

MANDATORY DISCLOSURE

(2025-2026)

I. NAME AND ADDRESS OF THE INSTITUTION:

Name	J.J. POLYTECHNIC COLLEGE	
Address		
Village	Ammappettai Village, Poolangulathupatti Post	
Taluk	Srirangam	
District	Tiruchirappalli	
Pin Code	620009	
State	Tamil Nadu	
MOBILE No.	9750911776	E-Mail: principaljjpolytechnic@gmail.com
Web site	www.jjpc.ac.in	
Nearest Rly Station	Inamkulathur	Distance in Kms (towards) : 05
Nearest Airport	Tiruchirappalli	Distance in Kms (towards) : 20

II. NAME AND ADDRESS OF THE PRINCIPAL:

Name	Dr. D. SARAVANAN				
Address	AMMAPETTAI, POOLANGULATHUPATTI(POST), TIRUCHIRAPPALLI-620009				
Designation	Principal	Qualification & Experience	Highest Degree	Specialization	Total Experience
			Ph.d	Micro Manufacturing	35
E-Mail	principaljjpolytechnic@gmail.com	Mobile No.	9750911776		

III. NAME OF THE AFFILIATING BODY

**Directorate of Technical
Education (DOTE)
CHENNAI – 600 025, TAMIL NADU
Website : www.tndte.gov.in**

IV. **GOVERNANCE:**

Members of the Board and their brief background:

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

- | | | |
|--------------------------|---|--|
| 1. Dr. S.Ramamoorthi | - | Founder, Managing Trustee and Chairman |
| 2. Mr. R. Chenthurselvan | - | Vice Chairman |
| 3. Mr. V. Jayaraman | - | Treasurer Cum Trustee |
| 4. Mr.P.Gnanasekaran | - | Secretary |
| 5. Mr. G. Ravichandran | - | Joint Secretary |

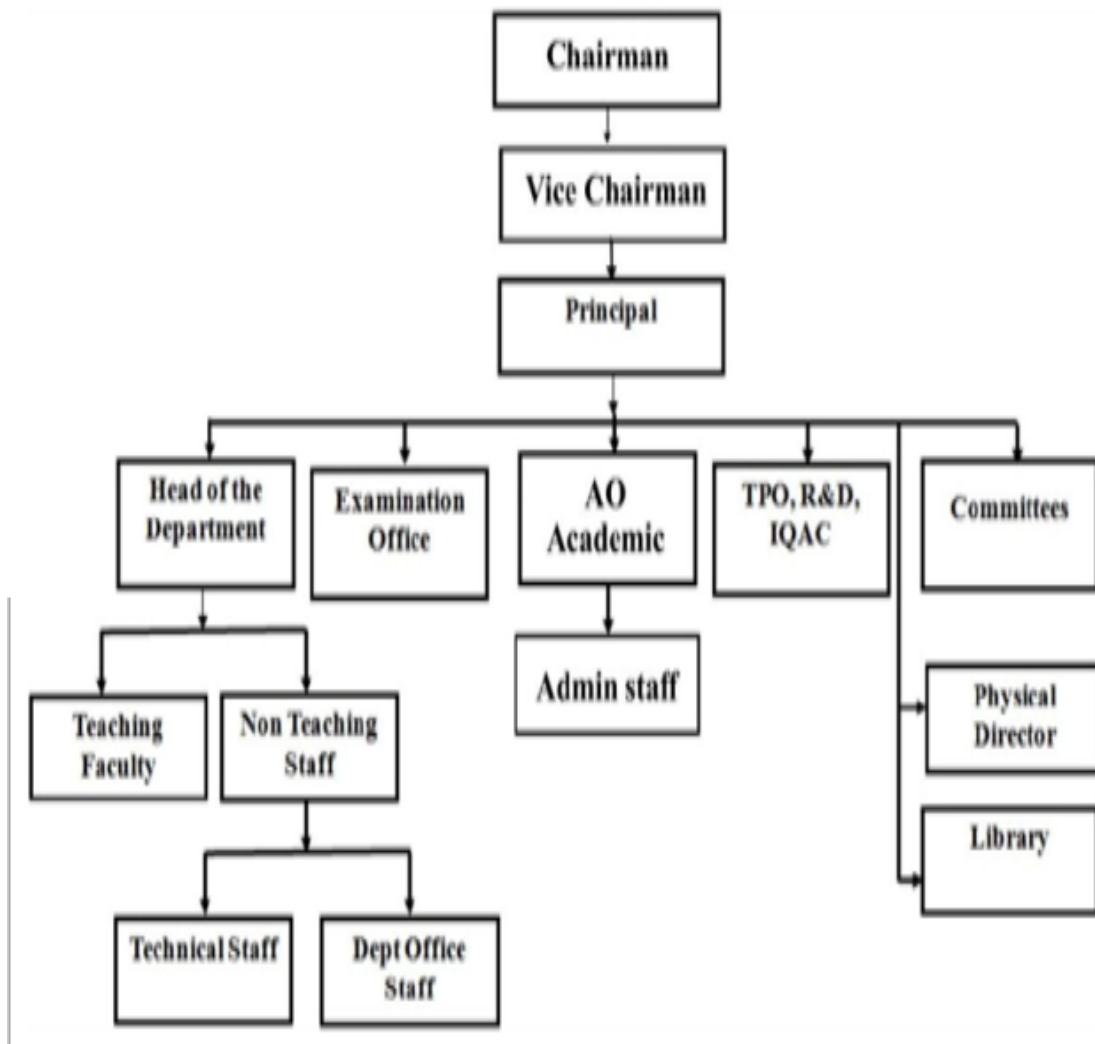
➤ **Members of Academic Advisory Body:**

1. Dr. D. Saravanan, Principal
2. Dr. S. Sathiyamoorthy, Director
3. Mr. V. Arjun, HOD / Civil
4. Mr. N. Dinesh Kumar, HOD / Mechanical
5. Mr. K. Sangeetha, HOD / EEE
6. Mr. K. Ranjith Kumar, HOD / Auto
7. Mrs. S. Dhavamani, HOD / Sci and Hum.,

➤ **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 meeting with principal is arranged once in a week to discuss about syllabus completion, innovations, ideas, etc.
- Steps taken to improve the students performance:
- Recent developments of the subject concerned are down loaded from internet and displayed regularly to the students.
- Simulation of important concepts and ideas are also displayed to the students.
- Student counseling, tutorial, special classes are conducted regularly.
- Class tests, model exams are conducted systematically.
- The performance report of the students in tests, exams are sent regularly to the parents.
- Parents meeting are organized to appraise the parents about their wards regarding their studies.
- Students are taken to various industries once in a semester in the related subject to improve their practical knowledge.
- Students are encouraged and motivated to present seminars and paper presentations.

➤ **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 and a fine of rupees 100 per day will be imposed 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.

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

- Anti Ragging Committee is constituted to avoid the ragging and indiscipline activities in the campus.
- Internal complaints Committee is constituted for the benefit of the students.
- Committee for SC/ST is constituted for the benefit of SC/ST Students.
- IQAC Internal Quality Assurance Cell has been constituted in the institution for the activities such as NBA and ISO.

v. PROGRAMMES:

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

Sl. No.	Degree	Programme(s)	Year of Approved
1.	DCE	Civil Engineering	2006
2.	DME	Mechanical Engineering	2005
3.	DAE	Automobile Engineering	2020
4	DEEE	Electrical and Electronics Engineering	2005

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

Sl. No.	Course	Name of the Programme	Approved Intake (2024-2025)	Duration (Full Time)
1	DCE	Civil Engineering	60	3years
2	DME	Mechanical Engineering	150	
3	DAE	Automobile Engineering	60	
4	DEEE	Electrical and Electronics Engineering	60	

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

➤ **Placement Facilities:**

Training and Placement Cell is functioning with a Placement Officer in the cadre of Professor, Senior Staff members from each department are coordinating the Training and Placement activities for the sole benefit of our students by providing placement, career guidance, In plant training in the various industries for all programmes.

The following companies participated in on Campus Drive.

SL.NO	COMPANY DETAILS
1	MITSUBA COMPANY
2	SUBROS LIMITED
3	WHEELS INDIA
4	YAMAHA
5	SPARROW REBAR
6	ITC LIMITED
7	JSE ENGG LIMITED,CHENNAI
8	BESTEN
9	TVS SUNDARAM FASTENERS
10	JBM GROUPS, CHENNAI
11	TVS GROUPS
12	EVORIEA INFOTECH PVT LTD

vi. FACULTY

a) Faculty Position for the existing programme(s) (Programme-wise) for the academic year 2025-2026.

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	7	7	1:25
Mechanical Engineering	150	17	17	
Electrical & Electronics Engineering	60	8	8	
Automobile Engineering	60	7	7	
Science and Humanities		4	4	
Total	330	43	43	

vii. (i) Profile of the Principal:

Name : **Dr.D.Saravanan**

Date of Birth and Age : 10.04.1967, 57

Present Position : Principal

Teaching Experience : 35 years

vii. (ii) PROFILE OF FACULTY:

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)
3.	Post Metric Scholarship -Tuition Fees Concession for SC &	35,000/-PA(Accredited GQ & Non Accredited GQ)

	ST Students (As per Tamil Nadu Govt Norms)	
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- Criteria for fee waivers/scholarship: Fee Waivers : Financially weak
- Scholarship:
Parents' Annual income limit is Rs.2,00,000/- for SC/ST.
Parent's Annual income limit is Rs.2,00,000/- Converted from SC to BC Christian
- Estimated cost of Boarding and Lodging in Hostels: Admission Fee : Rs.100/-
Room Rent, Electricity Charges : Rs.61,000/- Per year

ix. Admission

❖ Number of seats sanctioned with the year of approval:

S.No	Course	2024-2025		2023-24		2022-23	
		Sanctioned	Admitted	Sanctioned	Admitted	Sanctioned	Admitted
1.	DCE	60	06	60	14	60	13
2.	DME	150	36	150	81	150	75
3.	DAE	60	22	60	14	60	3
4.	DEEE	60	21	60	31	60	35
	Total	330	92	330	140	330	126

ix. ADMISSION PROCEDURE:

Students admitted community wise as per the DOTE norms.

X. (iii) Calendar For Admission:

- Last date for request for Applications : May First Week
- Last date for submission of Applications : May Last Week
- Date for announcing Final Result : May Last Week
- Release of Admission List : May Last Week
- Date for acceptance by the Candidate : August Third Week
- Last date for closing of Admission : As per the DOTE
Chennai
- Starting of the Academic Session : As per the DOTE
Chennai

x. 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 for First Year Diploma Course, HSC or equivalent examinations for Second Year Lateral Entry as per Government norms.

Minimum qualification: SSLC / HSC (+2) Pass

xi. APPLICATION FORM:

Downloadable application form available in our College website www.jjpoly.ac.in

xii. 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.

xiii. Information On Infrastructure And Other Resources Available: LIBRARY:

❖ **Number of library books/Titles/Journals available (programme-wise):**

Sl. No	Course(s)	Number of titles of the books	Number of volumes	Journals	
				National	International
1	Computer Science & Engg.	865	2660	03	Delnet E-Journals
2	Electrical & Electronics Engg.	890	3697	03	
3	Mechanical Engineering	672	1552	03	
4	Civil Engineering	315	854	03	
5	Automobile Engineering	660	1314	03	
6	General Engg. and Science & Humanities	625	1509	-	
7.	Reference	720	1024	-	

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	50		50
2.	Hardware Specification	I5 Processor		Available
3.	No of terminals of LAN	100% of no. of terminals		175
4.	Relevant Legal Software	Application Software 20 Nos.	System Software 6 numbers	Available
5.	Peripheral(s)/ Printers	4		4
6.	Internet Accessibility	--		300 mbps

WORKSHOP:

> List of Facilities Available:

- **Games & Sports Facilities:**

Indoor Games	Outdoor Games
<ul style="list-style-type: none">• Table Tennis• Chess• Carom	<ul style="list-style-type: none">• Volley Ball• Boot Ball• Basket Ball• Cricket• Ball badminton• Shot put• Javelin• Discus• Tenniskoit

> Extra Curricular Activities:

SOFT SKILL DEVELOPMENT FACILITIES:

Personality Development:

The aim of the Placement & training cell is to offered training to the final year students, on various software skills, personality development and career guidance. The Placement cell guides the students in performing mini projects and final year projects.

The placement cell arranged the seminar for the benefit of final year students.

SL.NO	COMPANY DETAILS
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4	YAMAHA
5	SPARROW REBAR
6	ITC LIMITED
7	JSE ENGG LIMITED, CHENNAI
8	BESTEN
9	TVS SUNDARAM FASTENERS

WORKSHOP:➤ **Facilities Available with Area of Each:**

	BLOCK NAME	TOTAL (Sq. m)
1	Administrative area	
	Board room	30.00
	Department offices/cabin for Head of Dept	150.00
	Central store	50.00
	Exam control office	33.00
	Housekeeping	40.00
	Maintenance	20.00
	Office All inclusive	168.00
	Placement office	50.00
	Principal Directors office	66.00
	Security	25.00
		Total
2	Amenities Area	
	Boys common room	100.00
	Cafeteria	150.00
	First Aid cum sick room	20.00
	Girls common room	100.00
	Stationery store	20.00
	Total	390.00
3	Instructional area –Common Facilities	
	Computer center	429
	Library and reading room	363
	Language laboratory	110
		Total
4.	Particulars	
	Classroom	2102.00
	Tutorial room	236.00
	Seminar hall4	188.00
	Additional workshop	1105.00
	CAD Center	376.00
	Workshop	896.00
	Laboratory	2389.00
	Total	7292.00
	GRAND TOTAL(1-4)	9216.00
Total Area in Sq. M - 9216.00Sq. M (9,216 Sq. ft.)		

Teaching Learning Process:

➤ Curriculum & Syllabi for Each of the program:

As per the DOTE Regulations refer DOTE Website: www.tn.dte.gov.in

Academic Calendar of the DOTE:

Session of the Academic year:

❖ As per the DOTE Academic schedule

➤ Internal Continuous Evaluation System and place:

- The student's internal assessment marks are awarded on the basis of internal assessment tests and model examination marks.
- For detailed test and model examination schedule -Refer Exam cell.
- For students mark list – Refer All departments

➤ Student's Assessment of Faculty:

The Feedback about the faculty is collected from the students twice a semester

The concerned Head of the Department is responsible for collecting the feedbacks and the status of the faculty is informed to the Principal.
