



# Ethiraj College For Women

(AUTONOMOUS)

## Criterion VI

### 6.3.2 .Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

## DVV findings

**A. Provide E-copy of letter/s indicating financial assistance to** Cinthia Jude I History & TIM Cinthia Jude I History Cinthia Jude I A.Valarmathi I S. Kothai Kothai S. Umagowrie I PB&PB S.Uma Gowrie I PB&PB S. Kavitha I PB & PB B.Jishamol I History & TTM B.Jishamol I for year 2016-17, "Mrs.C.Shobha Sharma " "C Vaishnavi " "Dr C Sunita " "Dr M B Pavithra " "Dr M Hima Bindu " "Dr P S Vijaya Lakshmi " "Dr S Sudha " "Dr.B.Thendral Hepsibha " "Dr.E.Ajitha " "Dr.C.N.Deepa " "Dr.M.Reena " "Dr.V.Gayathri Microbiology" "Dr.S.Vijayalatha " "Dr.K.Sumitha " "K.Mayadevi " "Mrs.K.Mayadevi " "Dr.V.Malathy " "M Menaka " "M Suganthi " "Mrs.A.J.Jemima Malathy " "Mrs.B.Shathya " "Mrs.A.Lakshmi Devi " Mr.R.Sheetal Gulecha "Mrs.D.Sophia Navis Mary " "Mrs.Chitra Suseendran " "Mrs.G.Sangeethavani " "Mrs.Ezhilarasi Hilda Stanley " "Mrs.Elizabeth Biju " "Mrs.K.Anneponmalini " "Mrs.K.Indumathi " "Mrs.J.Regala Jebally " "Mrs.M.Henila " "Mrs.K.Vijalakshmi " "Mrs.M.Meharunnisa " "Mrs.M.Meharunnisa B.C.A." "Mrs.R.Anupama " "Mrs.R.Lakshmipriya " "Mrs.S.Pravina " "Mrs.S.Janes Pushparani " "Mrs.S.Leela "for year 2017-18, "Dr.M.Kanimozhi " "Dr.M.Reena " "Dr.N.Nandini " "Dr.P.S.Vijayalakshmi " "Dr.Safiya " "Dr.T.Usha Priya " "Dr.V.Gayathri " "V.Gayathri " "Dr.S.Sudha " "Dr.S.Sudha " "Ezhilarasi Hilda Stanley " "Ezhilarasi Hilda Stanley " "G.Sangeetha Vani " "E.Ajitha " "Dr.V.Jayanthi " "G.Shailaja " for year 2018-19. Dr. D.B. Usharani Dr. R. Sumathi, Dr. R. Sumathi, . Ms. M. Noornissabegum, Ms. M. Noornissabegum Ms. M.Madhavi Dr. S. Kothai Dr. J. Mangayarkarasi Dr. Shantha Visalakshi U Ms. S. Priya Dr.Safiya Dr. C.N. Deepa Ms. C.N. Deepa Dr. M. Reena Dr. C. Ganga Bheerathi Dr. V. Gayathri M. M.Henila Ms. S.Janes Pushparani Ms. S. Janes pushparani Ms.M. Meharunnisha Ms.M. Meharunnisa Dr. B. Thendral Hepsibha Ms. A. Lakshmi Devi for year 2019-20 and

**B. List of teachers receiving financial support for the year 2016-17, 2017-18 , 2018-19 and 2019-20**

## Response of HEI

- A. As per the DVV requirement, the e-copy of letter/s indicating financial assistance to Faculty mentioned is enclosed and
- B. List of teachers receiving financial support for the year 2016-17, 2017-18 , 2018-19 and 2019-20 is also enclosed

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No. 70, Ethiraj Salai,  
Egmore, Chennai - 600 008

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**DVV- 6.3.2.Financial Support to Attend  
Conferences/Workshops**

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**Response of HEI : 6.3.2**

**B.List of teachers receiving financial support for the year 2016-17, 2017-18 , 2018-19 and 2019-20**

<b>6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years</b>			
<b>S.NO</b>	<b>Year</b>	<b>Name of teacher</b>	<b>Department</b>
1	2019-2020	Dr. D.B. Usharani	Economics
2	2019-2020	Dr. D.B. Usharani	Economics
3	2019-2020	Dr. R. Sumathi,	Economics
4	2019-2020	Dr. R. Sumathi, .	Economics
5	2019-2020	Ms. M. Noornissabegum,	Zoology
6	2019-2020	Ms. M. Noornissabegum	Zoology
7	2019-2020	Ms. M.Madhavi	Zoology
8	2019-2020	Ms. M.Madhavi	Zoology
9	2019-2020	Dr. S. Kothai	Chemistry
10	2019-2020	Dr. J. Mangayarkarasi	English
11	2019-2020	Dr. Shantha Visalakshi U	MCA
12	2019-2020	Ms. S. Priya	Plant Biology& plant Biotechnology
13	2019-2020	Ms. S. Priya	Plant Biology& plant Biotechnology
14	2019-2020	Dr.Safiya	Biochemistry
15	2019-2020	Dr. C.N. Deepa	BioChemistry
16	2019-2020	Ms. C.N. Deepa	BioChemistry
17	2019-2020	Dr. M. Reena	Microbiology
18	2019-2020	Dr. C. Ganga Bheerathi	Microbiology
19	2019-2020	Dr. V. Gayathri	Microbiology
20	2019-2020	Dr. V. Gayathri	Microbiology
21	2019-2020	M. M.Henila	BCA
22	2019-2020	Ms. S.Janes Pushparani	BCA
23	2019-2020	Ms. S. Janes pushparani	BCA

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24	2019-2020	Ms. S. Janes pushparani	BCA
25	2019-2020	Ms.M. Meharunnisha	BCA
26	2019-2020	Ms.M. Meharunnisa	BCA
27	2019-2020	Ms.M. Meharunnisa	BCA
28	2019-2020	Dr. B. Thendral Hepsibha	Biochemistry
29	2019-2020	Dr. B. Thendral Hepsibha	Biochemistry
30	2019-2020	Dr. B. Thendral Hepsibha	Biochemistry
31	2019-2020	Ms. A. Lakshmi Devi	Biochemistry
32	2019-2020	Dr. K. Krishna Prema	Microbiology
33	2019-2020	Ms. J. Regala Jabalily	Mathematics
34	2019-2020	Ms. J. Regala Jabalily	Mathematics
35	2019-2020	Ms. A. Robina Tony	Mathematics
36	2019-2020	Ms. S. Leela	Physics
37	2019-2020	Ms. E. Ajitha	Bank Management
38	2019-2020	Ms. R. Anupama	Bank Management
39	2019-2020	Ms. R. Anupama	Bank Management
40	2019-2020	Ms.V. Jayanthi	Bank Management
41	2019-2020	Ms. R. Jayasri	Bank Management
42	2019-2020	Ms.K. Ezhilarasi Hilda	Mathematics
43	2019-2020	Ms. N. Sudha	Biochemistry
44	2019-2020	Ms. Sophia Navis Mary	MCA
45	2019-2020	Ms.B. Shathya	BCA
46	2019-2020	Ms. K. Geetha	Commerce
47	2019-2020	Dr. K Jayanthi Rani	Psychology
48	2019-2020	Shoba Sharma	Human Rights & Duties Education
49	2019-2020	Pranina	Bank Management
50	2019-2020	Vijaya Janani	B.Com HONS
1	2018-2019	A.Anupama	Bank Management
2	2018-2019	A.Anupama	Bank Management
3	2018-2019	A.Josephine Anitha	MCA
4	2018-2019	B.Akila Priya	Commerce
5	2018-2019	B.Akila Priya	Commerce
6	2018-2019	B.Akila Priya	Commerce
7	2018-2019	Capt. R. Shanthini	Economics
8	2018-2019	C.Vaishnavi	Business

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			Economics
9	2018-2019	B.Bharathi	Clinical Nutrition & Dietetics
10	2018-2019	Dr. B. Shyamala	Economics
11	2018-2019	Dr. C. Hemamalini	Economics
12	2018-2019	Dr. A.S. Saranya	Commerce
13	2018-2019	Dr. A.S. Saranya	Commerce
14	2018-2019	Dr. A.S. Saranya	Commerce
15	2018-2019	Dr. D. Leelavathy	Zoology
16	2018-2019	Dr. D. Uma	Economics
17	2018-2019	Dr. G. Neelavathy	Economics
18	2018-2019	Dr. D.B. Usharani	Economics
19	2018-2019	Dr. G. Jamunarani	Economics
20	2018-2019	Dr. G. Radhika	Economics
21	2018-2019	Dr. J. Mangayarkarasi	English
22	2018-2019	Dr. L. Shakila	Zoology
23	2018-2019	Dr. N. Lavanya	Hindi
24	2018-2019	Dr. K. Bindhu	Economics
25	2018-2019	Dr. R. Sumathi	Economics
26	2018-2019	Dr. R. Sumathi	Economics
27	2018-2019	Dr. S. Gayathri	Commerce
28	2018-2019	Dr. S. Gayathri	Commerce
29	2018-2019	Dr. S. Gayathri	Commerce
30	2018-2019	Dr. S. Gayathri	Commerce
31	2018-2019	Dr. Ramana Devika	English
32	2018-2019	Dr. Rashmi Subbiah	Economics
33	2018-2019	Dr. S. Sudha Parimala	Chemistry
34	2018-2019	Dr. S. Malini	Economics
35	2018-2019	Dr. Suneela Shyam	Economics
36	2018-2019	Dr. Suneela Shyam	Economics
37	2018-2019	Dr. Suneela Shyam	Economics
38	2018-2019	Dr. Suneela Shyam	Economics
39	2018-2019	Dr.A.Subhashini	Microbiology
40	2018-2019	Dr.A.Subhashini	Microbiology
41	2018-2019	Dr.A.Subhashini	Microbiology
42	2018-2019	Dr.B.Thendral Hepsibha	Biochemistry
43	2018-2019	Dr.B.Thendral Hepsibha	Biochemistry

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44	2018-2019	Dr.Anusha Balasingh	Microbiology
45	2018-2019	Dr.C.N.Deepa	Biotechnology
46	2018-2019	Dr.C.N.Deepa	Biochemistry
47	2018-2019	Dr.C.V.Vidhya	Microbiology
48	2018-2019	Dr.C.Sunitha	Business Economics
49	2018-2019	Dr.C.Sunitha	Business Economics
50	2018-2019	Dr.K.Krishna Prema	Microbiology
51	2018-2019	Dr.K.Krishna Prema	Microbiology
52	2018-2019	Dr.K.Krishna Prema	Microbiology
53	2018-2019	Dr.K.Krishna Prema	Microbiology
54	2018-2019	Dr.K.Jayantha Rani	Psychology
55	2018-2019	Dr.Chitra Suseendran	Mathematics
56	2018-2019	Dr.M.Menaka	CND
57	2018-2019	Dr.M.Menaka	CND
58	2018-2019	Dr.M.Jayanthi	Bank Management
59	2018-2019	M.Jayanthi	Bank Management
60	2018-2019	Dr.K.Mythili	Accounting & Finance
61	2018-2019	Dr.M.Hima Bindu	Business Economics
62	2018-2019	Dr.M.Hima Bindu	Business Economics
63	2018-2019	Dr.M.Kanimozhi	PB & PB
64	2018-2019	Dr.M.Reena	Microbiology
65	2018-2019	Dr.N.Nandini	Bank Management
66	2018-2019	Dr.N.Nandini	Bank Management
67	2018-2019	Dr.P.S.Vijayalakshmi	Business Economics
68	2018-2019	Dr.P.S.Vijayalakshmi	Business Economics
69	2018-2019	Dr.Safiya	Biotechnogy
70	2018-2019	Dr.Safiya	Biochemistry
71	2018-2019	Dr.T.Usha Priya	Bank Management
72	2018-2019	Dr.V.Gayathri	Microbiology
73	2018-2019	V.Gayathri	Microbiology
74	2018-2019	V.Gayathri	Microbiology

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75	2018-2019	Dr.S.Sudha	Business Economics
76	2018-2019	Dr.S.Sudha	Business Economics
77	2018-2019	Ezhilarasi Hilda Stanley	Mathematics
78	2018-2019	Ezhilarasi Hilda Stanley	Mathematics
79	2018-2019	G.Sangeetha Vani	Microbiology
80	2018-2019	G.Sangeetha Vani	Microbiology
81	2018-2019	E.Ajitha	Bank Management
82	2018-2019	Dr.V.Jayanthi	Bank Management
83	2018-2019	G.Shailaja	Mathematics
84	2018-2019	G.Shailaja	Mathematics
85	2018-2019	J.Regala Jebality	Mathematics
86	2018-2019	J.Regala Jebality	Mathematics
87	2018-2019	J.Regala Jebality	Mathematics
88	2018-2019	G.Thilagavathi	Computer Science
89	2018-2019	G.Thilagavathi	Computer Science
90	2018-2019	H.Supraja	Commerce
91	2018-2019	H.Supraja	Commerce
92	2018-2019	K.R.Bindhu	Mathematics
93	2018-2019	K.Geetha	Commerce
94	2018-2019	K.Krishnaveni	Commerce
95	2018-2019	K.Krishnaveni	Commerce
96	2018-2019	K.Krishnaveni	Commerce
97	2018-2019	K.Bhuvanewari CND	Clinical Nutrition & Dietetics
98	2018-2019	K.Sangeetha	Clinical Nutrition & Dietetics
99	2018-2019	M.Meharunnisa	BCA
100	2018-2019	M.Meharunnisa	BCA
101	2018-2019	M.Meharunnisa	BCA
102	2018-2019	M.Padmaja	BBA
103	2018-2019	Mrs. H. Sivasankari	Geography
104	2018-2019	Mrs. C. Jayashree	Economics
105	2018-2019	Mrs. K. Rathina	Economics
106	2018-2019	M.Suganthi	Business Economics
107	2018-2019	M.Suganthi	Business

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108	2018-2019	Mrs. S. S. Shwetha	Economics
109	2018-2019	Mrs.R.Devi Kala	MCA
110	2018-2019	Mrs.Lennett Naveena	Microbiology
111	2018-2019	Mrs.S.Pravina	Bank Management
112	2018-2019	S.Pravina	Bank Management
113	2018-2019	Ms. K. Navaneetha Lakshmi	Zoology
114	2018-2019	Ms. Gowri T. Raghavendran	Sanskrit
115	2018-2019	Ms. A. Indira	History & TTM
116	2018-2019	Ms. A. Indira	History & TTM
117	2018-2019	Ms. S. Mahalakshmi	Physics
118	2018-2019	Ms.R.Radha	MCA
119	2018-2019	R.Radha	MCA
120	2018-2019	P.Jayapriya	Computer Science
121	2018-2019	P.Jayapriya	Computer Science
122	2018-2019	P.Jayapriya	Computer Science
123	2018-2019	P.Sushma Catherine	Commerce
124	2018-2019	P.Sushma Catherine	Commerce
125	2018-2019	R.Deepika	Business Economics
126	2018-2019	S.Nandhini	Microbiology
127	2018-2019	S.P.Vijayalakshmi	Mathematics
128	2018-2019	S.Abhirami	Physics
129	2018-2019	S.Leela	Physics
130	2018-2019	Rajkala A	Clinical Nutrition & Dietetics
131	2018-2019	Rajkala A	Clinical Nutrition & Dietetics
132	2018-2019	Rajkala A	Clinical Nutrition & Dietetics
133	2018-2019	V.Durga Devi	Computer Science
134	2018-2019	V.Durga Devi	Computer Science
135	2018-2019	S.Vasanthi	Maths With CA
136	2018-2019	S.Vasanthi	Maths With CA
137	2018-2019	V.Vanitha	BCA
138	2018-2019	V.Vanitha	Microbiology
139	2018-2029	A S Gayathri	Commerce

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1	2017-2018	A Radhika	BCA
2	2017-2018	C Shobha Sharma	Human Rights &Duties Education
3	2017-2018	C Shobha Sharma HRDE	Human Rights &Duties Education
4	2017-2018	Mrs.C.Shobha Sharma	Human Rights &Duties Education
5	2017-2018	C Vaishnavi	Business Economics
6	2017-2018	C Vaishnavi	Business Economics
7	2017-2018	C Vaishnavi	Business Economics
8	2017-2018	Dr C Sunita	Business Economics
9	2017-2018	Dr C Sunita	Business Economics
10	2017-2018	Dr C Sunita	Business Economics
11	2017-2018	Dr M B Pavithra	Human Rights &Duties Education
12	2017-2018	Dr M Hima Bindu	Business Economics
13	2017-2018	Dr M Hima Bindu	Business Economics
14	2017-2018	Dr P S Vijaya Lakshmi	Business Economics
15	2017-2018	Dr S Sudha	Business Economics
16	2017-2018	Dr S Sudha	Business Economics
17	2017-2018	Dr S Sudha	Business Economics
18	2017-2018	Dr.B.Thendral Hepsibha	Biochemistry
19	2017-2018	Dr.B.Thendral Hepsibha	Biochemistry
20	2017-2018	Dr.E.Ajitha	Bank Management

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21	2017-2018	Dr.E.Ajitha	Bank Management
22	2017-2018	Dr.C.N.Deepa	Biochemistry
23	2017-2018	Dr.M.Reena	Microbiology
24	2017-2018	Dr.V.Gayathri Microbiology	Microbiology
25	2017-2018	Dr.V.Gayathri Microbiology	Microbiology
26	2017-2018	Dr.S.Vijayalatha	Biochemistry
27	2017-2018	Dr.K.Sumitha	Biochemistry
28	2017-2018	Dr.K.Sumitha	Biochemistry
29	2017-2018	K.Mayadevi	English
30	2017-2018	Mrs.K.Mayadevi	English
31	2017-2018	Dr.V.Malathi	Biochemistry
32	2017-2018	M Menaka	Clinical Nutrition & Dietetics
33	2017-2018	M Menaka	Clinical Nutrition & Dietetics
34	2017-2018	M Suganthi	Business Economics
35	2017-2018	M Suganthi	Business Economics
36	2017-2018	Mrs.A.J.Jemima Malathy	Bank Management
37	2017-2018	Mrs.B.Shathya	B.C.A.
38	2017-2018	Mrs.B.Shathya	B.C.A.
39	2017-2018	Mrs.B.Shathya	B.C.A.
40	2017-2018	Mrs.A.Lakshmi Devi	Biochemistry
41	2017-2018	Mr.R.Sheetal Gulecha	Bcom Corporate Secretaryship
42	2017-2018	Mrs.D.Sophia Navis Mary	MCA
43	2017-2018	Mrs.Chitra Suseendran	Mathematics
44	2017-2018	Mrs.Chitra Suseendran	Mathematics
45	2017-2018	Mrs.G.Sangeethavani	Microbiology
46	2017-2018	Mrs.Ezhilarasi Hilda Stanley	Mathematics
47	2017-2018	Mrs.Ezhilarasi Hilda Stanley	Mathematics
48	2017-2018	Mrs.Ezhilarasi Hilda Stanley	Mathematics
49	2017-2018	Mrs.Elizabeth Biju	English

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50	2017-2018	Mrs.K.Anneponmalini	English
51	2017-2018	Mrs.K.Indumathi	Mathematics
52	2017-2018	Mrs.J.Regala Jebally	Mathematics
53	2017-2018	Mrs.M.Henila	B.C.A.
54	2017-2018	Mrs.M.Henila	B.C.A.
55	2017-2018	Mrs.K.Vijalakshmi	MCA
56	2017-2018	Mrs.M.Meharunnisa	B.C.A.
57	2017-2018	Mrs.M.Meharunnisa B.C.A.	B.C.A.
58	2017-2018	Mrs.M.Meharunnisa B.C.A.	B.C.A.
59	2017-2018	Mrs.R.Anupama	Bank Management
60	2017-2018	Mrs.R.Lakshmipriya	Maths with CA
61	2017-2018	Mrs.S.Pravina	Bank Management
62	2017-2018	Mrs.S.Pravina	Bank Management
63	2017-2018	Mrs.S.Pravina	Bank Management
64	2017-2018	Mrs.S.Janes Pushparani	B.C.A.
65		Mrs.S.Janes Pushparani	B.C.A.
66	2017-2018	Mrs.S.Leela	Physics
67	2017-2018	Mrs.S.Abhirami	Physics
68	2017-2018	Mrs.Shantha Visalakshi,U	M.C.A.
69	2017-2018	Mrs.V.VanithaB.C.A	B.C.A.
70	2017-2018	Mrs.V.Vanitha	B.C.A
71	2017-2018	V Vanitha BCA	BCA
72	2017-2018	Mrs.V.Jayanthi	B.B.M.
73	2017-2018	Ms.K.Sangeetha	Clinical Nutrition & dietitics
74	2017-2018	Ms.K.Sangeetha	Clinical Nutrition & dietitics
75	2017-2018	Ms.K.Geetha	Commerce
76	2017-2018	Mrs.Vidhya Sivakumar	English
77	2017-2018	MrsA.Josephine Anitha	MCA
78	2017-2018	S Vasanthi	Mathematics With Computer Applications
79	2017-2018	S Vasanthi	Mathematics With Computer Applications

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80	2017-2018	R Deepika	Business Economics
81	2017-2018	R Mythili Business Economics	Business Economics
82	2017-2018	R Nithya	Human rights &Duties Education
83	2017-2018	V R Shirly Grace Nirmala	Human rights &Duties Education
1	2016-2017	A.Radhika	BCA
2	2016-2017	A.Subhashini	Microbiology
3	2016-2017	B.Shathya	BCA
4	2016-2017	C.Vaishnavi	Business Economics
5	2016-2017	C.Vaishnavi	Business Economics
6	2016-2017	C.Vaishnavi	Business Economics
7	2016-2017	C.N.Deepa	Biochemistry
8	2016-2017	Dr.C.N.Deepa	Biochemistry
9	2016-2017	C.Shobha sharma	Human Rights &Duties Education
10	2016-2017	C.Shobha sharma	Human Rights &Duties Education
11	2016-2017	C.Shobha sharma	Human Rights &Duties Education
12	2016-2017	Dr. B. Thendral Epshibha	Biochemitsry
13	2016-2017	Dr. B.Thendral Hepsibha	Biochemistry
14	2016-2017	Dr.B.Thendral Hepsibha	Biochemistry
15	2016-2017	Dr. B. Thendral Epshibha	Biochemitsry
16	2016-2017	Dr. M. Sujatha	Bio-chemistry
17	2016-2017	Dr. Nithya malony bright	Clinical Nutrition & Dietetics
18	2016-2017	Dr.A.Vidyalakshmi	Plant Biology & Plant

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			Biotechnology
19	2016-2017	Dr.A.Vidyalakshmi	Plant Biology & Plant Biotechnology
20	2016-2017	Dr.C.Rajashri Sharma	Biochemistry
21	2016-2017	Dr.C.Sunita	Business Economics
22	2016-2017	Dr.C.Sunita	Business Economics
23	2016-2017	Dr.C.Sunita	Business Economics
24	2016-2017	Dr.Jayanthi Rani	Psychology
25	2016-2017	Dr.Hema Malini.S	Corporate Secretaryship
26	2016-2017	Dr.K sunitha	Biochemistry
27	2016-2017	Dr.K.Arulmathi	Biochemistry
28	2016-2017	Dr.K.Olive David	Corporate secretaryship
29	2016-2017	Dr.M.Reenaa	Microbiology
30	2016-2017	Dr.M.Kanimozhi	Plant Biology & Plant Biology
31	2016-2017	Dr.M.Hima Bindu	Business Economics
32	2016-2017	DR.M.Sharmeen Farooq	Corporate secretaryship
33	2016-2017	DR.M.Sharmeen Farooq	Corporate secretaryship
34	2016-2017	DR.M.Sharmeen Farooq	Corporate secretaryship
35	2016-2017	Dr.T.Usha Priya	Bank Management
36	2016-2017	Dr.R.Jayasri	Bank Management
37	2016-2017	Dr.Sharmila Radhakrishnan	Commerece
38	2016-2017	Dr.Usha Suresh	Clinical Nutrition & Dietetics
39	2016-2017	E.Ajitha	Bank Management
40	2016-2017	E.Ajitha	Bank Management
41	2016-2017	Dr.V.Gayathri	Microbiology
42	2016-2017	Dr.V.Malathi	Biochemistry
43	2016-2017	Elizabeth Biju	English

*S. Uthairi.*  
Principal

**ETHIRAJ COLLEGE FOR WOMEN (Autonomous)**

**Chennai – 600 008**

*Affiliated to the University of Madras*

*College with Potential for Excellence*

*Reaccredited with A Grade by NAAC*



44	2016-2017	G.Sangeetha Vani	Microbiology
45	2016-2017	Ezhilarasi Hilda stanley	Mathematics
46	2016-2017	K.Ezhilarasi Hilda Stanley	Mathematics
47	2016-2017	K.Prasanna Lakshmi	Mathematics with Computer Applictions,
48	2016-2017	K.R.Bindu	Mathematics
49	2016-2017	K.Sangeetha	Clinical Nutrition & Dietetics
50	2016-2017	M.Meharunnisa	BCA
51	2016-2017	M.Meharummisa	BCA
52	2016-2017	Mrs.M.Meharunnisa	Computer Science
53	2016-2017	M.Linnett Naveena	Microbiology
54	2016-2017	Mathivilasini S.	Computer Science
55	2016-2017	Mrs. .Janes Pushparani	BCA
56	2016-2017	Mrs.S.Janes Pushparani	B.C.A
57	2016-2017	Mrs. M.Henila	BCA
58	2016-2017	Mrs. M.Raja Rajeswari	Mathematics
59	2016-2017	Mrs. A.Lakshmidevi	Biochemistry
60	2016-2017	Mrs. N.Aparnadevi	Physics
61	2016-2017	Mrs..M.R.Rathika	Mahematics with Computer Applications
62	2016-2017	Mrs..M.R.Rathika Mahematics with Computer Applications	Mahematics with Computer Applications
63	2016-2017	Mrs.Chita Suseendran	Mathematics
64	2016-2017	Mrs.K.Vijayalakshmi	MCA
65	2016-2017	Mrs.K.Indumathi	Mathematics
66	2016-2017	Mrs.J.Regala Jebalily	Mathematics
67	2016-2017	Mrs.Rebekal Haribabu	Mathematics
68	2016-2017	Mrs.R.Radhika	B.C.A
69	2016-2017	Ms. T.Sudha	Commerce hons
70	2016-2017	Mrs.V.Vanitha	BCA
71	2016-2017	V.Vanitha	BCA
72	2016-2017	Nazeema Begum.S	English
73	2016-2017	P.N.Swati	Commerce

*S. Uthai,*  
Principal

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74	2016-2017	P.N.Swati	Commerce
75	2016-2017	Ms.K.Geetha	Commerce
76	2016-2017	R.Lakshmi Priya Mathematics with Computer Applications	Mathematics with Computer Applications
77	2016-2017	R.Vijayalakshmi	Corporate secretarship
78	2016-2017	R.Vijayalakshmi	Corporate secretarship
79	2016-2017	S.Anitha	Commerce
80	2016-2017	Rajalakshmi M	Commerce
81	2016-2017	Ms. T. Renny Jasper Mary	Clinical nutrition & Dietetics
82	2016-2017	S.Vasanthi	Mathematics with Computer Applications
83	2016-2017	S.Vasanthi	Mathematics with Computer Applications
84	2016-2017	Sushma Catherine.P	Commerce-ss
85	2016-2017	S.Revathi	Bank Management
86	2016-2017	S.Revathi	Bank Management
87	2016-2017	S.Pravina	Bank Management
88	2016-2017	Veena Murali	Bank Management
89	2016-2017	Veena Murali	Bank Management
90	2016-2017	Veena Murali	Bank Management
91	2016-2017	T.S.R. Vijay Janani	Commerce(Hons)
92	2016-2017	T.S.R. Vijay Janani	Commerce(Hons)
93	2016-2017	T.S.R. Vijay Janani	Commerce(Hons)
94	2016-2017	T.Sudeshna	Commerce(ss)

*S. Uthairai.*

Principal

**ETHIRAJ COLLEGE FOR WOMEN**  
**Chennai - 8**

**ETHIRAJ COLLEGE FOR WOMEN (Autonomous)**  
**Chennai – 600 008**

*Affiliated to the University of Madras*  
*College with Potential for Excellence*  
*Reaccredited with A Grade by NAAC*



**DVV- 6.3.2. Financial Support to Attend  
Conferences/Workshops**



Chennai  
20.03.2017

From  
Dr. Mrs. Cinthia Jude  
Assistant Professor  
Department of History and Tourism  
Ethiraj College for Women (Autonomous)  
Chennai – 600 008

58

To  
The Controller of Examinations  
Ethiraj College for Women (Autonomous)  
Chennai – 600 008

Dear Madam

**Sub: Reimbursement of the Registration Fee – reg.**

I request you to kindly reimburse the Registration Fee, paid to

to Scott Christian College, Nagercoil, to participate in the National Conference on Culture, Religion and Politics in Asia on 23- 24 February 2017, Rs. 1000/-

to the Dean of Research and Academics, Ethiraj College for women, to participate in the Work Shop on Effective Teaching and Research Skill Development on 1 March 2017, Rs. 200/-

to Tagore Arts and Science College to participate in the UGC Sponsored National Seminar on Tourism and Conservation on 7-8 March 2017, Rs. 1000/-

Herewith I have enclosed the receipts of the Registration Fee Rs. 1000 + Rs. 200 + Rs. 1000

(Total Rs. 2200/-) along with copy of the Paper presentation certificates for your perusal.

Thanking you

Cheque No: 895126  
Date: 28/3/17  
Amount: Rs. 2200/-

Yours faithfully

*Cinthia Jude*

Dr. Mrs. CINTHIA JUDE

*Shruti Kumbar*  
20/3/17

Approved  
Reimburse

*A. N. S.*  
20/3/17

*R. Jeyanth*  
20/3/17

Received

*Cinthia Jude*  
30/3/17

*Recd  
K. S. S. S. S.  
20/3/17*

Chennai  
6.03.2017

From  
Dr. Mrs. Cinthia Jude  
Assistant Professor  
Department of History and Tourism  
Ethiraj College for Women (Autonomous)  
Chennai – 600 008

28

To  
The Controller of Examinations  
Ethiraj College for Women (Autonomous)  
Chennai – 600 008

Dear Madam

**Sub: Reimbursement of the Registration Fee – reg.**

I request you to kindly reimburse the Registration Fee, paper presentation fee paid to Dharmamurthy Rao Bahadur Calavala Cunnan Chetty's Hindu College to participate in two day International Conference on Developments and Challenges in Post Independent India on 3<sup>rd</sup> and 4<sup>th</sup> March 2017.

Herewith I have enclosed the receipts of the Registration Fee Rs. 1000/along with copy of the Paper presentaitaon certificates for your perusal.

Thanking you

Yours faithfully

  
Dr. Mrs. CINTHIA JUDE

Cheque No: 895095  
Date: 15/3/17  
Amount: Rs. 1000/-

Approved  
Reimburse

A. N. S. 6/3/17

Received

  
28/3/17

R. D. L. H. T.  
16/3/17 (CEE)

Received  
Kalai Arasu DPAC  
6/3/17

5/3/17

Chennai  
16.12.2016

From  
**Dr. Mrs. Cinthia Jude**  
Assistant Professor  
Department of History and Tourism  
Ethiraj College for Women (Autonomous)  
Chennai – 600 008

17

To  
The Controller of Examinations  
Ethiraj College for Women (Autonomous)  
Chennai – 600 008

Dear Madam

**Sub: Reimbursement of the Registration Fee – reg.**

I request you to kindly reimburse

1. Registration Fee, paper presentation and Preceedings fee paid to Providence College for Women, Nilgiris to paryicipate in the ICHR sponsored one day National Level Symposia on Oral Traditions and Folklores - As the Altrenate Source in Historical Writing on 2<sup>nd</sup> September 2016
2. Registration fee for the National Conference on Tourism for All, Promoting Universal Accessibility on 28<sup>th</sup> September 2016
3. Towrads paper presentation and registration fee paid to Meenakshi College for Women to participate in the Natioanl Smeinar on Salvage Archaeology and Heritage Management in India on 29<sup>th</sup> and 20<sup>th</sup> Novemembr 2016.

Herewith I have enclosed the receipts of the Registration Fee Rs. 300/- +Rs. 300/- + Rs. 250/- and Bank statement towards fund transfer for the proceedings to Dr. Sangeetha Convenor of the National Symposia of + Rs.550/- + a total of Rs. 1400/- along with copies of the Paper presenttaion certificates and publication for your perusal.


Thanking you

Yours faithfully

Cheque No: 895083  
Date: 2/2/17  
Amount: Rs. 850/-

  
Dr. Mrs. CINTHIA JUDE

Approved  
Reimburse

  
Received cheque  
on 3/2/17

for HoD  
V.M.V.  
22/12/16

received  
K. J. J. J.  
1/12/16

From

Mrs. Cinthia Jude,

Assistant Professor,

Department of History and Tourism and Travel Management

Ethiraj College for Women (Autonomous)

Chennai – 600 008

5

To

The Controller of Examinations

Ethiraj College for Women (Autonomous)

Chennai – 600 008

Dear Madam

**Sub: Reimbursement of the Registration Fee – reg.**

I request you to kindly reimburse the Registration Fee paid towards participation in the Loyola Forum for Historical Research on presentation of a paper on Challenges faced by Female students in the city of Chennai, on 21<sup>st</sup> and 22<sup>nd</sup> July 2016

Herewith I have enclosed the receipt of the Registration Fee of Rs. 750/- paid to Department of History, Loyola College, Chennai, for your perusal.

Thanking you

Yours faithfully

Cheque No:.....921931.....  
Date:.....21/7/16.....  
Amount:.....Rs. 750/-.....

*Cinthia Jude*  
23/8/16  
(Mrs. CINTHIA JUDE)

Date: 23<sup>rd</sup> August 2016  
Chennai-08

Approved Reimburse  
*A. N. 30/8/16*

*Received  
K. S. Srinivasan  
24/8/16*

*R. A. Iyer  
(COE) 30/8/16*

Received  
*Cinthia Jude*  
12/9/16

FROM

Mrs. A. Valarmathi  
Asst. Prof. Geography,  
Ethiray College For Women  
Chennai - 8

(7)

TO

The Principal  
Ethiray College For Women  
Chennai - 8

Sub: Reimbursement of Registration Fee

Respected Madam,

Kindly reimburse the registration fee Rs. 700  
for International Multilingual Conference on Language  
Teaching: Challenges Encountered, Solutions Proposed  
held on 7<sup>th</sup>-8<sup>th</sup> September 2016 at College Premises  
and Presented Paper titled Geography and its  
impact on language.

Cheque No: 921933  
Date: 20.9.16  
Amount: Rs. 700/-

Thanking You,

Approved  
Reimburse

A. Valarmathi

R. Jeeva  
(COE) 19/9/16

A. N. V.  
15/9/16

Received  
A. Valarmathi  
29/9/16

Chennai.  
21.3.17

From

Dr. (Tmt.) S.KOTHAI.

Associate professor,  
Dept. of chemistry, Ethiraj college for Women,  
Chennai - 8.

(60)

Cheque No: 895128  
Date: 28/3/17  
Amount: Rs. 150/-

To

The principal,  
Ethiraj college for Women,  
Chennai - 8.

Respected Madam,

Sub : Reimbursement of regn. fee - reg.

This is to bring to your kind notice that,  
I have attended one-day workshop on "performance  
Enhancement" organized by IQAC. I request  
you madam to reimburse the registration  
fee Rs. 150/- from the autonomy account.

Thank you,

Yours sincerely,  
S. Kothai.

Enclosure :

1. Fee receipt - original
2. Participation certificate - Xerox.

Approved  
Reimburse

A. N. V. 22/3/17.

P. Harsh 21/3/17

Received  
Kallidasa  
23/3/17

R. Jeyaraj  
28/3/17  
(05)

S. Kothai

Chennai.

From

Dr. (Tmt.) S. KOTHAI,  
Associate professor,  
Dept. of chemistry,  
Ethiraj college for women,  
Chennai - 8.

9

To  
The principal,  
Ethiraj college for women,  
Chennai - 8.

Respected Madam,

Sub : Reimbursement of regn. fee - National  
Seminar - presentation of 2 papers.

This is to inform you Madam, that I  
presented two papers on polymer synthesis  
and applications. I request you Madam,  
to reimburse the registration fee Rs. 500/-  
I have enclosed the attendance certificate  
and registration fee challan.

Thank you,

yours sincerely,  
S. Kothai

National seminar  
on 22<sup>nd</sup> & 23<sup>rd</sup> Sep 2016  
at Meenakshi college,  
Chennai.

Approved  
Reimburse

A. N. V. S. 17/10/16

A. N. V. S. 17/10/16

Cheque No: 921935  
Date: 25/10/16  
Amount: Rs. 500/-

R. Dulath  
(COE) 25/10/16

Received  
the cheque

S. Kothai

10/11

From

Dr. Mrs. S. Mageswari,  
Associate Professor,  
Department of Plant Biology and  
Plant Biotechnology,  
Ethiraj college for women,  
Chennai-08

30

To

The Principal,  
Ethiraj college for women,  
Chennai-08

Through

The Head  
Dept of plant Biology and Plant Biotechnology,  
Ethiraj college for women,  
Chennai-08.

Respected Madam

Sub: Reimbursement of Registration fees  
for Paper presentation Reg.

I kindly request you to permit me to  
reimburse the Registration fees <sup>Rs 1000/-</sup> paid towards the National  
Conference on Nanomaterials and Nanobiotechnology held  
on Feb 7<sup>th</sup> - 8<sup>th</sup> 2017 at University of Madras.  
Thanking you.

Enclosure

1. Receipt - Registration fees
2. Certificate - Xerox.

Cheque No: 895097

Date: 15/02/17

Amount: Rs. 1000/-

Yours faithfully,  
S. Mageswari  
14/2/2017

Hema Sampath  
17/2/17

Approved  
Reimburse

A. N. V. S. S. S.  
15/2/17

Received cheque for  
S. Mageswari Rs 1000/-  
28/2/2017

Received  
Kaleeswari SAGAC  
27/2/17

R. D. L. T.  
9/3/17 (COE)



From

10

Dr. Mrs. S. Manjowari,  
Associate Professor,  
Dept of Plant Biology and Plant  
Biotechnology  
Ethiraj College for women, Chennai-08.

To

The Principal  
Ethiraj College for women  
Chennai-08.

Through

The Head of the Department  
Dept of Plant Biology & Plant-Biotechnology  
Ethiraj College for women  
Chennai-08.

Respected Madam

I kindly request you to reimburse  
the Registration fee Amount of Rs 2,500 [1500 + 1000]  
Paid for the workshops\* held on 26/8/16 and 22-24<sup>th</sup> (3 days)  
September 2016

\* ① Workshop on PCR

\* ② Regional workshop on "Heavy metal Analysis using  
Atomic Absorption Spectrophotometer."

at Muthukumar Medical College Hospital of Research  
Institute  
and at Loyola College, Chennai.

Enclosure

1. 2 Certificates - Xerox
2. 2 Receipts.

Thanking you

Approved  
Reimburse

Cheque No: 921936  
Date: 25/10/16  
Amount: Rs. 2500/-

A. N  
25/10/16

for  
20/10/2016

Received  
for  
25/10/16

Received  
cheque  
for Rs 2500/-  
S. Manjowari  
25/10/2016

R. Dhutta  
25/10/16 (for)

From

Dr. S. KAVITHA

Assistant Professor,  
Dept. of PBPB,  
Ethiraj College for Women,  
Chennai - 600 008

11

To

The Principal,  
Ethiraj College for Women,  
Chennai - 600 008

Through

The Head of the department,  
Dept. of Plant Biology & Plant  
Biotechnology,  
Ethiraj College for Women,  
Chennai - 600 008.

Cheque No: 921937  
Date: 25/10/16  
Amount: Rs. 1500/-

Respected Madam,

I request you to kindly reimburse the registration fee amount of Rs. 1500/- paid towards the participation in the regional workshop on 'Heavy metal analysis using atomic absorption spectrophotometer' from 22<sup>nd</sup> to 24<sup>th</sup> Sep 2016 (3 days) organised by P & Research department of Advanced Zoology and Biotechnology, Loyola College, Chennai.

Thanking you

Chennai - 8  
20.10.2016

Yours faithfully,

Encl: 1. Receipt for Registration [Original]  
2. Copy of the Certificate.

Approved Reimburse

*[Signature]*

20/10/2016

Received cheque for Rs. 1500/-  
20/10/16

No. 25/10/16

R. D. V.  
25/10/16 (COE)

Chennai  
11.01.2017

From  
**Dr. B.jishamol**  
Assistant Professor  
Department of History and Tourism  
Ethiraj College for Women (Autonomous)  
Chennai – 600 008

18

To  
The Controller of Examinations  
Ethiraj College for Women (Autonomous)  
Chennai – 600 008

Dear Madam

**Sub: Reimbursement of the Registration Fee – reg.**

I request you to kindly reimburse

1. Registration fee for the National Conference of Loyala Forum for Historical Research (LFHR) on 21<sup>th</sup> July 2016
2. Registration Fee, paper presentation and Preceedings fee paid to Providence College for Women, Nilgiris to participate in the ICHR sponsored one day National Level Symposia on Oral Traditions and Folklores - As the Altrenate Source in Historical Writing on 2<sup>nd</sup> September 2016
3. Registration fee for the National Conference on Tourism for All, Promoting Universal Accessibility on 28<sup>th</sup> September 2016
4. Towrads paper presentation and registration fee paid to Meenakshi College for Women to participate in the Natioanl Smeinar on Salvage Archaeology and Heritage Management in India on 29<sup>th</sup> and 20<sup>th</sup> Novemebr 2016.

Herewith I have enclosed the receipts of the Registration Fee Rs. 750/- +300/- + Rs. 250/- and Bank statement towards fund transfer for the proceedings to Dr. Sangeetha Convenor of the National Symposia of + Rs.550/- + a total of Rs. 1850/- along with copies of the Paper presentaiion, certificates and publication for your perusal.

Thanking you.

Yours faithfully

Dr. B.Jishamol

Cheque No: 895084  
Date: 21/2/17  
Amount: Rs. 1300/-

Approved  
Reimburse

A-12/1/17

Received  
13.2.17  
11/1/17  
Received  
12/1/17  
12/1/17

28.03.2018

Chennai

From

**Shobha Sharma. C**

Assistant Professor

Department of Human Rights and Duties Education

Ethiraj College for Women, Chennai – 8

To

The Principal,

Ethiraj College for Women (Autonomous),

Chennai -8.

82

**Sub: Requisition for re-imbusement of registration fees for paper presentation in the National Conference-regarding**

Respected Madam,

This is to bring it to your notice that I had presented a paper in the National Conference conducted by the Department of United World – School of Law on the topic "The role of Judiciary Legislature and Executive in enforcing Inclusive Development" on 22<sup>nd</sup> July 2017. Hence I would request you kindly to reimburse the registration fee amount of Rs.1500/- only.

Thanking You

G.T = 1500 + 600  
= 2100/-

Yours Sincerely

C. Shobha Sharma

Shobha Sharma. C

Approved  
Reimburse

R. Nithya

Signature

Received a/c  
C. Shobha Sharma  
17/4/18

R. A. Lita  
28/3/18 (CAS)

Ch. NO : 813961

Dated : 28/3/18

Amt : Rs. 2100/-

Recd  
the  
amnt.

28.03.2018

Chennai

From

**Shobha Sharma. C**

Assistant Professor

Department of Human Rights and Duties Education

Ethiraj College for Women, Chennai – 8

To

**The Principal,**

Ethiraj College for Women (Autonomous),

Chennai -8.

**Sub:** Requisition for re-imbusement of registration fees for paper presentation in the National Conference- regarding

Respected Madam,

This is to bring it to your notice that I had attended and presented a paper in the National Conference conducted by the Department of Micro biology on "Trends and Innovations in Biological Sciences" on 14<sup>th</sup> and 15<sup>th</sup> of February 2018. Hence I would request you kindly to reimburse the registration fee amount of Rs.600-/- only.

Thanking You

Yours Sincerely

*C. Shobha Sharma*

Shobha Sharma. C

*R. Nithya*

Approved  
Reimburse

*SB  
STAT*

*10/14/18*

*eed  
the  
bank*

Date: 31/1/2018

Chennai

From,

Shobha Sharma. C

Assistant Professor,  
Dept of Human Rights & Duties  
Education,  
Ethiraj college,  
Egmore, ch-8.

HH

Cheque No: 813926

Date: 12.2.18

Amount: Rs. 1750/-

To,

The Principal,  
Ethiraj college for Women  
Chennai - 600 008.

SUB: Requisition for reimbursement - reg.

Respected Madam,

I Shobha Sharma. C,

would like to bring it to your notice that-

I had attended an International conference  
on Social innovations and Social Responsibility  
conducted by BBM Department of our college

on 24<sup>th</sup> and 25<sup>th</sup> Jan and have also presented  
and published a paper "entitled Corporate  
Social Responsibility". Hence I request you kindly  
to reimburse the registration fee of Rs. 1750/- only

Approved  
Reimburse

Yours faithfully  
C. Shobha Sharma

Thanking You.  
12/2/18 (ccw)

A.N. 11/2/18

Received  
Shobha Sharma

R. Aranya

From

Mrs. C. Vaishnavi

Assistant Professor & Head, Department of Business Economics (SS)  
Ethiraj College for Women  
Chennai

Date: 15.3.18

To

The Principal  
Ethiraj College for Women  
Chennai

69

Sub: Requisition to reimburse the registration fees of paper presentation

Respected Madam,

I kindly bring to your knowledge that I have presented papers at three international conferences. I request you to reimburse the registration fee amount of Rs.5000/-. A copy of certificate, article publication and receipt is herewith enclosed.

Thanking you

Yours sincerely

C. Vaishnavi  
15/03/2018

Cheque No: 813948

Date: 28/3/18

Amount: Rs. 5000 /-

Approved  
Reimburse

A. N. 16/3/18

cc: Mrs. Vaishnavi  
28/3/18

Received cheque of ₹5000/-  
PS/Kayalabek  
05.04.18

R. D. K. L. S.  
28/3/18  
(CC)

From

Dr.C.Sunita

Assistant Professor, Department of Business Economics(SS)  
Ethiraj College for Women  
Chennai

Date: 15.3.18

To

The Principal  
Ethiraj College for Women  
Chennai

70

Sub: Requisition to reimburse the registration fees of paper presentation

Respected Madam,

I kindly bring to your knowledge that I have presented papers at three international conferences. I request you to reimburse the registration fee amount of Rs.5000/-.  
A copy of certificate, article publication and receipt is herewith enclosed.

Thanking you

Cheque No: 813949

Date: 28/3/18

Amount: Rs. 5000/-

Approved  
Reimburse

A. N. 16/3/18

Yours sincerely

C. Sunita  
15/3/18

C. Vaidyanathan  
15/03/2018

R. J. with  
28/3/18 (CAE)

Received cheque of ₹5000/-  
of 05.04.18

Recd  
K. S. S. S. S.  
15/03/18



28.03.2018

Chennai

From

**Dr. M. B. Pavithra,**

Assistant Professor

Department of Human Rights and Duties Education

Ethiraj College for Women, Chennai – 8

79

To

**The Principal,**

Ethiraj College for Women (Autonomous),

Chennai -8.

**Sub:** Requisition for re-imbusement of registration fees for paper presentation in the National Conference- regarding

Respected Madam,

This is to bring it to your notice that I had presented a paper in the National Conference conducted by the Department of United World – School of Law, Gujarat, on the topic "Surrogacy and Human Rights" on 22<sup>nd</sup> July 2017. Hence I would request you kindly to reimburse the registration fee amount of Rs.1500/- only.

Thanking You

Ch.No: 813958

Dated: 28/3/18

Amt: Rs. 1500/-

Yours Sincerely

M. B. Pavithra

R. A. K. K.  
28/3/18 (CAE)

Approved  
Reimburse

Med  
20/03/18  
5/19/18  
For Received Creque  
C. Lakshmi  
17/4/18  
20/4/18

From

Dr.M. Hima Bindu

Assistant Professor, Department of Business Economics(SS)  
Ethiraj College for Women  
Chennai

Date: 20.3.18

To

The Principal  
Ethiraj College for Women  
Chennai

73

Sub: Requisition to reimburse the registration fees of paper presentation

Respected Madam,

I kindly bring to your knowledge that I have presented a paper at two international conferences. I request you to reimburse the registration fee amount of Rs.3200/-. A copy of certificate, article publication and receipt is herewith enclosed. (Rs 2000/- for Queen Mary's college & Rs 1200/- for D.G. Vaishnav college)

Thanking you

Cheque No: 813952  
Date: 28/3/18  
Amount: 3200/-

Yours sincerely

M.Hima Bindu  
20/3/18

Approved  
Reimburse

28/3/18

Received  
Vaishnav  
28/03/2018

R. D. L. Th  
20/3/18 (CC)

Received cheque of  
₹ 3200/- PSL payalabek  
25.04.18

Date: 28.3.18

From

Dr. P. S. Vijaya Lakshmi

Assistant Professor, Department of Business Economics ( SS)

Ethiraj College for Women

Chennai

To

The Principal

Ethiraj College for Women

Chennai

74

Through Vice- Principal (Self-Supporting)

Sub: Requisition to reimburse the registration fees of paper presentation

Respected Madam,

I kindly bring to your knowledge that I have presented a paper in an international conference. I request you to reimburse the registration fee amount of Rs.1500 /-.

A copy of certificate, article publication and receipt is herewith enclosed.

Thanking you

Ch.No : 813953

Dated : 28/3/18

Dr. P. S. Vijaya Lakshmi  
28/03/2018

Amt : Rs. 1500/-

Approved  
Reimburse

28/3/18

Yours sincerely

Dr. P. S. Vijaya Lakshmi

(Dr. P. S. Vijaya Lakshmi)

R. S. L. Th  
28/3/18  
(ee)

for Deenika.P.  
Received.

eed  
the  
Dr. P. S.

Date: 28.3.18

From

Dr. S. Sudha

Assistant Professor, Department of Business Economics (SS)  
Ethiraj College for Women  
Chennai

78

To

The Principal  
Ethiraj College for Women  
Chennai

Through Vice- Principal (Self-Supporting)

Sub: Requisition to reimburse the registration fees of paper presentation

Respected Madam,

I kindly bring to your knowledge that I have presented papers at three international conferences. I request you to reimburse the registration fee amount of Rs.5000/-.  
A copy of certificate, article publication and receipt is herewith enclosed.

Thanking you

Ch.No : 813957

Dated : 28/3/18


Amt : 5000/-

C. Vasanthan  
28/03/2018

Approved  
Reimburse

RP  
28/3/18

Yours sincerely

  
(S.Sudha)  
28/3/18

R. A. I. T. T.  
28/3/18  
(COE)

for.

B. S. M. S. L.

Received Cheque.

read the page.

Chennai-8

05.02.2018

From

Dr.B.Thendral Hepsibha

Assistant Professor

Department of Biochemistry

Ethiraj College for Women

Egmore

Chennai-8

To

The Principal

Ethiraj College for Women

Egmore

Chennai-8

Respected madam,

Sub: ReImbursement of Registration fee for Paper Presentation in Int Conference -reg

This is to bring to your kind notice that I have presented a paper in the International Conference on "Biodiversity-Strategies for Conservation and Sustainable Utilization" on 1<sup>st</sup> & 2<sup>nd</sup> Feb 2018. I request you kindly reimburse the amount of Rs.2500/- paid towards registration for the same.  
(2000)

Thanking You

Yours Truly

*M. Hepsibha*

Approved  
Reimburse

*B. Thendral Hepsibha*

*A. N. V. 6/2/18*

*Recd  
for  
reimburse  
2500*

*R. Thendral Hepsibha*  
12/2/18 CCE

*Received cheque*  
*C. Rajashekar*  
*25/2/18*

20.6.17,  
Chennai- 8.

From

Dr.B.Thendral Hepsibha,

Asst. Professor, Department of Biochemistry,  
Ethiraj College for Women,  
Chennai-600008.

6

To

The Principal,  
Ethiraj College for Women,  
Chennai-600008.

Respected Madam,

Sub: Requisition to reimburse the Workshop registration fee - reg

This is to bring to your kind notice that, I have attended the three days National Level Workshop on "Research Methodology, Statistical Data Analysis and Interpretation" conducted by Institute for Statistical and Analytical Research from 5<sup>th</sup> - 7<sup>th</sup> May 2017. Hence I request your good self to approve the registration amount (Rs. 3000/-) paid and reimburse the same.

Thanking you,

Yours Sincerely,

B. Thendral Hepsibha  
[Dr. B. THENDRAL HEPSIBHA]

**Enclosures:**

1. Original Receipts of registration fee paid (1)
2. Original Attendance certificates (1)
3. Copy of participation certificates (1)

Approved  
Reimburse

A. N. V. 20/6/17.

M. N. V. 20/6/17

Cheque No: 813900  
Date: 27/6/2017  
Amount: Rs. 3000/-

Received the cheque  
B. Thendral Hepsibha

Received  
Kalai Narain Saee  
20/6/17.

28-08-17

From  
Dr. E.Ajitha  
Assistant Professor  
Department of Bank Management

13

To  
The Principal  
Ethiraj College for Women (Autonomous)  
Chennai

Respected Madam,  
Sub: Request for reimbursement of Registration fee- reg

I had presented a paper in the International Conference on 'Innovative Business Practices and Consumer Protection in Digital world' conducted by MEASI Institute of Management in association with the Department of Civil supplies and Consumer Protection, Government of Tamil Nadu, on 19<sup>th</sup> August 2017. I kindly request you to reimburse the amount of Rupees One thousand seven hundred paid by me towards registration fees. I have enclosed the receipt for the same.

Rs. 1700/-

Thank you,

Yours Faithfully,

*Ajitha*  
(E.Ajitha)

Approved  
Reimburse

A. Nand  
30/8/17

Cheque No: 813903  
Date: 31.8.17  
Amount: Rs. 1700/-

*Pankaj*  
30/8/17

Received  
*Ajitha* 7/9/17

R. A. L. H. T.  
01/9/17

22.02.2018

From

Dr. E. Ajitha

Assistant Professor  
Department of Bank Management  
Ethiraj College for Women  
Chennai - 600008.

52

To

The Principal  
Ethiraj College for Women  
Chennai - 600 008.

Respected Madam,

Sub: Requisition for reimbursement of Registration Fee - reg

I wish to inform that I have attended International Conference on "Social Innovation and Social Responsibility- A Key to sustainable development and solutions" organized by the Department of Bank Management, Ethiraj College for Women on 24<sup>th</sup> & 25<sup>th</sup> January 2018. I request you to kindly reimburse Rs. 1500 paid towards Registration Fee.

Thank you,

Yours faithfully,

*Ajitha*

Enclosures:

1. Certificate (Photocopy)
2. Fee Receipt

Cheque No: 813933  
Date: 27/2/18  
Amount: Rs. 1500/-

Approved  
Reimburse

*A. Nave* 22/2/18

*Tushy*  
22/2/18

*Received  
Student Name  
Ajitha*

*R. D. L. Th*  
27/2/18 (COE)

*Received*  
*for*  
22/03/18



Chennai-8

05.02.2018

From

Dr.C.N.Deepa

Assistant Professor

Department of Biochemistry

Ethiraj College for Women

Egmore

Chennai-8

To

The Principal

Ethiraj College for Women

Egmore

Chennai-8

Respected madam,

Sub: ReImbursement of Registration fee for Paper Presentation in Int Conference -reg

This is to bring to your kind notice that I have presented a paper in the International Conference on "Biodiversity-Strategies for Conservation and Sustainable Utilization" on 1<sup>st</sup> & 2<sup>nd</sup> Feb 2018. I request you kindly reimburse the amount of Rs.2500/- paid towards registration for the same.

Thanking You

Cheque No: 813927

Date: 15/2/18

Amount: Rs. 2500/-

Yours Truly

*[Signature]*  
5/2/18

Approved  
Reimburse

*[Signature]*

A. N. V. 2/2/18

*[Signature]*  
16/2/18 (COE)

Received cheque  
*[Signature]*  
28/2/18

*received  
for the  
same*

AS

22.12.2017

From

Dr. M.Reenaa

Assistant Professor  
Department of Microbiology  
Ethiraj College for Women  
Chennai - 8

32

To

The Principal  
Ethiraj College for Women  
Chennai - 8

(Through Proper Channel)

Madam,

Subject : Reimbursement of workshop Registration Amount

This is to bring to your kind notice that I have attended two workshops in our college (Workshop on Phytoextraction techniques organized by Department of Plant Biology and Plant Biotechnology, Ethiraj College on 27<sup>th</sup> November 2017 and Workshop on Role and Responsibilities of Teachers in Institution Development, Ethiraj College, on 18<sup>th</sup> December 2017) with a total registration fee of Rs.400/- (Rs.200/- each). Kindly reimburse the registration fee for the workshops attended.

Received  
30/01/18

Thanking you,

Cheque No: 813914

Date: 8/1/18

Amount: Rs. 400/-

Yours faithfully

M.Reenaa  
(M.REENAA)

22/12/17

Approved  
Reimburse

A. N. V.  
22/12/17

R. J. L. L.  
8/1/18 (COE)

From

22.12.2017

Dr. V. Gayathri

Associate Professor

Department of Microbiology

Ethiraj College for Women

Chennai - 8

33

To

The Principal

Ethiraj College for Women

Chennai - 8

(Through Proper Channel)

Madam,

Subject : Reimbursement of workshop Registration Amount

This is to bring to your kind notice that I have attended two workshops in our College (Workshop on Phytoextraction techniques organized by Department of Plant Biology and Plant Biotechnology, Ethiraj College on 27<sup>th</sup> November 2017 and Workshop on Role and Responsibilities of Teachers in Institution Development, Ethiraj College, on 18<sup>th</sup> December 2017) with a total registration fee of Rs.400/- (Rs.200/- each). Kindly reimburse the registration fee for the workshops attended.

Thanking you,

Cheque No: 813915

Date: 8/11/18

Amount: Rs. 400/-

Approved  
Reimburse

Yours faithfully

V. Gayathri  
(V. Gayathri)

A. N. 22/12/17

R. Datta  
8/11/18 (COE)

22/12/17

Received  
20/11/18

Chennai-8

05.02.2018

From

Dr.S.Vijayalatha

Assistant Professor

Department of Biochemistry

Ethiraj College for Women

Egmore

Chennai-8

To

The Principal

Ethiraj College for Women

Egmore

Chennai-8

Respected madam,

Sub: ReImbursement of Registration fee for Paper Presentation in Int Conference -reg

This is to bring to your kind notice that I have presented a paper in the International Conference on "Biodiversity-Strategies for Conservation and Sustainable Utilization" on 1<sup>st</sup> & 2<sup>nd</sup> Feb 2018. I request you kindly reimburse the amount of Rs.2500/- paid towards registration for the same.

Thanking You

Yours Truly

*S. Vijayalatha*

Approved  
Reimburse

*M. L. S.*

*A. N. S. 6/2/18*

*R. D. H.*  
12/2/18 COE

Received cheque  
*C. Rajan*  
28/2/18

*Recd  
for the same*

*H<sub>0</sub>*

Cheque No: *813922*  
Date: *12.2.18*  
Amount: *Rs. 2500/-*

From-

3.3.2018

Dr. K. Sumitha  
Assistant Professor  
Dept of Biochemistry  
Ethiraj College for Women  
Chennai

63

To-

The Principal  
Ethiraj College for Women  
Chennai

Respected Madam,

Sub- Requisition for reimbursement of registration fee paid towards attending workshop regd

This is to bring to your kind notice that I have attended the workshop on 'Women Empowerment, Intellectual Property rights and management of Stress in academics and Research' organised by the Dean of Academics and Dean of Research, Ethiraj College for Women on 1<sup>st</sup> March 2018. I request you to kindly reimburse the registration fee of Rs.200/- paid towards the same.

Thanking you,

Cheque No: 813943  
Date: 14/3/18  
Amount: Rs. 200/-

Yours sincerely,

*Sumitha S.*

( Dr. K. Sumitha)

*M. by 5/3/18*

Approved  
Reimburse

*A. N. 9/3/18*

*R. D. Latha*  
15/3/18 (CDE)

Received the cheque *Sumitha S.*

*Received  
Kallai  
Dope.*

11

Chennai-8

05.02.2018

From

Dr.K.Sumitha

Assistant Professor

Department of Biochemistry

Ethiraj College for Women

Egmore

Chennai-8

To

The Principal

Ethiraj College for Women

Egmore

Chennai-8

H 2

Cheque No: 813924  
Date: 12.2.18  
Amount: Rs. 2500/-

Respected madam,

Sub: ReImbursement of Registration fee for Paper Presentation in Int Conference -reg

This is to bring to your kind notice that I have presented a paper in the International Conference on "Biodiversity-Strategies for Conservation and Sustainable Utilization" on 1<sup>st</sup> & 2<sup>nd</sup> Feb 2018. I request you kindly reimburse the amount of Rs.2500/- paid towards registration for the same.

Thanking You

Yours Truly

Sumitha S  
5/2/2018

[Signature]

Approved Reimburse

A.V. 6/2/18

Received cheque

[Signature]

28/2/18

R D th

12/2/18 (RCE)

Recd  
Kailash  
12/2/18



Mrs. K. Maya Devi  
Assistant Professor  
Department of English (SS)  
Ethiraj College for Women

17 February 2018

The Principal  
Ethiraj College for Women

61

Respected Madam

I would like to inform you that I presented a paper in the International Conference on *English Language and Literature* conducted by Karunya Institute of Technology and Sciences, Coimbatore, on 2. 2. 18. The registration fee was Rs. 1000/- and the train ticket fare Rs. 1630. Please find enclosed the receipts.

I request you to kindly sanction reimbursement of the same. I thank the Institution for providing the faculty members with the best supportive environment.

Thank You

Yours faithfully

Maya Devi  
17/2/18

K. G. Lakshmi  
17/2/18  
(Head of the Dept.)

T. S. Lakshmi  
(Vice-Principal)

Approved  
Reimburse

A. N. Nair  
22/2/18  
PRINCIPAL

Cheque No: 8139.41

Date: 7/3/18

Amount: Rs. 2630/-

Received  
K. G. Lakshmi  
17/2/18

R. A. Latha  
7/3/18 (COE)

Received cheque  
Maya Devi  
2/4/18



Chennai-8

05.02.2018

From

Dr.V.Malathi

Associate Professor

Department of Biochemistry

Ethiraj College for Women

Egmore

Chennai-8

To

The Principal

Ethiraj College for Women

Egmore

Chennai-8

Respected madam,

Sub: ReImbursement of Registration fee for Paper Presentation in Int Conference -reg

This is to bring to your kind notice that I have presented a paper in the International Conference on "Biodiversity-Strategies for Conservation and Sustainable Utilization" on 1<sup>st</sup> & 2<sup>nd</sup> Feb 2018. I request you kindly reimburse the amount of Rs.2500/- paid towards registration for the same.

Thanking You

Yours Truly

*(Signature)*  
(MALATHI-V)

Approved  
Reimburse

*(Signature)*

Received cheque

*(Signature)*  
28/2/18

R.D. Iyer  
12/2/18 (CC)

A. N. 6/2/18

Received  
Kolar  
Date

43

Cheque No: 813925  
Date: 12.2.18  
Amount: Rs. 2500/-

22/01/2018

From  
Mrs.M.Menaka,  
Assistant Professor **CND**  
Ethiraj College for Women,  
Chennai – 600 008.

To  
The Principal  
Ethiraj College for Women,  
Chennai – 600 008.

67

Respected Madam

Sub: Requisition for reimbursement

I kindly request you to reimburse Rs 900/- paid towards registration fee for the following workshops:

1. Role and responsibilities of Teachers in Institution Development
2. National workshop for Research supervisors and Research scholars on "High Impact research skills"

The details enclosed herewith are as follows

1. Registration fee receipts
2. Certificates of presentation

Thanking You

Cheque No: 813946

Date: 28/1/18

Amount: Rs. 900/-

Yours Sincerely

*Mrs.M.Menaka*

Mrs.M.Menaka

*V. S. Srinivasan*  
25/1/18

Approved  
Reimburse

*A. N. Srinivasan*  
25/1/18

Received  
cheque  
*A. N. Srinivasan*  
12/4/18

*R. Srinivasan*  
25/1/18

Received  
Kalaipathi  
25/1/18

Date: 28.3.18

From

M. Suganthi

Assistant Professor, Department of Business Economics ( SS)  
Ethiraj College for Women  
Chennai

76

To

The Principal  
Ethiraj College for Women  
Chennai

Through Vice- Principal (Self-Supporting)

Sub: Requisition to reimburse the registration fees of paper presentation

Respected Madam,

I kindly bring to your knowledge that I have presented papers in two international conferences. I request you to reimburse the registration fee amount of Rs.3500 /-.  
A copy of certificate, article publication and receipt is herewith enclosed.

Thanking you

Yours sincerely

M. Suganthi

(M. Suganthi)

Approved  
Reimburse

L. Vasanthan  
28/03/2018

28/3/18

Ch. NO : 813955

dated : 28/3/18

Amt : Rs. 3500/-

R. Aitha  
28/3/18 (cc)

for Deehika. Q.  
received.

Lead  
the  
page.

From

01-09-17

Mrs. A. J. Jemima Malathy

Assistant Professor

Department of Bank Management

Ethiraj College for Women (Autonomous)

Chennai

15



To

The Principal

Ethiraj College for Women (Autonomous)

Chennai

Respected Madam,

Sub: Request for reimbursement of Registration fee- reg

I had presented a paper in the International Conference on 'Innovative Business Practices and Consumer Protection in Digital world' conducted by MEASI Institute of Management in association with the Department of Civil supplies and Consumer Protection, Government of Tamil Nadu, on 19<sup>th</sup> August 2017. I kindly request you to reimburse the amount of Rupees One thousand five hundred (Rs. 1500/-) paid by me towards registration fees. I have enclosed the receipt for the same.

Thank you,

Yours Faithfully,

*A. J. Jemima Malathy*

Approved  
Reimburse

*A. N. V. 9/17*

Received  
*A. J. Jemima Malathy*  
22/9/17

*Amal*  
11/9/17

Cheque No: 813904

Date: 14.9.17

Amount: Rs. 1500/-

*R. D. L. Th*  
14/9/17 (COE)

*A. N. V.*

20

From

B.Shathya,  
Assistant Professor,  
Dept. of BCA,  
Ethiraj College for Women,  
Chennai.

To

The Principal,  
Ethiraj College for Women,  
Chennai.

Respected Madam,

Sub : Requesting to reimburse the registration amount - Reg

As I have attended the workshop on "Research Methodology, Statistical Data Analysis and Interpretation" Organized by Institute for Statistics and Analytical Research, I paid the registration fee of Rs.3000. I kindly request you to reimburse the amount to me.

Thanking You.

3000 + 500  
G.T = 3500 /-

Place : Chennai,  
Date : 05.09.2017

Cheque No: 813908  
Date: 27/9/17  
Amount: Rs. 3500 /-

Yours truly,  
B. Suresh

Encl :

1. Receipt for the registration fee.
2. Attendance Certificate.
3. Photocopy of the Certificate.

Approved  
Reimburse

A. N. Venkatesh  
15/9/17

Received  
27/9/17  
14/9/17

R. S. K. T.  
27/9/17  
(CCE)

Received  
V. V. R.  
3/10/17

From

B.Shathya,  
Assistant Professor,  
Dept. of BCA,  
Ethiraj College for Women,  
Chennai.

35

To

The Principal,  
Ethiraj College for Women,  
Chennai.

Respected Madam,

Sub : Requesting to reimburse the registration amount - Reg

I have attended a two day national workshop on "Data Mining using R" organized by Women's Christian College, Chennai, on 19 th & 20<sup>th</sup> January 2018. I have paid the registration fee of Rs.1500/- for the same. So I kindly request you to reimburse the amount to me.

Thanking You.

Place : Chennai,  
Date : 22.1.2018

Cheque No: 813917  
Date: 30.1.18  
Amount: Rs. 1500/-

Yours truly,

B. Shathya  
22/1/18

Encl :

1. Receipt for the registration fee.
2. Attendance Certificate.
3. Photocopy of the Certificate.

Approved  
Reimburse

A. Nandhini  
22/1/18

received  
for M. Shathya  
22/1/18

off sh  
22/1/18

R. Shathya  
(Signature)

Received  
for M. Shathya  
06/02/18

Chennai-8

05.02.2018

From

Ms.A.Lakshmi Devi

Assistant Professor

Department of Biochemistry

Ethiraj College for Women

Egmore

Chennai-8

To

The Principal

Ethiraj College for Women

Egmore

Chennai-8

Respected madam,

Sub: ReImbursement of Registration fee for Paper Presentation in Int Conference -reg

This is to bring to your kind notice that I have presented a paper in the International Conference on "Advancement and Challenges in Chemical Sciences (ICACCS 2018)" on 2<sup>nd</sup> & 3<sup>rd</sup> Feb 2018 in Pachaiyappa's College. I request you kindly reimburse the amount of Rs.500/- paid towards registration for the same.

Thanking You

Yours Truly

*Lakshmi Devi*

Approved  
Reimburse

*M. Lyp 6/2/18*

*A. N. V. 6/2/18*

*R. D. th 12/2/18 (CCE)*

Received cheque  
*G. Rajesh*

Recd  
Lakshmi Devi  
12/2/18

24.03.2018

From

Sheetal Gulecha R

Asst. Professor, Department of Corporate Secretaryship (SS)

Ethiraj College for Women

Chennai 600 008

To,

The Principal

Ethiraj College for Women

Chennai 600 008

66

Respected Madam,

Sub: Requisition for reimbursement of Rs. 1,750 spent towards Paper Presentation. Reg.

I wish to inform you that I presented paper at the International Conference organized by the Department of Bank Management on 24<sup>th</sup> and 25<sup>th</sup> of January 2018. In this regard I request you to reimburse an amount of Rs. 1,750 spent towards the same.

Cheque No: 813945  
Date: 28/3/18  
Amount: Rs. 1750/-

Thanking You

Sheetal Gulecha  
24/03/18  
Yours Faithfully

Enclosures:

1. Copy of Certificate of International Conference
2. Copy of Receipt: Rs. 1,750

Approved  
Reimburse

Shruti K. Indhar  
21/3/18

Received  
for: Snider  
(Sheetal Gulecha)  
19/6/18

R. A. L. L. L.  
28/3/18 (eae)

1.9.2018  
24/3/18  
Received  
for: (Sheetal Gulecha)  
28/3/18



Chennai - 600 008.

20<sup>th</sup> Nov 2017.

From

Mrs. D. Sophia Navis Mary,  
AP, MCA Department,  
Ethiraj College for Women,  
Egmore, Chennai – 600 008.

2A

To

The Principal,  
Ethiraj College for Women,  
Egmore, Chennai – 600 008.

Respected Madam,

I attended a workshop on , 'Succeeding in Research' organized by Department of Computer Science & Engineering, Vel Tech University, Chennai. I paid the sum of Rs. 1500/- as registration fees. Kindly grant me permission to reimburse the same.

Thanking You.

Yours faithfully,

D. Sophia Navis Mary

D. Sophia Navis Mary,

D.S.M.  
20/11/17

Cheque No: 813910  
Date: 27.11.17  
Amount: R. 1500/-

Approved  
Reimburse

A.N.  
23/11/17

R.A.th  
24/11/17

Received on 15/12/17  
D. Sophia Navis Mary  
15/12/17

14. 02.18

From

Mrs Chitra Suseendran  
Assistant Professor,  
Department of Mathematics,  
Ethiraj College for Women (Self Supporting)  
Chennai – 8.

AS

To

The Principal,  
Ethiraj College for women,  
Chennai – 8.

Respected Madam,

Sub: Requisition for reimbursement of Registration Fee - Reg

I presented a paper in the “International Conference on Mathematical and Computer Engineering in VIT Chennai on 3<sup>rd</sup> & 4<sup>th</sup> November, 2017” for which Rs. 1500 (One Thousand five hundred only) is paid for registration. and also the amount of Rs 500 (Five hundred only) towards registration for the “National Conference on Emerging Trends in Mathematics “ held at Ethiraj College for Women Chennai on 12 & 13<sup>th</sup> Dec 2017.

I request you to kindly reimburse the amount spent (Rs. 1500 + 500) for registration.

Thanking you.

Yours Sincerely,

Chitra Suseendran .

(Chitra Suseendran)

Cheque No: 813929  
Date: 27/2/18  
Amount: Rs. 2000/-

- Encl.: 1. Registration receipts (original)  
2. Certificates (Photo Copy)  
3. Attendance certificate ((original)

Approved  
Reimburse

A. N. 16/2/18

Shree  
14/2/18

Sundar  
14/2/18

R. Dh. K. (CCE)  
27/2/18

Received the  
Cheque  
Chitra Suseendran  
23/3/18

15/9/17

From  
G. Sangeetha Vani,  
Asst. Professor,  
Dept of Microbiology,  
Ethiraj College for Women,  
Chennai.

18

To  
The Principal,  
Ethiraj College for Women,  
Chennai.

Through Vice-Principal  
Respected Madam,

Sub:

This is to bring to your kind notice that I have presented a paper in the International conference organised by Dept of Microbiology, MGR Janaki College for Women, Chennai on 13<sup>th</sup> & 14<sup>th</sup> 2017. Kindly reimburse the amount of Rs 550/- towards the same.

Cheque No: 813906  
Date: 27/9/17  
Amount: Rs. 550/-

Thanking You

lc  
15/9/17

Enclosures: Cash Receipt

Amal  
19/12

Received  
Kalai Arundhanee  
18/9/17

Approved  
Reimburse

R. D. A. N  
27/9/17 (CCE)

Received  
ygn  
16/10/17  
Yours faithfully,  
ygn  
CG. SANGEETHA VANI

From

Date: 31/01/2017

**Ezhilarasi Hilda Stanley,**  
Associate Professor,  
Dept. of Mathematics (S.S),  
Ethiraj College for Women,  
Chennai 600 008.

38

To

The Principal,  
Ethiraj College for Women,  
Chennai 600 008.

Respected Madam,

**Sub: Paper presentation - requisition for reimbursement - reg.**

I am glad to inform you that I presented three papers in National and International Conferences in this academic year. The details are given below. I request you to kindly reimburse the registration fee amount. I have enclosed herewith the necessary documents.

S. No	Paper Title	Conference	Date	Amount
1.	Shell flower graphs are felicitous	ICMCE-2017, VIT University, Chennai.	3 - 4 November 2017	1,500
2.	Disjoint union of subdivided shell graphs - $\rho$ labeling	NCETM 2017, Ethiraj College for Women.	12 - 13 <sup>th</sup> December 2017.	500
3.	Subdivided shell flower graphs - $\rho$ labeling	NCMCA -2018, Women's Christian College	24 - 25 <sup>th</sup> January 2018	1,500
			<b>Total</b>	<b>3,500</b>

Thank you.

Cheque No:.....813920.....  
Date:.....3/2/18.....  
Amount:.....Rs. 3500/-.....

- Encl.: 1. Certificates of presentation  
2. Attendance certificates  
3. Registration fee receipts.

Yours truly

*Hilda Stanley*  
(Hilda Stanley) 31/1/18

Received  
the cheque  
Hilda Stanley  
19/2/18

*Hilda Stanley*  
11/2/18

Approved  
Reimburse

*A. N. V.*  
11/2/18

Mrs. Elizabeth Biju  
Assistant Professor  
Department of English (SS)  
Ethiraj College for Women

17 February 2018

The Principal  
Ethiraj College for Women



Respected Madam

I would like to inform you that I presented a paper in the International Conference on *English Language and Literature* conducted by Karunya Institute of Technology and Sciences, Coimbatore, on 2. 2. 18. The registration fee was Rs. 1000/- and the train ticket fare Rs. 1630/-. Please find enclosed the receipts.

I request you to kindly sanction reimbursement of the same. I thank the Institution for providing the faculty members with the best supportive environment.

Thank You

Yours faithfully

*Ew Biju*  
(Elizabeth Biju)

*K. Lakshmi*  
17/2/18  
(Head of the Dept.)

*Turle Jaye*  
22/2/18  
(Vice-Principal)

Approved  
Reimburse  
*A. N. V.*  
22/2/18  
PRINCIPAL

*Checked  
Taleel  
2/2/18*

Cheque No: 813939  
Date: 7/3/18  
Amount: Rs. 2630/-

*R. A. L. L.*  
07/3/18  
(COE)

Received cheque for  
*Mouy*  
2/4/18

From,  
K. Anne Pon Malini  
Assistant Professor  
Department of English (SS)  
Ethiraj College for Women

9<sup>th</sup> February, 2018.

To,  
The Principal  
Ethiraj College for Women  
Chennai



Respected Madam,  
Sub: Requisition for reimbursement

I attended the National Conference on "Subaltern Literature: Resistance and Reconstruction" conducted by Annamalai university on 23-24 January '18 and presented a paper titled 'Transforming the tradition towards transgender-An Attempt' Herewith I have attached the receipt for the registration fee of Rs.750/.

Kindly reimburse the same.

Thank You

Cheque No: 813931  
Date: 27.02.18  
Amount: Rs. 750/-

Sincerely

Annie Malini  
9/2/18

K. Seshan  
9/2/18

Approved  
Reimburse

Turle Beje  
13/2/18

A. N. V.  
20/2/18

Received  
Kodai Naidu  
29/2

R. D. L. L. L.  
29/2/18 (COE)

Received.  
Annie Malini  
28-2-18

05-03-2018  
Chennai -08

From

**K. Indumathi**  
Assistant Professor,  
Department of Mathematics,  
Ethiraj College for Women (S.S),  
Chennai – 600 008.

56

To

The Principal,  
Ethiraj College for women,  
Chennai – 600 008.

Respected Madam,

Sub: **Requisition of reimbursement - registration fee.**

I request you to kindly reimburse the amount spent for the registration (Rs 200 – Two hundred only) towards the workshop on “Women Empowerment, Intellectual Property Rights and Management of Stress in Academics and Research” organized by Dean of Academics and Dean of Research on 1<sup>st</sup> march 2018.

Thanking you.

Yours sincerely,

*K. Indumathi*  
(K. Indumathi)

Cheque No: 813936 ✓  
Date: 7/3/18  
Amount: Rs. 200/-

Encl.: 1. Registration receipt (original)  
2. Certificate of Participation (Photo copy)

*Shanley*  
5/3/18

Received.  
*K. Indumathi*  
11/04/18

Approved  
Reimburse

*A. N. V.*  
5/3/18

*Shanley*  
5/3/18

Received  
for  
2/4/18

*R. D. L. K.*  
07/3/18 (CC)

From

24-03-2018  
Chennai -08

**Mrs. J. Regala Jebalily,**  
Assistant Professor,  
Department of Mathematics,  
Ethiraj College for Women (S.S),  
Chennai - 600 008.

To

The Principal,  
Ethiraj College for women,  
Chennai - 600 008.

15

Respected Madam,

Sub: **Requisition of reimbursement - registration fee.**

I am glad to inform you that I have attended one workshop,

1. One day "Workshop on Role and Responsibilities of Teachers in Institution Development" organized by Dean of Academics and Dean of Research held on the 18<sup>th</sup> December 2017 at Ethiraj College for Women, Chennai.

I request you to kindly reimburse the amount spent for the registration (Rs 200 -two hundred only).

Thanking you.

Yours sincerely,

*J. Regala Jebalily*  
(J. Regala Jebalily)

Cheque No:.....813944.....  
Date:.....28/3/18.....  
Amount:.....Rs. 200/-.....

Encl.: 1. Registration receipt (original)  
2. Certificate\$ of presentation (Photo copy)

Approved  
Reimburse

*Shruti Kumbhakar*  
28/3/18

*Stanley*  
24/3/18

*Tush*  
24/3/18

Received  
28/3/18

*R D W*  
28/3/18

Received  
Reply  
11/4/18



19

From

M.Henila,  
Assistant Professor,  
Dept. of BCA,  
Ethiraj College for Women,  
Chennai.

To

The Principal,  
Ethiraj College for Women,  
Chennai.

Respected Madam,

Sub : Requesting to reimburse the registration amount - Reg

As I have attended the workshop on "Deep Learning for Computer Vision" Organized by Loyola College, I paid the registration fee of Rs.2500. I kindly request you to reimburse the amount.

Thanking You.

Place : Chennai,  
Date : 07.09.2017

Encl :

1. Receipt for the registration fee.
2. Photocopy of the Certificate.

Cheque No: 813907  
 Date: 27/9/17  
 Amount: Rs. 5000/-

2500 + 3000  
 G.T = 5,500/-

Yours truly,

*[Signature]*

Received  
Kallie Nand Doss  
14/9/17

Approved  
Reimburse

A. N. *[Signature]*  
15/9/17

Received  
V. V. R. *[Signature]*  
3/10/17

R. D. I. *[Signature]*  
27/9/17 (COE)

Chennai -600 008.

12<sup>th</sup> Feb2018.

From

Ms. K. VIJAYALAKSHMI,  
A.P., MCA Department,  
Ethiraj College for Women,  
Egmore, Chennai – 600 008.

46

To

The Principal,  
Ethiraj College for Women,  
Egmore, Chennai – 600 008.

Respected Madam,

Sub :Seeking permission to avail O.D – reg.

I attended a workshop on “ IoT on Sensor enabled devices ” , organized by Vellammal Engineering College, Chennai. I paid the sum of Rs. 500/- (Rupees Five Hundred only) as registration fees. Kindly grant me permission to reimburse the same. I have enclosed the receipt and copy of the certificate for your kind perusal.

Thanking You.

Cheque No: 813 928  
Date: 15/2/18  
Amount: Rs. 500/-

Yours faithfully,

K. Vijayalaxmi  
12/2/18  
(K. VIJAYALAKSHMI)

J. S. M  
12/2/18

Approved  
Reimburse

Received  
cheque  
K. Vijayalaxmi  
22/2/18

Received  
for the  
base

R. D. L. S  
16/2/18 (CDE)

From

M.Meharunnisa,  
Assistant Professor,  
Dept. of BCA,  
Ethiraj College for Women,  
Chennai.

37

To

The Principal,  
Ethiraj College for Women,  
Chennai.

Respected Madam,

Sub : Requesting to reimburse the registration amount - Reg

I have attended a two day national workshop on "Data Mining using R" organized by Women's Christian College, Chennai, on 19<sup>th</sup> & 20<sup>th</sup> January 2018 and participated in the workshop on "Role and Responsibilities of Teachers in Institution Development" organized by Dean of Academics and Dean of Research , Ethiraj College for Women on 18<sup>th</sup> December 2017. I have paid the registration fee of Rs.1500/- and Rs. 200/- respectively for the same. So I kindly request you to reimburse the amount to me.

Thanking You.

Place : Chennai,  
Date : 22.1.2018

Cheque No: 813919  
Date: 30.1.18  
Amount: Rs. 1700/-

Yours truly,

M. Meharunnisa  
C.M.MEHARUNNISA

Encl :

1. Receipt for the registration fee.
2. Attendance Certificate.
3. Photocopy of the Certificate.

Approved  
Reimburse

A. N. 22/1/18

Received  
M. Meharunnisa  
06/02/18.

22/1/18  
Meharunnisa

22/1/18

R. D. Latha  
(CAE)

From

M.Meharunnisa,  
Assistant Professor,  
Dept. of BCA,  
Ethiraj College for Women,  
Chennai.

5

To

The Principal,  
Ethiraj College for Women,  
Chennai.

Respected Madam,

Sub : **Requesting to reimburse the registration amount** - Reg

I have participated in the three days National Level Workshop on "Research Methodology, Statistical Data Analysis and Interpretation" by using Statistical package for social science and Analysis of Moments Structure (SPSS & AMOS) on 5<sup>th</sup>, 6<sup>th</sup> & 7<sup>th</sup> May 2017, organized by Institute for Statistics and Analytical Research, Chennai. I paid the registration fee of Rs.3000/- . I kindly request you to reimburse the amount to me.

Thanking You.

Place : Chennai,  
Date : 16/09/17

Cheque No: 813899  
Date: 27/6/17  
Amount: Rs. 3000/-

Yours truly,

M. Meharunnisa  
16/6/17

Encl :

1. Receipt for the registration fee.
2. Attendance Certificate.
3. Photocopy of the Certificate.

M. Meharunnisa  
16/6/17

Approved  
Reimburse

A. N. V. 16/6/17

Received  
M. Meharunnisa  
30/06/17

Received  
K. Kalidass  
15/6/17

From

22.02.2018

Mrs. R. Anupama

Assistant Professor

Department of Bank Management

Ethiraj College for Women

Chennai - 600008.

To

The Principal

Ethiraj College for Women

Chennai - 600 008.

SI

Respected Madam,

Sub: Requisition for reimbursement of Registration Fee - reg

I wish to inform that I have attended International Conference on "Social Innovation and Social Responsibility- A Key to sustainable development and solutions" organized by the Department of Bank Management, Ethiraj College for Women on 24<sup>th</sup> & 25<sup>th</sup> January 2018. I request you to kindly reimburse Rs. 2500 paid towards Registration Fee.

Thank you,

Yours faithfully,



Cheque No: 813932  
Date: 27/2/18  
Amount: Rs. 2500/-

Enclosures:

1. Certificate (Photocopy)
2. Fee Receipt

Approved  
Reimburse

A. N. 22/2/18

Amal  
27/2/18

R. Anupama  
27/2/18 (COE)

Received  
22/2/18

Received  
Anupama  
27/2/18

From

05-03-2018  
Chennai -08

**Ms. R. Lakshmi Priya**

Assistant Professor,  
Department of Mathematics with Computer Applications,  
Ethiraj College for Women (S.S),  
Chennai – 600 008.

To

The Principal,  
Ethiraj College for women,  
Chennai – 600 008.

SS

Respected Madam,

Sub: **Requisition of reimbursement** - registration fee.

I request you to kindly reimburse the amount spent for the registration (Rs 200 – Two hundred only) towards the workshop on “Women Empowerment, Intellectual Property Rights and Management of Stress in Academics and Research” organized by Dean of Academics and Dean of Research on 1<sup>st</sup> march 2018.

Thanking you.

Yours sincerely,

*R. Lakshmi Priya*

(R. Lakshmi Priya)

Cheque No: 813935 ✓  
Date: 7/3/18  
Amount: Rs. 200/-

- Encl.: 1. Registration receipt (original)  
2. Certificate of Participation (Photo copy)

**Received cheque**  
*to 7/3/18*

Approved Reimburse

*A. N. V.* 5/3/18

*R. D. W. C.*  
(COE) 7/3/18

*for HoD*  
*A. V.* 05/03/18

*Tushar Beja*  
5/1/18

*Received*  
*for HoD*  
29/03

From

19-09-2017

Mrs. S.Pravina

Assistant Professor

Department of Bank Management

Ethiraj College for Women (Autonomous)

Chennai

To

The Principal

Ethiraj College for Women (Autonomous)

Chennai

17

Respected Madam,

Sub: Request for reimbursement of Registration fee- reg

I had presented a paper in the International Conference on 'Innovative Business Practices and Consumer Protection in Digital world' conducted by MEASI Institute of Management in association with the Department of Civil supplies and Consumer Protection, Government of Tamil Nadu, on 19<sup>th</sup> August 2017 and also presented a paper in the International Conference on 'Interdisciplinary innovation in Business Management and Technology (IIBMT)' conducted by Annai Veilankanni's College for Women in association with the Indian Council For Business Education, on 10<sup>th</sup> August 2017. I kindly request you to reimburse the amount of Rupees One thousand Seven hundred for MEASI and One thousand for Annai Veilankanni College paid by me towards registration fees. I have enclosed the receipt for the same.

Thank you,

Yours Faithfully,

S. Pravina

Approved  
Reimburse

ANT 19/9/17

Truly

19/9/17

Cheque No: 813905  
Date: 27/9/17  
Amount: R. 2700/-

Received  
S. Pravina  
28/9/2017

R. J. K. H.  
27/9/17  
(COE)

From

Mrs. S.Pravina

Assistant Professor

Department of Bank Management

Ethiraj College for Women (Autonomous)

Chennai - 600008

18-01-2018

36

To

The Principal

Ethiraj College for Women (Autonomous)

Chennai - 600008

Respected Madam,

Sub: Request for reimbursement of Registration fee- reg

I had presented a paper in the International Conference on 'Innovative Emerging Strategies in Economics, Commerce, Banking, Law, Management, Engineering, Computer Science and Applications' conducted by Institute of Business Management and Research, Chakan, Dist Pune in association with Indo Global Chamber of Commerce Industries and Agriculture in collaboration with World Management Congress 2017, on 29<sup>th</sup> December 2017. I kindly request you to reimburse the amount of Rupees Two Thousand paid by me towards registration fees. I have enclosed the receipt for the same.

Thank you,

Yours Faithfully,

S. Pravina  
18/1/2018

Cheque No.: 813918  
Date: 30-1-18  
Amount: Rs. 2000/-

Approved  
Reimburse

A. Naveen  
19/1/18

Turkatey  
18/1/2018

Received

S. Pravina  
6/2/2018

R. Arulthir  
(BOE)



21

From

S.Janes Pushparani,  
Assistant Professor,  
Dept. of BCA,  
Ethiraj College for Women,  
Chennai.

To

The Principal,  
Ethiraj College for Women,  
Chennai.

Respected Madam,

Sub : Requesting to reimburse the registration amount - Reg

As I have attended the workshop on "Research Methodology, Statistical Data Analysis and Interpretation" Organized by Institute for Statistics and Analytical Research, I paid the registration fee of Rs.3000. I kindly request you to reimburse the amount to me.

Thanking You.

3000 + 2500  
G.T = 5,500 / -

Place : Chennai,  
Date : 05.09.2017

Cheque No:.....813909.....

Date:.....27/9/17.....

Amount:.....Rs.5000/-.....

Yours truly,  
S. Janes.

Encl :

1. Receipt for the registration fee.
2. Attendance Certificate.
3. Photocopy of the Certificate.

Approved  
Reimburse

A. N. V. 18/9/17

16/9/17

Received  
Kulraj Nair  
19/9/17

R. D. L. th  
27/9/17  
(CEE)

V. V. R. 2/10/17

16-02-18

From

Mrs. S. Leela

Assistant Professor

Department of Physics

Ethiraj College for women

Chennai - 08

To

The Principal

Ethiraj College for women

Chennai - 08

49

Dear Madam,

I have attended the National conference entitled, 'Recent Trends in Physics of Materials' on the 09<sup>th</sup> & 10<sup>th</sup> February 2018 organized by Department of Physics, Pachaiyappa's College, Chennai. I request you to kindly reimburse the registration fees of Rs.750/-, incurred for attending the above mentioned conference

Thanking you,

Cheque No: 813 930  
Date: 27/2/18  
Amount: Rs. 750/-

Yours sincerely,

*(Signature)*  
(Dr. S. Leela)

Approved  
Reimburse

A. N. 16/2/18

Received  
S. Leela  
27/2/18

Received  
*(Signature)*

R. D. L. T.  
27/2/18 (CDE)

(19-20)

From

**Dr.D.B.Usharani**

Vice Principal (Aided)

Associate Professor & Head

Postgraduate & Research Department of Economics

Ethiraj College for Women

Chennai – 600 008

To

The Principal

Ethiraj College for Women

Chennai – 600 008

Respected Madam,

I hereby bring to your kind notice that the staff members of the Department presented papers in the International Conference held on 28<sup>th</sup> September 2019 at Guru Nanak College. Kindly sanction the registration fee for the paper presentation.

S.NO	Name	Amount
1.	Dr.D.B.Usharani	Rs.1000
2.	Dr.R.Sumathi	Rs.1000

D.B.U 16/12  
Dr. Sumathi  
16/12/19

The receipts and certificates are enclosed.

Thanking you

Yours Sincerely

*D.B.Usharani*  
(Dr. D.B.Usharani) 16/12/19.

Approved Reimburse

*Dr.*  
17/12/19.

2 Cheques Received

B. Shejammala  
19/12/20.

Dr. P. G. R.  
12/19.

① Cheque No: 922094  
Date: 29/11/2020  
Amount: R. 1000/-

② Cheque No: 922095  
Date: 29/11/2020  
Amount: R. 1000/-

From

**Dr.D.B.Usharani**

Vice Principal (Aided)

Associate Professor & Head

Postgraduate & Research Department of Economics

Ethiraj College for Women

Chennai – 600 008

To

The Principal

Ethiraj College for Women

Chennai – 600 008

Respected Madam,

I hereby bring to your kind notice that the staff members of the Department presented papers in the Indian Economic Association held on 27<sup>th</sup> - 29<sup>th</sup> December 2019 at School of Studies in Economics Pt. Ravishankar Shukla University, Raipur. Kindly sanction the registration fee for the paper presentation.

S.NO	Name	Amount
1.	Dr.D.B.Usharani	Rs.2000
2.	Dr.R.Sumathi	Rs.2000

*Dr. D.B. Usharani*  
*[Signature]*

The receipts and certificates are enclosed.

Thanking you

Yours Sincerely

*D.B. Usharani*

(Dr. D.B.Usharani)

Approved  
Reimburse

*Sec.*  
*24/1/2020*

①

Cheque No: *922092*  
Date: *29/1/2020*  
Amount: *Rs. 2000/-*

*2 Cheques Received.*  
*B. Sumanala*  
*19/2/20.*

②

Cheque No: *922093*  
Date: *29/1/2020*  
Amount: *2000/-*

2/03/2020  
Chennai

From

Dr.M.Noornissa Begum

Assistant Professor

PG & Research Department of Zoology

Ethiraj College for Women

Chennai – 6000 08

To

The controller of Examination

Ethiraj College for Women

Chennai – 6000 08

Respected Madam,

**Sub:** Requisition for reimbursement of amount paid for conference and seminar participation and presentation-reg.

I have attended the International conference held in Quaid-E-Milleth College and National seminar in Sir Theyagaraya College, Chennai respectively. I have attached the receipt for amount paid. Xerox copy of certificates and abstract submitted. So, I request you to reimburse the amount paid. *Registration fee - Rs. 1700.*

Thanking you

Cheque No: 922102  
Date: 10/3/2020  
Amount: Rs. 1700/-

*P.S. man*

Yours faithfully,

*M. Noornissa Begum*

(M.Noornissa Begum)

*Amaya*  
*10/03/20*

Approved  
Reimburse

*she*  
*2/3/20*

*Cheque Received.*  
*M. Noornissa Begum*

2/03/2020  
Chennai

From

Dr. M. Madhavi  
Assistant Professor  
PG & Research Department of Zoology  
Ethiraj College for Women  
Chennai – 6000 08

To

The controller of Examination  
Ethiraj College for Women  
Chennai – 6000 08

Respected Madam,

**Sub:** Requisition for reimbursement of amount paid for conference and seminar participation and presentation-reg.

I have attended the International conference held in Quaid-E-Milleth College and National seminar in Sir Theyagaraya College, Chennai respectively. I have attached the receipt for amount paid. Xerox copy of certificates and abstract submitted. So, I request you to reimburse the amount paid.

Thanking you

Req. fee Rs. 1700.

P. S. <sup>norm</sup>  
2/3/2020

Cheque No:.....922103.....  
Date:.....10/12/2020.....  
Amount:.....Rs. 1700/-.....

Yours faithfully,

Madhavi M.  
(M. Madhavi)

Approved  
Reimburse

Shiraya  
10/03/20.

su  
2/3/20.

Cheque  
Received on 16/3/2020 -  
for Madhavi  
M. M. Regal.

Om.

10.3.2020.

From

Dr. S. Kothai,  
Principal,  
Dept. of Chemistry,  
Ethiraj College for Women,  
Chennai - 8.

To

The Controller of Examinations,  
Ethiraj College for Women,  
Chennai - 8.

Cheque No: 922104

Date: 11/3/2020

Amount: Rs. 1000/-

Madam,

Sub: Reimbursement of regn. fee - r

I request you to reimburse the registration charges towards participation & presentation of a paper in the international conference held on 17<sup>th</sup> & 18<sup>th</sup> Feb 2020 at Ethiraj College for Women, Chennai - 8. Tamil lit. [Best 2020]

Anuraya  
11/03/20.

2020 at  
Biosphere

Thank you

Yours truly,  
S. Kothai

Approved  
Reimburse

Enclosure : 1. Certificate copy  
2. Regn. fee receipt.

S. Kothai  
11/3/20.

From

4<sup>th</sup> March, 2020.

Dr. J Mangayarkarasi

Head and Associate Professor

Dept. of English (Aided)

Ethiraj College for Women

Chennai – 600008

To

The Principal

Ethiraj College for Women

Chennai-600008

Respected Madam,

Subject: Claim for registration fee.

I wish to state that I have presented a paper for an International Conference on the topic Language and Translating “Within and Beyond” at IIT - Indian Institute of Technology, Patna on 21<sup>st</sup> and 24<sup>th</sup> of February 2020. In connection to this, I request you to reimburse the registration fee of Rs.5, 000/-.

This is for your kind information and approval.

Thank You.

Yours sincerely,

J. M. 4/3/2020

(Dr.J .Mangayarkarasi )

Approved  
Reimburse

su.  
4/3/20.

Amaya  
10/03/20.

Cheque No: 922101  
Date: 10/3/2020  
Amount: Rs. 5000/-

Cheque No: 922111  
Date: 30/9/2020  
Amount: Rs. 5000/-

Received  
J. M.



(19-20)

Chennai-8,  
17th June 2019.

From

Dr. Shantha Visalakshi.U.,  
Asst. Prof., MCA Department,  
Ethiraj College for Women,  
Egmore, Chennai-8.

To

The Principal,  
Ethiraj College for Women,  
Egmore, Chennai-8.

Respected Madam,

Sub: Requisition for reimbursement of remuneration - req.

I am happy to inform you that my research article titled, "ANALYSIS OF DIGITAL IMAGE PROCESSING TECHNIQUES AND FILTERING TOOLS: CYBER AWARENESS FOR WOMEN AND CHILDREN" has been presented in the International Conference organized by Osmania University centre for International program on 30th & 31st May 2019. I request your good-self to kindly reimburse the registration fee incurred, Rs. 3500 (Rupees three thousand five hundred only).

Thanking you.

Yours faithfully,

Uchchi  
17/6/19.

(Dr. SHANTHA VISALAKSHI.U.)

- enc: (i) Conference Presentation certificate.  
(ii) Registration Fee proof.

Cheque No: 887810  
Date: 19/6/19  
Amount: Rs. 3500/-

Approved  
Reimburse

su  
17/6/19.

A.S.  
HOD  
17/6/19

Amayn  
17/06/19.

Received  
Uchchi  
22/6/19.

PRINCIPAL.

FROM

S. PRIYA,

ASST. PROFESSOR,

Dept of Plant Biology & Plant Biotechnology,

Ethiraj college for women,

Chennai - 600 008.

TO

THE PRINCIPAL,

Ethiraj college for women,

Chennai - 600 008.

Cheque No: 887811

Date: 19/8/19

Amount: Rs. 1000/-

Respected Madam,

Sub: Reimbursement - conference registration - reg.

I request you to reimburse the registration fees for one day multidisciplinary National conference on "Evolving opportunities and strategies in the new era" in which I presented a paper entitled "Cryptography - Messaging system with plants", held on 26<sup>th</sup> April 2019, at Babu Degree college, Bengaluru.

Thanking you,

Yours faithfully,

Place: Chennai

Date: 20/6/2019

S. Priya

20/6/2019

- Enclosures:
1. Photocopy of certificate
  2. Receipt - Registration fee (Rs. 1000/-)
  3. Attendance certificate

Approved Reimburse

V. Mammuthi  
20/6/2019

SKW  
20/6/19

Amaya  
19/8/19

Received  
Kaleeswari  
20/6/2019

Received The  
Cheque.

S. Priya  
20/6/2019

REQUISITION LETTER

11/02/2020

FROM

S-PRIYA

ASST. PROFESSOR,  
DEPT. of Plant Biology and Plant Biotechnology (SS),  
Effinraj college For Women,  
Chennai - 600 008.

TO

THE PRINCIPAL,  
Effinraj college For Women,  
Chennai - 600 008.

Respected Madam,

Sub: Reimbursement - FDP - req --

I request you to kindly reimburse the amount paid by me (Rs. 800/-) towards attending Two-day Faculty Development programme on "Inspirational Teaching: Tips, Tricks and Techniques" held on 7th + 8th February 2020 at Chevalier T. Thomas Elizabeth College For Women, Chennai.

Thanking you,

Yours faithfully,  
S. Priya

Enclosures:

1. A photocopy of certificate
2. Receipt

Approved  
Reimburse

*su.*  
11/2/2020

*Prinaya*  
13/02/20.

Cheque No: 887830  
Date: 13/2/2020  
Amount: Rs. 800/-

Cheque Received

S. Priya  
18/3/2020

*Prinaya*  
11/2/2020

Received  
Ms. D. S. S.  
11/02/2020

16.07.2019

Chennai-8

From

Dr. Safiya,  
Assistant Professor,  
Department of Biochemistry,  
Ethiraj College for Women,  
Chennai-8.

To

The Principal,  
Ethiraj College for Women,  
Chennai-8.

Cheque No: 887812  
Date: 19/8/19  
Amount: Rs. 500/-

Respected madam,

Sub: Reimbursement of Registration fee for Workshop-reg

This is to bring to your kind notice that I have participated in the Faculty development workshop on "Research insights, Publication and Proposal Strategies" on 15.07.19. I request you kindly reimburse the amount of Rs.500/- paid towards registration for the same.

Thanking You

Enclosures:

1. Receipt -- registration fee
2. Certificate Copy

Yours Sincerely

Safiya

M. Jay 16/8/19  
Trusty  
17/7/19

Approved  
Reimburse

17/7/19

Juray  
19/8/19

Recd for  
B. Jay

16.07.2019

Chennai-8

From

Dr.CN.Deepa,  
Associate Professor,  
Department of Biochemistry,  
Ethiraj College for Women,  
Chennai-8.

To

The Principal,  
Ethiraj College for Women,  
Chennai-8.

Cheque No: 887813  
Date: 19/8/19  
Amount: Rs. 500/-

Respected madam,

Sub: ReImbursement of Registration fee for Workshop-reg

This is to bring to your kind notice that I have participated in the Faculty development workshop on "Research insights, Publication and Proposal Strategies" on 15.07.19. I request you kindly reimburse the amount of Rs.500/- paid towards registration for the same.

Thanking You

Enclosures:

1. Receipt – registration fee
2. Certificate Copy

Yours Sincerely

Approved  
Reimburse

17/7/19.

16/7/19

17/7/19

19/8/19

Recd  
for B. Jeeva

Chennai

6.02.20

From

Dr. C.N.Deepa  
Associate Professor  
Department of Biochemistry  
Ethiraj College for Women  
Egmore  
Chennai-8

To  
The Principal  
Ethiraj College for Women  
Egmore  
Chennai-8

Respected madam,

Subject: Requisition for reimbursement - reg

I wish to bring to your kind notice that I attended a symposium on Research at MOP Vaishnav College on 28 Feb, 2020. I request you to kindly reimburse the registration fee of Rs. 300/-. The receipt and the certificate for the same have been attached.

Thanking you

Yours Sincerely



M. by 4/3/2020

Approved  
Reimburse

88  
6/3/20

Juraya  
11/03/20

Received  
6/12/20

I  
6/3/20

Received  
Ch. N. Deepa  
11/03/20

Cheque No: 88 7847  
Date: 29/9/20  
Amount: Rs. 300/-

From

22.07.19

Dr. M. Reenaa

Assistant Professor

Department of Microbiology

Ethiraj College for Women

Chennai

To

The Principal

Ethiraj College for Women

Chennai

Respected Madam,

Cheque No:.....88 78 14.....  
Date:.....19/8/19.....  
Amount:.....Rs. 500/-.....

Sub: Requesting for reimbursement-reg.

With due regards I wish to inform you that I have attended faculty development workshop on "Research Insights, Publication and Proposal Strategies" conducted by Ethiraj College for Women, Chennai on 15<sup>th</sup> July 2019. In this regard I request you to reimburse the amount Rs. 500/- paid for the workshop. Kindly do the needful.

Thanking you

Encl:

Invoice-original and photocopy of certificate

Yours Sincerely

*m.reenaa*  
(M.REENAA)

Approved  
Reimburse

*500*  
*22/7/19*

*KC*  
*22/7/19*

*Prin*  
*22/8/2019*

*Prin*  
*19/8/19*

For  
Cheque Received  
*V. Jayanth*  
*22/8/19*

From

22.07.19

Dr. C. Ganga Baheerathi

Associate Professor

Department of Microbiology

Ethiraj College for Women

Chennai

To

The Principal

Ethiraj College for Women

Chennai

Respected Madam.

Cheque No: 887815  
Date: 19/8/19  
Amount: Rs. 500/-

Sub: Requesting for reimbursement-reg.

With due regards I wish to inform you that I have attended faculty development workshop on 'Research Insights, Publication and Proposal Strategies' conducted by Ethiraj College for Women, Chennai on 15<sup>th</sup> July 2019. In this regard I request you to reimburse the amount Rs. 500/- paid for the workshop. Kindly do the needful.

Thanking you

Encl:

Invoice-original and photocopy of certificate

Approved  
Reimburse

800  
22/7/19

Yours Sincerely

Ganga

(C. GANGA BAHEERATHI)

lc  
22/7/19

D  
22/8/19

Janya  
19/8/19.

For  
V. Jayanth  
22/8/19



Chennai,  
02.08.19

From

**Dr. V. Gayathri**  
Associate Professor  
Department of Microbiology  
Chennai - 60008.

To

The Principal  
Ethiraj College for Women  
Chennai - 60008.

Cheque No: 887816  
Date: 19/8/19  
Amount: Rs. 500/-

Respected Madam,

I have attended a workshop on Research Insights, Publication and Proposal Strategies held on 15th July 2019 in Ethiraj College for Women, Chennai. Kindly reimburse the registration amount Rs.500/-

Thanking you,

Yours faithfully,

*V. Gayathri*  
( Dr.V.Gayathri)

*ku*  
*02/8/19*

Approved  
Reimburse

*see*  
*2/8/19.*

*Prinaya*  
*19/8/19.*

*Received Cheque*  
*V. Gayathri*  
*22/8/19*

*Amal*  
*21/8/19*

From

19.09.2019

**Dr. V. Gayathri**  
Associate Professor  
Department of Microbiology  
Ethiraj College for Women  
Chennai - 8

To

The Principal  
Ethiraj College for Women  
Chennai - 8.

Through  
The Vice Principal,  
Self Supporting

Madam

**Subject - Request for reimbursement of National Conference Registration Fee Rs.1000/- Reg**

This is to bring to your kind notice that I have presented a paper in National Symposium organized by Sathyabama University on 17<sup>th</sup> and 18<sup>th</sup> September. (National symposium on Marine natural products as pharmaceutical agents). I have enclosed the copy of the certificate and the registration fee receipt along with this letter for your kind perusal. I request you to kindly reimburse the Rs.1000/-.

Thanking You

Yours faithfully

*V. Gayathri*  
(Dr. V. Gayathri)

Approved  
Reimburse

*see.*  
19/9/19.

Cheque No: 887823  
Date: 26/9/19  
Amount: Rs. 1000/-

*ke*  
19/9/19  
*sure*  
19/9/19

*Prinayan*  
26/09/19.

Received  
Rs. 1000 cheque.  
*V. Gayathri*

From

**M.Henila,**  
Assistant Professor & Head of the Department,  
Department of BCA,  
Ethiraj College for Women,  
Chennai -08.

To

The Principal,  
Ethiraj College for Women,  
Chennai – 08.

Cheque No: 887817  
Date: 19/8/19  
Amount: Rs. 500/-

Respected Madam,

Sub: **Requesting to reimburse the registration amount - Reg**

As I have attended the Faculty Development Workshop on “Research Insights, Publication and Proposal Strategies” Organized by Deans of Research, Ethiraj College for Women on 15<sup>th</sup> July 2019. I paid the registration fee of Rs.500/-. So I kindly request you to reimburse the amount to me.

Thanking You.

Place : Chennai-08  
Date : 16/07/2019

Yours truly,

*[Signature]*  
M.Henila

Encl :

1. Receipt for the registration fee.
2. Photocopy of the Certificate.

Approved  
Reimburse

*Su*  
*16/7/19.*

*[Signature]*  
*19/8/19.*

**For Received**  
*B.S.C*  
*22/8/19*

*Recd*  
*for Reg*  
*16/7/19*

From

S.Janes Pushparani,  
Assistant Professor,  
Department of BCA,  
Ethiraj College for Women,  
Chennai -08.

To

The Principal,  
Ethiraj College for Women,  
Chennai - 08.

Cheque No: 887818  
Date: 19/8/19  
Amount: Rs. 500/-

Respected Madam,

Sub : Requesting to reimburse the registration amount - Reg

As I have attended the Faculty Development Workshop on "Research Insights, Publication and Proposal Strategies" Organized by Deans of Research, Ethiraj College for Women on 15<sup>th</sup> July 2019. I paid the registration fee of Rs.500/-. So I kindly request you to reimburse the amount to me.

Thanking You.

Place : Chennai-08  
Date : 16/07/2019

Yours truly,

S.Janes

S.Janes Pushparani

Encl :

1. Receipt for the registration fee.
2. Photocopy of the Certificate.

Approved  
Reimburse

S. Janes  
16/7/19.

J. Janes  
19/8/19.

For Received  
B. S. S.  
22/8/19

J. Janes  
16/7/2019

Recd  
the same  
16/7/19

From

S. Janes Pushparani,  
Assistant Professor,  
Dept. of BCA,  
Ethiraj College for Women,  
Chennai.

To

The Principal,  
Ethiraj College for Women,  
Chennai.

Respected Madam,

Sub : Requesting to reimburse the registration amount - Reg

As I have attended the National Conference on Mathematics and Computer Application and presented a paper on 29<sup>th</sup> January 2020, I paid the registration fee of Rs.1000. I kindly request you to reimburse the amount to me.

Thanking You.

Place : Chennai,  
Date : 10.03.2020

Cheque No: 887843  
Date: 10/3/2020  
Amount: Rs. 1000/-

Yours truly,

S. Janes.

Encl :

1. Receipt for the registration fee.
2. Photocopy of the Certificate.

Approved  
Reimburse

Recd  
ASD/ACC  
10/03/2020

J.P.H.  
10/3/2020

Amayn  
11/03/20.

for Received  
M. Anil  
12/3/2020

From

S. Janes Pushparani,  
Assistant Professor,  
Department of B.C.A,  
Ethiraj College for Women,  
Chennai

To

The Principal,  
Ethiraj College for Women,  
Chennai.

Respected Madam,

Sub: Requesting to reimburse the registration amount - Reg

I have attended a workshop "Bibliometrics, Ethics and Anti-plagiarism tools in Research" organized by Women's Christian College on 9<sup>th</sup> August 2019. I have paid the registration fee of Rs.200/-. So I kindly request you to reimburse the amount to me.

Thanking You.

Place: Chennai,  
Date : 19-08-19

Cheque No: 887821  
Date: 28/8/19  
Amount: Rs. 200/-

Yours truly,  
S. Janes  
(S. Janes Pushparani)

Encl:

1. Receipt for the registration fee.
2. Photocopy of the Certificate.

Approved  
Reimburse

SP/H  
19/8/2019

Received  
S. Janes  
26/09/19

su  
19/8/19

Amayn

Received  
The Secy  
19/8/2019

From

M.Meharunnisa,  
Assistant Professor ,  
Department of BCA,  
Ethiraj College for Women,  
Chennai -08.

To

The Principal,  
Ethiraj College for Women,  
Chennai – 08.

Respected Madam,

Sub: Requesting to reimburse the registration amount - Reg

As I have attended the Faculty Development Workshop on “Research Insights, Publication and Proposal Strategies” Organized by Deans of Research, Ethiraj College for Women on 15<sup>th</sup> July 2019. I paid the registration fee of Rs.500/-. So I kindly request you to reimburse the amount to me.

Thanking You.

Place : Chennai-08  
Date : 16/07/2019

Cheque No:.....887819.....  
Date:.....19/8/19.....  
Amount:.....Rs.500/-.....

Approved  
Reimburse

Yours truly,  
*M. Meharunnisa*  
M.Meharunnisa

Encl :

1. Receipt for the registration fee.
2. Photocopy of the Certificate.

800/-  
16/7/19.

*M. Meharunnisa*  
16/7/2019

*Prin*  
19/8/19.

For Received  
*B. S. S.*  
22/8/19

Recd  
The DG AC  
16/7/19.

From

M.Meharunnisa,  
Assistant Professor,  
Department of BCA,  
Ethiraj College for Women,  
Chennai -08.

To

The Principal,  
Ethiraj College for Women,  
Chennai – 08.

Respected Madam,

Sub: Requesting to reimburse the registration amount - Reg

As I have attended the national level Technical Workshop on “Intellectual Property Rights” Organized by Tamilnadu State Council for Science and Technology & Ethiraj College for Women on 1<sup>st</sup> Feb 2020. Also, participated and presented a paper in the “International Conference on Mathematical Computer Engineering” organized by the School of Advanced Sciences , Vellore Institute of Technology on 21-22 Feb 2020. I paid the registration fee of Rs. 200/- and Rs.2000/- respectively. So I kindly request you to reimburse the amount to me.

Thanking You.

Place : Chennai-08  
Date : 05/03/2020

Cheque No: 887837  
Date: 10/3/2020  
Amount: Rs. 2200/-

Yours truly,

M.Meharunnisa

Encl :

1. Receipt for the registration fees.
2. Photocopy of the Certificates.

Approved  
Reimburse

5/3/20

Received  
M.Meharunnisa  
12/03/2020

Received  
for EGOC  
M.Meharunnisa  
05/03/2020

5/3/2020

Amaya  
11/03/20



22.08.2019

Chennai-8

From

Dr.B.Thendral Hepsibha,  
Assistant Professor,  
Department of Biochemistry [SSJ],  
Ethiraj College for Women,  
Chennai-8.

To

The Principal,  
Ethiraj College for Women,  
Chennai-8.

Cheque No: 887822  
Date: 28/8/19  
Amount: Rs. 300/-

Respected madam,

Sub: Reimbursement of Registration fee for International Conference - reg

This is to bring to your kind notice that I have participated and presented a paper in the International Conference on "Current Research and Development in Microbiology" on 3<sup>rd</sup> August 2019 at Saveetha Dental College. Hence I request you to grant permission to reimburse the amount of Rs.300/- paid towards registration for the same.

Thanking You

Enclosures:

1. Receipt – registration fee
2. Certificate Copy

Yours Sincerely

B. Thendral Hepsibha  
(B.Thendral Hepsibha)

Approved  
Reimburse

M. Jay 22/8/19

See  
22/8/19

Jayaya

Received the cheque.

B. Thendral Hepsibha

Received  
the cheque  
22/8/19.

09.12.2019

Chennai-8

From

Dr.B.Thendral Hepsibha,  
Assistant Professor,  
Department of Biochemistry [ss],  
Ethiraj College for Women,  
Chennai-8.

To

The Principal,  
Ethiraj College for Women,  
Chennai-8.

Cheque No: 887827  
Date: 17/12/19  
Amount: R. 1000/-

Respected madam,

Sub: Reimbursement of Registration fee for International Conference - reg

This is to bring to your kind notice that I have participated and presented a paper in the International Conference on "Partnership and Ownership Building for Sustainable Development" at Gurunanak College from 5<sup>th</sup> – 6<sup>th</sup> December, 2019. Hence I request you to grant permission to reimburse the amount of Rs.1000/- paid towards registration for the same.

Thanking You

Enclosures:

1. Receipt – registration fee
2. Certificate Copy

Yours Sincerely

B. Thendral Hepsibha  
(B.Thendral Hepsibha)

M. S. J. 9/12/19

Prinay  
12/12/19

Approved  
Reimburse  
9/12/19

Received by Secy.

B. Thendral Hepsibha  
11/11/2020

Received  
by Secy  
9/12/19

01.10.19,  
Chennai- 8.

From

**Dr.B.Thendral Hepsibha,**

Asst. Professor, Department of Biochemistry (SS),  
Ethiraj College for Women,  
Chennai-600008.

To

The Principal,  
Ethiraj College for Women,  
Chennai-600008.

Cheque No: 887825  
Date: 30/10/19  
Amount: Rs. 250/-

Respected Madam,

Sub: **Requisition to reimburse the Conference registration fee - reg**

This is to bring to your kind notice that, I have attended and presented paper in a National conference on "Environment and Food Sustainability" held at Gurunanak College on 27.9.19. Hence I request your good self to grant permission to reimburse the registration fee of Rs.250/-.

Thanking you,

Yours Sincerely,

*B. Thendral Hepsibha*  
[B. THENDRAL HEPSIBHA]

**Enclosures:**

1. Original Receipt of registration fee paid
2. Original Attendance certificate
3. Copy of participation and presentation certificates (2)

*M. S. J. 1.10.19*

*Ananya*  
*16/10/19.*

Approved  
Reimburse

*su.*  
*16/10/19.*

Received  
*B. Thendral Hepsibha*

*Recd*  
*11/10/19*

3. 10. 19

From

A. Lakshmi Devi

Asst. Professor  
Dept of Biochemistry  
Ethiraj College for Women  
Chennai - 8

To

The Principal  
Ethiraj College for Women  
Chennai - 8

Cheque No: 887824  
Date: 12.10.19  
Amount: Rs. 200/-

Respected Madam

I wish to bring to your kind notice that I have attended a workshop on "Growth and characterization studies on Non-Linear Optical Crystals" in C. Kandaswami Naicker College for Women on 1st October 2019. I request you to kindly reimburse Rs. 200 towards Registration. Thanking you

Yours Sincerely  
A. Lakshmi Devi

Cheque received  
A. Lakshmi Devi  
30.10.19

M. by 3/10/19

Amaya  
12/10/19

Approved Reimburse

80  
3/10/19

Z  
3/10/19

(18-A) ✓

From,

28.03.2019

**Dr. M. Kanimozhi**

Assistant Professor (S S),  
Department of Plant Biology and Plant Biotechnology,  
Ethiraj College for Women,  
Chennai- 600 008.

To,

The Controller of Examination  
Ethiraj College for Women,  
Chennai- 600 008.

Through

The Principal,  
Ethiraj College for Women,  
Chennai- 600 008

Respected Madam,

Sub: Requisition for reimbursement- Reg

As I was participated and presented a research paper in the International Conference on "Advances in Medical and Industrial Biotechnology (ICAMIB)" in Sathyabama University during 20-22<sup>nd</sup> March, 2019. I hereby submit the certificate copy and the original receipt for the reimbursement towards the registration fee of rupees 2500/-. I request you to kindly reimburse the same.

Thanking you,

Approved  
Reimburse

800  
29/3/19

Yours faithfully

M. Kanimozhi

Enclosure:

1. Certificate Copy
2. Original receipt

Cheque No: 887808  
Date: 29.3.19  
Amount: Rs. 2500/-

Jayanthi  
29/3/19  
Delay in submission  
Anjali  
29/3/19

Ananya  
02/04/19

Received a sum of  
Rs 2500/-  
M. Kanimozhi  
10/4/19

From

01.12.2018

Dr. M. Reena

Assistant Professor

Department of Microbiology

Ethiraj College for Women

Chennai

To

The Principal

Ethiraj College for Women

Chennai

Respected Madam,

Sub: Requesting for reimbursement - reg.

(Workshop)

With due regards I wish to inform you that I have underwent a training programme conducted by Eppendorf on "Advanced PCR Training Program" on 21<sup>st</sup> and 22<sup>nd</sup> November 2018. In this regard I request you to reimburse the amount Rs. 5900/- paid for the training programme. Kindly do the needful.

Thanking you

Encl:

Invoice - original and photocopy of certificate

Yours Sincerely

*m. reena*  
(M.REENAA)

Approved  
Reimburse

*S. B. K.*  
11/12/18

Cheque No: 813 999  
Date: 10.1.19  
Amount: 5000/-

*Received  
the 5900  
11/12/18*

*Subject to the  
citing amt  
11/12/18*

*Prin  
10/01/19*

*Received cheque  
11/1/19*

5000

✓

04-02-2019

From  
Dr. N. Nandini  
Associate Professor  
Department of Bank Management  
Ethiraj College for Women (Autonomous)  
Chennai

To  
The Principal  
Ethiraj College for Women (Autonomous)  
Chennai

Respected Madam,

Sub: Request for reimbursement of Registration fee- reg

I had presented a paper in the International Conference on 'Social Equity: A Catalyst to inclusive Growth and Sustainability' conducted by the Ethiraj College for Women on 30<sup>th</sup> & 31<sup>st</sup> January 2019. I request you to kindly reimburse Rs. 2,500 paid towards Registration Fees.

Thank you,

Yours faithfully,

N. Nandini

Approved  
Reimburse

S. Vasanthi  
5/2/19.

Enclosures:

1. Certificate (Photocopy)
2. Fee Receipt

Cheque No: 816611  
Date: 7/2/19  
Amount: Rs. 2500/-

Prudhvi  
4/2/2019

Prudhvi  
09/02/19.

Received  
14/2/19

11-03-2019

From  
Dr. N. Nandini  
Associate Professor  
Department of Bank Management (SS)  
Ethiraj College for Women (Autonomous)  
Chennai

To  
The Principal  
Ethiraj College for Women (Autonomous)  
Chennai

Respected Madam,

Sub: Request for reimbursement of Registration fee- reg

I had presented a paper in the National Conference on 'Issue of Challenges in the New Millennium on Evolving Economy, Accounting and Business Management' conducted by Department of Commerce (Accounting and Finance), Guru Nanak College, Chennai on 9th January 2019. I request you to kindly reimburse Rs. ~~1,500~~ paid towards Registration Fees.

1250

Thank you,

Yours faithfully,

N. Nandini

Approved  
Reimburse

Enclosures:

1. Certificate (Photocopy)
2. Fee Receipt

800  
12/3/19

11/2/19

Cheque No: 8166.35  
Date: 12.3.19  
Amount: Rs. 1250/-

12/3/19

N. Nandini  
Received  
14/3/19



From

Dr.P.S.Vijaya Lakshmi

Assistant Professor, Department of Business Economics (SS)

Ethiraj College for Women

Chennai

Date: 28.3.19

To

The Principal

Ethiraj College for Women

Chennai

Sub: Requisition to reimburse the registration fees of paper presentation

Respected Madam,

I kindly bring to your knowledge that I have presented papers at an international conference and a National Conference. I request you to reimburse the registration fee amount of Rs.1000/- and Rs.1500/- respectively. A copy of certificates and receipts is herewith enclosed.

Thanking you

Approved  
Reimburse

SV  
29/3/19

Yours sincerely

PSVijayalakeh  
28.03.19

Cheque No: 887802

Date: 29/3/19

Amount: Rs. 2500/-

C. Vashman  
28/03/2019

ofunayn  
02/04/19

Received cheque of ₹ 2500/-

" 887802 "

PSVijayalakeh  
09.04.19

Chennai

7.08.18

From

Dr. Safiya,  
Department of Biochemistry  
Ethiraj College for Women  
Egmore  
Chennai-8

To  
The Principal  
Ethiraj College for Women  
Egmore  
Chennai-8

Respected madam,

Subject: Requisition for reimbursement - reg

I wish to bring to your kind notice that I attended a Workshop on Bioinformatics at MGR Janaki College on August 1, 2018. I request you to kindly reimburse the registration fee of Rs. 1000/. The receipt and the certificate for the same have been attached.

Thanking you

Yours Sincerely

Safiya

Approved  
Reimburse

FB 9/8/18

Cheque No: 813987  
Date: 16/10/18  
Amount: Rs. 1000/-

M. M. 9/8/18

Amaya 16/10/18

Received  
for  
9/8/18

for  
Principal

CP  
26/11/18

06.02.2019

Chennai-8

From

Dr. Safiya,  
Assistant Professor,  
Department of Biochemistry,  
Ethiraj College for Women,  
Chennai-8.

To

The Principal,  
Ethiraj College for Women,  
Chennai-8.

Respected madam,

Sub: ReImbursement of Registration fee for Workshop-reg

This is to bring to your kind notice that I have participated in the Workshop cum Seminar on "Recent Advances in Biological Research Data Analysis" for 3 days (1.2.19, 2.2.19 & 4.2.19). I request you kindly reimburse the amount of Rs.800/- paid towards registration for the same.

Cheque No: 816616  
Date: 13/2/19  
Amount: Rs. 800/-

Thanking You

Enclosures:

1. Receipt – registration fee
2. Certificate Copy

Yours Sincerely

Safiya  
(Safiya)

Approved  
Reimburse

S. Lakshmi  
2/2/19.

M. Jayaraman  
6/2/19

T. S. Srinivasan  
6/2/19

Recd  
the cheque  
6/2/19

Recd  
cheque  
Safiya

From

Dr. Mrs. T. Usha Priya

Head, Department of Bank Management

Ethiraj College for Women

Chennai- 8.

To

The Principal

Ethiraj College for Women

Chennai- 8.

Respected Madam

Sub: Requisition for Reimbursement

I have presented a paper in the International Conference organized by the Department of commerce in the month of January 2019, for which I have remitted the registration fees of Rs. 1500/-. I request you to reimburse the same.

Thank You

Yours faithfully

Cheque No: 816607  
Date: 30/1/19  
Amount: Rs. 1500/-

Approved  
Reimburse

S. Uthamani

Tushy  
24/1/19

Juraya  
30/1/19.

Received.  
S. P. Prasad  
5/3/2019.

Chennai,  
15 June 2018

From  
V. Gayathri,  
Associate Professor  
Department of Microbiology  
Chennai - 60008.

To  
The Principal,  
Ethiraj College for Women,  
Chennai - 60008.

Respected Madam,

I have attended a workshop on Bioinformatics held on 3<sup>rd</sup> to 5<sup>th</sup> May 2018 in Immungenix Biosciences Pvt Ltd, Chennai. Kindly reimburse the registration amount of Rs.3,500/-

Thanking you,

Yours faithfully,

  
Dr. V. GAYATHRI

ka  
15/6/18

G.T = 3500 + 800  
= 4300/-

Approved  
Reimburse

S. Bhanu  
15/6/18

Cheque No: 813978 ✓  
Date: 28/6/18 ✓  
Amount: R. 4300/- ✓

Per  
15/6/18

Cheque received  
V. Gayathri  
21/7/18

R  
Aith  
28/6/18 (COE)

From

12.03.2019

Dr. V.Gayathri  
Associate Professor  
Department of Microbiology  
Ethiraj College for Women  
Chennai - 8

To

The Principal  
Ethiraj College for Women  
Chennai - 8.

Through  
The Vice Principal,  
Self Supporting

Cheque No: 816636  
Date: 12.3.19  
Amount: Rs. 300/-

Madam

Subject - Request for reimbursement of National Conference Registration Fee  
Rs.300/- Reg

This is to bring to your kind notice that I have presented a paper in National Conference on Current Trends On Conservation Of Biodiversity For Food, Nutrition And Health on Feb 28<sup>th</sup> and Mar 1<sup>st</sup> 2019 in Prof. Dhanapalan College of arts and Science, Kelambakkam. I have enclosed the copy of the certificate and the registration fee receipt along with this letter for your kind perusal. I request you to kindly reimburse the Rs.300/-.

Thanking You

Yours faithfully

V. Gayathri  
(Dr. V. Gayathri)

Approved  
Reimburse

lc  
12/3/19

S. Vokkai.  
12/3/19.

Devleesj  
12/3/19

spunay  
12/3/19

Received  
V. Gayathri  
22/3/19

From

Dr.S.Sudha

Assistant Professor, Department of Business Economics (SS)  
Ethiraj College for Women  
Chennai

Date: 28.3.19

To

The Principal  
Ethiraj College for Women  
Chennai

Sub: Requisition to reimburse the registration fees of paper presentation

Respected Madam,

I kindly bring to your knowledge that I have presented a paper at an international conference. I request you to reimburse the registration fee amount of Rs.1000/-. A copy of certificate and receipt is herewith enclosed.

Thanking you

Approved  
Reimburse

SV 29/3/19

Yours sincerely

  
28/03/2019

C. Pushman  
28/03/2019

Cheque No: 816650  
Date: 29/3/19  
Amount: Rs. 1000/-

  
02/04/19

Received a cheque of ₹ 1000/-  
PSU Jayalalitha  
09.04.19  
per Dr S. Sudha

From

Mrs. C. Vaishnavi

Assistant Professor & Head

Department of Business Economics (SS)

Ethiraj College for Women

Chennai 600 008

05/03/2019

Chennai 600 008

To

The Principal

Ethiraj College for Women

Chennai 600 008

Respected Madam,

I hereby bring to your kind notice that the staff members of the Department of the Business Economics presented papers in the **National Conference** held on 27<sup>th</sup> & 28<sup>th</sup> **September 2018** at **Ethiraj College for Women**. Kindly sanction the registration fee for the paper presentation.

S.No	Name of the Staff	Amount (in Rs.)	Ch.No / Date
1	Mrs. C. Vaishnavi	1,500/- - 816640	126.3.19
2	Dr. C. Sunita	1,500/- - 816641	126.3.19
3	Dr. M. Hima Bindu	1,500/- - 816642	126.3.19
4	Dr. P. S. Vijayalakshmi	1,500/- - 816643	126.3.19
5	Mrs. R. Deepika	1,500/- - 816644	126.3.19
6	Mrs. M. Suganthi	1,500/- - 816645	126.3.19
7	Dr. S. Sudha	1,500/- - 816646	126.3.19

Encl: Receipts

Thanking you

Yours Sincerely,

*C. Vaishnavi*  
05/03/2019  
(Mrs. C. VAISHNAVI)

Approved  
reimburse

*[Signature]*  
13/3/19.

*[Signature]*  
14/03/19.

Received.  
*[Signature]*  
27/3/19.



23/07/2018

From

Ezhilarasi Hilda Stanley  
Associate Professor  
Department of Mathematics (S.S)  
Ethiraj College for Women  
Chennai - 600 008.

To

The Principal  
Ethiraj College for Women  
Chennai - 600 008.

Respected Madam,

Sub: Requisition- Reimbursement of registration fee - regarding.

I presented a paper in the "CSIR Sponsored International Workshop on Graph Theory and Internet of things in Engineering" IWGIE 2018, which was held during 13-14 July 2018 at VIT University, Chennai, India. I request you to kindly reimburse the registration fee amount Rs. 1, 200 (Rupees one thousand two hundred) only.

Thank you.

Cheque No: 813985  
Date: 16/10/18  
Amount: Rs. 1200/-

Yours truly,

*Hilda Stanley*  
(Hilda Stanley)  
23/7/18

- Encl.: 1. Attendance Certificate  
2. Certificate of Presentation  
3. Fee Receipt

*Ananya*  
16/10/18

Approved  
Reimburse

*S. B. B. B.*  
23/7/18

received  
for Stanley's  
27/10/18

*Tushar*  
23/7/18

Received  
the base  
23/7/18

From

04/12/2018

Ezhilarasi Hilda Stanley  
Associate Professor  
Department of Mathematics (S.S)  
Ethiraj College for Women  
Chennai – 600 008.

To

The Principal  
Ethiraj College for Women  
Chennai – 600 008.

2000

Respected Madam,

Sub: Requisition - Reimbursement of registration fee – regarding.

I attended one day workshop in the “International workshop on Optimization Algorithms, Graph Theory and Geometrical flows in Modern Computing - 2018” held on 23<sup>rd</sup> November 2018 which was a part of ICMCE - 2018 in VIT University, Chennai Campus, Chennai. I request you to kindly reimburse the registration fee amount Rs. 2,000 (Rupees Two thousand) only.

Thank you.

yours truly,

Cheque No: 814000  
Date: 10.1.19  
Amount: 2000/-

*Hilda Stanley*  
(Hilda Stanley)

Encl:

1. Receipt
2. Photocopies of the certificate of participation
3. Attendance certificate

Approved  
Reimburse

*Turkey*  
*Hilda*

*Prin*  
10/01/19.

*S.P.*  
10/12/18

Received  
For Reply  
21/1/19

Recd  
14/1/18

13/10/2018  
Chennai

From  
Mrs. G.Sangeetha Vani  
Assistant Professor  
Department of Microbiology  
Ethiraj College for Women  
Chennai

To  
The Principal  
Ethiraj College for Women  
Chennai

Through  
The Vice Principal,  
Self Supporting

Madam,

Sub: request for reimbursement of conference-oral presentation fee reg.

I have attended two day national level conference, organized by JSS Academy, Mysore and on 27<sup>th</sup> and 28<sup>th</sup> of September 2018 and presented a paper. The registration fee and the train fare for the same was Rs.1180 and Rs. 570. I am attaching the fee receipt and train fare ticket along with this letter for your kind perusal. I request you to kindly reimburse the same.

Thanking You,

Yours faithfully,

G.Sangeetha Vani

Approved  
Reimburse

S. Bal  
13/10/18

1180  
570  
-----  
1750  
-----

13/10/18

Received  
the Rs. 1750/-  
13/10/18.

13/10/18

16/10/18.

Cheque No:.....813992.....  
Date:.....16/10/18.....  
Amount:.....Rs. 1750/-.....

Received  
20/10/18

12/07/2018  
Chennai

From  
Mrs. G. Sangeetha Vani  
Assistant Professor  
Department of Microbiology  
Ethiraj College for Women  
Chennai

To  
The Principal  
Ethiraj College for Women  
Chennai

Through  
The Vice Principal,  
Self Supporting

Madam,

Sub: request for reimbursement of Faculty Development Programme registration fee-reg.

This is to bring to your kind notice that I have attended a Faculty Development Programme on 7<sup>th</sup> July 2018 organized by Saveetha engineering college on the topic "Research article writing and publication". The registration fee for the same was Rs 700/-. I have enclosed the copy of the certificate and the registration fee receipt along with this letter for your kind perusal. I request you to kindly reimburse the same.

Thanking You.

ch.No : 813983

dated : 17/7/18

Amnt : Rs. 700/-

Yours faithfully,

G. Sangeetha Vani

Approved  
Reimburse

P. Bhanu  
12/7/18

12/7/18

Received  
12/7/18

12/7/18

R D Latha  
12/7/18 (COE)

Received  
13/07/18

16/02/2019  
Chennai

From  
Mrs. G.Sangeetha Vani  
Assistant Professor  
Department of Microbiology  
Ethiraj College for Women  
Chennai

To  
The Principal  
Ethiraj College for Women  
Chennai

Through  
The Vice Principal,  
Self Supporting

Madam,

Sub: request for reimbursement of Training cum Workshop fee reg.

I have attended two day national level training cum workshop organized by the Department of Microbiology, Presidency College, Chennai on 22<sup>nd</sup> and 23<sup>rd</sup> January 2019. The registration fee for the same was Rs. 1000. I am attaching the fee receipt and along with this letter for your kind perusal. I request you to kindly reimburse the same.

Thanking You,

Cheque No: 816628  
Date: 11/3/19  
Amount: Rs. 1000/-

Yours faithfully,

G.Sangeetha Vani

Approved  
Reimburse

S. Uthmani.  
27/2/19.

Received  
12/3/19

Shrutha  
01/03/19.

Recd  
the same  
16/2/19

Sankaraj  
27/2/19

13-12-18

From  
E.Ajitha  
Assistant Professor  
Department of Bank Management

To  
The Principal  
Ethiraj College for Women (Autonomous)  
Chennai

Respected Madam,

3050

Sub: Request for reimbursement of Registration fee- reg

I had presented a paper in the National Conference on 'The Sustainable Development Goals: Implementation and Transformation' conducted by the MEASI Institute of Management on 11<sup>th</sup> December 2018. I kindly request you to reimburse the amount of Rupees Three thousand two hundred and fifty paid by me towards registration fees. I have enclosed the receipt for the same.

Thank you,

Yours Faithfully,

*Ajitha*  
(E.Ajitha)

Approved  
Reimburse

*S. Bal*  
13/12/18

*Prudh*  
13/12/18

Cheque No: 816602  
Date: 10.1.19  
Amount: Ri. 3050

*Ananya*  
22/01/19

Received Cheque  
*Ajitha*  
22/1/19

From  
Dr. V. Jayanthi  
Associate Professor  
Department of Bank Management  
Ethiraj College for Women (Autonomous)  
Chennai

02-02-2019

To  
The Principal  
Ethiraj College for Women (Autonomous)  
Chennai

Respected Madam,

Sub: Request for reimbursement of Registration fee- reg

I had presented a paper in the International Conference on 'Social Equity: A Catalyst to inclusive Growth and Sustainability' conducted by the Ethiraj College for Women on 30<sup>th</sup> & 31<sup>st</sup> January 2019. I request you to kindly reimburse Rs. 2,500 paid towards Registration Fees.

Thank you,

Yours faithfully,

V. Jayanthi

Enclosures:

1. Certificate (Photocopy)
2. Fee Receipt

Cheque No: 816610  
Date: 7/2/19  
Amount: Rs. 2500/-

Approved  
Reimburse

S. Vetrani.  
4/2/19.

J. Manjunath  
09/02/19.

Received  
17/2/19

Sublet  
4/2/19

From

28/06/2018  
Chennai

G. Shailaja,  
Assistant Professor,  
Department of Mathematics,  
Ethiraj College for Women (S.S),  
Chennai - 8.

To

The Principal,  
Ethiraj College for women,  
Chennai - 8.

Respected Madam,

Sub: Requisition of reimbursement - Faculty Development Workshop registration fee.

I am glad to inform you that I participated in the "Faculty Development Workshop", held in our college on 21<sup>st</sup> and 22<sup>nd</sup> June 2018. I request you to kindly reimburse the amount spent for the registration (Rs 800/-Eight hundred only).

Thanking you.

Yours sincerely,

*G. Shailaja*

(G. Shailaja)

Enclosures:

1. Fee receipt (Original)
2. Certificate of participation (Photo copy)

Approved  
Reimburse

*J. B. 28/6/18*

Cheque No: 813980 813980  
Date: 28/6/18  
Amount: Rs. 800/-

*for  
CS*

*28/06/18*

*Lurda  
28/6/18*

*received  
cheque  
16/7/18*

*R. J. I. T. T.  
28/6/18 (CCE)*





4/02/2019  
Chennai

From

G. Shailaja  
Assistant Professor,  
Department of Mathematics(S.S),  
Ethiraj College for Women,  
Chennai-8.

To

The Principal  
Ethiraj College for women,  
Chennai-8.

Respected Madam,

Sub: Requisition for reimbursement-Workshop Registration fee.

I am glad to inform you that I have participated in two days National Level Workshop on "Data Science and Machine Learning with Python" organized by the department of BCA, held in our college, on 1<sup>st</sup> and 2<sup>nd</sup> February 2019. I request you to kindly reimburse the amount spent for the registration (Rs 1200/-one thousand two hundred only).

Thanking you.

Cheque No: 816618  
Date: 25/2/19  
Amount: Rs. 1200/-

Approved  
Reimburse

Yours sincerely,  
Shailaja.S.  
4/2/19  
(G.Shailaja)

S. Uthay  
12/2/19

Enclosures:

1. Fee receipt (Original)
2. Certificate of participation (Photo copy)
3. Attendance Certificate (Original)

Shunaya  
14/02/19

Shailaja  
04/2/19

Turkey  
7/2/19

Reed  
12/2/19

Received cheque  
12/2/19 Shailaja.S.