




## TAMIL



### IDHAYA COLLEGE FOR WOMEN

*(Accredited with 'B' Grade by NAAC)  
(Recognized under 2(f) & 12(B) of the UGC Act 1956)  
(Affiliated to Alagappa University, Karaikudi)  
AROCKIA NAGAR, SARUGANI - 630411.*

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**Ref:** ICW / Tamil / 2021 / 22

**To**

**Dr.K.Lakshmi B.Litt.,M.A.,B.Ed.,M.Phil.,Ph.D. NET**  
**D/o K.Karuppalah,**  
**711, Anand Nagar, Athanoor Road,**  
**Kelapasalai Road, Manamadurai via,**  
**Sivagangai - 630606. Ph : 99786067152.**

**Dear Madam,**

**Sub:** Appointment order in the Department of Tamil- reg.



With reference to your application and the subsequent interview you had with us on 15.07.2021, we are pleased to appoint you, for the post of Lecturer in the Department of Tamil in this institution.

**Dr.L.Lakshmi**, Daughter of **Mr.K.Karuppalah** is appointed temporarily on probation as **02.08.21** w.e.f **01.08.22** under the Corporate Management of the Religious Congregation and now posted at **Idhaya College for women**. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on **03.08.22 FN**. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 15,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.

<https://www.idhayasarugani.in>  [Idhayawomenscollege@gmail.com](mailto:Idhayawomenscollege@gmail.com)  8610805102, 85262



4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

- |  |  |
|--|--|
| <10 <sup>th</sup> Mark Sheet – Age Proof                     | < Transfer Certificate   |
| < 12 <sup>th</sup> Mark Sheet                                | < P.G Degree, Provisional &<br>Consolidated Pass Certificate   |
| < U.G Degree, Provisional &<br>Consolidated Pass Certificate | < M.Phil Degree, Provisional,<br>Consolidated Pass Certificate |

SEAL




*Shu.*

*A. Suresh*  
PRINCIPAL

Idhaya College For Women  
Arockia Nagar, Sarugani  
Sivagangai Dist, Pin: 630 41



 **IDHAYA COLLEGE FOR WOMEN**  
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(Affiliated to Alagappa University, Karaikal)  
AROCKIA NAGAR, SARUGANI - 630411.

Ref: ICW / Tamil / 2021 / 21

To  
Mrs.AL.Amutha B.Litt.,M.A.,B.Ed.,M.Phil.,  
D/o P.Alagappan,  
13/8, Anna Salai  
Devakottai tk, Sivagangai - 630302.  
Ph : 9994621084.

Dear Madam,

**Sub:** Appointment order in the Department of Tamil- reg.



With reference to your application and the subsequent interview you had with us on 15.07.2021, we are pleased to appoint you, for the post of Lecturer in the Department of Tamil in this institution.

Ms.AL.Amutha, Daughter of Mr.P.Alagappan is appointed temporarily on probation as **02.08.21** w.e.f **01.08.22** under the Corporate Management of the Religious Congregation and now posted at **Idhaya College for women**. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on **03.08.22** FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 10,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.

<https://www.idhayasarugani.in>  [Idhayawomenscollege@gmail.com](mailto:Idhayawomenscollege@gmail.com)  8610805102, 852628



4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
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10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

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| < U.G Degree, Provisional &<br>Consolidated Pass Certificate | < M.Phil Degree, Provisional,<br>Consolidated Pass Certificate |

SEAL



*[Handwritten Signature]*  
PRINCIPAL

Idhaya College For Women  
Arockia Nagar, Sarangan  
Sivagangai Dist, Pin: 630 41

*[Handwritten Signature]*



**Principal**  
Idhaya College for Women  
(Affiliated to Alagappa University)  
Arockia Nagar, Sarugani  
Sivagangai Dt.  
Pin: 630 411.  
Phone : 04561 - 276272 (Off)  
276370 (Res)

Date : 17.06.10

APPOINTMENT ORDER

Dear Madam, *R. Rameswari*

Sub: Sending appointment order – reg.

I am happy to inform you that you have been appointed as Lecturer in Tamil with effect from 16.06.10. You are requested to submit all your original certificates.



*Jatima Parule*  
Principal 17/6/10  
Idhaya College for Women  
Sarugani.

**Principal**

Idhaya College for Women  
(Affiliated to Alagappa University)  
Arockia Nagar, Sarugani  
Sivagangai Dt.  
Pin: 630 411.

Phone : 04561 - 276272 (Off)  
276370 (Res)

Date 01.02.2013.

**APPOINTMENT ON PROBATION**

Madam M.Sonia, M.A.,M.Phil.,

**Sub: Appointment on Probation – Lecturer in Tamil - regarding.**

You were appointed on probation for a period of one year from 01.02.2013 onwards.

You will be paid a consolidated sum of Rs. 8,000/- per month. You will not be eligible for any other allowances. You will be governed by the norms and rules laid down by the Management for the staff of the Institution.

Once you have joined the job you have to complete that academic year. In case of dissatisfaction on the part of the management about your service, you will be relieved at any time and if you want to resign the job at the end of the academic year, you have to give resignation letter at least one month ahead. If there is a need to resign the job in between the academic year, you have to repay three months salary to receive your relieving order and your original certificates.

Your appointment on probation does not automatically imply that you will be confirmed. The Management also reserves its right to terminate your services at any time during this period.

If the above norms and conditions are acceptable kindly sign and return the duplicate.


Yours sincerely,


Principal  
Idhaya College for women  
Sarugani.

/ACKNOWLEDGED/

M. Sonia 17/02/13  
Signature of the candidate with date



 **IDHAYA COLLEGE FOR WOMEN**  
(Affiliated to Akgappa University)  
Accredited with 'B' Grade by NAAC  
Arockia Nagar, Sarugani, Sivagangai - 630 411  
Phone : 04561 - 276272, 9751430537



Email id : idhayawomenscollege@gmail.com Website : idhayasarugani.in

Ref: ICW / Tamil / 2019 / 18

To \_\_\_\_\_ Date : 01.08.19

Mrs.N.Muthumani M.A., TPT., M.Phil., SET  
W/o S.Kumar  
404, Subramaniyapuram  
South Colony, Thiruppathur Road  
Devakottai, Sivagangai – 630 302.

Dear Madam,

**Sub:** Appointment order in the Department of Tamil – reg.

With reference to your application and the subsequent interview you had with us on 30.07.19, we are pleased to appoint you, for the post of Lecturer in the Department of Tamil in this institution.

Mrs.N.Muthumani Wife of Mr.S.Kumar is appointed temporarily on probation as 01.08.19 w.e.f 31.07.20 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 01.08.20 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 12,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.



4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. This effect comes from 01.08.2029. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

- |   |   |
|---|---|
| <10 <sup>th</sup> Mark Sheet – Age Proof                    | <M.Phil Degree, Provisional &                     |
| <12 <sup>th</sup> Mark Sheet                                | Consolidated Pass Certificate                     |
| <U.G Degree, Provisional &<br>Consolidated Pass Certificate | < Experience Certificate from last<br>Institution |
| <P.G Degree, Provisional &<br>Consolidated Pass Certificate | < Relieving order from last<br>Institution        |

SEAL



M. B. S.

  
PRINCIPAL

**Idhaya College For Women**  
Arockia Nagar, Sarugani,  
Sivagangai Dist. Pin: 630 411





## ENGLISH

**Principal**  
Idhaya College for Women  
(Affiliated to Alagappa University)  
Arockia Nagar, Sarugani  
Sivagangai Dt.  
Pin: 630 411.  
Phone : 04561 - 276272 (Off)  
276370 (Res)

Date : 16.06.08


**APPOINTMENT ORDER**

Dear Madam, SP. Visalakshi,

Sub: Sending appointment order – reg.

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I am happy to inform you that you have been appointed as Lecturer in English with effect from 16.06.08. You are requested to bring all your original certificates.



*S. Fatima Paudel*  
Principal 16/06/08  
Idhaya College for Women  
Sarugani.

*Immaculate Heart of Mary Provincialate*

Date: 01.06.2016

**APPOINTMENT ORDER**

TO

Principal  
Idhaya College for Women,  
Arockia Nagar,  
Sarugani, Sivagangai Dt.

Sub: Idhaya College for Women, Sarugani – Sr Dr. K.Vijaya @ Sabin Mary  
M.A.B.Ed, M.Phil, P.hd - appointed as Lecturer – English – regarding.....

I hereby appoint Sr.Dr.K.Vijaya @Sabin Mary M.A.B.Ed,M.Phil,P.hd  
in Idhaya College for Women, Sarugani, as Lecturer (English) with effect from  
08.06.2016 forenoon onwards.

She is directed to report for duty to the Principal, Idhaya College for  
Women forthwith. She is further directed to submit certificates in original to the  
Principal of the College before joining duty.

Sr.I.Firmina Mary

Imm. Heart of Mary Provincialate  
Rajakambeeram, Thirumohoor (B.O.)  
Y.Othakkadai(P.O.) Madurai-625 107

**IDHAYA COLLEGE FOR WOMEN***( Affiliated to Alagappa University )***Accredited with 'B' Grade by NAAC**

Arockia Nagar, Sarugani, Sivagangai - 630 411

Phone : 04561 - 276272, 9751430537



Email id : idhayawomenscollege@gmail.com

Website : idhayasarugani.in

Ref: ICW / English/ 2018 /36

To

Date : .....18.06.18.....

Mrs. S. Mersiya M.A., M.Phil., B.Ed.,  
D/O A. Savarimuthu,  
Amirthapuram Street,  
Salaigramam, Ilayankudi (Tk),  
Sivagangai Dist.

Dear Madam,

**Sub:** Appointment order in the Department of English– reg.

With reference to your application and the subsequent interview you had with us on 19.04.2018, we are pleased to appoint you, for the post of Lecturer in the Department of English in this institution.

Mrs. S.Mersiya, Daughter of Mr. A. Savarimuthu is appointed temporarily on probation as 18.06.18 w.e.f 16.06.18 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for Women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 18.06.18 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 10,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.



4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. This effect comes from 18.06.2028. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

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< 12 <sup>th</sup> Mark Sheet	Consolidated Pass Certificate
< U.G Degree, Provisional & Consolidated Pass Certificate	< Experience Certificate from last Institution
< P.G Degree, Provisional & Consolidated Pass Certificate	< Relieving order from last Institution

SEAL



*C. Venugopal*  
PRINCIPAL

**Idhaya College For Women**  
Arockia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630 411

**IDHAYA COLLEGE FOR WOMEN***(Affiliated to Alagappa University)***Accredited with 'B' Grade by NAAC**

Arockia Nagar, Sarugani, Sivangai - 630 411

Phone : 04561 - 276272, 9751430537



Email id : idhayawomenscollege@gmail.com

Website : idhayaSarugani.in

Ref: ICW / English/ 2018 /39

Date : 18.06.18

To

Ms. C. Priya M.A.,  
D/O S.P. Chandra Sekaran,  
Door No. 101/A, Savari Nagar,  
Auxilium School opposite,  
Puliyadithammam,  
Sarugani (Via), Sivangai Dist.

Dear Madam,

**Sub:** Appointment order in the Department of English– reg.

With reference to your application and the subsequent interview you had with us on 19.04.2018, we are pleased to appoint you, for the post of Lecturer in the Department of English in this institution.

Ms. C. Priya, Daughter of Mr. S.P. Chandra Sekaran is appointed temporarily on probation as 18.06.18 w.e.f 16.06.18 under the Corporate Management of the Religious Congregation and now posted at **Idhaya College for Women**. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 18.06.18 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 8,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.



4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mound the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. This effect comes from 18.06.2028. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

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SEAL



  
PRINCIPAL

**Idhaya College For Women  
Arockia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630 411.**

**IDHAYA COLLEGE FOR WOMEN**

(Accredited with 'B' Grade by NAAC)  
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(Affiliated to Alagappa University, Karaikudi)  
AROCKIA NAGAR, SARUGANI - 630411.

Ref: ICW / English / 2020 / 42

To

Dr.A.Gowri Manohari M.A., M.Phil., Ph.D.  
W/o S.Prathi Kumar,  
Visalakshi Illam, 2<sup>nd</sup> Street,  
Devakottai, Sivagangai – 630302.

Dear Madam,

**Sub:** Appointment order in the Department of English– reg.

With reference to your application and the subsequent interview you had with us on 12.06.2020, we are pleased to appoint you, for the post of Lecturer in the Department of English in this institution.

Dr.A.Gowri Manohari, Wife of Mr. S.Prathi Kumar is appointed temporarily on probation as 09.09.20 w.e.f 08.09.21 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 10.08.21 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 15,000/- per month.

**Terms and Conditions to be followed during your service**

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12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.

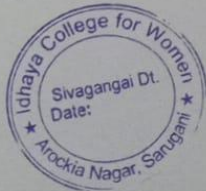
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| < U.G Degree, Provisional &<br>Consolidated Pass Certificate | < M.Phil Degree, Provisional,<br>Consolidated Pass Certificate |

SEAL



*Dm. A. Pousha*

*A. Suresh Babu*  
PRINCIPAL

**Idhaya College For Women**  
Arockia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630 411



**IDHAYA COLLEGE FOR WOMEN***(Affiliated to Alagappa University)***Accredited with 'B' Grade by NAAC**

Arockia Nagar, Sarugani, Sivagangai - 630 411

Phone : 04561 - 276272, 9751430537



Email id : idhayawomenscollege@gmail.com

Website : idhayasarugani.in

Ref: ICW / English / 2020 / 44

Date : 18.09.2020

To

Ms.B.Manjula M.A.,  
D/o R.Balasubramaniyan,  
27, Lakshmipuram East Street,  
Devakottai, Sivagangai - 630302

Dear Madam,

**Sub:** Appointment order in the Department of English– reg.

With reference to your application and the subsequent interview you had with us on 15.09.2020, we are pleased to appoint you, for the post of Lecturer in the Department of English in this institution.

**Ms.B.Manjula**, Daughter of **Mr. R.Balasubramaniyan** is appointed temporarily on probation as **18.09.20** w.e.f **17.09.21** under the Corporate Management of the Religious Congregation and now posted at **Idhaya College for women**. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on **19.09.21** FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 8,000/- per month.

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3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.



4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

- |  |  |
|--|--|
| <10 <sup>th</sup> Mark Sheet – Age Proof                     | < Transfer Certificate   |
| < 12 <sup>th</sup> Mark Sheet                                | < P.G Degree, Provisional &<br>Consolidated Pass Certificate   |
| < U.G Degree, Provisional &<br>Consolidated Pass Certificate | < M.Phil Degree, Provisional,<br>Consolidated Pass Certificate |

SEAL



*B. Rajulu*

*h. m. s. s.*  
PRINCIPAL

Idhaya College For Women  
Arockia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630 411

**IDHAYA COLLEGE FOR WOMEN**

(Accredited with 'B' Grade by NAAC)  
(Recognized under 2(f) & 12(B) of the UGC Act 1956)  
(Affiliated to Alagappa University, Karaikudi)  
AROCKIA NAGAR, SARUGANI - 630411.

Ref: ICW / English / 2021 / 45

To

**Dr.M.Indumathi M.A.,M.Phil.,SET.,Ph.D**  
W/o M.Balasubramanian,  
102, Durai Apartment,  
Near bharath Gas Godown, Ramnagar, Devakottai,  
Sivagangai . Ph : 8870685137.

Dear Madam,

**Sub:** Appointment order in the Department of English – reg.

With reference to your application and the subsequent interview you had with us on 30.06.2021 we are pleased to appoint you, for the post of Lecturer in the Department of English in this institution.

**Dr.M.Indumathi** Wife of **Mr.M.Balasubramanian** is appointed temporarily on probation as **02.08.21** w.e.f **01.08.22** under the Corporate Management of the Religious Congregation and now posted at **Idhaya College for women**. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on **03.08.22** FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 15,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.



3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.
  4. Students are to be motivated to participate in all the activities.
  5. Need to work hard in up building the works of College and mould the students to attain their personality development.
  6. Need to encourage and prepare your students to take active participation in paper presentation.
  7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
  8. Common works and responsibilities of the Institution should be shared with generosity.
  9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
  10. You are to be member in anyone of the extra-curricular activities of club of the College.
  11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
  12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.
- Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.
- You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**
- You are requested to submit the following original certificates / documents.**
- |   |   |
|---|---|
| <10 <sup>th</sup> Mark Sheet – Age Proof                  | < Transfer Certificate                                      |
| < 12 <sup>th</sup> Mark Sheet                             | < P.G Degree, Provisional & Consolidated Pass Certificate   |
| < U.G Degree, Provisional & Consolidated Pass Certificate | < M.Phil Degree, Provisional, Consolidated Pass Certificate |

SEAL



*M. Induvali*

*[Signature]*  
PRINCIPAL

Idhaya College For Women  
Arockia Nagar, Sarugani,  
Sivagangai Dist. Pin: 630 41



## BUSINESS ADMINISTRATION



**Principal**

Idhaya College for women  
(Affiliated to Alagappa University)  
Arockia Nagar, Sarugani  
Sivangani Dt  
Pincode -- 630411  
Phone 04561-276272 (off)  
-276370 (Res)

### Appointment order

Dear Madam, SP.Sigappi

Sub: sending appointment order – Reg.


-----

I am happy to inform you that you have been appointed as lecturer in Business Administration with effect from 07.07.1997 you are requested to bring all you original certificates.



*J.P. [Signature]*  
Principal,  
Idhaya College for Women,  
Arockia Nagar, Sarugani,  
Ramanad District - 622 405



 **IDHAYA COLLEGE FOR WOMEN**  
(Accredited with 'B' Grade by NAAC)  
(Recognized under 2(f) & 12(B) of the UGC Act 1956)  
(Affiliated to Alagappa University, Karaikal)  
AROCKIA NAGAR, SARUGANI - 606011

Ref: ICW / BBA / 2021 / 24

To  
Mrs.S.Soniya MBA., M.Phil.,  
W/o U.Raja,  
55, Vinayakapuram,  
Military Colony, Devakottai,  
Sivagangai . Ph : 9585220705.

Dear Madam,

**Sub:** Appointment order in the Department of Business Administration – reg.



With reference to your application and the subsequent interview you had with us on 16.06.2021 we are pleased to appoint you, for the post of Lecturer in the Department of Business Administration in this institution.

Mrs.S.Soniya Wife of Mr.U.Raja is appointed temporarily on probation as 02.08.21 w.e.f 01.08.22 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 03.08.22 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 10,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.

<https://www.idhayaarugani.in>  [Idhayawomenscollege@gmail.com](mailto:Idhayawomenscollege@gmail.com)  8610805102, 8526286



3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.
4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

- |  |                               |
|--|-------------------------------|
| <10 <sup>th</sup> Mark Sheet – Age Proof | < Transfer Certificate        |
| < 12 <sup>th</sup> Mark Sheet            | < P.G Degree, Provisional &   |
| < U.G Degree, Provisional &              | Consolidated Pass Certificate |
| Consolidated Pass Certificate            | < M.Phil Degree, Provisional, |
|  | Consolidated Pass Certificate |

SEAL



*S. Jey.*

*[Signature]*  
PRINCIPAL

Idhaya College For Women  
Arockia Nagar, Sarugani,  
Sivagangai Dist. Pin: 630 411



## IDHAYA COLLEGE FOR WOMEN

(Accredited with 'B' Grade by NAAC)  
(Recognized under 2(f) & 12(B) of the UGC Act 1956)  
(Affiliated to Alagappa University, Karaikudi)  
AROCKIA NAGAR, SARUGANI - 630411.

Ref: ICW / BBA / 2020 / 32

To

Ms. V. Sasireka MBA.,  
D/o M. Vellaisamy,  
Irumpuvayal, Sarugani (Post),  
Sivagangai Dist- 630 411.

Dear Madam,

**Sub:** Appointment order in the Department of BBA – reg.

With reference to your application and the subsequent interview you had with us on 15.12.2020, we are pleased to appoint you, for the post of Lecturer in the Department of BBA in this institution.

Ms. V. Sasireka, Daughter of Mr. M. Vellaisamy is appointed temporarily on probation as 09.02.21 w.e.f 08.02.22 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 10.02.22 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 8,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.





4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.

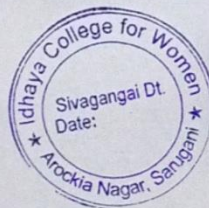
Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

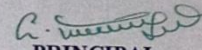
**You are requested to submit the following original certificates / documents.**

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|--|--|
| <10 <sup>th</sup> Mark Sheet – Age Proof                     | < Transfer Certificate   |
| < 12 <sup>th</sup> Mark Sheet                                | < P.G Degree, Provisional &<br>Consolidated Pass Certificate   |
| < U.G Degree, Provisional &<br>Consolidated Pass Certificate | < M.Phil Degree, Provisional,<br>Consolidated Pass Certificate |

SEAL



V. Sasi reba.

  
PRINCIPAL

**Idhaya College For Women**  
Arockia Nagar, Sarugani,  
Sivagangai Dist. Pin: 630 411

**IDHAYA COLLEGE FOR WOMEN**

(Accredited with 'B' Grade by NAAC)  
(Recognized under 2(f) & 12(B) of the UGC Act 1956)  
(Affiliated to Alagappa University, Karaikudi)  
AROCKIA NAGAR, SARUGANI - 630411.

Ref: ICW / BBA / 2021 / 33

To

Ms.A.Shagaya Moniga MBA.,  
D/o I.Arockiyam,  
390, Avudalpoigai, O.Siruvayal post,  
Karaikudi,  
Sivagangai . Ph : 7397157457.

Dear Madam,

**Sub:** Appointment order in the Department of Business Administration – reg.

With reference to your application and the subsequent interview you had with us on 16.06.2021 we are pleased to appoint you, for the post of Lecturer in the Department of Business Administration in this institution.

Ms.A.Shagaya Moniga Daughter of Mr.I.Arockiyam is appointed temporarily on probation as 16.07.21 w.e.f 15.07.22 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 17.07.22 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 8,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.



4. Students are to be motivated to participate in all the activities.
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6. Need to encourage and prepare your students to take active participation in paper presentation.
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9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in any one of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

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| <10 <sup>th</sup> Mark Sheet – Age Proof | < Transfer Certificate        |
| < 12 <sup>th</sup> Mark Sheet            | < P.G Degree, Provisional &   |
| < U.G Degree, Provisional &              | Consolidated Pass Certificate |
| Consolidated Pass Certificate            | < M.Phil Degree, Provisional, |
|  | Consolidated Pass Certificate |

SEAL



*A. Suf*

*A. Suf*  
PRINCIPAL

Idhaya College For Women  
Arockia Nagar, Sarugani,  
Sivagangai Dist. Pin: 630 41 1



## COMMERCE



**Principal**

Idhaya College for women  
(Affiliated to Alagappa University)  
Arockia Nagar, Sarugani  
Sivangani Dt  
Pincode -- 630411  
Phone 04561-276272 (off)  
-276370 (Res)

### Appointment order

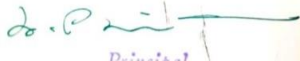
Dear Madam, S.Selvarani

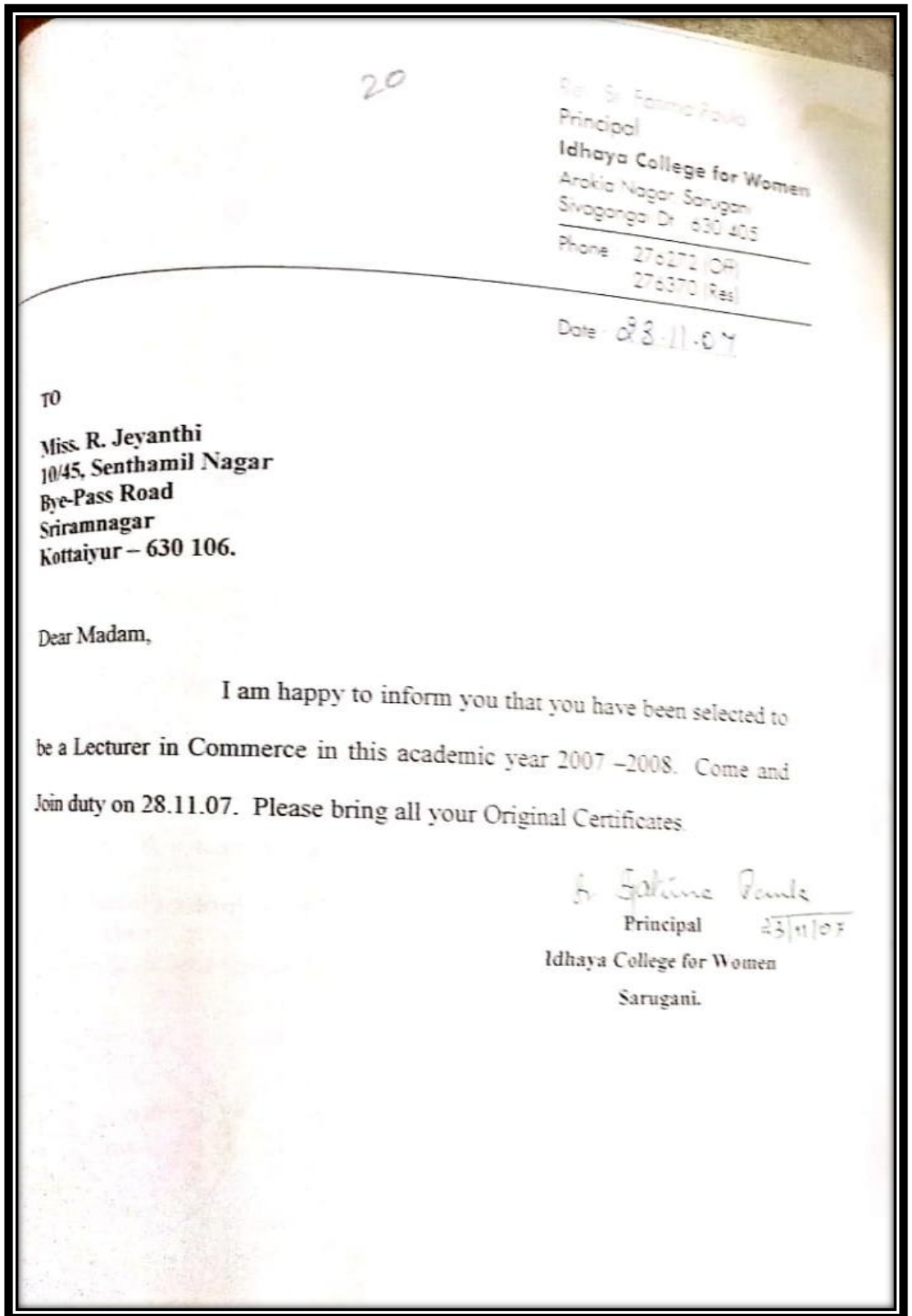
Sub: sending appointment order – Reg.

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I am happy to inform you that you have been appointed as lecturer in Commerce with effect from 12.02.2002 you are requested to bring all you original certificates.



  
Principal,  
Idhaya College for Women,  
Arockia Nagar, Sarugani,  
Ramanad District - 623 405





20

Rev. Sr. Fatima Paula  
Principal  
**Idhaya College for Women**  
Arokiya Nagar, Sarugani,  
Sivagangai Dt, 630 405.  
Phone : 276272 (Off)  
276370 (Res)

Date: 23.11.07

TO

**Mrs. S. Sobitha**  
D/O. S. Sethu  
Puliadithammam post  
Sarugani Via, Sivagangai Dt

Dear Madam,

I am happy to inform you that you have been selected to be a Lecturer in Commerce in this academic year 2007 –2008. Come and Join duty on 28.11.07. Please bring all your Original Certificates.

*S. Fatima Paula*  
Principal 23/11/07  
Idhaya College for Women  
Sarugani.



**Principal**

Idhaya College for women

(Affiliated to Alagappa University)

Arockia Nagar, Sarugani

Sivangani Dt

Pincode -- 630411

Phone 04561-276272 (off)

-276370 (Res)

## Appointment order

Dear Madam, S.Mercy

Sub: sending appointment order – Reg.

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I am happy to inform you that you have been appointed as lecturer in Commerce with effect from 12.06.2006 you are requested to bring all you original certificates.

*S. Ramesh*

**Principal**

**Idhaya College for Women  
sarugani**



## COMMERCE WITH COMPUTER APPLICATIONS



**Principal**

Idhaya College for women  
(Affiliated to Alagappa University)  
Arockia Nagar, Sarugani  
Sivangani Dt  
Pincode -- 630411  
Phone 04561-276272 (off)  
-276370 (Res)

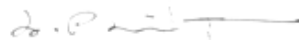
### Appointment order

Dear Madam, R.Vijayalakshmi

Sub: sending appointment order – Reg.

-----

I am happy to inform you that you have been appointed as lecturer in Commerce with effect from 22.06.1998 you are requested to bring all your original certificates.

  
Principal,  
Idhaya College for Women,  
Arockia Nagar, Sarugani,  
Ramanath District - 622 405





Principal  
Idhaya College for women,  
(Affiliated to Alagappa University  
Arockia Nagar, Sarugani,  
Sivagangai Dt., 630 405.  
Phone: 04561-276272 (Off)  
04561-276370 (Res)

Date:

TO

Miss. R. KANMALAR,  
SENGAR KOVIL,  
S CHOKKANATHAPURAM (Post),  
SIVAGANGAI.

Dear Madam,

I am happy to inform you that your renewal application was considered favorably. You will join the job on 12.06.06 if you show your willingness to abide with the rules and regulations of the Management of Idhaya College.

S. R. Ravi  
Principal  
Idhaya College for Women  
sarugani



Principal  
Idhaya College for women,  
(Affiliated to Alagappa University  
Arockia Nagar, Sarugani,  
Sivagangai Dt., 630 405,  
Phone: 04561-276272 (Off)  
04561-276370 (Res)

Date: \_\_\_\_\_


TO  
MISS. S. VIMALA  
D/O K. SWAMIKANNU  
SOORANAM (Post),  
SIVAGANGAI -Dist

Dear Madam,

I am happy to inform you that your renewal application was considered favorably. You will join the job on 12.06.06 if you show your willingness to abide with the rules and regulations of the Management of Idhaya College.

*S. Rowani*  
Principal  
Idhaya College for Women  
sarugani



**IDHAYA COLLEGE FOR WOMEN**  
( Affiliated to Akgappa University )  
Accredited with 'B' Grade by NAAC  
Arockia Nagar, Sarugani, Sivagangai - 630 411  
Phone : 04561 - 276272, 9751430537  
Email id : idhayawomenscollege@gmail.com  
Website : idhayasarugani.in

Ref: ICW / Commerce with CA / 2019 / 21  
Date : 01.08.19

To  
Mrs.M.Janaki M.Com., M.Phil.,  
W/o M.Venkadeshwaran  
Pallithammam, Pallithammam Post  
Kalayarkoil Via  
Sivagangai.

Dear Madam,

**Sub:** Appointment order in the Department of Commerce with CA- reg.

With reference to your application and the subsequent interview you had with us on 30.07.19, we are pleased to appoint you, for the post of Lecturer in the Department of Commerce with CA in this institution.

**Mrs.M.Janaki** Wife of **Mr. M.Venkadeshwaran** is appointed temporarily on probation as 01.08.19 w.e.f 02.08.20 under the Corporate Management of the Religious Congregation and now posted at **Idhaya College for women**. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 01.08.20 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 10,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.



4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. This effect comes from 29.11.2027. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

- |  |   |
|--|---|
| <10 <sup>th</sup> Mark Sheet – Age Proof                 | <M.Phil Degree, Provisional & Consolidated Pass Certificate |
| <12 <sup>th</sup> Mark Sheet                             | < Experience Certificate from last Institution              |
| <U.G Degree, Provisional & Consolidated Pass Certificate | < Relieving order from last Institution                     |
| <P,G Degree, Provisional & Consolidated Pass Certificate |   |

SEAL



*[Signature]*  
PRINCIPAL

**Idhaya College for Women  
Arookia Nagar-Sarugani  
Sivagangai Dt-630 411.**

**IDHAYA COLLEGE FOR WOMEN**

(Accredited with 'B' Grade by NAAC)  
(Recognized under 2(f) & 12(B) of the UGC Act 1956)  
(Affiliated to Alagappa University, Karaikudi)  
AROCKIA NAGAR, SARUGANI - 630411.

Ref: ICW / B.Com CA / 2020 / 22

To

Mrs. A. Sahaya Stella MBA.,  
W/o A. Justin,  
1839, Kalaiyappan Street,  
Kalayarkoil, Sivagangai – 630552.

Dear Madam,

**Sub:** Appointment order in the Department of B.Com CA– reg.

With reference to your application and the subsequent interview you had with us on 07.09.2020, we are pleased to appoint you, for the post of Lecturer in the Department of B.Com CA in this institution.

Mrs.A.Sahaya Stella, Wife of Mr. A.Justin is appointed temporarily on probation as 09.09.20 w.e.f 08.09.21 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 10.09.21 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 10,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.



4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.

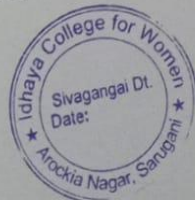
Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

- |  |                               |
|--|-------------------------------|
| <10 <sup>th</sup> Mark Sheet – Age Proof | < Transfer Certificate        |
| < 12 <sup>th</sup> Mark Sheet            | < P.G Degree, Provisional &   |
| < U.G Degree, Provisional &              | Consolidated Pass Certificate |
| Consolidated Pass Certificate            | < M.Phil Degree, Provisional, |
|  | Consolidated Pass Certificate |

SEAL



*Dm.A. Pous Ma*

*[Signature]*  
PRINCIPAL

**Idhaya College For Women**  
Arockia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630 411



## BIOCHEMISTRY



### IDHAYA COLLEGE FOR WOMEN

(Affiliated to Alagappa University)

Accredited with 'B' Grade by NAAC

Arockia Nagar, Sarugani, Sivagangai - 630 411  
Phone : 04561 - 276272, 9751430537



Email id : idhayawomenscollege@gmail.com

Website : idhayasarugani.in

Date : 06.06.16.....

Ref: ICW / Biochemistry / 2016 / 35

To

Dr. S. Usha Rani M.Sc., M.Phil., Ph.D.  
D/o Mr. M. Saminathan  
No.11, Dr.Sundaram Illam  
Sahayamatha Church Opp.  
Karaikudi.

Dear Madam,

**Sub:** Appointment order for the Post of Lecturer in the Department of Biochemistry – reg.

With reference to your application and the subsequent interview you had with us on 09.04.2016, we are pleased to appoint you, for the post of Lecturer in the Department of Biochemistry in this institution.

**Dr. S. Usha Rani** Daughter of **Mr. M. Saminathan** is appointed temporarily on probation as **06.06.16** w.e.f **05.06.16** under the Corporate Management of the Religious Congregation and now posted at **Idhaya College for women**. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on **06.06.16 FN**. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs.10000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.



4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. This effect comes from 06.06.2026. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

<10 <sup>th</sup> Mark Sheet – Age Proof	<M.Phil Degree, Provisional &
< 12 <sup>th</sup> Mark Sheet	Consolidated Pass Certificate
< U.G Degree, Provisional & Consolidated Pass Certificate	< Experience Certificate from last Institution
< P.G Degree, Provisional & Consolidated Pass Certificate	< Relieving order from last Institution

SEAL



*S. Sesharani*

*S. Sesharani*  
06/06/16  
PRINCIPAL

**Idhaya College for women  
Arockia Nagar - Sarugani  
Sivagangai Dt. - 630 411**



**Principal**

Idhaya College for Women  
(Affiliated to Alagappa University)  
Arockia Nagar, Sarugani  
Sivagangai Dt.  
Pin: 630 411.

Phone : 04561 - 276272 (Off)  
276370 (Res)

**APPOINTMENT ON PROBATION**

Date : 18.08.2014..

Madam S.Jothi M.Sc.,

**Sub: Appointment on Probation – Lecturer in Biochemistry – regarding.**

You were appointed on probation for a period of one year from 18.08.2014 onwards.  
(2014 – 2015)

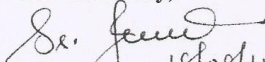
You will be paid a consolidated sum of Rs.7000/- per month. You will not be eligible for any other allowances. You will be governed by the norms and rules laid down by the Management for the staff of the Institution.

One you have joined the job you have to complete that academic year. In case of dissatisfaction on the part of the management about your service, you will be relieved at any time and If you want to resign the job at the end of the academic year, you have to give resignation letter at least two months ahead. **If there is a need to resign the job in between the academic year, you have to repay three months salary to receive your reliving order and your original certificates.**

Your appointment on probation does not automatically imply that you will be confirmed. The Management also reserves its right to terminate your services at any time during this period.

If the above norms and conditions are acceptable kindly sign and return the duplicate.

Yours sincerely,

  
Principal 18/08/14

/ACKNOWLEDGED/

S. Jothi

Signature of the candidate with date

Idhaya College for Women  
Sarugani.

**IDHAYA COLLEGE FOR WOMEN***( Affiliated to Alagappa University )***Accredited with 'B' Grade by NAAC**

Arockia Nagar, Sarugani, Sivagangai - 630 411

Phone : 04561 - 276272, 9751430537



Email id : idhayawomenscollege@gmail.com

Website : idhayasarugani.in

Date : 20.07.2017

Ref: ICW / Bio - Chemistry / 2017 / 37

To

Mrs. S.Mumthaj Begam M.Sc.,M.Phil.,  
D/O. S.N.Shahul Hameed,  
2/3 Thondi Road 3<sup>rd</sup> Cross Street,  
Sivagangai,  
Sivagangai Dt.

Dear Madam,

**Sub:** Appointment order in the Department of Bio-Chemistry – reg.

With reference to your application and the subsequent interview you had with us on 02.04.2017, we are pleased to appoint you, for the post of Lecturer in the Department of Bio-Chemistry in this institution.

**Mrs. S.Mumthaj Begam**, Daughter of **Mr.S.N.Shahul Hameed** is appointed temporarily on probation as **20.07.17** w.e.f **19.07.17** under the Corporate Management of the Religious Congregation and now posted at **Idhaya College for women**. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on **20.07.17** FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 10,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.
4. Students are to be motivated to participate in all the activities.



5. Need to work hard in up building the works of College and mound the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. This effect comes from 20.07.2027. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

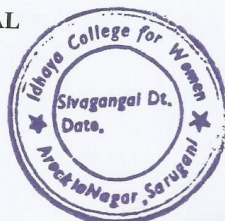
**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

- <10<sup>th</sup> Mark Sheet – Age Proof
- < 12<sup>th</sup> Mark Sheet
- < U.G Degree, Provisional & Consolidated Pass Certificate
- < P.G Degree, Provisional & Consolidated Pass Certificate

- <M.Phil Degree, Provisional & Consolidated Pass Certificate
- < Experience Certificate from last Institution
- < Relieving order from last Institution

SEAL



*H. Muralidharan*  
PRINCIPAL  
Idhaya College for Women  
Arockia Nagar-Sarugani  
Sivagangai Dt-630 411.

**IDHAYA COLLEGE FOR WOMEN***(Affiliated to Alagappa University)***Accredited with 'B' Grade by NAAC**

Arockia Nagar, Sarugani, Sivagangai - 630 411

Phone : 04561 - 276272, 9751430537



Email id : idhayawomenscollege@gmail.com

Website : idhayasarugani.in

Date : 01.09.2018

Ref: ICW / Biochemistry/ 2018 / 41

To

Ms. T. Saranya M.Sc., M.Phil.,  
D/o S. Thavamani,  
2/7, Odakkarai, Anandhur (Post),  
Sarugani (Via), Ramnad Dist – 623 401.

Dear Madam,

**Sub:** Appointment order in the Department of Biochemistry– reg.

With reference to your application and the subsequent interview you had with us on 16.07.2018, we are pleased to appoint you, for the post of Lecturer in the Department of Biochemistry in this institution.

Ms. T. Saranya, Daughter of Mr. S. Thavamani is appointed temporarily on probation as 01.09.18 w.e.f 31.08.18 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 01.09.18 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 10,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.



4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. This effect comes from 01.09.2028. Experience in other colleges will not be taken into consideration for special allowance.

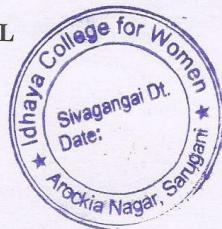
Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

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| <10 <sup>th</sup> Mark Sheet – Age Proof | < Transfer Certificate        |
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| < U.G Degree, Provisional &              | Consolidated Pass Certificate |
| Consolidated Pass Certificate            | < M.Phil Degree, Provisional, |
|  | Consolidated Pass Certificate |

SEAL



*G. Srinivasan*  
PRINCIPAL

**Idhaya College For Women**  
Arockia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630 411

**IDHAYA COLLEGE FOR WOMEN**

(Accredited with B Grade by NAAC)  
(Recognized under 2(f) & 12(B) of the UGC Act 1956)  
(Affiliated to Alagappa University, Karaikudi)  
AROCKIA NAGAR, SARUGANI - 630411.

Ref: ICW / Biochemistry / 2021 / 43

To

Mrs.D.Sangeetha M.Sc., M.Phil.,  
W/o G.Rajavelu,  
South Mummudichanpatti,  
Natarajapuram post,  
Karaikudi tk,  
Sivagangai . Ph : 9787571701.

Dear Madam,

**Sub:** Appointment order in the Department of Biochemistry– reg.

With reference to your application and the subsequent interview you had with us on 26.07.2021 we are pleased to appoint you, for the post of Lecturer in the Department of Biochemistry in this institution.

Mrs.D.Sangeetha, Wife of Mr.G.Rajavelu is appointed temporarily on probation as 02.08.21 w.e.f 01.08.22 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 03.08.22 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 10,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.



3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.
4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

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| < U.G Degree, Provisional &<br>Consolidated Pass Certificate | < M.Phil Degree, Provisional,<br>Consolidated Pass Certificate |

SEAL




D. Sanyal

  
PRINCIPAL

Idhaya College For Women  
Arockia Nagar, Sarugan  
Sivagangai Dist. Pin: 630 41



## CHEMISTRY



### IDHAYA COLLEGE FOR WOMEN

(Accredited with 'B' Grade by NAAC)  
(Recognized under 2(f) & 12(B) of the UGC Act 1956)  
(Affiliated to Alagappa University, Karaikudi)  
AROCKIA NAGAR, SARUGANI - 630411.

Ref: ICW / Chemistry / 2020 / 13

To

Dr.K.Bama M.Sc., B.Ed., Ph.D.  
W/o S.Karthikeyan,  
19, Jeeva Nagar, 3<sup>rd</sup> Street,  
Kalanivasal New Road, Karaikudi. Ph : 9042853494

Dear Madam,

**Sub:** Appointment order in the Department of Chemistry– reg.


With reference to your application and the subsequent interview you had with us on 25.09.2020, we are pleased to appoint you, for the post of Lecturer in the Department of Chemistry in this institution.

Dr.K.Bama, Wife of Mr. S.Karthikeyan is appointed temporarily on probation as 01.10.20 w.e.f 30.09.21 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 02.10.21 FN. She shall be on probation for a period of two years from the date of joining.


At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 15,000/- per month.

**Terms and Conditions to be followed during your service**


1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.



<https://www.idhayasarugani.in>



[idhayawomenscollege@gmail.com](mailto:idhayawomenscollege@gmail.com)



8610805102, 8526286433





4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.

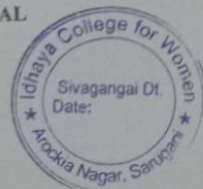
Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

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| < U.G Degree, Provisional &<br>Consolidated Pass Certificate | < M.Phil Degree, Provisional,<br>Consolidated Pass Certificate |

SEAL

*B. Marjula**A. Marjula*  
PRINCIPAL

**Idhaya College For Women**  
Arookia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630 411

**IDHAYA COLLEGE FOR WOMEN**

(Accredited with 'B' Grade by NAAC)  
(Recognized under 2(f) & 12(B) of the UGC Act 1956)  
(Affiliated to Alagappa University, Karaikudi)  
AROCKIA NAGAR, SARUGANI - 630411.

Ref: ICW / Chemistry / 2020 / 14

To

Ms. AR.Maheswari M.Sc., M.Phil.,  
D/o OL.Arumugam,  
477, Nanthavanam Street, Lakshmpuram post,  
Kothamangalam, Sivagangai

Dear Madam,

**Sub:** Appointment order in the Department of Chemistry– reg.

With reference to your application and the subsequent interview you had with us on 17.02.2021, we are pleased to appoint you, for the post of Lecturer in the Department of Chemistry in this institution.

**Ms.AR.Maheswari**, Daughter of **Mr.OL.Arumugam** is appointed temporarily on probation as **01.03.21** w.e.f **28.02.22** under the Corporate Management of the Religious Congregation and now posted at **Idhaya College for women**. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on **02.03.22** FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 10,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.



4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

- |  |  |
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| <10 <sup>th</sup> Mark Sheet – Age Proof                     | < Transfer Certificate   |
| < 12 <sup>th</sup> Mark Sheet                                | < P.G Degree, Provisional &<br>Consolidated Pass Certificate   |
| < U.G Degree, Provisional &<br>Consolidated Pass Certificate | < M.Phil Degree, Provisional,<br>Consolidated Pass Certificate |

SEAL



AR. M. S. F.

  
PRINCIPAL

Idhaya College For Women  
Arockia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630 411

**IDHAYA COLLEGE FOR WOMEN***(Affiliated to Akagappa University)***Accredited with 'B' Grade by NAAC**

Arockia Nagar, Sarugani, Sivagangai - 630 411

Phone : 04561 - 276272, 9751430537



Email id : idhayawomenscollege@gmail.com

Website : idhayasarugani.in

Ref: ICW / Chemistry / 2019 / 11

To

Date : 09.12.19

Mrs.M.Kalaiselvi M.Sc., M.Phil., B.Ed.,  
W/o G.Sivanathan,  
2561, Thuthi Nagar,  
Kalayarkoil.

Dear Madam,

**Sub:** Appointment order in the Department of Chemistry– reg.

With reference to your application and the subsequent interview you had with us on 06.12.2019, we are pleased to appoint you, for the post of Lecturer in the Department of Chemistry in this institution.

Mrs.M.Kalaiselvi, Wife of Mr.G.Sivanathan is appointed temporarily on probation as 09.12.2019 w.e.f 08.12.2020 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for Women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 09.12.2020 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 10,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.
4. Students are to be motivated to participate in all the activities.



5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. This effect comes from 09.12.2029. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.


**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

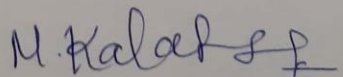
<10 <sup>th</sup> Mark Sheet – Age Proof	<M.Phil Degree, Provisional &
< 12 <sup>th</sup> Mark Sheet	Consolidated Pass Certificate
< U.G Degree, Provisional & Consolidated Pass Certificate	< Experience Certificate from last Institution
< P.G Degree, Provisional & Consolidated Pass Certificate	< Relieving order from last Institution

SEAL





  
PRINCIPAL

Idhaya College For Women  
Arockia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630411.





## Computer science

	<p><b>IDHAYA COLLEGE FOR WOMEN</b> (Affiliated to Alagappa University) Accredited with 'B' Grade by NAAC Arockia Nagar, Sarugani, Sivagangai - 630 411 Phone : 04561 - 276272, 9751430537</p>	
Email id : idhayawomenscollege@gmail.com		Website : idhayasarugani.in
		Date : 06.06.16
<p>Ref: ICW / BCA / 2016 / 5</p> <p>To</p> <p>Ms. K. Seethalakshmi MCA., B.Ed., M.Phil., D/o Mr. V. Kathiresan Kanthasamy Rice Mill Puliyadithammam post, Sarugani via Sivagangai Dist.</p> <p>Dear Madam,</p> <p>Sub: Appointment order for the Post of Lecturer in the Department of BCA – reg.</p> <p>With reference to your application and the subsequent interview you had with us on 09.04.2016, we are pleased to appoint you, for the post of Lecturer in the Department of BCA in this institution.</p> <p>Ms. K. Seethalakshmi Daughter of Mr. V. Kathiresan is appointed temporarily on probation as 06.06.16 w.e.f 05.06.16 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms &amp; Conditions of Employment framed by the Management. She shall report for duty before the Principal &amp; Secretary of Idhaya College for women on 06.06.16 FN. She shall be on probation for a period of two years from the date of joining.</p> <p>At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs.8000/- per month.</p> <p>Terms and Conditions to be followed during your service</p> <ol style="list-style-type: none"><li>1. You must be in the College Campus before 9.10 A.M.,</li><li>2. Special attention and care to be given on weak students of your subject.</li></ol>		



3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.
4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. This effect comes from 06.06.2026. Experience in other colleges will not be taken into consideration for special allowance.

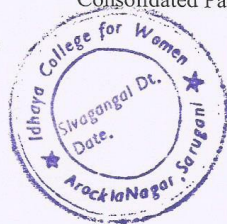
Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

- |  |   |
|--|---|
| <10 <sup>th</sup> Mark Sheet – Age Proof                     | <M.Phil Degree, Provisional &                     |
| < 12 <sup>th</sup> Mark Sheet                                | Consolidated Pass Certificate                     |
| < U.G Degree, Provisional &<br>Consolidated Pass Certificate | < Experience Certificate from last<br>Institution |
| < P.G Degree, Provisional &<br>Consolidated Pass Certificate | < Relieving order from last<br>Institution        |

SEAL



*Se. Jenu*  
10/06/16  
PRINCIPAL

**Idhaya College for women  
Arockia Nagar - Sarugani  
Sivagangai Dt. - 630 411**



**Principal**

Idhaya College for women  
(Affiliated to Alagappa University)

Arockia Nagar, Sarugani

Sivangani Dt

Pincode -- 630411

Phone 04561-276272 (off)

-276370 (Res)


## Appointment order

Dear Madam, K.S.Rajeswari

Sub: sending appointment order – Reg.

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I am happy to inform you that you have been appointed as lecturer in Computer science with effect from 19.06.2013 you are requested to bring all you original certificates.

  
The Principal  
Idhaya College for Women  
Arockia Nagar-Sarugani  
Sivagangai Dt - 630 411.



**Principal**

Idhaya College for Women  
(Affiliated to Alagappa University)  
Arockia Nagar, Sarugani  
Sivagangai Dt.  
Pin: 630 411.

Phone : 04561 - 276272 (Off)  
276370 (Res)

Ref: ICW / Computer Science/ 2017 /56

Date : 11.12.2017.

To

Mrs. S.Nasrin M.Sc.,  
D/O S.Samsudeen  
No – 12 –A/5, Market East Street,  
Devakottai,  
Sivagangai (Dist). – 630 302.

Dear Madam,

**Sub:** Appointment order in the Department of Computer Science– reg.

With reference to your application and the subsequent interview you had with us on 04.12.2017, we are pleased to appoint you, for the post of Lecturer in the Department of Computer Science in this institution.

Mrs.S.Nasrin, Daughter of Mr.S.Samsudeen is appointed temporarily on probation as 11.12.17 w.e.f 08.12.17 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 11.12.17 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 8,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.



4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. This effect comes from 18.06.2028. Experience in other colleges will not be taken into consideration for special allowance.

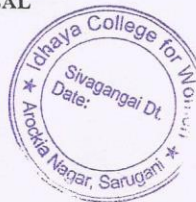
Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.


**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

<10 <sup>th</sup> Mark Sheet – Age Proof	<M.Phil Degree, Provisional &
< 12 <sup>th</sup> Mark Sheet	Consolidated Pass Certificate
< U.G Degree, Provisional & Consolidated Pass Certificate	< Experience Certificate from last Institution
< P.G Degree, Provisional & Consolidated Pass Certificate	< Relieving order from last Institution

SEAL



  
PRINCIPAL  
**Idhaya College For Women**  
Arockia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630 411.

**IDHAYA COLLEGE FOR WOMEN***( Affiliated to Alagappa University )***Accredited with 'B' Grade by NAAC**

Arockia Nagar, Sarugani, Sivagangai - 630 411

Phone : 04561 - 276272, 9751430537



Email id : idhayawomenscollege@gmail.com

Website : idhayasarugani.in

Ref: ICW / Computer Science/ 2018 /58

Date : 18.08.18

To

Mrs.S. Vimala M.Sc., M.Phil.  
8/34, Stephen House,  
Bharathiyar Street,  
R.S. Mangalam,  
Ramnad Dist.

Dear Madam,

**Sub:** Appointment order in the Department of Computer Science– reg.

With reference to your application and the subsequent interview you had with us on 07.05.2018, we are pleased to appoint you, for the post of Lecturer in the Department of Computer Science in this institution.

Mrs. S. Vimala, Daughter of Mr.S. Sebastian is appointed temporarily on probation as 18.06.18 w.e.f 16.06.18 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 18.06.18 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 10,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.

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4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. This effect comes from 18.06.2028. Experience in other colleges will not be taken into consideration for special allowance.

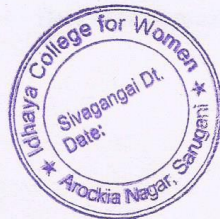
Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

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| <10 <sup>th</sup> Mark Sheet – Age Proof                     | <M.Phil Degree, Provisional &                     |
| < 12 <sup>th</sup> Mark Sheet                                | Consolidated Pass Certificate                     |
| < U.G Degree, Provisional &<br>Consolidated Pass Certificate | < Experience Certificate from last<br>Institution |
| < P.G Degree, Provisional &<br>Consolidated Pass Certificate | < Relieving order from last<br>Institution        |

SEAL



*A. Srinivasan*  
PRINCIPAL

**Idhaya College For Women**  
Arockia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630 411.

**IDHAYA COLLEGE FOR WOMEN**  
(Affiliated to Alagappa University)

Accredited with 'B' Grade by NAAC

Arockia Nagar, Sarugani, Sivagangai - 630 411  
Phone : 04561 - 276272, 9751430537

Email id : idhayawomenscollege@gmail.com

Website : idhayasarugani.in

Ref: ICW / Computer Science/ 2018 /57

Date : 18.06.18

To

Mrs. N. Gayathri M.Sc., M.Phil.  
W/O C. Vigneswaran,  
27, Mulakkottu Street,  
Keelakudieruppu, Devakottai,  
Sivagangai – 630 302.

Dear Madam,

**Sub:** Appointment order in the Department of Computer Science– reg.

With reference to your application and the subsequent interview you had with us on 07.05.2018, we are pleased to appoint you, for the post of Lecturer in the Department of Computer Science in this institution.

Mrs. N. Gayathri, Daughter of Mr.M.Natesan is appointed temporarily on probation as 18.06.18 w.e.f 16.06.18 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 18.06.18 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 10,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.

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411.



4. Students are to be motivated to participate in all the activities.
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8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. This effect comes from 18.06.2028. Experience in other colleges will not be taken into consideration for special allowance.

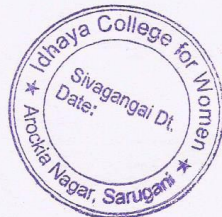
Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.


**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**


<10 <sup>th</sup> Mark Sheet – Age Proof	<M.Phil Degree, Provisional &
< 12 <sup>th</sup> Mark Sheet	Consolidated Pass Certificate
< U.G Degree, Provisional &	< Experience Certificate from last
Consolidated Pass Certificate	Institution
< P.G Degree, Provisional &	< Relieving order from last
Consolidated Pass Certificate	Institution

SEAL



  
PRINCIPAL  
Idhaya College For Women  
Arockia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630 411



 **IDHAYA COLLEGE FOR WOMEN**  
(Affiliated to Akigappa University)  
Accredited with 'B' Grade by NAAC  
Aroekia Nagar, Sarugani, Sivagangai - 630 411  
Phone : 04561 - 276272, 9751430537  
Email id : idhayawomenscollege@gmail.com  
Website : idhayasarugani.in

Ref: ICW / Computer Science / 2019 / 60  
Date: 05.08.19

To  
Ms.S.Vijayakumari MCA.,M.Phil.,  
D/o K.Soundarapandian  
B24, Alamu Appartment  
College Road, Sekkalai  
Karaikudi – 630 001.

Dear Madam,

**Sub:** Appointment order in the Department of Computer Science – reg.

With reference to your application and the subsequent interview you had with us on 31.07.19, we are pleased to appoint you, for the post of Lecturer in the Department of Computer Science in this institution.

Ms.S.Vijayakumari , Daughter of Mr.K.Soundarapandian is appointed temporarily on probation as 05.08.19 w.e.f 04.08.20 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 05.08.20 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 10,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.



3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.
4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. This effect comes from 05.08.2029. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

- |  |                                    |
|--|------------------------------------|
| <10 <sup>th</sup> Mark Sheet – Age Proof | <M.Phil Degree, Provisional &      |
| < 12 <sup>th</sup> Mark Sheet            | Consolidated Pass Certificate      |
| < U.G Degree, Provisional &              | < Experience Certificate from last |
| Consolidated Pass Certificate            | Institution                        |
| < P.G Degree, Provisional &              | < Relieving order from last        |
| Consolidated Pass Certificate            | Institution                        |

SEAL



*[Handwritten signature]*

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PRINCIPAL

Idhaya College For Women  
Arookia Nagar, Sarugam  
Sivagangai Dist, Pin: 630



**IDHAYA COLLEGE FOR WOMEN**

(Accredited by NAAC with "A" Grade (CGPA:3.15) & ISO 9001:2015 Certified Institution)  
(Recognized by UGC with 2(f) & 12(B), Affiliated to Abagappa University, Karaikudi)

AROCKIA NAGAR, SARUGANI - 630 411, Sivagangal Dt. - 630 411.

Date: 19.01.2022

Ref: ICW / Computer Science / 2022 / 62

To

Mrs. K. Thenmozhi M.Sc., M.Phil., SET

W/o Mr. S.Saravanan,

Uvarkulam, S.Sokkanathapuram post,

Sarugani via, Devakottai tk,

Sivagangai – 630 411. Ph : 8940039188.

Dear Madam,

**Sub:** Appointment order in the Department of Computer Science – reg.

With reference to your application and the subsequent interview you had with us on 19.07.2021 we are pleased to appoint you, for the post of Lecturer in the Department of Computer Science in this institution.

Mrs.K.Thenmozhi Wife of Mr.S.Saravanan is appointed temporarily on probation as 19.01.22 w.e.f 18.01.22 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 20.01.22 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 12,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.





3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.
4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

- |  |  |
|--|--|
| <10 <sup>th</sup> Mark Sheet – Age Proof                     | < Transfer Certificate   |
| < 12 <sup>th</sup> Mark Sheet                                | < P.G Degree, Provisional &<br>Consolidated Pass Certificate   |
| < U.G Degree, Provisional &<br>Consolidated Pass Certificate | < M.Phil Degree, Provisional,<br>Consolidated Pass Certificate |

SEAL



*R. Umesh*  
PRINCIPAL

Idhaya College For Women  
Arockia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630 411



## Computer Application



**Principal**

Idhaya College for women  
(Affiliated to Alagappa University)

Arockia Nagar, Sarugani

Sivangani Dt

Pincode -- 630411

Phone 04561-276272 (off)

-276370 (Res)

### Appointment order

Dear Madam, S.Punithamary

Sub: sending appointment order – Reg.


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I am happy to inform you that you have been appointed as lecturer in Computer Science with effect from 12.06.2006 you are requested to bring all your original certificates.



S. Rosani  
Principal  
Idhaya College for Women  
sarugani





## IDHAYA COLLEGE FOR WOMEN

(Accredited with 'B' Grade by NAAC)  
(Recognized under 2(f) & 12(B) of the UGC Act 1956)  
(Affiliated to Alagappa University, Karaikudi)  
AROCKIA NAGAR, SARUGANI - 630411.

Ref: ICW / BCA / 2020 / 10

To

Mrs.Y.Krishnaveni M.Sc.,  
W/o T.Sakthi Vikram,  
Ponnalikottai, Sarugani post,  
Sivagangai – 630411.

Dear Madam,

**Sub:** Appointment order in the Department of BCA– reg.




With reference to your application and the subsequent interview you had with us on 19.12.2020, we are pleased to appoint you, for the post of Lecturer in the Department of BCA in this institution.

Mrs.Y.Krishnaveni, Wife of Mr.T.Sakthivikram is appointed temporarily on probation as 04.01.21 w.e.f 03.01.22 under the Corporate Management of the Religious Congregation and now posted at **Idhaya College for women**. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on **05.01.22** FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 8,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.

 <https://www.idhayasarugani.in>  [Idhayawomenscollege@gmail.com](mailto:Idhayawomenscollege@gmail.com)  8610805102, 8526286433



4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mound the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.

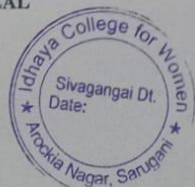
Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

- |  |                               |
|--|-------------------------------|
| <10 <sup>th</sup> Mark Sheet – Age Proof | < Transfer Certificate        |
| < 12 <sup>th</sup> Mark Sheet            | < P.G Degree, Provisional &   |
| < U.G Degree, Provisional &              | Consolidated Pass Certificate |
| Consolidated Pass Certificate            | < M.Phil Degree, Provisional, |
|  | Consolidated Pass Certificate |

SEAL

  
PRINCIPAL

**Idhaya College For Women**  
Arookia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630 411



## IDHAYA COLLEGE FOR WOMEN

(Accredited with 'B' Grade by NAAC)  
(Recognized under 2(f) & 12(B) of the UGC Act 1956)  
(Affiliated to Alagappa University, Karaikudi)  
AROCKIA NAGAR, SARUGANI - 630411.

Ref: ICW / BCA / 2020 / 11

To

Mrs.M.Gayatri M.C.A.,M.Phil.,  
W/o K.Rajakumar,  
Nallendhal, Silukkapatti post,  
Sivagangai.

Dear Madam,

**Sub:** Appointment order in the Department of BCA– reg.

With reference to your application and the subsequent interview you had with us on 19.12.2020, we are pleased to appoint you, for the post of Lecturer in the Department of BCA in this institution.

Mrs.M.Gayatri, Wife of Mr.K.Rajakumar is appointed temporarily on probation as 08.02.21 w.e.f 07.02.22 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 09.02.22 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 10,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.



4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.

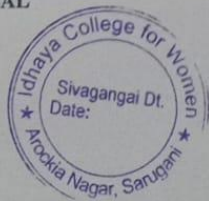
Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

- |  |                               |
|--|-------------------------------|
| <10 <sup>th</sup> Mark Sheet – Age Proof | < Transfer Certificate        |
| < 12 <sup>th</sup> Mark Sheet            | < P.G Degree, Provisional &   |
| < U.G Degree, Provisional &              | Consolidated Pass Certificate |
| Consolidated Pass Certificate            | < M.Phil Degree, Provisional, |
|  | Consolidated Pass Certificate |

SEAL

  
PRINCIPAL

**Idhaya College For Women**  
Arookia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630 411









## MATHEMATICS



Principal

Idhaya College for Women

(Affiliated to Alagappa University)

Arockia Nagar, Sarugani

Sivagangai Dt.

Pin: 630 411.

Phone : 04561 - 276272 (Off)

276370 (Res)

### APPOINTMENT ON PROBATION

Date : 08.07.2014.

Madam P.Arockiavimala M.Sc.,B.Ed.,

**Sub: Appointment on Probation – Lecturer in Mathematics - regarding.**

You were appointed on probation for a period of one year from 08.07.2014 onwards. (2014 – 2015)

You will be paid a consolidated sum of Rs. 7,000/- per month. You will not be eligible for any other allowances. You will be governed by the norms and rules laid down by the Management for the staff of the Institution.

Once you have joined the job you have to complete that academic year. In case of dissatisfaction on the part of the management about your service, you will be relieved at any time and if you want to resign the job at the end of the academic year, you have to give resignation letter at least two months ahead. **If there is a need to resign the job in between the academic year, you have to repay three months salary to receive your relieving order and your original certificates.**

Your appointment on probation does not automatically imply that you will be confirmed. The Management also reserves its right to terminate your services at any time during this period.

If the above norms and conditions are acceptable kindly sign and return the duplicate.

Yours sincerely,

*[Signature]*  
Principal  
Idhaya College for women  
Sarugani.



/ACKNOWLEDGED/

*[Signature]*

Signature of the candidate with date

**Principal**

Idhaya College for Women  
(Affiliated to Alagappa University)  
Arockia Nagar, Sarugani  
Sivagangai Dt.  
Pin: 630 411.

Phone : 04561 - 276272 (Off)  
276370 (Res)

**APPOINTMENT ON PROBATION**

Date : 16.12.2014...

**Madam M.Jamima Banu M.Sc.,M.Phil.,****Sub: Appointment on Probation – Lecturer in Mathematics– regarding.**

You were appointed on probation for a period of one year from 16.12.2014 onwards.  
(2014 – 2015)

You will be paid a consolidated sum of Rs.8000/- per month. You will not be eligible for any other allowances. You will be governed by the norms and rules laid down by the Management for the staff of the Institution.

Once you have joined the job you have to complete that academic year. In case of dissatisfaction on the part of the management about your service, you will be relieved at any time and If you want to resign the job at the end of the academic year, you have to give resignation letter at least three months ahead. **If there is a need to resign the job in between the academic year, you have to repay three months salary to receive your relieving order and your original certificates.**

Your appointment on probation does not automatically imply that you will be confirmed. The Management also reserves its right to terminate your services at any time during this period.

If the above norms and conditions are acceptable kindly sign and return the duplicate.

Yours sincerely,

*Sr. Jeyaraj*  
Principal 16/12/14

Idhaya College for Women  
Sarugani.

/ACKNOWLEDGED/

*M. Jany* 16.12.2014.  
Signature of the candidate with date

**IDHAYA COLLEGE FOR WOMEN***(Affiliated to Alagappa University)***Accredited with 'B' Grade by NAAC**

Arockia Nagar, Sarugani, Sivagangai - 630 411

Phone : 04561 - 276272, 9751430537



Email id : idhayawomenscollege@gmail.com

Website : idhayasarugani.in

Ref: ICW / Maths / 2015 / 42

Date : 25.04.2015.

To

Mrs.B.Deeba M.Sc.,M.Phil.,B.Ed.,  
D/o R.Bose  
Puliyadithammam  
Sarugani Via  
Sivagangai Dist – 630 411.

Dear Madam,

**Sub:** Appointment order for the Post of Lecturer in the Department of Maths – reg.

With reference to your application and the subsequent interview you had with us on 22.04.2015, we are pleased to appoint you, for the post of Lecturer in the Department of Maths in this institution.

You are required to convey your acceptance immediately, and join duty on or before 03.06.2015. You should not engage yourself in any other employment, either full time or part time basis; during your tenure in this institution.

You will be on probation for a period of two years from the date of joining. In this connection, you will have to give an undertaking in your joining report, to the effect that you will work in this institution as a faculty, for a minimum period of 2 (two) years without break.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs.8000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.



4. Students are to be motivated to participate in all the activities.
  5. Need to work hard in up building the works of College and mould the students to attain their personality development.
  6. Need to encourage and prepare your students to take active participation in paper presentation.
  7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
  8. Common works and responsibilities of the Institution should be shared with generosity.
  9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
  10. You are to be member in anyone of the extra-curricular activities of club of the College.
  11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
  12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. This effect comes from 03.06.2025. Experience in other colleges will not be taken into consideration for special allowance.
- Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on reqes, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

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| < 10 <sup>th</sup> Mark Sheet – Age Proof | < M.Phil Degree, Provisional &     |
| < 12 <sup>th</sup> Mark Sheet             | Consolidated Pass Certificate      |
| < U.G Degree, Provisional &               | < Experience Certificate from last |
| Consolidated Pass Certificate             | Institution                        |
| < P.G Degree, Provisional &               | < Relieving order from last        |
| Consolidated Pass Certificate             | Institution                        |

SEAL



B. Deeba.

*S. Jeyaraj*  
25/04/15

PRINCIPAL

**Idhaya College for women  
Arockia Nagar - Sarugani  
Sivagangai Dt. - 630 411**

**IDHAYA COLLEGE FOR WOMEN***(Affiliated to Alagappa University)***Accredited with 'B' Grade by NAAC**

Arockia Nagar, Sarugani, Sivagangai - 630 411

Phone : 04561 - 276272, 9751430537



Email id : idhayawomenscollege@gmail.com

Website : idhayasarugani.in

Date : 27.06.2015..

Ref: ICW / Mathematics / 2015 / 43

To

Mrs.N.Sathya Bama M.Sc., M.Phil., D.T.Ed.,

D/o Mr.A.Nagasamy

476, North Street, Kongampatti Via

Ilayangudi Post, Sivagangai Dist.

Dear Madam,

Sub: Appointment order for the Post of Lecturer in the Department of Mathematics – reg.

We are pleased to appoint you, for the post of Lecturer in the Department of Mathematics in this institution.

You are required to convey your acceptance immediately, and join duty on or before 19.06.2015

You should not engage yourself in any other employment, either full time or part time basis; during your tenure of this institution.

You will be on probation for a period of two years from the date of joining. In this connection, you will have to give an undertaking in your joining report, to the effect that you will work in this institution as a faculty, for a minimum period of 2 (two) years without break.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs.8000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 8.30 A.M. and close at 5.30 P.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.
4. Students are to be motivated to participate in all the activities.



3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.
4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. This effect comes from 29.06.2025 Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

- |  |   |
|--|---|
| < 10 <sup>th</sup> Mark Sheet – Age Proof                    | < M.Phil Degree, Provisional &                    |
| < 12 <sup>th</sup> Mark Sheet                                | Consolidated Pass Certificate                     |
| < U.G Degree, Provisional &<br>Consolidated Pass Certificate | < Experience Certificate from last<br>Institution |
| < P.G Degree, Provisional &<br>Consolidated Pass Certificate | < Relieving order from last<br>Institution        |

SEAL



*N. Sathyabama*

PRINCIPAL

**Idhaya College for women  
Arackia Nagar - Sarugani  
Sivagangai Dt. - 630 411**

*Se. Jeyu*  
*26/06/15*

**IDHAYA COLLEGE FOR WOMEN**

(Accredited with 'B' Grade by NAAC)  
(Recognized under 2(F) & 2(B) of the UGC Act 1956)  
(Affiliated to Adangra University, Karaikal)  
AROCKIA NAGAR, SARUJGANI - 625411

Ref: ICW / Mathematics / 2021 / 51

To

Ms.K.Suriya Prabha M.Sc.,  
D/o K.Kalimuthu,  
Paruthiyoor, Puliyal post,  
Devakottai tk, Sivagangai.  
Ph : 9715950899.

Dear Madam,

**Sub:** Appointment order in the Department of Mathematics- reg.

With reference to your application and the subsequent interview you had with us on 15.07.2021, we are pleased to appoint you, for the post of Lecturer in the Department of Mathematics in this institution.

Ms.K.Suriya Prabha, Daughter of Mr.K.Kalimuthu is appointed temporarily on probation as 01.09.2021 w.e.f 30.08.2022 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 02.09.2022 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 8,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.





4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for carrassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.

You are requested to submit the following original certificates / documents.

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|--|--|
| <10 <sup>th</sup> Mark Sheet – Age Proof                     | < Transfer Certificate   |
| < 12 <sup>th</sup> Mark Sheet                                | < P.G Degree, Provisional &<br>Consolidated Pass Certificate   |
| < U.G Degree, Provisional &<br>Consolidated Pass Certificate | < M.Phil Degree, Provisional,<br>Consolidated Pass Certificate |

SEAL



J. Swirga prabha

*A. Muneer*  
PRINCIPAL

Idhaya College For Women  
Arockia Nagar, Sarugani  
Sivagangai Dist, Pin: 630 41

**IDHAYA COLLEGE FOR WOMEN***( Affiliated to Akagappa University )***Accredited with 'B' Grade by NAAC**

Arockia Nagar, Sarugani, Sivagangai - 630 411

Phone : 04561 - 276272, 9751430537



Website : idhayasarugani.in

Email id : idhayawomenscollege@gmail.com

Ref: ICW / Mathematics/ 2020 / 50

Date : 19.08.2020

To

Mrs.AR.Pandipriya M.Sc.,M.Phil.,SLET.,

W/o S.Naganathan,

1A1, Nattarajapuram 3<sup>rd</sup> Street,

Devakottai, Sivagangai.

Dear Madam,

**Sub:** Appointment order in the Department of Mathematics– reg.

With reference to your application and the subsequent interview you had with us on 17.06.2020, we are pleased to appoint you, for the post of Lecturer in the Department of Mathematics in this institution.

Mrs.AR.Pandipriya, Wife of Mr. S.Naganathan is appointed temporarily on probation as 19.08.20 w.e.f 18.08.21 under the Corporate Management of the Religious Congregation and now posted at **Idhaya College for women**. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on **20.08.21** FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 12,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.



4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mound the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.

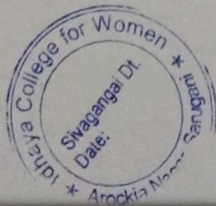
Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

- |  |                               |
|--|-------------------------------|
| <10 <sup>th</sup> Mark Sheet – Age Proof | < Transfer Certificate        |
| < 12 <sup>th</sup> Mark Sheet            | < P.G Degree, Provisional &   |
| < U.G Degree, Provisional &              | Consolidated Pass Certificate |
| Consolidated Pass Certificate            | < M.Phil Degree, Provisional, |
|  | Consolidated Pass Certificate |

SEAL



PRINCIPAL

**Idhaya College For Women**  
Arockia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630 411



## PHYSICS



### IDHAYA COLLEGE FOR WOMEN

(Affiliated to Alagappa University)

Accredited with 'B' Grade by NAAC

Arockia Nagar, Sarugani, Sivagangai - 630 411

Phone : 04561 - 276272, 9751430537



Email id : idhayawomenscollege@gmail.com

Website : idhayasarugani.in

Date : 18.06.18

Ref: ICW / Physics/ 2018 / 30

To

Mrs. S.J. Helen M.Sc., B.Ed., Ph.D.,  
76 Sivagangai Raja Road,  
Ramnagar, Devakottai,  
Sivagangai Dist – 630 303.

Dear Madam,

**Sub:** Appointment order in the Department of Physics– reg.

With reference to your application and the subsequent interview you had with us on 07.05.2018, we are pleased to appoint you, for the post of Lecturer in the Department of Physics in this institution.

Mrs. S.J. Helen Daughter of Mr. S. Joseph is appointed temporarily on probation as 18.06.18 w.e.f 16.06.18 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for Women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 18.06.18 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 15,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks. -



4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. This effect comes from 18.06.2028. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

<10 <sup>th</sup> Mark Sheet – Age Proof	<M.Phil Degree, Provisional &
<12 <sup>th</sup> Mark Sheet	Consolidated Pass Certificate
<U.G Degree, Provisional & Consolidated Pass Certificate	< Experience Certificate from last Institution
<P.G Degree, Provisional & Consolidated Pass Certificate	< Relieving order from last Institution

SEAL



  
PRINCIPAL

Idhaya College For Women  
Arockia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630 411.

**IDHAYA COLLEGE FOR WOMEN**

(Accredited with 'B' Grade by NAAC)  
(Recognized under 2(f) & 12(B) of the UGC Act 1956)  
(Affiliated to Alagappa University, Karaikudi)  
AROCKIA NAGAR, SARUGANI - 630411.

Ref: ICW / Physics / 2021 / 35

To

Mrs.S.Sasikala M.Sc., B.Ed., M.Phil.,  
W/o G.Dhanabalan,  
1/75, Amman Kovil Street, Sooranam,  
Sooranam post,  
Hayankudi tk,  
Sivagangai - 630713. Ph : 7395849132.

Dear Madam,

**Sub:** Appointment order in the Department of Physics– reg.

With reference to your application and the subsequent interview you had with us on 19.07.2021, we are pleased to appoint you, for the post of Lecturer in the Department of Physics in this institution.

Mrs.S.Sasikala, Wife of Mr.G.Dhanabalan is appointed temporarily on probation as 02.08.21 w.e.f 01.08.22 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 03.08.22 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 10,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.



3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.
4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

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| <10 <sup>th</sup> Mark Sheet – Age Proof                     | < Transfer Certificate   |
| < 12 <sup>th</sup> Mark Sheet                                | < P.G Degree, Provisional &<br>Consolidated Pass Certificate   |
| < U.G Degree, Provisional &<br>Consolidated Pass Certificate | < M.Phil Degree, Provisional,<br>Consolidated Pass Certificate |

SEAL




*A. P. S. K. S.*

*A. P. S. K. S.*  
PRINCIPAL

Idhaya College For Women  
Arockia Nagar, Sarugani,  
Sivagangai Dist. Pin: 630 411



 **IDHAYA COLLEGE FOR WOMEN**  
(Affiliated to Alagappa University)  
Accredited with 'B' Grade by NAAC  
Arockia Nagar, Sarugani, Sivagangai - 630 411  
Phone : 04561 - 276272, 9751430537  
Email id : idhayawomenscollege@gmail.com  
Website : idhayasarugani.in

Date : 02.01.2019

Ref: ICW / Physics/ 2018 / 33  
To  
Ms. B. Sankavi M.Sc., M.Phil.,  
D/o VR. Balasubramanian,  
19/6, Keela oorani South,  
Karaikudi Dist – 630 001.

Dear Madam,

**Sub:** Appointment order in the Department of Physics– reg.

With reference to your application and the subsequent interview you had with us on 07.12.2018, we are pleased to appoint you, for the post of Lecturer in the Department of Physics in this institution.

Ms. B. Sankavi, Daughter of Mr. VR. Subramanian is appointed temporarily on probation as 02.01.19 w.e.f 22.12.18 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 01.01.19 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 8,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.





4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. This effect comes from 02.01.2029. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

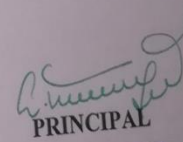
**You are requested to submit the following original certificates / documents.**

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Consolidated Pass Certificate



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PRINCIPAL

**Idhaya College For Women**  
Arockia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630 411.



 **IDHAYA COLLEGE FOR WOMEN**  
( Affiliated to Alagappa University )  
Accredited with 'B' Grade by NAAC  
Arockia Nagar, Sarugani, Sivagangai - 630 411  
Phone : 04561 - 276272, 9751430537  


Email id : idhayawomenscollege@gmail.com Website : idhayasarugani.in

Ref: ICW / Physics / 2020 / 34 Date : 04.01.2021

To  
Mrs.M.Ramya M.Sc.,B.Ed.,  
W/o K.Senthil,  
12/338, K.Thiruvalluvar Nagar,  
Paramakudi, Ramnad – 623707.

Dear Madam,

**Sub:** Appointment order in the Department of Physics– reg.

With reference to your application and the subsequent interview you had with us on 24.12.2020, we are pleased to appoint you, for the post of Lecturer in the Department of Physics in this institution.

Mrs.M.Ramya, Wife of Mr.K.Senthil is appointed temporarily on probation as 04.01.21 w.e.f 03.01.22 under the Corporate Management of the Religious Congregation and now posted at **Idhaya College for women**. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 05.01.22 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 8,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.



4. Students are to be motivated to participate in all the activities.
5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

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| < U.G Degree, Provisional &<br>Consolidated Pass Certificate | < M.Phil Degree, Provisional,<br>Consolidated Pass Certificate |

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PRINCIPAL

Idhaya College For Women  
Arockia Nagar, Sarugani,  
Sivagangai Dist. Pin: 630 411



## Fashion Technology and Costume Design

 **IDHAYA COLLEGE FOR WOMEN**  
(Affiliated to Akagappa University)  
Accredited with 'B' Grade by NAAC  
Arockia Nagar, Sarugani, Sivagangai - 630 411  
Phone : 04561 - 276272, 9751430537  
Email id : idhayawomenscollege@gmail.com  
Website : idhayasarugani.in

Date : 01.03.19

Ref: ICW / Fashion Technology & Costume Designing/ 2018 / 9

To  
Ms. I. Shallini B.Sc (CS), Ad.Dip.FT  
D/o SP.Iyngaran  
No:12, Veerapandiya Puram, West Street  
Devakottai – 630 302.

Dear Madam,

**Sub:** Appointment order in the Department of Fashion Technology & Costume Designing– reg.

With reference to your application and the subsequent interview you had with us on 21.02.2019, we are pleased to appoint you, for the post of Lecturer in the Department of Fashion Technology & Costume Designing in this institution.

Ms. I. Shallini, Daughter of Mr. SP.Iyngaran is appointed temporarily on probation as 01.03.2019 w.e.f 28.02.2020 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 01.03.2020 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 7,500/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.



3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.
  4. Students are to be motivated to participate in all the activities.
  5. Need to work hard in up building the works of College and mould the students to attain their personality development.
  6. Need to encourage and prepare your students to take active participation in paper presentation.
  7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
  8. Common works and responsibilities of the Institution should be shared with generosity.
  9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
  10. You are to be member in anyone of the extra-curricular activities of club of the College.
  11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
  12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. This effect comes from 02.01.2029. Experience in other colleges will not be taken into consideration for special allowance.
- Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

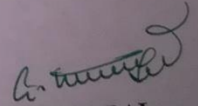
**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

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Consolidated Pass Certificate  
< M.Phil Provisional,  
Consolidated Pass Certificate

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PRINCIPAL

Idhaya College For Women  
Arockia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630 411.

**IDHAYA COLLEGE FOR WOMEN**

(Affiliated to Alagappa University)

Accredited with 'B' Grade by NAAC

Arockia Nagar, Sarugani, Sivagangai - 630 411

Phone : 04561 - 276272, 9751430537



Email id : idhayawomenscollege@gmail.com

Website : idhayasarugani.in

Ref: ICW / Fashion Technology &amp; Costume Designing/ 2018 / 10

Date : 24.06.19

To

Ms. R.Nivethitha M.Sc FT.,  
D/o P.Ramaiyan  
No.89/E4, Gandhi Nagar, Karikadu  
Pattukottai, Thanjavur – 614 602.

Dear Madam,

**Sub:** Appointment order in the Department of Fashion Technology & Costume Designing– reg.

With reference to your application and the subsequent interview you had with us on 20.06.2019, we are pleased to appoint you, for the post of Lecturer in the Department of Fashion Technology & Costume Designing in this institution.

Ms. R.Nivethitha, Daughter of Mr. P.Ramaiyan is appointed temporarily on probation as 24.06.2019 w.e.f 23.06.2020 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 25.06.2020 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 12,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.



4. Students are to be motivated to participate in all the activities.
  5. Need to work hard in up building the works of College and mould the students to attain their personality development.
  6. Need to encourage and prepare your students to take active participation in paper presentation.
  7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
  8. Common works and responsibilities of the Institution should be shared with generosity.
  9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
  10. You are to be member in anyone of the extra-curricular activities of club of the College.
  11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
  12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. This effect comes from 02.01.2029. Experience in other colleges will not be taken into consideration for special allowance.
- Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.

You are requested to submit the following original certificates / documents.

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< 12<sup>th</sup> Mark Sheet

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Consolidated Pass Certificate

< P.G Degree, Provisional &  
Consolidated Pass Certificate

< M.Phil Provisional,  
Consolidated Pass Certificate


SEAL



  
PRINCIPAL

**Idhaya College For Women**  
Arockia Nagar, Sarugani,  
Sivagangai Dist, Pin: 630 411.





**IDHAYA COLLEGE FOR WOMEN**  
(Accredited by NAAC with "A" Grade (CGPA: 3.15) & ISO 9001:2015 Certified Institution)  
(Recognized by UGC with 2(f) & 12(B). Affiliated to Alagappa University, Karaikudi)  
**AROCKIA NAGAR, SARUGANI - 630 411, Sivagangai Dt. - 630 411.**

Ref: ICW / Librarian / 2022 / 4

Date: 07.03.2022

To

Mrs. M. Mercy Clarence M.LISC., M.Phil.,  
W/o Mr. A. Manikandan,  
42 A, Poi Solla Meyyar Street  
Karaikudi,  
Sivagangai – 630 001. Ph : 7904092642.

Dear Madam,

**Sub:** Appointment order in the Department of Library – reg.

With reference to your application and the subsequent interview you had with us on 04.03.2022 we are pleased to appoint you, for the post of Librarian in the Department of Library in this institution.




Mrs.M.Mercy Clarence Wife of Mr.A.Manikandan is appointed temporarily on probation as 07.03.22 w.e.f 08.03.23 under the Corporate Management of the Religious Congregation and now posted at Idhaya College for women. The appointment is governed by the Terms & Conditions of Employment framed by the Management. She shall report for duty before the Principal & Secretary of Idhaya College for women on 09.03.23 FN. She shall be on probation for a period of two years from the date of joining.

At any time during the probationary period, your service may be terminated, if unsatisfied. After your probation period, the management will confirm it. If you are not confirmed, your services stand automatically terminated. During this period of probation, you will be paid with a consolidated payment of Rs. 10,000/- per month.

**Terms and Conditions to be followed during your service**

1. You must be in the College Campus before 9.10 A.M.,
2. Special attention and care to be given on weak students of your subject.
3. Special and extra classes to be conducted, whenever the Head of the Institution or the Head of Department asks.
4. Students are to be motivated to participate in all the activities.

8610805102, 8526286433 | [Idhayawomenscollege@gmail.com](mailto:Idhayawomenscollege@gmail.com)







5. Need to work hard in up building the works of College and mould the students to attain their personality development.
6. Need to encourage and prepare your students to take active participation in paper presentation.
7. As it is a growing institution, you need to render your time to go for canvassing the students from various higher secondary schools.
8. Common works and responsibilities of the Institution should be shared with generosity.
9. When you are asked to take the students outside to attend seminars, camps or tour etc., avoid any kind of excuse.
10. You are to be member in anyone of the extra-curricular activities of club of the College.
11. You ought to update your knowledge skill of web, Multimedia and try to complete UGC Exams of NET or SLET.
12. Special allowances Rs.1000 given to those who have completed Ten years of experience in our college. Experience in other colleges will not be taken into consideration for special allowance.

Please fill up the joining report as a acceptance of the above terms and conditions of service. We wish that the period of your service with us will be both happy and Fruitful.

**You will not be permitted to leave the institution in the middle of the academic year. You will be relieved, on request, only at the end of the academic year, other than that you are required to give three – month notice (in the month of march) or three-month salary.**

**You are requested to submit the following original certificates / documents.**

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SEAL



PRINCIPAL

Idhaya College For Women  
Arockia Nagar, Sarugani  
Sivagangai Dist. Pin: 630 41



NAAC – AQAR

2.1 Student Enrolment and profile

2.1.1 Enrolment

[2020-2021]



NAAC – AQAR

2.1 Student Enrolment and profile

2.1.1 Enrolment

[2020-2021]



