

HANDBOOK & CALENDER 2019-20



SREE SANKARA COLLEGE KALADY

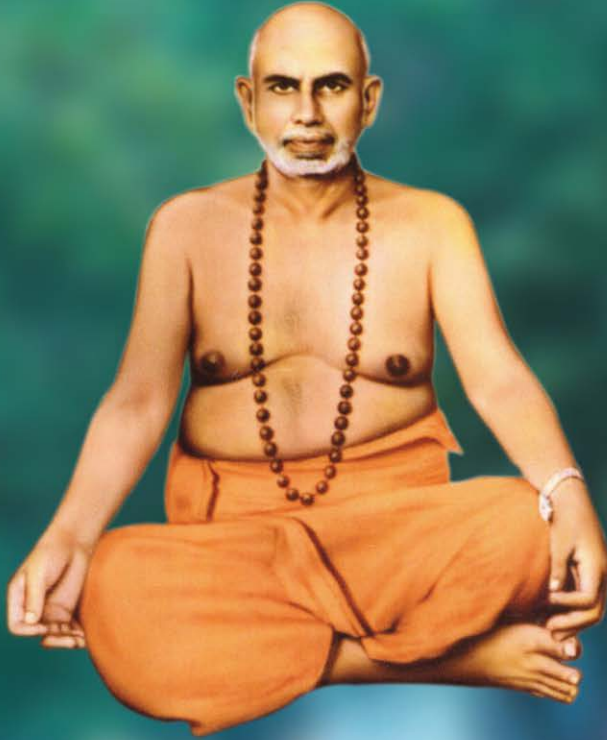


SRI SANKARACHARYA SWAMIGAL



SRINGERI SRI SARADAMBA

FOUNDER



SREEMAD AGAMANANDA SWAMIGAL

PATRON



**JAGADGURU SHANKARACHARYA
SRI SRI BHARATI TIRTHA
MAHASANNIDHANAM**



**JAGADGURU SHANKARACHARYA
SRI SRI VIDHUSEKHARA BHARATI
SANNIDHANAM**



GURUSEVA DHURINA PADMASREE
DR. V.R. GOWRISHANKAR
(ADMINISTRATOR & CEO,
SRINGERI MUTT AND IT'S PROPERTIES)



SRI. K. ANAND
MANAGING DIRECTOR



SRI. C.P. JAISANKAR
C.O.O.



SRI. SURESH A.
PRINCIPAL



VISION

To achieve excellence in higher education,
with a stress on creativity, skill development, employability,
personal values with social commitment

MISSION

To mould good citizens with ingenuity, adaptability,
social commitment and ethical values
who can provide innovative leadership in all walks of life



SREE SANKARA COLLEGE

(Affiliated to Mahatma Gandhi University, Kottayam)
Accredited with B++ Grade by NAAC

Sankar Nagar, Mattoor, Kalady, Ernakulam - 683 574
Ph: 0484-2462341
E-mail: info@ssc.edu.in Web: www.ssc.edu.in



2019 - 2020

ओम् ।

सह नाववतु ।
सह नौ भुनक्तु ।
सह वीर्यं करवावहै ।
तेजस्वि नावधीतमस्तु ।
मा विद्विषावहै ॥

ओम् । शान्तिः । शान्तिः । शान्तिः ॥

**May the Supreme
Self protect us all the
teacher and the disciple.**

**May the Eternal possess
and guide us ever.**

**May we both work together
with great energy;**

**May our learning be
thorough and fruitful;**

**May we have a good will
for all, never any hatred.**

**Let there be
peace; peace, peace**

Jagadguru Sankaracharya



Sree Sankara was born to Sri Sivaguru and Smt. Aryamba in 788 A.D. in the small hamlet, Kalady, in Central Travancore. He lost his father at the tender age of 3, and when he was 5, he was initiated into the community by performing the holy rite 'Upanayanam'. Immediately after initiation, he started learning the Vedas, Sastras as well as the Upanishads. His extraordinary intellectual prowess impressed his guru who was convinced that his disciple was stuff non-parallel.

At a very early stage itself he had shown flashes of his spiritual power. A family in Ernakulam District 'Swarnathu Mana' bears eloquent testimony to his super human capacity. As the story goes, once Sankara was asked by his guru to go about as a medicant and he happened to go to the house of a pious house wife who, in her abject poverty, could afford only a gooseberry as alms. Overwhelmed by the gesture, Sankara recited what is known as a 'Kanakadhara Sthotra' and as a result, there was a rain of golden gooseberries. Again, his ardent prayer to Lord Siva caused the river Periyar to change its course in Kalady.

Sankara became enlightened in a surprisingly short period of time. The enlightened Sankara dispelled the superstitious beliefs propagated by the followers of Buddhism. And it was his clear-headed interpretations of the Upanishads and Vedas which laid the foundations of a scientifically spiritual world view. The greatness and relevance of this eloquent exponent of Advaita philosophy cannot be over emphasized.

As part of his spiritual journey the Acharya travelled to every nook and corner of India, spreading his message of 'advaita'. He established four mutts in the four important areas of India ; Puri, Bhadri, Dwaraka and Sringeri. The educational and other institutions meant for human upliftment, including Sree Sankara College, Sree Sarada Vidyalaya, Adi Sankara Training College, Adi Shankara Institute of Engineering and Technology, Kalady, are successfully run by the Sringeri Mutt. The present pontiffs of Sringeri Mutt is Sri Sri Bharathitheertha Mahaswamikal & Sri Sri Vidhusekhara Bharati Mahaswamikal, the beacon to all these institutions are the patrons.

■ Sree Sankara College

Kalady - 683 574, (Affiliated to the Mahatma Gandhi University)

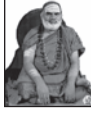
Sree Sankara College, Kalady was founded in the year 1954 by Swami Agamananda, a social reformer and a foresighted scholar of Sri Ramakrishna Advaita Ashram. The institution was established with a view to perpetuate the memory and doctrines of the great saint and philosopher, Adi Sankaracharya and to nurture his birth place as a cultural citadel. The foundation stone was laid on 28 August, 1953 by His Highness The Maharaja of Travancore in the presence of The Maharaja of Cochin and several other distinguished personalities. The Sree Sankara College Association was formed in July 1954.

The vision & mission of the organization was to establish a Centre of Higher Learning with two major objectives – dissemination of knowledge in tune with a university curriculum and fostering community development.

The institution was raised to the status of a First Grade College in 1956. It is affiliated to the Mahatma Gandhi University and is included under sec.2 (f) and 12 (B) of the UGC act, 1956.

In June 1960, the patronage of the college became vested in His Holiness The Jagadguru Sri Sri Sankaracharya Swamikal of Dakshinamnaya. Currently, Sri Sri Bharathi Theertha Mahaswamikal and Sri Sri Vidhusekhara Bharathi Mahaswamagal of Sringeri Mutt, steers the administration through a Board of Directors with Sri. K. Anand as the Managing Director.

The college has done consistently well in Curricular and Cocurricular activities. The National Assessment and Accreditation Council (NAAC), a statutory body of the UGC has accredited the college B++ Grade with 2.80 CGPA on a four point scale. The Departments of Economics, Commerce, Sanskrit and Microbiology, Chemistry and English are approved Research Centres under the Mahatma Gandhi University.

Patron

Jagadguru Shankaracharya
Sri Sri Bharati Teertha
Mahasannidhanam
Sree Sarada Peetham, Sringeri.



Jagadguru Shankaracharya
Sri Sri Vidhusekhara Bharati
Sannidhanam
Sree Sarada Peetham, Sringeri.

Managing Director

Sri. K. Anand, Ernakulam

Principal

Dr. Suresh A.

Board of Directors

Padmasree V R Gowrishankar

Sri. D. Dasaratharaman

Sri. K. S Neelakanta Iyer

Sri. H. R Binod

Sri. V. Ramalingam

Sri. Vidyashankar Krishnan

Sri. Murali Ananthasubramanian Pathai

Sri. Krishna Venkatesh

Sri. K. Anand

Sri. T. P. Sivaramakrishnan (Auditor)

Dr. Suresh A.

(Ex-officio) Principal

Chief Operations Officer

Sri. C.P. Jaisankar

Succession List of Managers

1.	Srimad Swami Agamananda (Founder President)	1954-1960
2.	Dr. C.S. Venkateswaran	1960-1961
3.	Sri. S.V. Ayyar	1961-1964
4.	Srimad Siva Sachidananda Saraswathi Swamigal	1964-1965
5.	Sri. N. Krishna Iyer	1965-1984
6.	Sri. N. Narayanaswami	1984-1987
7.	Sri. K.V. Krishnamoorthy	1987-1995
8.	Sri. C. Subramanian IPS (Retd.)	1995-1996
9.	Dr. B.S. Krishnan	1996-2014
10.	Sri. K. Anand	2014-

Succession List of Principals

1.	Prof. K.V. Krishna Iyer	1954-1955
2.	Prof. V.R. Sreenivasaraghavan	1955-1958
3.	Prof. B. Anandavally Amma	1958-1959
4.	Prof. E. Raman Menon	1959-1961
5.	Prof. C.V. Sethunathan	1961-1965
6.	Prof. S. Seetharama Iyer	1965
7.	Prof. S. Narayana Iyer	1965-1966
8.	Prof. K.S. Rama Iyer	1966-1968
9.	Prof. N. S. Venguswami	1968-1969
10.	Prof. V. Radhakrishnan	1969-1970
11.	Prof. C.K. Sivarama Pillai	1970-1971
12.	Prof. S. V. Nayar	1971-1972
13.	Prof. A. N. Karunakaran Pillai	1972-1978
14.	Prof. C. K. Sivarama Pillai	1978-1986
15.	Prof. R. Padmanabhan Potti	1986-1990
16.	Prof. S. Subramonia Iyer	1990-1991
17.	Prof. R. Kalyanasundaram	1991-1994
18.	Prof. V. H. Narayanaswamy	1994-1996
19.	Prof. P. S. Ramachandran	1996-2001
20.	Prof. A. J. Vishnu	2001-2002
21.	Prof. A. Subramonia Iyer	2002-2003
22.	Prof. M.J. Usha Devi	2003-2006
23.	Dr. K. P. Gopinathan Nair	2006-2007
24.	Capt. Dr. M. K. Ramachandran	2007-2013
25.	Dr. V. Rajalakshmi	2013-2015
26.	Dr. K.A. Ajith Kumar	2015-2018
27.	Sri. Sambhu Nampoothiri N (DDO)	2018-2019(Jan)
28.	Dr. Suresh A.	2019 (Feb)-

Members of the College Council

The College Council consists of the Principal, Heads of all Departments, two members elected from the teaching staff

IQAC Convener and the college Librarian

1.	Dr. Suresh A.	Principal
2.	Dr. Anjana Sankar	English
3.	Dr. Sreeja S	Economics
4.	Smt. Achsah Mary Verghese	Mathematics
5.	Sri Ben Jos	Physics
6.	Dr. Valsa A. K.	Microbiology
7.	Dr. Jee G	Botany
8.	Dr. Biju Thomas	Statistics
9.	Sri. K.P. Suni	Physical Education
10.	Dr. Ratheesh C Nair	Hindi
11.	Dr. K. V. Suji	History
12.	Dr. Mini K. D.	Zoology
13.	Dr. Suvarnani Antharjanam	Sanskrit
14.	Smt. Manjula Krishnan	Chemistry
15.	Smt. Shranya Prathapan	Commerce
16.	Smt. Lakshmipriya M.R.	Malayalam
17.	Sri. S. Prasad	Elected Representative
18.	Dr. Preethi Nair	Convener, IQAC
19.	Sri. P.K. Babulal	Librarian

Statutory Declaration

Right to Information (RTI)

The Right to Information Act, 2005 (22 of 2005) has been enacted by the Parliament and has come into force from 15 June, 2005. This Act provides the right to information for citizens to secure access to information under the control of public authorities in order to promote transparency and accountability in the working of every public authority. All Universities and Colleges established by law made by Parliament or by State Legislature or by notification by the appropriate Government or owned, controlled or substantially financed directly or indirectly by funds provided by the Government shall come within the meaning of a Public Authority under this Act. Full text of the act is available on the website www.righttoinformation.gov.in

Citizens can seek information regarding the activities of Sree Sankara College, Kalady by submitting a written request as per RTI Act. The reason for seeking information need not be given.

Officer in charge: Sri. T. V. Vaidhyathan, Jr. Superintendent

Code Of Conduct

Students:

1. Students are expected to maintain the highest standards of discipline and dignified behavior inside the college campus. They shall abide by the rules and regulations of the College and should act in a way that highlights the discipline and esteem of the college.
2. All the students are expected to be present in the class well within time.
3. No student shall enter or leave the classroom when the session is on without the permission of the teacher concerned.
4. All the students shall wear their identity cards.

5. Harassing juniors, ill treatment to other fellow students or any other such forms of ragging is objectionable and liable to be treated as a criminal offence by the law enforcing agency as per the directive of the UGC, Govt of Kerala and the Honourable Supreme Court of India.
6. Misbehaviour towards girl students, use of threat or violence against members of the staff or fellow students will be considered as very serious cases of misconduct.
7. Consumption of intoxicants in any form or smoking or chewing tobacco or pan masala is strictly prohibited.
8. It is strongly advised to refrain from activities such as scribbling or noting on walls, door or furniture which would deface the college and destroy the academic ambience.
9. Vandalism and destruction of college property will be strictly dealt with and material loss will be fully recovered with fine.
10. Activities of any sort shall not be organized in the campus without prior permission from the principal.
11. 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 they are sufficient reasons for dismissal from college.
12. Immorality, grave insubordination, contempt for authorities and willful damage to college property are sufficient reasons for immediate dismissal.

Anti-Ragging Cell

This institution will neither permit ragging in any form nor will it condone incidents of ragging, asserting full consonance with the relevant provisions of the 'UGC Regulations on curbing the menace of ragging in Higher Educational Institutions, 2009'. For more details visit <http://www.antiragging.in>

In order to achieve the objectives of the Regulations, an Anti-Ragging Cell under Clause 6(3)(a) has been constituted as follows:

- | | |
|--|------------|
| 1. Dr. Suresh A. | Chairman |
| 2. Dr. Anitha Abraham (Convenor)
Assistant Professor, Department of Physics | 9495217724 |
| 3. Smt. Sreeja G.
Assistant Professor, Department of Political Science | 9037959668 |
| 4. Dr. Rupesh R.
Assistant Professor, Department of Hindi | 9895174030 |
| 5. Shri Anoop V.P.
Assistant Professor, Department of Commerce | 9744777189 |
| 6. President, Kalady Grama Panchayat | |
| 7. Circle Inspector of Police, Kalady | |
| 8. Shri M.K. Rajasekharan
Media Representative | |
| 9. Parent Representative | |
| 10. Parent Representative | |
| 11. Kishore Kumar V. B.
Administrative Representative | |
| 12. Student Representative | |
| 13. Student Representative | |

Contact No. : 0484 2462341

Incidents of ragging, if any, may please be reported to any of the numbers listed above.

UGC Regulation on Curbing of Ragging

As per the UGC Regulations 2009, 'Ragging' constitutes one or more of any of the following acts:

- a. any conduct by any student or students whether by words spoken or written or by an act which affects a fresher or any other student.
- b. Indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- c. Asking any student to do any act which such student will not in the ordinary course do and which has the effect or causing in 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.
- d. Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student.
- e. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or group of students.
- f. Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students.
- g. Any act of physical abuse including all variants of sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person.
- h. Any act of abuse by spoken words 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.
- i. Any act that 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.

Punishment

The UGC regulations stipulate that students can be expelled from an institute and debarred from taking admission to any other institute for a specified period after being found guilty of the offence. Students can be fined up to Rs. 2.5 Lakhs if found guilty of the offence.

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 any one 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 1 to 4 semesters.
9. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.
10. Fine ranging from ₹ 25,000/- to ₹ 2.5 lakh.
11. Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.

The following committees are formed in the institution.

Anti ragging committee - headed by the Principal.

Anti- Sexual Harassment Cell

As per the guidelines of UGC, NAAC and the Supreme Court, the Anti-sexual harassment cell has been established in Sree Sankara College with a goal to prevent sexual harassment and to ensure safe working environment for all employees and students. Sexual harassment includes unwelcome physical, verbal or non-verbal conduct of sexual nature. All employees & students of Sree Sankara College have the right to be treated with dignity and every employee and student has the right to be protected against harassment.

The cell was constituted to meet the following objectives:

- Fulfill the directives of and guidelines issued by the Supreme Court to create an academic and work environment that is free of sexual harassment or gender-based discrimination
- To maintain gender equality and gender justice.
- To ensure that the students and faculties are provided with current and comprehensive materials on sexual harassment and assault.
- To promote awareness about sexual harassment through educational initiatives those encourages and foster a respectful and safe campus environment.

Deal with the cases of discrimination and sexual harassment against the student / staff, in a time bound manner.

The committee members for the academic year 2018-19 are:

S.No	Name	Phone No.	E-Mail Id
1	Dr. Preemy P. Thachil Chairperson	9846442625	preemyjackson@gmail.com
2	Smt. Nimmi Narayanan	9388415014	nimmi.indhira@gmail.com
3	Smt. Remya M. Nair	8281555634	remyamnr615@gmail.com
4	Smt. Kairali. K.K	9746615806	kairalikk@gmail.com
5	Sri. Naveen Paul	9961700185	naveenpalatty@gmail.com

Any victim may complain in writing to the Principal or to the 'Anti - sexual harassment cell' which would be kept confidential

STUDENTS GRIEVANCE REDRESSAL CELL

A Students Grievance Redressal Cell is functioning in the college. The students can submit their grievance in writing to the Principal, who is also the chairman of the cell. The cell will meet as and when it is required and take suitable/solutions for the grievance addressed to it.

Sri. Ben Jos	Dept. of Physics	Convener
Dr. Rose Mary Palatty	Dept. of English	Member
Smt. Abhisha J.	Dept. of Commerce	Member
Smt. Sowmya M.R.	Dept. Comp. Science	Member
Dr. Gireesh M.K.	Dept. of Chemistry	Member

SC/ST/Minority Cell

The college has established SC/ST and Minority cell with view to safeguard the interests of downtrodden students and thereby promoting their welfare.

Smt. Essy C. Cheriyan	Dept. of Mathematics	Convener
Smt. Revathy Babu	Dept. of Zoology	Member
Sri. Ratheesh K. P.	Dept. of English	Member
Smt. Lakshmi priya M.R.	Dept. Malayalam	Member

Ethics Committee

An ethics committee the following members and Dr. S. Mohan as convener has been constituted. The committee has to evaluate the ethical issues associated with biological research projects carried out in the Post Graduate and Research Department of Microbiology of the college.

1. Dr. S. Mohan	Convener
2. Dr. Chandrasekharan M. CUSAT	External Expert
3. Dr. Pushpa - Community Health Center	Medical Officer
4. Adv. Ananthakrishnan S.	Legal Expert
5. Dr. Valsa A. K.	Member
6. Dr. Sumi Mary George	Member
7. Sri. Biju	Member
8. Dr. Sandha C.	Member
9. Dr. Sudha K.	Member

Academic Programmes

◆ UNDER GRADUATE PROGRAMMES - 6 SEMESTERS (AIDED)

- I Common Course - English
- II Common Course - Additional Language (Malayalam, Hindi, Sanskrit)
- III Core & Complementary Courses

- B.A.**
- 1) Sanskrit
Sanskrit - Sankara Vedanta (Special)
 - 2) English
History of British Colonialism - Cultural and Literary Aspects- and Politics as complementary Courses
 - 3) Hindi
Functional Hindi, Journalism and Broadcasting as complementary Courses
 - 4) Economics
Politics and Social Formations in Indian History as complementary Courses
 - 5) History
Politics & General Economics as complementary Courses

- B.Sc.**
- 1) Mathematics
Physics & Statistics as complementary Courses
 - 2) Statistics
Mathematics & Computer Science as complementary Courses
 - 3) Physics
Mathematics and Chemistry as complementary Courses
 - 4) Chemistry
Mathematics & Physics as complementary Courses
 - 5) Botany
Chemistry & Zoology as complementary Courses
 - 6) Zoology
Chemistry & Botany as complementary Courses

- B. Com.**
- 1) Finance & Taxation
 - 2) Computer Applications

FEE STRUCTURE: UG PROGRAMME - Aided

Class	Group	Tuition	Special	Lab fee	Total
Degree Sem I&II (for one year)	BA/B.Com.	1000	595	----	1595
	BSc. Maths/Statistics	1000	595	150	1745
	BSc. Phy./Chem.	1000	595	400	1995
	B.Sc. Bot./Zoo.	1000	595	550	2145
Degree Sem-III&IV (for one year)	B.A./BCom.	1000	823	----	1823
	BSc. Maths/Statistics	1000	823	150	1973
	Bsc Chemistry/Physics	1000	823	400	2223
	Bsc Botany/Zoology	1000	823	550	2373
Degree Sem V&VI (for one year)	B.A./BCom.	1000	823	----	1823
	Bsc. Maths/ Statistics	1000	823	150	1973
	Bsc. Chemistry/Physics	1000	823	400	2223
	Bsc. Botany/Zoology	1000	823	550	2373

◆ **UNDERGRADUATE PROGRAMMES: 6 SEMESTERS - Self Financing**

- B. Sc. - Microbiology
- B. Sc. - Biotechnology

FEE STRUCTURE: UG PROGRAMME - Self Financing

1.	B Sc Microbiology	Rs. 19500 per semester
2.	B Sc Biotechnology	Rs 19500 per semester

◆ **B.Voc. DEGREE PROGRAMMES: 6 SEMESTERS - Self Financing**

UGC has sanctioned approval to establish Deen Dayal Upadhyay Kaushal Kendra - A Centre for knowledge acquisition and upgradation of skilled human abilities and Livelihood - at Sree Sankara College. This centre offers the following B.Voc Programmes.

1. B.Voc. Tourism and Hospitality
2. B.Voc. Broadcasting and Journalism
3. B.Voc. Renewable Energy Management
4. Diploma Programme (Community College Scheme) in Film Making, Solar PV Panel Installation Maintenance & Event Management

FEE STRUCTURE: B.Voc. PROGRAMMES

1.	Tourism & Hospitality	Rs. 12250 per semester
2.	Broadcasting & Journalism	Rs. 18750 per semester
3.	Renewable Energy Management	Rs. 18750 per semester

◆ POST GRADUATE PROGRAMMES: 4 SEMESTERS - Aided

1. M. A. Sanskrit (Vedanta)
2. M. A. Economics
3. M. A. English Language and Literature
4. M. Com. Taxation
5. M. Sc. Microbiology
6. M. Sc. Applied Chemistry
7. M. Sc. Physics

FEE STRUCTURE PG PROGRAMME - Aided

Class	Group	Tuition	Special	Lab fee	Total
PG Sem-I & II (for one year)	MA/M.Com	1800	670	----	2470
	MSc.Micro.	1800	670	1200	3670
	Msc. Phys.	1800	670	1200	3670
	Msc. Appli.Chemistry	1800	670	1200	3670
PG Sem-III & IV (for one year)	MA/M.Com	1800	823	----	2623
	Msc. Micro.	1800	823	1200	3823
	MSc. Phys.	1800	823	1200	3823
	MSc. Appli.Chemistry	1800	823	1200	3823

◆ POST GRADUATE PROGRAMMES: 4 SEMESTERS - Self Financing

1. M. Sc. Bio-Chemistry
2. M. Sc. Environment Science and Management

FEE STRUCTURE PG PROGRAMMES - SELF FINANCING

1.	M Sc Biochemistry	Rs. 37500
2.	M Sc Environment Science & Management	Rs. 22500

◆ RESEARCH PROGRAMMES

Ph. D. in
Economics
Commerce
Sanskrit
Microbiology
Chemistry
English

UNDER GRADUATE PROGRAMMES UNDER CHOICE BASED CREDIT SYSTEM

Mahatma Gandhi University introduced Choice Based Course-Credit-Semester System and Grading in the colleges from the Academic year 2013-14 onwards, under Indirect Grading System.

1 DURATION

The duration of U.G. programmes shall be 6 semesters. There shall be two Semesters in an academic year, the "ODD" semester commences in June and on completion, the "EVEN" Semester commences. There shall be two months vacation during April/May.

2. PROGRAMME STRUCTURE

1. Model I - BA/B.Sc.

a	Programme Duration	6 Semesters
b	Total Credits required for successful completion of the Programme	120
c	Credits required from Common Course I	22
d	Credits required from Common Course II	16
e	Credits required from Core course and Complementary courses including Project	79
f	Open Course	3
g	Minimum attendance required	75%

2. Model I - B.Com

a	Programme Duration	6 Semesters
b	Total Credits required for successful completion of the Programme	120
c	Credits required from Common Course I	14
d	Credits required from Common Course II	8
e	Credits required from Core and Complementary/ Vocational courses including Project	95
f	Open Course	3
g	Minimum attendance required	75%

3. EXAMINATIONS

The evaluation of each paper shall contain two parts:

- (i) Internal or In-Semester Assessment (ISA)
- (ii) External or End-Semester Assessment (ESA)

The internal to external assessment ratio shall be 1:4.

Both internal and external marks are to be rounded to the next integer.

All papers (theory & practical), grades are given on a 7-point scale based on the total percentage of marks, (ISA+ESA) as given below:-

Percentage of Marks	Grade	Grade Point
95 and above	S Outstanding	10
85 to below 95	A+ Excellent	9
75 to below 85	A Very Good	8
65 to below 75	B+ Good	7
55 to below 65	B Above Average	6
45 to below 55	C Satisfactory	5
35 to below 45	D Pass	4
Below 35	F Failure	0
	Ab Absent	0

Note: Decimals are to be rounded to the next whole number

4. CREDIT POINT AND CREDIT POINT AVERAGE

Credit Point (CP) of a paper is calculated using the formula:-

$CP = C \times GP$, where C is the Credit and GP is the Grade point

Semester Grade Point Average (SGPA) of a Semester is calculated using the formula:-

$SGPA = TCP/TC$, where TCP is the Total Credit Point of that semester.

Cumulative Grade Point Average (CGPA) is calculated using the formula:-

$CGPA = TCP/TC$, where TCP is the Total Credit Point of that programme.

Grade Point Average (GPA) of different category of courses viz. Common Course I, Common Course II, Complementary Course I, Complementary Course II, Vocational course, Core Course is calculated using the formula:-

$GPA = TCP/TC$, where TCP is the Total Credit Point of a category of course.

TC is the total credit of that category of course

Grades for the different courses, semesters and overall programme are given based on the corresponding CPA as shown below:

GPA	Grade
9.5 and above	S Outstanding
8.5 to below 9.5	A+ Excellent
7.5 to below 8.5	A Very Good
6.5 to below 7.5	B+ Good
5.5 to below 6.5	B Above Average
4.5 to below 5.5	C Satisfactory
3.5 to below 4.5	D Pass
Below 3.5	F Failure

5. MARKS DISTRIBUTION FOR EXTERNAL & INTERNAL EVALUATIONS

The external theory examination of all semesters shall be conducted by the University at the end of each semester. Internal evaluation is to be done by continuous assessment. For all courses without practical, total marks for external examination is 80 and total marks for internal evaluation is 20. Marks distribution for external and internal assessments and the components for internal evaluation are shown below:

For all courses without practical

- a) Marks for external Examination : 80
- b) Marks for internal evaluation : 20

Components of Internal Evaluation of theory	Marks
Attendance	5
Assignment /Seminar/Viva	5
Test papers (2x5=10)	10
Total	20

For all courses with practical total marks for external evaluation is 60 and total marks for internal evaluation is 15.

For all courses with practical

- a) Marks of external Examination : 60
- b) Marks of internal evaluation : 15

Components of Internal Evaluation	Marks
Attendance	5
Assignment /Seminar/Viva	2
Test papers (2 x 4)	8
Total	15

(c) For practical examinations total marks for external evaluation is 40 and for internal evaluation is 10

Components Internal evaluation of Practical	Marks
Attendance	2
Test papers (2 x 4)	4
Record*	4
Total	10

*Marks awarded for Record should be related to number of experiments recorded and duly signed by the teacher concerned in charge.

All three components of internal assessments are mandatory.

For projects

- a) Marks of external evaluation : 80
- b) Marks of internal evaluation : 20

Components of External Evaluation of Project	Marks
Dissertation (External)	50
Viva-Voce (External)	30
Total	80

*Marks for dissertation may include study tour report if proposed in the syllabus.

Components of internal Evaluation of Project	Marks
Punctuality	5
Experimentation/data collection	5
Knowledge	5
Report	5
Total	20

6. ATTENDANCE EVALUATION FOR ALL PAPERS

% of attendance	Marks
90 and above	5
85 - 89	4
80 -84	3
76 - 79	2
75	1

(Decimals are to be rounded to the next higher whole number)

7. ASSIGNMENTS

Assignments are to be done from 1st to 4th Semesters. At least one assignment should be done in each semester for all courses.

8. SEMINAR/VIVA

A student shall present a seminar in the 5th semester for each paper and appear for Viva-voce in the 6th semester for each course.

9. INTERNAL ASSESSMENT TEST PAPERS

Two test papers are to be conducted in each semester for each course. The evaluations of all components are to be published and are to be acknowledged by the candidates. All documents of internal assessments are to be kept in the college for one year and shall be made available for verification to the University. The responsibility of evaluating the internal assessment is vested on the teacher(s), who teaches the course.

10. EXTERNAL EXAMINATION

The external theory examination of all semesters shall be conducted by the University at the end of each semester.

a. Only those students having a minimum of 75% average attendance for all the courses only can register for the examination. Condonation of shortage of attendance to a maximum of 10 days in a semester subject to a maximum of 2 times during the whole period of the programme may be granted by the University on valid grounds. This condonation shall not be counted for internal assessment. Benefit of attendance may be granted to students attending University/College union/Co-curricular activities by treating them as present for the days of absence, on production of participation/attendance certificates, within one week, from competent authorities and endorsed by the Head of the institution. This is limited to a maximum of 10 days per semester and this benefit shall be considered for internal assessment also. Those students who are not eligible even with condonation of shortage of attendance shall repeat the semester along with the next batch after obtaining readmission.

b. All students are to do a project in the area of core course. This project can be done individually or in groups (not more than five students) for all subjects which may be carried out in or outside the campus. Special sanction shall be obtained from the Vice - Chancellor to those new generation programmes and programmes on performing arts where students have to take projects which involve larger groups. The projects are to be identified during the II semester of the programme with the help of the supervising teacher. The report of the project in duplicate is to be submitted to the department at the sixth semester and are to be produced before the examiners appointed by the University. External Project evaluation and Viva / Presentation is compulsory for all subjects and will be conducted at the end of the programme.

c. There shall be supplementary exams only for fifth semester. Notionally registered candidates can also apply for the said

supplementary examinations. For reappearance/ improvement for other semesters the students can appear along with the next batch.

d. A student who registers his/her name for the external exam for a semester will be eligible for promotion to the next semester.

e. A student who has completed the entire curriculum requirement, but could not register for the Semester examination can register notionally, for getting eligibility for promotion to the next semester.

f. A candidate who has not secured minimum marks/credits in internal examinations can re-do the same registering along with the University examination for the same semester, subsequently. There shall be no improvement for internal evaluation.



POST GRADUATE PROGRAMMES UNDER CREDIT SEMESTER SYSTEM

Mahatma Gandhi University has implemented Credit Semester System (MGU-CSS-PG) for PG Programmes from 2012-13 onwards.

PROGRAMME STRUCTURE

The programme shall include three types of courses, Core Courses, Elective Courses and Common core courses. There shall be a project with dissertation and comprehensive viva-voce as core courses for all programmes. The programme shall also include assignments / seminars / practical etc.

There shall be at least two and not more than four elective groups (Group A, Group B, Group C, etc.) comprising of three courses each for a programme and these elective courses shall be included either in fourth semester or be distributed among third and fourth semesters.

PROJECT WORK

Project work shall be completed in accordance with the guidelines given in the curriculum.

Project work shall be carried out under the supervision of a teacher of the department concerned.

A candidate may, however, in certain cases be permitted to work on the project in an Industrial/Research Organization on the recommendation of the supervising teacher.

There shall be an internal assessment and external assessment for the project work.

The Project work shall be evaluated based on the presentation of the project work done by the student, the dissertation submitted and the viva-voce on the project.

The external evaluation of project work shall be conducted by two external examiners from different colleges and an internal examiner from the college concerned.

The final Grade of the project (External) shall be calculated by taking the average of the Weighted Grade Points given by the two external examiners and the internal examiner.

A separate course shall be included instead of the project for students undergoing private study.

Assignments: Every college going student shall submit at least one assignment as an internal component for each course.

Seminar Lecture: Every college going student shall deliver one seminar lecture as an internal component for every course with a weightage of two. The seminar lecture is expected to train the student in self-study, collection of relevant matter from the various resources, editing, document writing, and presentation.

Test Papers (Internal): Every college going student shall undergo at least two class tests as an internal component for each course with a weightage of one each. The best two shall be taken for awarding the grade for class tests.

No courses shall have more than 5 credits unless otherwise specified.

Comprehensive Viva-Voce -Comprehensive Viva-Voce shall be conducted at the end of fourth semester of the programme and its evaluation shall be conducted by the examiners of the project evaluation. It shall cover questions from all courses in the programme. There shall be an internal assessment and an external assessment for the comprehensive Viva-Voce. Comprehensive Viva-Voce shall be included for students undergoing private study.

ATTENDANCE

The minimum requirement of aggregate attendance during a semester for appearing at the end-semester examination shall be 75%. Condonation of shortage of attendance to a maximum of 15 days in a semester subject to a maximum of two times during the whole period of the programme may be granted by the University.

If a student represents his/her institution, University, State or Nation in Sports, NCC, or Cultural or any other officially sponsored activities such as college union / university union etc., he/she shall be eligible to claim the attendance for the actual number of days participated subject to a maximum 15 days in a Semester based on the specific recommendations of the Head of the Department or teacher concerned.

REGISTRATION / DURATION

A student shall be permitted to register for the programme at the time of admission.

A student who has registered for the programme shall complete the programme within a period of four years from the date of commencement of the programme.

Students are eligible to pursue studies for additional post graduate degree. They shall be eligible for award of degree only after successful completion of two years (four semesters of study) either as college going student or through private study.

ADMISSION

The admission to all regular PG programmes shall be through PG-CAP (Centralized Allotment Process) of the Mahatma Gandhi University unless otherwise specified.

The eligibility criteria for admission to PG Programmes shall be published by the University along with the notification for admission.

ADMISSION ELIGIBILITY

Candidates for admission to the first semester of the PG programme through CSS shall be required to have passed an appropriate Degree Examination of Mahatma Gandhi University as specified or any other examination of any recognized University or authority accepted by the Academic council of Mahatma Gandhi University as eligible thereto.

EXAMINATIONS

There shall be University examinations at the end of each semester.

Practical examinations shall be conducted by the University at the end of each semester or at the end of even semesters as prescribed in the syllabus of the particular programme. The number of examiners for the practical examinations shall be prescribed by the Board of Studies of the programmes.

End-Semester Examinations: The examinations shall normally be conducted at the end of each semester for college going student. For private students, examination for both semesters shall be conducted at the end of the academic year.

There shall be one end-semester examination of 3 hours duration for each lecture based and practical courses.

A question paper may contain short answer type / annotation, short essay type questions / problems and long essay type questions. Different types of questions shall have different weightage.

EVALUATION AND GRADING

Evaluation: The evaluation scheme for each course shall contain two parts; (a) End Semester Evaluation(ESE) (External Evaluation) and (b) Continuous Evaluation(CE) (Internal Evaluation). 25% weightage shall be given to internal evaluation and the remaining 75% to external evaluation and the ratio and weightage between internal and external is 1:3. Both End Semester Evaluation(ESE) and Continuous Evaluation(CE) shall be carried out using direct grading system.

Private students will have to answer an additional question paper with objective type questions as part of internal evaluation along with the external examinations within the prescribed time.

Direct Grading: The direct grading for CE (Internal) and ESE(External Evaluation) shall be based on 6 letter grades (A+, A, B, C, D and E) with numerical values of 5, 4, 3, 2, 1 and 0 respectively.

Grade Point Average (GPA):Internal and External components are separately graded and the combined grade point with weightage 1 for internal and 3 for external shall be applied to calculate the Grade Point Average (GPA) of each course. Letter grade shall be assigned to each course based on the categorization provided in 12.16.

Internal evaluation for Regular programme: The internal evaluation shall be based on predetermined transparent system involving periodic written tests, assignments, seminars, lab skills, records, viva-voce etc.

Components of Internal (CE) and External Evaluation(ESE): Grades shall be given to the evaluation of theory / practical / project / comprehensive viva-voce and all internal evaluations are based on the Direct Grading System.

Proper guidelines shall be prepared by the BOS for evaluating the assignment, seminar, practical, project and comprehensive viva-voce within the framework of the regulation.

There shall be no separate minimum grade point for internal evaluation.

The model of the components and its weightages for Continuous Evaluation (CE) and End Semester Evaluation (ESE) are shown in below:

a) For Theory (CE) (Internal)

	Components	Weightage
i.	Assignment	1
ii.	Seminar	2
iii.	Best Two Test papers	2 (1 each)
	Total	5

(Average grade of best two test papers shall be considered. For test papers all questions shall be set in such a way that the answers can be awarded A+, A, B, C, D, E grade.)

b) For Theory (ESE) (External) Evaluation is based on the pattern of question specified in 12.16.5

c) For Practical (CE) (Internal)

Components	Weightage
Written/ Lab test	2
Lab involvement and Record	1
Viva	2
Total	5

(The components and the weightage of the components of the practical (Internal) can be modified by the concerned BOS without changing the total weightage 5.)

d) For Practical (ESE) (External)

Components	Weightage
Written / Lab test	7
Lab involvement and Record	3
Viva	5
Total	15

(The components and the weightage of the of the practical (External) can be modified by the concerned BOS without changing the total weightage 15.)

e) For Project (CE) (Internal)

Components	Weightage
Relevance of the topic and analysis	2
Project content and presentation	2
Project viva	1
Total	5

(The components and the weightage of the components of the project(Internal) can be modified by the concerned BUS without changing the total weightage 5.)

f) For Project (ESE) (External)

Components	Weightage
Relevance of the topic and analysis	3
Project content and presentation	7
Project viva	5
Total	15

(The components and the weightage of the components of the Project(External) can be modified by the concerned BOS without changing the total weightage 15.)

g) Comprehensive viva-voce(CE) (Internal)

Components	Weightage
Comprehensive viva-voce (all courses from first semester to fourth semester)	5
Total	5

(Weightage of the components of the Comprehensive viva-voce (internal) shall not be modified.)

h) Comprehensive viva-voce (ESE) (External)

Components	Weightage
Comprehensive viva- voce (all courses from first semester to fourth semester)	15
Total	15

(Weightage of the components of the Comprehensive viva-voce (external) shall not be modified.)

External Evaluation.

The external examination in theory courses is to be conducted by the University at the end of the semester. The answers may be written in English or Malayalam except those for the Faculty of Languages. The evaluation of the answer scripts shall be done by examiners based on a well-defined scheme of valuation. The external evaluation shall be done immediately after the examination preferably through Centralized Valuation.

Direct Grading System.

Direct Grading System based on a 6- point scale is used to evaluate the Internal and External examinations taken by the students for various courses of study.

Grade	Grade Points	Range
A+	5	4.50 to 5.00
A	4	4.00 to 4.49
B	3	3.00 to 3.99
C	2	2.00 to 2.99
D	1	0.01 to 1.99
E	0	0.00



A NOTE ON B.VOC PROGRAMMES

DDU KAUSHAL KENDRA is an academic innovation in Higher Education, introduced by UGC during 12th plan period. The scheme aims at skill development based higher education as a part of college/university education.

Sree Sankara College, Kalady was granted approval to run the DDU Kaushal Kendra - A Centre for Knowledge Acquisition and Up-gradation of Skilled Human Abilities and Livelihood - in 2015-16. The Bachelor of Vocation (B.Voc.) degree programmes of this centre focus is on providing under graduate education with due emphasis on skill training for specific job roles, along with broad based general education.

PROGRAMME STRUCTURE

The B.Voc. programme shall include:

- General Education Components
- Skill Components which include Core Courses, Project, Hands-on training (HOT) and On-job Training (OJT)

Year	Skill Component Credits	General Component Credits	Exit point/Award
I	36	24	Diploma
II	36	24	Advance Diploma
III	36	24	B. Voc. Degree
Total	108	72	180

As per UGC guidelines, there are multiple exit points for a candidate admitted to this programme. If he/she completes the first two semesters successfully, he/she will be awarded Diploma. If he/she completes the first four semesters successfully, he/she will be awarded Advanced Diploma. If he/she completes all the six semesters successfully, he/she will be awarded B.Voc. Degree.

INSTRUCTIONS TO CANDIDATES APPEARING FOR EXAMINATION

1. UG Programmes:

Examination fee structure.

- a) The fee for the Examination is Rs. 50/- for each paper + Rs. 50/- for each Practical + Rs. 25/- and Rs. 100/- for mark list and CV Camp respectively.
- b) Candidates doing project and Viva have to remit an additional fee of Rs. 100/- (Separate remittance should be made for each Programmes).
- c) For subsequent appearance Rs. 50/- per theory and Practical papers + Rs. 25/- for marklist For Improvement - registration fee Rs 50 for each paper + Rs 50 for each practical + Rs. 25 and Rs 20 per paper for CV Camp fee.
- d) Rs 100 per paper for Internal Re-do candidates + fee for marklist Rs.25

2. For PG Programmes:

Examination fee structure.

- a) Cost of application Rs. 20/-, Theory Rs. 40/- per paper+ Rs. 50/- per practical + Grade card Rs. 25/-
- c) Camp Valuation Fee Rs. 30/- per paper subject to a maximum of Rs. 150/-
- d) Viva voce Rs. 40/- + Rs. 100/- for project /Dissertation

3. The fee must be paid through pay-in-slip at M.G. University cash counter/Friends Janaseva Kendra or DD drawn in favour of the Finance Officer, M.G. University, payable at S.B.I, M.G. University Campus Branch.

4. Candidates belonging to Scheduled Castes, Scheduled Tribes and Christian converts from Kudumbies etc., who are eligible for exemption from payment of examination fees, should submit their applications through the Principal of the Colleges from where they were presented for the examinations. Applications received directly from such candidates without examination fees will not be entertained by the University.

5. The candidate should ascertain that the hall ticket has been issued under the seal and signature of the institution in which the candidate is pursuing study.
6. The candidate should also verify that the hall ticket pertains to the programme of study, and that the hall ticket bears the Permanent Register Number (PRN) of 12 characters.
7. The first six characters denote the programme code and the next digits denote the serial number under the programme. The PRN is the unique identification number of a student. Eg. SBAA09123456 represents the programme code (SBAA 09) and the serial number (123456)
8. The candidate should transcribe the programme code in the space provided for writing the name of the programme in the answer book. The serial number should be transcribed in the space provided for writing the register number. The number should also be written in words in the space provided. The space for writing the semester details in the answer book should be filled in exactly as the same is printed on the hall ticket. Any doubts regarding this instruction should be invariably cleared with the college authorities before entering the examination hall.
9. The bar code printed on the answer book should not be tampered with. Stray marks on the bar code may result in improper decoding of your answer book after valuation.
10. The candidate should also write the course code and name of Course in the Hall Ticket as it appears in the Question Paper on each day of examination. The same should also be written on the answer book in the space provided.
11. Candidate should take their seats in the Examination hall at least fifteen (15) minutes before the commencement of examination. Candidates presenting themselves more than thirty (30) minutes after the stipulated time will not be admitted to the examination hall. Candidates who are undoubtedly suffering from infectious diseases of any kind will not be admitted. Candidate should present their hall tickets to the invigilator for inspection on each day of the examination.

12. Candidates should not write anything on their hall tickets or question papers other than that instructed at (7) above. They are also prohibited from writing their name, PRN or anything else which would give any clue to their identity in any other part of the answer book. The answer books of candidates who violate this instruction will be invalidated.

13. Candidates will not be allowed to leave the examination hall during the first 30 minutes after the commencement of examination.

14. Candidates who do not behave properly towards the Chief Assistant Superintendents/ invigilators of the Examinations or is found to have had recourse to malpractice of any kind is liable to be sent out of the examination hall forthwith and will also have their examinations invalidated.

15. Candidates are prohibited from bringing into the Examination Hall any type of electronic gadgets other than calculators permitted for certain specific examinations. Holding or use of cell phone in the examination hall is strictly prohibited. Candidates are also warned against bringing any kind of printed matter from outside.

16. The Candidate should hand over the answer book to the invigilator on completion of the examination. Candidates are not allowed to leave the examination hall without handing over the answer book to the invigilator.

17. Violation of these instructions may result in cancellation of the examination and rustication for a period decided by the University.

◆ CANCELLATION OF EXAMINATION

An application in plain paper along with chalan for Rs. 20/- per paper, the principal's recommendation and Hall Ticket should be submitted to the Controller of Exams. In the case of B.Com. Course, cancellation is possible at the end of Ist Year examination for Part II additional language and at the end of IInd Year. examination for part I English and at the end of the final year examination for part III Optional subjects. The whole examination or any group or groups of final year B.Com. of part III can be cancelled.

Cancellation is permitted at first appearance only. Once a particular examination is cancelled, four more chances will be allowed to appear for the cancelled examination . Cancellation of Ist Degree Exam is allowed. This is to change optional subjects or to go in for private study. The cancellation fee in such cases is Rs. 100/-

Improvement for M.A. / M.Sc./ M.Com. exam after completion of the course is allowed for two chances.

◆ EXTRA TIME TO PHYSICALLY HANDICAPPED STUDENTS AT THE VARIOUS UNIVERSITY EXAMINATIONS:

The application along with a Medical Certificate from a specialist concerned with the photograph of the candidate showing the handicap, should be submitted two months prior to the commencement of examinations.

◆ REVALUATION

Application in the prescribed form should be submitted within 21 days from the day of receipt of Marklist in the college. Fee is Rs. 100/- per paper. The cost of application form is Rs. 15/- Mark change will be effected if the difference is 15% or more. If the difference is 10% or more, the paper will be subject to second revaluation and the average of the first and second revaluations will be reckoned. There will be no refund of revaluation fee. Students will be allowed to identify their revalued papers.

◆ SCRUTINY OF ANSWER PAPER

Application in plain paper has to be submitted within 30 days from the date of receipt of mark lists. The fee is Rs. 50/- per paper.



RULES FOR COLLECTION AND REFUND OF THE FEES

1. Tuition fees will be collected for the whole year at the time of admission or in three instalments during the three terms. The term fee including the special fee prescribed will be collected from the students of the Senior classes on a specified date during the first week of the term. A fine of Rs. 10/- will be collected from the defaulters. In case the student fails to pay the term fee his/her name will be removed from the roll. If the student desires re-admission he/she will have to pay the re-admission fee of Rs. 50/- along with the term fee and the fine of Rs. 10/-. The student will not get attendance from the date of removal of his/her name from the roll of the college. In the case of junior classes, the term fee with the special fee and caution deposit will be collected on the date of admission.
2. The Principal can change the fee dates for particular class/classes if the college remains closed on the particular date proposed for the collection of fees.
3. The names of defaulters will be published immediately after expiry of the last date fixed for payment of that particular instalment.
4. If the fee or special fee with the fine of Rs.5 is not paid on or before the last date fixed for the fine of Rs.5, an additional fine of Rs.10 will have to be paid. If the fee and fine of an instalment are not paid before the prescribed date given for payment of that instalment, the name of the student will be removed from the roll of the College, with effect from the date following the expiry of this period and the student will not get the benefit of attendance from the date of removal from the roll of the college. If the student is to be re-admitted, he / she has to apply for the special permission of the principal and also has to remit all the arrears of fees with fine No re-admission fee will be realised in such cases of re-admission. The re- admitted student will get the benefit of attendance only from the date of re-admission.

5. The last opportunity for payment of an instalment fee mentioned in Para 5 above is defined as the last working day previous to the due date of the succeeding instalment. But in the case of the last instalment, ie, the fee due for February, the last date for payment is fixed as 5th March. If 5th March happens to be a holiday, then the last working day previous to such date will be considered as the last date for payment.

6. Every student is liable to pay the prescribed fee for the whole term during the part of which his/ her name is on the roll of the college. A student studying in the Arts and Science College or Sanskrit College for the Degree or Post Graduate courses after obtaining transfer certificate from the Institution if admitted to the same course of study in any other similar college he/ she shall not be called upon to pay the fee already paid for the term in the college which issued the T. C. But special fees and Caution Deposit will have to be paid again at the new college.

7. A student who leaves a particular college affiliated to any of the Universities in Kerala and joins another college so affiliated during the course of a term consequent on the transfer of any of his/ her parents who is/ are the employee of Government or otherwise, is liable to pay the prescribed fees for the term concerned in both the Colleges.

8. In the case of students admitted late after the commencement of the academic year, the fees for the preceeding months if any must be collected at the time of admission.(Refund of fees including special fees once remitted will not be granted)

9. Transfer certificate - A student who completes the course should get the T.C. before the end of the next academic year. After that a student has to pay a fine of Rs. 15/- while applying for the T.C. While applying for a duplicate T.C. the student has to produce a declaration from a Notary Public in a stamp paper of the value of Rs. 50/- along with an additional fee of Rs. 25/-



GENERAL INFORMATION

◆ MIGRATION CERTIFICATE

Students of other Universities who join this University should produce Migration Certificate / N. O. C. Those who need Migration Certificate from this University, have to apply in the prescribed form. Application form for Migration Certificate and Matriculation costs Rs. 15/- each. Fee is Rs.75/- for S.S.L.C. holders inclusive of matriculation Rs. 20/-

◆ RECOGNITION :

When students of other Universities (out side the state) join this University, they have to apply for the recognition of their qualifying examination in the prescribed form. Fee is Rs. 50/- Application form costs Rs. 20/-

◆ ATTENDANCE OF STUDENTS

1. The teacher will mark the attendance at the beginning of each period/hour.
2. A student, who is not in the class when attendance is taken, shall be marked absent.
3. A teacher may however mark a student coming late, as present, after obtaining a satisfactory explanation.
4. At the end of each month or at the beginning of the following month a list will be put up on the general notice board showing the number of days of attendance lost till then by each student.
5. Absence from class for an hour will be considered as absence for the concerned session.
6. The annual certificate of attendance and progress required for promotion and for admission to the university examinations will not be granted unless:
 - a. The student has at least 75% of the attendance prescribed for the course per semester.
 - b. The student has completed the course of instruction to the satisfaction of the authorities of the college.

◆ CAUTION DEPOSIT

Caution Deposit will be refunded if applied for with caution deposit receipt. The application should be submitted immediately after the end of the academic year. Application form for the refund of caution deposit will be available in the college co- operative society.

◆ IDENTITY CARD

Every student should wear their identity card while in the campus and should be produced for inspection when demanded by the college authorities. The production of the identity card is necessary for the issue of any certificate and for the remittance of fees. If the card is lost, a duplicate will be issued at the discretion of the Principal on payment of Rs.100/-. A written request for a duplicate card is to be attested by the student's parent or guardian. The card should be surrendered on completion of the course of study.

◆ TUTORIAL SYSTEM

A Tutorial system is followed in the college with the objective of giving personal attention to students for their academic development. Every degree class shall be under the guidance of one tutor. Reports given by the tutors shall be considered for the issue of certificates. Special guidance shall be given to SC / ST students.

◆ THE LIBRARY

Sree Sankara College Library was established in the year 1954. It was elevated to the status of a First Grade Library in 1972. The Library was shifted to present premises, Abhinava Vidhya Theertha Hall, in 2018. All the department libraries were centralised in the General Library following the government directive in 1995. The E-Library with a reference hall, adjacent to the main Library, was opened in 2007. This facility is backed up with an uninterrupted power supply through a high capacity generator.

The normal functioning of the Library is assisted and governed by a Library Committee consisting of eight members with the Principal as the Chairman and the Librarian as the Secretary. Five Heads of Departments too are incorporated in to this committee. The Library Committee meetings are held periodically and the requirements/improvements reviewed for further streamlining.

The Library functions on all working days except on Second Saturdays and Government holidays. The lending section functions from 9.30 am to 4 pm. All students, faculty members and the Administrative staff are the members of the Library. Mainly the library is divided into three section.

1. General Section: The Library subscribes to five English News papers, nine Malayalam dailies, 15 periodicals and 72 journals & 53535 books. These reading materials are available in the general section.

2. Lending section: The library is fully computerised. The Dewey decimal classification system and the classified catalogue system are used in the library.

Users are allowed to search and collect the book by using the computer catalogue. The catalogue is available authorwise, Title wise, subject wise and publisher wise.

At the beginning of the course five borrower's tickets are issued to the PG students and two Ticket to the Degree students. The students are responsible for the safe custody of the borrower's ticket. Students can keep the book in their custody for a maximum of 14 days. They are allowed to renew the book a single time before the due date. From the day following the due date, a fine of Rs.1/- will be levied for each book till its date of return. Teaching faculty can borrow up to 10 books and others 5 books.

3. Reference section: Reference books, bounded volumes of journals and the dissertations are displayed separately for students and staff to access within the library. The library provides repographic service like photocopying facility in the library.

Strict silence should be observed in and around the library. All library arrears should be cleared by the students before they receive their hall ticket for the university examination or before obtaining the TC.

◆ Library Committee

- | | | |
|----|------------------------|-----------------------|
| 1. | Dr. Suresh A. | Principal |
| 2. | Sri P.K. Babulal | Librarian |
| 3. | Dr. N. Ushadevi | Dept. of Sanskrit |
| 4. | Dr. G Vinod | Dept. of Physics |
| 5. | Sri. Benno Mathew | Dept. of Statistics |
| 6. | Dr. Manjula | Dept. of Microbiology |
| 7. | Dr. Preethi Nair | IQAC Coordinator |
| 8. | College Union Chairman | |

◆ SREE SANKARA LADIES HOSTEL

The college has opened a new 40 bedded hostel block for girls, with preference given to PG students and those coming from distant places. The hostel is managed by a committee selected from the teaching staff with the Principal as the Chief Warden. A full time Assistant warden and round the clock security service is also provided to ensure the smooth functioning of the hostel. Those desirous of securing admission to the hostel are required to submit the application to the Principal along with the recommendation of their respective HOD's. A Hostel Management Committee looks in to and assists in the smooth functioning of the Hostel.

Dr. A Suresh	Principal	
Dr. Jesitha K.	Dept. of Chemistry	Teacher in charge
Smt. Sreedevi N.S.	Dept. of English	Teacher in charge
Dr. Preethi Nair	Dept. of English	IQAC Coordinator
Dr. Anitha Abraham	Dept. of Physics	Member
Dr. Preemy P. Thachil	Dept. of Economics	Member
Smt. Saumya A.P.	Dept. of English	Member

◆ THE SREE SANKARA COLLEGE EMPLOYEES CREDIT CO-OPERATIVE SOCIETY LTD. NO. E 42 KALADY

A Co-operative Society has been functioning in the College for the sale of books and stationary articles to the students and staff. Eligibility for admission as associate member of the Society is restricted to the students and staff. The admission fee for the students is Rs. 11/- Every member of the staff shall take at least one share. The share value is Rs.50/- The share amount can be withdrawn after the expiry of one year or when the member ceases to be a member of the staff.

Dr. A. Suresh	Principal	President
Dr. G. Vinod	Dept. of Physics	Member
Sri. Ben Jose	Dept. of Physics	Member
Dr. Anilkumar V.V.	Dept. of Sanskrit	Member
Lt. Rajy Ramakrishnan	Dept. of Economics	Member
Dr. Anumol K.A.	Dept. of Economics	Member
Smt. Manju V. Kumar	Dept. of Sanskrit	Member
Smt. Sreelekha. V.	Administrative Staff	Member

Sri. Shiju. T.S.	Administrative Staff	Member
Sri. Rajesh. R.	Administrative Staff	Member
Smt. Geetha. P.V.	Administrative Staff	Member

◆ PHYSICAL EDUCATION

The Physical Education department is actively involved in promoting various team and individual sports. This include football, cricket, kho-kho, handball, volleyball, basketball, badminton, judo, Power lifting and bodybuilding. The college has been regularly participating in intra and intercollegiate, inter-university, state level and national championships in these individual sport items. Further, by offering an open course to the undergraduate students, the department has endeared itself in creating awareness on the role of physical health and healthy living among the youth.

◆ NATIONAL CADET CORPS (NCC)

Since its beginning in 1948, the NCC has been relentlessly working to promote the values of character, patriotism, unity and selfless service among young boys and girls. The NCC cadets have made notable contributions, particularly in promoting social causes such as spreading literacy, women empowerment and in propagating the ideals of employment. Weightage of marks is given to NCC cadets in recruitment in Armed forces, some paramilitary forces like BSF, CRPF, CISF, ITBP and the Coast Guard, Dept. of Telecommunications. NCC cadets are given weightage in admission to various academic and educational institutions like Polytechnics, ITIs, Engineering Colleges, Medical Colleges. In addition to scholarhsips to meritorious NCC cadets they are also given cash prizes, medals, trophies and commendations from high dignitaries like Governor and Chief Ministers of states.

NCC has a unique youth exchange programme with youth organisations and NCC of nine countries under which selected cadets have an opportunity to visit countries like Australia, UK, Bangladesh, Bhutan, Canada, Maldives, Nepal, Singapore, Sri Lanka and Vietnam.

Our college has a sub unit of NCC Army Wing under the command of 22 Kerala Battalion, NCC, Eloor. At present the total cadet strength of the college unit is 108.

NCC Officer: **Lt. Rajy Ramakrishnan, Dept. of Economics**

◆ NATIONAL SERVICE SCHEME (NSS)

Aim

1. To channel the creative energy of the student community towards constructive purpose, especially in the development of rural areas.
2. To make them realise the dignity of labour
3. To give them opportunity to work with the people. It organises annual camps. A student who participates in the activities of N.S.S. and who attends the annual camps gets certificates from the Vice- Chancellor. This certificate carries weightage marks for admission to higher classes.

Programme Officers :: **Dr. Anumol K.A.**

Smt. Manju V. Kumar

◆ GOVERNING BODY

Sri. K. Anand	Manager	Chairman
Dr. A. Suresh	Principal	Secretary
Sri. P. S. Krishnakumar –	Additional Secretary,	
Department of General Education, Government of Kerala,		
Thiruvananthapuram (Government Representative)		
Dr. P. K. Padmakumar	Syndicate member,	
Mahatma Gandhi University (University Representative)		
Sri. C. P. Jaisankar	Chief Operations Officer,	
	Adi Sankara group of Institutions	
Dr. Jacob George	Associate Director,	
	Adi Shankara Institute of Eng. & Technology	
Dr. N. Hariharan	Post Graduate Dean,	
	Adi Shankara Institute of Eng. & Technology	
Dr. S. Mohan	Department of Microbiology,	
	Sree Sankara College, Kalady	
Dr. Manju T.	Department of Physics,	
	Sree Sankara College, Kalady	
Sri. E. Ramankutty	Director, Bharatiya Vidyabhavan	
	Elamakkara, Ernakulam	
Sri. Shaji Mohan	Executive Director	
	NGI Ltd., Panampilly Nagar, Ernakulam	
Mr. Roy Kurian	Business Consultant	
	(Former Managing Director, KMM Ltd.)	

◆ INTERNAL QUALITY ASSURANCE CELL (IQAC)

The IQAC (Internal Quality Assurance Cell) of the college was formed as per guidelines of UGC. The following teaching faculties are the members of existing IQAC.

Chairman	Dr. Suresh A.	Principal
Convener	Dr. Preethi Nair	Department of English
Secretary	Dr. Manju T.	Department of Physics
Members	Dr. .S. Mohan	Department of Microbiology
	Dr. Biju Thomas	Department of Statistics
	Sri. Prasad S.	Department of Economics
	Dr. Mini K. D.	Department of Zoology
	Smt. Kairali K.K.	Department of English
	Smt. Gowri Antherjanam	Department of Commerce
	Smt. Gopika G.	Department of Commerce
	Sri. T.N. Parameswaran Namboothiri	Head Accountant
	Sri. C. P. Jaisankar	Management Representative
	Dr. Thomas Mathew	External Expert
	(Former Principal, UC College, Aluva)	

◆ ADDITIONAL SKILL ACQUISITION PROGRAMME (ASAP)

Additional Skill Acquisition Programme (ASAP) is a joint venture of the departments of Higher Education and General Education, Govt of Kerala, aimed at improving the employability skills of the youth.

It conducted a mass recruitment in the 190 Arts and Science colleges of Kerala to select and train students in Communication Skills and IT Skills. Sree Sankara College was selected as a Training Partner Institution(TPI) and conducted several residential camps.

ASAP has accredited our college with 5 STAR status for the overall quality of the programme and was ranked first in the state.

The Centre for English Language and E-Resources, Department of English, now runs a regular ASAP course focusing on improving the employability skills of the first year degree students.

Course Director	: Dr. Preethi Nair	Department of English.
Course Coordinator	: Sri. Rajeesh K.P.	Department of English.

◆ WALK WITH A SCHOLAR PROGRAMME (WWS):

WWS is a novel and flagship initiative of the Directorate of Collegiate Education, Government of Kerala. The programme is envisaged to provide necessary orientation, guidance and motivation to the promising students.

Coordinator: **Dr. Mini K.D.** Dept. of Zoology

Name of Internal Mentor	Department
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I Year

Smt. Gowri Antherjanam	Commerce
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Smt. Gopika G.	Commerce
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Smt. Manju C.R.	Commerce
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Dr. Rajini V. A.	Hindi
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Smt. Shreeja Narayanan	English
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II Year

Smt. Shylaja Devi P.	Chemistry
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Smt. Sreelekshmi R.	Sanskrit
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Smt. Sowmya M.R.	Computer Science
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Dr. Anumol K.A.	Economics
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Smt. Remya M Nair	Chemistry
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III Year

Smt. Sreedevi N.S.	English
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Smt. Lakshmi Priya M.R.	Malayalam
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Dr. Jesitha K.	Chemistry
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Dr. Aparna P.	Sanskrit
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Dr. Manju T.	Physics
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◆ SCHOLAR SUPPORT PROGRAMME (SSP):

SSP aims at imparting personalised additional support to needy students through tutorials, study materials, additional lectures and interactive sessions. The Directorate of Collegiate Education, Government of Kerala is the implementation agency of the programme.

Coordinator: **Dr. Rose Mary Palatty** Dept. of English

◆ DISCIPLINE COMMITTEE

Members of the College Council are ex-officio members of the Discipline Committee.

Dr. Jee G.	Dept of Botany	Convenor
Sri. Benno Mathew	Dept of Statistics	Member
Dr. Anitha Abraham	Dept of Physics	Member
Smt. Vrinda S. Punnakkal	Dept of Physics	Member
Smt. Essy C. Cherian	Dept of Mathematics	Member
Smt. Rema Devi P. R.	Dept of Chemistry	Member
Lt. Rajy Ramakrishnan	Dept. of Economics	Member
Dr. K. N. Harikrishna Sharma	Dept of Sanskrit	Member
Dr. Anumol K.A.	Dept. of Economics	Member
Smt. Seena Kuruvila	Dept of Chemistry	Member
Smt. Abhisha J	Dept of Commerce	Member
Sri. Jayesh	Tourism & Hospitality (BVoc)	Member
Sri. Shiju T. S.	LD Clerk	Member
Sri. P N Padma Kumar	Office Attendant	Member
Sri. Kishore Kumar V. B.	Library Assistant	Member
Sri. Sahteeshan	Laboratory Assistant	Member
Dr. Preethi Nair	IQAC Coordinator	Member

■ CLUBS & FORUMS

◆ CULTURAL COMMITTEE

To Coordinate the cultural activities among students and equip them to compete in the university arts festival and other inter-collegiate competitions, a cultural committee is functioning.

Dr. Geetha P.	Dept of Economics	Convener
Dr. Ratheesh C. Nair	Dept of Hindi	Member
Dr. Suvarnani Antherjanam	Dept. of Sanskrit	Member
Smt. Sreeja G.	Dept of Politics	Member
Smt. Manjula Krishnan	Dept of Chemistry	Member
Smt. Nimmi Narayanan	Dept of Physics	Member
Smt. Sreelakshmi R.	Dept of Sanskrit	Member
Smt. Anumol K. A.	Dept of Economics	Member
Dr. Rupesh R.	Dept of Hindi	Member
Dr. Gireesh M.K.	Dept of Chemistry	Member

Dr. Jesitha K.	Dept of Chemistry	Member
Sri. Rajeesh K.P.	Dept of English	Member
Dr. Aparna P.	Dept of Sanskrit	Member
Smt. Shreeja Narayanan	Dept of English	Member
Sri. Anoop V. P.	Dept of Commerce	Member
Smt. Laskhmipriya M. R.	Dept of Malayalam	Member
Smt. Jithasha Balan	Dept. of Microbiology	Member
Smt. Divya Nair	B.Voc	Member
Sri. Yathi Ajay	B.Voc	Member

◆ **BHOOMITHRASENA CLUB** (BMC-248/EKM/21/13)

A group of nature loving teachers and students of this institution have formed a Bhoomithrasena club, under Bhoomithrasena scheme of Environment and Climate Changes Department, Kerala state. The members are engaged in various activities to promote love of nature and to give guidance for developing eco friendly life style.

It includes planting saplings, organising seminars, debates , field trips, nature camps, awareness campaigns etc. The club is keen in observing all International days related to environment, such as Biodiversity day, Environment day, Population day, Ozone day , Pollution prevention day etc.

Dr. Mini K.D.	Dept. of Zoology	Convener
Smt. A. S. Jayasree	Dept. of Mathematics	Member
Dr. Ratheesh. C. Nair	Dept. of Hindi	Member
Smt. Sreedevi. N. S.	Dept. of English	Member
Smt. Sinitha B Nair	Dept. of Physics	Member
Lt. Rajy Ramakrishnan	Dept. of Economics	Member
Smt. Nimmi Narayanan	Dept. of Physics	Member
Smt. Revathy Babu	Dept. of Zoology	Member
Smt. Lakshmi Priya M. R.	Dept. of Malayalam	Member

◆ **SCIENCE CLUB**

The Science Club is a joint effort of the teachers of the Science Departments of this college.

The focus of the science club is to provide a platform for the students to further their quest in science as also to broaden their scientific horizon and sharpen their skills. The science club also offers an opportunity to peer teaching where the motto is "let us learn together".

Dr. Minimol K.C.	Dept. of Zoology	Coordinator
Smt. Jayasree Amma. P.	Dept. of Mathematics	Member
Dr. Manjula. R	Dept. Microbiology	Member
Dr. Jee. G.	Dept. of Botany	Member
Dr. Manju. T.	Dept. of Physics	Member
Smt. Sowmya. M. R.	Dept. of Comp. Sc.	Member
Dr. Jesitha. K	Dept. of Chemistry	Member
Dr. Gireesh M. K.	Dept. of Chemistry	Member
Smt. Seena K. Thomas	Dept. of Chemistry	Member
Smt. Priya. S. S.	Dept. of Physics	Member
Smt. Anju. S. Kumar	Dept. of Biochemistry	Member
Smt. Feby. K. John	Dept. of Biotechnology	Member

◆ HERITAGE CLUB

Heritage club functions under the guidance of the Department of History. It aims to create a consciousness among the people to preserve the cultural heritage. Students of Heritage Club undertake various activities like preparing the history of the locality, visiting historical heritage sites, exploring unidentified historical sites like caves, ancient buildings, conducting exhibitions, conserving antiques etc. It also tries to create an awareness among the common people, the need to preserve valuable antiques within their houses.

Smt. Kavitha Sivadas	Dept. of History	Coordinator
Dr. K. V. Suji	Dept. of History	Member
Smt. Sreeja G.	Dept. of Politics	Member

◆ RENAISSANCE

Renaissance, a Centre for Research, Extension and Studies in Literature and Arts was started in 2004, the Golden Jubilee year of Sree Sankara College, recognizing the need for better concerted work in the academic and social scenario. It aims at providing greater opportunity for students to pursue and develop their talents and to streamline their academic and co-curricular activities for community development.

Coordinators: **Dr. C. K. Sujeesh & Smt. S.N. Sreedevi**, Dept. of English
Dr. Aparna P., Dept. of Sanskrit

◆ ENTREPRENEURSHIP DEVELOPMENT CLUB

The Entrepreneurship Development Club functioning in the college is registered with the District Industries Centre under the Entrepreneurship Development Club program of the Department of Industries and Commerce, Govt. of Kerala with Registration No. EDC/EKM/29/2017.w.e.f 13.07.2017. The club has at present 75 students of Dept. of commerce and Dept. of Economics as members.

Smt. S. Gowri Antherjanam	Dept. of Commerce	Coordinator
Dr. Preemy P Thachil	Dept. of Economics	Member
Dr. Anumol K. A.	Dept. of Economics	Member
Smt. Sharanya Prathapan	Dept. of Commerce	Member
Sri. Anoop V. P.	Dept. of Commerce	Member

◆ ADMISSION COMMITTEE

Smt. Essy C Cherian	Dept of Mathematics	Convener
Smt. Nishi V. B.	Dept of Hindi	Member
Sri. Benno Mathew	Dept of Statistics	Member
Dr. S. Mohan	Dept of Microbiology	Member
Dr. Ancy Mathew	Dept of Botany	Member
Dr. Preemy P Thachil	Dept of Economics	Member
Sri. Suni K. P.	Dept of Physical Education	Member
Dr. Suvarnani Antherjanam	Dept of Sanskrit	Member
Smt. Remya M Nair	Dept of Chemistry	Member
Sri. T. V. Vaidyanathan	Jr. Superintendent	Member

◆ PURCHASE COMMITTEE

Dr. G. Vinod	Dept of Physics	Convener
Smt. Lekha R.	Dept of Chemistry	Member
Dr. Sreeja S.	Dept of Economics	Member
Dr. Valsa A. K.	Dept of Microbiology	Member
Sri. K. P. Suni	Dept of Physical Education	Member
Sri. P. K. Babulal	Librarian	Member
Sri. T. N. Parameswaran		
Namboothiri	Head Accountant	Member
Dr. Preethi Nair	IQAC Coordinator	Member

◆ UGC PLANNING CELL

Dr. Suresh A.	Principal	Convener
Dr. Preethi Nair	Dept of English	IQAC Coordinator
Dr. Valsa A. K.	Dept of Microbiology	Member
Sri. Prasad S.	Dept of Economics	Member
Dr. Manju T.	Dept of Physics	Member
Smt. Seena K Thomas	Dept of Chemistry	Member
Sri. Anoop V. P.	Dept of Commerce	Member
Sri. P. K. Babulal	Librarian	Member
Sri. K. V. Mahadevan	U D Clerk	Member

◆ CANTEEN COMMITTEE

Dr. Sreeja S.	Dept. of Economics	Convener
Dr. Rajithkumar R.	Dept of Botany	Member
Sri. Suni K. P.	Dept of Physical Education	Member
Dr. Sumi Mary George	Dept of Microbiology	Member
Smt. Abhisha J.	Dept of Commerce	Member

◆ CAREER GUIDANCE

Smt. Manjula Krishnan	Dept of Chemistry	Convener
Sri. Ben Jos	Dept. of Physics	Member
Dr. Jee G.	Dept of Botany	Member
Dr. Biju Thomas	Dept of Statistics	Member
Dr. Sampath Kumar S.	Dept of Zoology	Member
Smt. Soumya A. P.	Dept of English	Member
Smt. Gowri Antherjanam	Dept of Commerce	Member
Smt. Gopika G.	Dept of Commerce	Member

◆ COUNSELLING CELL

Dr. Sreeja S.	Dept of Economics	Convener
Smt. Lekha R.	Dept of Chemistry	Member
Smt. Nishi V. B.	Dept of Hindi	Member
Dr. Geetha P.	Dept of Economics	Member
Dr. Gireesh M. K.	Dept of Chemistry	Member

◆ DRAMA CLUB

Dr. Sujeesh C. K.	Dept of English	Convener
Dr. Ratheesh C. Nair	Dept of Hindi	Member
Dr. Suvarnani Antherjanam	Dept of Sanskrit	Member
Smt. Sreedevi N. S.	Dept of English	Member
Smt. Sreelakshmi R.	Dept of Sanskrit	Member
Dr. Gireesh M. K.	Dept of Chemistry	Member
Dr. Aparna P.	Dept of Sanskrit	Member

◆ DEBATE CLUB

Dr. G. Vinod	Dept of Physics	Convener
Dr. Anitha Abraham	Dept of Physics	Member
Dr. Ratheesh C. Nair	Dept of Hindi	Member
Dr. Anilkumar V. V.	Dept of Sanskrit	Member
Smt. Kairali K. K.	Dept of English	Member
Dr. Rosemary Palatty	Dept of English	Member

◆ DIFFERENTLY ABLED SERVICE CELL

The cell is constituted to take care of the needs of differently abled persons and for the implementation of the schemes existing and to be revised in future.

Smt. Remadevi P. R.	Dept of Chemistry	Convener
Smt. Sylajadevi P.	Dept of Chemistry	Member
Smt. Vrinda S. Punnakkal	Dept of Physics	Member
Smt. Remya M. Nair	Dept of Chemistry	Member
Sri. Anoop V. P.	Dept of Commerce	Member
Sri. Sreekanth O. V.	Lab Attendant	Member

◆ PLANNING BOARD – Sree Sankara College, Kalady

Dr. A Suresh	Principal
Dr. Preethi Nair	IQAC Coordinator
Sri. Benno Mathew	Department of Statistics
Dr. Preemy P Thachil	Department of Economics
Dr. Manju T.	Department of Physics
Sri. P K Babulal	Librarian
Sri. T N Parameswaran Namboothiri,	Chief Accountant
Sri. Unnikrishna Warriar, Mahatma Gandhi University, Kottayam	(University Representative)

◆ BUILDING COMMITTEE

Dr. A Suresh	Principal	
Sri. Unnikrishna Warriar	Mahatma Gandhi University, Kottayam (University Representative)	
Dr. G. Vinod	Department of Physics	
Sri. Prasad S.	Department of Economics	
Sri. T. V. Vaidhyanathan	Junior Superintendent	
Sri. T. N. Parameswaran	Namboothiri, Chief Accountant PWD Assistant Engineer	
Sri. Krishnakumar	Architect	

◆ INTERNAL EXAMINATIONS COMMITTEE

Smt. A S Jayasree,	Dept. of Mathematics	Convener
Dr. Ancy Mathew	Dept. of Botany	
Smt. Vrinda Punnackal	Dept. of Physics	
Smt. Remadevi P. R.	Dept. of Chemistry	
Smt. Sreeja G.	Dept. of Politics	
Smt. Abhisha J.	Dept. of Commerce	

◆ ORATORY CLUB

Dr. G. Vinod	Dept. of Physics	Convener
Dr. Ancy Mathew	Dept. of Botany	
Smt. Kavitha Sivadas	Dept. of History	
Dr. K.V. Suji	Dept. of History	
Smt. Sreeja G.,	Department of Politics	
Smt. Kairali K.K.	Dept. of English	
Dr. Anil Kumar V.V.	Dept. of Sanskrit	
Dr. Rajini V.A.	Dept. of Hindi	
Smt. Lakshmi Priya M.R.	Dept. of Malayalam	
Sri Manu Prakash	Dept. of English	
Smt. Bala P. Vijayaraghavan	B.Voc	

◆ ANTI –DRUG CELL

Dr. Sampath Kumar S.	Dep of Zoology	Convener
Dr. Mini L.	Dept of Statistics	
Dr. Ancy Mathew	Dept of Botany	
Dr. Ratheesh C. Nair,	Dept of Hindi	
Sri. Ravisankar S.	Dept of Broadcasting and Journalism	
Sri. Satheesan T. S.	Administrative staff	



QUIZ CLUB

Smt. Kairali K. K.	Dept of English	Convener
Dr. Vinod Gopi	Dept of English	
Smt. Sreeja G.	Dept of Politics	
Dr. Rupesh R.	Dept of Hindi	
Dr. Smrithi Asokan	Dept of Commerce	
Smt. Manju C. R.	Dept of Commerce	



STUDENT WELFARE COMMITTEE

Dr. Biju Thomas	Dept of Statistics	Convener
Smt. Jayasree Amma P.	Dept of Mathematics	
Smt. Revathi Babu	Dept of Zoology	
Sri Rajeesh K P.	Dept of English	
Smt. Seena K. Thomas	Dept of Chemistry	
Sri. Naveen Paul	Dept of Physical Education	
Smt. Priya S S.	Dept of Physics	
Sri. P A James	Administrative staff	



FILM CLUB

Dr. Rose Mary Palatty	Dept of English	Coordinator
Dr. Ratheesh C. Nair	Dept of Hindi	
Smt. Gopika G.	Dept of Commerce	
Sri. Manu Prakash	Dept of English	



RED RIBBON CLUB

Smt. Revathi Babu	Dept of Zoology	Convener
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ACADEMIC COUNCIL, MAHATMA GANDHI UNIVERSITY

Dr. N Ushadevi,	Department of Sanskrit
Dr. S Mohan,	Department of Microbiology
Smt. V B Nishi, University nominee to MA College, Kothamangalam	
Dr. A Suresh, University nominee to St. Alberts College, Ernakulam	

◆ BOARD OF STUDIES, MAHATMA GANDHI UNIVERSITY

Dr. N Ushadevi,	Chairperson	UG Board of Studies - Sanskrit
	Member	Expert Committee PG - Sanskrit
Dr. Anjana Sankar,	Member,	PG Board of Studies -English
Dr. A. Suresh,	Member,	UG Board of Studies -Hindi
Smt. Sreeja G,	Member,	UG Board of Studies -Politics
Smt. Kavitha Sivadas,	Chairperson	UG Board of Studies -History
Smt. Achash Mary Varghese,	Member,	UG Board of Studies - Mathematics
Sri. Benno Mathew,	Chairman,	UG Board of Studies -Statistics
Dr. L. Mini,	Member,	UG Board of Studies -Statistics
Dr. G. Vinod,	Member,	PG Board of Studies -Physics
Smt. M. N. Jayasree,	Member,	UG Board of Studies -Botany
Smt. Sowmya M R,	Member,	PG Board of Studies - Computer Applications
Dr. Manju T,	Member,	UG Board of Studies -Electronics
Dr. S. Mohan,	Member,	UG Board of Studies -Microbiology
Dr. Anilkumar V.V.	Member	Expert Committee PG - Sanskrit

◆ NATIONAL PROGRAMME ON TECHNOLOGY ENHANCED LEARNING (NPTEL)

NPTEL (National Programme on Technology Enhanced Learning), a project funded by the Ministry of Human Resource Development (MHRD), Govt. of India, provides e-learning through online Web and Video courses in Engineering, Science, Technology, Management and Humanities. This is a joint initiative by seven IITs and IISc Bangalore. Those who eager to pursue further in the related subjects through this on-line platform may register at <http://onlinecourses.nptel.ac.in>. Teachers also can join. Use a unique email id throughout the course run.

Coordinator: **Smt. Revathy Babu**, Dept. of Zoology

◆ SAKHI

Sakhi, the Women counselling centre started functioning in the college since 2006. The cell takes care to provide guidance and counselling to girl students and to offer training in life skill development programmes. The centre will also perform duties as per the Sexual Harassment Against Women at Work Place (prevention, prohibition and redressal) Act 2013, Sec.4(1) an Internal Complaint Committee has been constituted in the college.

Dr. S. Sreeja	Dept. of Economics	Coordinator
Lt. Rajy Ramakrishnan	Dept. of Economics	Member
Smt. Nimmy Narayanan	Dept. of Physics	Member
Smt. Manju V Kumar	Dept. Sanskrit	Member

◆ Research Council

The Research Council was constituted in July 2014. All the Research guides and Heads of the Research Departments are members of the Council. The members are:

RESEARCH COUNCIL MEMBERS

Dr. Suresh A.	Principal.	
Dr. Valsa A K	Department of Microbiology	(Convenor)
Dr. Preemy P. Thachil	Department of Economics	(Secretary)
Dr. Anjana Sankar S.	Department of English	
Dr. S. Sreeja	Department of Economics	
Dr. Sreekala M.S.	Department of Chemistry	
Dr. Hari Krishna Sharma K. N.	Department of Sanskrit	
Dr. Preethi Nair	IQAC Coordinator	

◆ IT Cell

The IT Cell takes care of the IT needs of the college. The broad objectives of the IT cell are implementation, maintenance and development of IT infrastructure in the Sree Sankara College campus especially with respect to the internet, WI-FI network, intranet, office automation software, library software, computer laboratories, Microsoft OS/Office software and the official college website.

Sri. Prasad S.	Dept. of Economics	Convener
Sri. Ben Jose	Dept. of Physics	Member
Dr. S. Mohan	Dept. of Microbiology	Member
Smt. Sumi Mary George	Dept. of Microbiology	Member
Dr K. N. Harikrishnana Sharma	Dept. of Sanskrit	Member
Smt. Sowmya. M. R.	Dept. Comp. Science	Member
Smt. Sajitha P. P.	Technical Assistant	Member

◆ THE ALUMNI ASSOCIATION

The College is proud to have a vibrant Alumni Association which plays an active role in all curricular and co curricular activities of the college. The alumni association comprises of luminaries drawn from various fields including art, media, law, films, literature and entrepreneurship. The association is in the forefront of providing an academic boost through scholarships and financial support to economically backward students. The current President of the Alumni Association is Mr. Sivadasa Menon and the General Secretary is Sri. Pradeep.

Dr. Ratheesh C. Nair	Dept. of Hindi	Convener
Smt. Sreelashmi R.	Dept. of Sanskrit	Convener
Dr. Suvarnani Antharjanam S	Dept. of Sanskrit	Member
Dr. V. V. Anilkumar	Dept. of Sanskrit	Member
Dr K. N. Harikrishnana Sharma	Dept. of Sanskrit	Member
Smt. Manju V. Kumar	Dept. of Sanskrit	Member
Dr. Anumol K. A.	Dept. of Economics	Member
Smt. Gowri Antharjanam	Dept. of Commerce	Member
Sri. Anoop V. P.	Dept. of Commerce	Member
Jiya Paul		Member
Sri. Raghavan S.	Administrative Staff	Member

◆ PARENT TEACHERS ASSOCIATION

The Parent Teacher Association of the college plays a crucial role in keeping track of the academic activities of the college. Its meetings are held regularly to obtain feedback from students and their guardians regarding the academic standards of the institution. The PTA is governed by an executive committee whose members are elected from among the class representatives.

Staff Coordinator: **Smt. V.B. Nishi**, Dept. of Hindi



SCHOLARSHIPS & ENDOWMENTS

◆ Scholarships

The Government of Kerala has introduced various scholarships awarded to meritorious students of outstanding performance in the education sector as well as to the students of socially and economically backward categories. For further details visit the web links.

<http://www.dcescholarship.kerala.gov.in/dce/main/index.php>

<http://www.kshec.kerala.gov.in>

<http://www.sholarships.gov.in>

<http://www.socialsecuritymission.gov.in>

◆ Various Scholarships offered:

1. Post Matric Scholarship (PMS)
2. Central Sector Scholarship(CSS):
3. State Merit Scholarship(SMS):
4. Hindi Scholarship (HS):
5. Muslim/Nadar Girls Scholarship (MNS):
6. Sanskrit Scholarship (SSE):
7. Suvarna Jubilee Merit Scholarship (SJMS)
8. Muslim Girls Scholarship (MGS)
9. Blind/PH Scholarship(BPHFC)
10. Scholarship for dependent of Jawans(JS)
11. Higher Education Scholarship.
12. Snehapoorvam Scholarships.

◆ Staff Co-ordinators :

Dr. Biju Thomas, Dept. of Statistics

Sri. Naveen Paul, Department of Physical Education

◆ Endowments

1. Prizes instituted by His Holiness Jagadguru Sree Sankaracharya Mahaswamigal of Sri Sringeri Sarada Peetham, the patron of the college.
 - i) For the student who gets a first class in Sanskrit (special) in the B.A. Degree and stands first in the college in that Department and who passes the degree examination in full, cash prize of Rs.100/-
 - ii) For the student who completes, M.A. Final in Vedanta, Securing a first class and who stands first in the college in the course, a cash prize of Rs. 100/-
2. Srimad Swamy Agamananda Memorial Rolling Trophy for Inter Collegiate Oratorical Contest Instituted by the College in memory of late Srimad Swamy Agamananda, Founder President
3. Prizes instituted by Department of Chemistry, Sree Sankara College, Kalady.
 - i) Cash prize of Rs. 1000/- to the student securing the highest mark in M.Sc. (Applied Chemistry) Final Examination.
 - ii) Cash prize of Rs. 1000/- to the student securing highest mark in B.Sc. (General Chemistry) Final Examination.
4. Endowment instituted by B.Sc. Chemistry Alumni 1982-85 Cash award to the highest mark / grade scoring student of final BSc. Chemistry instituted by B.Sc Chemistry 1982 -85 batch.
5. Monkompou Alamelu Ammal Memorial Prize:
Instituted by Smt. Lakshmi Natarajan to the value of Rs. 100/- to the student securing the highest mark in B. Sc. Final Year Mathematics Main.
6. Monkompou Kizhakkemmadom Venkatachala Iyer Memorial Prize:
Instituted by Dr. V. Mahadevan, Bangalore to the value of Rs. 100/- to the student securing the highest mark in B. A. (English) Part III
7. Monkompou Balambal Memorial Prize:
Instituted by Sri. K. V. Krishnamoorthy to the value of Rs.100/- to the student securing the highest mark in B.Sc. (Physics) Final Examination.

8. E. V. Raman Potti Memorial Prize:
Instituted by Prof. R. Padmanabhan Potti to the value of Rs. 100/- to the student securing the highest mark in B. Sc. (Chemistry) Final Examination.
9. Tiruppur Sri. S. Narayana Iyer Prize:
Instituted by Sri. N. Ramachandran (Tiruppur) to the value of Rs. 100/- to the student securing the highest mark in B.Com. Final Examination.
10. Sri. T.S. Anantharaman Prize:
Instituted by T.S. Anantharaman (Trichur) to the value of Rs. 100/- to the student securing the highest mark in M. Com. Final Examination.
11. Smt. Karpakambal Prize:
Instituted by Prof. Y. Kalyanasundaram to the value of Rs 100/- to the student securing the highest mark in B.A. (Hindi) Final Examination.
12. Sri. Sringeri Jagadgurus General Proficiency Prize:
Instituted by Sri. K. V. Narayanaswamy, Coimbatore to the value of Rs. 100/- to the student securing the highest mark in the Final Degree Examinations with not less than 75% average.
13. Sri. V. Srinivas Prize:
Instituted by Sri. V. Srinivas of U.S.A. to the value of Rs. 150/- each to the Hindu students securing the highest mark in the Final Examinations in the following subjects.
 - a. B.A. Economics
 - b. B.A. History
 - c. B.Sc. Botany
 - d. B.Sc. Zoology
14. Sri. V. Srinivas Prize:
Instituted by Sri. V. Srinivas of U.S.A. to the value of Rs. 200/- to the Hindu student securing the highest mark in the Final M.A. Economics Examination.
15. "Fonzadary Commissioner S. Anantharama Iyer Memorial Cash Award" Instituted by R. Anantharamakrishnan, Thiruvananthapuram to the value of Rs. 501/- to the student securing the highest marks in M.A. Sanskrit.

16. K. Ranganatha Iyer Memorial Prize:
Instituted by Late Sri. R. Kalyanasundaram, Principal Sree Sankara College, Kalady to the value of Rs.200/- to the student securing the highest mark with not less than 55% in M.A. Economics.
17. Leelamma Joseph's Prize:
Instituted by Smt.Leelamma Joseph, Rtd. Prof. Sree Sankara College, Kalady to the value of Rs. 1000/- to the student securing the highest mark in B.Sc. Zoology.
18. Monkompukumari Raji Memorial Prize:
Rs. 300/- to the girl student securing the highest mark in B.Sc. Botany instituted by Dr. V. Ramanathan, Madras.
19. Varkey Varghese Chemparathimoottil Memorial Prize:
Rs. 150/- to the student securing the highest mark in M.A. Economics with not less than 50% marks. Instituted by Prof. George Varghese Chemparathimoottil, Thiruvalla.
20. Prof. E. S. Parameswaran Memorial Prize:
Instituted by Prof. E.P. Radhakrishnan, Retd. Prof. to the value of Rs. 500/- to the student securing the highest mark in M.Sc. Physics Examination.
21. Subramania Iyer and Lakshmi Bai Memorial Prizes :
Instituted by Prof. P.S. Ramachandran (Retd. Principal) of the Value of Rs.500/- each to the student securing the highest marks in M.Sc. Physics and B.Sc. (Physics) Examination respectively.
22. V.T. Velu Pillay Memorial Prize :
Constituted by Prof. V. Premakumari (Retd. HOD Botany) to the value of Rs. 160/- to the student securing the highest marks in the final year B.Sc. Botany examination.
23. Prize Constituted by Sri P. N. Ramachandran Nair ,
(Retd. Administrative Assistant) in memory of his parents Sri. P. C. Narayana Pillai & Smt. K. Lakshmikutty Amma to the value of Rs. 400/- to the student securing the highest mark in Chemistry.

24. Prize Constituted by Retd. Prof. C. V. Sreedevi of Sanskrit dept :
1. To the value of Rs. 200/- to the student securing the highest marks in the additional language Sanskrit in BA / B.Sc in the name of Sri. K.P. Narayanan Bhattathiripad, Kappilly Mana, Kidangoor.
 2. An amount of Rs.200/- to the student securing the second highest mark in M.A. Sanskrit in the name of Sri. C. M. Vishnu Namboodiri, Chethala Mana, Shornur.
 3. An amount of Rs. 200/- to the student securing second highest mark in B.A. Sanskrit in the name of Smt. C.M. Savithri Antharjanam, Chethala Mana, Shornur.
25. Mahakavi Changampuzha Memorial Prize instituted by C. P. Lathika, Rtd. Lecturer Dept of English to the student securing highest % marks in Malayalam. Rs. 200/-
26. Prize Instituted by Department of Statistics, Sree Sankara College, Kalady A cash prize of Rs. 1000/- to the student securing the highest mark in the final B.Sc. Statistics Degree Examination.
27. Dr. K.C. Gopakumar memorial Endowment instituted by his family and the staff members of Sree Sankara College in memory of Dr. K.C. Gopakumar, former faculty member of the dept. of Commerce.
28. Swami Agamananda Memorial Award instituted by Prof. C.K. Sivarama Pillai, former Principal, Sree Sankara College, Kalady to the best student securing highest mark in the Final year B.A. Sanskrit (Vedanta) to the value of Rs. 800.
29. Endowment of Rs. 1 Lakh instituted by Prof. V. Radhakrishnan (former principal) in memory of his father Late. V.R. Vasudeva Kaimal The Award money will be the annual interest accrued from the endowment.
- The Awardee should satisfy - good conduct, character, behaviour towards elders and teachers and secure highest marks for the M.A Sanskrit programme.
30. D. Narayanan Elayath Memorial Prize Instituted by Smt. N Prasanna Kumari to the value of Rs.500 each to the students securing highest in the final examination of B.Com and M.Com Degrees

31. A Cash prize of Rs. 1000/- to the student securing the highest marks in B.Sc. Mathematics.
32. A Cash prize of Rs. 1000/- to the student securing the highest marks in Core paper Mathematics in Bsc Mathematics.
33. A cash prize of Rs. 1000/- for the student securing highest mark in B.Sc. Mathematics (core)
34. Prof. Narayanan Nambeesan Award instituted by Dr. Anjana S. Sankar to the student securing the highest mark in M.A. English.
35. Anto Paul Memorial Prize for the highest mark in B.Sc. Chemistry.
36. Prize instituted by Hindi Alumni Association for the student securing the highest mark in B.A. Hindi.
37. G. Raveendranath Memorial Prize Instituted by his wife Ragini Reaveendranath to the student securing the highest mark in B.Com.
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40. T. Amminiamma Memorial Award to the student securing the highest mark in M.Sc Chemistry.
41. Dr. V. Rajalakshmi Prize to the student securing the highest mark in B.A. Hindi (core)
42. Dr. V. Rajalakshmi Prize to the student securing the highest mark in B.A. Hindi Additional Language.
43. Prize Instituted by Dr. S. Sreeja to the student securing the highest mark in B.A. Economics.
44. Prize Instituted by Sri Narayana Iyer to the student securing the highest mark in B.A. English.
45. Prof. C.P. Gopinathan Nair Award Instituted to the student securing the highest mark in M.A. English.



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LIBRARY

1	P K Babulal	IV Gr. Librarian	04828-228488 94467 12244
2	Kishore Kumar V B	Library Assistant	9946170572
3.	Sajai Kumar V	Office Attendant	0484-2464242

COMPUTER LAB

	Sajitha P.P	Technical Assistant	0484-2524362 94972 77454
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LABORATORY

1	R Ramachandran	Herbarium Keeper	0484-2464167 94952 20466
2	K R Anoop	Mechanic	0484-2640438 94466 87363
3	Soni Murali	Lab Assistant	0484-2698486
4	Satheesan T S	Lab Assistant	0484-2461955 94471 61955
5	Sreekanth O V	Lab Assistant	0484-2699011 94472 94309

6 Sreejith N	Lab Assistant	0484-2462788 96450 47398
7 Raghavan S	Lab Assistant	0484-2460695 98474 28664
8 Nandakumar A P	Lab Assistant	9947406044
9 Rajesh R	Lab Assistant	9846311423
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11 Harsha Rajan	Lab Assistant	0484-2464913
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2019 JUNE

- 1 International Children's Day
- 5 World Environment Day
Id-ul-Fitr (Ramadan)
- 6 College reopens after the vacation
- 14 World Blood Donor Day
- 19 Vayana Dinam
- 21 International Yoga Day, World Music Day
- 23 International Olympic Day
- 26 International Anti-drug Day

June						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

2019 JULY

- 1 Mission Day, Doctor's Day
- 11 World Population Day
- 16 Guru Purnima (Vyasa Purnima)
- 17 Karkkidakom 1
- 26 Kargil Victory Day
- 28 World Nature Conservation Day
- 31 Karkkidaka Vavu

July						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

2019 AUGUST

- 6 Hiroshima Day
- 9 Quit India Movement Day, Nagasaki Day
- 11 Bakrid
- 12 International Youth Day
- 15 Independence Day
- 17 Malayalam New Year, Farmers Day
- 19 World Photography Day
- 20 World Mosquito Day
- 23 Sree Krishna Jayanthi
- 25 Chattambi Swami Jayanthi
- 28 Foundation Day of Sree Sankara College,
Ayyankali Jayanthi
- 29 National Sports Day
- 30 Founder's Day, Swami Agamananda Jayanthi

August						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

2019 SEPTEMBER

- 5 Teachers Day
- 6 College closes for Onam Vacation
- 8 International Literacy Day
- 9 Muharam
- 10 First Onam
- 11 Thiru Onam
- 12 Third Onam
- 13 Fourth Onam
Sree Narayana Guru Jayanthi
- 14 National Hindi Day, World First aid Day
- 15 International Day of Democracy
- 16 College Reopens after Onam Vacation,
Agamananda Jayanthi (Founder's Day)
World Ozone Day
- 17 Viswakarma Dinam
- 21 Sree Narayana Guru Samadhi,
World Alzheimer's Day
- 25 Social Justice Day
- 26 International Day of the Deaf
- 27 World Tourism Day
- 29 Navarathri begins
World Heart Day

September						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

2019 OCTOBER

- 1 International Day for the Elderly
- 2 Gandhijayanthi,
International Non-violence Day
- 3 World Nature Day, World Habitat Day
- 4 World Animal Welfare Day
- 6 Durgashtami
- 7 Mahanavami
- 8 Vijayadashami, Indian Air force Day
- 9 World Postal Day
- 10 World Mental Health Day, National Post Day
- 12 World sight Day
- 13 State Sports Day,
World Calamity control day
- 15 World Students' Day
World white cane day (guiding the blind)
- 17 International poverty day
- 20 National solidarity day
- 24 UN Day
- 27 Deepavali
- 31 Commemoration Day of Indira Gandhi,
National re-dedication day

October						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

2019 NOVEMBER

- 1 Kerala Piravi
- 7 C V Raman Day, Infant protection day
- 9 Milad-un-Nabi (Nabidinam), Legal Service day
- 10 Transport Day
- 11 National Education Day
- 12 National Bird Day
- 13 Temple Entry Proclamation Day
- 14 National Children's Day, NCC Day,
World Diabetes Day
- 16 National Press Day
- 17 International Student's Day
- 19 National Integration Day,
Mothers' Day, Citizen's Day
- 21 World Television Day
- 25 International Day against violence against Women
- 26 National Law Day
- 28 National Mid-day Meal day
- 30 Flag Day

November						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

2019 DECEMBER

- 1 World AIDS Day
- 3 World Disability Day
- 4 Navy Day
- 5 International Volunteer Day
- 6 Death Anniversary of Dr. BR Ambedkar
- 7 Armed Force Flag Day
- 10 Human Rights day
- 11 UNICEF Day
- 14 National Energy Conservation Day
- 17 National Pension Day
- 20 College closes for Christmas Vacation
- 22 Ramanujan Day
- 23 Farmer's Day (Kishan Divas)
- 24 National Consumers Day
- 25 Christmas
- 30 College reopens after Christmas Vacation

December						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2020 JANUARY

- 1 New Year
- 2 Mannam Jayanthi
- 3 Day of Silence
- 10 World Hindi Day
- 12 National Youth Day
- 15 Army Day
- 23 Netaji Subhash Chandra Bose Anniversary
- 24 National Girl Child Day
- 25 National Voter's Day , National Tourism Day
- 26 Republic Day
- 30 Martyr's Day, Mahatma Gandhi's Martyrdom Day
- 31 Street Children's Day

January						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

2020 FEBRUARY

- 2 G Sankarakurup Death Anniversary,
- 4 World Cancer Day
- 19 National Panchayath Day
- 21 International Day for mother tongue
- 22 Scout Day
- 28 National Science Day, Raman Effect Day

February						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

2020 MARCH

- 3 National Defence Day
- 4 National Security Day
- 8 International Women's Day
- 12 Vaikunda Swami Jayanthi (RH)
- 13 No Smoking Day
- 15 World Disable Day,
World Consumer Rights Day
- 16 National Vaccination Day
- 21 World Poetry Day , World Forestry Day
- 22 World Day for Water
- 23 World Meteorological Day
- 24 World TB Day
- 28 College closes for Annual Summer Vacation

March						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				



2020 APRIL

- 5 National Maritime Day
- 7 World Health Day
- 9 Maundy Thursday
- 10 Good Friday
- 11 World Parkinson's Disease Day
- 12 Easter
- 13 Jallianwallah Bagh Massacre Day (1919)
- 14 Vishu,
Dr. BR Ambedkar Jayanthi
- 17 World Haemophilia Day
- 18 World Heritage Day
- 22 World Earth Day
- 23 World Books Day
- 25 World Malaria Day
- 28 Sree Sankara Jayanthi,
Philosopher's Day

April						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

2020 MAY

- 1 International Labour Day
- 3 International Energy Day,
World Press Freedom Day
- 7 Birthday of Rabindra Nath Tagore
- 8 International Red Cross Day
- 11 National Technology Day
- 12 International Nursing Day
- 17 World Telecom Day
- 22 International Day for Biological Diversity
- 24 Commonwealth Day
- 25 Ramzan
- 31 World No Tobacco Day

May						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						



Notes



2019-20

Notes



2019-20

Notes



TIME TABLE

DAY	I	II	III	IV	V
DAY 1					
DAY 2					
DAY 3					
DAY 4					
DAY 5					

Working Hours

Office: 9.30 A.M. to 4.30 P.M.
Lunch Break: 1.00 P.M. to 1.45 P.M.

Class: 10.00 A.M. to 3.45 P.M.
(On Friday: 12.30 P.M. to 2.00 P.M.)



