



UG PROSPECTUS 2022-23



MAR IVANIOS COLLEGE (AUTONOMOUS)

Nalanchira, Thiruvananthapuram

(Affiliated to the University of Kerala)

NACC Accredited (4th Cycle) A+; NIRF 44th Rank

UGC PARAMARSH Mentor College

VISION

To be an internationally recognized institution of excellence in higher education, inculcating the values of truth and charity, for the protection and promotion of human dignity and of a cultural heritage, through teaching, research, and extension services offered to society.

MISSION

To produce intellectually trained, morally upright, socially committed, spiritually inspired and ecologically conscious young men and women, irrespective of caste, creed, gender or nationality; To create a vibrant academic community known for its innovation, intellectual rigor and social commitment through internationally validated teaching-learning, research, co-curricular and outreach processes in the faculties of Arts, Science and Commerce.

To ensure the academic, social, and spiritual development of students who belong to the Malankara Syrian Catholic Church into responsible citizens of India and the world, thus actualizing the dreams of the Venerable Founding Fathers.

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PROSPECTUS FOR 2022-23 ADMISSIONS

[Subject to modifications as per COVID-19/ Kerala Govt./ University of Kerala/ Mar Ivanios College (Autonomous) directives]

This Prospectus for Admissions 2022-23 contains three sections: A General Introduction with details of Programmes offered; Admission Regulations; Instructions for Online Application; and a Special Notice on Ragging as a Crime. Please read this document carefully before starting the application process.

Convener, Admissions Committee

This Prospectus contains general information and rules relating to admission to the First Degree Programme [FDP] Under Choice Based Credit and Semester (CBCS) system and Career-related First Degree Programme in Mar Ivanios College (Autonomous).

It consists of three sections: i) General information about the programmes offered by the College and the basic rules of the College; ii) Admission Regulations relating to the admission to the First Degree Programme under CBCS system and Career-related First Degree Programme; iii) A special notice on Ragging as a Criminal Offence.

Interested students may apply ONLINE in the college website www.mic.ac.in. **Last date of Registration of Online Application is 11.07.2022. Please read the Prospectus carefully before starting the application process.**

Registration fees: For General Candidates	– Rs. 600/-
For reservation candidates (SC/ST)	– Rs. 300/-
Management quota	– Registration fee + Rs. 1000/-
	(General - Rs.1600/-, SC/ST –Rs.1300/-)

1. GENERAL INFORMATION

1.1 PROGRAMMES OFFERED FOR STUDY

Applications are invited for candidates to be admitted to the First Degree Programmes in the Faculties of Arts, Science and Commerce in Mar Ivanios College. The FDP leads to a Bachelor's Degree in the relevant subject. Each Programme extends for a period of three years/ six semesters for the FDPs. The Programme of study shall be by regular attendance for the requisite number of lectures, practical training and other academic requirements. The First Degree Programmes offered by Mar Ivanios College (Autonomous) under the aided, are given below:

1.1.1 FIRST DEGREE PROGRAMMES (AIDED PROGRAMMES)

Duration of the Programme: **3 Years/ 6 Semesters**

Age limit: The maximum age limit for admission to the UG programme shall be 23 years as on 1st June of the academic year (2022). For SC/ST candidates, the age limit is 25 years.

No	DEGREE	PROGRAMME	COMPLEMENTARY COURSE
1	B.A.	English Language and Literature	1. History of English Language & Literature
			2. History of the Modern World
2	B.A.	Economics	1. Political Science
			2. History of Modern India/ Mathematics
3	B.A.	Journalism and Mass Communication **	1. Creative Writing: Malayalam
			2. Creative Writing : English
4	B.Sc.	Mathematics	1. Physics
			2. Statistics
5	B.Sc.	Physics	1. Mathematics
			2. Chemistry
6	B.Sc.	Physics with Machine Learning	1. Mathematics
			2. Machine Learning
7	B.Sc.	Chemistry	1. Mathematics
			2. Physics
8	B.Sc.	Botany	1. Chemistry
			2. Zoology
9	B.Sc.	Zoology	1. Chemistry
			2. Botany
10	B.Sc.	Botany & Biotechnology	1. Biochemistry
11	B.Com.	Commerce	1. Finance/Computer Applications/ Co-operation (Electives)

** Admission to the BA JMC programme will be based on Marks obtained in the qualifying examination, aptitude test, and personal interview. The weightage for preparing the index marks of candidates shall be:

1. Total Marks obtained in the Qualifying examination (Higher Secondary/Equivalent) –50%
2. Marks obtained in the Aptitude Test - 30%
3. Personal Interview Performance - 20%

Aptitude test will comprise of both objective and descriptive questions with the intent to test candidate's General Awareness, Language Skills and Aptitude required for Mass Communication (including Journalism, Visual Communication and Online Communication) professionals.

1.1.2 FIRST DEGREE PROGRAMMES (UNAIDED PROGRAMMES) (SELF-FINANCING)

Duration of the Programme: 3 Years/ 6 Semesters

NO	DEGREE	PROGRAMME	COMPLEMENTARY COURSE
1	B.A.	Analytical Economics**	1. Political Science
			2. History / Mathematics
2	B.A.	English Language and Literature	1. History of English Language & Literature
			2. History of the Modern World
3	B.A.	English & Communicative English	1. History of English Literature
4	B.Sc.	Computer Science	1. Mathematics
5	B.Sc.	Statistics***	1. Mathematics
			2. Computer Science
6	B.Com.	Commerce	1. Finance (Elective)
7	B.Com.	Accounts & Audit*	1. Accounts & Audit

* **B.Com (Accounts & Audit)** is to cater mainly to students who wish to pursue Chartered Accountancy (CA). The syllabus is structured in such a way to make the students eligible to appear for the CA Foundation, CA Intermediate Group-1 and CA Intermediate Group-2 Examinations on completion of their second, fourth and sixth semesters respectively so that they can pursue the Articleship immediately on completion of their sixth semester.

For details of this programme, contact **Dr. Zajo Joseph – 9447309213**

****BA (Analytical Economics)** is designed with the following two main features: The syllabus is structured in such a way to make the students academically competent and skill equipped to appear for the Civil Services Examinations conducted by the UPSC. Additional training for Civil Services Examinations by experts in the field will also be arranged along with the programme. For those who wish to pursue their PG/Research in the field of Economics after this programme, the additional skill courses in mathematical and statistical tools, basic Econometrics, along with the data science modules for Economics will be added advantages.

*****BSc (Statistics):** Modern times is an age of big data and there is increasing demand for professionals for processing and analyzing data in big quantum and extracting valuable inputs for successful decision making, through an advanced blend of statistical and computational tools. The BSc (Statistics) programme will include additional courses in Computer Science, Statistics, and Big Data Analytics, which will be designed to train the students for the highly employable skills in Data analysis

The First Degree Programmes shall include 1) Language Courses 2) Foundation Courses 3) Core Courses in the major subjects related to Degree Programmes 4) Complementary Courses on allied subjects 5) Open Course 6) Elective Courses and 7) Project/Dissertation. In the case of subjects included in 2 (a) Restructured/ Career Related Programmes (i. Botany and Biotechnology; and ii. Journalism and Mass Communication), there shall be a component of Vocational Course.

The minimum number of Courses required for the completion of a Degree Programme may vary from 30 to 38 depending on the Credits assigned to different Courses; students shall be required to earn a minimum of 120 Credits from all the Courses to complete the Bachelor's Degree.

Although the minimum of 120 Credits is mandatory for the successful completion of the CBCS UG Programme within a minimum period of 6 Semesters and for the award of the Degree, the students may also do the following as AUDIT courses

SEMESTER	COURSE
Semester I & II	Talent/ Leadership Development Club Activities
Semester III	Value Education Course
Semester III & IV	Community Services/ Extension Activities/ Outreach Programme/ Internship Programme
Semester V & VI	Soft Skill Development and Finishing School

1.1.3 OTHER SPECIAL ADD-ON COURSES

Students admitted to the College can opt to join any of the special add-on Courses below:

1.1.3.1 UGC Funded Special Schemes for students belonging to SC/ST/ Minority Communities/ OBC (Non- Creamy Layer)

- Remedial Coaching
- Coaching for UGC NET Examinations
- Entry into Service Courses

1.1.3.2. Coaching for Civil Service Examinations

This is being offered as a 3 year add-on course in joint venture with Civil Service Institute, Pala. Classes will be held on weekends and are handled by dedicated faculty who will include Civil

Service officers and other resource persons of eminence. This coaching will also help students to prepare for any UPSC examination. For details: Coordinator, MICPSIL Ph. 9496369311

1.1.3.3 BEC Courses of Cambridge University

The Centre, currently into the 12th year has been maintaining a uniformly high pass percentage of above 85% in the BEC exams, with the last five batches producing 100% pass. The Centre is now elevated to the status of Cambridge English International Preparation Centre for all the Cambridge University English Programmes. The College subsequently becomes the first College in Kerala to be raised to this status. Mar Ivanios College is also the first Arts and Science College in the country to be registered on the Cambridge University's Campus to Work global portal which connects institutions with employers across the world. The Centre was initiated by the former Principal, Rev. Dr. Mathew Manakarakavil. The co-ordinator of the Centre is **Dr. P.J. Jacob, Ph: 9447429279**.

1.1.4.4 New Initiatives of the Dept of Higher Education, Govt of Kerala

The following new Initiatives of the Department of Higher Education, Govt. of Kerala, are available on campus:

- Scholar Support Programme (SSP)
- Walk with a Scholar Programme (WWS)
- Additional Skills Acquisition Programme (ASAP)

1.1.4.5 Diploma/Certificate Add-On Courses offered by the College

The college prefers that a student should take three certificate courses during the entire duration of the degree programme. The student should give three preferences online, if selected for interview.

Course fee plus GST applicable.

1. Diploma Course in Pharmaceutical Chemistry (DPCh)
2. Diploma in Computer Applications (DCA) (In collaboration with IHRD)
3. Certificate Course in Quantitative Techniques
4. Certificate Course in Statistical Methods
5. Certificate Course in LaTeX and SageMath
6. Certificate Course in Astronomy & Astrophysics
7. Certificate Course in Effective Communication in English
8. Certificate Course in Tamil Language and Literature
9. Certificate Course in Basic French Skills
10. Certificate Course in MS Office and Photoshop
11. Certificate Course in Principles of Phytochemistry
12. Certificate Course in Spoken Hindi
13. Certificate Course in Personality Development and Soft skill Training
14. Certificate Course in Translation and Typesetting in Malayalam

15. Certificate Course in Financial Accounting
16. Certificate Course in Journalism
17. Certificate Course in Spawn Production, Mushroom Cultivation and Marketing
18. Certificate Course in Vermicomposting
19. Certificate Course in World Travel Geography
20. Certificate Course in Descriptive Statistics with R Programming
21. Certificate Course in Programming in Python
22. Certificate Course in Micro propagation
23. Tally ACE Certificate Programme
24. Certificate Course in E- Resources, Reference Management Tools & Techniques for Academic Writing
25. Certificate Course in Good laboratory practices and Quality Management
26. Certificate Course in GST Practice
27. Certificate Course in Capital Market: Investment and Techniques

1.1.4.6 IGNOU Courses

The Mar Ivanios College IGNOU Study Centre (Centre No. 1441), a full-fledged IGNOU Study Centre under the IGNOU Trivandrum Regional Centre, is a sought after centre for many from Trivandrum and neighbouring districts. Students can choose from among the various programmes offered by IGNOU and get IGNOU certification along with their University degree. For details contact: **Ph: 0471-2543838 (O)** visit www.ignou.ac.in. The co-ordinator of the Centre is **Mr.Alexander Jacob, Ph: 9447025333**.

1.1.4.7 Mar Ivanios Center for Professional Studies and Industrial Linkage (MICPSIL)

Mar Ivanios Center for Professional Studies and Industrial Linkage (MICPSIL) is the professional training wing of Mar Ivanios College (Autonomous) established to conduct and coordinate all the professional coaching and the Add-on Certificate/ Diploma & Industrial Trainings of various aided & unaided UG/PG programmes in the Institution. The Center also envisages to establish and coordinate academia-industry linkage for skill training and placement purposes. MICPSIL office is currently functioning in the IQAC room of the college. For details, **Mr Minto John Mathew (Coordinator): 9207194262**.

1.2 FEES AND FEE CONCESSIONS (Subject to change as per the Kerala Govt./ University of Kerala / Mar Ivanios College(Autonomous) directives)

To be paid at the time of admission

SCHEDULE OF FEES 2022-23 (Aided Programmes)* To be paid at the time of admission							
PROGRAMME		Admission Fee (One-time payment)	Caution Deposit (One-time payment)	Laboratory Fee (Every Year)	Special Fee (Every Year)	Tuition Fee (Every Year)	University Fee (One-time payment)
B.A	Economics	Rs.80	Rs.360	NA	Rs.525	Rs.1050	Rs.1850
	English Language & Literature	Rs.80	Rs.360	NA	Rs.525	Rs.1050	Rs.1850
	Journalism and Mass Communication	Rs.80	Rs.360	NA	Rs.525	Rs.1050	Rs.1850
B.Sc	Mathematics	Rs.80	Rs.360	Rs.160	Rs.525	Rs.1050	Rs.1850
	Physics	Rs.80	Rs.360	Rs.420	Rs.525	Rs.1050	Rs.1850
	Physics with Machine Learning	Rs.80	Rs.360	Rs.420	Rs.525	Rs.1050	Rs.1850
	Chemistry	Rs.80	Rs.360	Rs.420	Rs.525	Rs.1050	Rs.1850
	Botany	Rs.80	Rs.360	Rs.580	Rs.525	Rs.1050	Rs.1850
	Biotechnology	Rs.80	Rs.360	Rs.580	Rs.525	Rs.3150	Rs.1850
B.Com	Zoology	Rs.80	Rs.360	Rs.580	Rs.525	Rs.1050	Rs.1850
	Commerce	Rs.80	Rs.360	NA	Rs.525	Rs.1050	Rs.1850

SCHEDULE OF FEES 2022-23 (Unaided Programmes)* To be paid at the time of admission	
PROGRAMME	TUITION FEES (Every Semester)
B.A English Language & Literature B.Com.	Rs. 9000/- + fees paid by students in the aided stream
B.Com (Accounts & Audit)	Rs. 11250/- + fees paid by students in the aided stream + Rs. 15000/- (GST applicable) for additional CA Course
B.Sc. Computer Science	Rs. 18750/- + fees paid by students in the aided stream
B.A.English & Communicative English	Rs. 11250/- + fees paid by students in the aided stream
B.Sc. Statistics	Rs.11250/-+ fees paid by students in the aided stream + Rs.3000/- (GST applicable) for additional data analytics courses.
B.A. Analytical Economics	Rs. 9000/- + fees paid by students in the aided stream + Rs.12000/- (GST applicable) for additional Civil Service courses.

* Subject to change according to University/ College norms; to be paid in lump sum at the beginning of the year or in installments at the beginning of each semester

1.2.1 FEE CONCESSION (Only for Aided Programmes)

- i. SC/ST/OEC students are eligible for tuition fee, special fee, exam fee, monthly stipend, hostel fee (for accommodation in approved hostels only); they may also apply for the tour allowance in the final year.
- ii. Applicants belonging to SC/ST/OEC/OBC or any other eligible categories should produce caste and income certificates from the Tahsildar concerned.
- iii. General category students are eligible for concession for Tuition fee, Social fee, Exam fee as per provisions of the Kumara Pillai Commission Report (income limited to Rs. One Lakh)
- iv. All students eligible for fee concession should submit applications online (Govt. e-grants online portal) and submit the print out along with supporting documents to the College office within 15 days of their admission.

1.3 HOSTELS

Hostel facilities available for students are: St. Thomas Hostel for men and Alphonsa and M.T.T. Hostels for women.

Contact Numbers: **8921455384** (Alphonsa Hostel for Women), **0471- 2530098** (M.T.T. Hostel for Women), **9495100340** (Fr. Soji Mathew Muruppel, St. Thomas Hostel for Men)

Applications for admission to the above hostels are to be submitted to the respective wardens. Forms can be obtained from the respective hostels. **Admission to the College does not guarantee hostel admission.**

1.4 COLLEGE BUS

Students who wish to travel by college bus will have to register their names with the Management Clerk at the time of their admission. Advance should be paid which will be adjusted against the bus fare during the academic year. Details regarding route and payment can be had from the Management Clerk (Mr. Kishore – 9567701379).

1.5 GENERAL RULES OF THE COLLEGE

- All the students are compulsorily required to have their identity card with them while they are on the campus and should wear the same around their neck. Identity cards will be issued by the College at the time of admission. Wearing of identity tag in College is mandatory as per Government Order G.O.No.26483/ G1/15/H.Edn dated 12.10.2015.
- Students should keep all the receipts obtained from the college safely and should produce them

for verification if required.

- Students leaving the College after enrolment will have to pay the fee for the whole semester.
- Caution deposit of a student will be refunded only on surrendering the original receipt of the remittance.
- Students admitted to the college should strictly abide by the rules and regulations of the College.
- The College works under the full day system from 9:30 am to 3:30 pm (subject to periodic Government / University directions. Besides lecture classes there will be Seminars, Tutorials, Club/ Extension activities, Group Discussions, Counselling and Life Orientation Programmes.
- At the beginning of the morning session before the commencement of classes, there will be a bell, the first bell, when students should go to their respective classes and occupy their seats. Every day the classes shall begin with a one minute silent prayer. When the bell for the prayer, the second bell, is heard, all students shall stand up; those still moving around outside class shall stand still in their place in prayerful attitude.
- 75% aggregate attendance for all the courses in a semester taken together is mandatory for a student to be eligible to register for the respective End Semester Examination. Those who fail to secure there quire attendance will not be allowed to register for the End Semester Examination and shall have to discontinue. Parents should makes sure that their children attend classes regularly.
- Students who intend to avail any kind of leave, other than emergency leave, shall inform and get prior permission of the Faculty Advisor for the same; they shall apply for leave in the prescribed Leave Application Form which is available in the College Website under students Login page.
- If a student is found to have indulged in ragging, strict action will be taken against that student. (vide Hon'ble Supreme Court Order No.SAP(c)No. 24295/2004). Smoking/ chewing, use of tobacco, pan parag, drugs, alcohol, and all such products that are either banned, illicit or injurious to health, are strictly prohibited inside the College campus. Nobody shall enter the college campus after ingesting alcohol/ drugs or under intoxication.
- The Malankara Syrian Catholic Colleges Corporate Management bans politics in colleges under the Management, based on the verdict of Division Bench of Hon. High Court of Kerala. The Management prohibits political activities in college campuses and forbids students from organising or attending meetings other than official ones within the Colleges. (Vide-Circular No. Msc-25/2003/Genl. dtd 23.06.2003, Secretary, MSC Colleges)
- All political and organisational activities are strictly prohibited in the campus. Students'

organisations are not recognised by the College authorities. Their requests or demands shall not be entertained. However, those organisations that are complementary to the academic pursuit can be permitted by the Principal.

- Use of mobile phone is restricted inside College Campus; they shall be switched off before entering the campus. Mobile phones with camera are banned inside College campus by the State Government (vide Government of Kerala Rt. No. 1102/05/H.Edn). In the event of any violation of the above, action will be taken including confiscation of the device and imposition of fine.
- Nobody shall disrupt the academic atmosphere of the College under any circumstances. Any such activities that may hamper the academic ambience of the institution will be seriously dealt with. Such misconduct would entail major punishment including expulsion from College. If necessary, criminal prosecution also will be invoked.
- Destruction of College properties would entail civil as well as criminal proceedings against delinquents.
- Nobody shall instigate or engage in activities such as strike, demonstration, agitation, slogan shouting etc. within the College campus.
- College Union election will be conducted under indirect mode /parliamentary system. No external or political interference shall be permitted. (WP (C) No.24335 of 2014(N) at the Hon. High Court of Kerala)
- All legal and reasonable grievances of the students will be addressed by the College authorities. In the event of any such grievance, the aggrieved can approach the respective Faculty Advisor or the Students' Grievances Redressal Committees existing in the College. The decision of the Principal shall be final.
- Parents/Guardians are earnestly directed to make sure that their children abide by all the rules and regulations of the College. Parents should give their correct contact details at the time of admission. Apart from compulsorily coming to the college on request from the respective authorities on matters of necessity, parents should also make it a practice to meet teachers and authorities often to assess the progress of their wards. There shall be Parents' Meeting/ Open Houses at least once a semester as a matter of practice.
- Students have to strictly abide by the dress code of the College. Decency and decorum in attire is expected of all students.
- Students are strictly warned against loitering outside classrooms or just outside the campus during class hours. They shall either remain in class or spend their time in the library.

- Students are earnestly discouraged from bringing their four wheelers to the campus. Those students who come on two wheelers should necessarily wear helmet in and outside the campus. Such students should obtain a Vehicle Pass from the College Office which will be issued only after submitting a proper application which carries the Parent's consent and an affidavit that they will obey all motor vehicle rules and regulations and road safety measures including wearing of the helmet. Copy of the valid driving license should be attached with the application for Vehicle Pass. Not more than two persons shall travel in two-wheelers. Two wheelers should be parked in the parking area assigned by the management. Students shall in no case take their vehicles inside the College gates.
- The College offers personal mentoring for students. One teacher mentor is assigned to every 20 students. The mentor is a guide, friend, and philosopher for the students on the campus. Apart from teacher mentors, there is a full time professional Counselling Psychologists in the College. Students are directed to seek the assistance of mentors and counselors if and when needed. Parents are also requested to contact the counseling psychologists for any needs of their children. Candidates (and their parents/ guardians) are expected to be aware of, and follow, all the rules and regulations of the College.

2. ADMISSION REGULATIONS

2.1 ADMISSION PROCESS

Any candidate seeking admission in Mar Ivanios College (Autonomous) to any First Degree Programmes should compulsorily register online through the College website before the last day of registration for application, irrespective of the category (General/ SC/ ST/ Community (Malankara Syrian Catholic)/ Management/ Candidates from Union Territory of Lakshadweep/Jammu and Kashmir/ Inmates of Government Children's Home/ Persons with Disabilities (Differently-abled persons)/ Widows/ wards of Armed Forces Personnel, killed or disabled in action during peace time/ Sports etc.) to which he/ she belongs. There is no other mode of registration for admission.

2.2 ELIGIBILITY FOR ADMISSION

2.2.1 BASIC ELIGIBILITY

Eligibility for admissions and reservation of seats for various First Degree Programmes shall be according to the rules framed by the University/ College from time to time ("Notwithstanding anything contained in the University Statutes, the selection of students shall be governed by the rules prescribed by the Government from time to time with the concurrence of the University in respect of such admissions").

No student shall be eligible for admission to a First-Degree Programme in any of the discipline unless he/she has successfully completed the examination conducted by a Board/University at the Plus two/ Higher Secondary level of schooling or its equivalent. That is, a candidate must have “a pass in Higher Secondary Examination/Vocational Higher Secondary Examination of the Government of Kerala or an Examination accepted by the Academic Council (of Kerala University) as equivalent thereto”

Admissions to the seats to be filled by the College to the First Degree Programmes are regulated on the basis of marks obtained in the qualifying examination. The allotment of the candidates to the various Programmes will be on the basis of merit/ marks strictly following the rules and regulations regarding reservation.

Admission to B.Com (Accounts & Audit) (Self- Financing) will be on the basis of marks in the qualifying examination and an Entrance/Aptitude Test on 50:50 basis.

2.2.2 NATIVITY

All candidates applying for admission to Mar Ivanios College should be citizens of India. All such candidates are categorized as KERALITE or NON-KERALITE.

A candidate of Kerala origin will be categorized as a KERALITE. Children of All India Service Officers allotted to Kerala Cadre are deemed to be Keralites as per G.O. (Rt) No.822/08/H.Edn dated 9-5-2008. But they will not be eligible for communal/special reservation.

A candidate who does not come under Keralite category will be categorized as NON- KERALITE. Such a candidate will be eligible for admission only after all the applicants of Keralite origin are ranked and allotted.

In order to prove that a candidate is an Indian citizen of Kerala origin for the limited purpose of eligibility for admission, he/she has to produce any one of the following certificates at the time of admission.

- a. In the case of candidates who have undergone schooling in Kerala, a course certificate from the head of the educational institution last attended in Kerala, certifying that the candidate has undergone his/her studies in Kerala for not less than 3 (three) years within a continuous period of 12 (twelve) years.

OR

- b. A certificate from the Village Officer/ Tahsildar to show that he/she or his/her mother/father was born in Kerala.

OR

c. Certificate from the Village Officer/Tahsildar to the effect that the candidate has been a resident of Kerala State for a period of five years within a continuous period of twelve years

OR

d. The true copy of relevant page of Secondary School Leaving Certificate showing the candidate's Place of Birth in Kerala.

OR

e. The true copy of the relevant page of the Secondary School Leaving Certificate showing Place of Birth in Kerala of either of the parents of the candidate with corroborative certificate to establish the relationship between the parent and the candidate.

OR

f. The true copy of the relevant page of the Passport of the candidate, issued by the Government of India, showing Place of Birth in Kerala or of either of the parents of the candidate showing Place of Birth in Kerala with corroborative certificate to establish the relationship between the parent and the candidate.

Non-Keralites should furnish a copy of the Certificate of nativity from the revenue authority or local body concerned at the time of admission.

2.3 ADMISSION GUIDELINES

- i. Candidates seeking admission through Management quota to any Programme should also apply in the online mode and should specifically indicate their preference.
- ii. Malankara Syrian Catholic students, who wish to be considered for Community Merit Quota should apply online and bring a letter from the Parish Priest along with the application form to the interview, if they are called for it.
- iii. While making enquiries, please quote your application number, name of applicant and programme applied for.
- iv. Students applying for B.Com (Accounts & Audit) (Self- Financing), should appear for an Entrance Examination, the date of which shall be intimated to the applicants by email/SMS or through the admission portal of the College website. Due weightage will be given to marks obtained in the Entrance Examination along with plus two marks.
- v. Candidates provisionally selected for admission for all programmes should appear for an interview at the Principal's office. Selection will be finalised only after the interview. **The Principal reserves the right to refuse admission to any applicant, if found ineligible for admission according to the regulations of the University and the Management.**

- vi. The applicant must be accompanied by his/her parent(s) at the time of the interview and should produce the following documents:
 - a. A printed copy of the downloaded Admission Memo.
 - b. Printed copy of the downloaded Application Form.
 - c. The Transfer Certificate in original.
 - d. The original Pass certificate and mark list of the qualifying examination.
 - e. Candidates from Universities/ Boards other than Kerala should produce Migration Certificate and **Eligibility Certificate** in the case of candidates other than Kerala HSC/VHSC, CBSE & ISC.
 - f. Certificate of character and conduct from the Head of the Institution last attended.
 - g. Malankara Syrian Catholic students should produce Character and Catechism certificates from their parish priest.
 - h. Two copies of recent passport size photograph, and the copy of the qualifying examinations passed (S.S.L.C / 10th & Plus two)
 - i. S.C./ S.T./ O.E.C. candidates should produce recent (with one year validity) community certificate from the Tahsildar/ Village Officer and O.B.C. candidates should produce community and income certificates from the Village Officer.
- vii. Those who are granted admission should pay the fee immediately. The amount to be paid at the time of enrolment is shown in the Fee Schedule/ Admission Memo.
- viii. Seats are reserved for outstanding performers in the field of sports and for differently-abled persons as per University regulations
- ix. Parents or guardians of the admitted candidates are expected to join the Parent- Teacher Association of the College.
- x. All candidates for admission must acquaint themselves with the rules and regulations of Mar Ivanios College and will be bound by them, if admitted.

2.4 ADMISSION REGULATIONS

2.4.1 AGREEMENT FOR DIRECT PAYMENT: RELEVANT PROVISIONS FOR ADMISSION TO THE VARIOUS PROGRAMMES INAIDED COLLEGES

As per Article 18 of the Agreement for Direct Payment entered into between the Government and the Educational Agencies of Private Colleges, admission of students to Mar Ivanios College shall be on the following basis:

1. Twenty percent of the total number of seats shall be reserved for students belonging to the Scheduled Castes (15%) Scheduled Tribes (5%). Those seats which cannot be filled on this

basis shall be filled on the basis of University/ Government rules;

2. Ten percent of the seats shall be reserved for the candidates belonging to Malankara Syrian Catholic community. These seats will be filled strictly on the basis of merit from among the students of the MSC community.
3. Fifty percent of the seats will be filled by open selection on the basis of merit.
4. The remaining seats (20%) will be filled by the management of Malankara Syrian Catholic Colleges with candidates of their choice.

2.4.1.1. AGE LIMIT:

The maximum age limit for admission to the UG programme shall be 23 years as on 1st June of the academic year (2022). For SC/ST candidates, the age limit is 25 years.

2.4.2 CATEGORIZATION OF SEATS

In due consideration for the Direct pay agreement mentioned in Section 2.4.1, seats available in the College is mainly classified as Merit Seats, Community Seats, Management Seats and Reservation Seats.

- a. **MERIT SEATS:** The seats that are filled by the College purely on the basis of merit are classified as “Merit Seats”.
- b. **COMMUNITY SEATS:** The seats that are filled by the College on the basis of merit among candidates of their community (Malankara Syrian Catholic), are classified as “Community Seats”.
- c. **MANAGEMENT SEATS:** The seats that are filled by the Management are classified as “Management Seats”.
- d. **RESERVATION SEATS:** The seats which are earmarked for SC/ST/PWD/ Sports persons are classified as “Reservation Seats”.

2.4.3 RESERVATION OF SEATS

A candidate can claim only any one of the reservation benefits/ seats from within any one the types listed below.

2.4.3.1 TYPES OF RESERVATION

Seats will be reserved for the following categories for various First Degree Programmes:

- a. RESERVATION FOR NOMINEES
- b. RESERVATION FOR PERSONS WITH DISABILITIES
- c. SPECIAL RESERVATION AND
- d. MANDATORY RESERVATION

a. **RESERVATION FOR NOMINEES:**

RESERVATION FOR CANDIDATES FROM UNION TERRITORY OF LAKSHADWEEP.

An additional seat shall be created for each First Degree Programme (wherever necessary), exclusively for the purpose of accommodating students sponsored by the Union Territory of Lakshadweep. This seat shall not be filled up by other candidates (Govt. letter No.5455/b3/2006/H.Edn. dated 15-03-2006)(U.O. No. AcB/1/1134/2006 dated 26-4-2006).

CONCESSION FOR WARDS OF KASHMIRI MIGRANTS

The following relevant concessions are applicable for wards of Kashmiri Migrants for admission to the UG programmes – U.O.No.Ac.B1/910/ Admns/2012, dated 09/04/2012.

- Extension in date of admission by about 30 days.
- Relaxation in cut off percentage up to 10% subject to minimum eligibility requirement.
- Increase in intake capacity up to 5% course wise.
- Waiving of domicile requirements.
- Facilitation of migration in second and subsequent years

RESERVATION FOR CANDIDATES FROM JAMMU & KASHMIR

Two seats shall be created over and above the sanctioned strength to accommodate candidates belonging to Jammu & Kashmir for admission to UG programmes as per UO No. Ac B1/2292/Adms/2012 dated 01.03.2013.

RESERVATION FOR INMATES OF GOVERNMENT CHILDREN'S HOME

One seat shall be created over and above the sanctioned strength for Inmates of Government Children's Home and Establishment as per UO.No. Ac B1/ 055682/2012 dated 30.04.2013

RESERVATION FOR TAMIL LINGUISTIC MINORITY

There is no reservation for Tamil Linguistic Minority in Mar Ivanios College

RESERVATION OF SEATS FOR THE WIDOWS /WARDS OF ARMED FORCES OF PERSONNEL, KILLED/DISABLED IN ACTION DURING PEACE TIME.

Additional seats over and above the sanctioned strength may be created as and when required for the widows /wards of Armed Forces Personnel, killed or disabled in action during peace time, in Institutions under the purview of Ministry of Human Resource Development as per UGC policy.

b. **RESERVATION FOR PERSONS WITH DISABILITIES (PWD)**

5% seats of the sanctioned strength shall be created, over and above, exclusively for Physically Handicapped candidates in Government/Aided Colleges (as per clause 32(1) of chapter VI, The Rights of Persons with Disabilities Act, 2016). There will be no reservation for the visually challenged for Science Programmes.

As per Clause 2 (r), Chapter I of the Persons with Disabilities Act 2016, “Person with benchmark disability” means a person with not less than 40% of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority. Candidates who have a minimum of 40% disability alone will be eligible to apply for this quota. Candidates seeking admission under PWD category should submit the “Certificate of disability”, issued not earlier than 5 years prior to the submission of application, by the District Medical Board or bodies of higher status, certifying the degree of percentage of disability. Based on the details furnished in the online application, candidates will be provisionally included under the “Persons with Disability” category.

- The Permanent Disability Card issued by the State Government is also considered.
- The selection of candidates under this category will be based on the rank in the inter-se merit list and physical suitability and not on the basis of the degree of disability.
- No reservation of seat is allowed for Blind candidates for Science subjects.

c. SPECIAL RESERVATION

SPORTS PERSON

Three seats over and above the sanctioned strength, shall be created in each Arts and Commerce subjects and one seats over and above the sanctioned strength, shall be created in each Science subjects for Sports candidates in First Degree Programme. Admission to such seats shall be made by the Principal, as per the existing procedure for admission under Sports Quota. If the required number of sportspersons is not available, the seats should be kept vacant and shall not be filled by other candidates. (U.O.No. Ac.B1/2004 dated 08- 07-2005).

NORMS FOR SELECTION

- Preference shall be given to the sportsperson who has represented at the International level, over National level, over State level, over the sportsperson who has represented the District. In the absence of candidates who have represented the State, the Sportsperson with District representation can be considered for filling up the quota.
- The certificate from the Hon. Secretary of the State Association of the concerned event must

be produced by the candidate to prove the State representation and from the Hon. Secretary; District Association of the concerned event must be produced by the candidate to prove the representation of the District. (Circular Letter No. Ad.D1.3.1276/74 dated 23-01-1979)

- The selection of candidates under sports quota is based on their excellence in Sports at Higher Secondary level.
- Selected candidates in the Sports quota are bound to represent the College in the event/game of their specialization during their period of study in the College.
- The above candidates should also register online before the closure of registration. The rank list will be prepared based on the achievement in sports and published separately on the College Notice board and Website. Candidates will be called for interview separately.

d. MANDATORY RESERVATION

AIDED PROGRAMMES

SL.NO	SEAT RESERVATION	PERCENTAGE OF RESERVATION
I	Open Quota	50 percent
II	Scheduled Caste	15 percent
III	Scheduled Tribe	05 percent
IV	Community Quota*	10 percent
V	The remaining seats (20%) after filling items (I) to (IV) will be filled by the Educational agency (ie.Management**) by candidates of its own choice. The academic eligibility of such candidates shall be the same as prescribed for the other candidates.	

* The seats under Community Quota will be filled on the basis of merit and on the basis of community certificate issued by the Parish Priest of the respective Malankara Syrian Catholic parish.

** Candidates seeking admission under Management Quota also should register online and should specifically indicate the preference. (See Annexure 7 for rules and policies of admission to Management quota)

UNAIDED PROGRAMMES

50% seats will be filled on the basis of merit as detailed below.

(There is no reservation for Community quota in unaided programmes)

SL.NO	SEAT RESERVATION	PERCENTAGE OF RESERVATION
I	Open Quota	30 percent
II	Scheduled Caste	15 percent
III	Scheduled Tribe	05 percent

The remaining 50% of the seats shall be filled by the management, by candidates of their choice, observing the prescribed eligibility conditions. **Candidates who apply under management quota shall also register online.**

Note: The fee structure of the Self-financing Courses is higher than that of Aided Courses. **Government fee concession is not currently available to candidates enjoying communal reservation, if admitted in Self- Financing Courses.**

CLAIMS FOR MANDATORY RESERVATION AND CERTIFICATES TO BE PRODUCED

- Claims for Mandatory Reservations must be made by a candidate at the time of submission of online application. Candidates should mention their claim in the relevant columns in the Personal and Academic Data Sheet. They should also satisfy the eligibility conditions as per the Prospectus at the time of online registration.
- Candidates should produce all original documents to prove their claims made in the online application form at the time of admission before the Principal. Claims that are not mentioned at the time of online submission of application will not be entertained even if supporting evidences are produced later on. The claims for mandatory reservation once made cannot be altered by the candidate under any circumstances.
- There is no Communal reservation under ‘Socially and Educationally Backward Classes’ (SEBC) / OBC/OEC.
- Claim for Reservation under Scheduled Castes/Scheduled Tribes quota
 - Candidates claiming reservation under Scheduled Castes/ Scheduled Tribes quota should obtain the caste/community certificate from the Village Officer/Tahsildar. For list of SCs/ STs see Annexures 3 and 4 below.
 - Warning: Those who produce false SC/ST Certificate for claiming reservation under SC/ST quota shall be liable for penalties as per rules.
 - The seats un-availed by the SC candidates will go to ST candidates and vice versa.
- Claim of OEC candidates against the un-availed seats of SC/ST candidates.
 - Other Eligible Community (OEC) candidates who claim allotment to the un-availed seats, if any, under SC/ST quota should furnish community and income certificates obtained from the Village Officer/ Tahsildar. OEC candidates who possess ‘Non Creamy layer Certificate’ obtained from the Village officer/Tahsildar concerned alone are eligible for such seats.
- Converted Christians do not come under the SC/ST category. They belong to OEC category. Refer Annexure 4.

GENERAL RULE FOR MANDATORY RESERVATION

If sufficient candidates are not available for filling the seats reserved for SC/ST candidates, such seats will be filled as per Govt. / University rules.

2.4.4 RULES FOR ADMISSION OF STUDENTS TO VARIOUS FIRST DEGREE PROGRAMMES- Eligibility, Ranking and Weightage

2.4.4.1 ASSESSMENT OF MERIT

Except when otherwise provided, the merit of a candidate will be assessed on the basis of the marks obtained by him/her in the qualifying examinations for admission to the particular course, subject to such criteria as may be prescribed by the University. In assessing merit, marks will be awarded for extracurricular activities like sports, NCC, NSS of the students. These marks will be added to the marks obtained for the qualifying examination for preparing the rank list.

2.4.4.2 Weightage of marks for N.C.C./ N.S.S. Certificate holders/Ex-servicemen/ Dependents of Ex-service men and Jawans

In assessing merit, marks will be awarded for extracurricular activities like NCC, NSS and Student Police Cadet (SPC) of the students and also to Ex-servicemen / widows or children of Jawans and Ex-servicemen. These marks will be added to the marks obtained for the qualifying examination for preparing the rank list. The weightage of bonus marks shall be added to the marks scored by the candidate either to make him/her eligible for admission to a Programme or for ranking purposes to those who are otherwise eligible for admission. In the case of candidates who get the eligibility by this bonus marks, their ranking mark will be the sum of scored marks and the bonus marks.

Weightage of marks for NCC / NSS / SPC certificate holders

A weightage of 15 marks will be given to NCC / NSS / SPC (Student Police Cadet) certificate holders for the purpose of ranking. **The candidates who have attended NSS / NCC / SPC during the academic year of the qualifying examinations ie, plus two only will be eligible for the bonus mark.**

Note:

- a) In respect of candidates who want to avail bonus marks for NCC, the marks will be awarded on the basis of NCC Weightage Certificates signed by the Director and issued by the Directorate of NCC to the candidates who have secured at least 75% of attendance after having participated in its activities during the course of study immediately preceding the course for which admission is sought.

- b) For awarding bonus marks to NSS participants, the basis will be NSS certificates signed by the Competent Authority.
- c) For awarding bonus mark to SPC, the certificate signed by the Competent Authority shall be submitted.
- d) **The benefit of bonus marks for purposes of admission can be earned by the candidates only under any one category (either NSS or NCC or SPC).**

Weightage of marks for Ex-servicemen/ widows or children of Jawans and Ex-servicemen

A weightage of 15 marks will be given to the Ex-servicemen / widows or children of Jawans and Ex-servicemen for admission. (U.O. No. Ac.B.3/Misc./73 dated 30-10-1974). (Academic Council dated 28-08-1974). (Applicable to Army/Navy/Airforce only. Not applicable to paramilitary forces/CAPF/GREF/Coast Guard etc.)

To avail the weightage of bonus mark under the category „Ex-servicemen / widows or children of Jawans and Ex-servicemen“, the candidates should invariably produce an **attested copy of certificate issued not earlier than six months from the last date of submission of application, from the military authorities or State/Zilla Sainik Welfare Officer to the effect that he/she is the son/daughter/widow of a Jawan / Ex-service man or an Ex-service man himself/herself.**

2.4.4.3 ELIGIBILITY CRITERIA AND MODE OF RANKING FOR FDP PROGRAMMES

FDP UNDER THE FACULTY OF SCIENCE:

NO	NAME OF THE PROGRAMME	ELIGIBILITY FOR ADMISSION	CALCULATION OF INDEX MARKS
1	Mathematics	A pass in Higher Secondary Examination of the state or an Examination accepted by the University as equivalent thereto with Mathematics as one of the subjects in the Science group.	Total marks secured for Higher Secondary + marks scored for Mathematics
2	Physics	A pass in Higher Secondary Examination of the state or an Examination accepted by the University as equivalent there to with Physics as one of the subjects in the Science group.	Total marks secured for Higher Secondary + marks scored for Physics
3	Chemistry	A pass in Higher Secondary Examination of the state or an Examination accepted by the University as equivalent there to with Chemistry as one of the subjects in the Science group.	Total marks secured for Higher Secondary + marks scored for Chemistry

4	Zoology	A pass in Higher Secondary Examination of the state or an Examination accepted by the University as equivalent there to with Biology as one of the subjects in the Science group.	Total marks secured for Higher Secondary + marks scored for Biology
5	Botany	A pass in Higher Secondary Examination of the state or an Examination accepted by the University as equivalent there to with Biology as one of the subjects in the Science group.	Total marks secured for Higher Secondary + marks scored for Biology
6	Physics with Machine Learning	A pass in Higher Secondary Examination of the state or an Examination accepted by the University as equivalent there to with Physics as one of the subjects in the Science group.	Total marks secured for Higher Secondary + marks scored for Physics
7	Computer Science	A pass in Higher Secondary or any other Examination recognized as equivalent thereto by the University of Kerala with Mathematics as one of the optional subjects in the Science group.	Total marks obtained for the qualifying examination (1200) + marks for Mathematics and Physics/ Computer Science. The candidate who have studied Computer Science at +2 level, the score obtained in Computer Science paper be added instead of the score in Physics (2011 Admissions onwards –U.O. No.Ac.A.IV/3150748/2011 dtd 10.06.2011).
8	Statistics	A Pass in Higher Secondary Examination of the state or an Examination accepted by the University of Kerala as equivalent thereto with Mathematics and any one of the following subjects- Physics, Computer Science or Statistics.	Total marks in Higher Secondary + Marks secured for Mathematics + 15% of Marks obtained for Statistics as weightage for those who studied Statistics.

FDP UNDER THE FACULTY OF SOCIAL SCIENCE

1	Economics	A pass in Higher Secondary Examination of the state or an Examination accepted by the University as equivalent thereto.	Total marks secured for Higher Secondary + marks scored by the candidate for Economics.
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2	Analytical Economics	A Pass in Higher Secondary Examination of the State or an Examination accepted by the University of Kerala as equivalent thereto.	Total marks in Higher Secondary + Marks scored by the candidate for Economics
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FDP UNDER THE FACULTY OF ARTS

1	English	A pass in Higher Secondary Examination of the state or an Examination accepted by the University as equivalent thereto	Total marks secured for Higher Secondary/ equivalent (1200) + double the percentage of marks scored for General English
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FDP UNDER THE FACULTY OF COMMERCE

1	Commerce	A pass in Higher Secondary Examination of the State or an Examination accepted by the University as equivalent there to provided candidates coming from non-Commerce group should have at least 45% of the aggregate marks	Total marks secured for Higher Secondary + marks scored for Accountancy + weightage of 15% marks scored for Business Studies
2	B.Com (Accounts & Audit)	A pass in Higher Secondary Examination of the State or an Examination accepted by the University as equivalent thereto. Candidates should write the Entrance exam conducted by the College.	Total marks secured for Higher Secondary + marks scored in the Entrance Examination in 50:50 proportion.

B.Com Degree holders are permitted to take additional Degree in BA/BSc Degree Courses vide UO No. Ac AII/1/2012 dated 02.06.2012:

“A candidate who has passed B.Com Degree examination or who had been presented for I,II or III year B.Com Degree examination will be permitted to join the B.A or B.Sc Degree course as a regular student or B.A Degree course by Private Registration or by Correspondence course provided he had the requisite qualifications to join the B.A/B.Sc Degree Course”.

CAREER RELATED FIRST DEGREE PROGRAMMES

1	Botany & Biotechnology	A pass in Higher Secondary Examination of the state or an Examination accepted by the University as equivalent there to with Biology as one of the subjects	Total marks secured for Higher Secondary + Highest marks for Biology/Biotechnology
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2	<p>Journalism and Mass Communication</p> <p>(Admission to the BA JMC programme will be based on Marks obtained in the qualifying examination, aptitude test, and personal interview.)**</p>	<p>A pass in Higher Secondary Examination of the state or an Examination accepted by the University as equivalent thereto</p>	<p>Marks obtained in the Higher Secondary examination + 10% of the marks obtained for Journalism as weightage (for candidates who have studied Journalism as a subject at the +2 level)</p> <p>The weightage for preparing the index marks of candidates shall be:</p> <ol style="list-style-type: none"> 1. Total Marks obtained in the Qualifying examination (Higher Secondary/Equivalent) –50% 2. Marks obtained in the Aptitude Test - 30% 3. Personal Interview Performance -20%
3	<p>English & Communicative English</p>	<p>A pass in Higher Secondary Examination of the state or an Examination accepted by the University as equivalent thereto</p>	<p>Total marks secured for Higher Secondary/equivalent (1200) + double the percentage of marks scored for General English. (candidates who have studied Communicative English as a paper (main/optional) for their +2 examination, 50% of the marks obtained for the above paper shall also be added)</p>

Note: Relaxation of marks in the qualifying examination as per rules (for SC/ST - pass minimum, SEBC - 2% & PWD – 5% relaxation in the qualifying examination from the prescribed minimum for admission.)

** Aptitude test will comprise of both objective and descriptive questions with the intent to test candidate's General Awareness, Language Skills and Aptitude required for Mass Communication (including Journalism, Visual Communication and Online Communication) professionals.

2.4.4.4 STANDARDIZATION OF MARKS FOR ADMISSION TO FIRST DEGREE PROGRAMME UNDER CBCS SYSTEM – GUIDELINES ISSUED (2010-2011 ONWARDS).

Calculation of Index Marks for Higher Secondary students from 2010 onwards:

Index Marks= Total marks secured for Higher Secondary+ Marks secured in the concerned subject.

- For e.g. If the student has secured 800 marks out of the total 1200 marks and if s/he has secured 150 out of 200 in mathematics, his/her index marks will be 800 + 150 = 950.
- In the case of admission to B.A English, double the percentage of marks obtained for English are added to the total mark.
- If the student in the above example has secured 120 marks out of 200 in English, his/ her index mark will be 800 +120 =920

Calculation of Index Marks for Higher Secondary students prior to 2010:

Index Marks=Marks out of 600 normalized to 1200 + twice the marks secured in the concerned subject

- For e.g. If the student has secured 400 marks out of the total 600 marks and if he has secured 75 out of 100 in Mathematics, his index marks will be $800 + 150 = 950$.
- If the student in the above example has secured 60 marks out of 100 in English, his index mark will be $800 + 120 = 920$

Calculation of Index Marks for VHSE students:

Exclude the marks of the Vocational and Foundation course and normalize to 1200.

From 2010 onwards:

For VHSE from 2010 onwards, English was out of 200 and Optionals 1, 2 & 3 were out of 200 each, for a total of 800.

Normalize as follows:

Step 1: Normalize English marks to 400; Step 2: Normalize Optionals to 800.

- If a student scored 150/200 for English and 500/600 for the three Optionals, Index marks/1200 = $(150 \times 2) + (500/600 \times 800) = 300 + 666.66 = 966.66$
- The Index Marks for FDP in English = Index Marks = Marks in English out of 200 = $966.66 + 150 = 1116.66$

Prior to 2010:

Prior to 2010, VHSE marks for English were out of 100, and the three optional had 100 marks each, for a total of 400.

Normalize as follows:

Step 1: Normalize English marks to 200; Step 2: Normalize Optionals to 400.

Step 3: Double the marks out of 600 to get the Index Marks out of 1200.

- If a student scored 60/100 for English and 200/300 for the three optionals, Index Mark/1200 = $2 \times \{(60 \times 2) + (200/300 \times 400)\} = 2 \times (120 + 266.66) = 2 \times 386.66 = 773.32$
- Index mark for FDP in English would be $773.32 + 120 = 893.32$

Calculation of Index Marks for CBSE/ ISC and other Boards:

Normalize total marks obtained to 1200, add double the percentage obtained for the concerned subject.

- If a CBSE student scored a total of 400/500 and 80/100 for Mathematics, Index Mark for FDP in Mathematics would be $(400/500 \times 1200) + (80 \times 2) = 960 + 160 = 1120$

- If the same student scored 70/100 in English, Index Marks for FDP in English would be $960+140=1100$

2.4.4.5 LOSING OF MARKS DUE TO SUBSEQUENT APPEARANCE

Candidates will lose 10 marks for ranking purpose for each additional appearance he/she has taken for completing the qualifying examination.

2.4.4.6 RESOLVING OF TIE IN INDEX MARKS

In case of a tie in index marks deciding admission, the following criteria will be considered in decreasing priority:

- Marks of the subject opted;
- Marks in English
- Date of birth(older be placed higher in ranking)
- Name of the candidate (Alphabetical order)

2.4.4.7 DEDUCTION OF MARKS

Candidates will lose 10 marks from the total ranking marks for each additional appearance he/she has taken for completing the qualifying examination.

2.4.4.8. SUPPLEMENTARY NOTES:

FOR ADMISSION TO FDP PROGRAMMES

- The Candidates who have passed qualifying exam under ISC or any other boards which have more than three electives will have to submit more than one application with different electives, in case they wish to seek admission for all the electives they have studied.
For example, if a candidate who has studied Mathematics, Physics, Chemistry and Biology as electives and wish to apply for B.Sc. Mathematics should compulsorily enter the marks of Mathematics plus the marks of any other two electives (say Physics and Chemistry) as per their choice of that stream. If this candidate wishes to apply for B.Sc. Botany or B.Sc. Zoology, he/she will have to submit separate applications with separate registration fee.
- .For subjects which are not being offered at the qualifying Examination level, the marks of related subject or subjects, acknowledge of which is essential for the study of the subject proposed to be chosen for the First Degree Programme, shall be added to the total marks for the purpose of ranking.
- Candidates with CHANCE MEMO who did not get admission will be put in a new list of CHANCE MEMO candidates. They will be called for the Admission Interview in the event of any vacancy arising in their chosen programme (due to issue of T.C, etc)

Joining for a UG course after Cancellation of a course

Candidates undergoing various courses in the University or who have registered/appeared for any of the degree examinations of the University in regular mode are permitted to cancel registration/examination for the purpose of joining for the same course in the University in regular mode, as a one-time provision, only under any of the exigent circumstances as detailed below.

- a. Issues in the college where he/she has pursued the course (like ragging, issues with college authorities/ other students etc)
- b. Distance from home town.
- c. Non availability of college hostel.
- d. Death or serious illness of parents/supporting guardian.
- e. Illness of the candidate causing disability/serious illness of the candidate.
- f. Difficulty to commute due to accident, surgery etc.
- g. Difficulty to continue studies due to financial crises in the family.

Candidates who have cancelled a programme from the Kerala University or any other Universities and joining for any UG programme under the University of Kerala shall submit cancellation memo of the previous programme at the time of admission to the College.

3. SPECIAL NOTICE ON RAGGING AS A CRIMINAL OFFENCE

3.1 PREVENTION OF RAGGING

Ragging is prohibited by law and is totally banned in the College. It is a criminal offence and anyone found guilty of ragging and/or abetting ragging is liable to be punished appropriately as per law/ UGC guidelines.

3.2 RAGGING: DEFINITION "Ragging" means the following:

"Any conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or un- disciplined activities which causes or is likely to cause annoyance, hardship or psycho-logical harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student."

EXCERPTS FROM THE UGC REGULATION ON CURBING THE MENACE OF RAGGING IN HIGHER EDUCATIONAL INSTITUTIONS 2009 NO. F.1- 16/2007 (CPP-II) DT.13 APRIL 2009; NO.F.15-3/2013(ARC) PT.III DT 25 DE- CEMBER 2013 (SECOND AMENDMENT); NO. F. 1-15-/2009 (ARC) DT 29TH JUNE, 2016 -(THIRDAAMENDMENT)

Ragging in all its forms is prohibited in the College Campus, including the departments, all its premises (academic residential, sports, canteen restrooms etc), within the campus or outside it and all means of transportation whether public or private. The provisions of the Act of the Central Government and the State Governments if enacted will consider ragging as a cognizable offence under the law on a par with rape and other atrocities against women and ill-treatment of persons belonging to the SC/ ST.

Students shall not indulge in any of the following activities, which are treated as ragging (Clause 3 of UGC Regulations): Ragging constitutes one or more of any of the following acts:

- Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- Indulging in rowdy or indisciplined activities by any student or students which causes or likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- Asking any student to do any act which such 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 such fresher or any other student.;
- Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students;
- Any act of financial extortion or forceful expenditure burden put on a fresher or any other students by students;
- Any act of physical abuse including all variants of it: sexual abuse, homo- sexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- Any act of abuse by spoken words, e-mails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

- Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.

Reporting cases of ragging:

The complaints or information in regard to ragging could be oral or written and even from third parties. The burden/responsibility of proving his/her innocence rests with the accused and not with the victim. 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. In the event of a student being booked in a criminal offence and being suspended from the college, he / she will be re-instated only after his/her obtaining clearance certificate from the concerned police officer.

Punishable Ingredients of Ragging:

On receipt of the recommendation of the Anti Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Principal shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of the Anti-Ragging Committee authorised by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to all offences following from the definition of "Ragging".

Students are directed to report any incident of ragging forthwith to the respective Faculty Advisor of the Class or any member of the Anti-Ragging Committee or the Head of the Department or the Principal. For Ragging Complaints at the UGC level: Toll Free No.: 1800 - 180 - 5522; E-mail: helpline@antiragging.in. UGC monitoring agency: 09871170303; 09818400116 (only in cases of emergency).

Punishments:

At the Institution Level:

Depending upon the nature and gravity of the offence as established by the Anti Ragging Committee of the Institution, the possible punishments for those found guilty of ragging at the Institution Level shall be anyone or any combination of the following:

1. Suspension from attending classes and academic privileges.
2. Withholding/withdrawing scholarship/fellowship and other benefits.

3. Debarring from appearing in any test / examination or other evaluation process.
4. Withholding results.
5. Debarring from representing the Institution in any regional, national or international meet, tournament, youth festival, etc.
6. Suspension/ expulsion from the hostel
7. Cancellation of admission.
8. Rustication from the Institution for period ranging from One to Four semesters.
9. Expulsion from the Institution and consequent debarring from admission to any other Institution for a specified period.
10. Fine ranging between Rupees 25,000/- and Rupees 1 lakh.
11. Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the Institution shall resort to collective punishment.

MAR IVANIOS COLLEGE OFFICE

PRINCIPAL

25.06.2022

Contact Details:

Dr. Jjimon K Thomas (Principal)

Rev.Fr. Joshua Kochuvilayil (Bursar) 9446256163

Dr. Shirley Stewart (Vice Principal) 9447102080

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ANNEXURE 1:

FIRST DEGREE PROGRAMMES OFFERED AT MAR IVANIOS COLLEGE (AUTONOMOUS)

[Subject to change as per Govt./Kerala University norms]

Programme	Sanctioned Strength	Complementary Courses	Additional Languages
B.A Economics	60	Political Science, History of Modern India/ Mathematics	Malayalam, Hindi, Tamil, French, Syriac
B.A English	40	History of English Language & Literature, History of Modern World	
B.A Journalism and Mass Communication	30	Career related	Malayalam, Hindi, French
B.Com	60	Finance/ Co-operation/ Computer Application	Malayalam, Hindi, Tamil, French
B.Sc Mathematics	60	Statistics, Physics	Malayalam, Hindi, Tamil, French, Syriac
B.Sc Physics	48	Mathematics, Chemistry	
B.Sc Physics with Machine Learning	30	Mathematics, Machine Learning	
B.Sc Chemistry	48	Mathematics, Physics	
B.Sc Botany	44	Chemistry, Zoology	
B.Sc Zoology	44	Chemistry, Botany	
B.Sc Botany & Biotechnology	24	Career related	Malayalam, Hindi, French
B.A English (SF)	60	History of English Language & Literature, History of Modern World	Malayalam, Hindi, French
B.A. English & Communicative English	40	Career related	Malayalam, Hindi, French
B.A. Analytical Economics (SF)	60	Political Science, History of Modern India/ Mathematics	Malayalam, Hindi, French
B.Com (SF)	60	Finance	Malayalam, Hindi, French
B.Com (Accounts & Audit) (SF)	50	Accounts & Audit	Malayalam, Hindi, French
B.Sc. Computer Science (SF)	32	Career related	Nil
B.Sc. Statistics (SF)	50	Mathematics, Computer Science	Malayalam, Hindi, French

Note: No student shall be permitted to study an Additional language which is not offered by the College.

ANNEXURE 2:**LIST OF SCHEDULED CASTES (SC)**

Adi Andhra	Kurava	Sambavar
Adi Dravida	Sidhana	Sambavan
Adi Karnataka	Maila	Sambava
Ajila	Koosa	Paraya
Arunthathiyar	Kootan	Paraiya
Ayyanavar	Koodan	Parayar
Baira	Kudumban	Pulayan
Bakuda	Kuravan	Cheramar
Bathada	Sidhanar	Pulaya
Bharathar (other than Parathar)	Kuravar	Pulayar
Paravan	Thoti	Cherama
Chakkiliyan	Vallon	Cheraman
Chamar	Mannan	Wayanad Pulayan
Muchi	Pathiyan	Wayanadan Pulayan
Chandala	Perumannan	Matha
Cheruman	Vannan	Matha Pulayan
Domban	Velan	Puthirai Vannan
Gosangi	Moger (other than Mogeayar)	Raneyar
Hasla	Mundala	Samagara
Holeya	Nalakeyava	Samban
Kadaiyan	Nalkadaya	Chemman
Kakkalan	Nayadi	Chemmar
Kakkan	Pallan	Semman
Kalladi	Pulluvan	Parayan
Kanakkan	Palluvan	Paraiyan
Padanna	Pambada	Valluvan
Padannan	Panan	Vetan
Kavara (other than Telugu speaking or Tamil speaking Balija, Kavarai, Gavara, Gavarai, Gavarai Naidu, BalijaNaidu, Gajalu Balija or Valai Chetty)	Malayan [In the areas comprising the Malabar district as specified by Sub-Section (2) of section 5 of the State Reorganization Act, 1956 (37 of 1956)]	Thandan (excluding Ezhuvas and Thiyyas who are known as Thandan, in the erstwhile Cochin and Malabar areas) and (Carpenters who are known as Thachan, in erstwhile Cochin and Travancore state)
Vettuvan	Thachar (other than Carpenter)	Peruvannan
Pulaya Vettuvan (in the area of erstwhile Cochin State only)		
Nerian		

ANNEXURE 3

LIST OF SCHEDULED TRIBES (ST)

Adiyan	Mala Arayan	Mala Vettuvan (in Kasaragod and Kannur districts)]
Arandan	Malai Pandaram	
Aranadan	Malai Vedan	Ten Kurumban
Eravallan	Malavedan	Jenu Kurumban
Hill Pulaya	Malakkuravan	Thachanadan
Mala Pulayan	Malassar	Thachanadan Moopan
Kurumba Pulayan	Malayan (excluding the areas comprising the Kasaragod, Kannur, Wayanad and Kozhikode Districts)	Cholanaickan
Karavazhi Pulayan		Mavilan
Pamba Pulayan		Karimpalan
Irular		Vetta Kuruman
Irulan	Konga Malayan (excluding the areas comprising the Kasaragod, Kannur, Wayanad and Kozhikode Districts)	Mala Panickar
Kadar		Marati (of the Hosdurg and Kasargod Taluk of Kasargod District)
Wayanad Kadar		
Kanikkaran		
Kanikkar	Nattu Malayan(excluding the areas comprising the Kasaragod, Kannur, Wayanad and Kozhikode Districts)	
Kattunayakan		
Kochuvelan		
Koraga		
Kudiya	Malayarayar	
Melakudi	Mannan	
Kurichchan	Muthuvan	
Kurichiyan	Mudugar	
Kurumans	Muduvan	
Mullu Kuruman	Palleyan	
Mulla Kuruman	Palliyan	
Mala Kuruman	Palliyar	
Kurumbas	Paliyan	
Kurumbar	Paniyan	
Kurumban	Ulladan	
Maha Malasar	Ullatan	
Malai Arayan	Uraly	

ANNEXURE 4

LIST OF OTHER ELIGIBLE COMMUNITIES (OEC) ELIGIBLE FOR ADMISSION TO THE VACANT SC/ST SEATS

OEC (ST)

Allar (Alan)	Malayan, Konga-Malayan (Kasaragod, Kannur, Wayanad and Kozhikode Districts)	Malavettuvar (Except Kasaragod and Kannur Districts)
Chingathan	Kundu – Vadiyan	Malayalar
Irivavan	Kunuvarmanadi	Panimalayan
Kalanadi	Malamuttan	Pathiyan (Other than Dhobies)
Hindu - Malayali		

OEC (SC)

Chakkamar	Dheevara/Dheevaran (Arayan, Valan, Nulayan, Mukkuvan, Arayavathi, Valanchiyar, Paniyakal, Mokaya, Bovi, Magayar, Mogaveerar)	Kusavan, Kulalan, Kumbharan, Velaan, Odan. Andhra Nair, Andhuru Nair
Madiga	Scheduled Castes converted to Christianity	Pulayan Vettuvan (Except Kochi State)
Chemman/Chemmar	Kudumbi	

ANNEXURE 5

LIST OF SOCIALLY & EDUCATIONALLY BACKWARD CLASSES (SEBC)

1. Ezhavas
Ezhava, Ezhavas, Thiyyas, Ishuvan, Izhuvan, Illuvan, Billava
2. Muslims
All sections following Islam
3. SIUC/LC
Latin Catholics other than Anglo Indians
4. OBX
SIUC, Converts from Scheduled caste to Christianity, Nadar belonging to Christian religious denominations other than SIUC
5. Other Backward Hindus (OBH)

Agasa	Pattarya	Sali
Kharvi	Pattariyas	Sale
Aremahrati	Saliyas	Karikalabhakulu
Arya	Padmasali	Chaliya
Atagara	Pattusali	Chaliyan
Devanga	Thogatta	Sourashtra
Kaikolan	Karanibhakatula	Khatri
Sengunthar	Senapathula	Patnukaran
Illathu Pillai	Chakkala	Ganjam Reddies
Illa Vellalar	Chakkala Nair	Gatti
Illathar	Devadiga	Gowda
Bestha	Ezhavathi	Ganika
Bhandari	Vathi	Nagavamsom
Bhondari	Ezhuthachan	Hegde
Boya	Kadupattan	Hindu Nadar
Boyan	Gudigara	Idiga
Chavalakkaran	Galada Konkani	Settibalija
Jangam	Kalari Panicker	Korachas
Jogi	Kerala Muthali	Kannadiyans
Jhetty	Kerala Mudalies	Kavuthiyan
Kanisu	Oudan	Kavuthiya
Kaniyar – Panicker	Donga	Kavudiyaru
Kaniyan	Odda	Kelasi
Kanisan	Vodde	Kalasi Panicker
Kamnan	Vadde	Koppala Velamas
Kannian	Veddai	Krishnanvaka
Kani	Kalavanthula	Kuruba
Ganaka	Kallan	Kurumba
Kalarikurup	Isanattu Kallar	Maravan
Madivala	Kabera	Maravar
Maruthuvar	Parkavakulam	Attingal Chetties
Mahratta (Non-Brahmin)	Surithiman	Pudukkada Chetties
Melakudi	Malayaman	Iranial Chetties
Kudiyar	Nathamam	Sri Pandara Chetties
Moili	Moopanam	Udiyankulangara Chetties

Mukhari	Nainar	Peroorkada Chetties
Modibanda	Rajapuri	24 Mana Chetties
9Moovari	Sakravar	Sadhu Chetties
Moniagar	Chakravar	Telugu Chetties
Naicken	Kavathi	24 Mana Telugu Chetties
Tholuva Naicker	Senaithalaivar	Wayanadan Chetties
Vettalakara Naicker	Elavania	Kalavara Chetties
Naikkans	Senaikudayam	Tholkolan
Padyachi	Chetty	Chetties
Villayankuppam	Thottiyar	Kottar Chetties
Palli	Thottian	Paracka Chetties
Panniyar	Uppara	Elur Chetties
Pannayar	Sagara	Vada Baliya
Vadugan	Ural Goundan	Vakkaliga
Vaduka	Valaiyan	Vaduvan
Vilakkathalavan	Ayar	Rajaka
Ambattan	Mayar	Vilakkithala Nair
Pranopakari	Maniyani	Vadukan
Pandithar	Eruman	Vadugar
Nusuvan	Iruman	Veera Saivas
Vaniya	Erumakkar	Pandaram
Vanika	Golla	Vairavi
Vanika Vaisya	Kolaries	Vairagi
Vaisya Chetty	Chakkamar	Yogeeswar
Vanibha Chetty	Mogers of Kasaragod Taluk	Yogeeswara
Ayiravar Nagarathar	Reddiars (throughout the State except in Malabar area)	Poopandaram
Vaniyan	Moopar	Malapandaram
Vaniya Chetty	Kallan Moopan	Pandaran
Vaniar	Kallan Moopar	Matapathi
Yadava	Valan	Yogi
Kolaya	Mukkuvan	Veluthedathu Nair
Arayan	Araya	Vannathan
Nulayan	Arayas	Veluthedan
Arayavathi	Mukaya	Karuvan
Dheevera	Mogayan	Kamsala
Dheeveran	Paniakel	Viswakarmas
Valinjar	Mukaveeran	Viswakarma
Paniakkal	Mogaveera	Pandikammala
Bovi-Mukayar	Kammala	Malayala Kammala
Mogavirar	Viswakarmala	Kannan
Moosari	Thachan	Velaan
Kalthachan	Asari	Velaans
Kallassari	Villasan	Andhra Nair
Perumkollen	Vilukurup	Anthuru Nair
Kollan	Viswabrahmanan	Kulalan
Thattan	Viswabrahmanar	Kulala
Pandithattan	Kitaran	Kulala Nair
Kusavan	Chaptegra	Kumbharan
Odan	Palisa Perumkolla	Velaar
Kudumbi		

ANNEXURE 6:

ANTI-RAGGING UNDERTAKING FROM STUDENTS

Undertaking from Students as per the Provisions of Anti-ragging Verdict by the Hon'ble Supreme Court of India.

I, Mr/Ms Application

No:..... Programme , student of FDP I Semester Class

do hereby undertake on this day.....Month.....Year the following with respect to above subject:

- 1) That I have read and understood the directives of the Hon'ble Supreme court of India on anti-ragging and the measures proposed to be taken in the above references.
- 2) That I understand the meaning of Ragging and know that the ragging in any form is a punishable offence and the same is banned by the Court of Law.
- 3) That I have not been found or charged for my involvement in any kind of ragging in the past. However, I undertake to face disciplinary action/legal proceedings including expulsion from the Institute if the above statement is found to be untrue or the facts are concealed at any stage in future.
- 4) That I shall not resort to ragging in any form at any place and shall abide by the rules/laws prescribed by the Courts, Govt. of India and Institute authorities for the purpose from time to time.

Signature of Student.....

I hereby fully endorse the undertaking made by my child/ward:

Signature of Mother/Father and or Guardian.....

ANNEXURE 7:

Admission to Management Quota (MQ) - Regulation/Policy

1. Only those students with more than 70% marks in the qualifying examinations (Plus II) will be considered for admission under MQ (for Degree) and 60 % (for PG)
2. Students with break in studies will not be given admission in MQ quota.
3. NRI students will be given MQ admission only if some close relative/guardian or family takes full responsibility and guardianship.
4. There will be due weightage for catechism certificate of XII/ X Class, MCYM and Church activities for the Community students (Malankara Syrian Catholic) to MQ.
5. It is obligatory for Community students to have Catechism X Standard pass certificate for MQ admission. They should attend all spiritual activities, liturgical services including the Holy Qurbano, Jesus Youth etc. decided by the authorities of the College/Hostel.
6. Community students seeking admission under MQ from outside Kerala should produce recommendation letter from concerned Malankara Syrian Catholic parish priests.
7. The one who recommends the candidate to MQ will be responsible for the conduct of the student. This will be applicable for all those who make a recommendation (including all those who are in the ecclesiastical as well as political and other spheres).
8. Candidate seeking admission under Management Quota should register online in Management quota.

ANNEXURE 8:

LIST OF COMMUNITIES SELECTED FOR OEC EDUCATIONAL ASSISTANCE SUBJECTED TO A MAXIMUM OF Rs. 6 LAKH ANNUAL INCOME AS PER G.O.(MS) 10/2014/BCDD DATED 23.05.2014

1	Vaniya (Vanika, VanikaVaisya, Vanibha Chetty, Vaniya Chetty, Ayiravar, Nagarathar and Vaniyan
2	Veluthedathu Nair (Veluthedan and Vannathan)
3	Chetty/Chetties (Kottar Chetties, Parakka Chetties, Elur Chetties, Attingal Chetties, Pudukkada Chetties, Iraniel Chetties, Sri Pandara Chetties, Telugu Chetties, Udiyankulangara Chetties, Peroorkada Chetties, Sadhu Chetties, 24 Mana Chetties, Wayanadan Chetties, Kalavara Chetties and 24 Mana Telugu Chetties,
4	Ezhavathi (Vathy)
5	Ganika
6	Kanisu or Kaniyar Panicker, Kani or Kaniyan (Ganaka) or Kanisan or Kamnan, Kalari Kurup / Kalari Panicker
7	Vilukurup, Perumkollan
8	Yadavas (Kolaya, Ayar, Mayar, Maniyani and Iruman), Erumakkar
9	Devanga
10	Pattariyas
11	Saliyas (Chaliya, Chaliyan)
12	Pandithar
13	Vaniar
14	Ezhuthachan
15	Chakkala / Chakkala Nair
16	Reddiars (throughout the State except in Malabar Area)
17	Kavuthiya
18	Veerasaiva (Yogi, Yogeewara Poopandaram, Malapandaram, Jangam, Matapathi, Pandaram, Pandaran, Vairavi, Vairagi)
19	Vilakkithala Nair –Vilakkithalavan
20	Vaduka–Vadukan, Vadugar, Vaduka, Vaduvan
21	Chavalakkaran
22	Agasa
23	Kaikolan
24	Kannadiyans
25	Kerala Mudalis
26	Madivala
27	Naikkans
28	Tholkolans
29	Thottian
30	Mooppar or Kallan Moopan or Kallan Moopar