



SANTHIGIRI COLLEGE

Vazhithala, Thodupuzha



HAND BOOK & ACADEMIC CALENDAR

2017-18



St. Kuriakose Elias Chavara
Founder

SANTHIGIRI COLLEGE

(Affiliated to M. G. University and Approved by AICTE)

VAZHITHALA P.O, THODUPUZHA

Phone: 04862-273006 , 273476, Mob: 8281210209

Email: principal@santhigiricollege.com

Website: www.santhigiricollege.com



COLLEGE HAND BOOK & CALENDAR 2017 - 2018

Name:.....

Programme.....Sem.....Roll No.....

Home Address.....

.....

.....

Phone NoBlood group.....

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SANTHIGIRI COLLEGE- A PROFILE

CMI Tradition



ST. KURIAKOSE ELIAS CHAVARA

The CMI (Carmelites of Mary Immaculate) Congregation, founded by Saint Kuriakose Elias Chavara in 1831 has the rich tradition and a century of experience in the field of education with its numerous schools, colleges and other professional educational institutions. Santhigiri College is the verbalization of this CMI charisma.

Santhigiri College (Santhigiri means 'the mount of peace') is a vision of the CMI Fathers (Carmelites of Mary Immaculate) of Carmel Province, Muvattupuzha, Kerala, to provide development oriented and value based higher education. Rooted in the rich cultural heritage of our Motherland, drawing inspiration from Saint Kuriakose Elias Chavara and abiding in the grace of our Lord Jesus Christ, this CMI educational institution concentrates on the overall formation and progressive growth of each student, to take up the challenges of tomorrow and to become contributing members of the society.

Santhigiri is a registered, voluntary, charitable organization formed to focus on the major policy issues concerning the disabled community. The spirit of inspiration emanated from the public and the CMI Fathers of Carmel Province, Muvattupuzha, Kerala to stand for the cause of the disabled population made possible the foundation of Santhigiri in the year 1988. The CMI Monastery at Vazhithala started officially functioning in 1960. A Home for the disabled children with the name SANTHIGIRI was started in 1988. It was our basic target to educate the disabled children to the highest level possible, so that they can be vocationally rehabilitated even at the higher

realms of the society. Accordingly, our educational programmes began in 1993 with the opening of Santhigiri Vocational Training Institute.

Santhigiri gives special attention for vocational training aiming to create opportunities for the disabled persons equal to those of the whole population. Santhigiri Vocational Training Institute founded in 1993 is our sincere attempt to achieve this goal. We foster integrated education and Santhigiri offers special concession to disabled students. Santhigiri College of Computer Sciences is also the visual fabrication of our basic objective. Our most important advancement in the educational field took place in 2002 with the starting of Santhigiri College of Computer Sciences. Santhigiri College is affiliated to MG University, Kottayam and approved by AICTE, New Delhi. We offer MSW, MCA, M.Com, BCA, B.Com, BBA, BA Animation & Graphic Design, and DTPO courses. Of course, we are on the move, fast and fascinated, to awaken this generation to take up the gauntlet of tomorrow.

Santhigiri College provides professional and non-professional courses, which guarantee job opportunities in future. Our vision and mission is to awaken this generation into the unfathomable of tomorrow. Santhigiri College focuses on the major policy issues concerning the disabled community. The spirit of inspiration emanated from the public and the CMI Fathers of Carmel province, Muvattupuzha, Kerala to stand for the cause of the disabled population enabled the foundation of Santhigiri in the year 1988.

Santhigiri gives special attention for holistic /value education. We conduct regular classes for student's holistic and comprehensive development. One hour is allotted in a week and the students are given Value Education in different topics. The purpose of holistic education in our institution is to enable the students to maintain values and relationships in life.

Vision

Awakening to the Future.

Awaken this generation to the challenges of tomorrow.

Mission

Holistic and Integral development of the individual rooted in faith in God, justice, knowledge and human values.

Desiring ardently for the highest is not a privilege today, rather it is a corporate challenge heightened by our vision awakening to the future.

Santhigiri College is now relentlessly striving towards academic excellence. This challenge is posed by the globalization and internationalism, where we have also stepped in. The mission of the college is holistic and integral development of the individual. This mission is passionately followed and earnestly promoted.

College Anthem

പ്രതിഭ വിടർത്തിക്കുന്ന സത്കലാലയം
പ്രചുരിതദീപ്തിയാർന്നിടം കലാലയം
പ്രണവസ്വഭാവമോലും സത്കലാലയം
പ്രശാന്തി ഹൃത്തിനേകിടും കലാലയം...

കിരണമുതിർന്നിടുന്നനാളമെന്നപോൽ
കാലമുയർത്തിക്കുന്ന ദീപമെന്നപോൽ
ശാന്തിയുണർത്തി നില്ക്കുമിക്കലാലയം
ശംഖനാദമായിട്ടെ ഹൃത്തടങ്ങളിൽ...

ശാന്തിഗിരിയിതാ, പ്രശാന്തിഗിരിയിതാ
അനുപമവിദ്യതൻ വിളക്കിതാർക്കുമേ...

നാളെ നേരിടുന്ന വെല്ലുവിളികൾ നീക്കുവാൻ
നീളെയാർക്കുമാത്മശക്തികൈവരിക്കണം
സർവ്വവികലഭാവവും നാം മറികടക്കണം
സത്യമെന്നപോലെ നീതിയും തിളക്കണം...

ശാന്തിഗിരിയിതാ, പ്രശാന്തിഗിരിയിതാ
അനുപമവിദ്യതൻ വിളക്കിതാർക്കുമേ...

ജയിക്ക, സ്വാർത്ഥമാകെ നീക്കിക്കുന്നഗേഹമേ,
ജയിക്ക, ശാന്തിഗിരി മനോജ്ഞജ്ഞാനപീഠമേ,
ദുർബലർക്കു ശക്തി നല്കിടും നിരേതമേ,
ദീപ്തി തൂകിയിരുളുന്നീക്കിടും പ്രദീപമേ...

ശാന്തിഗിരിയിതാ, പ്രശാന്തിഗിരിയിതാ
അനുപമവിദ്യതൻ വിളക്കിതാർക്കുമേ...

THE COLLEGE EMBLEM



Encompassed in a bold outline is our college insignia. Towering over a milestone stands a scholar supporting himself on a crutch under his right arm. The other arm holds a book, the well spring of knowledge and wisdom. It gives a picture of self reliance and the spirit of freedom of an aspiring youth. The lighted candle in front is the beacon that guides him in his scholastic pursuit. The milestone, the turning point in his life stands for a hopeful future. The well defined outline shows a friendly and secure environment for the student. The curves towards the top stand for different levels of challenges and the pointing crest, sure, is the ultimate achievement. The apex reminds a student despite his disabilities to find solace and hope in the Almighty.

PLEDGE

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

Patron : Rev. Fr. Paul Parakkattel CMI
Manager : Rev. Fr. Mathew Kalappura, CMI
 Ph: 09447821759
Principal : Rev. Fr. Bobby Antony, CMI
 Ph: 08281697570
Vice Principal : Rev. Fr. Jince George, CMI
 Ph: 09446541980

TEACHING FACULTY

Department of Computer Science

Name	Designation	Qualification	Contact
Dr. Girijakumari R	Director MCA, Professor	MSc, M.Phil, Ph.D	9446124160
Melvin N. V.	HOD, Asst. Professor	MCA	9496566837
K. T. Thomas	Asst. Professor	MCA, ME (CSE)	9895936273
Bijimol T. K.	Asst. Professor	MCA, M.Phil	9496091466
Dhanya Job	Asst. Professor	M.Sc CS, M.Tech, M.Phil	9747042100
Rishi Raj	Asst. Professor	MCA, M.Phil	7025417132
Resmi K. R.	Asst. Professor	MCA	9496661655
Gibin George	Asst. Professor	MCA	9744524459
Sr. Tess George	Asst. Professor	MCA, M.Phil, MBA	9961713596
Sebastian Cyriac	Asst. Professor	MCA	9497320683
Deepthy Boban	Asst. Professor	M.Tech	8301022104
Siji Antony	Asst. Professor	M.Sc	9947868535
Amitha Joseph	Asst. Professor	MCA, M.Phil	9961619375
Sayana Sally Abrham	Asst. Professor	MA Eng., M.Phil	8157835947
Midhun Omanakuttan	Asst. Professor	M.E.-CSE	8129909717
Maria Francis	Asst. Professor	M.Tech- CSE	9447728157
Anumol K. George	Asst. Professor	M.Sc	9539493616

Department of Social Work

Name	Designation	Qualification	Contact No.
Suja Jamarin	HOD, Asst. Professor	MSW, LLB.	8606100371
Fr.Jince George, CMI	Vice Principal	MSW, M.Phil	9446541980
Anish Thankachan	Asst. Professor	MSW, M.Phil	9446132576
Arun George	Asst. Professor	MSW	9947495131
Anumol Joy	Asst. Professor	B.Ed, MSW	9744659006

Department of Commerce

Name	Designation	Qualification	Contact
Jomon Chacko	HOD, Asst. Prof.	M.Com., M.Phil	9495353473
Ambily V	Asst. Professor	M. Com, B. Ed	9048070087
Shibu Abraham	Asst. Professor	M. Com, MBA	9495214733
Jincy Jessentha Mathew	Asst. Professor	M.Com, B.Ed	9497324169
Biju Joseph	Asst. Professor	M.Com, LLB, MSW	9895851822
Joby Mathew	Asst. Professor	M.Com, MIS, ACCA	9656274410
Mahesh P.R.	Asst. Professor	M.Com, BED, SET	9961058111
Rosemary Thomas	Asst. Professor	M.Com	8606774296
Elsa Bosco	Asst. Professor	M.Com.	8547422802
Cicilliamma Perumbanani	Asst. Professor	M.A, M.Ed (English)	9447168669
Saraswathy Antharjanam	Asst. Professor	MA, Malayalam	9446439100
Manju Majeesh	Asst. Professor	MA.	9947898828
Anu Joy	Asst. Professor	M.Com., B.Ed	9495827091
Athira Vijayan	Asst. Professor	M.Com, PDCFA	9567844105
Neethu P. Joseph	Asst. Professor	M.Com	7012882177
Jissa James	Asst. Professor	MA, B.E, SET	9497416959
Reshma P.K	Asst. Professor	M.Com	8281258044
Reshma Jose	Asst. Professor	M.Com, NET	8289960841

Department of Management Studies

Dr. John K. Babu	Director, HOD	MBA, Ph.D.	9947634836
Solymon V.L	Asst. Professor	MBA, MA, B. Ed, SET	8281249056
James Mathew	Asst. Professor	MBA	9447185355
Divya Franklin	Asst. Professor	MBA	8281020833
Mebin John Mathews	Asst. Professor	MBA	9947196406
Smruthi V.S.	Asst. Professor	MBA	9946517034
Merrin Geordie	Asst. Professor	MBA	9947488788
Sunil Joseph	Asst. Professor	MBA	9447598374

Department of Animation & Graphic Design

Manu V. G.	HOD	MA Graphic Design, DWD	9947847555
Prasanth P.	Asst. Professor	MA Multimedia, DAE, YIC	9447777587
Tess Mary	Asst. Professor	MA Journalism & Mass communication	8907528327
Sruthy Purushothaman	Asst. Professor	BA. Animation & Graphic Design	8281281940

NON TEACHING FACULTY

Computer Lab

Name	Designation	Qualification	Contact
Santhosh C.	Systems & Software Administrator	B.Com, DCA, MCA	9656689446
Jithu Sunny	(MBA Lab)	MCA	8086013163

Library

Name	Designation	Qualification	Contact
Jibi Scaria	Librarian	M.LiSc	9846482238
Viju Paulose	Asst.Librarian	B.Com	9744472985

Administrative Staff

Name	Designation	Contact
Joseph V.J	Office Adminidistrator	9495601896
Mathew O.J	Asst. Administrator	9446485117
Sr. Maria S.H	Head Accountant	9496075723
Sajeev V.M	Head Clerk	9656285646
Bibin Baby	PRO.	9961823133
Rosina Thomas	Office Assistant	9446363247
Rijo	Office Assistant	8281260951
Abymon Mathew	Office Assistant	9744088020
Alan Mathew	Office Assistant	9961140063
Nisha G.Nair	Office Assistant	7025584670
Athiramol P.N.	Office Assistant	9562972422
Kuttiyamma Appachan	Office Assistant	9656448983
Celine Benny	Office Assistant	9744524298
Lisy Jose	Office Assistant	8589883231
Leela PS	Office Assistant	9446845991
Saly Sebastian	Office Assistant	9746666178
Soly Joy	Office Assistant	9207510067
Bincy Shaji	Office Assistant	9539014109
Vincent KO	Driver	9544953410
Johnson Mathew	Driver	9947389819
P.M.Sreedharan (Mani)	Driver	9446822719

P.K.Moosa	Driver	9946593110, 8281076203
Ravindran Nair C.K	Driver	9048397941
Manoharan C. C	Driver	9744678540
Biju Joseph	Driver	9447319921
Jogi Jose	Photostat	9400262973
Noble M. Kudakkassery	Store	9495975045/ 9846830463
Benny	security	9747792892
Stephen P.L.	security	9946496118
Paulose T.D.	security	9544597783

STAFF COUNCIL

Rev. Fr. Boby Antony : Principal

Rev. Fr. Jince George : Vice Principal

Melvin N.V : Head of the Department of Computer Science

Jomon Chacko : Head of the Department of Commerce

Suja Jamarin : Head of the Department of Social Work

Dr.John K. Babu : Director, HOD of Management Studies

Manu V.G. : Head of the Dept. of Animation Graphic Design.

Ambily V : Course Co-rdinator (UG) (Dept. of Commerce)

Biju Joseph : Course Co-rdinator (PG) (Dept. of Commerce)

Solymon V.L. : Course Co-rdinator (UG) (Dept. of Management Studies)

Dhanya Job : Course Co-rdinator (PG) (Dept. of Computer Science)

Sebastian Cyriac : Course Co-rdinator (UG) (Dept. of Computer Science)

POSTGRADUATE PROGRAMMES

1. MCA- 2nd Year Direct (Lateral Entry) Programme 2013 Admission Onwards.

- a. **Duration of the Course :** The course shall extend over a period of two academic years consisting of four semesters.

Assessment	
Theory Subjects	Practical's
Attendance 10%	Attendance 10%
Assignments	Regular Class Work/
Seminar 30%	Lab Record/ Class performance 50%
Tests 60%	Tests 40%
Total 100%	Total 100%

b. Procedure for completing the Programme :

- The academic year will be divided into two semesters, the beginning of the academic year and even semester ending with the academic year.
- The course work in the subjects of study of the odd semesters will ordinarily be conducted only in odd semesters and that of even semesters only in even semesters.

- A candidate may proceed to the course of study of any semester if and only if he has completed the course in the previous semester and has registered for the examination of the previous semester.

- A candidate who is required to repeat the course of any semester for want of attendance / progress or who desires to rejoin the semester after a period of discontinuance or who upon his own request is specially permitted to repeat the semester in order to improve his performance, may be permitted to join the semester for which he is eligible or permitted to join.

c. University Exam Question Paper Pattern

The pattern shall comprise 2 parts: Part A (10x3=30 marks) and Part B (5x9=45 marks). **Part A** shall have 30 marks, in which the student is expected to answer 10 short questions, theoretical concepts, short illustrative examples, block schematics etc... **Part B** shall have 2 questions from each module,(9 marks). These can be descriptive type questions, derivations, problems or collection of 2 or more smaller questions in a topic. This offers 50% choice to the students, yet forces him to study all the modules.

2017 Admission onwards

Assessment			
Theory Subjects		Practicals	
Attendance	10%	Attendance	10%
Assignments / Seminar	30%	Regular class work / Lab record / Class Performance	50%
Tests 60% Tests	40%		
Total 100% Total	100%		

Normalization Method

Illustration

Internal	Maximum Marks - 25	Pass Minimum - 12.5
External	Maximum Marks - 75	Pass Minimum - 30
	Maximum Marks - 25	Pass Minimum - 10
Overall	Maximum Marks - 100	Pass Minimum - 50

	External Marks awarded out of 75	Percentage	Max. % of Internal eligible (% of external+40%)	Internal awarded by college	Internal marks after normalization
1	40	53%	93	20	20
2	15(failed) 30 (Next appearance)	20% 40%	- 80%	- 22	- 20(limited to 80%)
3	60	80%	100	21	21
4	Absent 60 (Next appearance)	- 80%	- 100	- 18	- 18

SCHEME (SEMESTER WISE PAPERS):

2017 Admission onwards

Semester	Course No.	Course	hrs/Week
SEMESTER III	MCA301T	Principles of Management & Accounting	4
	MCA 302T	Analysis & Design of Algorithms	4
	MCA303T	Object Oriented Programming through Java	4
	MCA 304T	Software Engineering & Project Management	4
	MCA 305T	Object Oriented Analysis & Design	4
	MCA 306P	PHP Programming Practicals	4
	MCA 307P	OOPS through Java Practicals	4
SEMESTER IV	MCA401T	System Software	4
	MCA402T	Data Mining	4
	MCA403T	TCP/IP Protocols	4
	MCA404T	Linux OS and Shell programming	4
	MCA405E	Elective- I	4
	MCA406P	Linux OS & Shell programming Practicals -	4
	MCA407D	Mini Project-Application Development -	4

PRIOR TO 2017 ADMISSION

SEMESTER IV	MCA 401	Operations Research	4
	MCA 402	Computer Networks	4
	MCA 403	Linux and Shell programming	4
	MCA 404	Object Oriented Modeling and Design	4
	MCA 405	Elective - I	4
	MCA 406	Linux lab	4
	MCA 407	Open Source Lab Python/PHP	4

SEMESTER V	MCA 501	Computer Security	4
	MCA 502	Internet Technology and Distributed Applications	4
	MCA 503	Computer Graphics	4
	MCA 504	Data Mining	4
	MCA 505	Elective II	4
	MCA 506	Computer Graphics Lab	2
	MCA 507	Mini Project	2
	MCA 508	Seminar	4
SEMESTER VI	MCA 601	Project	28
	MCA 602	Viva- voce	-

ELECTIVE-I

1. Visual Programming
2. Software Quality Management
3. Business Data Processing & COBOL Programming
4. Enterprise Resource Planning
5. Multimedia Systems
6. Neural Networks & Fuzzy Logic
7. Artificial Intelligence
8. Management Information Systems

ELECTIVE-II

1. User Interface Design
2. Bioinformatics
3. Digital Image Processing
4. Advanced Computing Paradigms
5. XML & Web Services
6. Distributed Computing
7. Embedded Systems
8. Genetic Algorithms

2. M.Com. (Master of Commerce) 2012 Admission onwards.

Commerce has become an integral part of the era. The importance and scope of commerce has immensely increased today. Hence we are offering a Post Graduate program in Commerce.

a. Objective of the Course

The objective of Masters Degree in commerce is to make the students of the new generation fit to exploit the opportunities in this sphere. It aims at imparting training for self employment and to inculcate aptitude for pursuing higher studies mostly on professional lines.

b. Duration

The course shall extend over a period of two academic years consisting of four semesters.

c. Pattern of questions

Questions shall be set to assess knowledge acquired, standard application of knowledge, application of knowledge in new situations, critical evaluation of knowledge and the ability to synthesize knowledge. The question setter shall ensure that questions covering all skills are set. He / she shall also submit a detailed scheme of evaluation along with the question paper. A question paper shall be a judicious mix of short answer type, short essay type/ problem solving type and long essay type questions.

SCHEME (SEMESTER -WISE PAPERS)

Semester	Course Code	Course	Credits
Semester I	AF01C01	Advanced Financial Accounting-1	4
	PM01C02	Principles Of Management & Organizational Behaviour	4
	FM01C03	Financial Management Principles	4
	RMO1C04	Research Methodology	4
	QT01C05	Quantitative Techniques	4
Semester II	AF02C06	Advanced Financial Accounting-II	4
	SM02C07	Strategic Management	4
	FM02C08	Financial Management Principles	4
	HR02C09	Human Resource Management	4
	OR02C10	Operations Rsearch	4
Semester III	MA03C11	Management Accounting	4
	DT03C12	Direct Taxes-Law &Practice	4
	IB03C13	International Business	4
	CG03C14	Corporate Governance	4
	BE03C15	Business Environment	4
Semester IV	AC04C16	Advanced Cost Accounting	3
	DT04C17	Direct Taxes- Assessment And Procedures	3
	IF04E01	International Finance	3
	FM04E02	Financial Markets & Derivatives	3
	SA04E03	Security Anlysis And Portfolio Management	3
	PD04C18	Project/Dissertation	3
	VV04C19	Viva- Voce	2

3. MSW (MASTER OF SOCIAL WORK)

The scheme for MSW from the Academic year 2012-2013 onwards will henceforth be under the **Mahatma Gandhi University Regulations (2011)** governing Post Graduate Programmes under the Credit Semester System (MGU-CSS-PG).

a. Duration of Programme

The duration of the MSW shall be of 4 semesters. Each semester consisting of a minimum of 90 working days, inclusive of examination, distributed over a minimum of 18 weeks of 5 working days each.

b. Objectives of MSW Programme

1. To acquire basic knowledge in allied social sciences such as Sociology, Economics and Psychology
2. To understand the historical and philosophical background of Social Work profession
3. To acquire foundation knowledge in primary methods of social work
4. To sensitize the students on social issues and problems
5. To develop community practice skills
6. To develop skills in professional response to the upcoming / emerging social issues

SCHEME (SEMESTER-WISE PAPERS)

Semester	Course Code	Course	Credits
Semester I	SW1C1	Sociology and Economics for Social Work	3
	SW1C2	Human Growth and Development	3
	SW1C3	History, Philosophy and Fields of Social Work	3
	SW1C4	Foundations of Direct Social Work Practice	3
	SW1C5	Community Organisation and Social Action	3
	SW1P	Field Practicum 1	5
Semester II	SW2C1	Introduction to Abnormal and Social Psychology	3
	SW2C2	Theory and Practice of Counselling	3
	SW2C3	Development Communication	3
	SW2C4	Advanced Direct Social Work Practice	3
	SW2C5	Social Work Research and Statistics	3
	SW2P	Field Practicum 2	5
Semester III	SW3C1	Social Legislation and Human Rights	3
	SW3C2	Administration of Human Service Organizations	3
	SW3ECD1	Rural & Urban Community Development	3
	SW3EFC1	Social Work Practice With Families	3

	SW3EMP1	Psychopathology for Social Work	
	SW3ECD2	Environment and Disaster Management	3
	SW3EFC2	Social Work Practice with Children and Youth	
	SW3EMP2	Social Work in the Field of Health	
	SW3ECD3	Community Health for Development Practice	3
	SW3EFC3	Women's Rights and Gender Issues	
	SW3EMP3	Health Care Administration and Community Health	
	SW3P	Field Practicum 3	5
Semester IV	SW4C1	Participatory Programme Planning and Management	3
	SW4C2	Contemporary Social Work Practice	3
	SW4ECD1	Social Entrepreneurship for Development Practitioners	3
	SW4EFC1	Population dynamics and Reproductive and Child Health	
	SW4EMP1	Social Work Interventions in the field of mental health	
	SW4ECD2	Social Action for Community Development	2
	SW4EFC2	Social Work in Education	
	SW4EMP2	School Mental Health and Social Work Practice	
	SW4P1	Field Practicum 4	5
	SW4D1	Dissertation/ Project	3
	SW4V1	Comprehensive Viva	1

M.Com & MSW (Credit and Semester System)

Evaluation & Grading : The evaluation scheme for each course shall contain two parts; (a) internal evaluation and (b) external 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 internal and external evaluation shall be carried out using Direct grading system.

Internal evaluation: The internal evaluation shall be based on predetermined transparent system involving periodic written tests, assignments, seminars and attendance in respect of theory courses and based on written tests, lab skill/records/viva and attendance in respect of practical courses. The weightage assigned to various components for internal evaluation is as follows.

Components of Internal Evaluation

Component Weightage

- i) Assignment : 1
- ii) Seminar : 2
- iii) Attendance : 1
- iv) Two Test papers : 2

Letter Grade Performance	Grade point (G)	Grade Range
A Excellent	4	3.5 to 4.00
B Very Good	3	2.5 to 3.49
C Good	2	1.5 to 2.49
D Average	1	0.5 to 1.49
E Poor	0	0.00 to 0.49

Grades for Attendance

% of attendance	Grade
>90%	A
Between 85 and 90	B
Between 80 and below 85	C
Between 75 and below 80	D
< 75	E

Assignment

Component	weight
Punctuality	1
Review	1
Content	2
Conclusion	1
Reference	1

SEMINAR

Component	weight
Area/ topic selected	1
Review/reference	1
Content	2
Presentation	2
Conclusion	1

PROJECT EVALUATION

Internal

Component	weight
Punctuality	1
Experimentation/ data collection	1
Compilation	1
Content	1

UNDERGRADUATE PROGRAMMES

MARKS DISTRIBUTION FOR EXTERNAL EXAMINATION AND INTERNAL EVALUATION

The external 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. Marks distribution for external and internal assessments and the components for internal evaluation with their marks are shown below:

Components of the internal evaluation and their marks are as below.

For all courses without practical

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

All the three components of the internal assessment are mandatory. For common course English in I Semester, internal oral examination shall be conducted instead of test paper.

Components of Internal Evaluation	Marks
Attendance	5
Assignment /Seminar/Viva	5
Test paper(s) (1 or 2) (1x10=10; 2x5=10)	10
Total	20

Marks of Practical- Internal Evaluation: 20
(Odd and even semesters combined annually)

Components of Practical-Internal Evaluation	Marks
Attendance	4
Record*	10
Lab involvement	6
Total	20

Marks awarded for Record should be related to number of experiments recorded.

Project Evaluation: (Max. marks 100)

Components of Project-Evaluation	Marks
Internal Evaluation	20
Dissertation (External)	50
Viva-Voce (External)	30
Total	100

Attendance Evaluation For all courses without practical

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

2017 ADMISSION ONWARDS

Pattern of questions Papers

Without practical

Sl. No.	Pattern	Marks questions	Choice of marks	Total
1	Short Answer/problem type	2	10/12	20
2	Short essay/problem	5	6/9	30
3	Essay/problem	15	2/4	30
			Total	80

External Examination

There will be no supplementary exams. For reappearance/improvement, the students can appear along with the next batch. 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.

1. B.Com. VOCATIONAL MODEL II

I. Finance and Taxation

II. Computer Applications

The objective of the course is to develop and promote scientific methods in business with special reference to skill development and proficiency for employment. It aims at imparting training for self employment and to inculcate aptitude for perusing higher studies.

The duration of the B.Com. programme of study is three academic years with six Semesters.

2017 ADMISSION ONWARDS

	Course Code	Course Name	Credit
Semester- I		Language English-I	4
		Second Language-I	4
	CO1CRT01	Dimensions and Methodology of Business Studies	2
	CO1CRT02	Financial Accounting I	4
	CO1CRT03	Corporate Regulations and Administration	3
	CO1CMT01	Banking and Insurance	3
		TOTAL	20
	Course Code	Course Name	Credit
Semester- II		Language- English-I	4
		Second Language-I	4
	CO2CRT04	Financial Accounting II	4
	CO2CRT05	Business Regulatory Framework	3
	CO2CRT06	Business Management	3
	CO2CMT02	Principles of Business Decisions	3
PRIOR TO 2017 ADMISSION			
	Course Code	Course Name	Credit
Semester- III	Common 5	English	3
	CM03BAA01	Marketing Management	4
	CM03BAA02	Financial Accounting	4
	CM03BAA03	E-Commerce & General Informatics	4

	CM03BAA04	Business Management	2
	CM03BBA01	Financial Management/	
	CM03BBA02	Information Technology for Business	3
	Course Code	Course Name	Credit
Semester IV	Common 6	English	3
	CM04BAA01	Capital Market	4
	CM04BAA02	Corporate Accounting	4
	CM04BA901	Entrepreneurship Development and project Management	4
	CM04BAA03	Financial Services	2
	CM04BAA01 CM04BBA02	Value Added Tax Concepts and Practice/ Information Technology for Office	3
	Course Code	Course Name	Credit
Semester V	CM05BAA01	Cost Accounting	3
	CM05BAA02	Special Accounting	4
	CM05BAA01 CM05BBA02	Income Tax Law and practice/ Computerised Accounting	3
	CM05CAB01 CM03BBA03	Indirect Taxes : Central Excise and Customs/ Programming in C'language	4
	Open Course	Internet , Web Designing & Cyber laws	4
	Course Code	Course Name	Credit
Semester VI	CM06BAA01	Applied Cost Accounting	4
	CM06BAA02	Practical Auditing	3
	CM06BAA03	Accounting for Managerial Decisions	4
	CM06CAB01	Wealth Tax/	
	CM06CAB02	Programming with Visual Basic	4
	CM06BBA01 CM06BBA02	Income Tax Assessment and Procedure/ Data Base Management System for Business	3
	CM06BFA01	Project & Viva	1

2. BACHELOR OF BUSINESS ADMINISTRATION (BBA)

The aim of this Degree course is to create awareness among the students and equip them with the necessary management skills for employment in the middle level cadre.

a. Objectives

- ♦ To orient students in Management practices,
- ♦ To encourage entrepreneurial skills.
- ♦ To meet the demand of the various industrial sectors

b. **Duration of the course :** The course is spread over a period of three years comprised of 6 semesters.

Scheme : (Semester Wise papers)

2017 ADMISSION ONWARDS

	Course Code	Course Name	Credit
Semester I	BA1CRT01	Principles and Methodology of Management	4
	BA1CRT02	Business Accounting Fundamentals of Business	4
	BA1CMT03	Mathematics Complementary Fundamentals of	4
	BA1CMT04	Business Statistics Complementary	4
	BA1CCT05	English Paper –I Common	4
	Course Code	Course Name	Credit
Semester II	BA2CRT06	Cost and Management Accounting	4
	BA2CRT07	Business Communication	4
	BA2CMT08	Mathematics for Management Complementary	4
	BA2CMT09	Statistics for Management Complementary	4
	BA2CCT10	English Paper –II	4

PRIOR TO 2017 ADMISSION

	Course Code	Course Name	Credit
Semester III	1	Business Communication	3
	2	Entrepreneurship	4
	3	Business laws	4
	4	Research Methodology	4
	5	Corporate Accounting	4
	Course Code	Course Name	Credit
Semester IV	1	Business informatics for Management	4
	2	Cost Accounting	4
	3	Corporate & Industrial Laws	3
	4	Managerial Economics	4
	5	Marketing Management	4
	Course Code	Course Name	Credit
Semester V	1	Management Accounting	4
	2	Financial Management	4
	3	Organizational Behavior	4
	4	Human Resource Management	4
	5	Open Course	4
	Course Code	Course Name	Credit
Semester VI	1	Production Management	3
	2	Industrial Relations	2
	3	Banking & Insurance	4
	4	Advertisement & Salesmanship	4
	5	Distribution Management	4
	6	Project Work	

3. BCA (Bachelor of Computer Applications)

a. Course Objectives

The BCA Programme is designed with the following specific objectives.

- ♦ To attract young minds to the potentially rich & employable field of computer applications.
- ♦ To be a foundation graduate programme which will act as a feeder course for higher studies in the area of Computer Science/Applications.
- ♦ To develop skills in software development so as to enable the BCA graduates to take up self-employment in Indian & global software market.
- ♦ To Train & Equip the students to meet the requirement of the Industrial standards.

b. Duration of Course - The programme shall normally extend over a period of three academic years consisting of six semesters.

Scheme (Semester Wise Papers)

2017 ADMISSION ONWARDS

	Course Code	Course Name	Credit
Semester I		English-I	4
		Mathematics Basic Statistics	4
	CA1CRT01	Computer Fundamentals and Digital Principles	4
	CA1CRT02	Methodology of Programming and C Language	4
	CA1CRP01	Software Lab I	4
	Course Code	Course Name	Credit
Semester II	CA2CRT03	Data Base Management Systems	4
	CA2CRT04	Computer Organization and Architecture	4

	CA2CRT05	Object oriented programming using C++	4
	CA2CRP02	Software Lab- II	4
PRIOR TO 2017 ADMISSION			
	Course Code	Course Name	Credit
Semester III	BCA301	Advanced Statistical Methods (Complementary)	4
	BCA302	Design and Analysis Of Algorithms (Core),	4
	BCA303	Computer Organization & Architecture. (Core)	4
	BCA304	Computer Graphics (Core)	4
	BCA305	Object Oriented Programming and C++ (Core)	3
	BCA306	Software Lab III (Core)	2
	Course Code	Course Name	Credit
Semester IV	BCA401	Operational Research (Complementary)	4
	BCA402	Microprocessor & PC Hardware (Core)	4
	BCA403	System Analysis & Design (Core)	4
	BCA404	Database Management Systems (Core)	4
	BCA405	Visual Programming Techniques (Core)	3
	BCA406	Software Lab IV (Core)	2
	Course Code	Course Name	Credit
Semester V	BCA501	Computer Networks (core)	4
	BCA502	Operating Systems (core)	4
	BCA503	Java Programming (core)	3
	BCA504	Open Course (core)	4

	BCA505	Software Lab V (core)	2
	BCA506	Software Development Lab I (Mini Project) (core)	2
	Course Code	Course Name	Credit
Semester VI	BCA601	Web Technology(core)	4
	BCA602	Software Engineering (core)	4
	BCA603	Elective (core)	4
	BCA604	Seminar	2
	BCA605	Software Development Lab II (Main Project)	4

Elective:

BCA603(A): Client Server Computing

BCA603(B): Linux Operating System

BCA603(C) : Data Mining

BCA603(D) : System Software

4. B.A Animation & Graphic Design**a. Objectives**

The graphic design and animation program prepares graduates for a wide range of careers in the industry such as publication design, advertising design, animation, broadcast design, interactive design and illustration.

The skills taught in the courses encompass craft at a technical level; yet also include design, drawing, critical thinking, creativity, daring, collaboration, and a fundamental awareness of theory and history. Throughout the program, students are engaged in all the aspects of animation/graphic design production, from concept development and production design to the completion of finished segments.

b. Duration of the Programme- The duration of the BBA programme of study is three academic years with six semesters.

**Scheme (Semester Wise Papers)
2017 ADMISSION ONWARDS**

	Course Code	Course Name	Course Type	Credit
Semester I		1-1 Model III English I	Theory	4
	AG1CRT01	1-2 History of Art and Design *	Theory	4
	AG1CRP02	1-3 Elements of Graphic Design	Practical	4
	AG1CRP03	1-4 Rudiments of Animation Drawing *	Practical	4
	AG1PRP01	1-5 Techniques of Photographic Composition *	Project	4
	Course Code	Course Name	Course Type	Credit
Semester II		2-1 Model III English II	Theory	4
	AG2CRT04	2-2 History of Animation And Visual Effects *	Theory	4
	AG2PRP02	2-3 Planning for Animation *	Project	4
	AG2CRP05	2-4 Raster Graphics	Practical	4
	AG2CRP06	2-5 Vector Graphics	Practical	4

PRIOR TO 2017 ADMISSION

	Course Code	Course Name	Credit
Semester III	3-1	Design Studio	4
	3-2	Motion studies	4
	3-3	Animation studio 1	4
	3-4	Reproduction Techniques	4
	3-5	Typography	4
	Course Code	Course Name	Credit
Semester IV	4-1	Scripting & Storyboarding for Animation	4
	4-2	Design Studio II	4
	4-3	Interaction Design I	4
	4-4	Digital illustration	4
	4-5	3D Animation I	4
	Course Code	Course Name	Credit
Semester V	5-1	Information Design	4
	5-2	Animation for Web	4

	5-3	Media Ethics	4
	5-4	Animation Studio II	4
	5-5	Motion Graphics	4
	Course Code	Course Name	Credit
Semester VI	6-1	3D Animation II	4
	6-2	Animation Studio III	4
	6-3	Interaction Design II	4
	6-4	Animation Project	4
	6-5	Graphic Design project	4

Internship I

Internship II

DIPLOMA PROGRAMME

Desk Top Publishing Operator(DTPO)

- a. Duration of Course** - The programme shall normally extend over a period of one year consisting of two semesters.
- b. Eligibility:-** A pass in 10th, +2 or equivalent examination/ any Degree.

Scheme (Semester Wise Papers)

Semester	Course	Instructional Hrs.
Semester I	Computer Fundamentals	5
	MS Word	6
	MS Excel	6
	DOS	6
	Windows	5
	Page Maker	6
	Fundamentals of printing & Technology	5
	Quark Xpress	6
	Internet	5
	Total	50

Semester II	Corel Draw	15
	Adobe Photoshop	15
	Adobe Indesign	10
	Bilingual software	10
	Total	50

ADD-ON COURSES

Santhigiri College offers add on courses to supplement the syllabus and to equip our students for better placements.

Department of Commerce

a. Job-Oriented training programmes

IELTS Coaching/ Communicative English, DTP.

b. Add-on Certificate Courses

Practical Accounting, Tally, Stock Marketing Courses.

Department of Computer Science

BCA : - Software testing, Hardware management

MCA : - CCNA, Content management tool, Android, web designing, DBMS/ MySQL/ DBA.

OFFICE

The office of the college is divided into two:

1. Administrative office

2. Clerical/ Exam control office.

The Administrative & Clerical office co-ordinates all the functions connected with the administration of the college. The Clerical / Exam control office deals with all the clerical related functions. The functioning time of the office is from 9.00am to 5.00pm.

PARENT-TEACHER ASSOCIATION

1. All parents are requested to attend the Parent-Teacher meetings without fail.

2. Parents shall meet the Principal and Teachers at least once in a year and as and when requested. This is an opportunity for the parents to evaluate the study and conduct of their children.

3. Parents shall sign the Progress Report, Leave Application Form and other necessary documents.

4. Parents shall see that their son/daughter abide by the rules and regulations of the College.

5. We shall conduct class wise meeting in a semester. We can arrange common and general body meeting once in every year. Executive committee meeting shall arrange once in three months.

FEE PAYMENT

The Students can pay the fee in Cash/DD. The due dates for fee payment in a semester are mentioned in the handbook. After the first due date the students will be fined. The students will be able to remit the semester fee through On-line payment system which is provided by the Federal Bank.

SANTHIGIRI LIBRARY

The Library, functioning here as an information disseminating centre catering to the needs of students and staff community, has a major role in paving the way for better academic excellence. Having installed SOUL - software from INFLIBNET the library is automated for all its operations. The library provides computer based Online Public Access Catalogue (OPAC) for searching documents available in the library. Internet connection in the library enables the members to have online-access to global resources. As the library, by all

means, is a place for serious study, the members should abide by a code of conduct inside the library so as to maintain a conducive atmosphere. The functioning time of the library is from 8.30 am to 6.30 pm.

Library rules

- ♦ Only the staff and students of the college are members of the library. Students coming to the library should show, if demanded, their identity cards to the library staff without which library services may be refused to them. An atmosphere of perfect silence and studious aura should prevail in the library.
- ♦ Books, files and other personal materials should not be taken into the library. Paper or notebooks may be taken inside the library. They have to leave their personal belongings in the property counter at the entrance
- ♦ PG students may borrow four books and Degree students three books at a time. A book is issued for a period of 14 days, which may be renewed, if nobody demands it.
- ♦ All the issued books shall be returned on the date marked on the due date label found in the back page of the book, failure of which will fetch a fine of Rs.1/- per day for the next 14 days and thereafter the fine will be doubled.
- ♦ Readers will be responsible for any damage caused to the books. Pencil marks, ink-stain etc. made in a book will be treated as damage. If the book is already damaged at the time of issue, it should be reported to the library staff before the issue of book.
- ♦ In case of loss of a book, the borrower shall replace the

book. If the replacement is not done within 15 days, the defaulter will be charged two times the cost of the book if the book is in print or three times the cost if the book is out of print. However, the Librarian has the discretionary power to take the final decision. If a multi-volume set is damaged or lost the member concerned shall be liable to replace the whole, set or pay the cost of the entire set in that series.

- ♦ The Librarian has the right to recall any book on loan and cancel any reservation at any time.
- ♦ Reference books, Journals, Magazines and student dissertations are not issued to students for outside reference
- ♦ Members are not allowed to sub-lend the books issued to them
- ♦ All books should be returned before the commencement of the vacation.
- ♦ Post-Graduate students may utilize the facility of the Book-Bank of the college. Those who pay Rs.2500/- will be given membership in the Book Bank. They will receive one textbook each of all the subjects. The books shall be returned at the completion of the semesters. The deposited amount will be refunded after the completion of the course.
- ♦ Upon any infringement of the library rules members shall forfeit the privileges of membership of the library

Absence from the college for any reason will not be an excuse for not returning the book in time.

CLUBS & CELLS

1. INTERNAL QUALITY ASSURANCE CELL(IQAC)

This cell coordinates all the quality enhancement activities of the college, and motivates the staff and students to remain at their creative best and achieve the noble goals of there education.

Team Members: Mr.Melvin N V (Convener) Jomon Chacko, Suja Jamarian, Manu V G, Sollymon V L, Dhanya Job,Reshmi K R, Gibin George, Shibu Abraham, Arun George, Sebastian.

e-mail:iqac@santhigiricollege.com

2. PLACEMENT CELL

Placement Cell of Santhigiri College centrally handles all aspects of campus placements for students of all departments. The placement cell acts as an interface between the industry and the students. We facilitate the selection process of the companies as per their requirement. We make sure that at least 4 drives are conducted in the campus per year and give students an opportunity to participate in at least 15 drives. Our aim is that all our students should be placed in reputed companies.

The Placement cell is divided into 3 sub cells: Placement training Cell, Industrial visit and Industry relation Cell and Career Guidance cell.

i. Placement Training Cell

This cell Plans and Organizes placement training programme like Aptitude training, Technical training, Group discussions and HR training.

Placement training is given to all the final year students. Students are given coaching by one of the best training institutes. For this, one hour per week is allotted. We conduct special training programme before placement drives are conducted in the campus.

ii. Industrial visit and Industry relation Cell

This is a group to interact with the industries. This interaction with the industries will help us for industry visits, to invite industrialists for seminars and talks.

Industrial visit is provided to the second year and third year students of all batches. The aim of the cell is to give an opportunity to the students to know the latest trends in the industry.

Team Members: Mr. Rishi Raj (General Convener) Solymon V L, James Mathew, Sruthy Purushathaman, Rose Mary Thomas, Aneeh Thankachan

e-mail: placementcell@santhigiricollege.com

3. CAREER GUIDANCE CELL

This cell conducts different awareness programmes for the students regarding higher studies. The cell provides career guidance session to enable the students to upkeep their calibre so as to match with the requirements of the industry. At present we provide bank coaching to the final year BBA students. In addition to this, we are planning to provide PSC coaching and MAT (Management Aptitude Test) according to the options provided by the students.

Team Members: Mrs.Rosemary Thomas (Convener), Anumol K George, Mahesh P R

e-mail:rosemarythomas@santhigiricollege.com

4. SPORTS CELL

This club shall organize various sports events and competitions at the College and University level.

(Sports & games activities/competitions, inter-collegiate sports/games University level Sports competition etc.)

Team Members: Mr.Solymon V L (Convener), Mahesh P R, Joby Mathew , Tess Mary,Rishiraj, Neethu P Joseph, Athira Vijayan

e-mail: solymonvl@santhigiricollege.com

5. STUDENT WELFARE & DEVELOPMENT CELL

This cell will take care of the academic related and other issues of the students.

Mr. Bibin Baby (Student Welfare Officer)

e-mail: bibinbaby@santhigiricollege.com

6. WOMEN CELL

Women Empowerment is one of the key areas in the Social activities. Arrange different Seminars, Workshops and other programs.

Team Members: Mrs.Suja Jamarin (convener), Manju P.K.,Anumol Joy, Saraswathy Antherjanam, Cycilliamma Perumbanani, Tess Mary, Deepthy Boban

email : sujajamarin@santhigiricollege.com

7. NATURE CLUB

Nature is divine and environmental protection is of prime importance today. The Nature Club will involve in creating a nature-friendly campus, highlight environmental issues and teach us to love nature.

Team Members: Ms. Anumol Joy (Convener), Biju Joseph
e-mail: anumoljoy@santhigiricollege.com

8. NSS

NSS is a well-knitted social platform in the colleges to promote social sensitivity. It will involve in social service programmes in and outside the college. Rural camps, social awareness activities, intercollegiate programmes and the like are areas of NSS cell.

Team Members: Mr. James Mathew (Convener), Sebastian Cyriac,, Elsa Bosco, Mithun Omanakuttan, Jisa James
e-mail: jamesmathew@santhigiricollege.com

9. SANTHISOFT - SR & DC

Santhisoft is the software firm of Santhigiri College. It aims to give employment and training to Santhigiri College students and outsiders. Santhigiri Research and Development Cell aims to promote research and innovative IT solutions.

Mr. K T Thomas (Convener) e-mail : ktthomas@santhigiricollege.com

10. SANTHIGIRI COLLEGE OUTREACH PROGRAMS (SCOP)

SCOP shall take initiative to organize and implement various welfare projects for the poor and marginalized.

Mrs Suja Jamarin (Convener)

e-mail : sujajamarin@santhigiricollege.com

11. JESUS YOUTH

Jesus Youth is an international organization established to motivate the youth to witness Jesus Christ through prayer, social and cultural activities.

Team Members: Sr. Tess George (Convener), Siji Antony, Jincy Jessentha Mathew

e-mail: sr.tessgeorge@santhigiricollege.com

12. LIBRARY ADVISORY COMMITTEE

Monitoring and assisting the Librarian in library activities.
Arranging books, journals and e-recourses for the students.

Team Members: Mr. Anish Thankachan (Convener), Rishiraj, Gibin George, Anumol K George

e-mail: urumbilanish@santhigiricolleg.com

13. MAGAZINE COMMITTEE

The Magazine Committee shall take steps to publish College Magazine, Newsletter etc. Publishing magazine and news letters periodically connecting the events happening in the college, promoting Writing, Drawing, Cartooning skills.

Team Members: Mr. Manu V.G. (Convener), Sruthy Purushothaman, Siji Antony, Jisa James, Divya Jose, Amitha Joseph

e-mail : manuvvg@santhigiricollege.com

14. MENTORING and COUNSELLING CELL

One of the challenging and vibrant activities in the college involving all the students and faculty of the college to ensure better study habits, character formation, interpersonal relationship, student-teacher relationship and so on.

Team Members: Manju P.K (Convener), Bijimol T K, Elsa Bosco, Prasanth P, Divya Jose, Maria Francis

e-mail: manjumajeesh@santhigiricollege.com

15. CENTER FOR RESEARCH AND LEARNING (CRL)

Research, updating knowledge, enhancing teaching skills & personality etc are to be taken care of by this cell. Initiates research culture among students. Supports students research projects. Prioritizing research areas and making research expertise availability

Team Members: Mrs. Amitha Joseph (Convener), Mr. Shibu Abraham, Reshmi K.R, Dhanya Job, K T Thomas, Aneesh Thankachan, Mebin John Mathews, Neethu P Joseph

e-mail: amithajoseph@santhigiricollege.com

16. ENGLISH CORE GROUP (ECG)

English is the campus language of Santhigiri College. This cell shall take necessary steps to equip the staff and students to communicate in English.

Team Members: Mrs. Ciciliamma J P (Convener), Sayana Sally Abraham, Jisa James

e-mail : ciciliammajp@santhigiricollege.com

17. ENRICHMENT CELL

This Group will organize college level Presentations, Quiz programmes and such other Enrichment programmes useful for the overall academic excellence of the students.

Team Members: Mr. Mahesh P.R (Convener), Prasanth P, Mebin John Mathews, Sayana Sally Abraham, Sruthy Purushothaman, Deepthy Boban, Reshma Jose, Neethu Joseph

e-mail : enrichmentcell@santhigiricollege.com

18. FACULTY DEVELOPMENT CELL (FDC)

Research, updating knowledge, enhancing teaching skills & personality etc are to be taken care of by this cell. Staff refreshment programmes by inviting eminent personalities, make sure staff attend different type of refreshment programmes.

Team Members: Mr. Shibu Abraham (Convener), Joby Mathew, Saina Sally Abraham, Sr. Tess, Reshma P K

e-mail : fdp_cell@santhigiricollege.com

19. GRIEVANCE & ANTIRAGGING CELL

Finding solution for any type of grievances and ragging issues prompted in college.

Team Members : Mrs. Bijimol T K (Convener), Principal, Vice Principal, Joman Chacko, Melvin NV, Suja Jamrain, Sollymom V L, K T Thomas, Manju P K, Manu V G.

e-mail: bijimoltk@santhigiricollege.

20. ACADEMIC CELL

This cell shall concentrate on supplementing the University curriculum, integrating human rights, environmental issues, contact stakeholders

for enriching curriculum. Apart from the curriculum this cell shall also concentrate to give due publicity to the college and undertake Media contact, press release, press meetings, News papers, Channel, contacting funding agencies etc.

Team Members : Mr. Joby Mathew (Convener), Rose Mary Thomas, Divya Jose, Shibu Abraham, Anumol K George

e-mail : academic cell@santhigiricollege.com

21. ALUMINI & PTA COMMITTEE

An association of the old students of the college is important in many ways. This cell shall take measures to maintain close relationship with our passed out students. Yearly get-together, convocations, news-letter, documentation, website etc.

Team Members : Ms. Ambily V (Convener), Tess Mary, Gibin George, Bijimol T K, Athira Vijayan, Anumol K George, Jincy Jessentha

e-mail : ambilyv@santhigiricollege.com

22. ARTS, MUSIC & FILM CELL

This club shall organize various arts events and competitions at the college and university level. Xmas, Onam celebrations, college day, cultural events, University level Arts and Cultural competition etc.

Team Members : Mrs. Divya Jose (Convener), Prasanth P, Mebin John Mathews, Sayana Sally Abraham, Tess Mary, Sruthy Purushothaman, Deepthy Boban

e-mail: artscell@santhigiricollege.com

23. Chavara Welfare Fund

Chavara Welfare Fund is a welfare scheme to support our students who are struggling to survive especially in case of medical emergencies and discontinuation of the programmes because of severe financial problems. We inculcate a culture of sharing and supporting our fellow beings as a part of social responsibilities among our students.

Team Members : Mr. Biju Joseph (Convener), Principal, Manager, Jomon Chacko, Melvin N V, Suja Jamarain, PTA President,

24. Students Council

Students Council is a body of selected students representatives from each class. From the selected students representatives there are elected leaders and co-ordinators who plan different activities for the development and welfare activities for the college and students. It will help them to develop themselves and other students through different training programmes.

Team Members : Mr. Biju Joseph (Convener) , Prasanth P, Elsa Bosco

25. Malayalam Club

കുട്ടികളിലെ നൈസർഗ്ഗികമായ സാഹിത്യ അഭിരുചിയെ കണ്ടെത്തി വളർത്താനും, മലയാള സാഹിത്യത്തിലെ അനേകരണ്ടായ കൃതികളെ അവർക്ക് പരിചയപ്പെടുത്താനും, വായന പ്രോത്സാഹിപ്പിക്കാനും ഉദ്ദേശിച്ച് ആസൂത്രണം ചെയ്ത ക്ലബ്ബാണ് മലയാളം ക്ലബ്.

Team Members : Mrs. Saraswathi Antherjanam (Convener) , Siji Antony, Jincy Jessentha Mathew

e-mail: saraswathiantherjanam@santhigiricollege.com

26. BEST BATCH

Creating healthy competition among the various batches to uphold academic excellence, discipline, exhibit extra-curricular talents etc. (Choosing the best batch in the college based on specific norms)

Team Members : Gibin George (Convener) , Melvin NV, Joman Chacho, Sr. Tess, Reshma P K, Reshma Jose

e-mail: gibingeorge@santhigiricolleg.com

27. Entrepreneurship Development cell:

The aim of this cell is to develop Entrepreneurial skills among students by conducting business activities and training programme.

Team Members : Mr. Mahesh P.R. , Joby Mathew, Jincy Jessentha , Biju Joseph

email: edcell@santhigiricollege.com

28. ICT -Information and Communication Technology

It aims at digitilising all the activities of the college campus. It includes E- Library, Moodle, Google apps etc.

Team Members: Mr. Sebastian Cyriac (Convener), K T Thomas, Melvin N V, Prasanth P, Resmi KR, Maria Francis.

29. Anti Narcotic Cell

It aims at bringing awareness among our college students about the harmful effects of using all kinds of intoxicating products,

Team Members : Arun George (Convener), Anumol Joy, Suja Jamarain

arungeorge@santhigiricollege.com

RULES AND REGULATIONS

1. ADMISSION

- 1.1 Admission is open to all candidates without the distinction of cast or creed.
- 1.2 During the admission the candidate should be accompanied by the Parent/Guardian who will be responsible for him/her.

2. DISCIPLINE

- 2.1 Punctuality is an essential part of education and the students are expected to be in the class before the morning bell. You shall devotedly participate in the Morning Prayer. After the bells before each class hour you shall enter the class immediately and get seated in your place.
- 2.2 Attendance will be taken at the starting of each period and leave application form duly signed by the Parent, Class Tutor, Principal and the student has to be presented by the absentees of the previous day/days
- 2.3 Late comers may be permitted to enter the class. But they will not be given attendance.
- 2.4 Students shall not leave the college campus without permission before the classes are over.
- 2.5 Those without uniform, leave application etc. will not be permitted to remain in the class.
- 2.6 An atmosphere of study should be maintained in the campus. Students should keep silence in the College building during the

class hours.

- 2.7. Students must appear for the IAEs and model examinations without fail. Re-exam will be permitted only for those with serious medical cases.
- 2.8 Students are expected to submit the assignments and conduct the seminars with due earnestness.
- 2.9 Students should keep the classrooms, corridors and the premises clean.
- 2.10 Students are responsible for the safe custody of their belongings.
- 2.11 Students are not permitted to enter into Santhigiri Hostel.
- 2.12 Students shall not bring to the College, Cinema magazines and such other books/publications.
- 2.13 It is prohibited to conduct meetings, collect money or distribute notices in the College campus without the prior permission of the Principal.
- 2.14 All Christian students must participate in the Holy Mass and Retreats conducted in the College.
- 2.15 Students shall adhere to the lab timings correctly. No floppies/CDs/Pen drives shall be brought to the lab without permission.
- 2.16 Smoking and drinking Alcohol are strictly prohibited within the college and in the college Campus. Students shall not consume any type of intoxicants.
- 2.17 Students have to bring their parents to the college if requested by the authorities.
- 2.18 Students showing disobedience and disrespect to the management and the staff members are liable to be dismissed.
- 2.19 Students shall not enter other classrooms without the permission of the Principal/Teachers.
- 2.20 Students are not permitted to bring mobile phones in the campus.
- 2.22 English is the campus language of the college. All communications in the class rooms and outside between the staff and students and among the students themselves shall be

in English.

- 2.23 All teachers in the college, irrespective of class or department are entitled to take disciplinary action against any student of this college.
- 2.24 All students shall adhere to the dress code prescribed by the college.
- 2.25 Those students who could not secure the required percentage of attendance are not eligible to appear for the University examinations and promotions.
- 2.26. Students are not allowed to write or draw on the walls and furniture. Any damage made to the property of the college will have to be compensated. If the culprit cannot be detected the concerned class/group or all the students may be imposed a fine. The punishment is without prejudice to the liability of the delinquent student for prosecution under the Provisions of the Indian Penal Code or under the provisions of the Prevention of Damage to Public Properties Act.
- 2.27. As per the ruling of the High Court dated 17.03.2003 all types of political activities in the college campus has been banned. Therefore, the students are not allowed to take part in any political agitations or demonstrations.
- 2.28. Students shall not indulge or stage in any activity like Dharna, Gherao, and obstructing entry to and from any class room, office, hall or places inside the campus.
- 2.29. No student of the college shall shout slogans inside the campus and interfere or cause disturbance to the functioning of the college.
- 2.30. Grievances of the students shall be brought to the notice of the Principal.
- 2.31. In all cases of disputes the decision of the Principal (Management) will be final.
- 2.32 Students are requested not to publish or upload any picture and videos related to Santhigiri College's Cell activities in the social media. Students are not supposed to post derogatory or sensitive statements against college, staff and colleagues in Whatsapp, Facebook etc... Student groups in social media are

to be created or activated with the tutor's permission.

- 2.33 Boys are expected to come to college with a clean shaved face and proper hair cut

3. USAGE OF VEHICLES

- 3.1 Two wheelers are permitted inside the campus only if the students wearing helmet and possess a valid driving license.
- 3.2 Triple-riding and over speeding on motorcycle is strictly prohibited.
- 3.3 Bringing four-wheelers to the campus is not encouraged, if anyone uses kindly get written permission from principal.

4. UNIFORM

- 4.1 Uniform is compulsory in the campus on Monday, Tuesday, Thursday, Friday and those days specially demanded.
- 4.2 Tags are compulsory for all days and it should be well displayed and not to be inserted in the pocket. If the student fails to obey the rule, he/she is liable to be fined each time.

4. DRESS CODE

Self Discipline an essential element for every human being. Wearing dresses decently and modestly is an integral part of our culture and self-discipline. The style, size and shape of the college uniform shall be in accordance with the norms provided by the college management.

First Uniform:

PG Boys: Formal pants, full sleeve shirt and black belt.

PG Girls: Formal pants, Full sleeve shirt and overcoat.

UG Boys : Formal pants, half sleeve shirt and black belt

UG Girls : Formal pants, half sleeve shirt and overcoat Cloths for uniform should be purchased only from the person/shop assigned by the college.

Second Uniform:

The second uniform, if any, shall be formals for boys and Sari or Churidar for girls in consultation with class tutor. Students may be permitted to use second uniform on specific occasions by the class tutor in consultation with the HOD.

On the days when uniform is not compulsory

Boys:

Regular pants and normal shirt with sufficient length to insert / Plain T-Shirt with collar

(Trousers with low waist, cargos and pencil-thin model fashion trousers are not permitted)

Girls:

Long skirt with shawl / churidar with loose bottom and shawl (decent slits) / half sari / sari are only allowed. Leggings/ jeggings may be used only with churidar without slit. Maftha color can either be black or navy blue. Hair shall be properly clipped.

5. COLLEGE BUS

- 5.1 College buses are the extension of the college campus. All the rules and regulations that are to be observed in the college campus should be adhered to in the college bus also
- 5.2 Girls shall sit from the front seats and boys from the back seats.
- 5.3 Girls and boys shall not share the same seats.
- 5.4 All are expected to behave modestly and decently in the bus.
- 5.5 Students shall not make unnecessary noise in the bus.
- 5.6 Keep the bus clean and tidy.
- 5.7 Only those who possess college bus pass shall travel by the college bus.
- 5.8 Students are permitted to travel only through the route mentioned in the bus Pass. Defaulters in both cases will have to pay a fine each time
- 5.9 The bus drivers or others deputed are authorized to check the bus passes.



Bus No.	Time	Place
1	8:40	Koothattukulam (Vallikettu , Vazhithala ,Marika, Palakuzha, Koothattukulam)
2	8:30	Thodupuzha (Purapuzha ,Muttuthotty , Karimkunnam , Manjakadamp, Nadukandam , Thodupuzha)
3	8:00	Paingottoor (Kolani ,Thodupuzha ,Vengalloor, Para,Kalloor , Paingottoor)
4	8:00	Kalayanthani (Purapuzha Jun.to Nediyaala , Thodupuzha(More), Kanjiramattom ,Mangattukavala , Karikode , Kalayanthani)
6	8:00	Vannappuram (Thodupuzha , Muthalakodam , Kunnam ,Vandamattom , Vannappuram)
7	8:00	Vazhakulam (Parakadavu , Pandappilly , Muvattupuzha , Vazhakulam)
8	8:00	Udumpanoor (Nedisala to Kolani , Njarukutty , Karimannoor ,Udumpanoor)
9	8:40	Mangattukavala (Vazhithala , Eruttuthodu , Thodupuzha , Mangattukavala)

6. AVAILING LEAVE

- 6.1 The written application for leave shall be presented to the class tutor first and then to the Principal for grant of permission of leave.
- 6.2 If you are unable to present the written application due to sickness or other emergency cases, the same shall be informed to the Class Tutor before the classes start.
- 6.3 Leave application form duly filled in shall be submitted to the Class tutor and then to the Principal before 9.30 am.
- 6.4 Medical certificates should be submitted to the class tutor along with the leave application form. Late submission of medical certificates will not be accepted.
- 6.5 Attendance will be taken during each hour and internal attendance marks will be calculated accordingly.
- 6.6 Leave even for the part of the Day will be granted only on the written application. Students shall not leave the college campus without permission before the classes are over.

7. SUSPENSION / DISMISSAL

Discipline is integral to education and irregular attendance, habitual disobedience, disrespecting the teachers and visitors, harassing or manhandling other students, dishonesty, laziness; breaches of discipline or conduct detrimental to the morale of the Institution are sufficient reasons for the suspension or dismissal of the student.

JUNE 2017		
01	Thursday	
02	Friday	
03	Saturday	
04	Sunday	
05	Monday	World Environment Day (MSW)
06	Tuesday	Holy Mass
07	Wednesday	
08	Thursday	
09	Friday	
10	Saturday	
11	Sunday	[H]
12	Monday	
13	Tuesday	
14	Wednesday	
15	Thursday	
16	Friday	Blood Donation Campaign (NSS)
17	Saturday	
18	Sunday	[H]
19	Monday	
20	Tuesday	
21	Wednesday	
22	Thursday	
23	Friday	
24	Saturday	
25	Sunday	[H]
26	Monday	Anti-Narcotic Day
27	Tuesday	
28	Wednesday	Freshers Day - B.Com & BBA
29	Thursday	Freshers Day - BCA & B.A. Animation
30	Friday	
Jesus Youth Prayer Meeting on all Wednesdays		

JULY 2017		
01	Saturday	Placement Training - BCA Final, Orientation Programme- 1 st BCA
02	Sunday	[H]
03	Monday	St. Thomas day [H]
04	Tuesday	Holy Mass, Selection of ED Cell members from UG 1 st years
05	Wednesday	Selection of ED Cell members from UG 1 st years, Debate competition (Anti-Narcotic cell)
06	Thursday	Collage Competition - Anti Narcotic Cell
07	Friday	Pre-Course Orientation - MCA
08	Saturday	
09	Sunday	[H]
10	Monday	Selection of ED Cell Members
11	Tuesday	
12	Wednesday	
13	Thursday	
14	Friday	
15	Saturday	NSS Orientation Class
16	Sunday	[H]
17	Monday	
18	Tuesday	
19	Wednesday	
20	Thursday	Best Singer (Enrichment Cell)
21	Friday	
22	Saturday	Bridge Course- BCA I st Sem.
23	Sunday	[H]
24	Monday	
25	Tuesday	
26	Wednesday	
27	Thursday	Snacks Fest (ED Cell)
28	Friday	World Nature Conservation Day, Poster designing competition
29	Saturday	
30	Sunday	[H]
31	Monday	
Jesus Youth Prayer Meeting on all Wednesdays		

AUGUST 2017			
01	Tuesday	Holy Mass, ,	
02	Wednesday	Students divided into four Groups - Sports Cell	
03	Thursday	Best Dancer (Enrichment Cell)	
04	Friday		
05	Saturday		
06	Sunday		[H]
07	Monday		
08	Tuesday	Self defense training (Women Cell)	
09	Wednesday		
10	Thursday	Retreat	
11	Friday	Retreat	
12	Saturday	Retreat	
13	Sunday		
14	Monday		
15	Tuesday	Independance day	[H]
16	Wednesday	Publishing of groups on notice board- Sports Cell	
17	Thursday	Leaders will be selected - Sports Cell	
18	Friday		
19	Saturday	One day Orientation Programme (NSS)	
20	Sunday		
21	Monday		
22	Tuesday		
23	Wednesday		
24	Thursday		
25	Friday	Atham payasam fest, Computer Science dept. association programme	
26	Saturday		
27	Sunday		
28	Monday	Ayyankali Jayanthi	[H]
29	Tuesday		
30	Wednesday	A Class section on Entrepreneurship by an external resource person	
31	Thursday	Onam Celebration	
Jesus Youth Prayer Meeting on all Wednesdays			

SEPTEMBER 2017			
01	Friday	7 days Special Camp (NSS) Bakrid	[H]
02	Saturday		
03	Sunday		[H]
04	Monday		
05	Tuesday		
06	Wednesday		
07	Thursday		
08	Friday		
09	Saturday		
10	Sunday		[H]
11	Monday	WORKSHOPS- MSW	
12	Tuesday	Sreekrishna Jayanthi	[H]
13	Wednesday		
14	Thursday		
15	Friday	International Peace Day (NSS)	
16	Saturday	World Alzheimer's Day (MSW)	
17	Sunday		[H]
18	Monday		
19	Tuesday	Holy Mass, Flower arrangement competition	
20	Wednesday	College Foot ball Team Selection	
21	Thursday	SreeNarayana Guru Samathi	[H]
22	Friday	WORKSHOPS- MSW	
23	Saturday	Health & Social Programme (NSS)	
24	Sunday	NSS Day	[H]
25	Monday		
26	Tuesday	College Volley Ball Team selection	
27	Wednesday		
28	Thursday	College Cricket Team Selection	
29	Friday	Mahanavami	[H]
30	Saturday		
Jesus Youth Prayer Meeting on all Wednesdays			

OCTOBER 2017			
01	Sunday		[H]
02	Monday		
03	Tuesday	Holy Mass	
04	Wednesday	International Day of the older person, Vayomithra Day programmes	
05	Thursday	Best Mimicry Artist (Enrichment Cell)	
06	Friday	Arts Day	
07	Saturday		
08	Sunday		
09	Monday		
10	Tuesday	Legal Awareness Programme (NSS)	
11	Wednesday		
12	Thursday	Sex education (MSW)	
13	Friday		
14	Saturday		
15	Sunday		
16	Monday		
17	Tuesday		
18	Wednesday	Deepavali	[H]
19	Thursday		
20	Friday		
21	Saturday		
22	Sunday		[H]
23	Monday		
24	Tuesday		
25	Wednesday		
26	Thursday	Best Mono Act Player (Enrichment Cell)	
27	Friday		
28	Saturday	Animation Day	
29	Sunday		[H]
30	Monday		
31	Tuesday		
Jesus Youth Prayer Meeting on all Wednesdays			

NOVEMBER 2017			
01	Wednesday	Malayalam Poetry dance performance	
02	Thursday		
03	Friday		
04	Saturday		
05	Sunday		[H]
06	Monday	Flash mob (MSW)	
07	Tuesday	Holy Mass	
08	Wednesday		
09	Thursday		
10	Friday		
11	Saturday		
12	Sunday		[H]
13	Monday		
14	Tuesday		
15	Wednesday		
16	Thursday	Best Orator (Enrichment Cell)	
17	Friday		
18	Saturday		
19	Sunday	National Integration Day (NSS)	[H]
20	Monday		
21	Tuesday	National Seminar - MSW	
22	Wednesday		
23	Thursday		
24	Friday		
25	Saturday		
26	Sunday		[H]
27	Monday		
28	Tuesday		
29	Wednesday		
30	Thursday		
Jesus Youth Prayer Meeting on all Wednesdays			

DECEMBER 2017		
01	Friday	World Aids Day (MSW)
02	Saturday	Nabi Day
03	Sunday	[H]
04	Monday	
05	Tuesday	Holy Mass
06	Wednesday	Blood Donation Camp (NSS)
07	Thursday	
08	Friday	
09	Saturday	
10	Sunday	Human Rights Day- Street play [H]
11	Monday	
12	Tuesday	
13	Wednesday	
14	Thursday	
15	Friday	
16	Saturday	Class Session on EDP at Kinfra (ED Cell)
17	Sunday	[H]
18	Monday	
19	Tuesday	
20	Wednesday	
21	Thursday	
22	Friday	X'mas day celebration, Best batch selection
23	Saturday	
24	Sunday	[H]
25	Monday	
26	Tuesday	
27	Wednesday	
28	Thursday	
29	Friday	
30	Saturday	Study tour - Malayalam Club
31	Sunday	[H]
Jesus Youth Prayer Meeting on all Wednesdays		

JANUARY 2018		
01	Monday	
02	Tuesday	Mannam Jayanthi [H]
03	Wednesday	
04	Thursday	
05	Friday	
06	Saturday	
07	Sunday	[H]
08	Monday	
09	Tuesday	Holy Mass
10	Wednesday	Job oriented class section on Capital Market, Road Safety week - Road show
11	Thursday	
12	Friday	National Youth Day (NSS)
13	Saturday	One day Seminar - Commerce dept.
14	Sunday	[H]
15	Monday	
16	Tuesday	Declaration of Plastic free Campus (NSS)
17	Wednesday	
18	Thursday	Sports Day
19	Friday	The college day, Best batch selection
20	Saturday	
21	Sunday	[H]
22	Monday	
23	Tuesday	
24	Wednesday	
25	Thursday	National Conference - Computer dept.
26	Friday	Republic day
27	Saturday	
28	Sunday	[H]
29	Monday	
30	Tuesday	
31	Wednesday	
Jesus Youth Prayer Meeting on all Wednesdays		

FEBRUARY 2018		
01	Thursday	
02	Friday	
03	Saturday	
04	Sunday	World Cancer Day- Medical Camp (MSW) [H]
05	Monday	
06	Tuesday	Holy Mass
07	Wednesday	
08	Thursday	
09	Friday	
10	Saturday	
11	Sunday	[H]
12	Monday	
13	Tuesday	Shivarathri
14	Wednesday	
15	Thursday	
16	Friday	
17	Saturday	
18	Sunday	[H]
19	Monday	Donation Hair to the cancer patients (NSS)
20	Tuesday	
21	Wednesday	
22	Thursday	
23	Friday	
24	Saturday	
25	Sunday	
26	Monday	
27	Tuesday	
28	Wednesday	

MARCH 2018		
01	Thursday	
02	Friday	
03	Saturday	
04	Sunday	[H]
05	Monday	
06	Tuesday	Holy Mass
07	Wednesday	
08	Thursday	
09	Friday	
10	Saturday	
11	Sunday	[H]
12	Monday	
13	Tuesday	
14	Wednesday	
15	Thursday	Writing Competition - Malayalam Club, World Disability Day
16	Friday	
17	Saturday	
18	Sunday	[H]
19	Monday	
20	Tuesday	
21	Wednesday	
22	Thursday	Outreach Programme - Computer Science
23	Friday	
24	Saturday	
25	Sunday	[H]
26	Monday	
27	Tuesday	[H]
28	Wednesday	
29	Thursday	Maundy Thursday
30	Friday	Good Friday
31	Saturday	
Jesus Youth Prayer Meeting on all Wednesdays		

APRIL 2018		
01	Sunday	Easter [H]
02	Monday	
03	Tuesday	Holy Mass
04	Wednesday	
05	Thursday	
06	Friday	
07	Saturday	
08	Sunday	
09	Monday	
10	Tuesday	
11	Wednesday	
12	Thursday	
13	Friday	
14	Saturday	
15	Sunday	[H]
16	Monday	
17	Tuesday	
18	Wednesday	
19	Thursday	
20	Friday	
21	Saturday	
22	Sunday	[H]
23	Monday	
24	Tuesday	
25	Wednesday	
26	Thursday	
27	Friday	
28	Saturday	
29	Sunday	
30	Monday	
Jesus Youth Prayer Meeting on all Wednesdays		

MAY 2018		
01	Tuesday	May day [H]
02	Wednesday	
03	Thursday	
04	Friday	
05	Saturday	
06	Sunday	[H]
07	Monday	
08	Tuesday	Holy Mass
09	Wednesday	
10	Thursday	
11	Friday	
12	Saturday	
13	Sunday	[H]
14	Monday	
15	Tuesday	
16	Wednesday	
17	Thursday	
18	Friday	
19	Saturday	
20	Sunday	[H]
21	Monday	
22	Tuesday	
23	Wednesday	
24	Thursday	
25	Friday	
26	Saturday	
27	Sunday	[H]
28	Monday	
29	Tuesday	
30	Wednesday	
31	Thursday	
Jesus Youth Prayer Meeting on all Wednesdays		

കേരള റാഗിംഗ് നിരോധന ആക്റ്റിന്റെ പ്രസക്ത ഭാഗങ്ങൾ

കേരള സംസ്ഥാനത്തെ വിദ്യാഭ്യാസ സ്ഥാപനങ്ങളിൽ റാഗിംഗ് നിരോധിച്ചു കൊണ്ടുള്ള 1998-ലെ കേരള റാഗിംഗ് നിരോധന ആക്റ്റിന്റെ പ്രസക്ത ഭാഗങ്ങൾ വിദ്യാർത്ഥികളുടേയും രക്ഷകർത്താക്കളുടേയും അറിവിലേക്കായി താഴെ കൊടുക്കുന്നു.

2(ബി) റാഗിംഗ് എന്നാൽ ഏതെങ്കിലും വിദ്യാഭ്യാസ സ്ഥാപനത്തിലെ ഒരു വിദ്യാർത്ഥിയോട് ക്രമവിരുദ്ധമായ പെരുമാറ്റം മൂലം ആ വിദ്യാർത്ഥിക്ക് ശാരീരികമോ മാനസികമോ ആയ പീഡനം ഉണ്ടാക്കാൻ സാധ്യതയുള്ളതോ അല്ലെങ്കിൽ ഭയാശങ്കയോ, ഭയപ്പാടോ, അപമാനമോ, ബുദ്ധിമുട്ടോ ഉണ്ടാക്കുന്നതോ ആയ ഏതെങ്കിലും പ്രവൃത്തി ചെയ്യൽ എന്നർത്ഥമാകുന്നതും അതിൽ-

- (1) അങ്ങനെയുള്ള വിദ്യാർത്ഥിയെ ശല്യപ്പെടുത്തുന്നതോ, അധിക്ഷേപിക്കുന്നതോ, പരിഹസിക്കുന്നതോ, ഉപദ്രവിക്കുന്നതോ, അല്ലെങ്കിൽ
- (2) ഒരു വിദ്യാർത്ഥി സാധാരണഗതിയിൽ സ്വമനസ്സാലെ ചെയ്യാൻ ഒരുമ്പെടാത്ത ഏതെങ്കിലും പ്രവൃത്തി ചെയ്യുന്നതിനോ, നിർവ്വഹിക്കുന്നതിനോ ആവശ്യപ്പെടുന്നതോ ഉൾപ്പെടുന്നതാകുന്നു.
- (3) റാഗിംഗിനുള്ള ശിക്ഷ: ഏതൊരു വിദ്യാഭ്യാസ സ്ഥാപനത്തിന്റേയും അകത്തും പുറത്തും റാഗിംഗ് നിരോധിച്ചിരിക്കുന്നു.
- (4) റാഗിംഗിനുള്ള ശിക്ഷ: ഏതെങ്കിലും വിദ്യാഭ്യാസ സ്ഥാപനത്തിനകത്തോ പുറത്തോ റാഗിംഗ് നടത്തുകയോ റാഗിംഗിൽ പങ്കെടുക്കുകയോ അതിനു പ്രേരിപ്പിക്കുകയോ അല്ലെങ്കിൽ റാഗിംഗ് പ്രചരിപ്പിക്കുകയോ ചെയ്യുന്ന ഏതൊരാളും കുറ്റ സ്ഥാപനത്തിന്മേൽ, രണ്ടു വർഷം വരെയാകുന്ന കാലയളവിലേക്ക് തടവുശിക്ഷ നൽകി ശിക്ഷിക്കപ്പെടേണ്ടതും അയാൾ പതിനായിരം രൂപ വരെ ആകാവുന്ന പിഴ ശിക്ഷക്കും കൂടി വിധേയനാകേണ്ടതുമാണ്.
- (5) വിദ്യാർത്ഥിയെ പിരിച്ചു വിടൽ: 4-ാം വകുപ്പിൻ കീഴിലുള്ള ഒരു കുറ്റത്തിന് ശിക്ഷിക്കപ്പെടുന്ന ഏതൊരു വിദ്യാർത്ഥിയേയും വിദ്യാഭ്യാസ സ്ഥാപനത്തിൽ നിന്നും പിരിച്ചു വിടേണ്ടതും അങ്ങനെയുള്ള വിദ്യാർത്ഥിക്ക് പിരിച്ചുവിടൽ ഉത്തരവ് പുറപ്പെടുവിച്ച തീയതി മുതൽ മൂന്ന് വർഷത്തേക്ക്, മറ്റ് യാതൊരു

വിദ്യാഭ്യാസ സ്ഥാപനത്തിലും പ്രവേശനം നൽകാൻ പാടില്ലാത്തതുകൊണ്ടും.

- (6) വിദ്യാർത്ഥിയെ സസ്പെൻഡ് ചെയ്യൽ: (1) മുകളിൽ പറഞ്ഞ വ്യവസ്ഥകൾക്ക് ഭംഗം വരാതെ, ഒരു വിദ്യാഭ്യാസ സ്ഥാപനത്തിന്റെ മേധാവിയോട് റാഗിംഗിനെക്കുറിച്ച് ഏതെങ്കിലും വിദ്യാർത്ഥിയോ, അതതു സംഗതി പോലെ മാതാപിതാക്കളോ, രക്ഷകർത്താവോ, അഥവാ ആ വിദ്യാഭ്യാസ സ്ഥാപനത്തിലെ ഏതെങ്കിലും അദ്ധ്യാപകനോ രേഖാമൂലം പരാതിപ്പെട്ടാൽ ആ വിദ്യാഭ്യാസ സ്ഥാപനത്തിന്റെ മേധാവി, പരാതി ലഭിച്ച് ഏഴു ദിവസത്തിനകം, പരാതിയിൽ പറഞ്ഞിരിക്കുന്ന സംഗതിയെ സംബന്ധിച്ച് അന്വേഷണം നടത്തേണ്ടതും, പ്രഥമദൃഷ്ട്യാ സത്യമുണ്ടെന്ന് കണ്ടാൽ കുറ്റാരോപണ വിധേയനായ വിദ്യാർത്ഥിയെ സസ്പെൻഡ് ചെയ്യേണ്ടതും, ഉടൻ തന്നെ പ്രസ്തുത പരാതി ആ വിദ്യാഭ്യാസസ്ഥാപനം സ്ഥിതി ചെയ്യുന്ന പ്രദേശത്ത് അധികാരിതയുള്ള പോലീസ് സ്റ്റേഷനിലേക്ക് മേൽ നടപടിക്കായി അയച്ച് കൊടുക്കേണ്ടതുമാണ്.
- (2) (1)-ാം ഉപവകുപ്പിൽ പറഞ്ഞ രീതിയിൽ പരാതി രേഖാമൂലം ലഭിക്കുകയും വിദ്യാഭ്യാസ സ്ഥാപനത്തിന്റെ മേധാവിയുടെ അന്വേഷണത്തിൽ പ്രഥമ ദൃഷ്ട്യാ പരാതിയിൽ കഴമ്പില്ലായെന്ന് തെളിയുകയും ചെയ്താൽ ഇക്കാര്യം പരാതിക്കാരനെ രേഖാമൂലം അറിയിക്കേണ്ടതാകുന്നു.
- (7) കുറ്റം ചെയ്യാൻ പ്രേരിപ്പിക്കുന്നതായി കരുതാവുന്നത്: വിദ്യാഭ്യാസ സ്ഥാപനത്തിന്റെ മേധാവി 6-ാം വകുപ്പിൽ പറയപ്പെടുന്ന രീതിയിൽ റാഗിംഗിനെക്കുറിച്ചുള്ള ഒരു പരാതിയിന്മേൽ നടപടിയെടുക്കാതിരിക്കുകയോ അഥവാ നടപടിയെടുക്കാൻ അനാസ്ഥ കാണിക്കുകയോ ചെയ്യുകയാണെങ്കിൽ, അങ്ങനെയുള്ള വ്യക്തി റാഗിംഗ് എന്ന കുറ്റം ചെയ്യാൻ പ്രേരിപ്പിച്ചതായി കരുതപ്പെടേണ്ടതും കുറ്റം സ്ഥാപനത്തിന്മേൽ 4-ാം വകുപ്പിൽ വ്യവസ്ഥ ചെയ്തിട്ടുള്ള പ്രകാരം ശിക്ഷിക്കപ്പെടേണ്ടതുമാണ്.

Parakkal



Notes

CHAVARUL

- Children, you are the treasure in the hands of your parents.
- The children who love and fear God will love and respect their parents.
- As food is for the body; knowledge and sanctity for the soul.
- Idleness breeds all vices.
- Let those who love God be your friends.
- Keeping bad books with you is like hiding fire in straw,
You angels, will be turned into devils, if you are caught up in bad circumstances.
- Let your ability be manifest in your discipline of life, in piety and control of your senses.
- Whatever you earn through deceit and theft will soon melt away like snow.
- Do not let your parents shed tears on account of you.
If you offend them, you will have to suffer punishment in this world itself.
- Do not belittle or humiliate the poor. For God will demand of you an account of their tears.
- Days on which you have not rendered any good to others, will not be reckoned among the days of your life.

St. Kuriakose Elias Chavara



Animation &
Graphic Design

BA

Bachelor of
Computer
Application

BCA

Master of
Social Work

MSW

Master of Computer
Application
(Lateral Entry)

MCA

Master of
Business
Administration

MBA

Master of
Commerce
(Finance)

M.Com

Bachelor of
Business
Administration

BBA

• Computer
Application
• Finance &
Taxation

B.Com

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(Affiliated to M.G. University & Approved by AICTE)
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