



श्रीचन्द्रशेखरेन्द्रसरस्वतीविश्वमहाविद्यालयः

(विश्वविद्यालयानुदानायोगस्य 1956 नियमेतृतीयविधिमनुसृत्यसंस्थापितः विश्वमहाविद्यालयः)

एनातूर, काञ्चीपुरम् – 631 561

SRI CHANDRASEKHARENDRA SARASWATHI VISWA MAHAVIDYALAYA

Deemed to be University U/S 3 of UGC Act 1956, Accredited with "A" grade by NAAC

Enathur, Kancheepuram – 631 561

PROF.G.SRIRAM
REGISTRAR i/c

Date: 17.10.2025

CIRCULAR No.025 /2025-26

It is hereby informed that, to support student well-being and mental health, the following professionals are available for counseling and psychological guidance.

S. No.	Name	Position	Contact No. & E.mail ID
1	Dr.Swathi. C SJSACH	Psychologist to the students of SCSVMV	8105774944 Psychologist@kanchiuniv.ac.in
2	Dr.S.Ramabadhara Sainathan SJSACH	Counsellor to the students of SCSVMV	9080013479 counsellor@kanchiuniv.ac.in

Guidelines for Students to Utilize the Counseling and Psychological Guidance Services

The Counselling and Psychological Guidance Cell aims to support students in maintaining emotional well-being, developing coping strategies, and enhancing personal growth. Students are encouraged to make use of the services in a respectful and responsible manner. The services are available during college hours on all working days.

1. Purpose of the Service

- To provide confidential counselling and psychological support to students facing academic, emotional, personal, or social concerns.
- To promote mental health awareness and foster a supportive campus environment.

2. Booking an Appointment

- Students may book an appointment:
 - Through email or by phone..
 - By visiting the Counselling and Psychological Guidance Cell during working hours.
- Emergency or crisis situations will be given **priority attention**.
- Both **individual and group counselling** sessions can be availed.

3. Confidentiality

- All information shared during counselling will remain **strictly confidential**.
- Information may be disclosed only in exceptional cases involving risk to self or others, and in compliance with institutional policies.

4. Code of Conduct

- Students are expected to:
 - Be punctual and maintain scheduled appointments.
 - Inform in advance if unable to attend a session.
 - Treat the counsellor and the process with respect.
 - Actively participate in the counselling process with openness and honesty.

5. Nature of Services

- Psychological counselling (personal, emotional, and behavioural issues).
- Academic stress management and study skills guidance.
- Peer and relationship counselling.
- Referral services to specialized professionals if required.

6. Emergency Support

- For urgent psychological support or crisis situations, students may directly approach the counselling cell or use the **emergency contact numbers** displayed on the notice boards and the institutional website.

7. Feedback and Follow-Up

- Students are encouraged to provide feedback to help improve the quality of services.
- Follow-up sessions may be scheduled as needed to track progress and offer continued support.

Note to HoDs and Wardens:

- Head of the Departments and Wardens are requested to encourage students to utilize these services, assist them in identifying the need, and facilitate access to the professionals.

For Psychologist / Counsellor:

- A notification must be sent to the respective Head of Department (HOD) prior to the session, and a confidential record of such consultations must be maintained for institutional tracking.


REGISTRAR i/c
SCSVMV

REGISTRAR i/c
S.C.S.V.M.V.
ENATHUR, KANCHIPURAM