AGURCHAND MANMULL JAIN COLLEGE
(A Unit of Sri. S.S.Jain Educational Society)
Meenambakkam, Chennai - 600 114
Tel : 044 2224 8603
Web : www.amjaincollege.info
An ISO 9001:2008 Certified, Co-Education, NAAC Reaccredited, Grade-1, Multi-Course, Jain Minority Institution Affiliated to the University of Madras
Agurchand Manmull Jain College is a 64-year-old Jain Minority Institution committed to the principles of Sathya, Dharma and Ahimsa.

The College was established in 1952 through the Sri. S. S. Jain Educational Society, Chennai, in the immediate proximity of the Meenambakkam Railway Station and the National Highway.

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

With a view to cater to diverse job-oriented higher educational needs of different sections of the student community, the College is offering two streams of learning for both boys and girls – one in the morning (8.30 a.m. to 1.30 p.m.) and the other in the afternoon (12.40 p.m. to 6.40 p.m.). Today there are about 5500 students in the two shifts put together. Satisfied with its working, the National Assessment and Accreditation Council reaccredited the Institution in 2014. The Institution added yet another feather in 2016 - ISO 9001: 2008 Certification.

The Institution, affiliated to the University of Madras, has adopted the University curricula and methods of evaluation as of now.

Our Infrastructure

Two well-stacked computerized libraries house around 80,000 books for the benefit of students, research scholars and faculty members. A large number of journals and magazines are being subscribed for their use. E-library resources are also being made available for their academic and research purposes. A Book Bank in the name of the Chief Donor with 5300 books is in full operation for the benefit of the deserving and financially weaker sections of the student community.
The Department of Visual Communication boasts of a state-of-the-art Drawing & Painting Studio, Photography and Videography Floors, Edit Suite and a Recording Theatre. All the classrooms have been converted into Smart Classrooms.

Bagwan Mahaveer Gyan Bhavan which was inaugurated by Shri Sardar Zail Singh, former President of India, in 1983 is today a state-of-the-art fully furnished air-conditioned auditorium with a 1300-strong seating capacity. Academic and cultural activities take place on a regular basis.

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

The fully-equipped Computer Centre houses around 400 computers with latest software.

The Incredible India Tourism Lab sponsored by Indiatourism, Government of India, provides students an insight into tourism development and the latest trends in the industry at a click of the mouse.
The College boasts of excellent infrastructure for sports and games. The well-maintained playgrounds and courts pave the way for development of sports and athletic talents. Padma Shri Mohanmullji Chordia Twenty-20 Inter-Collegiate Gold Cup Cricket Tournament is a prestigious annual event on the campus. An aesthetically-designed indoor stadium is under construction.

The Home Science-Interior Design & Decor Laboratory makes way for acquiring practical knowledge in the fields of interior design, textile, printing & dyeing, and nutrition & dietics.

The Electronics & Communication Lab is a boon for science students who are planning a lucrative career in the electronics field. The laboratory is well-equipped with the latest kits and equipments that cater to the technical needs of the students.

Located inside the college campus, A.M. Jain College Boys’ Hostel has been renovated into a modern home-away from-home facility. It has 3-in-1 rooms for around 150 students. The Hostel has an indoor games facility, a recreation hall, a reading hall, and a centralized kitchen that will provide nutritious and tasty vegetarian food to the inmates. Safety and security are the hallmarks of the hostel.

A.M. Jain College Women’s Hostel is a fully secure facility in complete operational mode since June 2015. The two-storied building accommodates around 50 students in air-conditioned/non-air-conditioned 3-in-1 rooms. Situated right inside the college campus, girl students feel comfortable, safe and secure to walk to their classrooms. It has all the facilities for peaceful living.
<table>
<thead>
<tr>
<th>COURSE</th>
<th>ELIGIBILITY</th>
<th>SCOPE FOR HIGHER STUDIES</th>
<th>JOB PROSPECTS</th>
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</thead>
<tbody>
<tr>
<td>B.Com. General</td>
<td>Higher Secondary Exam of Tamil Nadu Government or its equivalent</td>
<td>Post-Graduate Programmes: M.Com., M.B.A. Professional Courses: CA, CS, CMA</td>
<td>Top class jobs in Banking, Insurance, IT and ITES sectors, Stock Exchanges, and Government Services</td>
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<td>Competitive Examinations: UPSC, SSC, TNPSC, IBPS, RRB, NDA</td>
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<tr>
<td>B.Com. Accounting and Finance</td>
<td>Higher Secondary Exam of Tamil Nadu Government or its equivalent</td>
<td>Post-Graduate Programmes: M.Com., M.B.A. (Finance) Professional Courses: CA, CS, CMA</td>
<td>Top class jobs in Banking, Insurance, IT and ITES sectors, Stock Exchanges, and Government Services. This programme is the perfect springboard for a successful career within the Finance/Accounting field</td>
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<td>Competitive Examinations: UPSC, SSC, TNPSC, IBPS, RRB, NDA</td>
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<tr>
<td>B.Com. Corporate Secretaryship</td>
<td>Higher Secondary Exam of Tamil Nadu Government or its equivalent</td>
<td>Post-Graduate Programmes: M.Com., M.B.A. Professional Courses: CA, CS, CMA</td>
<td>Top class jobs in Banking, Insurance, IT and ITES sectors, Stock Exchanges, and Government Services. Successful students are likely to be placed as executives in the secretarial departments of corporate houses</td>
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<td>Competitive Examinations: UPSC, SSC, TNPSC, IBPS, RRB, NDA</td>
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<tr>
<td>B.Com. Computer Applications</td>
<td>Higher Secondary Exam of Tamil Nadu Government or its equivalent</td>
<td>Post-Graduate Programmes: M.Com., M.B.A., MCA. Professional Courses: CA, CS, CMA</td>
<td>Top class jobs in Banking, Insurance, IT and ITES sectors, Stock Exchanges, and Government Services</td>
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<td>Competitive Examinations: UPSC, SSC, TNPSC, IBPS, RRB, NDA</td>
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<td>B.Com. Marketing Management</td>
<td>Higher Secondary Exam of Tamil Nadu Government or its equivalent</td>
<td>Post-Graduate Programmes: M.Com., M.B.A. (Marketing) Professional Courses: CA, CS, CMA</td>
<td>Top class jobs in Banking, Insurance, IT and ITES sectors, Stock Exchanges, and Government Services. This programme is the perfect springboard for a successful career within the marketing field</td>
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<td>Competitive Examinations: UPSC, SSC, TNPSC, IBPS, RRB, NDA</td>
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### COURSES OF STUDY

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| **B.Com. Information Systems and Management** | Higher Secondary Exam of Tamil Nadu Government or its equivalent; preference will be given to students with a background of Commerce/ Mathematics | Post-Graduate Programmes: M.Com., M.B.A., MCA  
Professional Courses: CA, CS, CMA  
Competitive Examinations: UPSC, SSC, TNPSC, IBPS, RRB, NDA | Top class jobs in Banking, Insurance, IT and ITES sectors, Stock Exchanges, and Government Services |
| **B.Com. Bank Management**                  | Higher Secondary Exam of Tamil Nadu Government or its equivalent              | Post-Graduate Programmes: M.Com., M.B.A.  
Professional Courses: CA, CS, CMA  
Competitive Examinations: UPSC, SSC, TNPSC, IBPS, RRB, NDA | Top class jobs in Banking, Insurance, IT and ITES sectors, Stock Exchanges, and Government Services |
Professional Courses: CA, CS, CMA  
Competitive Examinations: UPSC, SSC, TNPSC, IBPS, RRB, NDA | Top class jobs in Banking, Insurance, IT and ITES sectors, Stock Exchanges, and Government Services |
| **M.A. HRM**                                | A Bachelor's Degree of the University of Madras or of any other University which is accepted as equivalent | Research Programmes: M.Phil. (Management/Inter-disciplinary), Ph.D. (Management/Inter-disciplinary)  
Professional Courses: CA, CS, CMA  
Competitive Examinations: UPSC, SSC, TNPSC, IBPS, RRB, NDA | Top class jobs in Banking, Insurance, IT and ITES sectors, Stock Exchanges, and Government Services |

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**THE SCHOOL OF BUSINESS ADMINISTRATION**

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</table>
| **BBA**| Higher Secondary Exam of Tamil Nadu Government or its equivalent                                  | Post-Graduate Programmes: M.A.HRM, M.B.A., M.Com., M.A. Economics  
Professional Courses: CA, CS, CMA  
Competitive Examinations: UPSC, SSC, TNPSC, IBPS, RRB, NDA | Top class jobs in Banking, Insurance, IT and ITES sectors, Stock Exchanges, and Government Services |
| **M.A. HRM** | A Bachelor's Degree of the University of Madras or of any other University which is accepted as equivalent | Research Programmes: M.Phil. (Management/Inter-disciplinary), Ph.D. (Management/Inter-disciplinary)  
Professional Courses: CA, CS, CMA  
Competitive Examinations: UPSC, SSC, TNPSC, IBPS, RRB, NDA | Top class jobs in Banking, Insurance, IT and ITES sectors, Stock Exchanges, and Government Services |
### COURSES OF STUDY

#### THE SCHOOL OF ARTS

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<tr>
<td>B.A. Tourism &amp; Travel Management</td>
<td>Higher Secondary Exam of Tamil Nadu Government or its equivalent</td>
<td>Post-Graduate Programmes: M.B.A., M.A. Tourism and History, Master of Travel Management (MTM), M.A. Tourism and Travel Management, Post-Graduate Diploma in Air Travel and Ticketing</td>
<td>Top class jobs in Airline and Shipping industry, Indian Railways, Hospitality industry, Travel and Tourism industry and Cargo industry</td>
</tr>
<tr>
<td>M.A. Tourism &amp; Travel Management</td>
<td>A Bachelor's Degree of the University of Madras or of any other University which is accepted as equivalent; candidates who have qualified for the Degree in B.A. History / History and Tourism/Tourism and Travel Management as the main subject shall be preferred for admission to</td>
<td>Research Programmes: M.Phil. (Tourism and Travel Management), M.Phil. (Tourism and Hotel Management), M.B.A. (Tourism and Travel Management), Ph.D. (Tourism and Travel Management)</td>
<td>Top class jobs in Airline and Shipping industry, Indian Railways, Hospitality industry, Travel and Tourism industry and Cargo industry</td>
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#### THE SCHOOL OF SCIENCE

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<tr>
<td>B.Sc. Computer Science</td>
<td>Higher Secondary Exam of Tamil Nadu Government or its equivalent preferably with Mathematics as one of the subjects</td>
<td>Post-Graduate Programmes: M.Sc. Computer Science, MCA, M.Sc. Information Technology, M.B.A., M.Com.</td>
<td>Top class jobs such as System Analysts, System Designer and Programmers, System Testing in any field related to IT</td>
</tr>
<tr>
<td>B.C.A.</td>
<td>Higher Secondary Exam of Tamil Nadu Government or its equivalent preferably with Mathematics as one of the subjects</td>
<td>Post-Graduate Programmes: M.Sc. Computer Science, MCA, M.Sc. Information Technology, M.B.A., M.Com.</td>
<td>Top class jobs such as System Analysts, System Designer and Programmers, System Testing in any field related to IT</td>
</tr>
<tr>
<td>B.Sc. Software Applications</td>
<td>Higher Secondary Exam of Tamil Nadu Government or its equivalent preferably with Mathematics as one of the subjects</td>
<td>Post-Graduate Programmes: M.Sc. Computer Science, MCA, M.Sc. Information Technology, M.B.A.</td>
<td>Top class jobs such as System Analysts, System Designer and Programmers, System Testing in any field related to IT</td>
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<tbody>
<tr>
<td>M.Sc. Computer Science</td>
<td>Graduates of B.Sc. Computer Science, B.C.A, B.Sc. Software Applications, B.Sc. IT</td>
<td>Research Programmes: M.Phil. (Computer Science), Ph.D. (Computer Science)</td>
<td>Top class jobs such as System Analysts, System Designer and Programmers, System Testing in any field related to IT</td>
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**THE SCHOOL OF COMMUNICATION**
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<tr>
<td>B.Sc. Digital Publishing</td>
<td>Higher Secondary Exam of Tamil Nadu Government or its equivalent with Computer Science/Mathematics as a subject of study</td>
<td>Post-Graduate Programmes: M.Sc. Visual Communication, M.A. Communication, M.Sc. Electronic Media, M.A. Public Relations and Broadcast Communication Specialized Courses: Animation, Graphic Designing, Audio Engineering</td>
<td>Among others, top class jobs available in digital publication of e-books, digital magazines and in the development of digital libraries and catalogues</td>
</tr>
<tr>
<td>M.A. Communication</td>
<td>A Bachelor’s Degree of the University of Madras or of any other University which is accepted as equivalent</td>
<td>Research Programmes: M.Phil. (Mass Communication), Ph.D. (Mass Communication)</td>
<td>Job opportunities include news correspondents and editors.</td>
</tr>
<tr>
<td>M.Sc. Visual Communication</td>
<td>A Bachelor’s Degree of the University of Madras or of any other University which is accepted as equivalent</td>
<td>Research Programmes: M.Phil. (Mass Communication), Ph.D. (Mass Communication)</td>
<td>Top class jobs in small screen television channels, big screen industry, advertising agencies, animation and graphics industry, and press.</td>
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</tbody>
</table>

PG Candidates who clear the NET/JRF/SET examinations, as prescribed by the UGC, become eligible for teaching assignments.
Bridge Course

- The College intends to offer a short-term induction programme to all the first-year students.
- The Course seeks to improve curricular alignment and bring about smooth transition from school to college.
- Orientation in basic Computing Skills and Communicative English will be given to all students.
- The Course will cover basics of Mathematics, Accountancy, Tourism & Visual Communication for the concerned students.

Value-Added Programmes

- Value-Added Extra-Curricular Programmes are proposed to be imparted to all first-year students for an hour on all working days.
- The programmes are designed in such a way as to provide opportunities for earning while learning.
- Coaching will be given to students to help them handle competitive examinations in an effective manner and improve

ADMISSION PROCEDURE

How to Obtain Application Form

- **IN PERSON:** From Shift-II College Office in the second week of April of every year between 10.00 a.m. and 6.00 p.m. on all working days on payment of Rs.200 for a UG Course/Rs.250 for a PG Course. Candidates should use separate application forms for the different branches/courses they seek admission.
- **BY POST:** Sending a Demand Draft with a requisition letter addressed to Dean, A.M. Jain College Shift-II, Meenambakkam, Chennai-600 114, along with a self-addressed envelope (23 x 13 cm) affixed with Rs.45 postal stamp.
- **ONLINE:** Log on to www.amjaincollege.info

How to Submit Application Form

- Filled-in application form for all UG Courses with a latest color (with white background) passport-size photograph affixed in the box provided should be submitted to Shift-II College Office within TEN DAYS from the date of publication of Tamil Nadu Higher Secondary Examination results. At the time of registration, the candidate must have completed 16 year 6 months on 1st July of the year of admission.
- Filled-in application form for all PG Courses with a latest color (with white background) passport-size photograph affixed in the box provided should be submitted to Shift-II College Office within TEN DAYS from the date of publication of University Under-Graduate Examination results.
- Acknowledgement Card should be collected at the time of registration of the application form in person.
- Attested PHOTOCOPIES of the following documents (with the application number written on each document) should be appended to the duly filled-in application form:
  1. Plus-Two Marks Statement issued by the appropriate authority
  2. Transfer Certificate/Conduct Certificate
  5. Eligibility Certificate from the University of Madras in case candidates belong to Boards other than Tamil Nadu State Board.
  6. Marks Statement along with the Provisional/Degree Certificate issued by the University in case of candidates applying for post-graduate courses.
  7. Recognition Certificate obtained from the University of Madras in case candidates have graduated from Universities other than the University of Madras.
- Duly filled-in application form can also be sent by post to the Dean A.M. Jain College, Shift-II, Meenambakkam, Chennai 600 114. A self-addressed envelope affixed with Rs.6.00 postal stamp should be appended to the application form to enable the College Office to send the acknowledgement card. Please note that the College Office will not be responsible for any postal delay.
- Incomplete application forms will not be taken into consideration.
- In all communications related to admission, the application number must be quoted.
- In case application form is downloaded, the cost of application form should be remitted at the time of registration.
**Provisional Selection and Intimation**

- After scrutiny of the application forms, provisionally selected candidates will be sent Interview Cards to the address furnished on the Card.
- Requests for extension of date and time of interview will not be entertained. The provisional selection will automatically stand cancelled in case the candidate fails to report for interview on the date and time mentioned on the Interview Card.
- For admission to postgraduate courses, an entrance test followed by a personal interview will be conducted. Based on their performance, candidates will be intimated of their provisional selection.

**Interview and Admission**

- The provisionally selected candidates will have to present themselves along with their parent/guardian for an interview with Dean Shift-II on the date and time mentioned on the Interview Card.
- Provisionally selected candidates shall bring the following ORIGINAL certificates and documents at the time of interview for verification, and shall hand over to the College Office once their admission is confirmed. 5 sets of photocopies of these certificates and documents shall also be handed over along with the originals.
  1. Plus-Two Marks Statement issued by the competent authority
  2. Transfer Certificate/Conduct Certificate
  4. Eligibility Certificate issued by the University of Madras
  6. 6 latest color (with white background) passport-size photographs
  7. 1 passport-size photograph of the candidate's father, mother, guardian for Mentoring Records
  8. Marks Statement along with the Provisional/Degree Certificate issued by the University, in case of candidates provisionally selected for post-graduate courses.
  9. Recognition Certificate issued by the University of Madras, in case of candidates provisionally selected for post-graduate courses.
- Candidates should note that original certificates submitted to the College Office at the time of admission will not be returned during the course of study. Candidates are advised to take adequate photocopies of their original certificates before handing them over to the College Office. They should not at a later date pester the College Office for release of the originals for photocopying purposes.
- Candidates attending the Interview should be prepared to remit the Semester Course Fees immediately on intimation that they have been selected and admitted. The amount of semester fees will be indicated on the Interview Card.

**Mode of Payment of Fees**

- Semester Course Fees shall be remitted by the candidates in the form of Demand Draft drawn in favour of A.M. Jain College, payable at Chennai.
- Non-payment of Semester Course Fees on the day of admission will automatically lead to cancellation of admission and the seat will be allotted to the next eligible candidate.

**Withdrawal from Course**

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

**Admission into Boys' & Girls' Hostel**

- The admission of students into A.M. Jain College Boys’ and Girls’ hostels will be considered only after the completion of all formalities of admission into A.M. Jain College.
- Admission into the respective hostels for boys and girls will be decided by the Hostel Admission Committee.
- Hostel Fees should be remitted, along with the College Fees, in the form of Demand Draft drawn in favour of A.M. Jain College, payable at Chennai.
Scholarship and Fee Concessions

- Government scholarship for SC/ST students
- Government scholarship for minority (Jain, Muslim, Christian, Parsi, Sikh, Buddhist) students.
- Management scholarship for eligible, under-privileged students.
- To be eligible for any scholarship, a student must have a minimum of 90% attendance and a good and consistent academic performance.
- Application forms for scholarships and fee concessions can be had from Shift-II College Office on all working days.
- For availing community scholarships, students from the eligible communities are advised to submit to the College Office their community and income certificates.

GENERAL INSTRUCTIONS TO CANDIDATES & PARENTS

1. Students are expected to be regular to their classes. They should conform to the rules of campus discipline. A minimum of 75% attendance is required for a student to be permitted to write the university external examinations.

2. Padma Shri Mohanmullji Chordia Book Bank Scheme is in operation for the benefit of all eligible students. Students should obtain an application form from Shift-II Library and submit the filled-in form to the Librarian as soon as the classes commence. This facility is available for all the semesters.

3. All first year students have to enroll in National Service Scheme/Sports & Games/Consumer Club/Rotaract Club/Youth Red Cross/Red Ribbon Club/or any other service organization in the College and shall have to put in a compulsory minimum attendance of 40 hours which shall be duly certified by the Dean before 31st March of the year. Active membership in any one or more of the organizations is part of the extension service activities, of which literacy and adult education and field work shall be compulsory components.

4. Use of cellular phones inside the class is strictly forbidden. Action will be taken against violators.

5. Use of tobacco, alcohol and drugs inside the campus and hostels is strictly prohibited. Severe action will be initiated against violators.

6. The Principle of Ahimsa, which is one of the fundamental tenets of Jainism, prohibits the consumption of non-vegetarian food. Use of non-vegetarian food, including egg, inside the campus and hostels is strictly banned.

7. Ragging in any form is a serious offence and those found indulging in it will be summarily dismissed from the College. Do not rag and get ragged. All instances of ragging inside and outside the campus and hostels must be brought to the notice of Dean and Deputy Wardens.

8. It is the established policy of the College NOT TO ACCEPT DONATIONS/CAPITATION FEES FOR ADMISSIONS. Beware of any person who promises to get an admission on payment of a donation. All instances of demand for donations must be immediately reported either in person or over telephone to Dean Shift-II or Management Secretary for necessary action.

9. A Grievance Redressal Mechanism exists in the institution. Drop boxes have been arranged outside the chambers of Dean and Secretary. Aggrieved persons can avail of it.

10. It is equally the responsibility of all parents/guardians to monitor the attendance and progress of their wards. They are expected to meet the Departmental Coordinators at regular intervals to get to know details of their wards’ performance. Deputy Deans of Shift-II can also be contacted for this purpose.

11. Purified drinking water (through RO process) is available on each floor of the Main Building & Annex Block. Hygienic canteens and stationery shops function in the campus for the benefit of students. A Ladies Lounge for girl students and lifts and ramps for physically challenged students also exist.

12. Parents will be intimated of their wards’ attendance position on a daily basis through SMS. Parents should compulsorily furnish their mobile phone numbers in the Application Form.

13. The entire campus is monitored by CCTV. Fire extinguishers have been fixed in appropriate places in the buildings.

14. The Placement Cell of the College helps students to get placed in reputed industrial organizations.