

## MANDATORY DISCLOSURE

### 1. NAME OF THE INSTITUTION

Name of the Institution : A.K.T Memorial Polytechnic college  
Address of the Institution : AKTNagar,Neelamangalam.  
City & Pin Code : Kallakurichi -606213.  
State : Tamilnadu.  
Phone Number with STD Code : 04151-223577  
Fax number with STD Code : 04151-223577  
Office hours at the Institution : 8.30am-5.30 pm  
Academic hours at the Institution : 9.15am-5.00 pm  
Email : [aktplacement749@gmail.com](mailto:aktplacement749@gmail.com)  
Website : <https://aktpolytechnic.com>

### 2. NAME AND ADDRESS OF THE TRUST/SOCIETY/COMPANY AND THE TRUSTEES

Name of the organization running the Institution : A.K.T Noble Cause Volunteers Trust  
Type of the organization : Trust  
Address of the organization : 11, Katcheri Road, Kallakurichi-606202.  
Registered with : Tamil Nadu  
Registration date : 21.02.2003  
Web site of the organization : <https://aktpolytechnic.com>

### 3. NAME AND ADDRESS OF THE VICE CHANCELLER/ PRINCIPAL / DIRECTOR

Name of Principal/Director : Mr.P.K.Kabilar  
Exact Designation : Principal  
Phone number with STD code : 04151-227077  
Fax number with STD code : 04151-227077  
Email : [aktplacement749@gmail.com](mailto:aktplacement749@gmail.com)  
Highest Degree : M.E.,  
Field of specialization : Design

#### **4.NAME OF THE AFFILIATING UNIVERSITY**

Name of the affiliating Board : Directorate of Technical Education  
Address : Guindy,Chennai-25  
Website : <https://dte.tn.gov.in/>

## 5. GOVERNANCE

### 5. 1. GOVERNING BOARD MEMBERS

S. NO.	NAME	ROLE	DESIGNATION
1.	Thiru.A.K.T.Mahendran	Chairman	Chairman, A.K.T Group of Institutions.
2.	Tmt.T.M.Lakshmipriya	Vice-Chairman	Secretary, A.K.T Group of Institutions.
3.	Thiru.T.M.Rajendran	Trustee	Managing Director and Financial Advisor, A.K.T Group of Institutions.
4.	Mr.P.K.Kabilar	Member Secretary	Principal, A.K.T Memorial Polytechnic College
5.	Mr.M.Vimal Raj	Convener	HOD/MECH/AKTMPC
6.	Mr.A.R.Thamizhvanan	Member	HOD/BASIC S&H/AKTMPC
7.	Mr.E.GOVINDHAN	Member	HOD / R&AC /AKTMPC
8.	Mr.K.Manikandan	Member	HOD/EEE/AKTMPC
9.	Mr.K.Kalaivanan	Member	HOD/ECE/AKTMPC
10.	Miss.S.Sriranjani	Member	HOD/COMP/AKTMPC
11.	Mr.S.Ranjith Kumar	Member	HOD/MECH(T&D) /AKTMPC
12.	Mrs.S.Bhuvaneshwari	Member	LECT/IT/AKTMPC
13.	Mr.R.VINOTH	Member	LECT / R&AC / AKTMPC

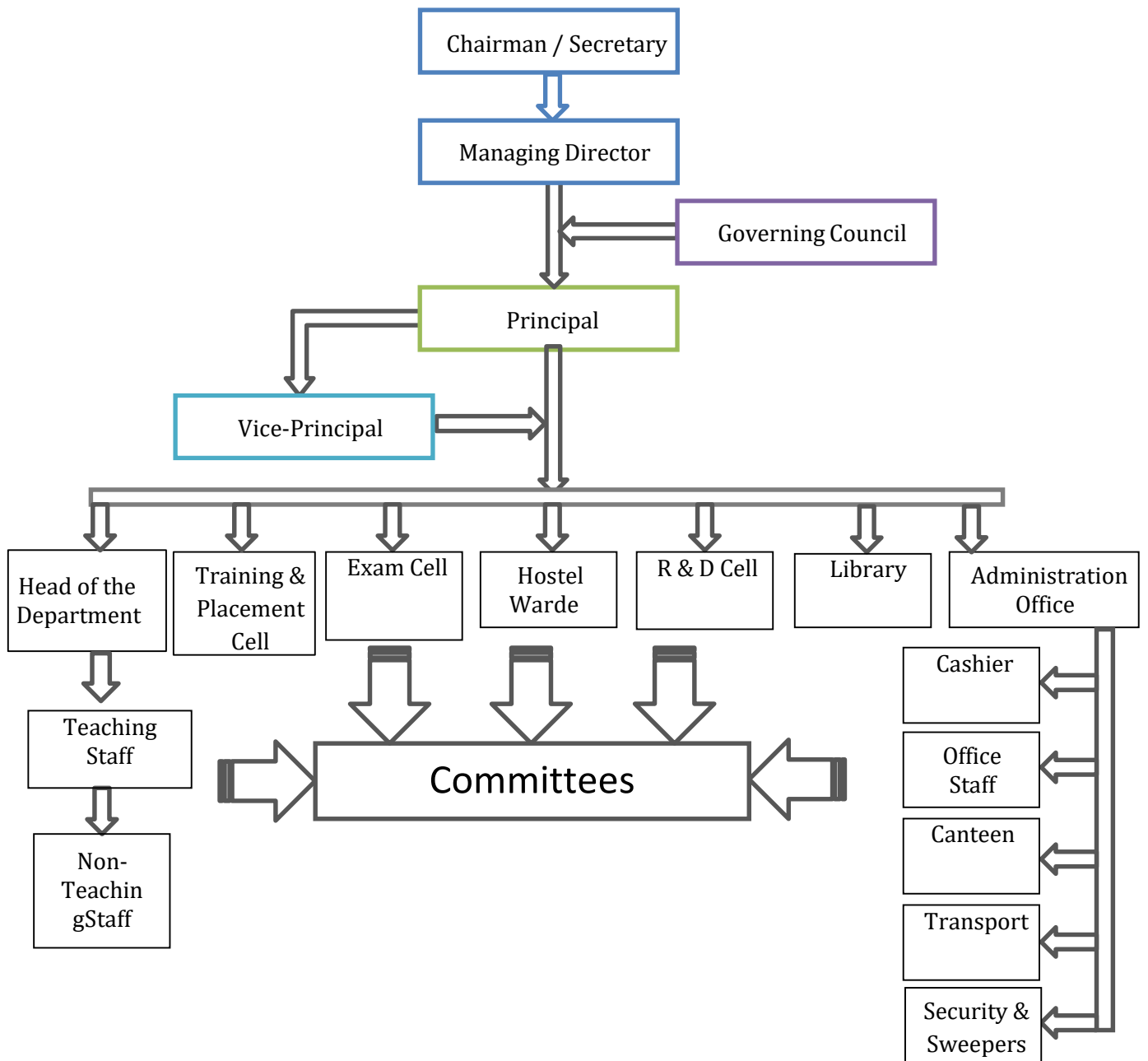
Frequency of Meeting: Twice in a Year

## 5.2 ACADEMIC ADVISORY BODY MEMBERS

S. No.	Name	Role	Designation
1.	Mr.P.K.Kabilar	Chairman	Principal
2.	Dr.Sivakumaran	Academician	Principal A.K.T Memorial College of Engineering & Technology
3.	Mr.A.IMRAN SHERIFF	Industrial Expert	Unique groups of companies No.447/265,3rd floor, ph road,chennai, 600 029.
4.	Mr.K.Manikandan	Convener	HOD / EEE
5.	Mr.E.Govindhan	Senior Faculty Member	HOD / R&AC
6.	Mr.M.Vimal raj	Member	HOD/MECH
7.	Mr.K.Kalaivanan	Member	HOD/ECE
8.	Ms.S.Sri ranjani	Member	HOD/COMP
9.	Mrs.E.Revathi	Member	HOD/CIVIL
10.	Mr.A.R.Thamizhvanan	Member	HOD/BASIC S&H

Frequency of Meeting: Twice in a Year

## 5.2 ORGANIZATIONAL CHART AND PROCESS



## 5.2 STUDENT FEEDBACK MECHANISM ON INSTITUTIONAL GOVERNANCE /FACULTY PERFORMANCE:

Feed back of the students are obtained every semester regarding Institutional Governance / Faculty performance separately. (Typical format is attached here with feedback report).

### Students Evaluation Form

Year:

Semester:

Department:

Date:

S.NO	NAME OF THE SUBJECT	NAME OF THE STAFF MEMBER	GOOD	SATISFACTORY	NOT SATISFACTORY

## 5.3 GRIEVANCE REDRESSAL MECHANISM FOR FACULTY, STAFF AND STUDENTS:

A grievance cell is formed with convener, members of staff and students to look in to the grievances of students and staff.

<https://aktpolytechnic.com/grievance-form/>

### 5.6. ANTI-RAGGING COMMITTEE

S. NO.	NAME	ROLE	DESIGNATION
1.	Mr.P.K.Kabilar	Chairman	Principal
2.	Mr. R. Sathyaseelan	Member	Sub Inspector of Police
3.	Mr.K.Prabakaran	Member	Tahsildar
4.	Mr.N.Dharani	Member	LECT/S&H
5.	Mr.K.Manikandan	Convener	HOD/EEE
6.	Mr.E.Govindan	Member	HOD/ R&AC
7.	Mr.A.Aayathullah	Member	LECT/ECE
8.	Mr.R.Elayaraja	Member	LECT/EEE
9.	Mr.P.Balamurugan	Member	LECT/CIVIL
10.	Ms.R.Anbarasi	Member	LECT/COMP
11	Mr.M.Thiyagaraj	Parent	Pharmacist
12.	Mrs.N.Parvathi	Parent	Farmer
13.	Mr.V.Elumalai	Student	MECH
14.	Mr.I.Surya	Student	EEE
15.	Miss.A.Ruthradharshini	Student	ECE
16.	Miss.T.Muthamizh	Student	CIVIL

## 5.7 ESTABLISHMENT OF GRIEVANCE REDRESSAL MECHANISM

- \* Discipline Committee is constituted to avoid the ragging and indiscipline activities in the campus.
- \* Women Welfare Associate is constituted for the benefit of girl students and lady faculties.
- \* Suggestion boxes are provided in each block to receive comments/feedback/suggestions from the students and staff.

## 5.8. COMPLAINTS CUM REDRESSAL COMMITTEE

S. NO.	NAME	ROLE	DESIGNATION
1.	Mr.P.K.Kabilar	Chairman	PRINCIPAL
2.	Mr. K.Meyyanathan	NGO	ADVOCATE
3.	Mr.K.Manikandan	Convener	HOD / EEE
4.	Mr.E.Govindhan	Senior faculty	HOD / R&AC
5.	Mr.Venkataraman	Member	PRINCIPAL - AKTMHSS
6.	Mr.E.Elamurugan	Member	LECT / MECH
7.	Mrs.Reshma	Member	LECT-IT
8.	Mr.R.Anbarasi	Member	LECT-COMP
9.	Ms.A.Kalaivani	Member	LECT-PHYSICS



### 5. 9. INTERNAL COMPLAINT COMMITTEE

S. NO.	NAME	ROLE	DESIGNATION
1.	Mr.S.Ranjith Kumar	Chairman	HOD/MECH(T&D)
2.	Mr.P.K.Kabilar	Member	Principal
3.	Mr.K.Meyyanathan	NGO	Advocate
4.	Mrs.G.Kalaivani	Member	LECT/EEE
5.	Mrs.R.Anbarasi	Member	LECT/COMP
6.	Mrs.V.Rajakumari	Member	LECT/ECE
7.	Mr.P.Subashchandrabose	Student Member	FINAL-EEE
8.	Mr K.Visshnuvarathan	Student Member	FINAL-ECE
9.	Ms.K.Bakiyalakshmi	Student Member	FINAL-COMP

### 5. 10. SC/ST COMMITTEE

S.NO	NAME	ROLE	DESIGNATION
1.	Mr.P.K.Kabilar	Chairman	Principal
2.	Mr.K.Manikandan	Convener	HOD/EEE
3.	Mr.P.Vigneshwaran	Member	LECT/MECH
4.	Mr.M.Mugilan	Member	HOD/IT
5.	Ms.R.Muthulakshmi	Member	LECT/S&H
6.	Mr.K.Shaikh Wasim	Member	LECT/ECE

### 5.11 INTERNAL QUALITY ASSURANCE CELL

S. NO.	NAME	ROLE	DESIGNATION
1.	Mr.P.K.Kabilar	Chairman	Principal
2.	Mr.S.Ranjithkumar	Coordinator	HOD/T&D
3.	Mr.M.Vimalraj	Member	HOD/MECH
4.	Mr.K.Kalaiivanan	Member	HOD/ECE
5.	Mr.A.R.Thamizhvanan	Member	HOD/S&H
6.	Mr.K.Manikandan	Member	HOD/EEE
7.	Miss.E.Revathi	Member	HOD/CIVIL
8.	Miss.S.Sriranjani	Member	HOD/COMP
9.	Mrs.M.Mugilan	Member	HOD/IT
10.	Mr.S.Karthikeyan	Member	Office Superintendent

## 6.NAME OF THE PROGRAMME: ENGINEERING AND TECHNOLOGY

### 6.1 SANCTIONED INTAKE

SL.N O.	DIPLOMA	NAME OF THE COURSE	INTAKE SOUGHT 2023-2024	DURATION
1.	DCE	Diploma in Civil Engineering	30	3 YEARS
2.	DME	Diploma Mechanical Engineering	120	3 YEARS
3.	DEEE	Diploma in Electrical and Electronics Engineering	60	3 YEARS
4.	DECE	Diploma in Electronics and Communication Engineering	60	3 YEARS
5.	DCOMP	Diploma in Computer Engineering	60	3 YEARS
6.	DRAC	Diploma in Refrigeration and air Conditioning Engineering	60	3 YEARS
7.	DIT	Diploma in Information Technology	30	3 YEARS
8.	DMECH (T&D)	Diploma in Mechanical (Tool&Die) Engineering	60	3 YEARS
<b>TOTAL</b>			<b>450</b>	<b>3 YEARS</b>

## 6.2 PLACEMENT FACILITIES

S. No.	Name	Role	Designation
1	Mr.P.K.Kabilar	Chairman	Principal
2	Mr.S.Ranjith kumar	Convener	HOD/T&D
3	Mr.R.Elayaraja	Member	LECT/EEE
4	Mr.A.Aayathullah	Member	LECT/ECE
5	Mr.E.Loganathan	Member	LECT/MECH
6	Mr.P.Murugan	Member	LECT/S&H
7	Mr.R.Balamurugan	Member	LECT/MECH
8.	Mr.S.Sriranjani	Member	HOD/COMP

**7.FEE****Fees will be collected from the candidates as detailed below:**

As per fixed by Government Fee : 35000 /-

SL.NO.	DIPLOMA	NAME OF THE COURSE	GQ FEE	MQ FEE	DURATION
1.	DCE	Diploma in Civil Engineering	35000	35000	3 YEARS
2.	DME	Diploma Mechanical Engineering	35000	35000	3 YEARS
3.	DEEE	Diploma in Electrical and Electronics Engineering	35000	35000	3 YEARS
4.	DECE	Diploma in Electronics and Communication Engineering	35000	35000	3 YEARS
5.	DCOMP	Diploma in Computer Engineering	35000	35000	3 YEARS
6.	DRAC	Diploma in Refrigeration and air Conditioning Engineering	35000	35000	3 YEARS
7.	DIT	Diploma in Information Technology	35000	35000	3 YEARS
8.	DMECH (T&D)	Diploma in Mechanical (Tool&Die) Engineering	35000	35000	3 YEARS

## **ACADEMIC SESSIONS**

- \* EXAMINATION SYSTEM,
- \* YEAR /SEM: THREE YEAR/SIX SEMESTER
- \* PERIOD OF EXAM: APRIL AND OCTOBER
- \* PERIOD OF DECLARATION OF RESULTS: JUNE AND  
DECEMBER