

NOTES

ST CYRIL'S COLLEGE

ADOOR

(Re-accredited with 'B' Grade by NAAC)



ESTD.1981

A Post Graduate College owned by
Malankara Orthodox Church (M.O.C.)
Affiliated to the University of Kerala.
A Minority Educational Institution

HANDBOOK

2020-2021

CYRIL'S MOUNT, VADAKKADATHUCAVU P.O.

ADOOR - 691526, KERALA, INDIA

Phone: 0473 - 4210043

Website: www.stcyrils.ac.inEmail: cyriladoor@rediffmail.comcyrilsadoor@gmail.com

PERSONAL INFORMATION

Name :
Class/ Department :
Address :

Name of Guardian :
Telephone :
E-mail :
Blood Group :

Revision and Compilation: Ms Reshma Susan George,
Department of English

NOTES

NATIONAL ANTHEM

Jana Gana Mana -adhinayaka jaya he
Bharata bhagya -vidhatha
Punjab -Sindu- Gujarathu- Maratha
Dravida- Utkala - Benga
Vindhya -Himachala Yamuna Ganga
Uchchala -Jaladhi-taranga
Tava shuba name jage
Tava shuba asisha mage
Gahe tava jaya gadha
Jana gana mangala dayaka jaya he
Bharata bhagya vidhatha
Jaya he, Jaya he, jaya he.
Jaya, Jaya, Jaya, Jaya he....

NATIONAL PLEDGE

India is my country. All Indians are my brothers and sisters. I love my country and I am proud of its rich and varied heritage. I shall always strive to be worthy of it. I shall give my parents, teachers and all elders respect and treat everyone with courtesy. To my country and my people I pledge my devotion; in their well being and prosperity alone lies my happiness.

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TIME TABLE 2020-21

	2.30-3.30				
	1.30-2.30				
L U N C H B R E A K					
	11.30-12.30				
	10.30-11.30				
	9.30-10.30				
DAY	Monday	Tuesday	Wednesday	Thursday	Friday

CALENDAR 2020-21

FEBRUARY 2021	DATE	DAY	DATE	MARCH 2021
	1	MON	1	
	2	TUE	2	
	3	WED	3	
	4	THU	4	
	5	FRI	5	
	6	SAT	6	
	7	SUN	7	
	8	MON	8	
	9	TUE	9	World Women's Day
	10	WED	10	
	11	THU	11	
	12	FRI	12	Maha Shivarathri
Second Saturday	13	SAT	13	
	14	SUN	14	Second Saturday
	15	MON	15	
	16	TUE	16	
	17	WED	17	
	18	THU	18	
	19	FRI	19	
	20	SAT	20	
	21	SUN	21	
	22	MON	22	
	23	TUE	23	
	24	WED	24	
	25	THU	25	
	26	FRI	26	
	27	SAT	27	
	28	SUN	28	
		MON	29	
		TUE	30	
		WED	31	College closes for Summer Holidays
No. of Working days:20	Total Working Days:42		No. of Working days:22	

PRAYER

Oh! My God,
 Who art truth itself and the origin of all knowledge
 Bless my studies which I consecrate to Thee
 Enlighten my mind
 Strengthen my memory and direct my will
 Towards what is right
 Grant me Thy grace
 To seek the truth always
 And make me truly wise
 Give me the gift of knowledge
 And the grace to use it wisely
 Let me not be led astrayed from Thee
 Who art the way
 The truth and the Life.

MOTTO

“Hope, Faith and Charity”

VISION

To become a centre of excellence in education, to create a supportive and caring environment for the staff and the students and be responsive to the needs of the community.

MISSION

To mould its students to be preservers of noble human values, unselfish in their service to fellow beings; seeking, acquiring and applying knowledge to alleviate human suffering and be rooted on firm principles.

CALENDAR 2020-21

DECEMBER 2020	DATE	DAY	DATE	JANUARY 2021
	1	TUE		
	2	WED		
	3	THU		
	4	FRI	1	
	5	SAT	2	Mannam Jayanthi
	6	SUN	3	
	7	MON	4	
	8	TUE	5	
	9	WED	6	Danaha Perunal
	10	THU	7	
	11	FRI	8	
Second Saturday	12	SAT	9	Second Saturday
	13	SUN	10	
	14	MON	11	
	15	THU	12	
	16	WED	13	
College closes for Christmas	17	THU	14	
	18	FRI	15	
	19	SAT	16	
	20	SUN	17	
	21	MON	18	
	22	TUE	19	
	23	WED	20	
	24	THU	21	
Christmas	25	FRI	22	
	26	SAT	23	
	27	SUN	24	
College Reopens	28	MON	25	
	29	TUE	26	Republic Day
	30	WED	27	
	31	THU	28	
		FRI	29	
			30	
			31	
No. of Working days: 13		Total Working Days: 33		No. of Working days: 20

CALENDAR 2020-21

OCTOBER 2020	DATE	DAY	DATE	NOVEMBER 2020
	1	THU		
Gandhi Jayanthi	2	FRI		
	3	SAT		
	4	SUN	1	Kerala Piravi
	5	MON	2	Parumala Perunal
	6	TUE	3	
	7	WED	4	
	8	THU	5	
	9	FRI	6	
Second Saturday	10	SAT	7	
	11	SUN	8	
	12	MON	9	
	13	TUE	10	
	14	WED	11	
	15	THU	12	
	16	FRI	13	
	17	SAT	14	Second Saturday, Children's Day, Deepavali
	18	SUN	15	
	19	MON	16	
	20	TUE	17	
	21	WED	18	
	22	THU	19	
	23	FRI	20	
Mahanavami	24	SAT	21	
	25	SUN	22	
Vijayadeshami	26	MON	23	
	27	TUE	24	
	28	WED	25	
Nabi Dinam	29	THU	26	
	30	FRI	27	
	31	SAT	28	
			29	
			30	
No. of Working days: 19	Total Working Days: 40		No. of Working days: 21	

PREAMBLE

St Cyril's College, the pioneer institution of higher education managed by Malankara Orthodox Syrian Church came into existence in 1981 as a result of prayers and relentless labour of a group of visionaries and Late Lamented His Holiness Mathews II who saw that social and economic progress of a heterogeneous community is possible only through intellectual and spiritual enlightenment. Started in November 1981 as a junior college affiliated to University of Kerala, the College offers Post-Graduate course in Physics, English and Degree courses in Chemistry, History, English, Commerce and Economics. In the year 2012 the college was accredited by National Assessment and Accreditation Council (NAAC) with 'B' Grade. The college completed its re-accreditation process in November 2018 and was awarded 'B' Grade in the second cycle.

FOUNDER'S VISION

St Cyril's College, Adoor was founded by the Late Lamented His Holiness Moran Mar Baselios Marthoma Mathews II to light and illumine the minds of the society. Kilivayal, a small sleepy village remained remote and alien to cultural and educational advancements with less conveyance facilities and educational institutions. Gaining a degree from a reputed college remained a distant dream for the students from modest agrarian communities obliterating their pursuit of higher education. This kindled His Grace to induct a college in this area fulfilling his vision of a holistic development of the region. St Cyril's College was thus raised at Cyril's Mount near Adoor allaying the anxieties of a poor community of attaining higher education. The college has a well defined mission and a goal platformed on the prayers of its founding father.

PATRON AND MANAGEMENT

St Cyril's College is one of the Malankara Orthodox Colleges, established and administered by Malankara Syrian Orthodox Church in accordance with the rights of the minority community guaranteed in the constitution of India. His Holiness Baselios Mar Thoma Poulose II Catholicos seated in the Apostolic see of St Thomas is the Educational Agency and His Grace Dr Zacharias Mar Aprem, the Metropolitan of Adoor-Kadampanad diocese is the Patron and Manager of the College and executes the administration through the Managing Board.

OBJECTIVES

This College is established to provide educational opportunities to the young men and women of all communities irrespective of cast and creed. The College aims at developing the all round personality of its students:

To accomplish this, attempts are made

- To strive for excellence in every field of life
- To think in a lucid, fearless and independent manner
- To seek, acquire and apply knowledge to the solution of human and social problems
- To be precise clear and firm on principles
- To be unselfish in the service of their fellow beings
- To be the preservers of the noble human values

Through these efforts the College aims at making its own contribution to the betterment of social conditions so that social justice, equality of opportunity, genuine freedom, respect for religions and moral values enshrined in the constitution of India may be realized and fulfilled.

The college stands for academic excellence, development of skills and character formation based on love of God and service of man as modelled by Jesus Christ so as to produce intellectually trained morally upright, socially committed, spiritually inspired young men and women. The College endeavours to achieve the integral development of the blessed personality ensuring the possibility of living a fully human existence.

CALENDAR 2020-21

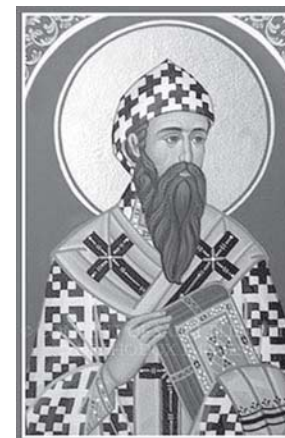
AUGUST 2020	DATE	DAY	DATE	SEPTEMBER 2020
	1	SAT		
	2	SUN		
	3	MON		
	4	TUE	1	
	5	WED	2	
	6	THU	3	
	7	FRI	4	
Second Saturday	8	SAT	5	
	9	SUN	6	
	10	MON	7	College re-opens after Onam Holidays
	11	TUE	8	
	12	WED	9	
	13	THU	10	Sreekrishna Jayanthi
	14	FRI	11	
Independance Day	15	SAT	12	Second Saturday
	16	SUN	13	
	17	MON	14	
	18	TUE	15	
	19	WED	16	
	20	THU	17	
	21	FRI	18	
	22	SAT	19	
	23	SUN	20	
	24	MON	21	Sree Narayana Guru Samadhi
	25	TUE	22	
	26	WED	23	
College closes for Onam	27	THU	24	
Ayyankali Jayanthi	28	FRI	25	
Muhram	29	SAT	26	
Onnam Onam	30	SUN	27	
Thiruvonam	31	MON	28	
		TUE	29	
		WED	30	
No. of Working days: 19		Total Working Days:37		No. of Working days: 18

CALENDAR 2020-21

JUNE 2020	DATE	DAY	DATE	JULY 2020
College reopens	1	MON		
	2	TUE		
	3	WED	1	
	4	THU	2	
	5	FRI	3	St. Thomas Day
	6	SAT	4	
	7	SUN	5	
	8	MON	6	
	9	TUE	7	
	10	WED	8	
	11	THU	9	
	12	FRI	10	
Second Saturday	13	SAT	11	Second Saturday
	14	SUN	12	
	15	MON	13	
	16	TUE	14	
	17	WED	15	
	18	THU	16	
	19	FRI	17	
	20	SAT	18	
	21	SUN	19	
	22	MON	20	Karkkidaka Vavu
	23	TUE	21	
	24	WED	22	
	25	THU	23	
	26	FRI	24	
	27	SAT	25	
	28	SUN	26	
	29	MON	27	
	30	TUE	28	
		WED	29	
		THU	30	Idul Azha
		FRI	31	
No. of Working days: 22 Total Working Days: 43 No. of Working days: 21				

OUR PATRON SAINT

St. Cyril of Alexandria



St Cyril , The 24th Pope of Alexandria

St Cyril of Alexandria, Bishop and Doctor of the Church, was born at Alexandria, Egypt. He regarded the embodiment of God in the person of Jesus Christ to be so mystically powerful that it spread out from the body of the God-man into the rest of the race, to reconstitute human nature into a graced and deified condition of the saints, one that promised immortality and transfiguration to believers. St Cyril is counted among the Church Fathers and the Doctors of the Church, and his reputation within the Christian world has resulted in his titles Pillar of Faith and Seal of all the Fathers.

According to his theology, there were two states for the Son: the state that existed prior to the Son becoming enfleshed in the person of Jesus and the state that actually became enfleshed. His writings include the homily given in Ephesus and several other sermons. Some of his alleged homilies are in dispute as to its authorship. In several writings, St Cyril focuses on the love of Jesus to his mother. St Cyril is credited with creating a basis for all other mariological developments through his teaching of the blessed Virgin Mary, as the Mother of God.



FOUNDER

His Holiness Moran Mar Baselios Marthoma Mathews II, the Catholicos of the East and 89th successor to the Holy Apostolic Throne of St Thomas, was born on January 30, 1915 at Perinad in Kollam District of Kerala. His Holiness had his early education in a local school. After his high school education he had his training at Old Seminary, Kottayam and also at Basil Dayara, Pathanamthitta. Later he joined Bishop's College, Calcutta for his B.D. Degree. He had his higher education in theology at General Theological Seminary, New York. He was ordained as Deacon in 1938 and as Priest in 1941. It was during his stay

at St George Dayara, Othara that Father Mathews made a mark as a devoted and an able priest of the Indian Orthodox Church. He was noted for his spiritual leadership and loving nature and could endear himself to everyone who came in contact with him. He was known as "Father Angel" at that time. On May 15, 1953 he was ordained as a Bishop of Orthodox church. He was only thirty eight then. The young Bishop grew in stature very soon. As Metropolitan of the Diocese of Kollam he was fully responsible for its growth and progress and the number of parishes almost doubled within a short period. Several monasteries and convents were started. A large number of educational institutions and hospitals were established. His services in the field of education and social service are all very well known. Several colleges, schools, hospitals and other service institutions were successfully established and administered under his direct control and leadership. He has travelled wide in various countries: the United States, Canada, Europe, Malaya, Singapore, Gulf countries etc. and has attended various international meetings and conferences. It was in 1980 that he was unanimously elected by the Malankara Syrian Christian Association as successor to the throne of Catholicos of the East and Malankara Metropolitan. A good orator, an eminent scholar, a renowned theologian, an able administrator and a man of the Word of God, he had all the qualities needed for a spiritual leader and a good shepherd. With his intelligence, wisdom, love and vision and with his vast experience in various fields he proved himself successful as a skillful ecclesiastical head of an ancient Church. With his devotion and dedication in life and sincerity of purpose, no doubt the community at large is benefited by his true Christian life as a servant of God in the service of mankind. He entered into eternal rest on 26 Jan 2006 and was laid to rest in Mar Elia Chapel Sasthamcotta.

IMPORTANT TELEPHONE NUMBERS

University of Kerala	
Vice Chancellor, University of Kerala	Phone: 0471 2306634
Pro Vice Chancellor, University of Kerala	Phone: 0471 2308532
Registrar, University of Kerala	Phone: 0471 2305631
Controller of Examinations	Phone: 0471 2305946
	Fax No: 230776
Kerala University Enquiry	Phone: 0471 2305994
Kerala University Information Centre, Pandalam	Phone: 04734 252639
Govt. Offices / Others	
District Harijan Welfare Department Pathanamthitta	Phone: 0468 2322712
A.S.P., Adoor.	Phone: 04734 228225
Police Station, Adoor	Phone: 04734 224829
KSRTC, Adoor	Phone: 04734 224764
KSRTC, Kottarakkara	Phone: 0474 2452622
Govt. Hospital	Phone: 04734 224843
R.D.O. Office	Phone: 04734 224827
Sub Treasury, Adoor	Phone: 04734 224805
DDE, Kollam	Phone: 0474 2744378
Sister Colleges	
Catholicate College, Pathanamthitta	Phone: 0468 2325223
Baselious College, Kottayam	Phone: 0481 2563918
K.G. College, Pampady	Phone: 0481 2505212
Mar Dionysius College, Pazhanji	Phone: 0488 2576729
St. Mary's College Sulthan Battery	Phone: 04936 220246
Banks	
State Bank of Travancore (PSB, Adoor)	Phone : 04734 226222
Canara Bank, Adoor	Phone : 04734 228680
Catholic Syrian Bank, Adoor	Phone : 04734 224776,
	228451
Federal Bank, Adoor	Phone : 04734 228340
Indian Overseas, Bank	Phone : 04734 224833
Union Bank, Adoor	Phone : 04734 227160

Labour Welfare Fund Scholarship:

The children of labourers who are contributors to the Labour Welfare Fund are eligible for the award of this scholarship.

Unified Fee Concession:

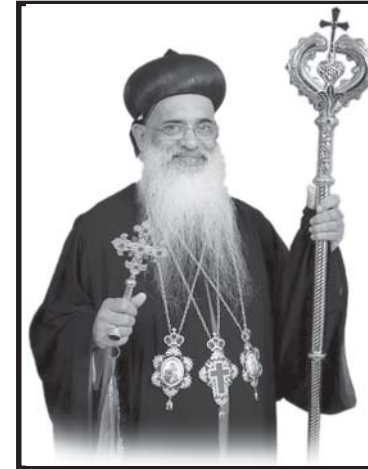
This is given on the basis of merit and means. A minimum 45 % mark is required to apply for this concession. Renewal applications are to be submitted every year of the course.

Fee Concession to forward community students:

Students belonging to financially backward class in the forward community are eligible for the fee concession under Kumara Pillai Commission Report, based on the income of their parents which does not exceed Rs. 1,00,000 for the Degree course and Rs. 1,00,000 for the P.G. Course.

Students should submit online application to the *e grants Govt. of Kerala (AKSHYA Centre)* within 7 days after the admissions and submit the hard copy of the registration to the college.

Income certificate from the village officer below the prescribed limit is essential for claiming the concession.

EDUCATIONAL AGENCY

His Holiness Baselios Marthoma Paulose II was enthroned as the Catholicos of the East & Malankara Metropolitan (the Supreme Head of the Malankara Orthodox Syrian Church of India) on Monday, 1st November 2010. His Holiness is the 91st Primate on the Apostolic Throne of St. Thomas. Born on 30th August 1946 in a village called Mangad near Kunnankulam, Trissur District, Kerala as the son of the late Kollannur Iype and the late Pulikkottil Kunjeetty, the boy K.I.Paul had his early education in local schools. After graduating from St. Thomas College, Trichur, Paul joined the Orthodox

Theological Seminary, Kottayam from where he obtained G.S.T and B.D. degrees of the Serampore University. After taking the holy orders, he joined C.M.S College, Kottayam and took his M.A in Sociology.

At the young age of 36, the church Parliament (Malankara Syrian Christian Association) elected Fr. K.I.Paul as Bishop. On 15th May 1985, he was consecrated as Episcopa (bishop) with the new name Paulose Mar Milithios. Subsequently, His Grace was elevated as the first Metropolitan of the newly formed Kunnankulam diocese on 1st August 1985. The Malankara Syrian Christian Association held at Parumala on 12th October 2006 unanimously elected His Grace Paulose Mar Milithios Metropolitan as the Catholicos Designate and the successor to the Malankara Metropolitan. On 1st November 2010, following the abdication of his predecessor, His Holiness Baselios Marthoma Didymus I. His Grace Paulose Mar Milithios Metropolitan was enthroned as the Catholicos of the East & Malankara Metropolitan with the new name His Holiness Baselios Marthoma Paulose II. Incidentally, Kunnankulam which is a stronghold of the Orthodox Community in Kerala has given birth to three Malankara Metropolitans including the reigning Catholicos. His Holiness' illustrious Predecessors Pulikottil Joseph Mar Dionysius II and Pulikottil Joseph Mar Dionysius V were towering personalities who contributed much to making the Malankara Church what it is today.

OUR MANAGER

H.G. Dr Zacharias Mar Aprem Metropolitan



H.G. Dr Zacharias Mar Aprem, the first Metropolitan of Adoor-Kadampanad Diocese, was born on March 1966 in Chunkathara, Malapuram district.

After completing B.Sc from Calicut University, he took B.D and M.Th from Serampoor University. He earned Ph.D in Advaita Vedantha (D.Th) from the same University. He was the Principal Secretary to His Holiness Baselios Marthoma Didymus I, the Catholicos of the East and Malankara Metropolitan, His Grace is the chief editor of

Malankara Sabha Magazine and also Registrar and Governing Board member of Orthodox Theological Seminary Kottayam. On 12th May 2010 he was ordained as a Bishop of Malankara Syrian Orthodox Church.

As a good orator, an eminent scholar, a renowned theologian and an able administrator he has got the qualities needed for a spiritual leader. He is the President of MGOCSM of Orthodox Church and Assistant Metropolitan of the North American Diocese. With Almighty's grace and our manager H.G Dr Zacharias Mar Aprem's guidance along with his painstaking efforts, both visible and non-visible, St Cyril's College has earned a glorious position in the educational map of Kerala.

SCHOLARSHIPS & FEE CONCESSION

National Loan Scholarship:

The B.A./ B.Sc./ B.Com students who hold the National Loan Scholarship for 2 years can continue to hold the scholarship provided they obtain 50% of marks for their qualifying plus two Examination. This scholarship can be held together with any other scholarship which shall not exceed half of the amount. Students admitted to B.A./B.Sc./B.Com. Courses can also apply for this scholarship provided they have scored 60 % marks for the qualifying examination. The scholarship is refundable when the scholar gets employed or after 3 years of completion of studies.

National Merit Scholarship:

The National Merit Scholarship is awarded to B.A./B.Sc./B.Com course provided the scholar has obtained 50 % marks for the Plus two Examination.

National Merit Scholarship for the Children of School Teachers:

This scholarship is given to B.A/ B.Sc/ B.Com course provided the scholar has obtained 50 % marks for plus two examination.

State Merit Scholarship:

This scholarship is given to those who get the first five ranks in each district for plus two examinations.

State Merit Cum Means Scholarship:

This is a merit cum means scholarship. Students with more than 60% marks for the qualifying examinations can apply for this. The amount is Rs. 500/- per year for three years for B.A./ B.Sc./ B.Com courses. This scholarship can be held together with any other scholarship which shall not exceed half of the amount. The scholar has to maintain 50% marks every year.

State scholarship for proficiency in arts:

This scholarship can be enjoyed by the students according to their proficiency in arts.

ISSUE OF CERTIFICATES AND DOCUMENTS

A student, past or present, applying for certification for transfer, age, character, marks, sports, N.C.C., shall do so in the prescribed form to the principal stating the year of study, admission number, class last attended and home address. Transfer Certificate will be issued only after the payment of all-dues to the college.

Student applying for the issue of qualifying examination certificates must also clear all dues in the college.

The issue of marklist will be made only on the production of hall tickets.

Surrendering of Identity Card is essential in any of the above cases.

No certificate will be sent by post unless the transmission charges are prepaid.

CAUTION DEPOSIT RULES

1. Every student on admission to a course of study must pay the prescribed caution deposit along with the first instalment of the fees.
2. The caution deposit will be refunded on completion of the course of study after adjusting dues, if any. However the caution deposit will be refunded before the completion of the course of study in case, the student leaves the College with transfer certificate.
3. It shall be the responsibility of the student to claim the refund in the prescribed form on the date notified on the notice board. The receipt issued for the remittance of caution deposit should be produced along with the application for refund. Failure to produce the original receipt will result in forfeiture of the claim for refund.
4. Claim for refund of caution deposit should be made before the re-opening of the college, after the completion of the course failing which the class number of students who did not claim the re-fund will be published on the college notice board. Amounts unclaimed after two months (April 1 to May 31 st) from the date of such publication will be forfeited.

FROM THE PRINCIPAL'S DESK



It is a joy and privilege to offer you my warm greetings as the Principal of St Cyril's College, Adoor. Founded by Late Lamented His Holiness Basellios Marthoma Mathews II in 1981, this pioneer institute of Malankara Orthodox Syrian Church always aims at developing the all-round personality of its students and to illuminate the minds of members of the society. The college constantly works to inculcate a good sense of discipline and sound moral character, tolerance, integrity, compassion and fortitude conforming to the changing norms of society.

It is with high esteem that we remember our Founder the Late Lamented H H Moran Mor Basellios Mathews II for the divine vision to establish a higher education institution to enlighten the weaker ones. We also remember the Catholicos of the East, Educational Agency H H Moran Mor Basellios Mathews Paulose II for the perpetual support. It is with delightful gratitude that we reflect H.G. Dr Thomas Mar Athanasios, Manager of MOC colleges for the generous blessings. We humbly offer the token of indebtedness also to our Manager and the President of the Governing Board H.G. Dr Zacharias Mar Aprem Metropolitan who is always with us to guard and guide.

With reverence we render our bouquet of gratitude to the Late Very Rev Ramban Prof Alex Kurampil Cor Episcopo, the first Principal who has lead the College with excellent vision and a realistic mission.

St Cyril's College is affiliated to University of Kerala. The College offers five Undergraduate and two Post Graduate courses, having a total strength of around six hundred students. The Principal nominates faculty advisors for each class. Various clubs and associations are very successfully functioning to promote the talents of the students. Faculty advisors continuously monitor the student activities to assess their curricular and co-curricular performance to ensure the holistic development of the personality of each student.

There are twentyfive faculty members in St Cyril's College. Among them, fourteen are Ph D holders and six are having M Phil degree. Other faculty members are actively engaged in serious research activity. The college strides in the path of success with the whole hearted support of the teaching and administrative staff.

I am very thankful to all those who have contributed to the upliftment of the college.

Dr Susha D.

MANAGEMENT OF THE COLLEGE

Founder	The Late Lamented H.H. Moran Mar Baselios- Marthoma Mathews II
Educational Agency	H.H. Moran Mar Baselios- Marthoma Paulose II Catholikos of the East and Malankara Metropolitan Devalokam Aramana, Kottayam Ph: 0481-2578234
Manager M.O.C College	H.G. Dr Thomas Mar Athanasious Bishop's House, Cathedral Road Moovattupuzha-686661 Ph: 0485-2833401
Manager & President Governing Board	H.G. Dr Zacharias Mar Aprem- Metropolitan Sreyes Aramana, Mar Epiphanios Centre, Adoor, Ph: 04734-227117, Mob : 9447184303
M.O.C Secretary	Dr M. V. Kuriakose M.O.C Colleges, Kottayam Ph: 9447101513
Principal	Dr Susha D. Ph: 04734- 227639 (R),9495435558 (M)
Treasurer	Mr. Johnson K Zacharia Ph: 9447053434
Bursar	Prof. Jose V. Koshy Ph: 04734-229234 (R), 9447463154 (M)

ADMISSIONS AND WITHDRAWAL

1. All candidates seeking admission must acquaint themselves with the rules and regulations of the college and will be bound by them, if admitted.
2. At the time of admission candidates must produce Transfer and Conduct Certificates in original from the school or college they last attended along with the Qualifying Certificate and Mark list.
3. Candidates from other Universities should produce migration certificates along with an Eligibility Certificate from the University of Kerala.
4. Orthodox Students should produce a Conduct Certificate from the priest of their parish.
5. Those who seek concession must produce income and community certificates from the Village Officer.
6. Candidates selected for admission will be required to appear along with their guardians for an interview before the Principal. The selection is provisional and is subject to confirmation only after the interview and scrutiny of certificates.
7. Candidates will have to pay the first installment of tuition fees, special fees, caution deposit and such other fees, prescribed by the University before they are allowed to attend the classes.
8. Any candidate found to have obtained admission by false representation shall be removed from the rolls.
9. Every student of the college will be issued an Identity Card on enrollment. All students are bound to wear the card.

FEES SCHEDULE

ITEM	UG						PG			
	BA		BSc		Bcom		MA		MSc	
	I	II	III	I	II	III	I	II	I	II
TUITION	1050	1050	1050	1050	1050	1050	1890	1890	1890	1890
SPL. FEE (Other than uty/fees)	550	460	470	970	880	735	630	460	1890	1720
CAUTION DEPOSIT	360			360			600		600	
APPL COST/ REGISTRATION	55			55			55		55	
TOTAL	2015	1510	1520	2435	1930	1785	3175	2350	4435	3610
Affiliation Fee	100									
Matriculation Fee	300									
Eligibility Fee	200									
B.Sc LAB	400									
M.Sc LAB	1200									

Shall be applicable for all programmes to students coming from other universities

Executive Committee

H.G. Dr Zacharias Mar Aprem (President & Manager)

Sri. A. K. Thomas (Secretary)

Dr Susha D. (Principal)

Mr. Johnson K. Zacharia (Treasurer)

Prof. D. K. John

Prof. John M. George

Dr. Varghese Perayil

Prof. Jose V. Koshy (Bursar)

Mr. Sam Panuvelil

College Managing Board

1. H. H. Moran Mar Baselios Marthoma Paulose II

Catholicos of the East and Malankara Metropolitan

(President)

2. H.G. Dr Zacharias Mar Aprem (Vice President & Manager)

3. H.G. Dr Thomas Mar Athanasious (MOC Corporate Manager)

4. Fr. Dr. M.O. John (Priest Trustee)

5. Sri. George Paul Embasseril (Layman Trustee)

6. Adv. Biju Oommen (Association Secretary)

7. Dr M.V. Kuriakose (MOC Secretary)

8. Sri AK Thomas, (Governing Board Secretary)

9. Dr Susha D. (Principal)

10. Prof. D.K. John

11. Prof. John M George

12. Dr Varghese Perayil

13. Sri. Mathew Cherian

14. Rev. Fr. Rajan Mathew

15. Rev. Fr. Jacob Koshy

16. Mr. Johnson K Zacharia
17. Er. Thomas Mathew
18. Mr. Thomas John
19. Prof. K.G. John
20. Mr. Saju Varghese
21. Prof. Jose V. Koshy (Bursar)

FORMER PRINCIPALS

1981-1994

Late Very. Rev. Ramban Prof. Alex Kurampil Cor-Episcopa

1994-1999

Prof. P.K. Abraham Thalavady Ph: 9895168671

1999-2005

Prof D.K. John Ph: 9447028345

2005-2012

Prof. John M. George Ph: 9447081912

2012-2013

Dr Varghese Perayil Ph: 9447359139

2013-2014

Prof. Itty Varghese Ph: 9495683848

2014-2015

Dr Manu Oommen Ph: 9447563011

2015-2016

Prof. Rachel Ninan Ph: 9847214617

2016-2017

Prof. A. K. Thomas Ph: 9446526486

2017-2019,

Prof. Anitha Thomas Ph: 9495305208

2019-2020

Dr AK Thomas Ph: 9446526486

8. Prof. Philomena Daniel Endowment
Endowment of Rs.25000 instituted by Prof. Philomena Daniel (H.O.D. Malayalam) for the best two students in Malayalam in semester 1, in memory of late Mr. T.K. Daniel, founder of Popular group.
9. Prof. Aniamma George Endowment
Endowment of Rs.10,000 instituted by Prof. Aniamma George (H.O.D. Hindi) for the best student in Hindi in semester 1.
10. Mr. Thomas Mathew Endowment
Endowment of Rs. 10,000 instituted by Mr. Thomas Mathew (Sabha Managing Committee Member) for the best student in Mathematics in semester 1.
11. Dr Varghese Perayil Endowment
Scholarship of Rs. 1000 instituted by Dr. Varghese Perayil, Principal for the best student in History in semester 2 in memory of late Mr. Geevarghese Oonunny Perayil, Adoor.
12. Prof. Mariamma John Endowment
Endowment of Rs.5000 instituted by Prof. Mariamma John, Former H.O.D., Dept. of Economics for the best student in Economics in semester 1 in memory of late Mr. P. Yohannan, Retd. Sub Registrar, Neeleswaram, and Kottarakara.
13. Prof. Monykutty Thomas Endowment
Scholarship of Rs. 10000 instituted by Prof. Monykutty Thomas, Former H.O.D., Dept. of Malayalam for the best two students in Malayalam in semester 2.
14. Mr. Joseph Chandy Endowment
Scholarship of Rs.9000/- to six students instituted by Mr. Joseph Chandy (President, American Christian Charitable Mission)
15. Prof. Anitha Thomas Endowment
Endowment of Rs. 10000/- instituted by Ms. Anitha Thomas, HOD, Dept. of Chemistry, for the best faculty of the academic year.
16. His Holiness Moran Mar Baselios Mathews II Memorial Prize
Endowment of Rs. 10000/- instituted by Dr Siji Rachel George, HOD, Dept. of Political Science, for the top scorer in political Science

ENDOWMENTS

The following Endowments have been instituted with a view to encourage maximum output from the students

1. His Holiness Moran Mar Baselios Marthoma Mathews II Endowment
Endowment of Rs.50,000- instituted by His Holiness Moran Mar Baselios Marthoma Mathews II Catholicos of the East and Malankara Metropolitan and Founder - Manager meant for the financially backward student who secures the highest marks in each class.
2. Dr Zacharias Mar Aprem Endowment
Scholarship instituted by Dr.Zacharias Mar Aprem(Manager) Rs.6000/ to Six students(Rs.1000/ to each student) who are bright and financially weak from each department
3. Prof. D.K. John Endowments
(a) Endowment of Rs. 10,000/- instituted by Prof. D.K. John, Former Principal meant for the best student in the M.Sc. Physics Class.
(b) Endowment of Rs. 10,000/- instituted by Prof. D.K. John meant for the best student in B.Com. Class
(c) Endowment of Rs. 10,000/- instituted by Prof. D.K. John, Former Principal, meant for the best student in the Economics Department.
4. Shri. N.P. Rajan Endowment
Endowment of Rs. 10,000 /- instituted by Shri. N.P Rajan , Member of the College Governing Board , meant for the best student in B.A. (English) Class.
5. Shri. Simon George Kurampil Endowment
Endowment of Rs. 10,000/- instituted by Shri. Simon George Kurampil, meant for the best student in B.Sc. (Chemistry) Class
6. Shri. Lal Varghese Konnayil Endowment
Endowment of Rs. 10,000/- instituted by Shri. Lal Varghese Konnayil, meant for the best student in B.A. (History) Class
7. Prof. Mollykutty P.G. Endowment
Endowment of Rs. 10,000/- instituted by Prof. Mollykutty P.G., Former H.O.D.,Dept. of Hindi meant for the best student in Hindi.

LANDMARKS OF DEVELOPMENTS**Infrastructure**

- 1981- College old Building for Pre degree Block
- 1991- New building for the college
- 2012 -A/c seminar Room
- 2013- College Auditorium
- 2014 -Multi Purpose Synthetic Court
- 2014 -Ladies Hostel
- 2015 - Chapel and Smart Classrooms
- 2016- Rain harvesting Project
- 2017- College Website launched
- 2018 - Canteen Service

Academic

- | | |
|----------------|--|
| 1981, November | Starting of the college with Group III & IV of the Pre Degree Course |
| 1984 | Group I & II of the Pre Degree Course |
| 1991 | B.A. History |
| 1993 | B.Sc. Chemistry |
| 1995 | B.A. English |
| 1998 | B.Com. |
| 1999 | B.A. Economics |
| 2001 | M.Sc. Physics |
| 2006 | Silver Jubilee Year |
| 2011 | Minority status |
| 2011-2012 | Accredited by NAAC-with B grade |
| 2013-2014 | M.A. English |
| 2018- 2019 | NAAC Re-accreditation |

TEACHING STAFF**Principal**

Dr Susha D. M.Sc, B.Ed, M.Phil., Ph.D (Mathematics),
Ph.D (Management Studies)
Phone Number : 04734 227639, Mob: 9495435558
E-Mail : sushad70@gmail.com

Department of English

The Department of English has been a sacred turf of learning ever since its fraternity with the parent institution, St Cyril's College, Adoor. Owing its allegiance to the great tradition set by the torch bearers of education, the department has lit the lamp of wisdom of the students and has been refurbishing its glow to be spread far and wide. English language is considered Western and urban and has been kept at bay from the rural community. This prompted the college to begin an Under Graduate course in English Language and Literature and the Department amalgamated in 1995 proving to be a blessing to the laymen of Adoor who wished to educate their wards in the Western man's language. Post Graduate course in English Language in literature was introduced in 2013.

COURSES OFFERED

B.A. English

M.A. English

Faculty

Dr Susan Alexander M.A., B.Ed, Ph.D (HOD) 0474-2615023
susanalexnimmy@gmail.com 9496840965

Dr Nisha Mathew M.A., B.Ed, Ph.D 0474 -2652929
nishamathewko@gmail.com 9447076005

Ms.Sowmya Mary Thomas, M.A., M.Phil 9446655338
snazzymarch@gmail.com

Ms.Mariam John M.A., B.Ed 9497103452
mariamjohn21@gmail.com

Ms.Reshma Susan George M.A., B.Ed 9562136228
reshmasusangeorge@gmail.com

RULES FOR REMITTING FEES

Fees will be collected in 2 semesters in the months of June and November. All Special Fees and caution deposits should be remitted along with the first installment.

Fees will be received in the College Office as per the schedule given below:

- D3 Classes - within seven working days of June & November
- D2 Classes - within seven working days of June & November
- D1 Classes - at the time of admission

Post Graduate Classes - Fourth working day of every month

If the student fails to pay the fees on the due dates he shall be liable to pay a fine of Rs.5.00 till the 10th day and an additional fine of Rs.10.00 will have to be paid thereafter.

If the fees and fines of an installment are not paid before the last opportunity given for the payment of that of the installment, the name of the student will be removed from the rolls of the college with effect from the date following expiry of this period and the student will not get the benefit of attendance also from the date of removal from the rolls of the college. If the student is to be re-admitted he/she has to apply for the special permission of the Principal and also has to remit all the arrears of fees with fine. This re-admitted student will get the benefit of attendance only from the date of re-admission with a re-admission fee of Rs. 50.

The last opportunity for payment of an installment of fee mentioned above is defined as the last working day previous to fee due date of the succeeding installment.

Every student is liable to pay the prescribed fee as per rule during the part of which his/her name is on the rolls of the College. Students should obtain a receipt from the cashier for any payment made in the College. These receipts should be retained by them for later reference or verification. Fees once paid will not be refunded under any circumstance.

Post Graduate Classes -

- I PG - at the time of admission
- II PG - within seven working days of June & November

1. Students who want admission to hostel must apply for the same in the prescribed admission form (available from college office) with two passportsize photos and remit the caution deposit in the college office.
2. Students are not allowed to stay at the Hostel during college working hours unless allowed by Faculty/Warden for Physical Challenges or Difficulties.
3. All inmates are expected to maintain at all times personal hygiene befitting the decorum of a good individual and will be properly attired.
4. Students have to make necessary entries in the "Movement Register" before leaving the hostel for shopping or outing.
5. All inmates are expected to contact the warden for redressal of any grievance during their stay in the hostel.
6. All inmates are expected to maintain the rooms and common areas always in a presentable, neat and tidy manner.
7. Smoking, use of alcohol or any other intoxicant is totally prohibited and will be dealt seriously.
8. During study time every student unless he or she has prior permission for absence is to be present in his room.
9. Safety of cash and valuables will be the sole responsibility of the students.
10. Switch off the lights/fans and close the bathroom water taps when not in use.

Professors Retired

Mr. John M George	9447081912
Mr. Mathew Varghese	0479-2485303, 9847372941
Mr. Rajan George	9349612155
Mr. L Baby	0475-2275239, 9037623955
Dr. Y Joy	0476-2851288, 9447222298
Rev. Jacob Abraham	9961330751

Department of Malayalam

The Department of Malayalam, St Cyril's College, Adoor started functioning in 1981, the year of establishment of the college. The department handles second language, Malayalam, for undergraduate program offered in college.

Faculty

Dr Seraphi John M.A., B.Ed, Ph.D (HOD) 9446490160
seraphi90@gmail.com

Professors Retired

Ms. Philomina Daniel	0473-252034, 9447058834
Ms. Monikutty Thomas	04374- 229112, 9605457252

Department of Hindi

The Department of Hindi, St Cyril's College, Adoor, started functioning in 1981, the year of establishment of the college. The department handles second language, Hindi, for undergraduate program offered in college.

Faculty

Dr Mini Samuel M.A., Ph.D (HOD) 9496080150
minisam28@gmail.com

Professors Retired

Ms. Mollykutty P G	04734-224493
Ms. Annamma George	04734-225916

Department of History

The Department of History was established in 1991 with Prof. D.K. John as the Head of the Department who continued to raise the glory of the college to higher heights. He was succeeded by Dr. Varghese Perayil and then the baton was passed in to the hands of Prof. Jose. V. Koshy and then to Ms. Daisy Mathew. Since its inception, the department has been instrumental in imparting educational wisdom and guiding the youth to the path of righteousness. The Alumni from the department have brought much fame to the college by their contributions to the socio-economic and political spheres of the state.

COURSES OFFERED

BA History

Faculty

Ms. Mini Mathew M.A., M.Phil, M.Ed (HOD) 0479-2485994
minim6844@gmail.com 9497674020

Dr O.C.Promod, M.A(Hist.) M.A (Socio.), B.Ed, M.Phil Ph.D,
ocpromod@gmail.com 9446071421

Professors Retired

Mr. D.K. John 9447028345

Dr. Varghese Perayil 9447359139

Mr. Jose V Koshy 04734-229234,
9447463154

Ms. Daisy Mathew 9947406502

Department of Economics

The Department has started functioning in 1999. It offers Undergraduate Programme in Economics. It offers an inter disciplinary course in Human Resource Management. It also organizes various socially significant programmes like Community Extension & service oriented programmes. The department engages in extension activities like energy conservation and social and economic analysis of the lower strata of society.

EXCURSIONS, PICNICS & STUDY TOURS

1. Study tours will be organized by the respective Departments.
2. Only final year students (III DC) will be permitted to go on excursions and study tours.
3. Written consent in the prescribed form should be obtained from the guardians of all students going on excursion.
4. A detailed programme of travel, stay, place of visit etc. should be submitted to the Principal ten days before the tour.
5. No students from other class will be permitted to join a class going on excursion.
6. There should be at least two teachers (one male and one female) to accompany each team.
7. Excursions, Picnics and Tours will be allowed only during the second semester of the Academic Year.
8. The duration of the study tour will be strictly in accordance with the University stipulations.

MEDICAL INSPECTION

Every student shall undergo a Medical Inspection by a Medical Officer appointed by the College on such dates as may be notified from time to time. Failure to present oneself for Medical Inspection is a serious offence. Whenever a Medical Certificate has to be produced by a student, such certificate should be from either the College Doctor or from another Doctor approved by the Principal.

WOMEN'S HOSTEL

St. Mary's Women's Hostel aims to provide a convenient and a comfortable stay for the outstation girl students. It works to minimize the cost in terms of time so that the hostel residents can use the same for other significant purposes. The girl's Hostel also satisfies the vital objective of ensuring safety of girls.

WALK WITH A SCHOLAR (WWS)

WWS scheme proposes to arrange specialized mentoring programmes for students in Under Graduate Courses and to provide guidance for their future. The scheme introduces the idea of mentoring and builds on the concept of mentor as a 'Guide and Friend'. It aims at identifying the opportunities available for the scholars, the areas suitable for them, the manner in which the scholar should proceed before them and evolve ways by which they can be acquired.

Dr Alen S. (Convener)

THE SCHOLAR SUPPORT PROGRAMME (SSP)

SSP is a novel initiative of the Higher Education Department of the Government of Kerala which aims at imparting personalised additional support to needy students through tutorials, study materials, question banks and interactive sessions.

Ms. Elizabeth George (Convener)

YOUTH INITIATIVE PROGRAMME (YIP)

YIP is a societal entrepreneurship training, offering a holistic educational programme that promotes and expands global and personal awareness. It aims to strengthen young people's capacity to take personal and collective initiative in the face of current global challenges.

Dr O. C. Promod (Convener)

REMEDIAL COACHING

Remedial coaching sessions are arranged in the college to provide a helping hand for those students who need an additional support for pursuing their studies efficiently and reduce their failure and drop out rates.

BRIDGE COURSE

This initiative is adopted to give students the confidence and skills to successfully make an entrance from school to college. It also assists the students in their personal development of life skills.

COURSES OFFERED**B.A. Economics****Faculty**

Mr. Sajin Philip M.A. (HOD) 9645680670
sajin101philip@gmail.com

Dr Soorya Anand M.A., Ph.D 0468-230056,
soorya.anand40@gmail.com 9745436427

Ms. Elizabeth George M.A., B.Ed, PGDCA 9847016813
elizgeo75@gmail.com 7907420757

Professors Retired

Ms. Mariamma John 9446112885

Mr. Itty Varghese 9495683848

Department of Political Science

The Department of Political Science was established in 1981. The department handles Complementary paper of Political Science for B.A. History, Economics and English undergraduate programmes.

Faculty

Dr Siji Rachel George M.A., B.Ed, Ph.D (HOD) 9495094066
sijirachelgeorge@gmail.com

Professors Retired

Mr. Muraleedharan Nair K. 0474-2615033,
9846301851

Ms. Lethakumari G. 04734-228711,
9495435586

Department of Commerce

The Department of Commerce started in the year 1998 with B.Com. Computer Application course. In order to facilitate the overall personality of the students, the Commerce Department organizes Orientation programmes, Inter-Class Competitions, Industrial Visits, Remedial Coaching Classes, and Subject specific Guest Lectures for the newly admitted First Year students. Job oriented training programmes in the area of marketing / HR/Finance is arranged with the help of experts in the field.

COURSES OFFERED

B.Com. Computer Applications

Faculty

Dr Smita Kochummen M.Com., B.Ed., M.B.A., Ph.D (HOD)	0474-2592795 9847352883
smita.kochummen@gmail.com	
Ms. Shiny Kochummen M.Com., B.Ed.	0475-2292472 9605939970
shinykochummen@gmail.com	
Dr John Major Thomas M.Com. M.B.A., Ph.D	8086349081
majorj784@gmail.com	
Professors Retired	
Mr. V. G. Wilson	0475-2273196 9495433756
Mr. Abraham Varghese	04734-226298 9747074014
Mr. Shaji Mathew	71504549317

Department of Mathematics

The Department of Mathematics was established in 1983. The Department handles complementary paper of Mathematics for B.Sc. Chemistry offered in this college.

Faculty

Dr Susha D. M.Sc, B.Ed, M.Phil., Ph.D (Mathematics), Ph.D (Management Studies) (Principal)	04734 227639 9495435558
sushad70@gmail.com	

Professors Retired

Mr. Babu Varghese	0468-2230635 9447593626
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Department of Physics

The Department of Physics started functioning in 1993 for subsidiary Physics of under graduate course in Chemistry. By combining focused expertise, far – reaching vision and a strong commitment to humanity, the department is creating scholars capable for transforming the world. With the introduction of

FACILITIES OFFERED**LIBRARY AND READING ROOM**

1. Students are expected to make the maximum use of the Library and Reading Room facilities provided by the College.
2. Strict silence should be maintained inside the Library and Reading Room.
3. The library will be open from 9.30 a.m. to 4.30 p.m. on all days on which the college office is open.
4. Nothing except writing materials shall be taken inside the Reading Room and Library.
5. The loan period for books is 14 days. After the period a fine of Rs. 1 will be deducted per day from the students.

TUTORIAL SYSTEM

The tutorial system is in prevalence in the college. Accordingly every student will be under the personal care and guidance of a teacher (Tutor). Each tutor will be in charge of a class, and as far as possible that teacher will continue as the tutor of the class for the entire course period.

The tutorial form will be a vital official record of a student and will be kept in the college office as a permanent record. Sufficient columns have been provided to record the very essential information of the student which is to be filled up by the tutor himself without leaving any column blank. The marks of internal examinations and University examination are to be entered in the space provided in the tutorial form. Immediately after the results of the internal examinations, the tutor will convene a meeting of the guardians of his wards, and discuss the overall progress of the students intimating the marks of the students officially. The presence of the guardians in the meeting should be made compulsory.

Students are free to meet their tutor any time and to bring all their problems both personal and academic for guidance and help. All students shall make use of the tutorial system for their personal development and betterment of future.

25. Rise from your seats when the teacher enters the class room and remain standing till he takes his seat or till you are allowed to sit down. Greet your teacher appropriately when the teacher enters the class. Rise again and say 'Thank you, Sir' when the teacher leaves the classroom.
26. Nothing is more appreciated in a student than courteous and mannerly behavior. Greet your teachers when you meet them inside and outside the campus. Do not tuck up your dhoti when you are in the campus. Please note, it is a rude behavior to enter a room without being asked to, not to say 'Thank you' when something is done for you, to jump queues, to scramble for seats in the bus to get past a person, a door or passage without saying 'Excuse me' or not to say 'sorry' when you have bumped into some one.
27. Students are expected to spend their free hours in the Library/Reading Room. They should not loiter along the verandahs or crowd at the gate or in the main road.

DRESS CODE

The dress worn by students shall always be clean, sober and dignified. Students should be formally dressed.

Post Graduate course – M.Sc Physics with Electronics in 2001 the department was elevated to the status of a centre of Post Graduate studies. Active research is going on in the department as two faculty members are awarded guideship by the university of Kerala.

COURSES OFFERED

M.Sc Physics

Faculty

Ms. Rejeena V. Rajan M.Sc. B.Ed. (HOD)	04734-220740
rejanavr@gmail.com	9446266074
Dr Anoop Chandran M.Sc. Ph.D	9447802968
anoopc23@gmail.com	
Dr Alen S. M.Sc. M.Phil, Ph.D	9495941967
alenstvm@gmail.com	
Ms. Monishalal M. M.Sc. M.Tech	9497272160
monishalal87@gmail.com	
Professors Retired	
Mr. Monzy K.M.	0468-2361177, 9447091177
Ms. Silvi Thomas	04734-224369, 9595640351
Ms. Annamma Idicheria	04734-227140, 9447161720
Dr A.K. Thomas	04762-831069 9446526486

Department of Chemistry

The Department of Chemistry started in 1983 with Pre Degree classes and was upgraded to UG level in 1993. The department has the privilege of being the only science department with a core subject at UG level in the college. It has had a remarkable series of faculty associated with it. The department provides ample scope for aspirant students who wish to develop a sound base in scientific research.

COURSES OFFERED

B.Sc. Chemistry

Faculty

Ms. Anitha Thomas M.Sc., M.Tech (HOD) 04734-252468
anithajose@gmail.com 9495305208

Dr Runcy Wilson M.Sc., B.Ed, Ph.D 9946260113
runcy21@gmail.com

Ms. Lini K. Mathew M.Sc., B.Ed 9496107299
liniabraham64@gmail.com

Professors Retired

Ms. Mary John 04734-224369,
9595640351

Ms. K.T. Usha 0468-2350475,
8281081057

Department of Physical Education

The Department of Physical Education started functioning from the inception of the institution itself. It aims to inculcate healthy minds in the healthy bodies of students. It is responsible for the conduction of sports and games activities of the college. Every year the department is conducting the Kerala university Body Building Championship (Best Physique- Mr Kerala University) at central Jn., Adoor, Powerlifting and weightlifting(M&W) competitions. All Kerala Inter Collegiate Volleyball(M&W) tournaments for Baseliouse Marthoma Mathews II Ever rolling trophy is also conducted by the department. Annual Athletic Meets and other games are also organized. The Department of Physical Education conducts free training for BMI at Adoor health club (5 Am to 7 Am) as part of Extension Activity.

Faculty

Lt. Dr Baiju P. Jose M.A., M.PEd., M.Phil, Ph.D (HOD)
drbaijupj@gmail.com 9447234071

consisting of the Vice-principal (or an impartial senior teacher), one HOD and one Senior teacher (Selection Grade/Reader) nominated by the principal.

16. Students who are charged in criminal offence or are under suspension will not be allowed to enter the college campus without the permission of the principal.
17. The principal shall have power to declare holiday for the college if he is satisfied that peaceful academic functioning of the college cannot be carried on.
18. Any case of criminal activity or violation of law and order in the college campus will be reported to the police and the police shall register case and initiate action against the offenders.
19. The terms and conditions of admission and the code of conduct are included in the college calendar issued to the students and are binding on the students. In the application form for admission an undertaking shall be given by the student and the parent accordingly,
20. In the matter of internal discipline the decision of the principal shall be final.
21. Students should not throw litter in the campus; rather place them only in the waste bins. This campus is yours and you are bound to keep it clean.
22. Students are expected to be properly dressed. Show clothes are to be avoided. Women students are expected to show lady-like dignity in their dress and general behavior.
23. Students are not permitted to drive their two-wheelers into the prohibited area of the campus.
24. Any student who is persistently insubordinate, who is repeatedly or wilfully mischievous, who is guilty of fraud or mal-practice in connection with examinations or who, in the opinion of the principal, is likely to have an unwholesome influence on his fellow students, shall be removed from the rolls. The removal shall be either temporary or permanent according to the gravity of the offence.

8. Nobody shall exhibit any type of banners, flags, boards etc. inside the campus, gates, walls and on the compound walls. Similarly, students are prohibited from disfiguring the walls of the college building.
9. Politically based students and other organizations or outfits are not allowed in the campus. Students are strictly prohibited from organizing, attending or participating in any activity or agitation sponsored by the politically based student organizations.
10. The college being a temple of learning and an exclusive academic zone, nobody shall respond to any call for any form of strike or agitation including slogan shouting, dharna, gherao, burning in effigy or indulge in anything which may harm the peaceful and serene atmosphere of the institution and shall eschew from violence within the campus and hostel.
11. Any student who is found to exert undue influence on fellow students will be strictly dealt with. No student is allowed to enter classes of other batches when the class is in session.
12. No student will enter or leave the class room when the session is on without the permission of the teacher.
13. Students absenting themselves without submitting proper leave application for more than ten working days will have their names removed from the rolls. They may be readmitted only at the discretion of the principal.
14. Usage of cell phones within the campus is prohibited. Violation of the ban would entail seizure of the same with fine.
15. There is a students' grievance redressal cell in the college. In case the students have any grievance or complaint they may approach the Head of the Department first and if not satisfied, the principal. The principal will at his, discretion refer the matter to the students grievance redressal cell

Professors Retired

Mr. Simon Tharakan A.S. 0479-2333461
9447463277

Library Staff

Ms. Aswathi G.S. MLISc. 9495972900
Librarian (UGC)
achu8995@gmail.com

Professors Retired from other Departments

Dr Sony M.J (Dept. of Zoology) 04734-210264

Ms. Laly Thomas (Dept of Botany) 9497263262

ADMINISTRATIVE STAFF

Mr. John Varghese	Head Accountant	9446754810
Mr. Allen John Philip	Senior Clerk	9447788923
Mr. Jubin B George	Clerk	9995022620
Ms. Aswathi G S	Librarian (UGC)	9495972900
Ms. Julee Abraham	Computer Assistant	9400407357
Mr. Shibu G.	Mechanic	9400721034
Ms. Jessy Philip	Lab Assistant	8547789053
Ms. Nimisha Susan Varghese	Office Attendant	8129452013
Ms. Reena R	Office Attendant	9400497165
Mr. Liju Babu	Office Attendant	9645920654

RETIRED ADMINISTRATIVE STAFF

Rev. Fr. P.K. Johnkutty (Late)	Jr. Superintendent	04734230923
Rev. Fr. P.G. Kurian	Jr. Superintendent	04734224633 9847307319
Sri. Saji P. John,	Jr. Superintendent	9446709399
Sri. M.P. Alexander,	Head Accountant	04734224642 9446755206
Rev. Fr. Raju Thomas	Head Accountant	04734210706
Sri. V.O. Cherian (Late)	Head Accountant	
Sri. Joseph P.T.	Head Accountant	9446188949
Sri. Raju Y.	Senior Clerk	9447308525
Sri. Mathew Muthalaly	Senior Clerk	9846088193
Sri. Babykutty M. (Late)	Senior Clerk	9747960046 04752399155
Sri. Koshy G.	Senior Clerk	9446120549
Smt. Saramma Ninan	Clerk	04734224348
Sri. Jacob George	Clerk	04752399758 9495425942
Sri. Thomas P.George	Librarian (UGC)	9495553621
Sri. Yohannan K.	Typist	9446180428

GENERAL DISCIPLINE

The following guidelines are issued in order to help the students to conduct themselves courteously and in accordance with the highest standards of mannerly behaviour.

1. Every student shall behave and conduct himself in the college and the hostel in a dignified and courteous manner and should be respectful to the teachers.
2. Consumption of narcotic drugs, tobacco, alcohol etc. are strictly prohibited in the campus and the hostel and action will be initiated against those who are found to have consumed them.
3. Students are prohibited from indulging in anti-institutional, anti-national, anti-social, communal, immoral or political expressions and activities within the campus and hostel.
4. Learning not to damage property whether public or private is one of the primary requirements of civilized behaviour. Students, shall not disfigure/damage or destroy public or college properties. In the event of such damage or destruction the cost of such properties will be recovered from the student/students concerned. Disciplinary action will also be taken against the delinquents.
5. Silence shall be maintained in the college library and the premises of the office.
6. Unauthorised entry of outsiders into the campus as well as the hostel is strictly prohibited. Without specific permission of the authorities, students shall not bring outsiders to the college or the hostel.
7. No one shall bring, distribute or circulate any notice, pamphlet, leaflet etc. with in the campus or the hostel. The possession distribution or exhibition of any object which is perse obscene within the campus or the hostel is also actionable offence.

- b) The student has completed the course of instruction to the satisfaction of the authorities of the college;
 - c) His/Her progress in studies and conduct have been satisfactory.
 - d) He/She has attended all the examinations / Satisfied all other requirements.
6. Students whose attendance falls below 75% shall apply for exemption to the university through the Principal.
 7. Students are informed that they should get 75 percent of attendance in a semester, and should they fall short, the deficiency will be condoned only by the Syndicate. No application for exemption will be recommended by the principal unless he/she is satisfied that the shortage of attendance was due to a cause beyond the student's control.
 8. Ordinarily long and continued illness will be accepted as a plea for shortage of attendance. Absence without leave will not be condoned under any circumstances.

LEAVE APPLICATION

Name and local address of the applicant.....

 Class/Subject/Batch.....
 Class Number.....
 Period and date/s of absence.....
 Reason for the absence.....
 Signature of the guardian/warden.....

STAFF COMMITTEES

COLLEGE COUNCIL

The college council acts as an advisory body of the college in decision making. The council consists of the Principal, the Heads of the Departments, Staff Secretary & the nominated Staff members.

- | | |
|--------------------------|--|
| 1. Dr Susha D. | President & Principal |
| 2. Ms. Mini Mathew | Dept. of History
Staff Secretary |
| 3. Ms. Anitha Thomas | Dept. of Chemistry |
| 4. Dr Susan Alexander | Dept. of English |
| 5. Lt. Dr Baiju P. Jose | Dept. of Physical
Education |
| 6. Mr. Sajin Philip | Dept. of Economics |
| 7. Dr Smita Kochummen | Dept. of Commerce |
| 8. Ms. Rejeena V. Rajan | Dept. of Physics |
| 9. Dr Siji Rachel George | Dept. of Politics |
| 10. Dr Seraphi John | Dept. of Malayalam |
| 11. Dr Mini Samuel | Dept. of Hindi |
| 12. Dr Nisha Mathew | Nominated Member
Dept. of English |
| 13. Dr Soorya Anand | Nominated Member
Dept. of Economics |
| 14. Ms. Aswathi G. S. | Librarian |
| 15. Mr. John Varghese | Junior Superintendent |

INTERNAL QUALITY ASSUARANCE CELL (IQAC)

IQAC is a body proposed by the National Assessment and Accreditation council (NAAC) for performance evaluation, assessment and accreditation and Quality upgradation of the college. The prime task of the IQAC is to facilitate consistant and catalytic improvement in the performance of the institution. The IQAC functions under the guidance of Quality Advisory Council formed in the college.

IQAC CORE COMMITTEE

- | | | |
|----|-------------------------|-------------------------|
| 1 | Dr Susha D | (Chairman) |
| 2 | Dr Mini Samuel | (Co-ordinator) |
| 3 | Ms. Mini Mathew | (Staff Secretary) |
| 4 | Ms. Anitha Thomas | |
| 5 | Dr Susan Alexander | |
| 6 | Lt. Dr Baiju P. Jose | |
| 7 | Dr Nisha Mathew | |
| 8 | Dr Smita Kochumman | |
| 9 | Ms. Aswathi G. S. | (Librarian) |
| 10 | Mr. John Varghese | (Junior Superintendent) |
| 11 | Mr. Johnson K. Zacharia | (Management) |
| 12 | Ms. Alexy Elsa Biju | (Student) |
| 13 | Mr. Shaju K. John | (Alumni) |
| 14 | Mr. Kannappan | (Local Society) |

COLLEGE PLANNING BOARD

The College Planning Board functions in the college for improving the standards of teaching and research and to elevate the institution to higher levels.

- 1 Dr Susha D. (Principal)
- 2 Mr. Jose V. Koshy (Bursar)
- 3 Ms. Anitha Thomas
- 4 Ms. Mini Mathew (Staff Secretary)
- 5 Dr Mini Samuel
- 6 Mr. Jubin. B. George
- 7 University Representative

THE ACADEMIC YEAR

The academic year is divided into two semesters. First semester is from June to October and the second is from November to March.

WORKING DAYS AND CLASS HOURS

The college works under the full day system with two sessions, the morning session of three periods and afternoon session of two periods with a noon interval in between two sessions. In the morning, class begin with a two minutes prayer. When the bell for the prayer rings, all students shall stand up in their places for prayer. The class hours are from 9.45am to 3.30pm with a lunch break from 12.45pm to 1.30pm.

ATTENDANCE

1. The Teacher will mark attendance at the beginning of each period.
2. A student who is not in the class when attendance is taken shall be marked absent.
3. Attendance shall be given to the late comers in the first hour, at the discretion of the teacher.
4. At the end of each term or at the beginning of the following term each student may check their attendance till then from the clerk concerned in the office.
5. Absence from class for an hour will be considered as absence for the session. The annual Certificate of Attendance and Progress required for promotion and for admission to the University Examinations will not be granted unless:
 - a) The student has at least 75% of aggregate of attendance semester wise and 50% attendance course wise.

Core II Intermediate : Micro Economics	EC1241
Complimentary III: Indian Government & Politics	PS1231
Complimentary IV: History of Modern India(1901-1920)	HY1231
Semester III	
Languages Course VI: (English IV): Writing and Presentation Skills	EN.1311
Language Course 7: (Additional Language 3)	ML/HN1311
Foundation Course 2: Informatics For Applied Econometrics	EC.1321
Core Course 3: Introductory MacroEconomics	EC.1341
Complementary V: Public Administration	PS1331
Complementary VI: History of Modern India (1921-1947)	HY1331
Semester IV	
Languages Course VII: (English): Readings in Literature	EN.1411
Languages Course IX : (Additional Language IV)	ML/HN1411
Core IV : Mathematical Methods for Economics	EC.1441
Core V : Intermediate Macroeconomics	EC1442
Complementary VII: International Politics	PS1431
Complementary VIII : History of Contemporary India after 1947	HY1431
Semester V	
Core VI : Money & Modern Banking	EC.1541
Core VII : Macro Economics II	EC.1542
Core VIII : Economics of Growth & Development	EC.1543
Core IX : Indian Economy	EC.1544
Core X : Public Economics	EC.1545
Open Course I: Human Resource Management	EC1551
Project Dissertation	
Semester VI	
Core XI: Kerala Economy	EC1641
Core XII: Financial Economics	EC1642
Core XIII: Basic Tools for Economics II	EC1643
Core XIV: International Economics	EC1644
Open Course II: Agricultural Economics	EC1661.1
Project Dissertation	EC1645

ADMISSION COMMITTEE

The committee assists the Principal in admission procedure of various courses of study offered by the institution.

1	Dr Soorya Anand	(Convener U G)
2	Ms. Monishalal M.	(Convener P G)
3	Ms. Mini Mathew	(Staff Secretary)
4	Dr Siji Rachel George	
5	Dr Mini Samuel	
6	Ms. Reshma Susan George	
7	Ms. Lini K. Mathew	

RESEARCH ASSESSMENT COMMITTEE

1	Dr Susha D.	(Principal)
2	Dr Anoop Chandran	(Director)
3	Dr Susan Alexander	
4	Lt Dr Baiju P. Jose	
5	Dr Nisha Mathew	
6	Dr Siji Rachel George	
7	Dr Seraphi John	
8	Dr Mini Samuel	
9	Dr Alen S.	
10	Dr Runcy Wilson	
11	Dr John Major Thomas	
12	Dr N.V.Unnikrishnan	

NAAC RE-ACCREDITATION COMMITTEE

- | | | |
|-----|------------------------|-------------|
| 1 | Dr Susha D. | (Principal) |
| 2 | Dr Nisha Mathew | (Convener) |
| 3 | Dr Mini Samuel | |
| 4 | Dr Soorya Anand | |
| 5 | Ms. Sowmya Mary Thomas | |
| 6 | Dr O.C. Promod | |
| 7 | Dr Anoop Chandran | |
| 8 | Dr Runcy Wilson | |
| 9 | Dr Alen S. | |
| 10 | Dr John Major Thomas | |
| 11. | Ms. Lini K. Mathew | |

SAAC COMMITTEE

- | | | |
|----|------------------------|-------------|
| 1 | Dr Susha D. | (Principal) |
| 2 | Ms Shiny Kochummen | (Convener) |
| 3 | Dr Mini Samuel | |
| 4 | Dr Soorya Anand | |
| 5 | Ms. Sowmya Mary Thomas | |
| 6 | Dr O.C. Promod | |
| 7 | Ms Elizabeth George | |
| 8 | Ms Reshma Susan George | |
| 9 | Dr Anoop Chandran | |
| 10 | Dr Runcy Wilson | |
| 11 | Dr Alen S. | |
| 12 | Ms Monishalal M. | |
| 13 | Dr John Major Thomas | |
| 14 | Ms. Lini K. Mathew | |

DISCIPLINE COMMITTEE

The discipline committee ensures calm and peaceful academic atmosphere in the campus. It initiates model actions against students involved in indisciplinary activities.

- | | |
|----------------------|------------|
| Principal | |
| Lt. Dr Baiju P. Jose | (Convener) |
| All HOD's | |

Semester 4

- | | |
|--|----------|
| Language Course VI: (English IV): Readings in Literature | EN1411.2 |
| Core Course VIII: Indian Financial Markets | CO1441 |
| Core Course IX: Banking And Insurance | CO1442 |
| Core Course X: Corporate Accounting | CO1443 |
| Complementary Course IV: Business Statistics | CO1431 |
| Elective Course II: Software for Data Management | CO1461.5 |

Semester 5

- | | |
|--|----------|
| Core course XI: Fundamentals of Income Tax | CO1541 |
| Core course XII: Cost Accounting | CO1542 |
| Core course XIII: Marketing Management | CO1543 |
| Open Course I: Fundamentals of Financial Accounting | CO1551.1 |
| Elective Course III: Web Designing & Production for Business | CO1561. |

Project

Semester 6

- | | |
|---|--------|
| Core Course XIV: Auditing | CO1641 |
| Core Course XV: Applied Costing | CO1642 |
| Core Course XVI: Management Accounting | CO1643 |
| Open Course II: Management of Foreign Trade | Co1641 |
| Elective Course IV: Computerised Accounting | CO1661 |
| Project | CO1644 |

ECONOMICS

Semester I

- | | |
|---|----------|
| Language Course I: (English I): Language Skills | EN1111.1 |
| Foundation Course 1: Writings on Contemporary Issues | EN1121 |
| Language Course 2: (Additional Language I) | |
| Core 1: Introductory Micro Economics | EC.1141 |
| Complimentary I: Introduction to Political Science | PS1131 |
| Complimentary II: History of Modern India (1857-1900) | HY1131 |

Semester II

- | | |
|---|-----------|
| Language Course 3 (English II): Ability Enhancement Compulsory | |
| Course: Environmental Studies & Disaster Management | EN.1211.1 |
| Language Course 4: (English III) English Grammar, Usage & Writing | EN.1212 |
| Language Course V: (Additional Language II) | 1211 |

Core Course 9: Linguistics and Phonetics	EN1544
Core Course 10: Post Colonial Literatures in English	EN1545
Open Course 1: Communicative Applications in English	EN1551.1
Semester 6	
Core Course 11: World Classics	EN1641
Core Course 12: Methodology & Perspectives of Humanities	EN1642
Core Course 13: English for the Media	EN1643
Core Course 14: Women's Writing	EN1644
Elective: Creative Writing	EN1661.3
Project/Dissertation	EN1645

COMMERCE

Semester 1

Language Course I: (English I): Language Skills	EN1111.2
Language Course II: (Additional Language I)	ML/HN1111
Foundation Course I: Methodology and Perspectives of Business Education	CO1121
Core Course I: Environmental Studies	CO1141
Core Course II: Management Concepts and Thoughts	CO1142
Complementary Course I: Managerial Economics	CO1131

Semester 2

Language Course III: (English II): English Grammar, Usage & Writing	EN1211.2
Language Course IV: (Additional Language II)	1211
Foundation Course II: Informatics and Cyber Laws	CO1221
Core course III: Financial Accounting	CO1241
Core Course IV: Business Regulatory Framework	CO1242
Complementary Course II: Business Mathematics	CO1231
Elective Course I: Electronic Data Processing And Computer Application	CO1361.5

Semester 3

Language Course V English III: Business English	EN1311.2
Core Course V: Entrepreneurship Development	CO1341
Core Course VI: Advanced Financial Accounting	CO1342
Core Course VII: Company Administration	CO1343
Complementary Course III: E-Business	CO1331
Elective Course I: Computer Application for Publications	CO1361.5

STUDENTS AFFAIRS COMMITTEE

The committee is entrusted with the responsibility of the overall welfare of the student community of the College. In collaboration with other related committees it provides the necessary service to the betterment of the students.

- 1 Dr Susha D. (Principal)
- 2 Ms. Anitha Thomas
- 3 Ms. Mini Mathew (Staff Secretary)
- 4 Lt. Dr Baiju P. Jose
- 5 Dr Anoop Chandran

PARENT TEACHER ASSOCIATION

The PTA of the College is strong and active in providing all possible support for the academic and physical development of the College. Parents take keen interest in functioning and funding of the Association. The PTA Executive meets often to plan and execute developmental programmes.

- 1 Dr Susha D (Principal, President)
- 2 Ms. Anitha Thomas (Secretary)
- 3 Dr Susan Alexander (Treasurer)
- 4 Ms. Mini Mathew (Member of Executive Committee)
- 5 Lt. Dr Baiju P. Jose (Member of Executive Committee)

ALUMNI ASSOCIATION.

The Association recognizes the great potential of the unity of the old students and teachers for assisting and promoting the development of the College. The purpose of the association is to foster and perpetuate friendship, contact and co-operation among the alumni through informal group meetings and other means. The association seeks to foster social literary and cultural interests in the college by maintaining an active channel of communication between alumni and the college.

- Dr O.C. Promod (Convener)
Ms. Elizabeth George

INTERNAL COMPLAINTS COMMITTEE (ICC)

An Internal Complaints committee and a Special Cell have been constituted as per the instruction from UGC to deal with the issues of gender based violence and conducts gender sensitization programmes

Members

- 1 Dr Susha D. - Chairman
- 2 Ms. Mini Mathew - Staff Secretary
- 3 Lt. Dr Baiju P. Jose - NCC Officer
- 4 Dr Smita Kochummen - Women's Cell Co-ordinator

COLLEGE LEVEL MONITORING COMMITTEE (CLMC)

The CLMC consists of the Principal, the Heads of the Departments and the elected representatives of teachers. The Principal shall be the chairman and a member selected from among the Heads of the Departments shall be the convener. This committee shall consider all the complaints not redressed by the DLMC. The CLMC shall be reconstituted by the Principal immediately on commencement of each academic year.

Ms. Anitha Thomas (Convener)

DEPARTMENT LEVEL MONITORING COMMITTEE

The department level monitoring committee (DLMC) for the first degree programme consisting of the HOD and all teachers of the department shall monitor the conduct of course evaluation under CE and also examine the complaints, if any, from aggrieved students regarding evaluation. The HOD will be the Chairperson and a teacher from among the members will be the convener.

ENGLISH

Semester 1

Title	Code
Language Course 1 (English 1): Language Skills	EN1111.1
Foundation Course 1: Writings on Contemporary Issues	EN1121
Language Course 2: (Additional Language 1)	ML/HN1111
Core Course 1: Introduction to Literary Studies I	EN1141
Complementary Course 1: Popular Literature & Culture	EN1131
Complementary Course 2: Introduction to Political Science	PS1131

Semester 2

Language Course 3: (English 2) Ability Enhancement	
Compulsory Course - Environmental Studies & Disaster Management	EN1211.1
Language Course 4: (English 3): English Grammar Usage and Writing	EN1212
Language Course 5: (Additional Language 2)	ML/HN1211
Core Course 2: Introduction to Literary Studies II	EN1241
Complementary Course 3: Art & Literary Aesthetics	EN1231
Complementary Course 4: Indian Government and Politics	PS1231

Semester 3

Language Course 3 (English 4): English for Career	EN1311.1
Language Course 7: (Additional Language 3)	ML/HN1311
Core Course 3: Reading Fiction	EN1321
Core Course 4: 20th Century Malayalam Literature in English Translation	EN1341
Complementary Course 5: History of English Literature III	EN1331
Complementary Course 6: Public Administration	PS1331

Semester 4

Language Course 8 (English 5): Readings in Literature	EN1411.1
Language Course 9 (Additional Language 4)	ML/HN1411
Core Course 5: Reading Prose	EN1441
Foundation Course 2: Informatics	EN1442
Complementary Course 7: History of English Language	EN1431
Complementary Course 8: International Politics	PS1431

Semester 5

Core Course 6: Literary Criticism	EN1541
Core Course 7: Indian Literature in English	EN1542
Core Course 8: Film Studies	EN1543

Semester -3

Language course-6(English 4) English for Career	EN1311.1
Language Course -7(Additional Language -3)	M/H1311
Core Course 2 : Inorganic chemistry II	CH1341
Complementary course -5 Linear Algebra, Probability Theory & Numerical Methods	MM1331.2
Complementary course -6 Optics, Magnetism and Electricity	PY1331.2
Practical- Physics	PY1432

Semester 4

Language Course-8 (English-5) Readings in Literature	EN1411.1
Language Course-9 (Additional Language -4)	M/H1411
Core course 3: Organic Chemistry -1	CH1441
Complementary course 7: Differential Equations, Vector Calculus & Abstract Algebra	MM
1431.2	
Complementary course -8 Atomic Physics, Quantum Mechanics & Electronics	PY1431.2
Core course 4 Lab course I: Qualitative Analysis	CH1442
Complementary Course- Practical of Physics	PY1432
Core course 4 Practical -1 of	CH1141, CH1341 & CH1441

Semester 5

Core course -5 Physical Chemistry -1	CH1541
Core course -6 Inorganic Chemistry -3	CH1542
Core course -7 Organic Chemistry -2	CH1543
Lab Course-2 Inorganic Volumetric Analysis	CH1544
Lab course 3 Physical Chemistry Experiments	CH1545
Open Course - Essentials of Chemistry	1551.1

Semester 6

Core course 8 Physical Chemistry -2	CH1641
Core course -9 Organic Chemistry -3	CH1642
Core course 10 Physical Chemistry -3	CH1643
Lab course 4 Organic Chemistry Experiments	CH1644
Lab course 5 Gravimetry	CH1645
Elective Course- Supramolecular, Nanoparticles & Green Chemistry	CH1651.3
Project & Factory visit	CH1646

CAREER COUNSELING & PLACEMENT CELL

This cell of the college functions with the objective of providing guidance and assistance for the students to achieve their career goals. It provides awareness on higher studies, self employment and job opportunities.

- 1 Dr Susan Alexander (Convener)
- 2 Dr Nisha Mathew

LIBRARY ADVISORY COMMITTEE

The committee is intended to review the functioning of the library with regards to its support to the academic programmes of the college..

- 1 Dr Susha D, (Principal, Chairman)
- 2 Dr O.C. Promod
- 3 Ms. Aswathi G S, Librarian (Secretary)
- 4 All HODs

ETHICS COMMITTEE

- 1 Dr Susha D (Principal)
- 2 Ms. Mini Mathew (Staff Secretary)
- 3 PTA Vice -President (Vice Chairman)
- 4 Dr. Anoop Chandran (Convener)
- 5 College Student's Union Chairman (Joint Convener)
- 6 Ms. Anitha Thomas
- 7 Lt. Dr Baiju P. Jose
- 8 Ms. Shiny Kochummen
- 9 Mr. Shailendranath (Ward Member)

COMMITTEE AGAINST CASTE DISCRIMINATION

Committee against caste discrimination addresses issues relating to caste based discrimination within the college.

- 1 Dr Susha D. (Principal)
- 2 Dr Soorya Anand (Convener)
- 3 Ms. Mini Mathew (Staff Secretary)
- 4 Dr Nisha Mathew

PUBLICATION COMMITTEE

The committee publishes the College hand book which provides information about the activities of the college, both curricular and non curricular and gives the list of faculty members and auxiliary staff. The committee also functions as the editorial board of all common publications made in the college. The Student's Hand Book of 2020-21 has been compiled by the P.G. Department of English.

Ms Reshma Susan George (Convener)

SPORTS COMMITTEE

The committee along with the Physical Education Department promotes sports and games in the campus. It pays special attention in identifying and nurturing young talents.

- 1 Lt. Dr Baiju P. Jose (Convener)
- 2 Dr O.C.Promod

COLLEGE DEVELOPMENT COMMITTEE

The main objective of College Development Committee is to prepare the overall comprehensive development plan of the college.

- 1 Ms Anitha Thomas (Convener)
- 2 Lt. Dr Baiju P. Jose

PURCHASE COMMITTEE

The purchase committee is constituted to identify and procure the items as per the requirements of various departments.

- 1 Dr Runcy Wilson (Convener)
- 2 Dr Anoop Chandran

GENERAL TIME TABLE COMMITTEE

General Time Table Committee prepares the time table at the beginning of each academic year for the smooth and efficient management of the courses through out the year.

- 1 Dr Susan Alexander (Convener)
- 2 Ms. Elizabeth George
- 3 Ms. Lini K Mathew

Semester 5

Core6-Major Trends in Historical Thought and Writings	HY1541
Core7- Colonialism and Resistance Movements in India	HY1542
Core8- History of Modern World Part II	HY1543
Core9-History of Pre-Modern Kerala	HY1544
Core 10-A Making of Indian Nation	HY1545
Open Course1-History of Human Rights Movement	HY1551.3

Semester 6

Core11-Making of Modern Kerala	HY1641
Core12 - Major Trends in Indian Historical Thought and Writings	HY1642
Core13-Contemporary India	HY1643
Core14-Twentieth Century revolutions	HY1644
Elective- Human Rights Movement	HY1651.6
Project/Dissertation	HY1645

CHEMISTRY**Semester -1**

Title	Code
Language course-1(English 1)Language Skills	EN 1111.1
Language Course -2(Additional Language -1)	ML/HN1111
Foundation Course -1 Writings on Contemporary Issues	EN 1121
Complementary course -1 Calculus with Applications in Chemistry	
IMM1131.2	
Comp.course- 2 Rotational Dynamics & Properties of Matter	PY1131.2
Core course-1 Inorganic Chemistry I	CH1141
Practical- Physics	PY1432

Semester -2

Language course-3(English 2) Ability Enhancement Compulsory Course : Environmental Studies and Disaster Management	EN1211.1
Language course-4 (English -3) English Grammar Usage & Writing	EN1212.1
Language Course -5(Additional Language -2)	M/H 1211
Foundation Course-2Chemistry-ItsOrigin,MethodologyandImpacts	CH 1221
Complementary course -3CalculuswithApplicationsinChemistryII	MM1231.2
Complementary course - 4 Thermal Physics	PY1231.2
Practical- Physics	PY1432

FIRST DEGREE PROGRAMMES(CBCS)

Details of papers

	History	
Semester 1		
Title		Code
Language Course 1(English-1): Language Skills		EN.1111.1
Foundation Course 1 : Writings on Contemporary Issues		EN1121
Language Course 2(Addl. Language)		M/H.1111
Core 1-Methodology and Perspectives of Social Sciences		HY1141
Complementary 1: Foundation of Economic Theory		EC1131
Complementary 1: Introduction to Political Science		PS1131
Semester 2		
Language Course 3: (English-2): Ability Enhancement Compulsory Course		
: Environmental Studies and Disaster Management		EN.1211.1
Language Course 4: (English 3): English Grammar, Usage and Writing		EN.1212.1
Language Course 5(Addl. Language 2)		M/H1211
Core 2-Cultural Formation of the Pre-Modern World		HY1241
Complementary 2: Money and Banking		EC1231
Complementary 2 : Indian Government and Politics.		PS1231
Semester 3		
Language Course 6 (English-4): English for Career		EN.1311.1
Language Course 7(Addl. Lan.3)		M/H1311
Foundation Course 2 (Informatics)		HY1321
Core 3-Evolution of the Early Indian Culture		HY1341
Complementary 3 : Public Finance & Trade		EC1331
Complementary 3 : Public Administration		PS133
Semester 4		
Language Course 8(English-5) : Readings in Literature		EN.1411.1
Language Course 9 (Addl. Language 4)		M/H1411
Core 4-Medieval India: Socio Cultural Processes		HY1441
Core 5-History of Modern World Part I		HY1442
Complementary 4: Indian Economy since Independence		EC1431
Complementary 4: International Politics		PS1431

COUNSELING AND GUIDANCE CELL

A team of teachers provide counseling service to the needy students.

- 1 Dr Mini Samuel
- 2 Dr Siji Rachel George
- 3 Dr Alen S.

WOMEN'S CELL

This is exclusively meant for the lady students of the college. Seminars, discussions, debates, cultural programmes and other activities are planned and conducted to create awareness of social problems faced by women in general.

- 1 Dr Smita Kochummen (Convener)
- 2 Ms. Elizabeth George
- 3 Ms. Rejeena V. Rajan

STAFF GRIEVANCE REDRESSAL CELL

This committee is constituted to redress the grievances, if any, of the academic and non-academic staff of the college. The Manager His Grace Dr Zacharias Mar Aprem is the Chairman, Principal Dr Susha D. & College Governing Board Secretary Sri A. K. Thomas are the members.

SCHOLARSHIPS & ENDOWMENTS CELL

The Scholarship & Endowments Cell provides all possible assistance to students who are eligible to receive several scholarships and endowments instituted by Central and State governments and also by the college.

- 1 Ms Reshma Susan George (Scholarship Nodal Officer)
- 2 Ms Lini K. Mathew (Convener- Endowments)

EXAMINATION CELL

Dr Siji Rachel George, HOD, Dept. of Political Science. (Chief Examiner - University Exams)
Dr Smita Kochummen, Dept. of Commerce (Convener - Internal Examinations)

INTERNAL EXAMINATIONS

1. One set of internal examinations will be conducted every semester.
2. Malpractice in test papers and examinations will render a student liable to severe punishment or expulsion from the college.
3. When a re-examination is offered, absence from such re-examination for any reason whatsoever will be regarded as equivalent to failure. A suitable fee may be collected from students to whom re-examination is offered.

ICT CELL

The ICT Cell is intended to make the functioning of the college website effective and for the regular updates of the same.

- 1 Ms. Shiny Kochummen (Convener)
- 2 Dr John Major Thomas

HR CELL

The aim of this cell is to inform about the latest updates of UGC to the faculty and students.

- 1 Dr Runcy Wilson (Convener)
- 2 Dr Alen S.

STUDENT'S GRIEVANCE CELL

The function of the cell is to look into the complaints lodged by any student, and judge its merits.

- 1 Dr Susha D. (Principal)
- 2 Ms. Mini Mathew (Staff Secretary)
- 3 Dr Anoop Chandran (Staff Advisor)
- 4 All HOD's

THANAL

This unit in the college is providing counselors and counseling sections to the PWD students.

- Mentors: 1 Dr Mini Samuel
 2 Ms. Mini Mathew (Staff Secretary)
 3 Ms. Mariyam John.

		M.A English
S-I	EL211	Chaucer to Elizabethan Age
	EL212	Shakespeare
	EL213	The Augustan Age
	EL214	Romantics and Victorians
S-II	EL221	From Modernism to the Present
	EL222	Indian Writing in English
	EL 223	American Literature
	EL 224	Critical Studies I
S-III	EL231	Linguistics and Structure of English Language
	EL232	Critical Studies II
	EL233.1	European Drama
	EL234. 2	African and Caribbean Literature
S-IV	EL241	English Language Teaching
	EL242	Cultural Studies
	EL243.2	South Asian Literature
	EL244.4	Dalit Writing
	EL244	Comprehensive Paper
	EL245	Project & Project Based Viva Voce

POSTGRADUATE PROGRAMMES

Details of Courses

		M.Sc. Physics
Semester	Code	Title
S-I	PH 211	Classical Mechanics
	PH 212	Mathematical Physics
	PH 213	Basic Electronics
	PH 251	General Physics (P)
	PH 252	Electronics & Computer Science (P)
S- II	PH 221	Modern Optics & Electromagnetic Theory
	PH 222	Thermodynamics, Statistical Physics & Basic Quantum Mechanics
	PH 223	Computer Science & Numerical Techniques
	PH 251	General Physics (P)
	PH 252	Electronics & Computer Science (P)
S-III	PH 231	Advanced Quantum Mechanics
	PH 232	Advanced Spectroscopy
	PH 233E	Advanced Electronics-I
	PH 261	Advanced Physics (P)
	PH 262	Advanced Electronics (P)
S-IV	PH 241	Condensed Matter Physics
	PH 242	Nuclear & Particle Physics
	PH 243E	Advanced Electronics-II
	PH 261	Advanced Physics(P)
	PH 262	Advanced Electronics (P)
	PH 201	Project
PH 202	Viva - voce	

ANTI - RAGGING CELL

- 1 Dr Susha D. (Principal)
- 2 Ms. Mini Mathew
- 3 Sri. A. K. Thomas (Governing Board Secretary)
- 4 Prof. Jose V. Koshy (Bursar)
- 5 All HODs

Ragging is prohibited by law. It is non-bailable criminal offence and punishable with rigorous imprisonment up to seven years. Students shall not indulge in any of the following activities, which are treated as ragging:

1. Any act that prevents disrupts or disturbs the regular academic activity of a student.
2. Exploiting the service of a junior student by a senior student or a group of senior students.
3. Any act of financial extortion or forceful expenditure burden put on a junior student including fund-raising for organizations.
4. Any act of physical abuse including all variants of it: annoying, playing practical jokes, sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts of gestures.
5. Any act of abuse by spoken words, emails, SMS, or any other means.
6. Any word or act that causes hurt to the dignity of the individual.
7. Entering without permission into any class other than the one assigned to a student.
8. Forcing a student to boycott class without his/her consent to participate in strike, demonstration, dharna etc.

The complaints or information in regard to ragging could be oral or written and even from third parties. The burden /responsibility of providing his/her innocence rests with the accused. Complaints can be lodged with the Principal, Staff Counsellors or any of the members of the Ragging Prevention Committee. All complaints / information received shall be kept strictly confidential.

CLUBS & FORUMS**STAFF CLUB**

This is a non academic forum of the teaching staff in the institution to foster the fraternity of teachers.

- 1 Dr Susha D. (President)
- 2 Ms. Mini Mathew (Staff Secretary)
- 3 Dr Susan Alexander
- 4 Dr Nisha Mathew
- 5 Ms. Reshma Susan George

DEBATE & QUIZ CLUB

Students proficient in debate can join the debating forum of the college. Students interested in quiz competition will be enrolled after a selection test. They will be formed in teams and sent for various competitions.

- 1 Dr Susan Alexander (Convener)
- 2 Dr Nisha Mathew
- 3 Ms. Mariam John

ARTS AND CULTURAL FORUM

Various cultural programmes are organized under the auspices of this forum and organises various cultural programmes in collaboration with various government and other reputed agencies.

- 1 Dr Anoop Chandran (Convener)
- 2 Lt. Dr. Baiju P Jose
- 3 Dr Smita Kochummen
- 4 Dr. Mini Samuel

TOURISM AND NATURE CLUB

The aim of the club is to generate awareness and interest in the environment in the habitat system in which we live and interact, which will enable its members to identify problems and find solutions.

- 1 Dr O.C. Promod (Convener)
- 2 Dr John Major Thomas

CBCS - PROGRAMME STRUCTURE

(a) The minimum required Credits for different B.A./B.Sc./B.Com. Courses for the award of the Degree in the CBCSS

B.A./B.Sc. B.Com.

Accumulated minimum Credits required for successful Completion of the Programme	120 credits	120 credits
Minimum Credits for Language Courses	33 credits	22 credits
Minimum Credits required for Foundation Courses	5 credits	5 credits
Credits required for Core Courses including		
Dissertation	50-56 credits	61 credits
Credits required for Complementary Courses	22-28 credits	12 credits
Minimum Credits required for		
Open Courses/ Electives	4 credits	20 credits
Minimum Credits for Social		
Service/Extension activity	1 credit	1 credit

BREAK UP OF CREDITS FOR FDP UNDER CBCS STREAM

Category of Courses	BA		B.Sc		B.Com	
	No	Credits	No	Credits	No	Credits
(1) Language Courses	9	33	9	33	6	22
(2) Foundation Courses	2	5	2	5	2	5
(3) Core Courses(Including Project)	15	56	15	50	17	61
(4) Complementary Courses	8	22	9	28	4	12
(5) Open Courses	1	2	1	2	2	4
(6) Elective	1	2	1	2	4	16
Total credits for a Programme	--	120	--	120	--	120
Social Service /Extension activities	1	1	1	1	1	1

The undergraduate programme will include four types of courses viz. common course, core courses, complementary courses and open courses

The evaluation of each course shall contain two parts:

1. Internal or In-Semester Assessment (ISA)
2. External or End-Semester Assessment (ESA)

First Degree Programme	Faculty Advisor
History	S1-S2: Ms. Suji David S3-S4: Ms. Mini Mathew S5-S6: Dr O.C. Promod
Chemistry	S1-S2: Dr Runcy Wilson S3-S4: Ms. Anitha Thomas S5-S6: Ms. Lini K. Mathew
English	S1-S2: Ms. Reshma Susan George S3-S4: Ms. Mariyam John S5-S6: Dr Nisha Mathew
Commerce	S1-S2: Ms. Shiny Kochummen S3-S4: Dr Smita Kochummen S5-S6: Dr John Major Thomas
Economics	S1-S2: Dr Soorya Anand S3-S4: Ms. Elizabeth George S5-S6: Mr. Sajin Philip
P.G Programme	
Physics	S1-S2: Ms. Rejeena V. Rajan S3-S4: Dr Anoop Chandran
English	S1-S2: Dr Susan Alexander S3-S4: Ms. Sowmya Mary Thomas

COURSES OF STUDY & STRUCTURE

A. POSTGRADUATE DEGREE PROGRAMMES

M.Sc. Physics (Optional Subject: Electronics)

M.A. English

B. UNDER GRADUATE DEGREE PROGRAMMES (CBCSS STREAM)

1. B.A. History
2. B.Sc. Chemistry
3. B.A. English Language and Literature
4. B.Com. with Computer Applications
5. B.A. Economics

LITERARY CLUB

The aim of the club is to journey into the realm of literary art that shapes the inner self, nurtures the creative thirst and sculpts the raw potential of young ignited mines.

- 1 Ms. Mariam John (Convener)
- 2 Dr Soorya Anand

FILM CLUB

This club is constituted to impart learning through entertainment. It encourages the students to develop a new perspective towards different trends in movies and thereby focus on skills like creativity, leadership, group dynamics etc.

- 1 Ms. Sowmya Mary Thomas (Convener)
- 2 Dr Smita Kochummen

SCIENCE FORUM

In order to inculcate a scientific culture among students, the science forum in association with science departments of the college, arranges special programmes on recent trends and developments in the field of science.

Dr Runcy Wilson (Convener)

ENTREPRENEURSHIP DEVELOPMENT CLUB

This club is set up in the College with the objective of promoting entrepreneurial traits among the students.

Dr Smita Kochummen (Convener)

EXTENSION ACTIVITIES

In order to produce a generation with social commitment, the college community is actively engaged in extension services.

- 1 Dr John Major Thomas (Convener)
- 2 Ms. Lini K. Mathew

M.G.O.C.S.M.

The college pays special attention to the character formation of students. M.G.O.C.S.M helps the students to maintain moral values and lead a God - centered life.

Ms. Anitha Thomas (Convener)

COLLEGE UNION

Students have the right to elect a College Union which include Chairman, Vice-Chairman, Two University Union Councillors, General Secretary, Arts Club Secretary, Magazine Editor, Lady Representatives, Class Representatives and Secretaries to the various departmental Associations. All the co-curricular activities of the College are organized and conducted by the College Union.

Dr Anoop Chandran (Staff Advisor & College Union Election Convener)

**NATIONAL CADET CORPS (NCC)
COYN05- ARMY WING**

The NCC aims at instilling in the students a spirit of discipline and willingness to serve the country. Students can get themselves admitted to the NCC at the beginning of each academic year. The cadets are given regular training in the College and in the camps. Examinations are held and merit certificates are awarded. Winners are eligible for grace marks according to their grade when they apply for admission to higher classes. Uniforms and refreshments are supplied free of cost.

Associate NCC Officer: Lt. Dr Baiju P. Jose

NATIONAL SERVICE SCHEME (NSS)

Students shall enroll themselves as members of the College NSS Unit. Established to create a strong social awareness in the students, it imparts personality development to its members through study, work camps, social service activities and other useful and productive work. The volunteers who have completed 240 hours of regular activities and

attended a seven-day special camp will be awarded grace marks for admission to higher classes.

Programme Officers

Dr Nisha Mathew (Department of English)

Dr John Major Thomas (Department of Commerce)

MEMBERS IN THE ACADEMIC BODIES OF UNIVERSITY

Dr Susha D. (Member, P.G. Board of Studies, Mathematics, University of Kerala)
(Member, P.G. Board of Studies, Mathematics, Calicut University)
(Faculty member of Science, Mathematics, MG University)
(Academic Committee member of PG Mathematics, Open University, Kollam)

Ms. Mini Mathew (Chairperson, Board of Studies, History, University of Kerala)

Dr Smita Kochummen (Member, Board of Studies, Commerce, University of Kerala)

Dr O.C. Promod (Member, Board of Studies, University of Kerala)

RESEARCH GUIDES & SCHOLARS

Mathematics

Dr Susha D. MG University

1. Manju John
2. Anu Joy
3. Rincy Thomas
4. Susan George
5. Rani Jose
6. Merlin Mary Abraham

Physics

Dr Anoop Chandran University of Kerala

1. Asitha C. Nair
2. Lekshmi O.

Dr Alen S. University of Kerala

FACULTY ADVISORS

Each class will have a faculty advisor nominated by the Principal. They will continuously monitor and assess the curricular and co-curricular activities of the students, ensuring the total development of their personality.