



Phone: 25399566

Fax No. 91 - 44 - 25360749

## UNIVERSITY OF MADRAS

(Established under the Act of Incorporation XXVII of 1857 -  
Madras University Act 1923) (State University)  
Centenary Building, Chepauk, Chennai - 600 005.

No. A-II/JPR/University Representative/2019/296

Dated: 22.08.2019

From

The Registrar,  
University of Madras.

To

✓ Dr.C. Shalini,  
Principal,  
Vidhyasagar Women's College,  
GST Road, Vedanarayapuram,  
Chengalpattu - 603 111.

Sir/ Madam,

Sub: Nomination of the University Representative to the College Governing Body -  
For a **period valid upto 30.06.2020** - Regarding.

I am, by direction, to inform you that you have been nominated as University Representative on the Governing Body of **Madras Christian College (Autonomous), Tambaram East, Chennai - 600 059**. The nomination is an honorary capacity for a period valid **upto 30.06.2020** or till the attainment age of superannuation, whichever is earlier. However, the members of the Syndicate, even if they cease to be members of the Syndicate, may continue as University Representative in the Governing Bodies of the College.

The Governing Body of the College is expected to meet once in every three months in a year and a copy of the minutes of the meeting should be sent to the undersigned within a period of two weeks from the date of the meeting of the Governing Body, the Management of the College has been requested to send the usual notice of such meetings to the University Representative at least 15 days in advance of the meeting.

You are requested to give advice on the matters pertaining to academic subjects and generally as far as possible to interpret the policy of the Syndicate with regard to running the College and such other points suggested either by the Syndicate or by the Vice-Chancellor. At the end of the meeting you are requested to send confidentially note to the Vice - Chancellor, **as per the format sent herewith**, about the progress made and any other points which you may wish to bring to the notice of the Syndicate. The Vice-Chancellor will place such points as required before the Syndicate for advice and decision.

Contd. 2



**UNIVERSITY OF MADRAS**

[Established under the Act of Incorporation XXVII of 1857 -

Madras University Act 1923] [State University]

Centenary Building, Chempauk, Chennai-600 005.

Phone: 044-25399436, 25399570; Fax: 91-44-253603149, 25399834

Email: registrar@unom.ac.in; registrar.unom@gmail.com.

No. V.3/Reconst.BOS/ Commerce (PG)/2017/202

Dated: 18 May 2017

From  
The Registrar,  
University of Madras.

To

Dr. Shalini,  
Head, Dept. of Commerce,  
Principal,  
Vidyasagar Women's College,  
GST Road, Vedanarayanapuram,  
Chengalpattur - 603 111.

Madam,

Sub: Academic - Board of Studies in Commerce, Bank Management and  
Industrial Organization (PG) - Reconstituted - Intimation - Regarding.

\*\*\*\*\*

I am, by direction, to inform you that you have been nominated as a **Member** in the reconstituted Board of Studies in Commerce, Bank Management and Industrial Organization (PG), for a period of three years between 01-05-2017 and 30-04-2020.

Further, I am to state that if you are not in Service due to retirement on superannuation or otherwise, you are not eligible to continue in the Board and the fact may be informed to University immediately.

Please accept to serve as a **Member** in the Board of Studies in Commerce, Bank Management and Industrial Organization (PG) and send your letter of acceptance in the enclosed format by return of post immediately.

The receipt of this communication may kindly be acknowledged.

Encl. : Acceptance Format.

Yours faithfully,

REGISTRAR i/c.

6/12



**UNIVERSITY OF MADRAS**  
(Established under the Act of Incorporation XXVII of 1857 -  
Madras University Act) [State University]  
Centenary Buildings, Chepauk, Chennai 600 005



No.RPO/Ph.D. Recogn/BMC/Commerce/Inspection/2018/ 346 Date:

From  
The REGISTRAR  
University of Madras

- 6 JUN 2018

To  
✓ **Dr. C.Shalini [Convener]**  
Principal & Head  
Department of Commerce  
Vidyasagar Women's College  
GST Road, Vedanarayanapuram  
Chengalpattu - 603 111

2. **Dr.Padmavathi [Member]**  
Associate Professor, Department of Commerce  
Shasun Jain College for Women  
Chennai 600017

Madam,

Sub: Ph.D. Recognition - Department of Commerce - Appointment of Inspection  
Commission - Reg.

\*\*\*\*\*

I am, by direction, to inform you that you have been nominated as a Convener / Member of the Inspection Commission to inspect and report on the infrastructural and other facilities available at Department of Commerce, Bhaktavatsalam Memorial College for Women, Korattur, Chennai 600080 for recognition of the institution for conducting research leading to Ph.D. Degree in Commerce

It is requested that the Inspection may be conducted as early as possible and three copies of consolidated report duly signed by the Convener and Member of the Inspection Commission may be forwarded to the Registrar (by name), University of Madras, Chennai - 600 005.

The Convener of the Inspection Commission is also requested to fix up the date of Inspection in consultation with the Principal of the College and intimate the actual date of Inspection to the Members of the Inspection Commission well in advance, since the Members of the Commission should inspect the department jointly on the same day itself. Each member of the Commission will be paid an honorarium of Rs 1000/- and D.A of Rs. 200/- The out station members will be paid D.A. of Rs 300/- along with one and one fourth of the Railway first class fare as T.A. (both ways).





UNIVERSITY OF MADRAS  
[Established under the Act of Incorporation XXVII of 1857 –  
Madras University Act 1923  
[State University]

Dr. P.DAVID JAWAHAR  
Registrar

Centenary Building,  
Chepauk, Chennai – 600 005

No.V. I/College/07-2015/ 304

Date: 10 JUL 2015

To  
Dr. C. Shalini,  
Principal,  
Vidhya Sagar Women's College,  
G.S.T. Road, Vedanarayanapuram,  
Chengalpattu – 603 111

Madam,

Sub : Ex-Officio Membership in the Academic Council – Inclusion – Regarding.


Ref : This Office Letter No. A-II/MPV/Principal-Approval/Vidhya Sagar/2015/554 dated  
29.06.2015

\*\*\*\*\*

I am, by direction, to inform you that you have been nominated as an Ex-Officio Member in the Academic Council of this University under Section 23[a] – [7] of the Madras University Act, 1923 with effect from 20<sup>th</sup> May 2015 till the attainment of age of 62 years.

Kindly acknowledge the receipt of this letter.

Yours faithfully,

  
Registrar

Copy to:

The Section Officer, V2 Section.

You are requested to verify whether the college has admitted the students within the sanctioned strength in the respective courses and to send a report on any excess admission made by the college.

**The University Representative should not, without specific approval of the Syndicate, commit himself/herself** to any decision in regard to matters that ought to come finally before the Syndicate. The Travelling Allowance and Halting allowance of the member for attending the meeting will be met by the Management of the college and the rates of travelling and halting allowance will be same as are admissible to members of the Senate of this University.

The receipt of this communication may kindly be acknowledged.

Yours faithfully,

  
REGISTRAR

Encl:- A format

Copy to: The Principal, Madras Christian College (Autonomous), Tambaram East,  
Chennai - 600 059.



UNIVERSITY OF MADRAS  
MEMBER ELECTED TO THE ACADEMIC COUNCIL  
BY THE TEACHERS OF AFFILIATED COLLEGE

It is hereby notified that Mrs. B. Kalpana, M.Sc., M.Phil., Assistant Professor and Head, Department of Mathematics, Vidhya Sagar Women's College, Chengalpattu, has been unanimously elected to the Academic Council by the teachers of the college from among themselves for a period of three years from 02.12.2017 to 01.12.2020 under Section 23[a] - Other Members [5] of the Madras University Act 1923 and the Madras University Amendment Act 1966

No.V.1/AC-TEACH/01-2018/ 538

Date: 31 JAN 2018

University Buildings,

Chepauk, Chennai - 600 005

*[Signature]*  
REGISTRAR

To,

Mrs. B. Kalpana, M.Sc., M.Phil.,  
Assistant Professor and Head,  
Department of Mathematics  
Vidhya Sagar Women's College,  
G.S.T. Road, Vedanarayanapuram,  
Chengalpattu - 603 111.

Copy to:

- (1) Dr. C. Shalini Kumar  
Principal,  
Vidhya Sagar Women's College,  
G.S.T. Road, Vedanarayanapuram,  
Chengalpattu - 603 111.
- (2) The Section Officer, V2 Section.



UNIVERSITY OF MADRAS

MEMBER ELECTED TO THE ACADEMIC COUNCIL  
BY THE TEACHERS OF AFFILIATED COLLEGE

It is hereby notified that Mrs. R.Arunadevi, MCA., M.Phil., HOD and Assistant Professor in Computer Science Department, Vidhya Sagar Women's College, Chengalpattu has been unanimously elected to the Academic Council by the teachers of the college from among themselves for a period of three years from 02.12.2014 to 01.12.2017 under Section 23[a] - Other Members [5] of the Madras University Act 1923 and the Madras University Amendment Act 1966.

No.V.1/AC-TEACH/01-2015/ 036/ 21 JAN 2015

Date:

University Buildings,  
Chepauk, Chennai - 600 005

  
REGISTRAR

To

Mrs. R.Arunadevi, MCA., M.Phil.,  
HOD and Assistant Professor, Department of Computer Science,  
✓ Vidhya Sagar Women's College,  
G.S.T. Road, Vedanarayanapuram,  
Chengalpattu - 603 111.

Copy to:

- (1) The Principal,  
Vidhya Sagar Women's College,  
G.S.T. Road, Vedanarayanapuram,  
Chengalpattu - 603 111.
- (2) The Section Officer, V2 Section.



saravanan Ns &lt;saravanan.ns076@gmail.com&gt;

## Fwd: Question Paper setting from SDNB Vaishnav college

3 messages

coe sdnbvc <coeypsdnbvc@gmail.com>  
To: saravananns076@gmail.com

Mon, Sep 18, 2017 at 3:03 PM

----- Forwarded message -----

From: coe sdnbvc <coeypsdnbvc@gmail.com>  
Date: Tue, Aug 29, 2017 at 12:55 PM  
Subject: Question Paper setting from SDNB Vaishnav college  
To: saravananns076@gmail.com

Shrimathi Devkunvar Nanalal Bhatt Vaishnav College for Women (Autonomous)  
Affiliated to University of Madras & Reaccredited with 'A+' Grade by NAAC  
Chromepet, Chennai 600 044. Ph no: 044 22655451  
Dr.C.P.Sumathi, Controller of Examinations email: coeypsdnbvc@gmail.com  
Mobile No: 8072364974

### CONFIDENTIAL

Ref. No: AUT/Exam/QPS/2017-2018

Date : 28/8/2017

To  
Mr. N.S.SARAVANAN  
Asst.Professor  
DEPT OF COMMERCE  
Vidhya Sagar Woman's College

Dear Sir/ Madam,

We are happy to inform you that you are appointed as a Question Paper setter for the following paper(s) of the End Semester Examination Nov 2017

Degree	Subject Code	Title of the Paper
BCom AF	11UAFAT1BS1	Business Statistics
BCom AF	UAF/AT/4IE4	International Economics

Date by which Question Paper should reach us : 7/09/2017

We shall appreciate if you could kindly confirm your consent by duly filling the acceptance letter sent in as another attachment of this mail back to us through e-mail.

**Solution and Scheme of Valuation Only for Commerce (UG & PG ), Maths (UG & PG), Physics (UG & PG), Statistics (UG & PG), Chemistry, Economics(Problem Oriented), M.Sc.(Computer Science) only.**  
You are requested to type the questions in the file sent through email to your Email id : .Kindly send the Filled question paper back to us through Email : coeypsdnbvc@gmail.com.



Kindly send a xerox copy of the FIRST PAGE OF YOUR BANK PASS BOOK where the IFSC code and account details are present if you have not already submitted. This will facilitate us to send your remuneration without any problem.

Attachments.

1. Syllabus , Model Question Paper/Pattern
2. Instruction to the paper setters
3. Acceptance form
4. Check List









Thanking You,  
Yours Sincerely,

Controller of Examinations

Regards

Controller of Examination,  
SDNB Vaishnav College for Women  
Chrompet

#### 8 attachments

-  **11UAFAT1BS1.doc**  
15K
-  **11UAFAT1BS1.docx**  
16K
-  **Instruction to QP setters.docx**  
35K
-  **N.S.SARAVANAN-Acceptance.doc**  
4K
-  **N.S.SARAVANAN-CheckList.doc**  
3K
-  **N.S.SARAVANAN-QPLetter.doc**  
4K
-  **UAF\_AT\_4IE4.docx**  
13K
-  **UAFAT4IE4.doc**  
15K


Tue, Sep 19, 2017 at 11:09 AM

**saravanan Ns** <saravanan.ns076@gmail.com>  
To: malathi ramu <jananiramu1984@gmail.com>

[Quoted text hidden]

#### 8 attachments

-  **11UAFAT1BS1.doc**  
15K
- 11UAFAT1BS1.docx**

 10K **Instruction to QP setters.docx**  
35K **N.S.SARAVANAN-Acceptance.doc**  
4K **N.S.SARAVANAN-CheckList.doc**  
3K **N.S.SARAVANAN-QPLetter.doc**  
4K **UAF\_AT\_4IE4.docx**  
13K **UAFAT4IE4.doc**  
15K

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**coe sdnbvc** <coeqpsdnbvc@gmail.com>  
To: saravananns076@gmail.com

Tue, Sep 26, 2017 at 4:21 PM

Sir,

Informed through phone that you have sent mail today(26/09/17) morning, but we haven't received mail.  
Kindly resend it.

Thank you,

[Quoted text hidden]

[Quoted text hidden]

**044-22655451, 8072364974**



saravanan Ns &lt;saravanan.ns076@gmail.com&gt;

QP

2 messages

ARCOE Vels University <arcoe@velsuniv.ac.in>  
To: saravananns076@gmail.com

Mon, Feb 25, 2019 at 1:35 PM

Dear Sir/Madam

Please find the attached Syllabus, model question paper and claim form for setting two sets of Non repeatable question paper. Please send the question paper and claim form with signature on or before 06.03.2019 by mail.

**Claim form without signature will not be accepted.**

**I request you to send your acceptance by mail.**

—  
Dr.S.Venkataraman  
Controller of Examinations  
Vels Institute of Science, Technology and Advanced Studies  
Chennai-117  
9962506247  
9962506246

 SARAVANAN.zip  
454K

saravanan Ns <saravanan.ns076@gmail.com>  
To: ARCOE Vels University <arcoe@velsuniv.ac.in>

Mon, Feb 25, 2019 at 3:20 PM

Good afternoon sir  
I accept the question papers setting offer. Thank you very much sir  
Thanks and regards  
N.s.saravanan  
Assistant professor

[Quoted text hidden]

Shrimathi Devkunvar Nanalal Bhatt Vaishnav College for Women (Autonomous)  
Affiliated to University of Madras & Reaccredited with 'A+' Grade by NAAC  
Chromepet, Chennai 600 044 Ph no: 044 22655451  
Dr.C.P.Sumathi, Controller of Examinations email: sdnbcoc.receive@gmail.com  
Mobile No. 8072364974

**CONFIDENTIAL**

Ref. No: AUT/Exam/QPS/2018-2019

Date : 25/1/2019

To  
Mr. N.S.SARAVANAN  
Asst.Professor  
DEPT OF COMMERCE  
Vidhya Sagar Woman's College

Dear Sir/ Madam,

We are happy to inform you that you are appointed as a Question Paper setter for the following paper(s) of the End Semester Examination April 2019

Degree	Subject Code	Title of the Paper	Scheme Required
BCom ISM	UBI/CT/5A10	Financial Management	Yes
BCom ISM	UBI/CE/6002	Banking	No

Question paper should reach us before 15 days from the date of email received.

The question paper file should be opened only using MSWORD 2007/2010.  
Password for opening the question paper file : april2019

You are requested to type the questions in the question paper template sent through email to your Email id : saravananns076@gmail.com .Kindly send the Filled question paper back to us ONLY THROUGH EMAIL to : sdnbcoc.receive@gmail.com.

**For Claim Purpose:**

Kindly send a scanned copy of the **FIRST PAGE OF YOUR BANK PASS BOOK** where the IFSC code and account details are present if you have not already submitted. This will facilitate us to send your remuneration without any delay.

After sending the question papers and scheme to us go to our website [www.sdnbvc.com](http://www.sdnbvc.com). In the home page,

Under COE --> External Exmainers link update this information.

You can update this either at the end after sending all the Question papers and scheme or periodically as and when you send.

Login Id : CO125 Password : APR2019

Attachments.

Thanking You,





saravanan Ns &lt;saravanan.ns076@gmail.com&gt;

QP

1 message

ARCOE Vels University &lt;arcoe@velsuniv.ac.in&gt;

Thu, Aug 22, 2019 at 5:12 PM

To: saravananns076@gmail.com

Dear Sir/Madam

Please find the attached Syllabus, model question paper and claim form for setting two sets of Non repeatable question paper. Please send the question paper and claim form with signature on or before 31.08.2019 by mail. Keep the appointment strictly confidential.

**Claim form without signature will not be accepted.**

**I request you to send your acceptance by mail.**

-

Dr.S.Venkataraman

Controller of Examinations

Vels Institute of Science, Technology and Advanced Studies

Chennai-117

9962506247

9962506246



SARAVANAN.zip

1000K



Dr.R. Arunadevi &lt;hodcs@vswc.in&gt;

**QUESTION PAPER SETTING - GURU NANAK COLLEGE - END SEMESTER EXAMINATION**

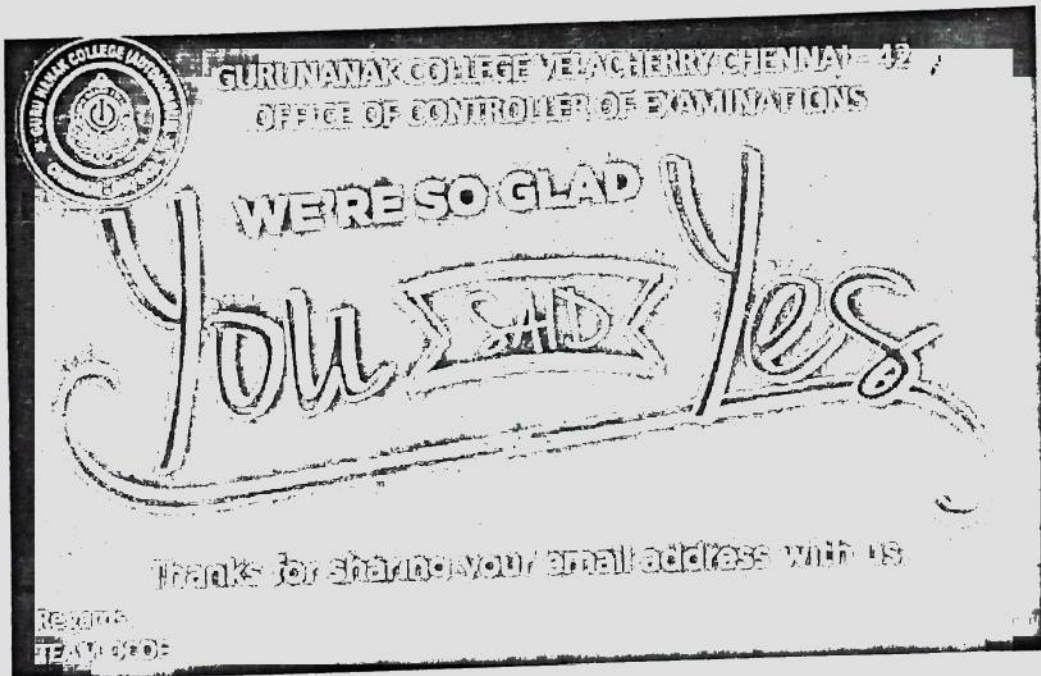
1 message

Fri, Jan 10, 2020 at 4:31 PM

Gurunanak College <apr2020@gurunanakcollege.edu.in>  
To: Dr ARUNA DEVI R <hodcs@vswc.in>

Dear Mr. / Ms. Dr ARUNA DEVI R,

Greetings!



Please find below the URL link to access your Profile

Login URL : <http://gncimtihaan.in>

USER ID : GNCEXT0889

PWD : 2019/10/01

If there is anything unclear or wish to discuss, please contact us 9940440287 / 9790920287 / 6381924692 / 6381126159

Regards,  
TEAM OCOE



saravanan Ns <saravanan.ns076@gmail.com>

Question paper setting from SDNBVC April 2020

1 message

controller of examination sdnbvc <sdnbcoe.receive@gmail.com>

Tue, Feb 4, 2020 at 1:26 PM

To: saravanan Ns <saravanan.ns076@gmail.com>

Shrimathi Devkunvar Nanakl Bhatt Vaishnav College for Women (Autonomous)

Affiliated to University of Madras & Reaccredited with 'A+' Grade by NAAC

Chromepet, Chennai 600 044. Ph no: 044 22655451

**Dr.D.Carol, Controller of Examinations**

email: [sdnbcoe.receive@gmail.com](mailto:sdnbcoe.receive@gmail.com)

Mobile No: 8939559651/8939559652

**CONFIDENTIAL**

**Ref. No: AUT/Exam/QPS/2019-2020**

Date : 31/1/2020

To

Mr. N.S.SARAVANAN

Asst. Professor

DEPT OF COMMERCE

**Vidhya Sagar Woman's College**

Dear Sir/ Madam,

We are happy to inform you that you are appointed as a Question Paper setter for the following paper(s) of the End Semester Examination April 2020

Degree	Subject Code	Title of the Paper	Scheme Required
M.Com. AF	18PAFCT2005	Financial and Cost Audit	Yes
M.Com. AF	18PAFCT4012	Security Analysis and Portfolio Management	No

Question paper should reach us before 7 days from the date of email received

The question paper file should be opened only using MSWORD 2007/2010.

Password for opening the question paper file : april2020

1. You are requested to type the questions in the question paper template sent through email to your Email id : [saravananns076@gmail.com](mailto:saravananns076@gmail.com) .Kindly send the Filled question paper back to us ONLY THROUGH EMAIL to [sdnbcoc.receive@gmail.com](mailto:sdnbcoc.receive@gmail.com).
2. On successful submission of question paper/scheme, you are requested to login our website [www.sdnbvc.edu.in](http://www.sdnbvc.edu.in) and follow the link[COE->for External Examiner] provided for information update.
- Note:



The information update in the website can be done after successful submission of all question paper/scheme.

Login Id : CO125 Password : april2020

### For Remuneration Processing:

Kindly send a scanned copy of the **FIRST PAGE OF YOUR BANK PASS BOOK** where the IFSC code and account details are present if you have not already submitted. This will facilitate us to send your remuneration without any delay.

## GUIDELINES TO BE FOLLOWED FOR QUESTION PAPER SETTING

1. Question Paper Setters are requested to keep their appointments strictly confidential.
2. Paper Setters are advised to decline the offer if any of their relatives are appearing for the examination on the subject for which they are appointed.
3. Question Papers **SHOULD ONLY** be typed in the word file named as per subject code attached in your mail. Abbreviations of any kind must be avoided.
4. The template file (subject code) is password protected. The password is given in your appointment letter.
5. The Question Paper pattern (Unit wise distribution of Marks) enclosed should be strictly followed.
6. The meaning of every question should be clear and precise admitting no ambiguity or confusion.
7. Please ensure that the answers to your questions can be completed within the time limit specified.
8. For Maths, Statistics question papers use Equation Editor.
9. A DETAILED SCHEME OF VALUATION (for Maths and Statistics Departments) and solution to numerical problems (as relevant to other disciplines) should be sent along with question paper.
10. All Correspondence may be addressed to the Controller of Examinations, S.D.N.B. Vaishnav College for Women, Chromepet, Chennai - 600044 through mail only. email id: [sdnbcoe.receive@gmail.com](mailto:sdnbcoe.receive@gmail.com)
11. Kindly adhere to the deadlines with regard to Question Paper Setting.

CONTROLLER OF EXAMINATIONS

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### 6 attachments

 18PAFCT4012(PATTERN).docx  
12K

 18PAFCT4012.doc  
27K

 18PAFCT2005(PATTERN).docx  
12K

 18PAFCT2005.doc  
27K

 18PAFCT2005.pdf  
286K

 18PAFCT4012.pdf  
396K