you all to the beginning of the Academic Year 2025 - 2026.

Principal

Copy to :

1. IQAC
2. Notice Board
3. Office



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NO: TKSCAS/CIR/STU/2025/07-012

Date : 15/07/2025

CIRCULAR

In continuation of the I Year Inauguration Programme to be scheduled tomorrow, the regular classes of II, III Year UG & II Year PG programme are cancelled. The students who have not completed their Internship Work are asked to complete the work tomorrow and submit the report with their Heads of the department on the next working day on 17/07/2025.

Principal.

To :

1. All Classes

Copy to :

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2. Notice Board
3. Office



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NO: TKSCAS/CIR/STU/2025/07-013

Date : 18/07/2025

CIRCULAR

It is informed that there will be an Awareness programme on Preventing and Resolving Women Harassment in the workplace for all the girl students on 18.07.2025 at 1.30 p.m. in College Auditorium. Hence the students are asked to assemble in the place by 1.20 p.m.

Principal.

To :

1. All Classes

Copy to :

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2. Notice Board
3. Office



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NO: TKSCAS/CIR/STU/2025/07-015

Date : 24/07/2025

CIRCULAR

Department of Physical Education

As per the schedule given below, the selection trials of the college will be held in the College Grounds to represent the Madurai Kamaraj University inter-collegiate tournament (Men & Women) for various games and sports. The students who wish to participate in the selection trials should report on time with sports uniform to Mr.N.Sivakumar, Head, Department of Physical Education.

S.No.	Sports & Games	Date	Time	Venue
1	Chess – Men	31.07.2025	10.30 a.m.	DPE
2	Volley Ball – Men	31.07.2025	2.10 p.m.	Grounds
3	Chess – Women	01.08.2025	10.30 a.m.	DPE
4	Basket Ball – Men	02.08.2025	2.10 p.m.	Grounds
5	Kabaddi – Men	04.08.2025	2.10 p.m.	“
6	Cricket – Men	05.08.2025	1.20 p.m.	“
7	Foot Ball – Men	06.08.2025	2.10 p.m.	“
8	Hand Ball – Men	07.08.2025	“	“
9	Badminton – Men	08.08.2025	“	“
10	Ball Badminton – Men	11.08.2025	“	“
11	Table Tennis - Men	12.08.2025	“	DPE
12	Kho-Kho – Men	13.08.2025	2.10 p.m.	Grounds
13	Swimming – Men	14.08.2025	“	“
14	Boxing – Men	18.08.2025	“	“
15	Volley Ball – Women	19.08.2025	2.10 p.m.	Grounds
16	Basket Ball – Women	20.08.2025	2.10 p.m.	“
17	Kho-Kho – Women	21.08.2025	2.10 p.m.	Grounds
18	Ball Badminton – Women	22.08.2025	“	Grounds

Principal.



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NO: TKSCAS/CIR/STU/2025/07-016

Date : 24/07/2025

CIRCULAR

It has been decided that the boy students are permitted to travel on the College Bus from this Academic Year 2025 – 2026. Those who would like to travel by the College Bus are asked to enroll their names with the respective class in charge immediately. Since the vacancy is limited the permission will be given on first come first serve basis.

Note : 1. The students who like to avail the college bus transport are asked to pay the full fees in the office at the time of Registration.

1. The students are directed to follow the SOP (Standard Operating Procedure) of the transport.

Principal.

To :

1. All Classes

Copy to :

1. Heads of the Department
2. Transport
3. Office



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NO: TKSCAS/CIR/STU/2025/07-018

Date : 30/07/2025

CIRCULAR

It is circulated to all students that the College Development Cell has planned to release our college magazine on the Annual Day celebrations. In the wake of the editing process in the magazine, the student are requested contribute their uniquely ideas and efforts on the following topics. The student contributions are to be submitted with Mrs.P.Rathidevi, HoD, Tamil (only Tamil content), Mrs.K.Archana, HoD, English (only English content) on or before 29.08.2025.

Topics :

1. Poetry :
2. Drawing :
3. Puzzle :
4. Essay Writing :
5. Quotes :
6. Riddles :
7. Proverbs :
8. Moral Story Writing :
9. Scientific Stories :
10. Portraits of National Leaders :
11. Caricature :

Principal

To

1. All Classes

Copy to

1. Heads of the Department
2. IQAC
3. File



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NO: TKSCAS/CIR/STU/2025/08-020

Date : 01/08/2025

CIRCULAR

It is being observed that most of the students have not taken driving license so far from the competent authority, (RTO) such students are asked to take the license immediately. If not, the vehicles will be seized.

The students who come to the college by their two wheeler are asked to submit the following documents with the Head of the Department immediately.

1. Photo copy of the License & LLR.
2. Photo copy of the RC Book & Insurance copy.

Principal.

To :

- 1.All Classes

Copy to :

1. Head of the Department
2. IQAC
3. Office



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NO: TKSCAS/CIR/STU/2025/08-024

Date : 13/08/2025

STUDENTS CIRCULAR

It is informed the 1st year students that the last date for clearing their fees (Tuition Fees & Bus Fees) for the Odd Semester will be on 31.08.2025. Hence the students are asked to pay the fees on or before the aforesaid date.

The students who have not submitted the Original Certificate (TC, Mark Sheet, Conduct, Aadhar, Community) are asked to submit in the college office immediately.

Principal.

To :

1.All Classes

Copy to :

1. IQAC
2. Notice Board
3. Office



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NO: TKSCAS/CIR/STU/2025/08-027

Date: 18/08/2025

STUDENTS CIRCULAR

It is hereby informed that a CAMPUS CARNIVAL 2025 organized by Entrepreneurship Development cell in the college premises on 22/08/2025, Friday. In the carnival more than 40 stalls with different items will be framed up by our students. Our students are cordially invited to visit the bazaar and encourage your friends for purchasing the items with money.

Principal.

To :

1.All Classes

Copy to :

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2. Notice Board
3. Office



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NO: TKSCAS/CIR/STU/2025/08-028

Date : 21/08/2025

CIRCULAR

On account of the Campus Carnival'25 to be held on 22nd August 2025, students are permitted to wear colour dress tomorrow.

In this regard, all students are instructed to observe the following guideline without exception:

BOY STUDENTS:

- Only formal attire is permitted (formal shirt and pant).
- Tucked- in attire with neat grooming.
- Jeans ,T-shirts, and cargo pants are strictly prohibited.

GIRL STUDENTS:

- Must wear proper Chudhithar with shawl.
- Leggings, Transparent or revealing clothing are not allowed.

NOTE:

- Wearing the ID card is compulsory for all the students at all times while on campus.
- All attire must be modest, decent ,and appropriate for an academic environment

Principal

To :

1. All Classes
2. All Faculty

Copy to :

1. IQAC
2. Heads of the Department
3. Notice Board



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NO: TKSCAS/CIR/STU/2025/09-032

Date : 01/09/2025

CIRCULAR

The undersigned will convene a meeting for all class representatives in Mini Seminar Hall at 2.10 p.m. on 03.09.2025. All are asked to attend the meeting without fail.

Principal.

Copy to :

- 1) All Class
- 2) IQAC
- 3) Office



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NO: TKSCAS/CIR/STU/2025/09-033

Date : 03/09/2025

CIRCULAR

1. This is to inform all UG and PG First Year Students that the Photo session for ID cards will be held on 08.09.25 at 10.00 am. All the students are instructed to

- Come in proper uniform.
- Maintain a neat hairstyle.
- be present on the scheduled day without delay.

Students must follow the given uniform guidelines

- The Uniform should be stitched properly.
- The Shirts must be **half-sleeve** and without any colors and designs.
- The Pants must be **full length**, not ankle-length or tight fitting.
- Girls are instructed not to stitch their uniforms in a tight-fitting manner

Note: No absentees will be entertained.

CIRCULAR

2. On account of Teacher's Day celebration, the English Department will arrange an exhibition in the mini seminar Hall at 10.05 AM on 04.09.2025. A Pencil Drawing Competition will also be conducted for the students. Those who are interested in participating the events are asked to give their names to Mrs.K.Raganandhini, Assistant Professor/English by 3.00 PM today. Prizes will be awarded to the first three places.

Principal.

To :

1.All Classes

Copy to :

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3. Office



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NO: TKSCAS/CIR/STU/2025/09-035

Date : 04/09/2025

STUDENT CIRCULAR

All the students are hereby informed that, JCI Theni Honey Bee will be organizing “**PHOENIX 2025**” an Inter College Cultural Competition, scheduled on **15.09.2025**

Competitions

1. Pencil Drawing
2. Vegetable Carving
3. Face painting
4. Rangoli
5. Solo Dance
6. Group Dance
7. Mime

Registration & Venue Details:

Venue: Vasantham Mahal, Convent, Theni

Registration Fee: Rs.100/- per competition.

The interested Participants can register their name to Mrs.P.Gowri Selvi, Assitant Professor/
Department of English.

Principal

Copy to:

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2. IQAC
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NO: TKSCAS/CIR/STU/2025/09-036

Date : 08/09/2025

STUDENT CIRCULAR

It is hereby informed that the students are permitted to wear colour dress on Fridays. However, this concession is granted only within the limits of the officially approved dress code.

In this regard, all students are instructed to observe the following guidelines without exception:

BOY STUDENTS

- Only formal attire is permitted (formal shirt and pant).
- Tucked- in attire with neat grooming.
- Jeans, T-shirts, Cargo pants, Bracelet and Chain are strictly prohibited.

GIRL STUDENTS

- Must wear proper Chudhithar with shawl.
- Leggings, Transparent or revealing clothing are not allowed.

NOTE:

- Wearing the ID card is compulsory for all the students at all times while on campus.
- All attire must be modest, decent and appropriate for an academic environment

All students are expected to maintain the decorum and dignity of the institution by adhering strictly to the above guidelines. Your cooperation is expected and appreciated in upholding the values and discipline of the college. If the aforesaid rules are violated, the relaxation will be revoked at any time.

Principal.

Copy to:

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NO: TKSCAS/CIR/STU/2025/09-037

Date : 10/09/2025

STUDENT CIRCULAR

There will be a Parents Meeting for all UG students on 20.09.2025, Saturday from 9.30 am to 1.00 p.m.

All the students are compulsorily asked to attend this meeting with their parents. Defaulters will be liable for action.

Principal