



MARY MATHA ARTS & SCIENCE COLLEGE

NAAC RE-ACCREDITED B++ GRADE COLLEGE
Managed by Syro-Malabar Catholic Diocese of Mananthavady



MARY MATHA ARTS & SCIENCE COLLEGE

NAAC RE- ACCREDITED B++ GRADE COLLEGE

Vemom P O, Mananthavady, Wayanad 670 645

Ph: 04935 241 087, 243 087

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mmcmtdy@gmail.com, www.marymatha college.org

Handbook & Calendar

2019-20



Motto: Education for Total Liberation

VISION

HOLISTIC DEVELOPMENT OF OUR STUDENTS WITH SOUND INTELLECTUAL, PHYSICAL, PSYCHOLOGICAL, EMOTIONAL AND SPIRITUAL MATURITY THAT WILL PAVE THE WAY FOR A TRULY DEMOCRATIC, SECULAR AND EQUITABLE SOCIAL ORDER

MISSION

TO MAKE KNOWLEDGE AVAILABLE TO THE STUDENTS THROUGH QUALITY EDUCATION IRRESPECTIVE OF THEIR RELIGION, CASTE OR SEX, BUT KEEPING IN VIEW THE EDUCATIONAL NEEDS OF THE CHRISTIAN COMMUNITY AS WELL. THIS TO BE AN ACTIVE AGENT CONTRIBUTING TO THE SOCIO-ECONOMIC AND CULTURAL TRANSFORMATION OF WAYANAR.



Board of Governors

01. **His Excellency Mar Jose Porunnedom**
(The Patron & the Bishop of the Diocese of Mananthavady)
02. **Rev Fr George Myladoor**
(The Manager & the President of the Board)
03. **Dr Maria Martin Joseph**
(The Principal & the Secretary)
04. **Rev Fr Jilson Kokkandathil**
(The Procurator of the Diocese of Mananthavady)
05. **Rev Fr Jose Kocharakkal**
(The PRO of the Diocese of Mananthavady)
06. **Rev Fr Jose Kalappura**
(Parish Priest, St Martin's Church, Ondayangadi)
07. **The Deputy Director of Collegiate Education North Zone**
(Govt Nominee)
08. **Dr Geetha Antony Pullen**
(The Coordinator of the Internal Quality Assurance Cell &
The Coordinator of UGC Projects)
09. **Mr Sudhakaran P K**
(The Vice President of the Parent Teacher Association)
10. **Dr Joseph K J**
(The Secretary to the Parent Teacher Association &
President of the Teaching Staff Association)
11. **Mr Benison Challenger K**
(The President of the Administrative Staff Association)
12. **Dr Rajeev Thomas**
(The Staff Advisor to the Students' Union)
13. **Mr Joy Joseph**
(The Office Superintendent)
14. **The Chairman of the Students' Union**
15. **The Vice Chairperson of the Students' Union**

MARY MATHA ARTS & SCIENCE COLLEGE

Web: www.marymathacollege.org

Email: mmcmntdy@gmail.com

Phone & Fax: 04935 241087

Principal: 9400381087

Government-Aided College

Affiliated to the Kannur University

& A Minority Institution

(NAAC Re-Accredited B++ Grade College)

Founded in 1995

Patron

His Excellency Mar Jose Porunnedom

(Bishop of the Diocese of Mananthavady)

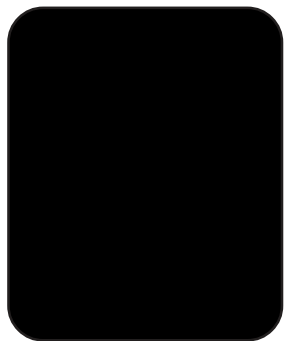
Manager

Rev Fr George Myladoor (Mob: 9446166573)

Principal

Dr Maria Martin Joseph (Mob: 9447277990)

Personal Information



Name :

Class : No :

Home Address :

.....

.....

Telephone :

E-mail :

Adhar No. :

Name of Guardian:

Vehicle No. :

Driving License No.:

Blood Group :

Bank Account No.:

Bank Name, Branch:

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History of the College

Mary Matha Arts & Science College, an institution run by the Catholic Diocese of Mananthavady, symbolises the realisation of the dreams and aspirations of the people of North Wayanad. It was sanctioned by the Government of Kerala on the recommendation of the University of Calicut in response to the demands of the people. His Excellency Rt Rev Dr Jacob Thoomkuzhy, the then Bishop of Mananthavady, took upon himself the onerous task of establishing and managing this institution, and he is our founder Patron. The college was formally inaugurated on 23rd October 1995 with three degree courses: Functional English, Zoology and Mathematics. When Kannur University came into existence in 1996, the college became affiliated to it.

His Excellency Rt Rev Dr Emmanuel Pothanamuzhy became the Patron of the college when he was consecrated as the Bishop of the Diocese in 1997. As the founder Principal of Christ College, Bangalore, he had long years of experience as a teacher and administrator. His vision and commitment to academic excellence were guiding beacons in our institution's efforts to achieve its social and educational goals. His Excellency passed away in 2003 and subsequently His Excellency Rt Rev Dr Jose Porunnedom became the Patron.

Dr K T Varkey was the founder Principal of the college from 1995 to 2002. Rev Fr Dr James Maruthukunnel (CMI), former Principal of St Joseph's College, Devagiri, Kozhikode was the next Principal, from 2002 to 2006. Dr Raju George took charge on 1st April 2006 and he served the college till March 2014. After his retirement, Dr Saban K V, Associate Professor of Physics, SB College, Changanassery, assumed the office of the Principal on 12th August 2014. He demitted the position on 10 June 2015 to take up another assignment. Then, Dr Savio James V, who served from the beginning of the college as the HoD of the Dept of English, assumed charge as the Principal.

At the Helm in the Past

Patrons

Mar Jacob Thoomkuzhy	: 1995-1996
Mar Emmanuel Pothanamoozhy	: 1997-2003

Managers

Rev Msgr Joseph Kaniamattom	: 1995-1997
Rev Msgr George Njaralakkat	: 1997-2006
Rev Fr Jose Kocharackal	: 2006-2008
Rev Fr Robin Vadakkancheril	: 2008-2011
Rev Msgr Mathew Madappalikkunnel	: 2011-2012
Rev Fr Chandy Punakkatt	: 2012-2017

Principals

Dr K T Varkey	: 1995-2002
Dr Fr James Maruthukunnel	: 2002-2006
Dr Raju George	: 2006-2013
Dr Saban Kurumthottam	: 2014-2015
Dr Savio James V	: 2015-2019

College Crest

The emblem, together with the motto 'Education for Total Liberation, is symbolic of the ideals the college stands for. The open book, the pen and receiving hands represent the reception and assimilation of knowledge which liberates the individual from the debilitating shackles of ignorance and incapacity. However, the growth and evolution of the individual through education is not seen as an end in itself. The training, both academic and extracurricular, seeks to foster in the students a keen awareness of their communities armed with the skills to contribute positively to change and reconstruction where required.

The symbols take a new dimension of meaning in connection with the Patron Saint of the College, Mother Mary, whose offering hands represent a complete surrender to the Eternal Wisdom. The tool for imparting wisdom, the pen, from another angle looks like a lighted candle that dispels the darkness of ignorance and it signifies that the learning one receives at the institution is not to be kept to oneself but to be disseminated in the community.

Aims & Objectives

It is with the objective of meeting the higher educational needs of the youth of Wayanad that the Catholic Diocese of Mananthavady undertook the mission of establishing and managing Mary Matha Arts & Science College. As a Christian Institution, it endeavours to inculcate human values and social justice as envisaged by Jesus Christ. It considers education not just as a search for knowledge but as a great mission in which both the teachers and the students participate in the process of developing human resource for the benefit of the society and the nation.

The college seeks to instil in the students an awareness of their social rootedness and encourage them to be active participants in the construction of a just social order.

Though a minority institution, the college includes in its purview the educational aspirations of the community as a whole, irrespective of religion, caste and social status. The college tries to facilitate and encourage higher education among people who have been denied such opportunities because of social and economic backwardness. The college, situated in a tribal area, takes special care to provide opportunities and facilities to tribal students aspiring for higher studies. Thus the college seeks to foster equitable social development through the empowerment of individuals who can contribute to the common good.

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Tancy VS	MSc, UGC-NET	9947517993 tancysunny@gmail.com
Shahina K	MCA, UGC-NET	9048567516 shahinakmayan@gmail.com
Manju Joseph	MTech	6282810744 manjujoseph072@gmail.com
Research Guide: Dr Thomas Monoth (Kannur University)		
COMMERCE		
UG Programme	: Bcom (Core) : Computer Application (Complementary)	
Head of the Department	: Mr Regi Francis M Com, B Ed, UGC-NET, SET Mob:9048527576, E-mail:regifrancis@gmail.com	
Faculty		
Rajitha Xavior	M Com, UGC-NET	9562232629 rajithajv@gmail.com
Dr Ramya Krishnan M	M Com, MBA, M Phil, PhD, SET, NET-JRF	9495912596 ramyakrishnan@rediffmail.com
PHYSICS		
UG Programme	: BSc Physics (Core) : Chemistry, Mathematics (Complementary)	
Faculty		
Prince Philip	: M Sc	9400634727 princevaliyaparambil@gmail.com
Dr Sijo A K	: M Sc, PhD	9947356444 sjoaracka@gmail.com
Ansha Shajee	: M Sc, CSIR-NET	8884919115 anshashajy@gmail.com
CHEMISTRY (SELF-FINANCING)		
UG Programme	: BSc Chemistry (Core) : Mathematics, Physics (Complementary)	
Head of the Department	: Dr Rajeev Thomas MSc, BEd, MPhil, PhD, JRF Mob: 9847424900, E-mail: rajeev21567@yahoo.co.in	

Rev Msgr Joseph Kaniamattam was the founder Manager of the college after which Rev Msgr George Njaralakkatt, the then Vicar General of the Diocese, was the Manager for nine long years from 1997 to 2006. After this, Rev Fr Jose Kocharackal, Syncellus of the Diocese, was the Manager till May 2008. Rev Fr Robin Vadakkuncheril succeeded him and was in office till May 2011. Rev Msgr Dr Mathew Madappallikkunnel, the Vicar General of the Diocese was the Manager during 2011-12. Rev Fr Chandy Punakkattu, was the Manager from May 2012 to May 2017 during which time many developmental projects undertaken in the college.

The Decennial Celebration of the founding of the college was held in 2005-06 with several innovative initiatives in the academic programmes and in the extending of the infrastructure. In 2006, National Assessment and Accreditation Council (NAAC), awarded B++ Grade (with 83.5% marks) to the college and later, in 2013, the college was re-accredited with A Grade by NAAC. In the 3rd cycle of accreditation held in March 2019, the college got B++ Grade.

The college offers seven Degree Courses, two PG Courses and Doctoral Programmes in Mathematics and Zoology. An Internal Quality Assurance Cell (IQAC) has been instituted to sustain and enhance the quality of education in the post-accreditation stages. Faculty members have undertaken about 30 Minor Research Projects with financial assistance from the UGC and four Major Research Projects sponsored by the Department of Science and Technology (DST), Govt of India and the Kerala State Council for Science, Technology and Environment (KSCSTE).

The Vicennial Celebration of the college was held in January, 2014. The IGNOU (Indira Gandhi National Open University) centre was formally inaugurated in June 2015 to further enhance the educational opportunities of the people of the area, especially those who are unable to utilize the benefits of the formal system.

Rev Fr George Mylador assumed charge in May 2017 as the Manager.

Dr. Savio James V retired and Dr Maria Martin Joseph took charge as the Principal in March 2019.

Departments, Courses & Faculty

ENGLISH

UG Programme : BA Functional English (Core)
: Journalism, Political Science (Complementary)

Head of the Department : Biju Joseph MA, UGC-NET (JRF)
Mob: 9605744088, E-mail: bijuj66@yahoo.com

Faculty

1	George Thomas	MA, BEd, UGC-NET	9847766502 georgeloveshore@gmail.com
2	Toby K Joseph	MA, MPhil, BEd, UGC-NET	9961354120 tobymartin1686@gmail.com
3	Sharon Rose	MA, BEd, MPhil, UGC-NET	8943008077 shrnrose@gmail.com
4	Alida Joseph	MA	9400189109 alidalizjoseph@gmail.com

JOURNALISM

Dr Shaju P P : MCJ, UGC-NET, PhD 9447887703
shajupaily@gmail.com

POLITICAL SCIENCE

Fr Sibichan Chelackapallil : MA 9447410831
sibichancc@yahoo.co.in

MATHEMATICS

UG Programme : BSc Mathematics (Core)
: Statistics, Computer Science (Complementary)

PG Programme : MSc Mathematics (Self-Financing)

Doctoral Programme : PhD in Mathematics

Head of the Department : Dr Pamy Sebastian MSc, MPhil, PhD
(On leave)

Faculty

1	Dr Sr Bindhu K Thomas	MSc, BEd, M.Phil, PhD	9605747835 bindhukthomas@gmail.com
2	Binoy Joseph	MSc, CSIR-NET	9946234220 binoy.sib@gmail.com
3	Viduna V D	MSc	8547876547 vidunavd@gmail.com
4	Dilsree K	MSc	9656630887 chinnupookode@gmail.com

5	Bennet Stephen	M Sc	9446697776 bennetstephen@gmail.com
6	Nayana N P	M Sc	7025954124 nayanalp2013@gmail.com
7	Shinya P	MSc, UGC-NET	9495912585 shinyaantony15@gmail.com

Research Guide:
Dr Sr Bindhu K Thomas (Kannur University)

STATISTICS

Dr Geetha Antony Pullen : MSc, PGDCA, Ph D 9847325392
CSIR-NET (JRF) geethapullen@gmail.com

ZOOLOGY

UG Programme : BSc Zoology (Core)
: Chemistry, Biological Techniques (Complementary)

Doctoral Programme : PhD in Zoology

Head of the Department : Dr Mercy Ignatius M Sc, B Ed, MPhil, Ph D
Mob: 9496442098, E-mail:mercymmc@gmail.com

Faculty

1	Dr Mary Nirmala Borgia	MSc, B Ed, M Phil, PhD	9947644699 nirmagia@gmail.com
2	Anupama K K	M Sc, CSIR-NET	7560869184 anupamak08@gmail.com

Research Guide:
Dr Sudha Devi A R (Kannur University)

BIOLOGICAL TECHNIQUES

Bhanupriya R : MSc CSIR-NET 8606737123
bhanupriyar1996@gmail.com

COMPUTER SCIENCE

UG Programme : BSc Computer Science (Core)
: Mathematics, Statistics (Complementary)

PG Programme : MSc Computer Science

Head of the Department : Dr Thomas Monoth M Sc, M Phil, Ph D
Mob: 9400759752, E-mail:tmonoth@yahoo.com

Faculty

Jisha T E	M Sc, M Phil	9447397462 jishatevinoy@gmail.com
Lisha A	MCA	9847571254 lisha84@gmail.com
Bibin Jose	MCA	9946770010 binjad@gmail.com

Internal Quality Assurance Cell (IQAC)

Dr Maria Martin Joseph (Principal)
Dr Geetha Antony Pullen (Co-ordinator)
Manager / Representative
Dr Mercy Ignatius
Dr Joseph K J
Dr Rakesh Kalia
Dr Fr George P V (Librarian)
Mr Bibin Jose
Ms Rajitha Xavior
Ms Sharon Rose
Mr Binoy Joseph
Dr Linet Rose
Mr Anisha Shajee
Mr Joy Joseph

Faculty

Armin Abraham	MSc, BEd	9400672192 aamytheres@gmail.com
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Ashlat Simon	MSc, CSIR-NET (JRF)	9496480369 www.ashlat@gmail.com
Divya Mathew	MSc, BEd	9539328846 divyamathew93@gmail.com

HINDI

Dr Rakesh Kalia	MA, PhD, UGC-NET	9544439717 rakeshkaliaw@gmail.com
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MALAYALAM

Head of the Department	: Dr Joseph K J MA (Mal), MA (Linguistics), PhD UGC-NET	9447682387 josephkjob@yahoo.com
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Faculty

Akhil P David	MA, UGC-NET	9496940291 akhilpdavid007@gmail.com
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Research Guide: Dr Joseph K J (Kannur University)

PHYSICAL EDUCATION

Adarsh M	MPed, UGC-NET	9567484540 adarshvailoppallil@gmail.com
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Research Guide: Dr Maria Martin Joseph (Kannur University)

Administrative & Supporting Staff

1. Mr Joy Joseph 9400615725
joyvijini@gmail.com
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3. Ms Ashly Thomas 9400393175 04935 215175
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4. Dr Fr George P V 9495103491, 6238299646
(Fr Justin Moonnanal) justinmoonnanal@gmail.com
5. Ms Philomina PJ 9947423490 04935 270229
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6. Mr Johnson C T 9495307070
johnsonctcherayil@gmail.com
7. Mr James K C 9495213439 04935 242055
8. Mr Jojo George 9446130013, 9497402703 9497451456
meckaljojo@gmail.com
9. Mr Jose Augustian 9495307011, 9946563544
joseaugstian1@gmail.com
10. Mr Johnson C J 9400503289, 9947265989 04936 223289
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11. Mr George Baby 9746143586
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13. Ms Leela P 9745641353
14. Mr Benison Challenger K 9946916655 04935 215669
benisonck@gmail.com
15. Mr Jomit Mathew 9544229279
16. Mr Martin Joseph 9539044578
17. Mr Anish Chacko 9400631091
18. Ms Jinsha Zacharias 9495784928

College Council

- Dr Maria Martin Joseph (Principal)
Dr Mercy Ignatius
Dr Rajeev Thomas
Dr Geetha Antony Pullen (IQAC Co-ordinator)
Mr Biju Joseph
Dr Bindhu K Thomas
Dr Thomas Monoth
Mr Regi Francis
Dr Fr George P V (Librarian)
Dr Rakesh Kalia
Dr Shaju P P
Dr Joseph K J
Mr Joy Joseph (Superintendent)

Advisory Council for General Discipline & Ethics

- Rev Fr George Myladoor (Manager)
Dr Maria Martin Joseph (Principal)
Dr Rajeev Thomas (Advisor to the Students' Union & NCC Officer)
Dr Geetha Antony Pullen (IQAC Co-ordinator)
Mr Sudhakaran P K (PTA Vice President)
Dr Joseph K J (PTA Secretary)
Dr Ramya Krishnan M (Women's Cell Co-ordinator)
Mr Bibin Jose (Security Liaison Officer)

Rules & Regulations of the College

1. General Rules and Regulations

- 1.1. The Principal is the ultimate/appellate authority in all matters of the college.
- 1.2. Ragging is strictly banned on the college campus. Anyone found guilty of **ragging** and/or abetting ragging will be punished as per the directives of the UGC, Government and the Supreme Court. All the incidents of ragging will be severely dealt with. The culprits will be dismissed from the college and police cases will be filed against them.
- 1.3. In accordance with the policy adopted by the Governing Body and the PTA, the college has implemented strict regulations on **political activities on the college campus** which forbid students from organizing/ participating in any political activity on the campus.
- 1.4. As per the Govt. Order No. Rt/No.346/05/ Higher Edn dated 1-3-2005, students are **not allowed to use mobile phones** on the campus and are permitted to bring two-wheelers only up to the parking area allotted to them near the college gate. Under no circumstances are they allowed to bring four-wheelers to the college.
- 1.5. All the first & second year students shall compulsorily wear the prescribed **college uniform** on all working days except Wednesdays. Uniform symbolizes unity and uniformity in terms of identity and studentship. It also indicates fellowship and a sense of belongingness to the institution. Hence it should be seen as a source of pride and a symbol of responsibility. Parents are to see that the uniform and hairstyles of their wards are tune in with the decency, dignity and the institutional values.
- 1.6. No celebration shall be held on the campus without the written permission of the Principal.

Mentors & Students' Representatives

DEPARTMENTS	MENTORS	STUDENTS' REPRESENTATIVES
English	I st : Dr Shaju P P II nd : Mr Toby K Joseph III rd : Ms Sharon Rose	Malavika Suresh, Alan Cyril Mary James, Benno Thomas
Mathematics	I st : Dr Sr Bindhu K Thomas II nd : Mr Binoy Joseph III rd : Ms Shinya P	Navya Nair, Amal Abraham Sona Jolly, Muhammed Ansil K T
Zoology	I st : Dr Mercy Ignatius II nd : Ms Bhanupriya R III rd : Dr Mary Nirmala Borgia	Anjana C M, Alok K Niviya Antony, Galice K
Computer Science	I st : Ms Jisha T E II nd : Ms Lisha A III rd : Mr Bibin Jose	Reshma KS, Samuel Benny George Akhila V Augustine, Sarath C N
Commerce	I st : Ms Rajitha Xavior II nd : Mr Regi Francis III rd : Dr Ramya Krishnan	Fathima Hannah, Amal Jose George Jisna Kunjumon, Joel Jose
Physics	I : Dr Sijo A K II : Ms Ansha Shajee III : Mr Prince Philip	Shalini P, Joji Jose Anju Varghese, Tony Tom
Chemistry	I : Ms Divya Mathew II : Ms Armin Abraham III: Ms Ashlat Simon	Anaga Sudhakar, Amalrag N K Amrutha Jayakumar, Anit Mathew
Msc Maths	I st : Ms Viduna V D II nd :Ms Dilsree K	Fathima T, Vishnu V P
Msc Computer Science	I st : Ms Tancy V S II nd : Mr Sabu O J	Anjana Saju, Amal Raj

Representative Council of the PTA for 2019-20			
Functional English	I	Mr Baby Koottunkal (G/o Dony Joseph) Ms Reena Iqbal (M/o John Abraham)	9605290177 9656999345
	II	Mr Sony John (F/o Shitha Sony) Ms Jalaja Haridas (M/o Harsha C)	9744591941 8113909215
	III	Mr Babu P P (F/o Nayana Babu) Ms Susmitha (M/o Manjima)	9745127308 8301891602
Mathematics	I	Mr Pramod Kumar M (F/o Megha) Ms Mini K M (M/o Adheena M)	9447439317 9496714150
	II	Mr Varghees K G (G/o Anu Rose Baby) Ms Bindu M M (M/o Amritha E P)	9048407968 9497514124
	III	Ms Brijeetha Jose (M/o Josiya Jose) Mr Dileep Kumar (F/o Darshana Dileep)	9446705425 9656938187
Zoology	I	Mr Benny T E (F/o Diya Paul) Ms Lovely Varghese (M/o Eleesha)	9747103476 7909183303
	II	Mr Biju T (G/o Anusree K S) Ms Jessy Jose (M/o Solomon Jose)	9605201690 9497605622
	III	Mr Baby K V (F/o Amal Baby) Ms Mary Devasia (M/o Gifty Devasia)	9496103235 9400415084
Computer Science	I	Mr Raju V P (F/o Benhar V P) Ms Ramla M (M/o Khalid Valeed)	9744955096 9562041715
	II	Mr Basheer O K (F/o Nadeem Taj) Ms Padmaja (M/o Reshma & Ranjana)	9895447853 9400498158
	III	Mr D M Paily (F/o Melbin P M) Ms Selin John (M/o Joice John)	9747336503 9747133981
Commerce	I	Mr Johny Arkkal (F/o Kevin Johny) Ms Usha Baby (M/o Steena Baby)	9562067528 8547769358
	II	Mr M N Chako (F/o Shiljith) Ms Sindu Saji (M/o Rony Saji)	9495257727 9947478335
	III	Mr George N J (F/o Nayana George) Ms Silvi Jose (M/o Joel Jose)	9961806971 9645564309
Physics	I	Mr Sebastian E J (F/o Aparna) Ms Bindu James (M/o Nayana)	9447877651 9745247647
	II	Mr Eldo M Poulouse (F/o Elsa Eldo) Ms Bindu P (M/o Shalini P)	9447049250 9562137090

Representative Council of the PTA for 2019-20			
	III	Mr Robert M J (F/o Assin Anna) Ms Sudha (M/o Amrutha Prakash)	9400446286 9447350161
Chemistry	I	Mr Gopinath K T (F/o Athira K G) Ms Sini Mani (M/o Athira M M)	9656055226 8113072167
	II	Mr Sudhakaran P K (F/o Angha Sudhakar) Ms Liji Johny (M/o Neha Johny)	7025658448 9961372494
	III	Mr Mathai K J (F/o Arun Mathew) Ms Sheeba (M/o Anagha Shaji)	9544102115 9544070749
MSc Mathematics	I	Ms Rajeswari P P (M/o Parvathy)	9061897089
	II	Ms Sheeba C J (M/o Sneha V B)	9544366981
M Sc Computer Science	I	Mr Mathew V Jacob (F/o Dona)	9744061984
	II	Mr Raju (F/o Amal Raj P)	9544347947
P T A Excecutive Committe 2019-20			
Rev Fr George Mylador, Manager (Patron)			
Principal: Dr Maria Martin Joseph (President)			
Mr Sudhakaran P K (Vice President, Tel: 7025658448)			
Dr Joseph K J (Secertary)			
Dr Rajeev Thomas (Students' Union Advisor)			
Mr D M Paily (9747336503)			
Ms Sheeba C J (9544366981)			
Ms Jessy Jose (9497605622)			
Mr Eldo M Poulouse (9447049250)			
Mr Sony John (9744591941)			
Mr N M Chacko (9495257727)			
Ms Bindu M M (9497514124)			

- 1.27. Teachers hold the responsibility of maintaining discipline in their classes and on the campus.
- 1.28. The members of the College Union are elected by the students in the Parliamentary mode.
- 1.29. A call to the auditorium or conference halls for any additional programme must be promptly and strictly responded to. No one should remain in the classrooms or elsewhere on such occasions.
- 1.30. Students are to behave with decency and decorum outside the campus also. They should always remember that the good name of the institution is their responsibility.

2. Code of Conduct for Students

- 2.1. Any unavoidable movements on the verandahs (to the library, laboratory, auditorium, seminar halls etc.) during class hours have to be in silence. The students should always take care not to disturb the ongoing classes.
- 2.2. No Student is allowed to remain on the campus after 4.30 p.m. unless s/he has obtained special permission for the same for approved activities.
- 2.3. The students are required to follow the stipulations imposed on their campus conduct by the orders of the Hon. High Court, UGC, and Government of Kerala.
- 2.4. The students are expected to spend their free time in the library. They should not loiter on the corridor or gather on the college porch.
- 2.5. No student shall leave the campus during the working hours without the permission of the Principal. He/she shall not be sent out without a valid reason or the request by the parent/guardian.
- 2.6. Strict silence must be observed in the library, college office, and chapel.
- 2.7. Discipline and decorum are expected from the students during programmes conducted in the auditorium or elsewhere.

- 1.7. Programs by external agencies/ professional groups/ paid programs such as D J, musical events etc. shall not be permitted on the campus. No type of fundraising by the students is permitted, as these practices lead to extortion and misuse of funds.
- 1.8. No vehicles shall be used during celebrations inside the college campus/hostel.
- 1.9. All celebrations on the campus will be under the supervision of the Principal and the staff members deputed by him.
- 1.10. Former students and the general public will be permitted to enter the college campus only for genuine reasons. It will be convenient for the former students if they carry the **punched ID cards** given back to them on expiry. They are not allowed to enter the classrooms without permission.
- 1.11. Students shall not invite any guest, outsiders, students of other institutions or anyone belonging to external organizations to the campus without the permission of the Principal.
- 1.12. Students shall not use the emblem, photo and other symbols of the college in social media activities (Facebook, WhatsApp etc.) or programmes conducted outside the campus.
- 1.13. The Principal reserves the right to refuse any applicant admission to any programme without assigning any reason if the authorities are convinced that admitting that person is detrimental to the interests and discipline of the college.
- 1.14. The Principal is entitled to take appropriate punitive action on any student for his/her misconduct in the interests of the institution and for the sake of maintaining discipline.
- 1.15. The following also are acts of misconduct:
 - 1.15.1. Staying away from classes without sufficient reason
 - 1.15.2. Disrespectful behavior towards the college staff

- 1.15.3. Instigating other students to go on strike or participating in strike, dharna etc. in the college
- 1.15.4. Loitering in the corridors during free hours and creating disturbance to the ongoing classes. (During free hours the students are expected to make use of the library.)
- 1.15.5. Unruly behavior causing disturbance in the class
- 1.15.6. Organizing tours without the permission of the Principal
- 1.15.7. Organizing meetings in the college, writing on the blackboards or displaying notices on the college notice board without the permission of the Principal
- 1.15.8. Blocking gates/ doors or passages which would restrict the mobility of the staff and students of the college
- 1.15.9. Involvement in clashes or the harassment of fellow students
- 1.15.10. Disturbing the functions in the auditorium by shouting, howling or dancing
- 1.15.11. Resorting to any kind of malpractice in the examinations
- 1.15.12. Collecting money from staff or students without the permission of the Principal
- 1.15.13. Distributing pamphlets, notices or other materials and displaying flags, banners, and posters on the campus
- 1.15.14. Scribbling offensive, abusive or obscene words or figures on blackboards, washroom walls or any kind of writing on the walls, furniture or other surfaces on the college campus
- 1.16. Smoking, consumption of alcoholic beverages and use of narcotic drugs are strictly prohibited. Criminal proceedings will be initiated against those found guilty of the use of alcohol or narcotic drugs on the campus.

- 1.17. Vandalism and destruction of college property will be severely dealt with and the cost of damage will be fully recovered from those responsible.
- 1.18. The college campus and classrooms should always be kept neat and clean. The students should take care not to litter the classrooms and college premises.
- 1.19. The college is not responsible for the loss of money and other valuables belonging to the students on the campus. Students are advised to keep their belongings safely while leaving classrooms.
- 1.20. Discourtesy towards any member of the staff or any act which affects the discipline of the college will be seriously viewed and in extreme cases it is sufficient reason for expulsion from college. Immorality, grave insubordination, contempt for authority, willful destruction of college property, malpractice in examinations etc. are sufficient reasons for strict disciplinary action.
- 1.21. As directed by the Government of Kerala, the students **should wear ID card tags** on the campus which should be shown to the staff and to the security guards on demand. The ID cards need to be produced for any transactions with the college office.
- 1.22. Students are expected to maintain decency and decorum in their dress and conduct.
- 1.23. Students have to be inside the classrooms after the bell marking the beginning of class hours. Observance of strict silence in the standing posture is mandatory during the morning prayer.
- 1.24. If the teacher is absent, the Class Representative should contact the Head of the Department to seek directions on alternative arrangements.
- 1.25. Latecomers should not enter the classroom nor should any student leave the classroom without the permission of the teacher in charge of the class.
- 1.26. Parents/ guardians are expected to attend PTA meetings and to respond to the calls from the college authorities.

3.6. Duty leave for participating in arts/sports events will be granted only to students representing the college or the university in various competitions. In such cases, leave applications should be submitted to the Principal in advance and it should be recommended by the teacher in charge.

4. Identity Card & College Uniform

4.1. Students must **always wear their ID card tags** when they are on the campus. ID cards are essential for bus concession, payment of fee, entry into the library, loan of books, voting at college union election, refund of caution deposit, issue of certificates etc. Students found without identity cards are liable to be fined or sent out of the campus. Duplicate cards will be issued only in genuine circumstances on payment of Rs. 150/-. The identity card must be surrendered when the T.C. is issued.

4.2. Students shall compulsorily wear the prescribed college uniform on all working days except Wednesdays. Uniform symbolizes unity and uniformity and attributes a special identity to the students. It also indicates equality and a sense of belongingness to the institution. Parents should see to it that the uniform and hairstyle of their wards are in tune with the modesty and dignity that every student of Mary Matha Arts & Science College should possess.

5. Collection & Payment of Fees

5.1. Fees shall be collected at the beginning of the academic year (i.e., in June).

5.2. Fees for the whole year in a course will be levied from the students who leave the college.

5.3. The dates for the collection of fees shall be notified in the college calendar or on the notice board. All the cash transaction in the college office is closed at 2.30 p. m. every day.

2.8. Prior permission from the Principal is essential to take part in competitions and games conducted in other places outside the campus.

2.9. It is the responsibility of the student to earn a good conduct certificate. It cannot be claimed as a matter of right. Conduct certificates are issued by the Principal on the basis of the reports from the HoDs, Mentors, and teachers concerned.

2.10. The Principal has the authority to issue Transfer Certificate to any student during the course of study if his/her conduct and character are found unsatisfactory.

2.11. For acts of student misconduct, the Principal may impose punishments such as fines, cancellation of attendance, withholding certificates, blocking educational concessions and scholarships, cancellation of participation in arts and sports competitions, suspension, expulsion etc.

2.12. The Principal or other duly constituted college committees may frame and issue disciplinary rules of permanent or temporary nature regulating the conduct of students within and outside the campus in order to maintain the discipline and reputation of the college and the hostels.

2.13. Legal action will be initiated against those who destroy the property of the college as per rules including the Prevention of Damage to Public Property Act 1984.

2.14. Students who are charged with criminal offences and are under suspension shall not be allowed to enter the campus without permission.

2.15. Students guilty of going to other colleges or institutions to take part in acts of indiscipline such as organizing demonstrations or strikes will be deemed especially culpable and punished accordingly.

2.16. Students from other institutions and outsiders should take prior permission with valid identity proof to meet the Principal and staff members. They shall not meet

or interact with the students of the college inside the campus without the prior written consent of the Principal.

- 2.17.** Students from other institutions and outsiders who disrupt any academic activity or functioning of the college office or any unit of the college shall be treated as trespassers infringing on the rights of college authorities to peacefully run the institution and maintain discipline. Any such deed will be treated as an infringement also on the rights of students, especially the backward and the underprivileged, to have uninterrupted education. Legal actions including contempt of court will be initiated in such cases.
- 2.18.** There shall be no discrimination against any community or category of students of the college and immediate stringent action will be taken against erring staff and students.
- 2.19.** Outsiders including police and media persons shall not enter the campus without the permission of the Principal.
- 2.20.** Taking photographs and recording or exhibiting video/ audio materials on the campus without permission is strictly prohibited. Programs in the college shall be covered only by the persons officially authorized by the Principal.
- 2.21.** Vehicle users have to register their vehicle number and license number with the security staff. Special parking permits will be issued to the sick or differently-abled students to park vehicles near the college building.
- 2.22.** The security personnel/ designated college staff are authorized to inspect the records of the vehicles entering the campus and record the details in the gate register.
- 2.23.** Complaints of the students must be presented through the proper channel. Students and staff can make use of the grievance redress mechanism available in the college.

- 2.24.** The college authorities reserve the right to amend, alter or modify the Rules and Regulations from time to time on the basis of the changing requirements.
- 2.25.** It is the responsibility of the students and staff to follow the notices/announcements concerning the rules and programmes of the college from time to time. Ignorance of these rules cannot be considered as an excuse for lapses.
- 2.26.** The Principal is the ultimate authority in the interpretation and implementation of the rules and regulations in the best interests of the institution.

3. Attendance & Leave of Absence

- 3.1.** The college works from 9.30 a.m. to 4.30 p.m. For the purpose of attendance, all working days will be considered as full working days irrespective of the number of hours. Absence during one hour either in the forenoon or the afternoon session will be considered half a day of absence. Latecomers will not be given attendance.
- 3.2.** Semester certificate of attendance and progress required for admission to university examination as well as progression shall not be given unless the applicant has attended at least 75% of the working days of the semester and the Principal is satisfied with the student's progress and conduct.
- 3.3.** Leave for a short duration may be obtained from the HoD/Mentor. Application for longer periods of absence must be submitted to the Principal. Application for **sick leave for more than five days** should be supported by a medical certificate. The certificate should be submitted immediately after rejoining.
- 3.4.** Absence without leave is punishable. Those who have to leave the campus during working hours should obtain permission and exit passes from the HoDs concerned.
- 3.5.** Absence for **ten consecutive working days** will result in the removal of the name from the rolls.

Visual Edn.	Magazine	Laboratory	Calender	
25	50	-	30	I BA/B.Com
25	50	150	30	I Maths
25	50	550	30	I Zoology
25	50	400	30	I Physics
25	50	250	30	I C S
25	50	-	30	II BA/B.Com
25	50	150	30	II Maths
25	50	550	30	II Zoology
25	50	400	30	II Physics
25	50	250	30	II C S
25	50	-	30	III BA/B.Com
25	50	-	30	III Maths
25	50	250	30	III Zoology
25	50	250	30	III Physics
25	50	250	30	III C S
25	50	1200	30	I M Sc C S
25	50	1200	30	II M Sc C S

- 5.4.** Students seeking admission have to pay the prescribed fees at the time of admission. Students joining the college in the middle of a semester have to pay the fees due from the beginning of the year.
- 5.5.** Receipts signed by the accountant/clerk are issued to the students at the time of the payment of fees and the students must keep them safe and produce them on demand.
- 5.6.** Mistakes, if any, in the receipts issued for payments should be pointed out and corrected then and there. Complaints made later in this regard cannot be entertained.
- 5.7.** Tuition fees and special fees prescribed are collected from the students beginning courses (I Year UG and I Year PG classes) at the time of admission, and from students of senior classes, within a period of seven consecutive working days commencing from the re-opening day. Particular days are allotted to each class and the details of the fee collection are put up on the notice board.
- 5.8.** If any student fails to pay the fees or special fees on or before the due date, he/she shall be liable to pay a fine of Rs. 5/- along with the fees on or before the 10th day after the due date. If the 10th day happens to be a holiday, the next working day will be counted as the 10th day.
- 5.9.** If the fee with the fine of Rs. 5/- is not paid on or before the tenth day after the due date, an additional fine of Rs. 10/- will have to be paid.
- 5.10.** If the fees and fines are not paid within 15 days from that date, the name of the student will be entered in a special register of defaulters. The attendance of the student would also be taken every day as usual and his/ her attendance or absence would be marked. If the student settles the arrears fees with fine before the last opportunity given for such settlement, he/ she would be granted attendance as per actual

presence or absence recorded. Students who fail to settle the dues to the college before the last date prescribed will not be presented for the university examination or promoted to the next higher class. The last opportunity for clearing one installment will be the date before the due date for the succeeding installment. A student will be admitted to the next semester only if he/she clears the dues for the previous semester before the commencement of the following semester.

5.11. Re-admission fee for a student whose name is removed from the rolls for reasons other than a default in the payment of fees will be Rs. 50/-

5.12. Rules 9 and 10 will not be applicable to students enjoying full fee concession by virtue of their community.

5.13. Every student is required to pay the prescribed fees for the whole semester for part of which his/her name is on the rolls of the College.

5.14. Caution deposit at the rates prescribed is to be paid on admission. This will be refunded after the issue of TC after adjusting dues if any and on surrender of identity cards. Caution deposit remaining unclaimed six months after the completion of the course will be forfeited.

5.15. SC/ST/OEC/KPCR students who discontinue the course before getting their concession sanctioned by the Government are required to pay full fees before their transfer certificates are issued.

5.16. Collective common fines may be imposed on all the students of the college to realize the loss caused to furniture, tools and lab equipment of college due to the reckless handling of college property.

5.17. Fees once paid will not be refunded, except the caution deposit.

6. Details of Fees

Med. Inspection	Library	Admission	Tuition Fee	
5	100	75	1000	I BA/B.Com
5	100	75	1000	I Maths
5	100	75	1000	I Zoology
5	100	75	1000	I Physics
5	100	75	3000	I C S
	100	-	1000	II BA/B.Com
	100	-	1000	II Maths
	100	-	1000	II Zoology
	100	-	1000	II Physics
	100	-	3000	II C S
5	100	-	1000	III BA/B.Com
5	100	-	1000	III Maths
5	100	-	1000	III Zoology
5	100	-	1000	III Physics
5	100	-	3000	III C S
5	100	75	1800	I M Sc C S
	100	-	1800	II M Sc C S

period of a Degree Programme may be **granted by the University** on the recommendation of the Department and the Principal. Benefits of condonation of attendance may be granted to students who attend the approved activities of college/university with prior concurrence of the Head of the institution. Participation in such activities may be treated as a presence in lieu of their absence on the production of participation/attendance certificate in curricular/extracurricular activities. A student who is not eligible for condonation of shortage of attendance shall **repeat** the course along with the subsequent batch.

8.2. Admission to repeat courses should be within the sanctioned strength. However, if more candidates are there, the candidates who have suffered serious health problems, on production of a medical certificate issued by a physician not below the rank of a Civil Surgeon in Government service, may be permitted to repeat the course, with a written order issued by the Registrar, Kannur University (by considering his/her CGPA and percentage of attendance). The number of such candidates should not exceed two.

8.3. If a student registered in the first semester of the UG degree programme is continuously absent from the classes for more than 14 days at the beginning of the semester without informing the authorities, the matter shall immediately be brought to the notice of the Registrar of the university. The names of such students shall be removed from the rolls.

8.4. Grace marks may be awarded to a student for achievements in co-curricular activities (in Sports/Arts/NSS/NCC) carried out beside the regular class hours. Such a benefit is applicable and limited to each academic year spreading over three years (6 Semesters). **No credit** shall be assigned for such activities.

SAF	Games	Stationary	Association	
5	100	50	50	I BA/B.Com
5	100	50	50	I Maths
5	100	50	50	I Zoology
5	100	50	50	I Physics
5	100	50	50	I C S
5	100	50	50	II BA/B.Com
5	100	50	50	II Maths
5	100	50	50	II Zoology
5	100	50	50	II Physics
5	100	50	50	II C S
5	100	50	50	III BA/B.Com
5	100	50	50	III Maths
5	100	50	50	III Zoology
5	100	50	50	III Physics
5	100	50	50	III C S
5	100	50	50	I M Sc C S
5	100	50	50	II M Sc C S

University Development	University Union	Sports Affiliation	Caution Deposit	Women Study	
55	105	210	360	5	I BA/B.Com
55	105	210	360	5	I Maths
55	105	210	360	5	I Zoology
55	105	210	360	5	I Physics
55	105	210	360	5	I C S
55	105	210	-	5	II BA/B.Com
55	105	210	-	5	II Maths
55	105	210	-	5	II Zoology
55	105	210	-	5	II Physics
55	105	210	-	5	II C S
55	105	210	-	5	III BA/B.Com
55	105	210	-	5	III Maths
55	105	210	-	5	III Zoology
55	105	210	-	5	III Physics
55	105	210	-	5	III C S
55	105	210	600	5	I M Sc C S
55	105	210	-	5	II M Sc C S

7. Fee Concession, Stipends & Scholarships

- 7.1.** Students belonging to the Scheduled Castes and Scheduled Tribes are eligible for full fee concession and monthly stipends at the rate fixed by the Govt. from time to time.
- 7.2.** They should produce nativity and community certificates from the Village Officer concerned. Proper applications with necessary certificates have to be submitted within the prescribed time to the SC/ST Department through the Principal.
- 7.3.** The **monthly stipend** will be released to the SC/ST students **only on the basis of their good conduct, attendance, and progress in studies**, as certified by the principal.
- 7.4.** Students whose family income falls below Rs 100000 (Rs. One lakh) are eligible for fee concession as per Kumara Pillai Commission Report (KPCR). They will have to produce the nativity and income certificates issued by the Village Officer. All the students who are eligible for e-grants should register online and submit printouts to the college office.
- 7.5.** Students who are financially challenged may apply for financial assistance from the Student Aid Fund.
- 7.6.** Fee concession is not available for students who join the unaided courses except those belonging to SC/ST/OEC categories.

8. Examination & Progression

Rules concerning attendance and examination (Excerpts from Kannur University Regulations 2014)

- 8.1.** A student shall be permitted to appear for the semester examination only if he/she secures at least 75% attendance. Attendance shall be maintained by the concerned Department. Condonation of shortage of attendance to a maximum of 12 days in a semester subject to a maximum of two times during the whole

12.5. In the event of dismissal or compulsory issuance of transfer certificate, the Principal shall forward the order along with a report to the University.

Rules and Regulations for the Smooth Functioning of the Campus

Excerpts from the GO regulating the general conduct of students on the campus

Government of Kerala – Dept. of Higher Education

No. 26433/GI/15/H.Edn.

Thiruvananthapuram, 12.10.2015

- ◆ All celebrations in the campus, including Union activities, should be held only after getting prior permission from the Head of the Institution. Celebrations of any type should be communicated to the Head of the Institution through concerned Staff Advisor at least five working days prior to the event, with programme details, guests attending, the source of funds, expenditure estimates etc. The Discipline Committee should monitor and supervise the celebrations in the college.
- ◆ Students' Union activities should be supervised by a Committee chaired by the Head of the Institution with Staff Advisor as Convener, and HoDs and Discipline Committee members.
- ◆ All students have to wear identity tags in the college.
- ◆ No type of vehicles should be used during celebrations inside the college campus/ hostels.
- ◆ Students' vehicles will be allowed only up to the designated parking area. Entry beyond that point is strictly prohibited.
- ◆ If any complaint is received from hostel inmates or from the public to the Head of the Institution about the misbehavior of students and about activities like keeping weapons, consuming alcohol, using drugs in campus/ hostel rooms etc., steps will be taken as per the rules in force.

9. Admission

9.1. Admission to all programmes is done as per the rules and regulations of the University. Candidates need to apply to the university online for admission to both UG and PG programmes. The prospectus is on the Kannur University website.

10. Study Tours / Excursions / Picnics

Study tours conducted by the college are part of the academic programme. The following instructions should be strictly followed by the students:

- 10.1.** Study tours are organized by the Departments concerned. Students are not permitted to organize or conduct excursions or picnics without the consent of the HoD and Principal.
- 10.2.** Written consent in the prescribed form should be obtained from the guardians by all the students who intend going on an excursion.
- 10.3.** A detailed programme of travel, stay, places of visit, names of participants etc. should be submitted to the Principal before proceeding on a tour or excursion.
- 10.4.** No student from another class will be permitted to join a class going on an excursion.
- 10.5.** For a batch of students having more than 20 students, two regular teachers shall accompany the team.
- 10.6.** Presence of a lady escort (a regular member on the teaching faculty) is necessary if there are girl students on the tour team.
- 10.7.** As far as possible, study tours shall be conducted during the months of November and December.
- 10.8.** Booking of vehicles and arrangements for accommodation while on tour should be made only after consultation with the teachers in charge.

- 10.9.** The students shall obey all the directions given by class teacher/teachers accompanying them.
- 10.10.** Any act of indiscipline while on tour shall be considered as an act of indiscipline committed on the campus and will attract punitive action.
- 10.11.** The use of alcohol, drugs, and tobacco is strictly prohibited while on tour.
- 10.12.** The Principal has the right to cancel or to make any modification in the tour programme at any time.

11. Regulations on Political Activity on the Campus

- 11.1.** The college does not recognize student organizations patronized by political parties on the campus. No student shall get involved in any political activity or abet such activities inside the campus in any manner whatsoever and any such activity is hereby banned inside the campus.
- 11.2.** Taking part in any political activity by organizing student gatherings inside the college campus for the purpose of doing any activities shall constitute serious indiscipline. Every member of such a gathering shall be individually liable and responsible for the gross indiscipline in this regard and the Principal shall have the power to take disciplinary action against students who indulge in the aforesaid activities.
- 11.3.** It shall be considered gross indiscipline to go on strike responding to the exhortation by political parties or their student's wings. Participants in strikes will have to undergo appropriate disciplinary action decided by the authorities.
- 11.4.** No student of the college shall stage or indulge in any activity like dharna, gherao or blocking corridors/classrooms/office/other places inside the campus. Such activities shall be treated as misconduct.

- 11.5.** No student shall shout slogans inside the classrooms, office, corridors or any other place on the campus or cause disturbance to the functioning of the institution. These activities shall be treated as misconduct.

12. Procedure for Disciplinary Action and Punishment

- 12.1.** The Principal of the college shall be the disciplinary authority in respect of the students in the college.
- 12.2.** If it comes to the notice of the teachers and Principal that a student or a group of students have committed a misconduct and the Principal is satisfied that there is prima facie material in the allegation, he shall immediately pass an order suspending student/students from the college.
- 12.3.** If the Principal feels that the delinquency alleged requires further investigation/enquiry, he shall report the matter to the College Council. After reporting the matter and after seeking the views of the College Council the Principal shall appoint a committee of teachers to enquire into the matter and to submit a report.
- 12.4.** The Enquiry Committee so appointed shall conduct enquiry without delay after gathering oral or written evidence from the complainant as well as the persons against whom the allegations were made. The Enquiry Officer shall give fair and reasonable opportunity to all the parties and shall submit a report to the Principal. After the receipt of the report, the Principal shall consider the report and take appropriate action which he deems fit, including the imposition of the following punishments:
- 12.4.1.** Imposition of fine
- 12.4.2.** Issuance of compulsory transfer certificate (TC)
- 12.4.3.** Dismissal from the college.

Ragging Squad, award to those found guilty, one or more of the following punishments:

- I. Suspension from attending classes and academic privileges
- II. Withholding/ withdrawing scholarships and other benefits
- III. Debarring from appearing in any test/ examination or another evaluation process
- IV. Withholding results
- V. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival etc.
- VI. Suspension/ expulsion from the hostel
- VII. Cancellation of admission
- VIII. Rustication from the institution for a period ranging from one to four semesters
- IX. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.

The College Union

The College has an elected College Union constituted with the following objectives:

1. To train the students of the college in parliamentary democracy to make them responsible citizens who are not only aware of their rights but also their duties, and responsibilities
2. To develop in them the spirit of harmony and cooperation necessary for working/learning

- ◆ CCTV cameras will be installed in selected common places such as entrance/exit gate of the College and hostel.
- ◆ Public, including former students, will be allowed to enter the college campus only for genuine reasons. They will not be allowed to enter the classrooms and hostel rooms in any case.
- ◆ Programmes by external agencies/professional groups/ paid programmes such as DJ, musical events etc. should not be permitted inside the campus. No type of fundraising from the students should be permitted, as these practices lead to extortion and misuse of funds.
- ◆ Bike race/motor car race/elephant procession or similar activities should not be permitted inside the campus/ hostels.
- ◆ In the interests of the security of students, police may be informed in advance about all festival celebrations.
- ◆ For all students' programmes in the campus, the presence of teachers is mandatory.

Activities Amounting to Ragging & Anti-Ragging Measures

Ragging is totally banned on the college campus and anyone found guilty of ragging and/or abetting ragging is liable to be punished in accordance with the *Code of Criminal Procedure*. According to UGC Regulations on *Curbing the Menace of Ragging in Higher Education Institutions 2009*, any act of ragging will be treated as a criminal offense. A committee has been constituted as per rules to prohibit, prevent and eliminate the menace of ragging on the college campus. The following are some of the actions that will amount to ragging:

- i. Any conduct by any student whether by words spoken or written or by an act which has the effect of teasing, treating/handling with rudeness a fresher or any other student
- ii. Indulging in rowdy or indisciplined activities by any student which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension in any fresher or any other student
- iii. Asking any student to do any act which the student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of freshers or any other student
- iv. Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher

- v. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students
- vi. Any act of financial extortion or forceful expenditure burden put on a fresher or any other student
- vii. Any act of physical abuse including sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person
- viii. Any act or abuse by spoken words, emails, posts or public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture of a fresher or any other student
- ix. Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive sadistic pleasure or showing off power, authority or superiority.

Administrative Action in the Event of Ragging

The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed as follows:

- a) The Anti-Ragging Committee of the institution shall take an appropriate decision in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident established in the recommendations of the Anti-Ragging Squad.
- b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-

10. If a ticket or book is lost, the matter should be intimated in writing to the Librarian immediately. he will decide on the appropriate compensatory measures. If a book is not returned within one month after the due date it will be deemed lost. In the case of a lost ticket, a duplicate can be had only after one month on payment of a penalty of Rs. 20/- A member against whom any payment is outstanding will not be allowed to borrow books until he/she has cleared the dues.

11. The students may return the books on all working days except during the lunch hour (1 to 2 p.m.). The following days are allotted to each department for borrowing books.

Monday : Mathematics, Computer Science and P.G. Students

Tuesday : English and Zoology

Wednesday : Chemistry, Commerce and P.G. Students

Thursday : Mathematics, Computer Science and English

Friday : Chemistry, Commerce, Zoology and PG Students

12. Only one book will be issued on a ticket. The reader has to surrender his/her ticket when the book is issued.

13. Before leaving the counter, the reader should satisfy himself/herself as to whether the book lent to him/her is in good condition. If it is not, he/she should immediately bring the matter to the librarian's notice. Otherwise he/she is liable to be held responsible for the replacement of the book.

14. The loan period is usually 15 days. However the librarian can recall any book at any time from a reader.

15. A book returned after the due date will entail a fine of Rs. 1 per day.

16. Members are not allowed to sublet the books of the library.

17. All the books should be returned to the library before March 31st of each academic year. However the final year students should return the books before final year examinations.

together in a peaceful environment surpassing the divisions of caste, creed, religion and political affiliation.

3. To provide forums and opportunities for the development of good character, leadership, efficiency and spirit of service in the students.

4. To organize debates, seminars, supplementary academic programs, competitions in arts & sports etc. so that students may develop leadership qualities and sociopolitical awareness.

5. To encourage extracurricular activities which supplement the core academic programs.

Codes and Regulations of Elections

1. The election to the College Union is conducted in the Parliamentary mode based on paragraph 6.2.4 of the J M Lyngdoh Commission Report and the order issued by the Supreme Court of India (SLP No. 24295/2004).

2. The conduct of the election and the formation of the College Union presuppose the maintenance of peace and harmony on the campus and the non-political character agreed upon by the Management, PTA and the students. Elections will not be held if the situation is not conducive to holding them.

3. The College Union has a Council of Representatives and an Executive Council. All the elected Class Representatives are the members of the Council of Representatives who alone have the right to vote

in the election of the office bearers of the College Union.

4. In order to conduct elections to the Executive Council, an Electoral College of Class Representatives consisting of two elected representatives from each class of which one should be a girl-student is formed.
5. A member elected by the students of each PG class will also be on the Electoral College.
6. The Association Secretaries and I, II and III Degree Representatives will also be elected to be part of the Executive Council.
7. The Electoral College elects the Executive Council consisting of the following office bearers: the Chairman, Vice-Chairman, General Secretary, Joint Secretary, University Union Councilor, Magazine Editor, Fine Arts Secretary and the General Captain.
8. The candidates contesting to the Council of Representatives should possess a minimum of 75% of attendance in the previous year except in the case of first-year students and should have passed all the examinations held so far.
9. Those who were granted condonation of attendance in the previous year/semester are not eligible to contest in the election. Similarly, anyone against whom disciplinary action of any kind has been taken (inside or outside the campus, civil or criminal) ipso facto stands debarred from contesting elections to the Council of Representatives.
10. The college does not recognize any organizations formed on the campus without the permission of

the authorities. Students are not allowed to contest the College Union elections on the label of student organizations with or without political affiliation.

11. The Principal is the ex-officio President and the Manager is the Patron of the College Union. The fund required for the activities of the College Union is sanctioned by the Principal on the recommendation of the College Union Advisor.
12. The Principal reserves the right to freeze or cancel elections or the activities of the College Union if the situation warrants such actions.

Rules for Central Library

1. The staff and students of the college are entitled to the use of the library.
2. The library will be open from 9.00 a.m. to 4.30 p.m. on all working days and from 9.30 a.m. to 1.00 p.m. on Saturdays.
3. Reference books, periodicals and newspapers will not be issued out. before consulting reference books the user should sign a register after making necessary entries in it.
4. Strict silence should be maintained in and around the library.
5. Readers have to keep all their belongings at the entrance of the reading room.
6. Magazines and papers should not be misplaced.
7. The users must not disfigure or damage by writing on or mishandling any books, magazines, manuscripts and maps belonging to the library.
8. No tracing or mechanical reproduction shall be made without prior permission of the librarian.
9. The readers will be responsible for any damage done to the books or other property belonging to the library. They are required to replace such books or property or pay the price as decided by the authorities. If one of the books in a set is damaged the whole set will have to be replaced.

13. **NETWORK & OFFICE AUTOMATION**
Ms Lisha A (Co-ord)
Ms Manju Joseph, Ms Midhula Kollanandi
Mr Benison Challenger K
14. **COMMITTEE FOR WEBSITE MANAGEMENT**
Mr Bibin Jose (Co-ord)
Mr Sabu O J, Ms Shahina K
15. **COMMITTEE FOR GOVT SCHOLARSHIPS**
Ms Sharon Rose (Co-ord)
Ms Shahina K, Ms Tancy V S, Ms Nayana N P
16. **COMMITTEE FOR ENDOWMENTS & INSTITUTIONAL SCHOLARSHIPS**
Dr Joseph K J (Co-ord)
Mr Binoy Joseph, Mr Prince Philip, Ms Dilsree K
Mr Viduna V D
17. **COMMITTEE FOR CAREER GUIDANCE & PLACEMENT**
Dr Rakesh Kalia (Co-ord)
Mr Regi Francis, Mr Toby K Joseph, Mr Prince Philip
Ms Shahina K, Ms Bhanupriya R
18. **COMMITTEE FOR PEN-R**
Dr Rakesh Kalia (Co-ord)
Dr Joseph K J, Ms Reshma Raj, Mr Akhil P David
Student Editor
19. **CANTEEN COMMITTEE**
Rev Fr George Mylador (Manager)
Dr Maria Martin Joseph (Principal)
Mr Sabu O J (Co-ord)
Mr Biju Joseph, Dr Mary Nirmala Borgia, Ms Rajitha Xavier,
Presidents of Teaching & Administrative Staff Associations
The Chairman & Vice Chairperson of the Students' Union
20. **COLLEGE CO-OPERATIVE SOCIETY**
The Principal (President)
Mr Johnson CT (Secretary)
Board Members: Dr Ramya Krishnan M, Mr Bibin Jose,
Ms Lisha A, Mr Binoy Joseph, Mr George Sebastian,

18. Books issued for the holidays should be returned within 2 days after reopening.
19. The Staff should return all the books at the close of the academic year.

Important Phone Numbers

St Joseph's Hostel	04935 243877
Central Library	04935 242505
Kannur University Students' Enquiry	0497 2715335
KSRTC Mananthavady Depot	04935 240640
St Vincent's Hospital, Mntdy.	04935 240527, 242906
St Joseph's Hospital, Mntdy.	04935 241022
Govt Hospital, Mananthavady	04935 240264

Working Hours

The College functions from 9.00 am to 4.30 pm.

09.00 am to 10.00 am: Counselling, Tutorial, Guidance etc.

10.00 am to 01.00 pm: Forenoon Session of 3 periods

01.00 pm to 01.40 pm: Lunch Interval

01.40 pm to 03.40 pm: Afternoon Session of 2 periods

03.40 pm to 04.30 pm: Counselling, Tutorial, Guidance etc.

Committees

1. **ADMISSION COMMITTEE**
Mr George Thomas (Nodal Officer)
All Department Heads
Mr Anish Chacko
2. **LIBRARY COMMITTEE**
Fr Dr George P V (Co-ord)
All Department Heads (Major, Minor & Language Depts)
3. **GRIEVANCE REDRESSAL CELL**
 - 3:1 **For Continuous Evaluation Process**
Students' Union Advisor (Co-ord)
CBCSS Committee Co-ordinator
Mr Regi Francis, Mr Toby K Joseph
Students' Union Chairman
Students' Union General Secretary
 - 3:2 **General Grievances**
Mr Sabu O J (Co-ord)
Mr Bju Joseph, Union Advisor
NSS Program Officer, NCC Officer
Women's Cell Co-ordinator
 - 3:3 **Prevention of Womens' Harassment**
Dr Mercy Ignatius (Co-ord)
Union Advisor, Women's Cell Co-ordinator
Mr Biju Joseph, Ms Tisha T E
Adv Shebin George
4. **COMMITTEE FOR PROMOTING DISCIPLINE & PREVENTING RAGGING & DISHARMONY**
Dr Rajeev Thomas (Co-ord)
Dr Mary Nirmala Borgia
Dr Geetha Antony Pullen
Mr Biju Joseph, Mr Sabu O J, Mr Binoy Joseph
6. **COMMITTEE FOR MENTORING & COUNSELLING**
Dr Sr Bindhu K Thomas (Co-ord)
Dr Rakesh Kalia, Mr Sabu O J
Dr Ramya Krishnan M, Ms Sharon Rose

7. **CHOICE-BASED CREDIT & SEMESTER COMMITTEE (CBCSS)**
Mr George Thomas (Co-ord)
Dr Mercy Ignatius (Dept of Zoology)
Dr Rajeev Thomas (Dept of Chemistry)
Dr Rakesh Kalia (Dept of Physics)
Dr Sr Bindhu K Thomas (Dept of Mathematics)
Mr Sabu O J (Dept of Computer Science)
Dr Ramya Krishnan M (Dept of Commerce)
Mr Toby K Joseph (Dept of English)
8. **COMMITTEE FOR INFRASTRUCTURE DEVELOPMENT**
Rev Fr George Mylador (Manager)
Dr Maria Martin Joseph (Principal)
Dr Geetha Antony Pullen
Dr Thomas Monoth
Mr Joy Joseph (Supdt)
9. **EXAMINATIONS COMMITTEE**
Dr Joseph K J (Co-ord)
Dr Mercy Ignatius
Mr Regi Francis
Mr Binoy Joseph
10. **COMMITTEE FOR THE PROMOTION OF RESEARCH**
Dr Joseph K J (Co-ord)
Dr Mercy Ignatius, Dr Geetha Antony Pullen
Dr Rakesh Kalia, Dr Shaju P P
Dr Thomas Monoth, Dr Sr Bindhu K Thomas
Dr Ramya Krishnan M, Dr Sijo A K, Dr Linet Rose J
11. **COMMITTEE FOR TIME TABLE & CLASSROOM ARRANGEMENT**
Dr Mercy Ignatius (Co-ord)
Heads of all Major, Minor & Language Depts
12. **COMMITTEE FOR THE PROMOTION OF FINE ARTS**
Dr Joseph K J (Co-ord)
Mr Toby K Joseph, Mr Akhil T David, Ms Anupama K K,
Ms Armin Abraham, Ms Alida Joseph, Mr Bennet tephen,
Ms Divya Mathew, Fine Arts Secretary of the Students' Union

Walk with Scholar Program (WWS)

Advanced learners of the college get an opportunity to interact with eminent scholars in different disciplines in the Walk with Scholar Programme which is another initiative of the Kerala Higher Education Council in order to enhance quality. Dr Shaju P P co-ordinates the programme.

Scholar Support Program (SSP)

The Scholar Support Programme, part of the 'New Initiatives in Higher Education' initiated by the Department of Higher Education, aims at imparting additional support to students in areas of curricular weakness.

Co-ordinator: Regi Francis

IGNOU (Indira Gandhi National Open University)

The IGNOU Center offers various programmes at all levels to enhance the educational opportunities of the people of this area, especially those who are unable to utilize the benefits of the formal system. Dr Shaju P P co-ordinates the center

Extension Activities

Extending the services of the College to the local community, the college has launched two innovative community welfare programmes.

Employment Training Program for Tribal Women

In order to provide employment opportunities to the tribal women in the neighbourhood, the College set up an Employment Training Centre at Ondayangadi in 2006. The Centre was shifted to

Mr Jojo George, Ms Leela P, Mr George Baby
The Chairman & Vice Chairperson of the Students' Union

21. **COMMITTEE FOR WOMEN'S WELFARE**

Ms Rajitha Xavior (Co-ord)

Ms Sharon Rose, Ms Reshma Raj, Ms Divya Mathew,
Ms Ashlat Simon

22. **COMMITTEE FOR COLLEGE HANDBOOK & CALENDAR**

Mr Biju Joseph (Co-ord)

Mr Sabu O J

23. **UNION ADVISOR & FINE ARTS CO-ORDINATOR**

Dr Rajeev Thomas

24. **COLLEGE MAGAZINE**

Dr Joseph K J (Staff Editor)

25. **RUSA PROJECT**

Dr Geetha Antony Pullen (Co-ord)

Mr Binoy Joseph (Asst Co-ord)

Dr Joseph K J (Renovation Committee Co-ord)

Dr Rajeev Thomas (Purchase Committee Co-ord)

Dr Thomas Monoth (Construction Co-ord)

26. **ATTENDANCE MONITORING**

Dr Thomas Monoth (Co-ord)

27. **WARDEN FOR WOMEN'S HOSTEL**

Ms Rajitha Xavior

28. **SOCIAL MEDIA COMMITTEE**

Ms Lisha A (Co-ord)

Mr Bibin Jose, Ms Shahina K

29. **SECRETARY TO STAFF COUNCIL & STAFF MEETINGS**

Ms Sharon Rose

30. **CAMPUS SECURITY**

Mr Bibin Jose (Co-ord), Mr Biju Joseph

31. **ALUMNI ASSOCIATION**
Ms Lisha A (Co-ord)
Dr Sr Bindhu K Thomas, Mr Sabu O J, Mr George Baby,
Mr Anish Chacko, Mr Martin Joseph, Mr Jomit Mathew
32. **YOUTH INNOVATION PROGRAM (YIP)**
Mr Bibin Jose, Dr Ramya Krishnan M (Co-ords)
Dr Sijo A K, Ms Ashlat Simon, Mr Adarsh M
33. **SWAYAM**
Ms Sharon Rose (Co-ord)
Mr Prince Philip, Ms Alida Joseph, Ms Shinya P,
Ms Manju Joseph
34. **PRO**
Dr Joseph K J
35. **NSS PROGRAM OFFICERS**
Mr Binoy Joseph, Mr Toby K Joseph
36. **NCC OFFICER**
Dr Rajeev Thomas
37. **ASAP**
Dr Ramya Krishnan M
38. **WALK WITH THE SCHOLAR (WWS)**
Dr Shaju P P
39. **SCHOLAR SUPPORT PROGRAM (SSP)**
Mr Regi Francis
40. **IGNOU CENTRE CO-ORDINATOR**
Dr Shaju P P
41. **EXTENSION ACTIVITIES**
All HoDs
42. **EMPLOYMENT TRAINING PROGRAM FOR TRIBAL WOMEN**
Ms Jisha T E, Dr Ramya Krishnan M
43. **RUSA RESEARCH NETWORK GROUP MEMBERS**
Dr Shaju P P, Dr Sr Bindhu K Thomas

Co-Curricular & Extra-Curricular Programs

National Service Scheme (NSS)

The College has two units of the National Service Scheme (Unit No. 33 & 46 of the Kannur University). The N.S.S Units facilitate training for 200 students in social work. The Units are under the supervision of Mr Toby K Joseph and Mr Binoy Joseph.

National Cadet Corps (NCC)

A Unit of the National Cadet Corps consisting of 100 cadets (1- platoon) comprising men and women is functioning in the college. This is an Army Wing under 1 (Ker) Arty Bty.N.C.C Thalassery and Lt. Dr Rajeev Thomas is the NCC Officer. The Kannur University awards 3% grace Marks for the 'B' Certificate holders and 4% for the 'C' Certificate holders. Likewise the Cadets who attend the Summer Camp and the Republic Day Parade Camp are eligible for 6% and 7% Grace Marks respectively. In addition to that the Cadets completing two years in NCC will get weightage marks for admission to various courses. Students who pass the B and C Examinations will find it easy to get commissioned posts in the Defense Service.

Additional Skill Acquisition Program (ASAP)

An initiative of Government of Kerala, the Additional Skills Acquisition Programme (ASAP), launched in 2012 with the objective of improving the employability of higher secondary and college graduates in the State has been very active in the college. Many of our students were selected for ASAP's 21-day training programmes across the state in the previous years. Co-ordinator: Ms Jisha T E.

Facilities in the College

01. CENTRAL LIBRARY

The College has a fully automated central library as the major learning resource of the institution, with automated KOHA software. The library regularly subscribes to many national and international journals, daily newspapers and buys new books periodically. A spacious common reading room with separate reading space for staff members is provided in the library. The central library has a Network Resource Centre (NRC) with 14 computers for free internet browsing for the students. Photocopying and printing facilities are also available in the library. Students can access INFLIBNET in the Central Library.

02. UGC NETWORK RESOURCE CENTRE

The objective of the centre is to create awareness among staff and students about the use of computer in various activities like administration, finance, examination and research. In addition to it the information and communication network would help the college to have access to multimedia materials in teaching and learning at places of eminence in India and abroad.

03. SPORTS & GAMES FACILITIES

The Dept of Physical Education promotes interest in sports and games among students. Coaching camps in various disciplines will be conducted during the year. There are two seats in a degree course and one seat for the PG courses under the sports quota. A photocopy of the original application along with copies of sports certificates should be presented to the Dept of Physical Education for considering a student for admission under sports quota.

A few seats are reserved for sports in all professional colleges in Kerala. Grace marks will be awarded to students who represent University in Inter-University competitions. Students are prohibited to participate in tournaments conducted by external agencies without prior permission from the Principal. Violation of this rule will result in disciplinary action.

Students who are proficient in sports and games are eligible for scholarships awarded by Sports Authority of India and State and Central Governments.

Cheloor near Kartikulam in 2008. Sewing machines were given to tribal women under the auspices of the Adoration Sisters at Appappara near Thirunelli as part of the Bishop George Njaralakkat Endowment Scheme. The volunteers of the NSS frequent the Centre and assist the program. The activities are coordinated by Mr Bibin Jose and Sr Dr Bindhu Thomas, the Programme Officers of the NSS.

Karunya Charity Mission

The student community has been contributing regularly to the District Hospital, Mananthavady to sponsor lunch to patients on certain days.

Clubs & Associations

1. Media Club: Dr Shaju P P
2. Debate, Quiz & Elocution: Dr Rakesh Kalia (Co-ordinator),
Ms Reshma Raj
3. Tourism Club: Mr Sabu O J
4. Green Campus & Save Green: Dr Sr Bindhu K Thomas
5. Bhoomithrasena: Ms Lisha A & Dr Sr Bindhu K Thomas
6. Anti-Narcotic Cell & Teen Club: The NSS P O & The NCC Officer
7. The Red Ribbon (for Blood Grouping & Donation): The NSS PO & The NCC Officer
8. Yoga & Health Fitness: Mr Adarsh M
9. Jesus Youth: Dr Sr Bindhu K Thomas & Dr Sijo A K
10. AICUF: Mr Sabu O J & Dr Sijo A K
11. Youth Red Cross: Dr Joseph K J & Mr Toby K Joseph
12. Music & Film Clubs: Ms Sharon Rose & Mr Akhil P David
13. Vimukhti Club: Dr Sr Bindhu K Thomas
14. Electroral Literacy Club: Nodal Officer: Mr Toby K Joseph

Scholarships & Prizes

1. Rev Msgr Joseph Kaniyamattam Endowment was instituted by the college in the academic year 1996-97. Rs 10000/- was deposited as the principal endowment amount, the interest of which is to be used for conducting an Inter-Collegiate Elocution Competition every year and giving prizes to the winners.
2. An Endowment has been instituted in the name of Dr K T Varkey, founder Principal of the college. Rs 50000/- was deposited as the principal amount. A series of lectures by eminent scholars will be organized once in three years and a cash award of Rs 1000/- will be given to the best outgoing student of the college every year considering his/her all round performance.
3. Bishop Mar Emmanuel Pothanamuzhy Memorial Prize, instituted by the Teaching Staff Association, awarded to the student who secures highest marks in Part I English (Sem I & II). A cash award of Rs.1,000/- will be given every year.
4. Rev Dr Fr James Maruthukunnel Endowment was instituted by the college with a principal amount of Rs 25000/-, the interest of which is to be used for conducting a college level quiz competition every year. The first prize for the best team comprising two members will be given a cash award of Rs 1001/- and a certificate. Rs 501/- and Rs 251/- will be given to the second and third prize winners respectively.
5. Archbishop Mar Jacob Thoomkuzhy Scholarship, instituted by the College Management, awarded to the topper in BCom degree examination. A cash award of Rs 1,000/- will be given every year.
6. Very Rev Msgr Thomas Moolakunnel Scholarship, instituted by the College Management. A cash award of Rs 1000/- will be given to the topper in BSc Mathematics degree examination.
7. Rev Fr Geroge Kazhikachalil Scholarship. A cash award of Rs 1000/-, instituted by the College Management, awarded to the student who secures the highest marks in BSc Zoology degree examination.
8. A cash prize of Rs 1000/-, in honour of Msgr Joseph Kaniyamattom, instituted by the College Management to the student who secures the highest marks in BA.

9. A cash prize of Rs. 1000/- in honour of Mar George Njaralakkattu, instituted by the College Management, to the student who secures the highest marks in BSc Computer Science degree examination.
10. A cash prize of Rs 1000/- instituted by the College Management, to the student who secures the highest marks in BSc Chemistry degree examination.
11. A cash prize of Rs 1000/- instituted by the college, to the student who secures the highest marks in MSc Mathematics degree examination.
12. A cash prize of Rs 1000/- instituted by the college, to the student who secures the highest marks in MSc Computer Science degree examination.
13. Nirala Puraskar of Rs 500/- cash award and a book for the topper in Part II Hindi, instituted by the Department of Hindi.
14. Asan Puraskaram of Rs 500/- cash award and a book for the topper in Part II Malayalam, instituted by the Department of Malayalam.
15. Proficiency prizes of Rs 500/- each for the toppers in the I & II year classes of all the seven major departments, based on the I & II Sem results together and III & IV Sem results together.

Government-Sponsored Scholarships

Name of the Scholarship	Eligibility	Amount
1. Prathibha Scholarship	Merit	I Year 12000 II Year 18000 III Year 24000
2. Higher Education Scholarship	Merit	I Year 12000 II Year 18000 III Year 24000
3. Central Sector Scholarship	Merit	10000/Year
4. Suvarna Jubilee Scholarship	BPL	10000/Year
5. State Merit Scholarship	Merit	1250
6. CH Muhammed Koya Scholarship for Muslims & Latin Catholics (Income limit - Rs 3 lakhs)		4000/Year
7. Post-Metric Scholarship for Minorities (for Hostelites) (Income limit - Rs 2 Lakhs)		5000 3000/Year
8. Hindi Scholarship (For those studying Hindi as a subject)	Merit	5000

8. Ms Jisha T E

Member, PG Board of Studies, Kannur University

9. Mr Bibin Jose

Chairman, PG Board of Exams, Kannur University

Member, UG Board of Studies, Kannur University

10. Mr Sabu O J

Member, UG Board of Studies, Kannur University

11. Dr. Mary Nirmala Borgia

Member, Entomological Society of India

Member, Association for Advancement of Entomology

12. Dr Sudhadevi A R (Retired & Continuing as Research Guide)

Research Guide in Zoology, Kannur University

Member, Asian Fisheries Society

Member, International Crustacean Society

Member, International Society of Zoological Sciences

Member, Indian Society for Comparative Endocrinology & Reproduction

In order to promote sports and games, the college has established various sports facilities that include Multipurpose Indoor Sports Complex with the financial assistance of the UGC.

Indoor Stadium (with wooden flooring):

Basketball court-1, Volleyball court-1, Badminton court-4, Table Tennis-1, Judo, Yogasana

Outdoor Stadium:

Football field (standard), Cricket ground (52-yard field), Athletics Practice Ground (non-standard track), Gymkhana for boys and girls.

04. HOSTEL

Two hostels for girls function in the college campus.

05. AUDIO-VISUAL FACILITIES

TV, DVD player, OHP, DLP and other similar facilities are available for the use of students.

06. COMPUTER LABS

Two well-equipped computer labs (with 100 nodes, advanced software, web cameras, scanners etc.)

07. CO-OPERATIVE STORE

The store is run by the Co-operative Society LTD No. W 226 and it provides text books, note books and stationery items to the members. The Society is regularly audited by the Co-operative Department of Kerala Government.

08. LANGUAGE LAB

A well equipped Language Lab trains the students in various aspects of spoken language and effective verbal communication.

09. CANTEEN

Canteen facilities are available to staff and students on all working days.

10. GUEST ACCOMMODATION

11. SMART CLASS

Two classes in every department are equipped with hitech facilities for Smart Class Operations with UGC assistance.

12. HERITAGE MUSEUM

A museum for collecting and displaying objects of historical value is being maintained in the college.

Research Centres

MATHEMATICS RESEARCH CENTRE

The Mathematics Research Centre (MRC), which was approved in the Year 2005 and is attached to the PG Department of Mathematics, is a recognised research centre of Kannur University. The centre has a research library with a large collection of research journals, published papers and books. The MRC receives financial assistance from the DST and the UGC. It also maintains academic exchange with many research institutions and universities in India.

ZOOLOGY RESEARCH CENTRE

The Zoology Department, which is a recognised research centre of Kannur University, offers research programme (PhD) in Zoology. The Department strives to create an environment that enables research and systematic enquiry to attain excellence. The current focus of research is in the biology, reproductive physiology and endocrinology of freshwater crustaceans and the Centre has also conducted minor research projects on some areas of biodiversity in Wayanad. These research projects are funded by agencies like the UGC, KSCSTE etc.

The Centre utilises the expertise and infrastructural facilities of many institutions like the Regional Centres of the Zoological Survey of India in Pune & Kozhikode; Electron Microscope Lab of NIMHANS, Bangalore; Center for Advanced Studies in Marine Biology, Annamalai University; Sophisticated Instrumentation Centre for Applied Research & Testing, Ahmedabad; universities within and outside Kerala etc.

Faculty - Important Positions

1. Dr Joseph K J

Research Guide in Malayalam, Kannur University
Member, Doctoral Committee, Kannur University
Chairman, PG Board of Studies, Kannur University

2. Dr Rajeev Thomas

Life Member, Indian Council of Chemists
Company Commander, Sub Unit, I(K) Arty. Bty. NCC, Tellichery

3. Dr Maria Martin Joseph

Research Guide in Physical Education in Kannur University
Member, Faculty of Physical Education, Kannur University
Member, Board of studies in Physical Education, Calicut University.

4. Dr Geetha Antony Pullen

Member, Kerala Statistical Association

5. Mr George Thomas

Member, Board of Studies in Functional English, Kannur University

6. Dr Shaju P P

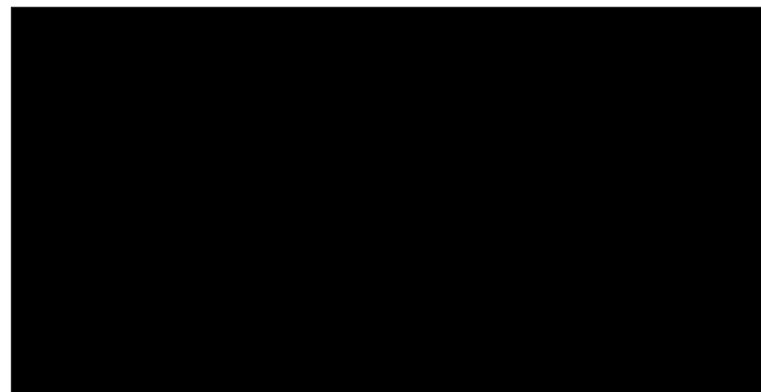
Member, Board of Studies in Journalism (both UG & PG), University of Calicut
Chairman, UG Board of Exams, Kannur University
Chairman, PG Board of Studies, Kannur University

7. Dr Thomas Monoth

Research Guide in Computer Science, Kannur University
Chairman, PG Board of Exams, Kannur University
Chairman, PG Board of Studies, Kannur University
Member, UG Board of Studies, Kannur University

2019 July

Date	Events
1	Monday
2	Tuesday
3	Wednesday
4	Thursday
5	Friday
6	Saturday
7	Sunday
8	Monday
9	Tuesday
10	Wednesday
11	Thursday
12	Friday
13	Saturday
14	Sunday
15	Monday
16	Tuesday
17	Wednesday
18	Thursday
19	Friday
20	Saturday
21	Sunday
22	Monday
23	Tuesday
24	Wednesday
25	Thursday
26	Friday
27	Saturday
28	Sunday
29	Monday
30	Tuesday
31	Wednesday



Statutory Warning

Ragging in any form that includes any conduct by students whether by words spoken or written or by an act which has the effect of teasing or causing hardship and psychological harm to a fresher is banned and anyone found guilty of encouraging the same is liable to be punished as per the University, UGC, Government, and the Supreme Court directives. In case of need, make use of the helpline @ antiragging.net/tollfree no 18001805522/the local Coordinator of the Antiragging Squad, the Staff Advisor to

Public Information Officer (PIO): Mr Joy Joseph

Associations

The Teaching Staff:

President: Dr Joseph K J
 Secretary: Dr Shaju P P
 Treasurer: Ms Rajitha Xavior

The Administrative Staff:

President: Mr Benison Challenger K
 Secretary: Mr Johnson C T

ACADEMIC

CALENDAR

2019 - 20

2019 June

Date		Events
1	Saturday	
2	Sunday	
3	Monday	
4	Tuesday	
5	Wednesday	World Environment Day
6	Thursday	College reopens.
7	Friday	
8	Saturday	Second Saturday
9	Sunday	
10	Monday	
11	Tuesday	
12	Wednesday	
13	Thursday	
14	Friday	
15	Saturday	
16	Sunday	
17	Monday	
18	Tuesday	Father's Day
19	Wednesday	
20	Thursday	
21	Friday	
22	Saturday	
23	Sunday	
24	Monday	1st Year classes begin.
25	Tuesday	
26	Wednesday	
27	Thursday	
28	Friday	PTA Meeting
29	Saturday	
30	Sunday	

2019 November

Date		Events
1	Friday	Kerala Piravi
2	Saturday	
3	Sunday	
4	Monday	
5	Tuesday	
6	Wednesday	
7	Thursday	
8	Friday	
9	Saturday	Second Saturday, Nabidinam
10	Sunday	
11	Monday	
12	Tuesday	
13	Wednesday	
14	Thursday	Children's Day
15	Friday	
16	Saturday	
17	Sunday	
18	Monday	
19	Tuesday	
20	Wednesday	
21	Thursday	
22	Friday	
23	Saturday	
24	Sunday	
25	Monday	
26	Tuesday	
27	Wednesday	
28	Thursday	
29	Friday	
30	Saturday	

2019 August

Date		Events
1	Thursday	
2	Friday	
3	Saturday	
4	Sunday	
5	Monday	
6	Tuesday	
7	Wednesday	
8	Thursday	
9	Friday	
10	Saturday	Second Saturday
11	Sunday	
12	Monday	
13	Tuesday	
14	Wednesday	
15	Thursday	Independence Day
16	Friday	
17	Saturday	
18	Sunday	
19	Monday	
20	Tuesday	
21	Wednesday	
22	Thursday	
23	Friday	Sree Krishna Jayanthi
24	Saturday	
25	Sunday	
26	Monday	
27	Tuesday	
28	Wednesday	Ayyankali Jayanthi
29	Thursday	
30	Friday	
31	Saturday	

2019 September

Date		Events
1	Sunday	
2	Monday	
3	Tuesday	
4	Wednesday	
5	Thursday	Teacher's Day
6	Friday	
7	Saturday	
8	Sunday	
9	Monday	Muharam
10	Tuesday	Ist Onam
11	Wednesday	Thiruvonam
12	Thursday	
13	Friday	Sree Narayana Guru Jayanthi
14	Saturday	2 nd Saturday, World First Aid Day, Hindi Day
15	Sunday	
16	Monday	Internal Exams begin.
17	Tuesday	
18	Wednesday	
19	Thursday	
20	Friday	
21	Saturday	Sree Narayana Guru Samadhi
22	Sunday	
23	Monday	
24	Tuesday	
25	Wednesday	
26	Thursday	
27	Friday	World Tourism Day
28	Saturday	
29	Sunday	
30	Monday	

2019 October

Date		Events
1	Tuesday	
2	Wednesday	Gandhi Jayanthi
3	Thursday	
4	Friday	
5	Saturday	World Teacher's Day
6	Sunday	
7	Monday	Mahanavami
8	Tuesday	Vijayadashami
9	Wednesday	3rd Semester exams begin.
10	Thursday	
11	Friday	
12	Saturday	Second Saturday
13	Sunday	
14	Monday	
15	Tuesday	
16	Wednesday	World Food Day
17	Thursday	
18	Friday	
19	Saturday	
20	Sunday	
21	Monday	2nd Semester exams begin.
22	Tuesday	
23	Wednesday	
24	Thursday	UN Day
25	Friday	
26	Saturday	
27	Sunday	Deepavali
28	Monday	
29	Tuesday	
30	Wednesday	Ist Semester exams begin.
31	Thursday	

2020 March

Date		Events
1	Sunday	
2	Monday	
3	Tuesday	
4	Wednesday	6th Semester exams begin.
5	Thursday	
6	Friday	
7	Saturday	
8	Sunday	
9	Monday	
10	Tuesday	
11	Wednesday	
12	Thursday	
13	Friday	
14	Saturday	Second Saturday
15	Sunday	
16	Monday	4th Semester exams begin.
17	Tuesday	
18	Wednesday	
19	Thursday	
20	Friday	
21	Saturday	
22	Sunday	
23	Monday	
24	Tuesday	
25	Wednesday	
26	Thursday	
27	Friday	
28	Saturday	
29	Sunday	
30	Monday	
31	Tuesday	
		April 6 - 2nd Semester exams begin.

2019 December

Date		Events
1	Sunday	
2	Monday	
3	Tuesday	
4	Wednesday	World Disabled Day
5	Thursday	
6	Friday	
7	Saturday	
8	Sunday	
9	Monday	
10	Tuesday	
11	Wednesday	
12	Thursday	
13	Friday	
14	Saturday	Second Saturday
15	Sunday	
16	Monday	
17	Tuesday	
18	Wednesday	
19	Thursday	
20	Friday	
21	Saturday	
22	Sunday	
23	Monday	
24	Tuesday	
25	Wednesday	Christmas
26	Thursday	
27	Friday	
28	Saturday	
29	Sunday	
30	Monday	
31	Tuesday	

2020 January

Date		Events
1	Wednesday	
2	Thursday	Mannam Jayanthi
3	Friday	
4	Saturday	
5	Sunday	
6	Monday	
7	Tuesday	
8	Wednesday	
9	Thursday	
10	Friday	
11	Saturday	Second Saturday
12	Sunday	
13	Monday	
14	Tuesday	
15	Wednesday	
16	Thursday	
17	Friday	
18	Saturday	
19	Sunday	
20	Monday	
21	Tuesday	
22	Wednesday	
23	Thursday	
24	Friday	
25	Saturday	
26	Sunday	Republic Day
27	Monday	
28	Tuesday	
29	Wednesday	
30	Thursday	Martyr's day
31	Friday	

2020 February

Date		Events
1	Saturday	
2	Sunday	
3	Monday	
4	Tuesday	
5	Wednesday	
6	Thursday	
7	Friday	
8	Saturday	Second Saturday
9	Sunday	
10	Monday	
11	Tuesday	
12	Wednesday	
13	Thursday	
14	Friday	
15	Saturday	
16	Sunday	
17	Monday	Internal Exams begin.
18	Tuesday	
19	Wednesday	
20	Thursday	
21	Friday	
22	Saturday	Mahasivarathri
23	Sunday	
24	Monday	
25	Tuesday	
26	Wednesday	
27	Thursday	
28	Friday	
29	Saturday	National Science Day

University Rank Holders

Sl.No.	Year	Name	Rank	Course
1	1997-'98	Ramachandran K	III	B.A. Functional English
2	1998-'99	Sajila Saseendran K	I	B.A. Functional English
3	"	Appumon Joseph K	II	" "
4	2001-'02	Ali Akbar K	III	B.Sc. Zoology
5	"	Usha Kumari P K	III	B.Sc. Mathematics
6	"	Manju Jose	III	B.Sc. Computer Science
7	2002-'03	Neena V	III	B.Sc. Mathematics
8	2003-'04	Sunitha Ellath	II	B.Sc. Zoology
9	"	Sujith E B	II	BSc. Computer Science
10	2004-'05	Josna Joseph	I	B.Sc. Mathematics
11	"	Shameema Rahman	II	B.A. Functional English
12	2005-'06	Sankeerthana E D	I	B.A. Functional English
13	"	Deepika George	III	" "
14	2008-'09	Shiji Paul	III	B.Sc. Mathematics
15	"	Jinesh M K	III	B.Sc. Computer Science
16	2009-'10	Neethulakshmi	III	B.A. Functional English

University Toppers

Sl.No.	Year	Name	Place	Course
1	2012-13	Sneha Dineshan	III	B.Sc. Zoology
2	2015-16	Midhula Kollanandi	II	M.Sc. Computer Science
3	2016-17	Vipina P V	I	M.Sc. Computer Science
4	"	Anju Bernard	II	M.Sc. Computer Science
5	2017-18	Jesna James	III	B.A. Functional English
6	"	Abhina C	III	M.Sc. Computer Science
7	2018-19	Athira P T	I	M.Sc. Computer Science
8	"	Anusha Tom	I	B.Sc. Zoology
9	"	Midhuna Vijayan	III	B.Sc. Mathematics
10	"	Athira M S	II	B.A. Functional English
11	"	Athira P T	I	M.Sc. Computer Science

Winners of the Dr K T Varkey (Founder Principal)
Endowment Award for the Best Outgoing Student

Ms Nimmy J Treasa	Computer Science	2003
Ms Sunitha Ellath	Zoology	2004
Ms Shameema Rahman	English	2005
Ms Preetha T S	Commerce	2006
Ms Aruna Liz Mathew	English	2007
Mr Wilson Thomas	English	2008
Ms Shiji Paul	Mathematics	2009
Ms Neethulakshmi R	English	2010
Mr Shyamshankar E P	Chemistry	2010
Ms Sebin Chinnu	Computer Science	2011
Ms Anet Antony	Zoology	2012
Ms Alna Maria Issac	English	2013
Ms Nayanthara Rajeev	Chemistry	2014
Ms Swetha Murali	Commerce	2015
Ms Aswathi P G	Zoology	2015
Ms Nimmy Francis	English	2016
Mr Midhun Raj P R	Chemistry	2017
Ms Keerthana V V	Physics	2017
Ms Nayana P B	Physics	2018

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.