

MANDATORY DISCLOSURE

(2026-2027)

I. NAME AND ADDRESS OF THE INSTITUTION:

Name	ARASU POLYTECHNIC COLLEGE		
Address	Chennai Main Road		
Village	Thiruvisanallur		
Taluk	Thiruvudaimarudur		
District	Thanjavur		
Pin Code	612501		
State	Tamil Nadu		
STD Code	0435	PhoneNo.2666666	
Fax No.	-	E-Mail: arasupolytechnic@gmail.com	
Web site	https://arasupolytechnic.org/		
Nearest Rly Station	Kumbakonam	Distance in Kms (towards):10	
Nearest Airport	Tiruchirappalli	Distance in Kms(towards):95	
AICTE EOA Application 2026-27 ID: 1-46217928183		AICTE PID: 1-2471463941	

II. NAME AND ADDRESS OF THE PRINCIPAL:

Name	Dr.S.Kannan				
Address	Chennai Main Road,Kumbakonam-612 501				
Designation	Principal	Qualification & Experience	Highest Degree	Specialization	Total Experience
			ME., Phd.,	Mechanical Engineering	26
STDCode	0435	PhoneNo.(O) 2666 666,	FaxNo.	-	
E-Mail	arasupolytechnic@gmail.com		Mobile No.	9443780308	

III. NAME OF THE AFFILIATING BODY

Directorate of Technical Education (DOTE)
Chennai-600025,
Tamilnadu
Website: <https://dte.tn.gov.in/>

IV. GOVERNANCE:

Members of the Board and their brief background:

Brief details regarding background of the Trust, Governing body members, etc.

“Sri Thirunavukkarasu Dhanalakshmi Educational & Charitable Trust” is essentially a family Trust consisting of a Managing Trustee cum Chairman and four other members as given below:

- | | | | |
|----|--------------------------|---|-----------|
| 1. | Mr.T.Senthilkumar,B.Sc., | - | Chairman |
| 2. | Mrs.S.Swarnalatha,B.Sc., | - | Secretary |
| 3. | Mr.S.Aravind,B.E., | - | Trustee |
| 4. | Mrs.S. Preethi | - | Trustee |
| 5. | Mrs.S. Deepthi | - | Trustee |

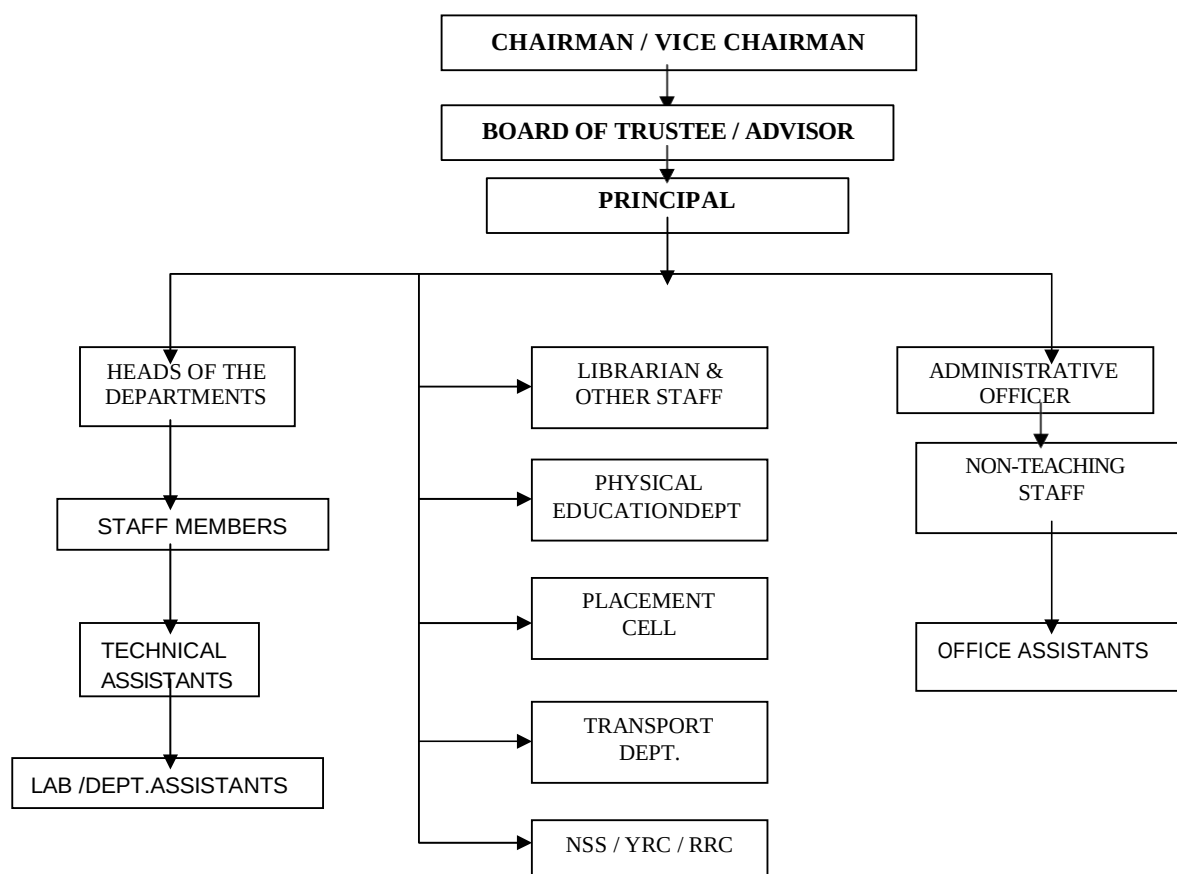
➤ Members of Academic Advisory Body:

1. Dr.S.Kannan, Principal
2. Prof.S.Kothandapani, Advisor
3. Dr.T.Balamurugan, Director
4. Mr.G.Sudhakar, VicePrincipal
5. Mr.P.Thirumalainayakkar, HoD / Mechanical
6. Mrs.R.Nandhini, HoD / Civil
7. Mr.U.Anbarasan, HoD /EEE
8. Mr.S.Kannan, HoD/ Cse
9. Mr. S.Kannan,HoD / Science & Humanities

➤ Frequency of the Board Meetings and Academic Advisory Body:

The Board of Meeting meets once in a semester and the academic advisory body meets once in a month to discuss about the performance and further improvement in the academic affairs.

➤ **Organization Chart & Process:**



➤ **Nature and extent of involvement of faculty and students in academic affairs/improvements:**

- Lesson plan has been prepared according to the syllabus so that it paves way to complete the syllabus within the scheduled time.
- Unit-wise notes submitted in advance, so that the staff concerned is more confident in handling the classes and clearing the doubts raised by the students.
- Regular staff meetings with the Principal are conducted once a week to discuss syllabus completion, teaching innovations, new ideas, and other academic and administrative matters.
- Steps Taken to Improve Students' Performance
- Recent developments related to the subject are regularly downloaded from the internet and shared with students.
- Simulations of important concepts and ideas are used to enhance students' understanding of the subject.
- Student counseling, tutorial sessions, and special coaching classes are conducted regularly.
- Class tests and model examinations are conducted systematically to assess students' progress.
- Performance reports of students in tests and examinations are communicated to parents on a regular basis.

- Symposia, guest lectures, and departmental association seminars are organized periodically to enrich students' academic knowledge and skills.
- Parent–Teacher Meetings are organized regularly to update parents on their wards' academic progress, attendance, and overall performance.
- Industrial visits are arranged once every semester to provide students with practical exposure and enhance their understanding of the related subjects.
- Students are encouraged and motivated to present seminars and research papers to improve their communication, presentation, and technical skills.

➤ **Mechanism / Norms and procedure for democratic / good governance:**

Absent without prior permission is not permitted. Leave forms should be submitted to the principal through their respective counseling teachers in person. Strict disciplinary action will be taken in case of unauthorized absence and violation of rules.

Ragging in any form is prohibited in the college. Those students who indulge in ragging will be expelled from the college immediately.

Students should attend the college decently dressed. During special occasions and practical classes students should wear prescribed uniform.

Like such norms and procedures are followed in order to maintain good governance in the college.

➤ **Student Feed Back on Institutional Governance / Faculty Performance:**

The following points are observed:

- Positive response and active participation from both faculty members and students.
- Improved coverage of the entire syllabus within the scheduled academic timeline.
- Enhanced understanding of both theory and practical subjects among students.
- Better communication and interaction between faculty members and students.
- Significant improvement in the teaching effectiveness and instructional skills of faculty members.
- Noticeable enhancement in students' learning abilities, academic performance, and overall understanding of the subjects.

➤ **Grievance redressal mechanism for faculty, staff and students:**

- A Discipline Committee has been constituted to prevent ragging and maintain discipline on the campus.
- A Women Welfare Committee has been established to promote the safety, well-being, and welfare of girl students and women faculty members.
- Suggestion boxes are placed in each block to collect comments, feedback, and suggestions from students and staff for continuous institutional improvement.

V. PROGRAMMES:

➤ **Name of the programmes approved by the AICTE**

Sl.No.	Programme(s)	Year of Approved
1.	Diploma in Civil Engineering	2015
2.	Diploma in Mechanical Engineering	2015
3.	Diploma in Electrical and Electronics Engineering	2015
4.	Diploma in Computer Engineering	2023

➤ **Name of the programmes accredited by the NBA**

- **Diploma in Mechanical Engineering**
- **Diploma in Electrical and Electronics Engineering**

➤ **Name of the approved programme and Sanctioned Intake details:**

Sl. No.	Course	Name of the Programme	Approved Intake 2026-27	Duration (FullTime)
1	Diploma	Civil Engineering	30	3years
2	Diploma	Mechanical Engineering	60	
3	Diploma	Electrical and Electronics Engineering	48	
4	Diploma	Computer Engineering	30	

➤ **Fee:** As approved by the State Government Fee Fixation Committee for the institution.

➤ **Placement Facilities:**

The following companies participated in on Campus Drive.

- Yamha India pvt ltd
- Ashok Leyland
- Brakes India Pvt Ltd.
- Zf Commercial Vehicle Control System India Ltd.
- Wheels India Limited
- Nokia Solution & Networks
- Super Auto Forge Private Ltd.
- Mk Tron Auto Parts Pvt. Ltd.
- Tag Corporation
- Simpson & Co. Ltd
- Zf Rane Pvt ltd
- Royal Enfield
- KYB Motorcycle Suspension Pvt Ltd.

VI. FACULTY**a) Faculty Position for the existing programme(s) (Programme-wise) for the academic year 2021-2022.**

Name of the Programme (Diploma)	Total Sanctioned Intake	Total number of Faculty required as per norms	Total number of faculty Permanent	Staff Student Ratio
Civil Engineering	60 (II & III Year)	3	3	1:25
Mechanical Engineering	240 (II & III Year)	10	10	
Electrical and Electronics Engineering	96 (II & III Year)	4	4	
Humanities & Social Sciences	168 (First Year)	7	7	

VII. (i) Profile of the Principal with Qualification Total Experience, Age and duration of the employment at the institute concerned:

Name : Dr,S,Kannan

Date of Birth and Age : 21.07.1965, 61years

Present Position : Principal

Teaching Experience : 26 years

VII. (ii) PROFILEOFFACULTY:

Department-wise faculty details available in the college website.

VIII. FEE:

- **Details of fee, as approved by the State Fee Committee, for the institution:**

Sl.No.	Description	Amount Rs.
1.	Admission Fee	Nil
2.	Tuition Fee	35,000/- PA (Government Quota) 35,000/-PA(Management Quota)

- **Time Schedule for payment of fee for the entire programme:**

- a) Fee will be collected at the time of admission from first year and Lateral Entry II year (fresh) candidates.
- b) Fee will be collected before commencement of classes during the academic year (ODD semester) from senior (2 & 3 year)students.

- Number of scholarship offered by the institute, duration and amount:

Sl. No.	Name of the Scholarship	2025 - 26		2024 - 25		2023 - 24	
		No. of students benefited	Amount Rs.	No. of students benefited	Amount Rs.	No. of students benefited	Amount Rs.
1.	SC/ST Scholarship from Adi Dravidar Welfare Office, Tamilnadu State Government	96	3360000	89	3115000	78	2730000

- Criteria for fee waivers / scholarship: Fee Waivers : Financially weak
- Scholarship:

Parents' Annual income limit is Rs.2,50,000/-for SC/SCA/ST/SCC students.
- Estimated cost of Boarding and Lodging in Hostels

Admission Fee	:	Rs.100/-
Room Rent, Electricity Charges	:	Rs.12,000/-per year
Mess Bill	:	Rs.38000/- per year

IX. Admission

❖ **Number of seats sanctioned with the year of approval:**

Sl. No.	Name of the Course	Year of Approval	Sanctioned Intake		
			2026 – 27	2025 – 26	2024 - 25
1	Diploma in Civil Engineering	2015	30	30	30
2.	Diploma in Mechanical Engineering	2015	60	120	120
3.	Diploma in Electrical and Electronics Engineering	2015	48	48	48
4.	Diploma in Computer Engineering	2023	30	30	30

IX. ADMISSION:

❖ **Number of applications received during last two years for admission and admitted:**

Name of the Course	2025 -26		2024 - 25	
	Applications received	Students admitted	Applications received	Students admitted
Diploma in Civil Engineering	08	05	11	07
Diploma in Mechanical Engineering	42	35	56	49
Diploma in Electrical and Electronics Engineering	32	26	36	30
Diploma in Computer Engineering	25	18	32	23
TOTAL	107	84	135	109

X. ADMISSION PROCEDURE:

Students admitted community wise as per the DOTE norms.

X. (iii) Calendar For Admission:

- As per the DOTE Chennai, Tamil Nadu.

XI. CRITERIA AND WEIGHTAGES FOR ADMISSION:

- ❖ Describe each criteria with its respective weightages i.e. Admission test, marks in qualifying examination etc.

The minimum marks prescribed in the SSLC examination for admission to the First Year Diploma Course and in the HSC (+2) or equivalent examination for Direct Second Year (Lateral Entry) admission shall be as per Government norms.

- **Minimum Qualification for First Year Admission:** SSLC Pass
- **Minimum Qualification for Direct Second Year (Lateral Entry) Admission:** HSC (+2) Pass

XII. APPLICATION FORM:

The downloadable application form and prospectus are available on our college website:
<https://arasupolytechnic.org/>

XIII. LIST OF APPLICANTS:

- ❖ List of candidates whose applications have been received along with percentile/percentage score for each of the qualifying examination in separate categories for open seats. List of candidates who have applied along with percentage and percentile score for Management quota seats.

XIV. Results of Admissions Under Management Seats / Vacant Seats:

- ❖ Composition of selection team for admission under Management Quota with the brief profiles of members:
 - Members of the Governing body, Principal, Department HODs.

XV. Information On Infrastructure And Other Resources Available:**LIBRARY:**❖ **Number of library books / Titles / Journals available (programme-wise):**

Sl. No	Course(s)	Number of titles	Number of volumes	Journals	
				National	International
1	Diploma in Civil Engineering	97	355	04	04
2	Diploma in Mechanical Engineering	116	513	04	04
3	Diploma in Electrical and Electronics Engineering	97	352	04	04
4	Diploma in Computer Engineering	25	173	03	03

LABORATORY:

❖ List of Major Equipments / Facilities:

As per the DOTE norms required equipments are available for all the Laboratories.

COMPUTING FACILITIES:

S. No	Particulars	Requirements as per Norms (1:6 all Undergraduate Programme)		Availability
1.	No of Computer terminals	120		150
2.	Hardware Specification	I5Processor		Available
3.	No of terminals of LAN/ WAN	50%of no. of terminals		120
4.	Relevant Legal Software	Application 20 Nos.	System 3 numbers	Available
				Available
5.	Peripheral(s)/Printers	10		12
6.	Internet Accessibility	--		100mbps

WORKSHOP:➤ **List of Facilities Available:**• **Games & Sports Facilities:**

Indoor Games	OutdoorGames
• TableTennis • Chess • Carom	• Volley Ball • Boot Ball • Basket Ball • Cricket • Ball badminton • Shot put • Javelin • Discus • Tennikoit

➤ **ExtraCurricularActivities:****SOFT SKILL DEVELOPMENT FACILITIES:****Personality Development:**

The aim of the Placement and Training Cell is to provide training to final-year students in various soft skills, personality development, and career guidance. The Placement Cell also guides students in carrying out mini projects and final-year projects.

The Placement Cell organizes seminars for the benefit of final-year students to enhance their knowledge, improve their employability skills, and prepare them for successful careers.

WORKSHOP:➤ **FacilitiesAvailablewithAreaofEach:**

S.No	Particulars	No of Rooms	Area of Each
1.	Class Room	20	88m ²
2.	Tutorial Room	2	88m ²
3.	Drawing Hall	1	100 m ²
4.	Seminar Hall	1	166 m ²
5.	Meeting Hall	1	88 m ²
6.	Library	1	120 m ²
7.	Training & Placement	1	54m ²
8.	Auditorium	1	366m ²
9.	Physical Education	1	44m ²
10.	NSS	1	44m ²
11.	Ladies & Boys Rest Room	2	88m ²
12.	Staff Room(EEE,ECE,CSE, Mechanical)	4	88m ²
13.	Staff Room (Science & Humanities)	1	44m ²

S.No	Particulars	No of Rooms	AreaofEach
14.	Office	1	50m ²
15.	Principal Room	1	35m ²
16.	Hostel (Boys& Girls)	2	2215m ²
17.	Generator Room	1	30m ²
18.	Power Room	1	25m ²
19.	Canteen	1	210m ²
20.	Smart Class Room	2	90m ²
21.	Toilet Boys & Girls	6	305m ²
22.	Exam Cell	1	55m ²
23.	Strong Room	1	35m ²
24.	Laboratories	10	85m ²
25.	Workshops	2	210m ²
26.	Computer Centre	2	175m ²

TeachingLearningProcess:

- **Curriculum & Syllabi fo rEach of the program:**

As per the DOTE Regulations refer DOTE Website : <https://dte.tn.gov.in/>

Academic Calendar of the DOTE:

Session of the Academic year:

- ❖ **As per the DOTE Academic schedule**

- **Internal Continuous Evaluation System and place:**

- Students' internal assessment marks are awarded based on their performance in internal assessment tests and model examinations.
- For the detailed schedule of internal assessment tests and model examinations, please refer to the Examination Cell.
- For students' mark lists, please refer to the respective departments.

- **Student Assessment of Faculty**

- Feedback on faculty members is collected from students twice each semester.
- The concerned Head of the Department is responsible for collecting the feedback. The feedback is reviewed, and the performance status of the faculty members is communicated to the Principal.