

Mar Gregorios College

(Approved by the Govt. of Tamil Nadu and affiliated to the University of Madras)
Block No. 8, Mogappair West - J.J. Nagar West, Chennai-600 037. India.

Phone : 044-26533140, 2653 0978.
Home Page : www.margregorioscollege.net

Ms. A. Hency Juliet
No. HIG-89, 1st Floor
7th Cross Street
Nolampur Phase II
Mogappair West Garden
Chennai - 600 037.

31-05-2006

Dear Ms. A. Hency Juliet

In continuation of your application dated 09-05-2006, and the interview held by the Board constituted for the purpose on 27-05-2006, the Malankara Syrian Catholic Trust is pleased to appoint you as a Lecturer in the Department of Information Technology in the College on the following conditions:

1. You will be on probation up to the end of two full academic years from the date of appointment.
2. You shall be considered for regular appointment on satisfactory completion of the probation period.
3. During the period of employment you shall diligently and faithfully carryout all instructions given to you by the superiors from time to time.
4. In case you wish to resign from the service of the College, You are required to give two months notice.
5. Kindly produce your original PG Degree and two attested copies of the same.
6. Kindly give the acceptance letter and the joining report.

For the Malankara Syrian Catholic Trust

Secretary.

Received the appointment order.

Shayleent
01/06/06



MAR GREGORIOS COLLEGE OF ARTS & SCIENCES

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No.8, Mogappair West, Chennai-37

08-08-2011

Mrs. B.HEMALATHA
3, Velmurugan Street,
Nandhavana Mettur
Avadi, Chennai – 600 071.

Sir,

Sub: Establishment – Appointment of Lecturer in COMPUTER APPLICATION on Probationary basis for the one year from 08-08-2011– order Issued.

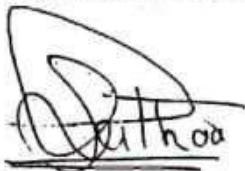
In continuation of your application dated 28-06-2011, and the interview held by the Board constituted for the purpose on 08-08-2011, the Malankara Syrian Catholic Trust, a Christian Minority Institution is pleased to appoint you as Shift I Lecturer in the Department of Computer Application in Mar Gregorios College, Mogappair West, Chennai – 37 on probationary basis for one year on the following conditions:

1. You shall conform to all the Rules and Regulations, Code of Conduct & Leave Rules of the College and obey all lawful orders that you may receive from the College authorities and the Management from time to time. You shall not resign / leave the service before the expiry of the appointed period. To ensure this, you have agreed to deposit all your Original Qualification Degree Certificates in our safe custody until the expiry of the appointed term.
2. You shall devote your entire time to the work of the College as assigned to you and shall not engage yourself in any other work in an honorary or remunerative kind including examinership or tuitions without the permission of the management. You would have to take extra interest for the weaker students by conducting special coaching classes and programmes and thereby consider yourself responsible for producing cent percent passes in the subject taught by you.
3. You shall maintain total discipline, co-ordination and harmonious relationship with one and all in the college campus.
4. In addition to the above duties you will have to undertake additional jobs if any assigned to you by the Management.



5. You shall be present in the college during working hours of the college whether you have teaching work or not. You are expected to take full and effective part in such extracurricular activities of the college, as may be indicated by the management. Your Working Time will be 8.00am to 1.30 pm.
6. No member of the college staff shall address any communication to the college governing body or the University or any Media Organization except through the management.
7. You shall not work anywhere or even apply for any post without getting specific permission from the appointing authorities.
8. It may also be noted that availing of leave without proper sanction in advance, taking frequent or long leave or even late coming would be viewed seriously by the management. Two copies of appointment orders are enclosed herewith so as to enable you to resubmit the duplicate copy to the management after duly signed by you through the Principal of the college as token of your acceptance of the above said appointment.
9. You will be paid a consolidated salary of Rs. 9,000/- per month.

For MAR GREGORIOS COLLEGE



Secretary.



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No. 8, Mogappair West, Chennai - 600 037.

Fr.Sabū M. George Maruthoor
Secretary

Ref.No.MGC/STAFFAPPOINT./2016/10

Ms. Lingeswari Sivagnanam
Plot No. 5906, MIG, TNHB,
Ayapakkam,
Ambattur
Chennai - 600077.

12.05.2016

Dear Ms. Lingeswari Sivagnanam,

With reference to your application dated 20.04.2016, and the interview held on 21.04.2016, the Malankara Syrian Catholic Trust is pleased to appoint you as Assistant Professor in the Department of Computer Application, based on the recommendation of the Interview Board, with effect from 13th June 2016 on the following conditions;

- 1 You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 You shall produce your original UG/PG/SET/NET/M. Phil/Ph. D certificates.
- 5 Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- 6 You shall submit a letter of appointment and submit also a joining report at the time of joining the service of the College.
- 7 You are required to carry out any additional responsibilities assigned by the management from time to time.
- 8 Discipline and academic excellence are the two eyes of the College.

For the Malankara Syrian Catholic Trust

Secretary

MAR GREGORIOS COLLEGE
CHENNAI - 600037

RECEIVED THE
APPOINTMENT
ORDER

18/05/2016
(S. Lingeswari)

Phone : +91-44-2653 3140, 2653 0978 Fax : +91-44-2653 0978 Website : <http://margregorioscollege.net>
E-mail : enquiry@margregorioscollege.net, margregorioscollege@gmail.com

Mg College



Mar Gregorios College of Arts & Science

Approved by the Govt. of Tamil Nadu and Affiliated to the University of Madras
ISO 9001 : 2015 Certified Institution

Fr. Philip Pulipra
Secretary

02.05.2019

Ref.No.MGC/STAFFAPPOINT./2019-20/43

Ms. P. Preema

Golden Fortune Southern Enclave, Block A1, Door No.A2, No.1, Nolambur Main Rd., Nolambur,
Chennai-600107.

Dear Ms. P. Preema,

With reference to your application dated 23rd February 2019, and the interview held on 2nd May 2019 Management is pleased to appoint you as an Assistant Professor in the Department of Computer Application, for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
- Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- You are required to carry out any additional responsibilities assigned by the management from time to time.
- Discipline and academic excellence are the two eyes of the College.
- You are expected to uphold all the traditions of the College.
- Your teaching position is subject to transfer between Shift I and Shift II depending upon need at any given point of time.
- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.
- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust


Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037

*I have received my Appointment -
Letter Preema*

Block No.8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

Website : www.margregorioscollege.net E-mail : margregorioscollege@gmail.com

M G College



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No. 8, Mogappair West, Chennai - 600 037.

Fr.Sabu M. George Maruthoor
Secretary

Ref.No.MGC/STAFFAPPOINT./2016/04

Ms. Rajalakshmi K.
No.34, 6th Street,
Padipudu Nagar,
Anna Nagar East,
Chennai - 600101.

30.04.2016

Dear Ms. Rajalakshmi K.,

With reference to your application dated 30.03.2016, and the interview held on 29.04.2016, the Malankara Syrian Catholic Trust is pleased to appoint you as Assistant Professor in the Department of Computer Science, based on the recommendation of the Interview Board, with effect from 13th June 2016 on the following conditions;

- 1 You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 You shall produce your original UG/PG/SET/NET/M. Phil/Ph. D certificates.
- 5 Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- 6 You shall submit a letter of appointment and submit also a joining report at the time of joining the service of the College.
- 7 You are required to carry out any additional responsibilities assigned by the management from time to time.
- 8 Discipline and academic excellence are the two eyes of the College.

For the Malankara Syrian Catholic Trust

Secretary



Mar Gregorios College of Arts & Science

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ISO 9001 : 2015 Certified Institution

Fr. Philip Pulipra
Secretary

27.03.2018

Ref.No.MGC/STAFFAPPOINT./2018-19/23

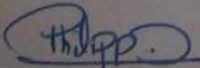
Ms. Anita. S
No:S4, Shilpa Enclave, No:29&30,
Suriyaprakasam Street, Krishnapuram,
Ambattur OT, Chennai – 600 053.

Dear Ms. Anita. S,

With reference to your application dated 26th March 2018, and the interview held on 27th March 2018 Malankara Syrian Catholic Trust is pleased to appoint you as an Assistant Professor in the Department of Computer Application, for the Academic Year 2018-2019 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
- Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- You are required to carry out any additional responsibilities assigned by the management from time to time.
- Discipline and academic excellence are the two eyes of the College.
- You are expected to uphold all the traditions of the College.
- Your teaching position is subject to transfer between Shift I and Shift II depending upon need at any given point of time.
- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.

For the Malankara Syrian Catholic Trust



Secretary

MAR GREGORIOS COLLEGE
CHENNAI - 600 037



Block No.8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

Website : www.margregorioscollege.net E-mail : margregorioscollege@gmail.com

M.G. College



Mar Gregorios College of Arts & Science

Approved by the Govt. of Tamil Nadu and Affiliated to the University of Madras
ISO 9001 : 2015 Certified Institution

Fr. Philip Pulipra
Secretary

06.04.2018

Ref.No.MGC/STAFFAPPOINT-/2018-19/17

Ms. Sumithra Devi. J
7/101, Mugappair West,
Chennai - 600 037.

Dear Ms. Sumithra Devi. J.

With reference to your application dated 26th March 2018, and the interview held on 6th April 2018 Malankara Syrian Catholic Trust is pleased to appoint you as an Assistant Professor in the Department of Computer Science, for the Academic Year 2018-2019 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
- Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- You are required to carry out any additional responsibilities assigned by the management from time to time.
- Discipline and academic excellence are the two eyes of the College.
- You are expected to uphold all the traditions of the College.
- Your teaching position is subject to transfer between Shift I and Shift II depending upon need at any given point of time.
- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.

For the Malankara Syrian Catholic Trust


Secretary



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Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)
Block No. B, Mogappair West, Chennai - 600 037.

Mr.S.Ranganathan

03.06.2010


Flat No.T-53, Malligai Appartments,
71-77, Orgadam Road,
Ambattur, Chennai - 600 053.

Dear Mr.S.Ranganathan

In continuation of your application dated 02.06.2010, and the interview held by the Board constituted for the purpose on 03.06.2010, the Malankara Syrian Catholic Trust is pleased to appoint you as a Lecturer in the Department of Computer Application in the College on the following conditions;

- 1 You will be on probation for Twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment on satisfactory completion of the probation period.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 Kindly produce your original PG certificates and two attested copies of the same.
- 5 Kindly give the acceptance letter and the joining report.
- 6 You should serve in this college for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give three months notice or three months pay. To avoid academic disturbance during that semester.

For the Malankara Syrian Catholic Trust


Secretary,
SECRETARY
MARGREGORIOS COLLEGE
CHENNAI - 600 037



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)
Block No. 8, Mogappair West, Chennai - 600 037.

Fr.Sabu M. George Maruthoor,

02.01.2015

Secretary

Ms.DHANALAKSHMI.C

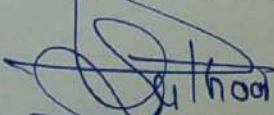
10/2B, Padmavathi Street,
EVP Santhosh Nagar (Exnt),
Madhanandhapuram, Porur, Ch-125

Dear Ms.DHANALAKSHMI.C

In continuation of your application dated 04.12.2014, and the interview held by the Board constituted for the purpose on 10.12.2014, the Malankara Syrian Catholic Trust is pleased to appoint you as Assistant Professor in the Department of Mathematics, with effect from 2nd January 2015 on the following conditions;

- 1 You will be on probation for Twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment on satisfactory completion of the probation period.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 Kindly produce your original PG certificates and two attested copies of the same.
- 5 Provident Fund (PF) & ESIC Account will be open from the date of joining in duty. The subscription will be deducted as per the government norms.
- 6 Kindly give the acceptance letter and the joining report.
- 7 You should serve in this college for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give three months notice or three months pay to avoid academic disturbance during that semester.

For the Malankara Syrian Catholic Trust


Secretary,

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037



Mar Gregorios College of Arts & Science

(Approved by the GOVT. OF TAMIL NADU and affiliated to the UNIVERSITY OF MADRAS)

Block No.8, Mogappair West, Chennai - 600 037, India.

Phone : 044 - 2653 3140, 2653 0978

Home Page : www.margregorioscollege.net

18-06-2009

Mr. S. James Benedict Felix
11/9, R.C Church Street,
Ilanganthapuram (Post)
Megnanapuram (via)
Thoothukudi (Dist)
Tamil Nadu

25

Dear Mr. S. James Benedict Felix,

In continuation of your application dated 17-06-2009, and the interview held by the Board constituted for the purpose on 17-06-2009, the Malankara Syrian Catholic Trust is pleased to appoint you as a Lecturer in the Department of Computer Science in the College on the following conditions.

1. You will be on probation up to the end of one full academic year from the date of appointment.
2. You shall be considered for regular appointment on satisfactory completion of the probation period.
3. During the period of employment you shall diligently and faithfully carryout all instructions given to you by the superiors from time to time.
4. In case you wish to resign from the service of the College, You are required to give two months notice.
5. Kindly produce your original PG Degree, all your Higher Degree Certificates and two attested copies of the same.
6. Kindly give the acceptance letter and the joining report.

For the Malankara Syrian Catholic Trust

Secretary.

Principal
MAR GREGORIOS COLLEGE
Chennai - 600 037.

I received the appointment order.

by
S. James Felix
18/06/09



MAR GREGORIOS COLLEGE OF ARTS & SCIENCE

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No.8, Mogappair West, Chennai-37

03-06-2010

Ms. Gayathry. G
No. 6, Thirumal Nagar
Second Street, Poonamallee
Chennai

Sir,

Sub: Establishment – Appointment of **Lecturer in Computer Science on Probationary basis** for the academic year **2010-2011** from 03-06-2010 to 30-04-2011– order Issued.

In continuation of your application dated NIL, and the interview held by the Board constituted for the purpose on 31-05-2010, the Malankara Syrian Catholic Trust, a Christian Minority Institution is pleased to appoint you as **Shift I Lecturer in the Department of Computer Science in Mar Gregorios College, Mogappair West, Chennai – 37** on probationary basis for the academic year 2010-2011 on the following conditions:

1. You shall conform to all the Rules and Regulations, Code of Conduct & Leave Rules of the College and obey all lawful orders that you may receive from the College authorities and the Management from time to time. You shall not resign / leave the service before the expiry of the appointed period. To ensure this, you have agreed to deposit all your Original Qualification Degree Certificates in our safe custody until the expiry of the appointed term.
2. You shall devote your entire time to the work of the College as assigned to you and shall not engage yourself in any other work in an honorary or remunerative kind including examinership or tuitions without the permission of the management. You would have to take extra interest for the weaker students by conducting special coaching classes and programmes and thereby consider yourself responsible for producing cent percent passes in the subject taught by you.
3. You shall maintain total discipline, co-ordination and harmonious relationship with one and all in the college campus.
4. In addition to the above duties you will have to undertake additional jobs if any assigned to you by the Management.

Page 1 of 2



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)
Block No. 8, Mogappair West, Chennai - 600 037.

Ms .N.VAISHALI

02.12.2013

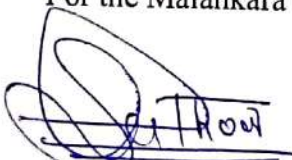
425, Co-operative Nagar,
Madhiravedu, Thiruverkadu,
Chennai-77.

Dear Ms .N.VAISHALI

In continuation of your application dated 27.11.2013, and the interview held by the Board constituted for the purpose on 27.11.2013, the Malankara Syrian Catholic Trust is pleased to appoint you as a Lecturer in the Department of Computer Application, (Shift – II) in the College on the following conditions;

- 1 You will be on probation for Twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment on satisfactory completion of the probation period.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 Kindly produce your original PG certificates and two attested copies of the same.
- 5 Kindly give the acceptance letter and the joining report.
- 6 You should serve in this college for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give three months notice or three months pay. To avoid academic disturbance during that semester.

For the Malankara Syrian Catholic Trust


Secretary,



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)
Block No. 8, Mogappair West, Chennai - 600 037.

02.06.2014

Fr.Sabu M. George Maruthoor,
Secretary


Mr.D.SELVARAJ,
No.33, Ragavendra Nagar,
Opposite to Hosanna Tower
Kodungaiyur, Chennai – 600 118.

Dear Mr.D.SELVARAJ

In continuation of your application dated 28.05.2014, and the interview held by the Board constituted for the purpose on 28.05.2014, the Malankara Syrian Catholic Trust is pleased to appoint you as Assistant Professor in the Department of Computer Science, with effect from 02nd June 2014 on the following conditions;

- 1 You will be on probation for Twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment on satisfactory completion of the probation period.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 Kindly produce your original PG certificates and two attested copies of the same.
- 5 Provident Fund (PF) & ESIC Account will be open from the date of joining in duty. The subscription will be deducted as per the government norms.
- 6 Kindly give the acceptance letter and the joining report.
- 7 You should serve in this college for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give three months notice or three months pay to avoid academic disturbance during that semester.

For the Malankara Syrian Catholic Trust


Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037

Phone : +91-44-2653 3140, 2653 0978 Fax : +91-44-2653 0978 Website : <http://margregorioscollege.net>

E-mail : enquiry@margregorioscollege.net, margregorioscollege@gmail.com

M G College



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)
Block No. 8, Mogappair West, Chennai - 600 037.

Mr .A.Jerome Robinson

10.11.2012


New No.4, Old No.3, 2nd Street,
Kambvar Nagar, Madhuravoyal,
Chennai - 95.

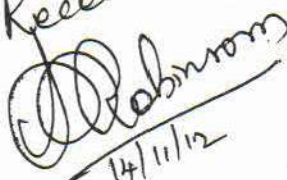
Dear Mr. A.Jerome Robinson

In continuation of your application dated 05.11.2012, and the interview held by the Board constituted for the purpose on 08.11.2012, the Malankara Syrian Catholic Trust is pleased to appoint you as a Lecturer in the Department of Computer Science in the College on the following conditions;

- 1 You will be on probation for Twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment on satisfactory completion of the probation period.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 Kindly produce your original PG certificates and two attested copies of the same.
- 5 Kindly give the acceptance letter and the joining report.
- 6 In case you wish to resign from service of the College, your are required to give two months notice.
- 7 Your pay will be fixed as Rs.10,000/- Rs.9,500/- as consolidated pay + Rs.500/- for Honorarium for HOD. After considering your seniority in the profession, you have been sanctioned Rs.3000/- as a Special pay and it will be adjusted in the future enhancement of salary.

For the Malankara Syrian Catholic Trust


Secretary,

Received

14/11/12



MAR GREGORIOS COLLEGE OF ARTS & SCIENCE

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No.8, Mogappair West, Chennai-37

5-12-2011

SHARMILA.W
7/407, Mogappair West,
Chennai - 37

Madam,

Sub: Establishment – Appointment of **Lecturer in department of COMPUTER APPLICATION on Probationary basis** for one year from 5-12-2011 – order Issued.

In continuation of your application dated 20-11-2011, and the interview held by the Board constituted for the purpose on 01-12-2011, the Malankara Syrian Catholic Trust, a Christian Minority Institution is pleased to appoint you as **Shift-II Lecturer in the Department of COMPUTER APPLICATION in Mar Gregorios College, Mogappair West, Chennai – 37** on probationary basis for One Year from 5-12-2011 on the following conditions:

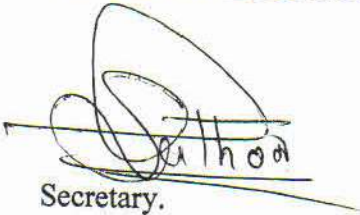
1. You shall conform to all the Rules and Regulations, Code of Conduct & Leave Rules of the College and obey all lawful orders that you may receive from the College authorities and the Management from time to time.
2. You shall not resign / leave the service before the expiry of the appointed period, as otherwise you shall be liable up to two months' salary in cash to the Management and you will not be entitled to receive further any privileges. To ensure this, you have agreed to deposit all your Original Qualification Degree Certificates in our safe custody until the expiry of the appointed term.
3. You shall devote your entire time to the work of the College as assigned to you and shall not engage yourself in any other work in an honorary or remunerative kind including examinership or tuitions without the permission of the management. You would have to take extra interest for the weaker students by conducting special coaching classes and programmes and thereby consider yourself responsible for producing cent percent result in the subject taught by you.
4. You shall maintain total discipline, co-ordination and harmonious relationship with one and all in the college campus.

Phone : +91-44-2653 3140, 2653 0978 Fax : +91-44-2653 0978

Website : <http://margregorioscollege.net> E-mail : enquiry@margregorioscollege.net, margregorioscollege@gmail.com

5. You shall be present in the college during working hours of the college whether you have teaching work or not. You are expected to take full and effective part in extracurricular activities of the college, as may be indicated by the management. Your Working Time will be 1.00 to 5.30 pm.
6. No member of the college staff shall address any communication to the college governing body or the University or any Media Organization except through the management.
7. You shall not work anywhere or even apply for any post without getting specific permission from the appointing authorities.
8. It may also be noted that availing of leave without proper sanction in advance, taking frequent or long leave or even late coming would be viewed seriously by the management. Two copies of appointment orders are enclosed herewith so as to enable you to resubmit the duplicate copy to the management after duly signed by you through the Principal of the college as token of your acceptance of the above said appointment.
9. You are requested to read & comply with the policies given in the manual & handbook.
10. You will be paid a consolidated salary of Rs. 10,000 /- Per month.

For MAR GREGORIOS COLLEGE


Secretary.

Received the orders

W. Shannila

5.12.2011



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No. 8, Mogappair West, Chennai - 600 037.

Mrs.S.Karthika

02.12.2013

B1/7, Moon Enclave Apts.,

6th Main Road, Mugappair Eri Scheme,

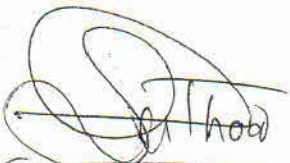
Chennai - 600 037.

Dear Mrs.S.Karthika

In continuation of your application dated 27.11.2013, and the interview held by the Board constituted for the purpose on 27.11.2013, the Malankara Syrian Catholic Trust is pleased to appoint you as a Lecturer in the Department of Computer Application in the College on the following conditions;

- 1 You will be on probation for Twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment on satisfactory completion of the probation period.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 Kindly produce your original PG certificates and two attested copies of the same.
- 5 Kindly give the acceptance letter and the joining report.
- 6 You should serve in this college for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give three months notice or three months pay. To avoid academic disturbance during that semester.

For the Malankara Syrian Catholic Trust


Secretary,

Received a Copy
Q. Karthika



Mar Gregorios College of Arts & Science

Approved by Govt. of Tamil Nadu and Affiliated to University of Madras
ISO 9001 : 2008 Certified Institution

Fr.Sabu M. George Maruthoor
Secretary
Ref.No.MGC/STAFFAPPOINT./2017/37

12.05.2017

Ms. M. Daisyrani
No.15/42, 8th Street, 3rd Sector,
Samathamman Nagar, Koyambedu,
Chennai-600107

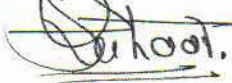
Dear Ms. M.Daisyrani

With reference to your application dated 31 March 2017, and the interview held on 10th April 2017 Malankara Syrian Catholic Trust is pleased to appoint you as an Assistant Professor in the Department of Computer Science, Shift II based on the recommendation of the Interview Board, with effect from 17th June 2017 on the following conditions;

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
- Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- You are required to carry out any additional responsibilities assigned by the management from time to time.
- Discipline and academic excellence are the two eyes of the College.
- You are expected to uphold all the traditions of the College.
- Your teaching position is subject to transfer between shift I and shift II depending upon need at any given point of time.
- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.

For the Malankara Syrian Catholic Trust.

Secretary


Secretary

I Received the appointment order

M. Daisyrani
16/5/2017

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037

Block No. 8, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

Website : <http://margregorioscollege.net> E-mail : margregorioscollege@gmail.com



Mar Gregorios College of Arts & Science

Approved by the Govt. of Tamil Nadu and Affiliated to the University of Madras
ISO 9001 : 2015 Certified Institution

Fr. Philip Pulipra
Secretary

02.05.2019

Ref.No.MGC/STAFFAPPOINT./2019-20/37

Mrs. C. Sujdha
42/64, Basha Street, Choolaimedu, Chennai – 600 094.

Dear Mrs. C. Sujdha,

With reference to your application dated 22nd April 2019, and the interview held on 29th April 2019 Management is pleased to appoint you as an Assistant Professor in the Department of Computer Science, for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
- Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- You are required to carry out any additional responsibilities assigned by the management from time to time.
- Discipline and academic excellence are the two eyes of the College.
- You are expected to uphold all the traditions of the College.
- Your teaching position is subject to transfer between Shift I and Shift II depending upon need at any given point of time.
- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.
- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust



Secretary
Secretary

MAR GREGORIOS COLLEGE
CHENNAI - 600 037



Received Appointment
Letter on 2.05.2019.



Block No.8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

Website : www.margregorioscollege.net E-mail : margregorioscollege@gmail.com

M G College



Mar Gregorios College of Arts & Science

Approved by the Govt. of Tamil Nadu and Affiliated to the University of Madras
ISO 9001 : 2015 Certified Institution

Fr. Philip Pulipra
Secretary

02.05.2019

Ref.No.MGC/STAFFAPPOINT./2019-20/46

Ms. D. Stephy Joy

No. 186, MIG 2nd cross street, Mogappair Eri Scheme, Mogappair, Chennai-600037.

Dear Ms. D. Stephy Joy,

With reference to your application dated 19th February 2019, and the interview held on 29th April 2019 Management is pleased to appoint you as an Assistant Professor in the Department of Computer Science, for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
- Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- You are required to carry out any additional responsibilities assigned by the management from time to time.
- Discipline and academic excellence are the two eyes of the College.
- You are expected to uphold all the traditions of the College.
- Your teaching position is subject to transfer between Shift I and Shift II depending upon need at any given point of time.
- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.
- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust


Secretary

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037



Received Appointment
letter.


2/5/19.

Block No.8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

Website : www.margregorioscollege.net E-mail : margregorioscollege@gmail.com

M G College

Mrs. V. SAVITHRI
324/4, Kathiravan Colony,
Anna Nagar. Chennai - 600 040.

May 5, 2000

In continuation of your application dated 26-04-2000 and the interview held by the Board on 05-05-2000, the Malankara Syrian Catholic Trust is pleased to appoint you as a Lecturer in the Department of Electronics Science on the following terms and conditions.

1. You will be on probation for a period of one year from the date of appointment, which may be dispensed with or extended at the discretion of the Management.
2. You shall be considered for regular appointment on satisfactory completion of the probationary period.
3. During the period of employment you shall diligently and faithfully carryout all instructions given to you by the superiors from time to time.
4. In case you wish to resign from the service of the College, you are required to give one / two months notice, as the case may be.

For the Malankara Syrian Catholic Trust


SECRETARY.

Please sign and return the copy of this letter, in token of your having accepted the above terms and conditions of appointment and you are required to submit two attested copies of your qualifying certificates - UG, PG and others, by 3:00 pm Saturday, 13-05-2000.

V. Savithri

13/5/2000

Accepted the
Appointment order.



MAR GREGORIOS COLLEGE

Block No. 8, Mogappair West, Chennai - 600 058. India.

Date :

23-05-2002.

Ms. S. Fabbiyola
No.15, 7th Street
E.V.R Nagammai Nagar
Railway Carshed Complex
Avadi,
Chennai-600 109.

Dear Ms. S. Fabbiyola

In continuation of your application dated 08-05-2002, and the interview held by the Board constituted for the purpose on 21-05-2002, the Malankara Syrian Catholic Trust is pleased to appoint you as a Lecturer in the Department of Electronics Science in the college on the following conditions:

1. You will be on probation up to the end of two full academic years from the date of appointment.
2. You shall be considered for regular appointment on satisfactory completion of the probation period.
3. During the period of employment you shall diligently and faithfully carryout all instructions given to you by the superiors from time to time
4. In case you wish to resign from the service of the College, you are required to give two months notice.
5. Kindly produce your original PG Degree and two attested copies of the same
6. Kindly give the acceptance letter and the joining report.

For the Malankara Syrian Catholic Trust

Secretary.

Received the copy on
7/6/2002



Phone : 044-6258178

MAR GREGORIOS COLLEGE

Block No.8, Mogappair West, Chennai - 600 058. India.

Date
10-06-04


Mrs. S. Shantha
No. 5, Nelson Street
Venkateswara Nagar
Ambattur, Chennai-53

Dear Mrs. S. Shantha

In continuation of your application dated 23-04-04, and the interview held by the Board constituted for the purpose on 27-04-2004, the Malankara Syrian Catholic Trust is pleased to appoint you as a Lecturer in the Department of Electronics Science in the College on the following conditions:

1. You will be on probation up to the end of two full academic years from the date of appointment.
2. You shall be considered for regular appointment on satisfactory completion of the probation period.
3. During the period of employment you shall diligently and faithfully carryout all instructions given to you by the superiors from time to time.
4. In case you wish to resign from the service of the College, you are required to give two months notice.
5. Kindly produce your original PG Degree and two attested copies of the same
6. Kindly give the acceptance letter and the joining report.

For the Malankara Syrian Catholic Trust


Secretary.

Principal
MAR GREGORIOS COLLEGE
CHENNAI - 600 037

Received the copy
S. Shantha
23/6/04
(S. SHANTHA)



Mar Gregorios College of Arts & Science

Approved by the Govt. of Tamil Nadu and Affiliated to the University of Madras

ISO 9001 : 2015 Certified Institution

05.12.2019

Fr. Philip Pulipra
Secretary

Ref.No.MGC/STAFFAPPOINT./2019-20/77

Ms. M. Sathiya
16/49 Valluvar Road, Arumbakkam
Chennai-600106

Dear Ms. M. Sathiya

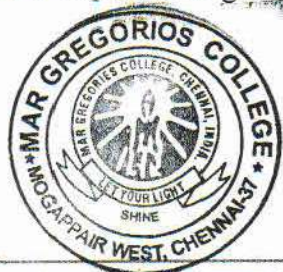
With reference to your application dated 20th November 2019, and the interview held on 22nd November 2019 Management is pleased to appoint you as an Assistant Professor in the Department of Electronics and Communication Science for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
- Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- You are required to carry out any additional responsibilities assigned by the management from time to time.
- Discipline and academic excellence are the two eyes of the College.
- You are expected to uphold all the traditions of the College.
- Your teaching position is subject to transfer between Shift I and Shift II depending upon need at any given point of time.
- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.
- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust


Secretary

MAR GREGORIOS COLLEGE
CHENNAI - 600 037



Received Appointment letter
M. Sathiya
5/12/2019

Block No.8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

Website : www.margregorioscollege.net E-mail : margregorioscollege@gmail.com

M G College



Phone : 044-6258178

MAR GREGORIOS COLLEGE

Block No. 8, Mogappair West, Chennai-600 058, India.

Ref :

Date :

Mrs. T.N. Rckha
D-1/5, Goodwill Apartments,
Mogappair West, Chennai - 600 058.

11 July 2000

In continuation of your application dated 20-06-2000 and interview held by the Board on 09-07-2000. The Malankara Syrian Catholic Trust is pleased to appoint you as a Lecturer in the Department of Mathematics on the following terms and conditions.

1. You will be on probation for a period of one year from the date of appointment, which may be dispensed with or extended at the discretion of the Management.
2. You shall be considered for regular appointment on satisfactory completion of the probationary period.
3. During the period of employment you shall diligently and faithfully carryout all instructions given to you by the superiors from time to time.
4. In case you wish to resign from the service of the college, you are required to give one / two months notice, as the case may be.

For the Malankara Syrian Catholic Trust

SECRETARY

Please sign and return the copy of this letter, in token of your having accepted the above terms and conditions of appointment and you are required to submit two attested copies of your qualifying certificates - UG, PG and others.



Mar Gregorios College of Arts & Science

(Approved by the GOVT. OF TAMIL NADU and affiliated to the UNIVERSITY OF MADRAS)

Block No.8, Mogappair West, Chennai - 600 037, India.

Phone : 044 - 2653 3140, 2653 0978

Home Page : www.margregorioscollege.net

05-10-2009

Ms. Arockiya Princey
47/103, Venkatathiri Street
Korapet
Chennai - 600 012

Madam,

Sub: Establishment – Appointment of **Lecturer in Mathematics on Probationary basis** for the academic year **2009-2010** from 05-10-2009 to 30-04-2010 – order Issued.

In continuation of your application dated 01-10-2009, and the interview held by the Board constituted for the purpose on 01-10-2009, the Malankara Syrian Catholic Trust, a Christian Minority Institution is pleased to appoint you as **Lecturer in the Department of Mathematics in Mar Gregorios College, Mogappair West, Chennai – 37** on probationary basis for the academic year 2009-2010 on the following conditions:

1. You shall conform to all the Rules and Regulations, Code of Conduct & Leave Rules of the College and obey all lawful orders that you may receive from the College authorities and the Management from time to time.
2. You shall not resign / leave the service before the expiry of the appointed period, as otherwise you shall be liable up to two months' salary in cash to the Management and you will not be entitled to receive further any privileges. To ensure this, you have agreed to deposit all your Original Qualification Degree Certificates in our safe custody until the expiry of the appointed term.
3. You shall devote your entire time to the work of the College as assigned to you and shall not engage yourself in any other work in an honorary or remunerative kind including examinership or tuitions without the permission of the management. You would have to take extra interest for the weaker students by conducting special coaching classes and programmes and thereby consider yourself responsible for producing cent percent passes in the subject taught by you.



Mar Gregorios College of Arts & Science

(Approved by the GOVT. OF TAMIL NADU and affiliated to the UNIVERSITY OF MADRAS)

Block No.8, Mogappair West, Chennai - 600 037. India.

Phone : 044 - 2653 3140, 2653 0978

Home Page : www.margregorioscollege.net

4. You shall maintain total discipline, co-ordination and harmonious relationship with one and all in the college campus.
5. You shall be present in the college during working hours of the college whether you have teaching work or not. You are expected to take full and effective part in such extracurricular activities of the college, as may be indicated by the management. Your Working Time will be **8.00 am to 1.30 pm**.
6. No member of the college staff shall address any communication to the college governing body or the University or any Media Organization except through the management.
7. You shall not work anywhere or even apply for any post without getting specific permission from the appointing authorities.
8. It may also be noted that availing of leave without proper sanction in advance, taking frequent or long leave or even late coming would be viewed seriously by the management. Two copies of appointment orders are enclosed herewith so as to enable you to resubmit the duplicate copy to the management after duly signed by you through the Principal of the college as token of your acceptance of the above said appointment.
9. You will be paid a consolidated salary of Rs. 7500/- per month.

For **MAR GREGORIOS COLLEGE**

Secretary.

Secretary
MAR GREGORIOS COLLEGE
Chennai - 600 037



MAR GREGORIOS COLLEGE OF ARTS & SCIENCE

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No.8, Mogappair West, Chennai-37

03-06-2010

Ms. R. Vasuki
41/3, Everest Colony
TNIB Flats, 10th Block,
Mogappair East, Chennai - 37

Sir,

Sub: Establishment – Appointment of **Lecturer in Mathematics on Probationary basis** for the academic year **2010-2011** from 03-06-2010 to 30-04-2011– order Issued.

In continuation of your application dated NIL, and the interview held by the Board constituted for the purpose on 31-05-2010, the Malankara Syrian Catholic Trust, a Christian Minority Institution is pleased to appoint you as **Shift I Lecturer in the Department of Mathematics in Mar Gregorios College, Mogappair West, Chennai – 37** on probationary basis for the academic year 2010-2011 on the following conditions:

1. You shall conform to all the Rules and Regulations, Code of Conduct & Leave Rules of the College and obey all lawful orders that you may receive from the College authorities and the Management from time to time. You shall not resign / leave the service before the expiry of the appointed period. To ensure this, you have agreed to deposit all your Original Qualification Degree Certificates in our safe custody until the expiry of the appointed term.
2. You shall devote your entire time to the work of the College as assigned to you and shall not engage yourself in any other work in an honorary or remunerative kind including examinership or tuitions without the permission of the management. You would have to take extra interest for the weaker students by conducting special coaching classes and programmes and thereby consider yourself responsible for producing cent percent passes in the subject taught by you.
3. You shall maintain total discipline, co-ordination and harmonious relationship with one and all in the college campus.
4. In addition to the above duties you will have to undertake additional jobs if any assigned to you by the Management.

Phone : +91-44-2653 3140, 2653 0978 Fax : +91-44-2653 0978

Website : <http://margregorioscollege.net> E-mail : enquiry@margregorioscollege.net, margregorioscollege@gmail.com



MAR GREGORIOS COLLEGE OF ARTS & SCIENCE

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No.8, Mogappair West, Chennai-37

04-07-2011

S.Kavitha
No.53, Metha Nagar
Aminjikarai
Chennai-49

Madam,

Sub: Establishment – Appointment of **Lecturer in Maths on Probationary** basis for the academic year **2011-2012** from 04-07-2011 to 30-04-2012 – order Issued.

In continuation of your application dated 27-04-2011, and the interview held by the Board constituted for the purpose on 01-07-2011, the Malankara Syrian Catholic Trust, a Christian Minority Institution is pleased to appoint you as **Lecturer in the Department of Mathematics in Mar Gregorios College, Mogappair West, Chennai – 37** on probationary basis for the academic year 2011-2012 on the following conditions:

1. You shall conform to all the Rules and Regulations, Code of Conduct & Leave Rules of the College and obey all lawful orders that you may receive from the College authorities and the Management from time to time.
2. You shall not resign / leave the service before the expiry of the appointed period, as otherwise you shall be liable up to two months' salary in cash to the Management and you will not be entitled to receive further any privileges. To ensure this, you have agreed to deposit all your Original Qualification Degree Certificates in our safe custody until the expiry of the appointed term.
3. You shall devote your entire time to the work of the College as assigned to you and shall not engage yourself in any other work in an honorary or remunerative kind including examinership or tuitions without the permission of the management. You would have to take extra interest for the weaker students by conducting special coaching classes and programmes and thereby consider yourself responsible for producing cent percent result in the subject taught by you.

Phone : +91-44-2653 3140, 2653 0978 Fax : +91-44-2653 0978

Website : <http://margregorioscollege.net> E-mail : enquiry@margregorioscollege.net, margregorioscollege@gmail.com




MAR GREGORIOS COLLEGE OF ARTS & SCIENCE

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No.8, Mogappair West, Chennai-37

4. You shall maintain total discipline, co-ordination and harmonious relationship with one and all in the college campus.
5. You shall be present in the college during working hours of the college whether you have teaching work or not. You are expected to take full and effective part in extracurricular activities of the college, as may be indicated by the management. Your Working Time will be **8.00 am to 1.30 pm.**
6. No member of the college staff shall address any communication to the college governing body or the University or any Media Organization except through the management.
7. You shall not work anywhere or even apply for any post without getting specific permission from the appointing authorities.
8. It may also be noted that availing of leave without proper sanction in advance, taking frequent or long leave or even late coming would be viewed seriously by the management. Two copies of appointment orders are enclosed herewith so as to enable you to resubmit the duplicate copy to the management after duly signed by you through the Principal of the college as token of your acceptance of the above said appointment.
9. You are requested to read & comply with the policies given in the manual & handbook.
10. You will be paid a consolidated salary of Rs. 9,000 /- Per month.

For MAR GREGORIOS COLLEGE


-Secretary.

Secretary
MAR GREGORIOS COLLEGE
Chennai - 600 037

Phone : +91-44-2653 3140, 2653 0978 Fax : +91-44-2653 0978

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MAR GREGORIOS COLLEGE OF ARTS & SCIENCE

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No.8, Mogappair West, Chennai-37

5-12-2011

PREMILA S.C
No. 7/521,
Mogappair West,
Chennai - 37.

Madam,

Sub: Establishment - Appointment of **Lecturer in department of MATHEMATICS on Probationary basis** for one year from 5-12-2011 - order Issued.

In continuation of your application dated 20-11-2011, and the interview held by the Board constituted for the purpose on 01-12-2011, the Malankara Syrian Catholic Trust, a Christian Minority Institution is pleased to appoint you as **Shift-II Lecturer in the Department of MATHEMATICS in Mar Gregorios College, Mogappair West, Chennai - 37** on probationary basis for One Year from 5-12-2011 on the following conditions:

1. You shall conform to all the Rules and Regulations, Code of Conduct & Leave Rules of the College and obey all lawful orders that you may receive from the College authorities and the Management from time to time.
2. You shall not resign / leave the service before the expiry of the appointed period, as otherwise you shall be liable up to two months' salary in cash to the Management and you will not be entitled to receive further any privileges. To ensure this, you have agreed to deposit all your Original Qualification Degree Certificates in our safe custody until the expiry of the appointed term.
3. You shall devote your entire time to the work of the College as assigned to you and shall not engage yourself in any other work in an honorary or remunerative kind including examinership or tuitions without the permission of the management. You would have to take extra interest for the weaker students by conducting special coaching classes and programmes and thereby consider yourself responsible for producing cent percent result in the subject taught by you.
4. You shall maintain total discipline, co-ordination and harmonious relationship with one and all in the college campus.

Received the order

*S.C. Premila
5/12/11*

5. You shall be present in the college during working hours of the college whether you have teaching work or not. You are expected to take full and effective part in extracurricular activities of the college, as may be indicated by the management. Your Working Time will be **1.00 to 5.30 pm**.
6. No member of the college staff shall address any communication to the college governing body or the University or any Media Organization except through the management.
7. You shall not work anywhere or even apply for any post without getting specific permission from the appointing authorities.
8. It may also be noted that availing of leave without proper sanction in advance, taking frequent or long leave or even late coming would be viewed seriously by the management. Two copies of appointment orders are enclosed herewith so as to enable you to resubmit the duplicate copy to the management after duly signed by you through the Principal of the college as token of your acceptance of the above said appointment.
9. You are requested to read & comply with the policies given in the manual & handbook.
10. You will be paid a consolidated salary of Rs. 10,000 /- Per month.

For **MAR GREGORIOS COLLEGE**

A handwritten signature in black ink, appearing to read 'Sathya', is written over a horizontal line. The signature is stylized and somewhat cursive.

Secretary.



Mar Gregorios College of Arts & Science

Approved by the Govt. of Tamil Nadu and Affiliated to the University of Madras
ISO 9001 : 2015 Certified Institution

10.05.2019

Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2019-20/38

Mr. G. John Thomas
10, Saraswathi st., Seetha Pattabhi Nagar, Ayappakkam, Ambattur, Chennai-600 077.

Dear Mr. G. John Thomas,

With reference to your application dated 16th April 2019, and the interview held on 22nd April 2019 Management is pleased to appoint you as an Assistant Professor in the Department of Visual Communication, for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
- Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
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- You are expected to uphold all the traditions of the College.
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- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.
- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust

Secretary

MAR GREGORIOS COLLEGE
CHENNAI - 600 037



Block No.8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

Website : www.margregorioscollege.net E-mail : margregorioscollege@gmail.com



Mar Gregorios College of Arts & Science

Approved by Govt. of Tamil Nadu and Affiliated to University of Madras
ISO 9001 : 2008 Certified Institution

Fr.Sabu M. George Maruthoor
Secretary
Ref.No.MGC/STAFFAPPOINT./2017/33

05.06.2017

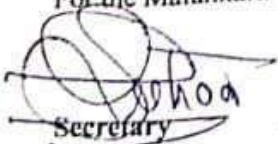
Ms.D.Kalaiyarasi
C7 VJ Flat, Paari Nagar,
1st Street, Ambattur, Chennai-600053.

Dear Ms.D.Kalaiyarasi

With reference to your application dated 31 March 2017, and the interview held on 05th June 2017 Malankara Syrian Catholic Trust is pleased to appoint you as an Assistant Professor in the Department of Visual Communication, Shift I based on the recommendation of the Interview Board, with effect from 17th June 2017 on the following conditions;

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
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- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.

For the Malankara Syrian Catholic Trust


Secretary

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037

Block No. 8, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978
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Mar Gregorios College of Arts & Science

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Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2020-21/03

03.09.2020

Mr. Akshay Sidharth
C/O A.S. Chandrika, Andezhath House, Hashmi Nagar, Thalikulam,
Thrissur District, Kerala-680 569

Dear Mr. Akshay Sidharth,

With reference to your application dated 10th August 2020, and the interview held on 26th August 2020 Management is pleased to appoint you as an Assistant Professor in the Department of Visual Communication and will join the duty on 3rd September 2020 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

- You will be on probation for eleven months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
- Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
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- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.
- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust



Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037



Received
Appointment letter
3/09/2020



Mar Gregorios College of Arts & Science

(Approved by the Government of Tamil Nadu and affiliated to the University of Madras)
ISO 9001 : 2015 Certified Institution.

Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2020-21/12

10.11.2020

Ms. J. Subashree
No. 10/48, Annamalai nagar, 3rd street, West Mambalam, Chennai-600 033.

Dear Ms. J. Subashree,

With reference to your application dated 21st September 2020, and the interview held on 22nd September 2020 Management is pleased to appoint you as an Assistant Professor in the Department of Visual Communication and will join the duty on 10th November 2020 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

- You will be on probation for eleven months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
- Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
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- You are expected to uphold all the traditions of the College.
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- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.
- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust


Secretary



Received.
Appointment letter
J. Subashree
10/11/2020

Secretary
MAR GREGORIOS COLLEGE OF ARTS & SCIENCE
Block No.8, College Road, Mogappair West, Chennai - 600 037. Phone: +91-44-2653 0976, 2653 3140, 9176734020

Website : www.mgcochennai.ac.in e-mail : mail@mgcochennai.ac.in

MGC

Let Your Light Shine



Mar Gregorios College

(Approved by the Govt. of Tamil Nadu and affiliated to the University of Madras)
Block No. 8, Mogappair West - J.J. Nagar West, Chennai-600 037, India
Phone : 044-26533140, 2653 0978.
Home Page : www.margregorioscollege.net

22-06-2007

Mrs. Indumathy Srinivasan
A-7, II Floor,
Aishwaryam, Phase - III
4th Main Road, Nolambur
Mogappair West
Chennai - 600 095

Dear Mrs. Indumathy Srinivasan,

In continuation of your application dated 04-06-2007, and the interview held by the Board constituted for the purpose on 21-06-07, the Malankara Syrian Catholic Trust is pleased to appoint you as a Lecturer in the Department of English in the College on the following conditions.

1. You will be on probation up to the end of one full academic year from the date of appointment.
2. You shall be considered for regular appointment on satisfactory completion of the probation period.
3. During the period of employment you shall diligently and faithfully carryout all instructions given to you by the superiors from time to time.
4. You should promise that you will not leave the service within the academic year.
5. Kindly produce your original PG Degree and two attested copies of the same.
6. Kindly give the acceptance letter and the joining report.
7. In case you wish to resign from the service of the College, You are required to give two months notice.

For the Malankara Syrian Catholic Trust

Secretary.



MAR GREGORIOS COLLEGE OF ARTS & SCIENCE

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No.8, Mogappair West, Chennai-37

03-06-2010

Ms. Fennila James
C1-H Block
Sri Devi Appartments
364/1 Church Road
Mogappair East, Chennai - 37

Madam,

Sub: Establishment – Appointment of **Lecturer in English on Probationary basis** for the academic year **2010-2011** from 03-06-2010 to 30-04-2011– order Issued.

In continuation of your application dated 31-05-2010, and the interview held by the Board constituted for the purpose on 31-05-2010, the Malankara Syrian Catholic Trust, a Christian Minority Institution is pleased to appoint you as **Shift II Lecturer in the Department of English in Mar Gregorios College, Mogappair West, Chennai – 37** on probationary basis for the academic year 2010-2011 on the following conditions:

1. You shall conform to all the Rules and Regulations, Code of Conduct & Leave Rules of the College and obey all lawful orders that you may receive from the College authorities and the Management from time to time. You shall not resign / leave the service before the expiry of the appointed period. To ensure this, you have agreed to deposit all your Original Qualification Degree Certificates in our safe custody until the expiry of the appointed term.
2. You shall devote your entire time to the work of the College as assigned to you and shall not engage yourself in any other work in an honorary or remunerative kind including examinership or tuitions without the permission of the management. You would have to take extra interest for the weaker students by conducting special coaching classes and programmes and thereby consider yourself responsible for producing cent percent passes in the subject taught by you.
3. You shall maintain total discipline, co-ordination and harmonious relationship with one and all in the college campus.
4. In addition to the above duties you will have to undertake additional jobs if any assigned to you by the Management.

Phone : +91-44-2653 3140, 2653 0978 Fax : +91-44-2653 0978

Website : <http://margregorioscollege.net> E-mail : enquiry@margregorioscollege.net, margregorioscollege@gmail.com



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)
Block No. 8, Mogappair West, Chennai - 600,037.

16.06.2014

Fr.Sabu M. George Maruthoor,
Secretary

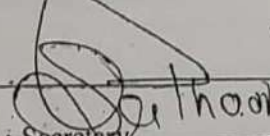
Mrs.G.PRADHA
No.93A G1, VGN Platina,
Thiruverkadu Main Road,
Ayapakkam, Ambattur, Ch-77.

Dear Mrs.G.PRADHA

In continuation of your application dated 14.06.2014, and the interview held by the Board constituted for the purpose on 14.05.2014, the Malankara Syrian Catholic Trust is pleased to appoint you as Assistant Professor in the Department of English, with effect from 16th June 2014 on the following conditions;

- 1 You will be on probation for Twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment on satisfactory completion of the probation period.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 Kindly produce your original PG certificates and two attested copies of the same.
- 5 Provident Fund (PF) & ESIC Account will be open from the date of joining in duty. The subscription will be deducted as per the government norms.
- 6 Kindly give the acceptance letter and the joining report.
- 7 You should serve in this college for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give three months notice or three months pay to avoid academic disturbance during that semester.

For the Malankara Syrian Catholic Trust


Secretary

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037

Received original
Mrs. Pradha
23/6/14

Phone : +91-44-2653 3140, 2653 0978 Fax : +91-44-2653 0978 Website : <http://margregorioscollege.net>
E-mail : enquiry@margregorioscollege.net, margregorioscollege@gmail.com

M.G. College



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No. 8, Mogappair West, Chennai - 600 037.

Fr.Sabu M. George Maruthoor,

28.03.2015

Secretary

Ms.R.UMAMAHESWARI

21, 11th Street, Padi Pudur Nagar,
Mogappair East, Chennai -37.

Dear Ms.R.UMAMAHESWARI

In continuation of your application dated 13.03.2015, and the interview held by the Board constituted for the purpose on 27.03.2015, the Malankara Syrian Catholic Trust is pleased to appoint you as Assistant Professor in the Department of English, with effect from 2nd June 2015 on the following conditions;

- 1 You will be on probation for Twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment on satisfactory completion of the probation period.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 Kindly produce your original PG certificates and two attested copies of the same.
- 5 Provident Fund (PF) & ESIC Account will be open from the date of joining in duty. The subscription will be deducted as per the government norms.
- 6 Kindly give the acceptance letter and the joining report.
- 7 You should serve in this college for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give three months notice or three months pay to avoid academic disturbance during that semester.

For the Malankara Syrian Catholic Trust

Secretary,

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No. 8, Mogappair West, Chennai - 600 037.

Fr.Sabu M. George Maruthoor,
Secretary

18.12.2015

Ms. Janani.J

Vani Veni Women's Hostel

Varadharajapuram

Ambattur

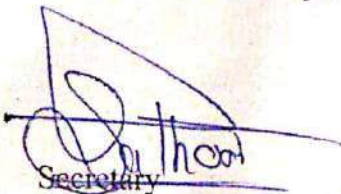
Chennai - 600053.

Dear Ms. Janani,

In continuation of your application dated 16.12.2015, and the interview held by the Board constituted for the purpose on 17.12.2015, the Malankara Syrian Catholic Trust is pleased to appoint you as Assistant Professor in the Department of English, with effect from 04th January 2016 on the following conditions;

- 1 You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment on satisfactory completion of the probation period.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 Kindly produce your original UG/PG/SET certificates.
- 5 Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- 6 Kindly give the acceptance letter and the joining report.
- 7 You are required to carry out any additional responsibilities assigned by the management from time to time.

For the Malankara Syrian Catholic Trust


Secretary

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037

Phone : +91-44-2653 3140, 2653 0978 Fax : +91-44-2653 0978 Website : <http://margregorioscollege.net>

E-mail : enquiry@margregorioscollege.net, margregorioscollege@gmail.com



Scanned with
M. G. College



Mar Gregorios College of Arts & Science

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Fr.Sabu M. George Maruthoor
Secretary

19.06.2017

Ref.No.MGC/STAFFAPPOINT./2017/47


Ms. E.Felicit Beneta
5/53, Mogappair west,
Chennai-600 037.

Dear Ms. E.Felicit Beneta

With reference to your application dated 19 June 2017, and the interview held on 19th June 2017 Malankara Syrian Catholic Trust is pleased to appoint you as an Assistant Professor in the Department of English, Shift I based on the recommendation of the Interview Board, with effect from 20th June 2017 on the following conditions;


- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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For the Malankara Syrian Catholic Trust


Secretary

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037

Received the appointment order.


19/6/2017

Block No. 8, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

Website : <http://margregorioscollege.net> E-mail : margregorioscollege@gmail.com



Mar Gregorios College of Arts & Science

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Fr. Philip Pulipra
Secretary

23.02.2018

Ref.No.MGC/STAFFAPPOINT./2018-19/8

Ms. Habeebunisa Begum.S
No: 426/3, 11th Street, South Colony,
i.C.F., Chennai -600038.


Dear Ms. Habeebunisa Begum.S,

With reference to your application dated 17th February 2018, and the interview held on 23rd February 2018 Malankara Syrian Catholic Trust is pleased to appoint you as an Assistant Professor in the Department of English, for the Academic Year 2018-2019 based on the recommendation of the Interview Board.

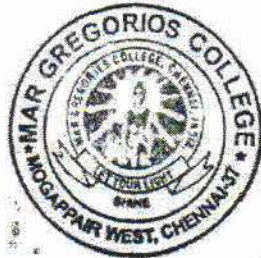
- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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23-02-2018

For the Malankara Syrian Catholic Trust


Secretary

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037



I received my
appointment order
and enclosed TNSET,
Provisional of M.A.,
certificate and 4
Semester marksheets of
M.A. (originals)

Block No.8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

Website : www.margregorioscollege.net E-mail : margregorioscollege@gmail.com

M.G. College

S. Habeebunisa Begum



Mar Gregorios College of Arts & Science

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ISO 9001 : 2015 Certified Institution

Fr. Philip Pulipra

15.10.2020

Secretary

Ref.No.MGC/STAFFAPPOINT./2020-21/13

Ms. Britto Jenobia

2/594, Main Road, Kovandakurichy,

Lalgudi (TK), Trichy-621711.

Dear Ms. Britto Jenobia,

With reference to your application dated 25th September 2020, and the interview held on 09th October 2020 Management is pleased to appoint you as an Assistant Professor in the Department of English and will join the duty on 9th November 2020 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

- You will be on probation for eleven months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust

Secretary

Secretary

MAR GREGORIOS COLLEGE

CHENNAI - 600 037

Block No.8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 0978, 2653 3140, 9176734020

Website : www.mgchennai.ac.in e-mail : mail@mgcchennai.ac.in





Mar Gregorios College of Arts & Science

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Fr. Philip Pulipra
Secretary

23.02.2018

Ref.No.MGC/STAFFAPPOINT./2018-19/9


Ms. Lekha.P
House No: 31,
37th Street, GKM Colony
Chennai -600082

Dear Ms. Lekha.P,

With reference to your application dated 17th February 2018, and the interview held on 23rd February 2018 Malankara Syrian Catholic Trust is pleased to appoint you as an Assistant Professor in the Department of English, for the Academic Year 2018-2019 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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For the Malankara Syrian Catholic Trust


Secretary

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037



I reviewed my
appointment order
on 23/02/2018
P. Lekha.P



Mar Gregorios College of Arts & Science

Approved by the Govt. of Tamil Nadu and Affiliated to the University of Madras
ISO 9001 : 2015-Certified Institution

Fr. Philip Pulipra
Secretary

17.06.2019

Ref.No.MGC/STAFFAPPOINT./2019-20/66

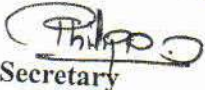
Ms. M. Vijaya Nanthini
105, 1B, Optima Upgrade Apartments, Palaripattu,
Ashok Niranjan Nagar, Avadi, Chennai - 600071.

Dear Ms. M. Vijaya Nanthini,

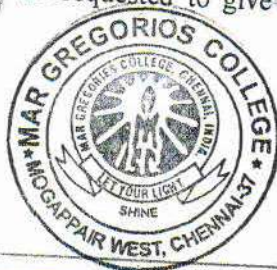
With reference to your application dated 10th June 2019, and the interview held on 17th June 2019 Management is pleased to appoint you as an Assistant Professor in the Department of English, for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
- Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- You are required to carry out any additional responsibilities assigned by the management from time to time.
- Discipline and academic excellence are the two eyes of the College.
- You are expected to uphold all the traditions of the College.
- Your teaching position is subject to transfer between Shift I and Shift II depending upon need at any given point of time.
- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.
- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust


Secretary

Secretary
MARGREGORIOS COLLEGE



Received
Appointment letter
17/6/19

Service

Block No.8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978
Website : www.margregorioscollege.net E-mail : margregorioscollege@gmail.com

M G College



Mar Gregorios College of Arts & Science

Approved by the Govt. of Tamil Nadu and Affiliated to the University of Madras
ISO 9001 : 2015 Certified Institution

Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2020-21/17

25.01.2021

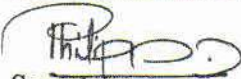
Ms. Sandhya. M
No: 97/120, Bajana Kovil Street, Padi, Chennai 600050

Ms. Sandhya. M,

With reference to your application dated 6th January 2021, and the interview held on 11th January 2021 Management is pleased to appoint you as an Assistant Professor in the Department of English and will join the duty on 25.01.2021 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

- You will be on probation for eleven months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust


Secretary



Received appointment
letter

M. Sandhya
25/01/2021.

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037

Block No.8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

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M G College



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19.06.2019

Fr. Philip Pulipra

Secretary

Ref.No.MGC/STAFFAPPOINT./2019-20/65

Mr. K. Prabu

No.45, Pandiyan Nagar, Kovarthinagiri,
Avadi, Chennai -71.

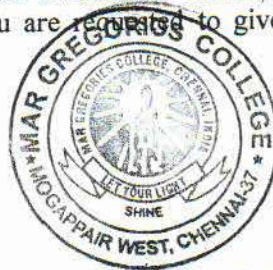
Dear Mr. K. Prabu,

With reference to your application dated 05th June 2019, and the interview held on 19th June 2019 Management is pleased to appoint you as an Assistant Professor in the Department of English, for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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For the Malankara Syrian Catholic Trust


Secretary



Received appointment
letter
K. J. P.
19/6/19

Secretary

MAR GREGORIOS COLLEGE
CHENNAI

Block No. 67, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

Website : www.margregorioscollege.net E-mail : margregorioscollege@gmail.com

M G College



Mar Gregorios College of Arts & Science

(Approved by the GOVT. OF TAMIL NADU and affiliated to the UNIVERSITY OF MADRAS)

Block No.8, Mogappair West, Chennai - 600 037. India.

Phone : 044 - 2653 3140, 2653 0978

Home Page : www.margregorioscollege.net

06-04-2009

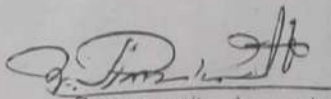
Ms. K. Subashini
A3/4, Tri Star Residency
Eri Scheme, Mogappair West
Chennai - 600 037

Dear Ms. K. Subashini,

In continuation of your application dated NIL, and the interview held by the Board constituted for the purpose on 01-04-2009, the Malankara Syrian Catholic Trust is pleased to appoint you as a Lecturer in the Department of English in the College on the following conditions.

1. You will be on probation up to the end of one full academic year from the date of appointment.
2. You shall be considered for regular appointment on satisfactory completion of the probation period.
3. During the period of employment you shall diligently and faithfully carryout all instructions given to you by the superiors from time to time.
4. In case you wish to resign from the service of the College, You are required to give two months notice.
5. Kindly produce your original PG Degree, all your Higher Degree Certificates and two attested copies of the same.
6. Kindly give the acceptance letter and the joining report.

For the Malankara Syrian Catholic Trust


Secretary.

Received a copy of
appointment order

K. Subashini

6/4/09



Mar Gregorios College of Arts & Science

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ISO 9001 : 2008 Certified Institution

Fr.Sabu M. George Maruthoor
Secretary
Ref.No.MGC/STAFFAPPOINT./2017/38

12.05.2017

Ms. P. Femina
I S1 VGN Platina Ambigai Nagar
Ayappakkam,
Chennai-600077

Dear Ms. P.Femina

With reference to your application dated 31 March 2017, and the interview held on 10th April 2017 Malankara Syrian Catholic Trust is pleased to appoint you as an Assistant Professor in the Department of English, Shift II based on the recommendation of the Interview Board, with effect from 17th June 2017 on the following conditions:

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.

For the Malankara Syrian Catholic Trust

Secretary

Secretary

MAR GREGORIOS COLLEGE

CHENNAI 600 037

Block No. 8, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

Website : <http://margregorioscollege.net> E-mail : margregorioscollege@gmail.com

*I have received my appointment
order.*
pf
29/5/17



Mar Gregorios College

Block No.8, Mogappair West, Madras - 600 058. India.
Phone : 044-6258178

Date :

Ref :

June 24, 1998

From
The Secretary
Mar Gregorios College.

Ms. Prema,

The Malankara Syrian Catholic Trust is pleased with, in selecting you as a lecturer in the Department of Tamil, from the interview conducted by an expert panel at 3 pm on Tuesday 23rd June 1998. You are hereby appointed as a lecturer in the Tamil Department of Mar Gregorios College, Mogappair, Chennai - 600 058 on a probation for a period of one year. Please submit your willingness to join the college when the classes begin for the first year, submitting your original certificates.


Fr. George Charuvilla

SECRETARY

To
Ms. Prema
1st Street
Karamambakkam, Porur
Chennai - 600 118.

*Received the copy
T. Prema*



Mar Gregorios College

(Approved by the Govt. of Tamil Nadu and affiliated to the University of Madras)
Block No. 8, Mogappair West - J.J. Nagar West, Chennai-600 037. India.
Phone : 044-26533140, 2653 0978.
Home Page : www.margregorioscollege.net

02-01-2008

Ms. D. Jemila
7B, Pink Avenue
Officer's Colony
Mogappair, Chennai

Dear Ms. D. Jemila,

In continuation of your application dated 04-12-2008, and the interview held by the Board constituted for the purpose on 02-01-2008, the Malankara Syrian Catholic Trust is pleased to appoint you as a Lecturer in the Department of Tamil in the College on the following conditions.

1. You will be on probation up to the end of one full academic year from the date of appointment.
2. You shall be considered for regular appointment on satisfactory completion of the probation period.
3. During the period of employment you shall diligently and faithfully carryout all instructions given to you by the superiors from time to time.
4. You should promise that you will not leave the service within the academic year.
5. Kindly produce your original PG Degree and two attested copies of the same.
6. Kindly give the acceptance letter and the joining report.
7. In case you wish to resign from the service of the College, You are required to give two months notice.

For the Malankara Syrian Catholic Trust

Secretary.



Mar Gregorios College of Arts & Science

(Approved by the GOVT. OF TAMIL NADU and affiliated to the UNIVERSITY OF MADRAS)

Block No.8, Mogappair West, Chennai - 600 037. India.

Phone : 044 - 2653 3140, 2653 0978

Home Page : www.margregorioscollege.net

06-04-2009

Mr. C.Devaraj
No.17, Kamar Street,
Old Pallavaram,
Chennai - 600 117.

Dear Mr. C.Devaraj,

In continuation of your application dated 01-04-2009, and the interview held by the Board constituted for the purpose on 01-04-2009, the Malankara Syrian Catholic Trust is pleased to appoint you as a Lecturer in the Department of Tamil in the College on the following conditions.

1. You will be on probation up to the end of one full academic year from the date of appointment.
2. You shall be considered for regular appointment on satisfactory completion of the probation period.
3. During the period of employment you shall diligently and faithfully carryout all instructions given to you by the superiors from time to time.
4. In case you wish to resign from the service of the College, You are required to give two months notice.
5. Kindly produce your original PG Degree, all your Higher Degree Certificates and two attested copies of the same.
6. Kindly give the acceptance letter and the joining report.

For the Malankara Syrian Catholic Trust



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No. 8, Mogappair West, Chennai - 600 037.

Fr.Sabu M. George Maruthoor,
Secretary

16.04.2014

Dr.A.KANNAKI

No.2, G:2, Swatham Flats,

Jothi Nagar Vaigai Street,

Annanur, Chennai - 62.

Dear Dr.A.KANNAKI

Your application in response to our advertisement in The Hindu on 2nd March 2014, and the interview held by the Board constituted for the purpose on 10.04.2014, the Malankara Syrian Catholic Trust is pleased to appoint you as Assistant Professor in the Department of Tamil, (Shift - I) with effect from 02nd June 2014 on the following conditions;

- 1 You will be on probation for Twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment on satisfactory completion of the probation period.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 Kindly produce your original PG certificates and two attested copies of the same.
- 5 Provident Fund (PF) & ESIC Account will be open from the date of joining in duty. The subscription will be deducted as per the government norms.
- 6 Kindly give the acceptance letter and the joining report.
- 7 You should serve in this college for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give three months notice or three months pay to avoid academic disturbance during that semester.

For the Malankara Syrian Catholic Trust

Secretary,

Through Principal

Principal

MAR GREGORIOS COLLEGE
Chennai - 600 037.

Received original
copies
22/4/14



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No. 8, Mogappair West, Chennai - 600 037.

Annexure IV

Fr. Sabu M. George Maruthoor,

Secretary

28.03.2015

Dr. M. C. ELUMALAI


5/340.A. Ganapathy Street,
Prakash Nagar, 1st Cross Street,
Thiruninravur, 602024.

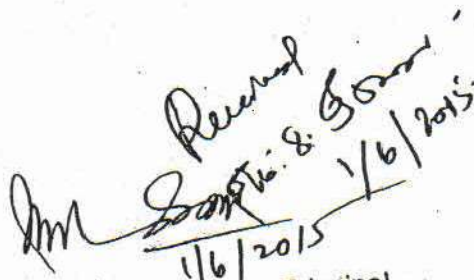
Dear Dr. M. C. ELUMALAI

In continuation of your application dated 13.03.2015, and the interview held by the Board constituted for the purpose on 27.03.2015, the Malankara Syrian Catholic Trust is pleased to appoint you as Assistant Professor in the Department of Tamil, with effect from 1st June 2015 on the following conditions;

- 1 You will be on probation for Twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment on satisfactory completion of the probation period.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 Kindly produce your original PG certificates and two attested copies of the same.
- 5 Provident Fund (PF) & ESIC Account will be open from the date of joining in duty. The subscription will be deducted as per the government norms.
- 6 Kindly give the acceptance letter and the joining report.
- 7 You should serve in this college for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give three months notice or three months pay to avoid academic disturbance during that semester.

For the Malankara Syrian Catholic Trust


Secretary,


1/6/2015

Principal
MAR GREGORIOS COLLEGE
Chennai - 600 037.

Phone : +91-44-2653 3140, 2653 0978 Fax : +91-44-2653 0978 Website : <http://margregorioscollege.net>
E-mail : enquiry@margregorioscollege.net, margregorioscollege@gmail.com





Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)
Block No. 8, Mogappair West, Chennai - 600 037.

Fr.Sabu M. George Maruthoor,

Secretary

28.03.2015

Mr.C.MAGENDIRAN

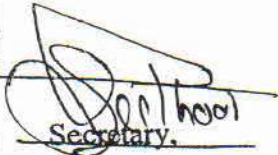
No.20/58, Abirami Nagar,
1st Street, Thiruverkadu,
Chennai - 600 077.

Dear Mr.C.MAGENDIRAN

In continuation of your application dated 19.03.2015, and the interview held by the Board constituted for the purpose on 27.03.2015, the Malankara Syrian Catholic Trust is pleased to appoint you as Assistant Professor in the Department of Tamil, with effect from 1st June 2015 on the following conditions;

- 1 You will be on probation for Twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment on satisfactory completion of the probation period.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 Kindly produce your original PG certificates and two attested copies of the same.
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- 6 Kindly give the acceptance letter and the joining report.
- 7 You should serve in this college for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give three months notice or three months pay to avoid academic disturbance during that semester.

For the Malankara Syrian Catholic Trust


Secretary.

Secretary
MAR GREGORIOS COLLEGE
MOGAPPAIR WEST - 600 037

Received
c. [Signature] 2/6/15



Mar Gregorios College of Arts & Science

(Approved by the GOVT. OF TAMIL NADU and affiliated to the UNIVERSITY OF MADRAS)

Block No.8, Mogappair West, Chennai - 600 037. India.

Phone : 044 - 2653 3140, 2653 0978

Home Page : www.margregorioscollege.net

06-04-2009

Mr. V. Iyappan
No. 3/790, Bajanai Koil Street
Madhanandapuram
Porur, Chennai - 600 116

Dear Mr. V. Iyappan,


In continuation of your application dated 01-04-2009, and the interview held by the Board constituted for the purpose on 01-04-2009, the Malankara Syrian Catholic Trust is pleased to appoint you as a Lecturer in the Department of Tamil in the College on the following conditions.

1. You will be on probation up to the end of one full academic year from the date of appointment.
2. You shall be considered for regular appointment on satisfactory completion of the probation period.
3. During the period of employment you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
4. In case you wish to resign from the service of the College, You are required to give two months notice.
5. Kindly produce your original PG Degree, all your Higher Degree Certificates and two attested copies of the same.
6. Kindly give the acceptance letter and the joining report.

For the Malankara Syrian Catholic Trust


Secretary.

Received the appointment
order


08/14/09.



Mar Gregorios College of Arts & Science

Approved by Govt. of Tamil Nadu and Affiliated to University of Madras
ISO 9001 : 2008 Certified Institution

Fr.Sabu M. George Maruthoor
Secretary
Ref.No.MGC/STAFFAPPOINT./2017/35

12.05.2017

Mr. K. Rajavelu
7/15 Purasaiwalkam,
Parathasarthy street,
Chennai-600007

Dear Mr.K.Rajavelu

With reference to your application dated 31 March 2017, and the interview held on 11th April 2017 Malankara Syrian Catholic Trust is pleased to appoint you as an Assistant Professor in the Department of Tamil, Shift I based on the recommendation of the Interview Board, with effect from 17th June 2017 on the following conditions;

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
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- You are expected to uphold all the traditions of the College.
- Your teaching position is subject to transfer between shift I and shift II depending upon need at any given point of time.
- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.

For the Malankara Syrian Catholic Trust

Secretary

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037

I have receiving appointment order

K. Rajavelu [K. RAJAVELU]
15/5/17

Block No. 8, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

Website : <http://margregorioscollege.net> E-mail : margregorioscollege@gmail.com



Mar Gregorios College of Arts & Science

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Fr.Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2018-19/5

19.03.2018

Ms. Frieda M
No. 920, 25th Cross Street,
T.P. Chathiram, Shenoy Nagar,
Chennai – 600 030.

Dear Ms. Frieda M,

With reference to your application dated 13th February 2018, and the interview held on 19th March 2018 Malankara Syrian Catholic Trust is pleased to appoint you as an Assistant Professor in the Department of Tamil, Shift I for the Academic Year 2018-2019 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.

For the Malankara Syrian Catholic Trust

Secretary

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037





Mar Gregorios College of Arts & Science

Approved by the Govt. of Tamil Nadu and Affiliated to the University of Madras
ISO 9001 : 2015 Certified Institution

Fr. Philip Pulipra

Secretary

Ref.No.MGC/STAFFAPPOINT./2019-20/68

24.06.2019

Mr. E. Gopal

No.9, Mettu Street, Pathirapuliyur,
Villuppuram-604 304.

Dear Mr. E. Gopal,

With reference to your application dated 10th June 2019, and the interview held on 24th June 2019 Management is pleased to appoint you as an Assistant Professor in the Department of Tamil, for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

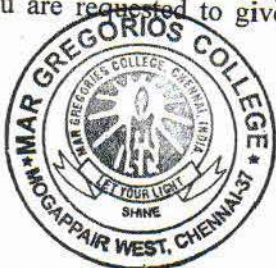
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For the Malankara Syrian Catholic Trust



Secretary

Secretary



I Received

the Appointment Letter

24/06/19



MAR GREGORIOS COLLEGE
CHENNAI - 600 037

Block No.8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

Website : www.margregorioscollege.net E-mail : margregorioscollege@gmail.com

Mg College



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No. 8, Mogappair West, Chennai - 600 037.

Fr. Sabu M. George Maruthoor
Secretary

Ref.No.MGC/STAFFAPPOINT./2016/20

Mr. M. Arunagiri
152, Mowlana Illam, Poniamman Koil Street,
Kuntrathur
Chennai - 600 069.

08.07.2016

Dear Mr. M. Arunagiri,

With reference to the interview held on 05.07.2016, the Malankara Syrian Catholic Trust is pleased to appoint you as Assistant Professor in the Department of Tamil, based on the recommendation of the Interview Board, with effect from 11th July 2016 on the following conditions;

- 1 You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 You shall produce your original UG/PG/SET/NET/M. Phil/Ph. D certificates.
- 5 Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- 6 You shall submit a letter of acceptance and submit also a joining report at the time of joining the service of the College.
- 7 You are required to carry out any additional responsibilities assigned by the management from time to time.
- 8 Discipline and academic excellence are the two eyes of the College.

For the Malankara Syrian Catholic Trust

Secretary

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037

Phone : +91-44-2653 3140, 2653 0978 Fax : +91-44-2653 0978 Website : <http://margregorioscollege.net>

E-mail : enquiry@margregorioscollege.net, margregorioscollege@gmail.com



Mar Gregorios College of Arts & Science

Approved by the Govt. of Tamil Nadu and Affiliated to the University of Madras
ISO 9001 : 2015 Certified Institution

12.04.2019

Fr. Philip Pulipra

Secretary

Ref.No.MGC/STAFFAPPOINT./2019-20/42

Dr. S. Ambigavathy

17/1A, Pullani Amman Kovil Street, Lakshmipuram, Kenikarai (via), Ramanathapuram.

Dear Dr. S. Ambigavathy,

With reference to your application dated 21st February 2019, and the interview held on 12th April 2019 Management is pleased to appoint you as an Assistant Professor in the Department of Tamil, for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust



Secretary

MAR GREGORIOS COLLEGE
CHENNAI - 600 037



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Fr. Philip Pulipra
Secretary

12.04.2019

Ref.No.MGC/STAFFAPPOINT./2019-20/36

Dr. N. Kalaiyarasi
No. 20/34, 13th Street, Padi Pudhunagar,
Anna Nagar West Extn., Chennai – 600 101.

Dear Dr. N. Kalaiyarasi,

With reference to your application dated 19th February 2019, and the interview held on 12th April 2019 Management is pleased to appoint you as an Assistant Professor in the Department of Tamil, for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
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For the Malankara Syrian Catholic Trust

Secretary

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037



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M G College



Mar Gregorios College of Arts & Science

(Approved by the Government of Tamil Nadu and affiliated to the University of Madras)
ISO 9001 : 2015 Certified Institution

Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2020-21/02

01.09.2020

Mr. Chinna Srinivasan
Plot No.11 & 12, Sarva Ishwarayam Flats, F4 First Floor, Sai Ram Avenue 1st Street,
Valasaravakkam, Chennai – 600 087..

Dear Mr. Chinna Srinivasan,
With reference to your application dated 31st July 2020, and the interview held on 12th August 2020 Management is pleased to appoint you as an Assistant Professor in the Department of Tourism and Travel Management and will join the duty on 1st September 2020 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

- You will be on probation for eleven months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust


Secretary



Received Appointment
letter on 1/9/2020
Ch. Srinivasan

Secretary
MAR GREGORIOS COLLEGE
Block No.8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 0978, 2653 3140, 9176734020
CHENNAI - 600 037

Website : www.mgcochennai.ac.in e-mail : mail@mgcochennai.ac.in



MAR GREGORIOS COLLEGE OF ARTS & SCIENCE

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No.8, Mogappair West, Chennai-37

06-01-2011

Mr. R. Leonard Solomon
17/9, Palani Andavar Kovil Lane
Ayanavaram, Chennai – 600 023

Sir,

Sub: Establishment – Appointment of **Lecturer in Commerce on Probationary basis** for the academic year **2010-2011** from 06-01-2011 to 30-04-2011– order Issued.

In continuation of your application dated NIL, and the interview held by the Board constituted for the purpose on 05-01-2011, the Malankara Syrian Catholic Trust, a Christian Minority Institution is pleased to appoint you as **Shift I Lecturer in the Department of Commerce in Mar Gregorios College, Mogappair West, Chennai – 37** on probationary basis for the academic year 2010-2011 on the following conditions:

1. You shall conform to all the Rules and Regulations, Code of Conduct & Leave Rules of the College and obey all lawful orders that you may receive from the College authorities and the Management from time to time.
2. You shall not resign / leave the service before the expiry of the appointed period, as otherwise you shall be liable up to two months' salary in cash to the Management and you will not be entitled to receive further any privileges. To ensure this, you have agreed to deposit all your Original Qualification Degree Certificates in our safe custody until the expiry of the appointed term.
3. You shall devote your entire time to the work of the College as assigned to you and shall not engage yourself in any other work in an honorary or remunerative kind including examinership or tuitions without the permission of the management. You would have to take extra interest for the weaker students by conducting special coaching classes and programmes and thereby consider yourself responsible for producing cent percent passes in the subject taught by you.
4. You shall maintain total discipline, co-ordination and harmonious relationship with one and all in the college campus.
5. In addition to the above duties you will have to undertake additional jobs if any assigned to you by the Management

pg. 1

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Website : <http://margregorioscollege.net> E-mail : enquiry@margregorioscollege.net, margregorioscollege@gmail.com



MAR GREGORIOS COLLEGE OF ARTS & SCIENCE

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No.8, Mogappair West, Chennai-37

6. You shall be present in the college during working hours of the college whether you have teaching work or not. You are expected to take full and effective part in such extracurricular activities of the college, as may be indicated by the management. Your Working Time will be 8.00 am to 1.30 pm.
7. No member of the college staff shall address any communication to the college governing body or the University or any Media Organization except through the management.
8. You shall not work anywhere or even apply for any post without getting specific permission from the appointing authorities.
9. It may also be noted that availing of leave without proper sanction in advance, taking frequent or long leave or even late coming would be viewed seriously by the management. Two copies of appointment orders are enclosed herewith so as to enable you to resubmit the duplicate copy to the management after duly signed by you through the Principal of the college as token of your acceptance of the above said appointment.
10. You will be paid a consolidated salary of Rs. 8,500/- per month.

For MAR GREGORIOS COLLEGE

Secretary
MAR GREGORIOS COLLEGE
Chennai - 600 037

pg-2

Phone : +91-44-2653 3340, 2653 0978 Fax : +91-44-2653 0978

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Mar Gregorios College of Arts & Science

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Block No. 8, Mogappair West, Chennai - 600 037.

Fr. Sabu M. George Maruthoor,

Secretary

28.03.2015

Dr. BABITA PREM

F.No.A-10, Metro castle,

No.10, Jayam Street, Pameer Nagar,

Mogappair, Chennai - 600 037.

Dear Dr. BABITA PREM

In continuation of your application dated 18.03.2015, and the interview held by the Board constituted for the purpose on 27.03.2015, the Malankara Syrian Catholic Trust is pleased to appoint you as Assistant Professor in the Department of Business Administration, with effect from 2nd June 2015 on the following conditions;

- 1 You will be on probation for Twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment on satisfactory completion of the probation period.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 Kindly produce your original PG certificates and two attested copies of the same.
- 5 Provident Fund (PF) & ESIC Account will be open from the date of joining in duty. The subscription will be deducted as per the government norms.
- 6 Kindly give the acceptance letter and the joining report.
- 7 You should serve in this college for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give three months notice or three months pay to avoid academic disturbance during that semester.

For the Malankara Syrian Catholic Trust

Secretary

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)
Block No. 8, Mogappair West, Chennai - 600 037.

Fr.Sabu M. George Maruthoor
Secretary

Ref.No.MGC/STAFFAPPOINT./2016/03

30.04.2016

Mr. Josiah. H
86/145, Vellalar Street,
Mugappair West,
Chennai - 600037

Dear Mr. Josiah. H,

With reference to your application dated 30.03.2016, and the interview held on 21.04.2016, the Malankara Syrian Catholic Trust is pleased to appoint you as Assistant Professor in the Department of Business Administration, based on the recommendation of the Interview Board, with effect from 13th June 2016 on the following conditions;

- 1 You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
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For the Malankara Syrian Catholic Trust


Secretary



Mar Gregorios College of Arts & Science

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ISO 9001 : 2015 Certified Institution

Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2020-21/01

02.09.2020

Dr. Onyx Nathanael Nirmal Raj, S. S.
No.1 A, 8th street, Vaishnavi Nagar, Thirumullaivoyal, Chennai – 600 062.

Dear Dr. Onyx Nathanael Nirmal Raj, S. S.,
With reference to your application dated 31st July 2020, and the interview held on 10th August 2020 Management is pleased to appoint you as an Assistant Professor in the Department of Business Administration and will join the duty on 2nd September 2020 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust


Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037



I received the appointment letter

Dr. Onyx Nathanael Nirmal Raj, S. S.
21/9/2020



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)
Block No. 8, Mogappair West, Chennai - 600 037.

Fr.Sabu M. George Maruthoor,
Secretary

08.12.2014

Mr.D.KALAIARASAN


New No.13, Old No.6,
Shenoy Nagar,
First Park Main Road, Ch-30.

Dear Mr.D.KALAIARASAN

In continuation of your application dated 13.11.2014, and the interview held by the Board constituted for the purpose on 05.12.2014, the Malankara Syrian Catholic Trust is pleased to appoint you as Assistant Professor in the Department of Business Administration, with effect from 8th December 2014 on the following conditions;

- 1 You will be on probation for Twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment on satisfactory completion of the probation period.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 Kindly produce your original PG certificates and two attested copies of the same.
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- 6 Kindly give the acceptance letter and the joining report.
- 7 You should serve in this college for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give three months notice or three months pay to avoid academic disturbance during that semester.

For the Malankara Syrian Catholic Trust


Secretary,

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037

Received original copy
D. Kalog
10-12-2014



Mar Gregorios College of Arts & Science

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Fr. Philip Pulipra

Secretary

Ref.No.MGC/STAFFAPPOINT./2018-19/27

12.06.2018

Ms. Christina Febiula I M

Flat No. 211, II Floor, VNR Milford,
Millenium Town, Adyalampattu, Vanagaram,
Ambattur (post), Chennai – 600 095.

Dear Ms. Christina Febiula I M,

With reference to your application dated 16th February 2018, and the interview held on 12th June 2018 Malankara Syrian Catholic Trust is pleased to appoint you as an Assistant Professor in the Department of Business Administration, for the Academic Year 2018-2019 based on the recommendation of the interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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For the Malankara Syrian Catholic Trust

Secretary



Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 097



Mar Gregorios College of Arts & Science

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Fr. Philip Pulipra
Secretary

07.05.2019

Ref.No.MGC/STAFFAPPOINT./2019-20/45

Ms. K. Roselinmary
No. 18/22, Sundarar street, TMP nagar, Padi, Chennai-600050.

Dear Ms. K. Roselinmary,

With reference to your application dated 18th February 2019, and the interview held on 12th April 2019 Management is pleased to appoint you as an Assistant Professor in the Department of Business Administration, for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
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For the Malankara Syrian Catholic Trust



Secretary

MAR GREGORIOS COLLEGE
CHENNAI - 600 037



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Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2020-21/04

04.09.2020

Mr. Senthil Murugan. V
171/2, Golden Jubilee flats, Padi kuppam roads, Chennai-600 040.

Dear Mr. Senthil Murugan. V,

With reference to your application dated 10th August 2020, and the interview held on 21st August 2020 Management is pleased to appoint you as an Assistant Professor in the Department of Business Administration and will join the duty on 4th September 2020 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

- You will be on probation for eleven months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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For the Malankara Syrian Catholic Trust

Secretary
Secretary

MAR GREGORIOS COLLEGE
CHENNAI - 600 037



Received Appointment Order
04/09/2020
V. S. R. N. S.



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)
Block No. 8, Mogappair West, Chennai - 600 037.

Fr.Sabu M. George Maruthoor,

07.05.2015

Secretary

Mr.A.SAHAYA NIXON

29, Middle Street, Burkitmanagaram (post)

Palayamchethikulam,

Tirunelveli-627351.

Dear Mr.A.SAHAYA NIXON

In continuation of your application dated 18.03.2015, and the interview held by the Board constituted for the purpose on 27.03.2015, the Malankara Syrian Catholic Trust is pleased to appoint you as Assistant Professor in the Department of Business Administration, with effect from 1st June 2015 on the following conditions;

- 1 You will be on probation for Twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
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For the Malankara Syrian Catholic Trust


Secretary

Received
A. S. Nixon 02/06/2015



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10.12.2018

Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2018-19/35

Mr. Lakshmanan. D
Kottur (Village), Ankinayanapalli (post),
Bargur (Via), Krishnagiri (TK & DT),
Pin- 635104.

Dear Mr. Lakshmanan. D,

With reference to your application dated 19th November 2018, and the interview held on 10th December 2018 Malankara Syrian Catholic Trust is pleased to appoint you as an Assistant Professor in the Department of Commerce (Computer Application), for the Academic Year 2018-2019 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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For the Malankara Syrian Catholic Trust


Secretary
MARGREGORIOS COLLEGE
CHENNAI - 600 037



Block No.8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

Website : www.margregorioscollege.net E-mail : margregorioscollege@gmail.com



Mar Gregorios College of Arts & Science

Approved by the Govt. of Tamil Nadu and Affiliated to the University of Madras

ISO 9001 : 2015 Certified Institution

14.06.2019

Fr. Philip Pulipra
Secretary

Ref.No.MGC/STAFFAPPOINT./2019-20/56

Ms. Umaeswari. P

No2/22, Anna Street, Teachers Colony, Ambattur, Chennai-600 053.

Dear Ms. Umaeswari. P

With reference to your application dated 29th May 2019, and the interview held on 13th June 2019 Management is pleased to appoint you as an Assistant Professor in the Department of Commerce (Computer Application), for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
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For the Malankara Syrian Catholic Trust


Secretary

*I have received the
appointment order
Pd. 14/6/19.*

Secretary
MAR GREGORIOS COLLEGE

CHENNAI - 600 087
Block No.8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

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M G College



Mar Gregorios College of Arts & Science

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02.07.2019

Fr. Philip Pulipra

Secretary

Ref.No.MGC/STAFFAPPOINT./2019-20/72

Ms. E.Teanmozhi

101 Gangai Amman Koil Street,

Vadapalani Chennai-26

Dear Ms. E.Teanmozhi,

With reference to your application dated 28th June 2019, and the interview held on 2nd July 2019 Management is pleased to appoint you as an Assistant Professor in the Department of Commerce (Computer Application), for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
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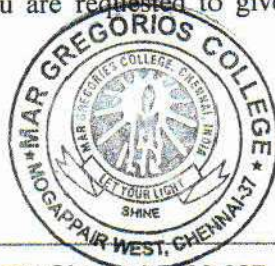
For the Malankara Syrian Catholic Trust


Secretary

Secretary

MAR GREGORIOS COLLEGE

CHENNAI - 600 037



Received appointment letter
Fr. Teanmozhi
27/7/19

Block No.8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

Website : www.margregorioscollege.net E-mail : margregorioscollege@gmail.com

Mar Gregorios College of Arts & Science

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12.05.2017

Fr.Sabu M. George Maruthoor
Secretary
Ref.No.MGC/STAFFAPPOINT./2017/29

Ms. S. Ananthi
No.1/97 P.H.Road,
Nerkundram,
Chennai-107

Dear Ms. S. Ananthi

With reference to your application dated 31 March 2017, and the interview held on 06th April 2017 Malankara Syrian Catholic Trust is pleased to appoint you as an Assistant Professor in the Department of Commerce, Shift I based on the recommendation of the Interview Board, with effect from 17th June 2017 on the following conditions;

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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For the Malankara Syrian Catholic Trust

Secretary



Secretary
MAR GREGORIOS COLLEGE

CHENNAI - 600 037
Block No. 8, Mogappair West, Chennai - 600 037.

Phone : +91-44-2653 3140, 2653 0978
Website : <http://margregorioscollege.net> E-mail : margregorioscollege@gmail.com

*I received my appointment letter
Ananthi.S
13/05/2017*

Mar Gregorios College of Arts & Science

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17.07.2017

Fr.Sabu M. George Maruthoor
Secretary
Ref.No.MGC/STAFFAPPOINT./2017/51

Mr.Parthiban.M
No.3/65, Perumal kovil Street, Vanagram,
Mettukuppam, Chennai-600095.

Dear Mr. Parthiban.M

With reference to your application dated 14th July 2017, and the interview held on 17nd July 2017 Malankara Syrian Catholic Trust is pleased to appoint you as an Assistant Professor in the Department of Corporate Secretaryship, Shift II based on the recommendation of the Interview Board, with effect from 17th July 2017 on the following conditions;

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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For the Malankara Syrian Catholic Trust


Secretary

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037



Block No. 8, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

Website : <http://margregorioscollege.net> E-mail : margregorioscollege@gmail.com

Scanned with CamScanner



Mar Gregorios College of Arts & Science

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ISO 9001:2015 Certified Institution

Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2020-21/10

09.11.2020

Dr. M. Sumathy
F2nd Floor, Anugraha Apartments,
No.34 (113/114) PS Sivasamy Salai, Mylapore, Chennai 600004, Tamilnadu.

Dear Dr. M. Sumathy,

With reference to your application dated 23rd October 2020, and the interview held on 30th October 2020 Management is pleased to appoint you as an Assistant Professor in the Department of Commerce and will join the duty on 9th November 2020 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

- You will be on probation for eleven months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
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- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust


Secretary

MAR GREGORIOS COLLEGE
CHENNAI - 600 037



Dr. M. Sumathy -
Received against letter
9/11/20

Block No.8, College Road, Mogappair West, Chennai - 600-037. Phone : +91-44-2653 0978, 2653 3140, 9176734020

Website : www.mgcchennai.ac.in e-mail : mail@mgcchennai.ac.in



Mar Gregorios College

(Approved by the Govt. of Tamil Nadu and affiliated to the University of Madras)

Block No. 8, Mogappair West - J.J. Nagar West, Chennai-600 037. India.

Phone : 044-26533140, 2653 0978.

Home Page : www.margregorioscollege.net

09-06-2008

Ms. Selvi Johnson
No. 30, Mogappair West
3rd Block, Mogappair West
Chennai – 600 037.

Dear Ms. Selvi Johnson,

In continuation of your application dated 07-02-2008, and the interview held by the Board constituted for the purpose on 05-06-2008, the Malankara Syrian Catholic Trust is pleased to appoint you as a Lecturer in the Department of Corporate Secretaryship in the College on the following conditions:

1. You will be on probation up to the end of one full academic year from the date of appointment.
2. You shall be considered for regular appointment on satisfactory completion of the probation period.
3. During the period of employment you shall diligently and faithfully carryout all instructions given to you by the superiors from time to time.
4. Kindly produce your original PG certificates and two attested copies of the same.
5. Kindly give the acceptance letter and the joining report.
6. In case you wish to resign from service of the College, you are required to give two months notice

For the Malankara Syrian Catholic Trust

Secretary.

Received the copy

(Selvi Johnson)



Mar Gregorios College of Arts & Science

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ISO 9001 : 2015 Certified Institution

20.06.2019

Fr. Philip Pulipra

Secretary

Ref.No.MGC/STAFFAPPOINT./2019-20/67

Ms. P. Dora Junita Ratnapriya

3/6C, Dora Illam, Dharma Nagar,

Ayappakkam, Chennai-600077.

Dear Ms. P. Dora Junita Ratnapriya,

With reference to your application dated 10th June 2019, and the interview held on 20th June 2019 Management is pleased to appoint you as an Assistant Professor in the Department of Commerce (Computer Application), for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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For the Malankara Syrian Catholic Trust


Secretary

Secretary



*Received Appointment
letter on 20.6.19
Dora*

MAR GREGORIOS COLLEGE, Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978
CHENNAI - 600 037

Website : www.margregorioscollege.net E-mail : margregorioscollege@gmail.com

M G College



Mar Gregorios College of Arts & Science

Approved by the Govt. of Tamil Nadu and Affiliated to the University of Madras

ISO 9001 : 2015 Certified Institution

15.06.2019

Fr. Philip Pulipra

Secretary

Ref.No.MGC/STAFFAPPOINT/2019-20/71

Ms. V. Rajalakshmi

No: 1010,47th Street,

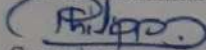
TNHB, Avadi Chennai_54

Dear Ms. V. Rajalakshmi,

With reference to your application dated 10th June 2019, and the interview held on 15th June 2019 Management is pleased to appoint you as an Assistant Professor in the Department of Commerce (Corporate Secretaryship), for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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For the Malankara Syrian Catholic Trust



Secretary

Secretary

MAR GREGORIOS COLLEGE

CHENNAI - 600 037

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M G College





Mar Gregorios College of Arts & Science

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ISO 9001 : 2015 Certified Institution

08.06.2019

Fr. Philip Pulipra
Secretary

Ref.No.MGC/STAFFAPPOINT./2019-20/52

Mr. Gunasekaran. V
No.51, Viivasayee Street, Thandurai, Pattabiram, Chennai-600 072.

Dear Mr. Gunasekaran. V,

With reference to your application dated 3rd June 2019, and the interview held on 8th June 2019 Management is pleased to appoint you as an Assistant Professor in the Department of Commerce (Accounting & Finance), for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
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For the Malankara Syrian Catholic Trust


Secretary



Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037
Road, Mogappair West, Chennai - 600 037 Phone : +91-44-2653 3140, 2653 0978
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M & College



Mar Gregorios College of Arts & Science

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Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2020-21/07

21.09.2020

Mr. Selvakumar. A
Manamadurai - 630 606, Sivagangai District, Tamil Nadu.

Dear Mr. Selvakumar. A,

With reference to your application dated 31st August 2020, and the interview held on 16th September 2020 Management is pleased to appoint you as an Assistant Professor in the Department of Commerce (Corporate Secretaryship) and will join the duty on 21st September 2020 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

- You will be on probation for eleven months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
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For the Malankara Syrian Catholic Trust



Secretary
Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037



Received Appointment letter
at 21.09.2020





MAR GREGORIOS COLLEGE OF ARTS & SCIENCE

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No.8, Mogappair West, Chennai-37

04-07-2011

P.Lavanya
No.2/4, Narasimhan Naidu St,
Ayyavoo Colony,
Aminjikarai,
Chennai - 600 029

Madam,

Sub: Establishment - Appointment of Lecturer in Corporate Secretaryship on Probationary basis for the academic year 2011-2012 from 18-07-2011 to 30-04-2012 - order issued.

In continuation of your application dated 28-06-2011, and the interview held by the Board constituted for the purpose on 12-07-2011, the Malankara Syrian Catholic Trust, a Christian Minority Institution is pleased to appoint you as Lecturer in the Department of Corporate Secretaryship in Mar Gregorios College, Mogappair West, Chennai - 37 on probationary basis for the academic year 2011-2012 on the following conditions:

1. You shall conform to all the Rules and Regulations, Code of Conduct & Leave Rules of the College and obey all lawful orders that you may receive from the College authorities and the Management from time to time.
2. You shall not resign / leave the service before the expiry of the appointed period, as otherwise you shall be liable up to two months' salary in cash to the Management and you will not be entitled to receive further any privileges. To ensure this, you have agreed to deposit all your Original Qualification Degree Certificates in our safe custody until the expiry of the appointed term.
3. You shall devote your entire time to the work of the College as assigned to you and shall not engage yourself in any other work in an honorary or remunerative kind including examinership or tuitions without the permission of the management. You would have to take extra interest for the weaker students by conducting special coaching classes and programmes and thereby consider yourself responsible for producing cent percent result in the subject taught by you.

MAR GREGORIOS COLLEGE OF ARTS & SCIENCE

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No. 8, Mogappair West, Chennai-37

4. You shall maintain total discipline, co-ordination and harmonious relationship with one and all in the college campus.
5. You shall be present in the college during working hours of the college whether you have teaching work or not. You are expected to take full and effective part in extracurricular activities of the college, as may be indicated by the management. Your Working Time will be 8.00 am to 1.30 pm
6. No member of the college staff shall address any communication to the college governing body or the University or any Media Organization except through the management.
7. You shall not work anywhere or even apply for any post without getting specific permission from the appointing authorities.
8. It may also be noted that availing of leave without proper sanction in advance, taking frequent or long leave or even late coming would be viewed seriously by the management. Two copies of appointment orders are enclosed herewith so as to enable you to resubmit the duplicate copy to the management after duly signed by you through the Principal of the college as token of your acceptance of the above said appointment.
9. You are requested to read & comply with the policies given in the manual & handbook.
10. You will be paid a consolidated salary of Rs. 9,000/- Per month.

For MAR GREGORIOS COLLEGE



Secretary

Secretary
MAR GREGORIOS COLLEGE
Chennai - 600 037



MAR GREGORIOS COLLEGE OF ARTS & SCIENCE

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No.8, Mogappair West, Chennai-37

03-06-2010

Ms. Shalini Maher,
No.731, 4th Street, W- Block,
Annanagar West Extn,
Chennai - 600101

Madam,

Sub: Establishment – Appointment of **Lecturer in Corporate Secretaryship on Probationary basis** for the academic year **2010-2011** from 03-06-2010 to 30-04-2011– order Issued.

In continuation of your application dated 05-04-2010, and the interview held by the Board constituted for the purpose on 31-05-2010, the Malankara Syrian Catholic Trust, a Christian Minority Institution is pleased to appoint you as **Shift II Lecturer in the Department of Corporate Secretaryship in Mar Gregorios College, Mogappair West, Chennai – 37** on probationary basis for the academic year 2010-2011 on the following conditions:

1. You shall conform to all the Rules and Regulations, Code of Conduct & Leave Rules of the College and obey all lawful orders that you may receive from the College authorities and the Management from time to time. You shall not resign / leave the service before the expiry of the appointed period. To ensure this, you have agreed to deposit all your Original Qualification Degree Certificates in our safe custody until the expiry of the appointed term.
2. You shall devote your entire time to the work of the College as assigned to you and shall not engage yourself in any other work in an honorary or remunerative kind including examinership or tuitions without the permission of the management. You would have to take extra interest for the weaker students by conducting special coaching classes and programmes and thereby consider yourself responsible for producing cent percent passes in the subject taught by you.
3. You shall maintain total discipline, co-ordination and harmonious relationship with one and all in the college campus.
4. In addition to the above duties you will have to undertake additional jobs if any assigned to you by the Management.

Phone : +91-44-2653 3140, 2653 0978 Fax : +91-44-2653 0978

Website : <http://margregorioscollege.net> E-mail : enquiry@margregorioscollege.net, margregorioscollege@gmail.com



MAR GREGORIOS COLLEGE OF ARTS & SCIENCE

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No.8, Mogappair West, Chennai-37

5. You shall be present in the college during working hours of the college whether you have teaching work or not. You are expected to take full and effective part in such extracurricular activities of the college, as may be indicated by the management. Your Working Time will be **1.00 am to 6.00 pm**.
6. No member of the college staff shall address any communication to the college governing body or the University or any Media Organization except through the management.
7. You shall not work anywhere or even apply for any post without getting specific permission from the appointing authorities.
8. It may also be noted that availing of leave without proper sanction in advance, taking frequent or long leave or even late coming would be viewed seriously by the management. Two copies of appointment orders are enclosed herewith so as to enable you to resubmit the duplicate copy to the management after duly signed by you through the Principal of the college as token of your acceptance of the above said appointment.
9. You will be paid a consolidated salary of Rs. 9,000/- per month.

For MAR GREGORIOS COLLEGE

Secretary.



Mar Gregorios College of Arts & Science

Approved by the Govt. of Tamil Nadu and Affiliated to the University of Madras
ISO 9001 : 2015 Certified Institution

Fr. Philip Pulipra
Secretary

27.04.2018

Ref.No.MGC/STAFFAPPOINT./2018-19/21

Ms. Subiksha Prahlad
27/10, New Colony, 1st Street,
Adhambakkam,
Chennai – 600 088.

Dear Ms. Subiksha Prahlad,

With reference to your application dated 26th April 2018, and the interview held on 27th April 2018 Malankara Syrian Catholic Trust is pleased to appoint you as an Assistant Professor in the Department of Commerce, for the Academic Year 2018-2019 based on the recommendation of the Interview Board.

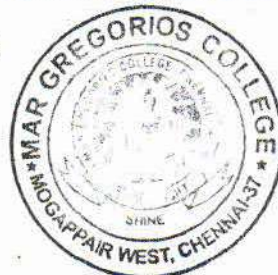
- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
- Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- You are required to carry out any additional responsibilities assigned by the management from time to time.
- Discipline and academic excellence are the two eyes of the College.
- You are expected to uphold all the traditions of the College.
- Your teaching position is subject to transfer between Shift I and Shift II depending upon need at any given point of time.
- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.

For the Malankara Syrian Catholic Trust



Secretary

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037



I have hereby received
my appointment letter.

P. Subiksha
27/04/2018



Mar Gregorios College of Arts & Science

Approved by the Govt. of Tamil Nadu and Affiliated to the University of Madras
ISO 9001 : 2015 Certified Institution

Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2019-20/55

27.05.2019

Ms. Aswini. K
#50, II Floor, Kumaraswamy Nagar, C/o. Manju chemicals, Villivakkam, Chennai-600 049.

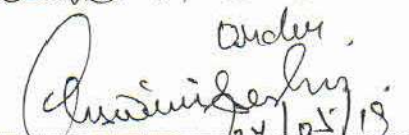
Dear Ms. Aswini. K

With reference to your application dated 29th April 2019, and the interview held on 27th May 2019 Management is pleased to appoint you as an Assistant Professor in the Department of Corporate Secretaryship, for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
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- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.
- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust


Secretary

Received Appointment
order
- 
27/05/19

Secretary

MAR GREGORIOS COLLEGE
Block No. 8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978
CHENNAI - 600 037
Website : www.margregorioscollege.net E-mail : margregorioscollege@gmail.com

M G College



Mar Gregorios College of Arts & Science

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17.06.2019

Fr. Philip Pulipra

Secretary

Ref.No.MGC/STAFFAPPOINT./2019-20/58

Ms. S. Aiyswarya

New No.6, Old No.12, Pallam Street, Secretariat Colony, Ambattur O.T., Chennai-600 053.

Dear Ms. S. Aiyswarya

With reference to your application dated 15th June 2019, and the interview held on 17th June 2019 Management is pleased to appoint you as an Assistant Professor in the Department of Commerce (Corporate Secretaryship), for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
- Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- You are required to carry out any additional responsibilities assigned by the management from time to time.
- Discipline and academic excellence are the two eyes of the College.
- You are expected to uphold all the traditions of the College.
- Your teaching position is subject to transfer between Shift I and Shift II depending upon need at any given point of time.
- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.
- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust

Secretary

Secretary

MAR GREGORIOS COLLEGE

BROTHERNAAB, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

Website : www.margregorioscollege.net E-mail : margregorioscollege@gmail.com

M.G. College



Mar Gregorios College of Arts & Science

(Approved by the Government of Tamil Nadu and affiliated to the University of Madras)
ISO 9001 : 2015 Certified Institution

Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2020-21/23

18.01.2021

Ms. Rathika. H
No. 2/1084, Plot No.45, Rajarajeshwari Nagar, 1st Main Road, Madipakkam Chennai- 600 091.

Dear Ms. Rathika. H,

With reference to your application dated 9th December 2020, and the interview held on 4th January 2021 Management is pleased to appoint you as an Assistant Professor in the Department of Commerce (Corporate Secretaryship) and will join the duty on 18th January 2021 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

- You will be on probation for eleven months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
- Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- You are required to carry out any additional responsibilities assigned by the management from time to time.
- Discipline and academic excellence are the two eyes of the College.
- You are expected to uphold all the traditions of the College.
- Your teaching position is subject to transfer between Shift I and Shift II depending upon need at any given point of time.
- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.
- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust


Secretary



Received Appointment Letter
R. Rathika
18/01/2021



Mar Gregorios College of Arts & Science

(Approved by the Government of Tamil Nadu and affiliated to the University of Madras)
ISO 9001 : 2015 Certified Institution

Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2020-21/18

25.01.2021

Ms. Shilpa S Nair
Vaishah Home, Second Cross Street, School Street, Pallavan Nagar, Nerkundram, Chennai.

Dear Ms. Shilpa S Nair,

With reference to your application dated 30th December 2020, and the interview held on 4th January 2021 Management is pleased to appoint you as an Assistant Professor in the Department of Commerce (Corporate Secretaryship) and will join the duty on 25th January 2021 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

- You will be on probation for eleven months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
- Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- You are required to carry out any additional responsibilities assigned by the management from time to time.
- Discipline and academic excellence are the two eyes of the College.
- You are expected to uphold all the traditions of the College.
- Your teaching position is subject to transfer between Shift I and Shift II depending upon need at any given point of time.
- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.
- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust

Philip
Secretary

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037



*Received appointment letter
Shilpa
25/1/2021*

Mr. T. BALACHANDAR
No. 88, Pudupet Street,
Alandur, Chennai - 600 016.

May 5, 2000

In continuation of your application dated 27-04-2000 and the interview held by the Board on 05-05-2000, the Malankara Syrian Catholic Trust is pleased to appoint you as a Lecturer in the Department of Commerce on the following terms and conditions.

1. You will be on probation for a period of one year from the date of appointment, which may be dispensed with or extended at the discretion of the Management.
2. You shall be considered for regular appointment on satisfactory completion of the probationary period.
3. During the period of employment you shall diligently and faithfully carryout all instructions given to you by the superiors from time to time.
4. In case you wish to resign from the service of the College, you are required to give one / two months notice, as the case may be.

For the Malankara Syrian Catholic Trust



SECRETARY.

Please sign and return the copy of this letter, in token of your having accepted the above terms and conditions of appointment and you are required to submit two attested copies of your qualifying certificates - UG, PG and others, by 3:00 pm Saturday, 13-05-2000.

Respected sir,

For giving this opportunity

I am very grateful to you ->

- SIGN -

T. Balachandar
9-5-2k

[T. BALACHANDAR]



MAR GREGORIOS COLLEGE OF ARTS & SCIENCE

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No.8, Mogappair West, Chennai-37

03-01-2011

Ms. Leena Rani
No.7b, 31st Street, C-Sector
Power Line Road
Siva Sakthi Nagar
Carshed Complex Post
Chennai – 6000 109

Madam,

Sub: Establishment – Appointment of **Lecturer in Commerce on Probationary basis** for the academic year **2010-2011** from 03-01-2011 to 30-04-2011– order Issued.

In continuation of your application dated 30-12-2010, and the interview held by the Board constituted for the purpose on 30-12-2010, the Malankara Syrian Catholic Trust, a Christian Minority Institution is pleased to appoint you as **Shift I Lecturer in the Department of Commerce in Mar Gregorios College, Mogappair West, Chennai – 37** on probationary basis for the academic year 2010-2011 on the following conditions:

1. You shall conform to all the Rules and Regulations, Code of Conduct & Leave Rules of the College and obey all lawful orders that you may receive from the College authorities and the Management from time to time. You shall not resign / leave the service before the expiry of the appointed period. To ensure this, you have agreed to deposit all your Original Qualification Degree Certificates in our safe custody until the expiry of the appointed term.
2. You shall devote your entire time to the work of the College as assigned to you and shall not engage yourself in any other work in an honorary or remunerative kind including examinership or tuitions without the permission of the management. You would have to take extra interest for the weaker students by conducting special coaching classes and programmes and thereby consider yourself responsible for producing cent percent passes in the subject taught by you.
3. You shall maintain total discipline, co-ordination and harmonious relationship with one and all in the college campus.

- 2



MAR GREGORIOS COLLEGE OF ARTS & SCIENCE


(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No.8, Mogappair West, Chennai-37

-2-

4. In addition to the above duties you will have to undertake additional jobs if any assigned to you by the Management
5. You shall be present in the college during working hours of the college whether you have teaching work or not. You are expected to take full and effective part in such extracurricular activities of the college, as may be indicated by the management. Your Working Time will be 8.00 am to 1.30 pm. (but appt in shifts)
6. No member of the college staff shall address any communication to the college governing body or the University or any Media Organization except through the management.
7. You shall not work anywhere or even apply for any post without getting specific permission from the appointing authorities.
8. It may also be noted that availing of leave without proper sanction in advance, taking frequent or long leave or even late coming would be viewed seriously by the management. Two copies of appointment orders are enclosed herewith so as to enable you to resubmit the duplicate copy to the management after duly signed by you through the Principal of the college as token of your acceptance of the above said appointment.
9. You will be paid a consolidated salary of Rs. 8,500/- per month.

For MAR GREGORIOS COLLEGE

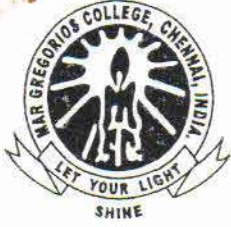


Secretary.

Secretary
MAR GREGORIOS COLLEGE
Chennai - 600 037

Received the appointment order.

S. L. Prasad
3/11/2011



Mar Gregorios College

(Approved by the Govt. of Tamil Nadu and affiliated to the University of Madras)
Block No. 8, Mogappair West - J.J. Nagar West, Chennai-600 037. India.
Phone : 044-26533140, 2653 0978.
Home Page : www.margregorioscollege.net

07-08-2007

Mr. R. Chandra Sekaran
33, A.P, 1230, 12th Sector
77th Street, K. K. Nagar.,
Chennai - 600 078.

Dear Mr. R. Chandra Sekaran,

In continuation of your application dated 02-08-07, and the interview held by the Board constituted for the purpose on 06-08-07, the Malankara Syrian Catholic Trust is pleased to appoint you as a Lecturer in the Department of Commerce in the College on the following conditions.

1. You will be on probation up to the end of one full academic year from the date of appointment.
2. You shall be considered for regular appointment on satisfactory completion of the probation period.
3. During the period of employment you shall diligently and faithfully carryout all instructions given to you by the superiors from time to time.
4. You should promise that you will not leave the service within the academic year.
5. Kindly produce your original PG Degree and two attested copies of the same.
6. Kindly give the acceptance letter and the joining report.
7. In case you wish to resign from the service of the College, You are required to give two months notice.

For the Malankara Syrian Catholic Trust

Secretary.

Received the copy.

R. / Chandra Sekaran.

8-8-2007. A.N.



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)
Block No. 8, Mogappair West, Chennai - 600 037.

Fr.Sabu M. George Maruthoor,

16.04.2014

Secretary

Mr.B.HARISWARAN

No.2, Vinayagar Koil Street,
Srimushnam Post, Cuddalore Dist.,
Kattumannar Koil TK, Pin:608703

Dear Mr.B.HARISWARAN

Your application in response to our advertisement in The Hindu on 2nd March 2014, and the interview held by the Board constituted for the purpose on 10.04.2014, the Malankara Syrian Catholic Trust is pleased to appoint you as Assistant Professor in the Department of Commerce, (Shift - I) with effect from 02nd June 2014 on the following conditions;

- 1 You will be on probation for Twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment on satisfactory completion of the probation period.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 Kindly produce your original PG certificates and two attested copies of the same.
- 5 Provident Fund (PF) & ESIC Account will be open from the date of joining in duty. The subscription will be deducted as per the government norms.
- 6 Kindly give the acceptance letter and the joining report.
- 7 You should serve in this college for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give three months notice or three months pay to avoid academic disturbance during that semester.

For the Malankara Syrian Catholic Trust

Secretary,
MAR GREGORIOS COLLEGE
CHENNAI - 600 037

Through Principal

Received
Bany

Princy
16/4/2014



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)
Block No. 8, Mogappair West, Chennai - 600 037.

Fr.Sabu M. George Maruthoor,

28.03.2015

Secretary

Ms.T.PAPITHA

No.1, Zion Nagar,
Chelliamman Nagar Extn, Athipet,
Chennai -58.

Dear Ms.T.PAPITHA

In continuation of your application dated 25.03.2015, and the interview held by the Board constituted for the purpose on 27.03.2015, the Malankara Syrian Catholic Trust is pleased to appoint you as Assistant Professor in the Department of Commerce, with effect from 2nd June 2015 on the following conditions;

- 1 You will be on probation for Twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment on satisfactory completion of the probation period.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 Kindly produce your original PG certificates and two attested copies of the same.
- 5 Provident Fund (PF) & ESIC Account will be open from the date of joining in duty. The subscription will be deducted as per the government norms.
- 6 Kindly give the acceptance letter and the joining report.
- 7 You should serve in this college for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give three months notice or three months pay to avoid academic disturbance during that semester.

For the Malankara Syrian Catholic Trust

Secretary,

Secretary

MAR GREGORIOS COLLEGE
CHENNAI - 600 037

Phone : +91-44-2653 3140, 2653 0978 Fax : +91-44-2653 0978 Website : <http://margregorioscollege.net>
E-mail : enquiry@margregorioscollege.net, margregorioscollege@gmail.com

Mg College



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No. 8, Mogappair West, Chennai - 600 037.

Fr.Sabu M. George Maruthoor
Secretary

Ref.No.MGC/STAFFAPPOINT./2016/08

Mr. Balakrishnan R.
No. 52, 1st Cross Street,
Thiruthanigai Nagar,
Pudur,
Ambattur
Chennai - 600053.

12.05.2016

Dear Mr. Balakrishnan R,

With reference to your application dated 02.05.2016, and the interview held on 03.05.2016, the Malankara Syrian Catholic Trust is pleased to appoint you as Assistant Professor in the Department of Commerce, based on the recommendation of the Interview Board, with effect from 13th June 2016 on the following conditions:

- 1 You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 You shall produce your original UG/PG/SET/NET/M. Phil/Ph. D certificates.
- 5 Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- 6 You shall submit a letter of appointment and submit also a joining report at the time of joining the service of the College.
- 7 You are required to carry out any additional responsibilities assigned by the management from time to time.
- 8 Discipline and academic excellence are the two eyes of the College.

For the Malankara Syrian Catholic Trust


Secretary

Received the appointment order
of Balakrishnan
18/5/16.



Mar Gregorios College of Arts & Science

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)
Block No. 8, Mogappair West, Chennai - 600 037.

Fr. Sabu M. George Maruthoor
Secretary

Ref.No.MGC/STAFFAPPOINT./2016/16

16.06.2016

Mr. M. Nishanth
No. 131, Mogappair East,
Chennai - 600037

Dear Mr. M. Nishanth,

With reference to your application dated 13.06.2016, and the interview held on 16.06.2016, the Malankara Syrian Catholic Trust is pleased to appoint you as Assistant Professor in the Department of Commerce, based on the recommendation of the Interview Board, with effect from 17th June 2016 on the following conditions;

- 1 You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- 2 You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- 3 During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- 4 You shall produce your original UG/PG/SET/NET/M. Phil/Ph. D certificates.
- 5 Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- 6 You shall submit a letter of appointment and submit also a joining report at the time of joining the service of the College.
- 7 You are required to carry out any additional responsibilities assigned by the management from time to time.
- 8 Discipline and academic excellence are the two eyes of the College.

For the Malankara Syrian Catholic Trust


Secretary

Secretary
MAR GREGORIOS COLLEGE



Mar Gregorios College of Arts & Science

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ISO 9001 : 2008 Certified Institution

Fr. Sabu M. George Maruthoor
Secretary
Ref.No.MGC/STAFFAPPOINT./2017/32

12.05.2017

Mr. S. Martin Prasad
#22/53, 86th Street,
Ashok Nagar,
Chennai-600083

Dear Mr. S. Martin Prasad

With reference to your application dated 31 March 2017, and the interview held on 06th April 2017 Malankara Syrian Catholic Trust is pleased to appoint you as an Assistant Professor in the Department of Commerce, Shift II based on the recommendation of the Interview Board, with effect from 17th June 2017 on the following conditions;

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
- Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- You are required to carry out any additional responsibilities assigned by the management from time to time.
- Discipline and academic excellence are the two eyes of the College.
- You are expected to uphold all the traditions of the College.
- Your teaching position is subject to transfer between shift I and shift II depending upon need at any given point of time.
- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.

For the Malankara Syrian Catholic Trust

Secretary


Secretary

MAR GREGORIOS COLLEGE

CHEENNAI - 600 037

Block No. 8, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

Website : <http://margregorioscollege.net> E-mail : margregorioscollege@gmail.com

I have received the appointment order.
Fr. Sabu M. George Maruthoor
13/05/2017

M G College



Mar Gregorios College of Arts & Science

Approved by the Govt. of Tamil Nadu and Affiliated to the University of Madras
ISO 9001 : 2015 Certified Institution

Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2019-20/73

26.06.2019

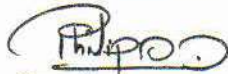
Mr. M. Venkatesan
74/164, Lakeview Road, A7, Arun Flat,
West Mambalam, Chennai-33

Dear Mr. M. Venkatesan,

With reference to your application dated 10th June 2019, and the interview held on 26th June 2019 Management is pleased to appoint you as an Assistant Professor in the Department of Commerce, for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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For the Malankara Syrian Catholic Trust



Secretary

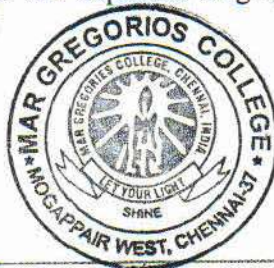
Secretary

MAR GREGORIOS COLLEGE

CHENNAI - 600 037

Block No.8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 3140, 2653 0978

Website : www.margregorioscollege.net E-mail : margregorioscollege@gmail.com



Received original
26/6/2019



Mar Gregorios College of Arts & Science

(Approved by the Government of Tamil Nadu and affiliated to the University of Madras)
ISO 9001 2015 Certified Institution

Fr. Philip Pulpra
Secretary
Ref.No.MGC/STAFFAPPOINT./2020-21/06

15.09.2020

Dr. Prabhu Paul Dayanithi
35, Gotham Nagar, Tirumullaivoyal, Chennai- 601 203.

Dear Dr. Prabhu Paul Dayanithi,

With reference to your application dated 26th August 2020, and the interview held on 9th September 2020 Management is pleased to appoint you as an Assistant Professor in the Department of Commerce and will join the duty on 15th September 2020 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

- You will be on probation for eleven months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
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For the Malankara Syrian Catholic Trust


Secretary

MAR GREGORIOS COLLEGE
CHENNAI - 600 037



Recd and Appointment
letter
15/09/2020


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ISO 9001 | 2015 Certified Institution

Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2020-21/13

09.11.2020

Dr. T. Rani
12/54 Kasi Sagar apartments, West Vannier Street,
Nesapakkam, Chennai-600078 Tamil Nadu.

Dear Dr. T. Rani,

With reference to your application dated 8th October 2020, and the interview held on 23rd October 2020 Management is pleased to appoint you as an Assistant Professor in the Department of Commerce and will join the duty on 9th November 2020 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

- You will be on probation for eleven months from the date of appointment. (During probation period May month Salary will not be sanctioned).
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For the Malankara Syrian Catholic Trust


Secretary
Secretary

MAR GREGORIOS COLLEGE
CHENNAI - 600 037

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Website : www.mgchennai.ac.in e-mail : mail@mgchennai.ac.in



Received appointment letter

Rani T 9/11/2020



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Fr. Philip Pulpra
Secretary
Ref.No.MGC/STAFFAPPOINT./2020-21/09

09.11.2020

Ms. M. Jayashree
No. 22, Thiruvengadam Street,
S V Nagar, Perambur, Chennai-600039.

Dear Ms. M. Jayashree,

With reference to your application dated 21st October 2020, and the interview held on 23rd October 2020 Management is pleased to appoint you as an Assistant Professor in the Department of Commerce and will join the duty on 9th November 2020 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

- You will be on probation for eleven months from the date of appointment. (During probation period May month Salary will not be sanctioned).
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For the Malankara Syrian Catholic Trust


Secretary
Secretary

MAR GREGORIOS COLLEGE
CHENNAI - 600 037

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Website : www.mgcchennai.ac.in e-mail : mail@mgcchennai.ac.in



Received
Appointment letter
M. S.
9/11/20



Mar Gregorios College of Arts & Science

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ISO 9001 2015 Certified Institution

Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2020-21/05

07.09.2020

Ms. Aruna. S
Flat No. C3/14, Aishwaryam-1, DABC Avenue,
4th main road, Nolambur, Mogappair West, Chennai-600 095

Dear Ms. Aruna. S,

With reference to your application dated 19th August 2020; and the interview held on 3rd September 2020 Management is pleased to appoint you as an Assistant Professor in the Department of Economics and will join the duty on 7th September 2020 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

- You will be on probation for eleven months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
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For the Malankara Syrian Catholic Trust


Secretary

MAR GREGORIOS COLLEGE
CHENNAI - 600 037



*Received Appointment letter
S.A.
07/09/20*

Block No.8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 0978, 2653 3140, 9176734020

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Mar Gregorios College of Arts & Science

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18.01.2021

Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2020-21/14

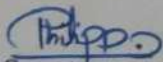
Mr. Ranjith. S
No.54, Prakasam Street, Gangai Karai Puram T.Nagar, Chennai 600017.

Dear Mr. Ranjith. S,

With reference to your application dated 10th December 2020, and the interview held on 11th December 2020 Management is pleased to appoint you as an Assistant Professor in the Department of Commerce and will join the duty on 18th January 2021 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

- You will be on probation for eleven months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
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For the Malankara Syrian Catholic Trust


Secretary

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CHENNAI - 600 037



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MGC

Let Your Light Shine



Mar Gregorios College of Arts & Science

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Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2020-21/15

18.01.2021

Ms. Manju Bharkavi. D
23, East Coovam River, River Road,
Chintradripet, Chennai - 600002.

Dear Ms. Manju Bharkavi. D,

With reference to your application dated 31st December 2020, and the interview held on 2nd January 2021 Management is pleased to appoint you as an Assistant Professor in the Department of Commerce and will join the duty on 18th January 2021 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

- You will be on probation for eleven months from the date of appointment. (During probation period May month Salary will not be sanctioned).
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For the Malankara Syrian Catholic Trust


Secretary

MAR GREGORIOS COLLEGE
CHENNAI - 600 037



Received
Appointment letter
18.01.2021
D. George Bhoi

Block No:8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 0978, 2653 3140, 9176734020

Website : www.mgcchennai.ac.in e-mail : mail@mgcchennai.ac.in



MAR GREGORIOS COLLEGE OF ARTS & SCIENCE

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No.8, Mogappair West, Chennai-37

03-06-2010

Mrs. S. Prasanna
L56,27th Street
Anna Nagar East,
Chennai - 102

Madam,

Sub: Establishment – Appointment of **Lecturer in Commerce on Probationary basis** for the academic year **2010-2011** from 03-06-2010 to 30-04-2011– order Issued.

In continuation of your application dated NIL, and the interview held by the Board constituted for the purpose on 31-05-2010, the Malankara Syrian Catholic Trust, a Christian Minority Institution is pleased to appoint you as **Shift II Lecturer in the Department of Commerce in Mar Gregorios College, Mogappair West, Chennai – 37** on probationary basis for the academic year 2010-2011 on the following conditions:

1. You shall conform to all the Rules and Regulations, Code of Conduct & Leave Rules of the College and obey all lawful orders that you may receive from the College authorities and the Management from time to time. You shall not resign / leave the service before the expiry of the appointed period. To ensure this, you have agreed to deposit all your Original Qualification Degree Certificates in our safe custody until the expiry of the appointed term.
2. You shall devote your entire time to the work of the College as assigned to you and shall not engage yourself in any other work in an honorary or remunerative kind including examinership or tuitions without the permission of the management. You would have to take extra interest for the weaker students by conducting special coaching classes and programmes and thereby consider yourself responsible for producing cent percent passes in the subject taught by you.
3. You shall maintain total discipline, co-ordination and harmonious relationship with one and all in the college campus.
4. In addition to the above duties you will have to undertake additional jobs if any assigned to you by the Management

Phone : +91-44-2653 3140, 2653 0978 Fax : +91-44-2653 0978

Website : <http://margregorioscollege.net> E-mail : enquiry@margregorioscollege.net, margregorioscollege@gmail.com



MAR GREGORIOS COLLEGE OF ARTS & SCIENCE

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No.8, Mogappair West, Chennai-37

5. You shall be present in the college during working hours of the college whether you have teaching work or not. You are expected to take full and effective part in such extracurricular activities of the college, as may be indicated by the management. Your Working Time will be 1.00 to 6.00 pm.
6. No member of the college staff shall address any communication to the college governing body or the University or any Media Organization except through the management.
7. You shall not work anywhere or even apply for any post without getting specific permission from the appointing authorities.
8. It may also be noted that availing of leave without proper sanction in advance, taking frequent or long leave or even late coming would be viewed seriously by the management. Two copies of appointment orders are enclosed herewith so as to enable you to resubmit the duplicate copy to the management after duly signed by you through the Principal of the college as token of your acceptance of the above said appointment.
9. You will be paid a consolidated salary of Rs. 10,000/- per month.

For MAR GREGORIOS COLLEGE

Secretary.

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Mar Gregorios College of Arts & Science

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ISO 9001 : 2015 Certified Institution

Fr. Philip Pullara
Secretary

Ref.No.MGC/STAFFAPPOINT./2018-19/16

19/02/2018

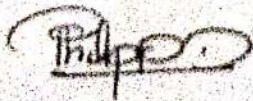
Ms.S. Anusha Banu,
No.69, PILLAYAR KOIL STREET,
MANNURPET, CHENNAI 600 050

Dear Ms.S. Anusha Banu,

With reference to your application dated 19th February 2018, and the interview held on 16th February 2018 Malankara Syrian Catholic Trust is pleased to appoint you as an Assistant Professor in the Department of Commerce (General), Shift II for the Academic Year 2018-2019 based on the recommendation of the Interview Board.

- During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates
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For the Malankara Syrian Catholic Trust


Secretary

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037



*I Received the appointment
order on 20.02.2018
S. Anusha*



Mar Gregorios College of Arts & Science

Approved by Govt. of Tamil Nadu and Affiliated to University of Madras
ISO 9001 : 2008 Certified Institution

Fr.Sabu M. George Maruthoor
Secretary
Ref.No.MGC/STAFFAPPOINT./2017/52

05.07.2017

Ms.Nandhini.S
No.3773 3rd cross street,
TNHB Ayapakkam
Chennai-600077

Dear Ms.Nandhini.S

With reference to your application dated 3rd July 2017, and the interview held on 5th July 2017 Maiankara Syrian Catholic Trust is pleased to appoint you as an Assistant Professor in the Department of Commerce, Shift II based on the recommendation of the Interview Board, with effect from 5th July 2017 on the following conditions;

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
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For the Malankara Syrian Catholic Trust

Secretary
Secretary

MAR GREGORIOS COLLEGE
CHENNAI- 600 037





Mar Gregorios College of Arts & Science

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ISO 9001 - 2015 Certified Institution

10.12.2018

Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2018-19/34

Ms. Annaline. C. S.
1/449, Mogappair West,
Chennai - 600 037.

Dear Ms. Annaline. C. S.,

With reference to your application dated 23rd November 2018, and the interview held on 10th December 2018 Malankara Syrian Catholic Trust is pleased to appoint you as an Assistant Professor in the Department of Commerce, for the Academic Year 2018-2019 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned)
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For the Malankara Syrian Catholic Trust

Secretary

SECRETARY

MAR GREGORIOS COLLEGE
CHENNAI - 600 037



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Website : www.margregorioscollege.net E-mail : margregorioscollege@gmail.com

M G College

V. VIJAYAKUMAR
Chairman of Examinations

T/C



Mar Gregorios College of Arts & Science

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ISO 9001 : 2015 Certified Institution

31.05.2019

Fr. Philip Pulipra

Secretary

Ref.No.MGC/STAFFAPPOINT./2019-20/53

Ms. Yamini Rajagopal

No.62, Lloyds Roads, Royapettah, Chennai-600 014.

Dear Ms. Yamini . R

With reference to your application dated 13th February 2019, and the interview held on 8th April 2019 Management is pleased to appoint you as an Assistant Professor in the PG Department of Social Work, for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
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For the Malankara Syrian Catholic Trust

Secretary



Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037

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M.G. College



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Fr. Philip Pulipra
Secretary

12.06.2019

Ref.No.MGC/STAFFAPPOINT./2019-20/54

Mr. D. Moieson Thairiyam

No.7/1, Sebasithyar Street Ayandur Post Kandachipuram (T4), Villupuram (DT) 605755.

Dear Mr. D. Moieson Thairiyam

With reference to your application dated 28th May 2019, and the interview held on 11th June 2019 Management is pleased to appoint you as an Assistant Professor in the PG Department of Social Work, for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
- You shall produce your original UG/PG/SET/NET/M. Phil/Ph.D certificates.
- Provident Fund (PF) & ESIC Accounts will be opened from the date of joining duty. The subscription will be deducted as per the government norms.
- You are required to carry out any additional responsibilities assigned by the management from time to time.
- Discipline and academic excellence are the two eyes of the College.
- You are expected to uphold all the traditions of the College.
- Your teaching position is subject to transfer between Shift I and Shift II depending upon need at any given point of time.
- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.
- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust

Secretary



I have received the appointment order

D. Moieson Thairiyam

Secretary
MAR GREGORIOS COLLEGE



Mar Gregorios College of Arts & Science

Approved by the Govt. of Tamil Nadu and Affiliated to the University of Madras
ISO 9001 : 2015 Certified Institution

Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2019-20/77

22.11.2019

Mr. D. ARUNKUMAR
No: B2, E-BLOCK, 2nd Floor, Iyyan's Nakshathra Apartments,
Gnananandha nagar, Madambakkam, Chennai-600126

Mr. D. ARUNKUMAR

With reference to your application dated 29th October 2019, and the interview held on 01st November 2019 Management is pleased to appoint you as an Assistant Professor in the Department of Social Work for the Academic Year 2019-2020 based on the recommendation of the Interview Board.

- You will be on probation for twelve months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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For the Malankara Syrian Catholic Trust


Secretary





Mar Gregorios College of Arts & Science

(Approved by the Government of Tamil Nadu and affiliated to the University of Madras)
ISO 9001 : 2015 Certified Institution

Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2020-21/08

05.10.2020

Mrs. Kavitha Rani
No.14 A, Vivekananda 1st street, Chozhan Nagar,
Maduravoyal, Chennai-600 095.

Dear Mrs. Kavitha Rani,
With reference to your application dated 16th September 2020, and the interview held on 30th September 2020 Management is pleased to appoint you as an Assistant Professor in the PG Department of Social Work and will join the duty on 5th October 2020 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

- You will be on probation for eleven months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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For the Malankara Syrian Catholic Trust


Secretary

Secretary



Received Appointment
Letter

D. K. R. S. 5/10/2020

MAR GREGORIOS COLLEGE
CHENNAI

Block No. 8, College Road, Mogappair West, Chennai - 600 037, Phone: 2653 0978, 2653 3140, 9176734020

Website: www.mgcchennai.ac.in e-mail mail@mgcchennai.ac.in

MGC

Let Your Light Shine



Mar Gregorios College of Arts & Science

(Approved by the Government of Tamil Nadu and affiliated to the University of Madras)
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Fr. Philip Pulipra
Secretary
Ref.No.MGC/STAFFAPPOINT./2020-21/21

04.01.2021

Rev. Dr. John Peter, P
19, Chetty Street Main Road, Mel Ayanambakkam Chennai-600095.

Dear Rev. Dr. John Peter, P,

With reference to your application dated 9th December 2020, and the interview held on 4th January 2021 Management is pleased to appoint you as an Assistant Professor in the Department of Social Work and will join the duty on 4th January 2021 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

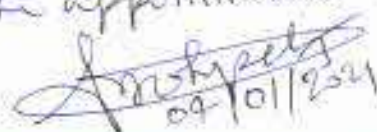
- You will be on probation for eleven months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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For the Malankara Syrian Catholic Trust


Secretary

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037



Received with thanks
the appointment letter

09/01/2021

Block No.B, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 0978, 2653 3140, 9176734020.

Website : www.mgcochennai.ac.in e-mail : mail@mgcochennai.ac.in

MGC

Let Your Light Shine.



Phone : 044-6258178

MAR GREGORIOS COLLEGE

Block No. 8, Mogappair West, Chennai-600 058. India.

Ref :

Date :

June 4, 1999

From

The Secretary,
Malankara Syrian Catholic Trust,
Maria Nagar, Padi,
Chennai - 600 050.

To

Ms. s. Ann Hepzibah Niraja
Plot No. 10, 8th Avenue,
I Main Road, Banu Nagar,
Ambattur, Chennai - 600 053.

Dear Ms. s. Ann Hepzibah Niraja,

Sub: Appointment order - Reg.
Ref: 1. Your application dated 25/04/1999.
2. Interview held on 02/06/1999.

The Malankara Syrian Catholic Trust is very much pleased in appointing you as a Lecturer in the Department of Hindi in Mar Gregorios College, for a probation period of one year from the date of your joining the duty. Kindly give your letter of consent with attested copies of all the original credentials as early as possible for University verification.

You will have to join the college when the first year classes begin, most probably on 28th June 1999.

Yours faithfully,

Fr. George Charuvila
SECRETARY



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CamScanner



Mar Gregorios College of Arts & Science

(Approved by the Government of Tamil Nadu and affiliated to the University of Madras)
ISO-9001 | 2015 Certified Institution

Fr. Philip Pulpra
Secretary
Ref.No.MGC/STAFFAPPOINT./2020-21/17

04.01.2021

Mr. Mithun Raj. T
No.23, Jawahar Nagar, Tirumangalam, Madurai-625 706, Tamilnadu, India.

Dear Mr. Mithun Raj. T,

With reference to your application dated 9th December 2020, and the interview held on 19th December 2020 Management is pleased to appoint you as an Assistant Professor in the Department of Other Selective Language (French) and will join the duty on 4th January 2021 for the Academic Year 2020-2021 based on the recommendation of the Interview Board.

- You will be on probation for eleven months from the date of appointment. (During probation period May month Salary will not be sanctioned).
- You shall be considered for regular appointment only on satisfactory completion of the probation period. There will be an evaluation of the service during the probationary period for confirmation.
- On satisfactory completion of probationary period, confirmation of services will be given and annual increment will follow. During the period of employment, you shall diligently and faithfully carry out all instructions given to you by the superiors from time to time.
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- Frequent late coming and or absenteeism with or without permission will be viewed seriously.
- You shall submit a letter of acceptance on receiving the appointment order and submit also a joining report at the time of joining the service of the College.
- You should serve in this College for a minimum of one academic year. In case you want to resign from service of the College, you are requested to give one month notice, to avoid academic disturbance.

For the Malankara Syrian Catholic Trust


Secretary

Secretary
MAR GREGORIOS COLLEGE
CHENNAI - 600 037



Received

+ITANKR1

Block No.8, College Road, Mogappair West, Chennai - 600 037. Phone : +91-44-2653 0978, 2653 3140, 9176734020

Website : www.mgcchennai.ac.in e-mail : mail@mgcchennai.ac.in



Mar Gregorios College

Block No.8, Mogappair West, Madras - 600 058. India.
Phone : 044-6258178

Ref :


Date :

June 24, 1998

From
The Secretary
Mar Gregorios College.

Mr. T. Christopher Nallarasu,

The Malankara Syrian Catholic Trust is pleased with, in selecting you as a Physical Director in the Department of Physical Education, from the interview conducted by an expert panel at 4 pm on Wednesday 24th June 1998. You are hereby appointed as a Physical Director in the Physical Education Department of Mar Gregorios College, Mogappair, Chennai - 600 058 on a probation for a period of one year. Please submit your willingness to join the college when the classes begin for the first year, submitting your original certificates.


Fr. George Charuvilla

SECRETARY

To
Mr. T. Christopher Nallarasu
No. 399, TVS Avenue,
Anna Nagar West Extn,
Chennai - 600 101.

Received H. copy

JS
24/6/98



MAR GREGORIOS COLLEGE OF ARTS & SCIENCE

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No.8, Mogappair West, Chennai-37

01-11-2010

Mrs. K. Philomina
No. 5/97, Kamarajar Salai
Mogappair West
Chennai - 600 037

Sir,

Sub: Establishment - Appointment of **Librarian on Probationary** basis for one full academic year from 01-11-2010 - order Issued.

In continuation of your application dated 19-10-2010, and the interview held by the Board constituted for the purpose on 20-10-2010, the Malankara Syrian Catholic Trust, a Christian Minority Institution is pleased to appoint you as **Librarian in Mar Gregorios College, Mogappair West, Chennai - 37** on probationary basis for the academic year 2010-2011 on the following conditions:

1. You shall conform to all the Rules and Regulations, Code of Conduct & Leave Rules of the College and obey all lawful orders that you may receive from the College authorities and the Management from time to time. You shall not resign / leave the service before the expiry of the appointed period. To ensure this, you have agreed to deposit all your Original Qualification Degree Certificates in our safe custody until the expiry of the appointed term.
2. You shall devote your entire time to the work of the College as assigned to you and shall not engage yourself in any other work in an honorary or remunerative kind including examinership or tuitions without the permission of the management.
3. You shall maintain total discipline, co-ordination and harmonious relationship with one and all in the college campus.
4. In addition to the above duties you will have to undertake additional jobs if any assigned to you by the Management.



MAR GREGORIOS COLLEGE OF ARTS & SCIENCE

(Approved by the Govt. of Tamil Nadu and affiliated to University of Madras)

Block No.8, Mogappair West, Chennai-37

5. You shall be present in the college during working hours of the college. You are expected to take full and effective part in such extracurricular activities of the college, as may be indicated by the management. Your Working Time will be 8.30 am to 5.30 pm.
6. No member of the college staff shall address any communication to the college governing body or the University or any Media Organization except through the management.
7. You shall not work anywhere or even apply for any post without getting specific permission from the appointing authorities.
8. It may also be noted that availing of leave without proper sanction in advance, taking frequent or long leave or even late coming would be viewed seriously by the management. Two copies of appointment orders are enclosed herewith so as to enable you to resubmit the duplicate copy to the management after duly signed by you through the Principal of the college as token of your acceptance of the above said appointment.
9. You should follow the rules and regulations given in the manual and the specific job responsibilities assigned to you.
10. You will be paid a consolidated salary of Rs. 9,000/- per month

For MAR GREGORIOS COLLEGE

Secretary.

Secretary
MAR GREGORIOS COLLEGE
Chennai - 600 037

Page 2 of 2