

**HAND BOOK 2019-'20**



**FOUNDED IN  
2002**



**GURUDEV**

**RABINDRANATH TAGORE**

**ARTS AND SCIENCE COLLEGE**

**(Affiliated to Kannur University)**

**Managed by the Catholic Diocese of Bathery**

FOUNDED IN 2002



# **GURUDEV**

## **RABINDRANATH TAGORE**

### **ARTS AND SCIENCE COLLEGE**

(Affiliated to Kannur University)

Managed by the Catholic Diocese of Bathery



.....  
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# PERSONAL INFORMATION



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Course : .....

Roll No. : .....

Name of  
Parent/Guardian : .....

Address : .....  
.....  
.....

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Email : .....

Blood Group : .....



His Beatitude

**Moran Mor BASELIOS CARDINAL CLEEMIS**

Major Archbishop - Catholicose of the Syro- Malankara  
Catholic Church & Major Archbishop of Trivandrum  
(Chief Patron, Gurudev Arts & Science)



His Excellency

**Most. Rev. Dr. Joseph Mar Thomas**

Bishop of Catholic Diocese of Bathery

(Manager & Patron, Gurudev Arts and Science Collge)



Director & CEO

**Rev.Fr. Shibin P. James**

MCJ, M.Phil.

Mob:9846462424



Principal  
**Dr. K.T. RAVEENDRAN**  
Ph.D.



Public Relation Officer  
**Rev. Fr. JAMES MULACKAVILAYIL**



Bursar  
**Rev. Fr. CHACKO CHELAMPAMBATH**

*Congratulations*

## KANNUR UNIVERSITY EXAM RESULT 2018

**1st RANK**



**ZAHWA MARIYAM VK**  
BSc. MICROBIOLOGY

**3RD RANK**



**NEETHU A**  
BBA TTM



**NEENU JOSEPH**  
B.Sc. BIO-CHEMISTRY

## TOPPERS



**Akshaya**  
MCom.



**Nijisha C.**  
MSc. Maths



**Kavya A.M.**  
MSc. Chemistry



**Anagha M.V.**  
MA English



**Sharika P.V.**  
BCom. Co-op.



**Snehalakshmi**  
BCom. CA



**Seethalakshmi**  
BBA



**Amritha K.V.**  
BCA



**Shyamili P.**  
BSc. Maths



**Aswathi K.**  
BSc. Chemistry



**Swetha V.**  
BSc. Physics



**Devika**  
BSW



**Amrutha K.**  
BA English



# KANNUR UNIVERSITY EXAM RESULT 2017

## TOPPERS

*Congratulations*

UNIVERSITY  
FIRST



**HARITHA PURUSHOTHAMAN**  
BBA



**SHOBITH SURESH**  
MICROBIOLOGY



**SHILPA T.V.**  
BSW

UNIVERSITY  
SECOND



**AKHIL MOHAN V.V.**  
ELECTRONICS



**DEVIKA PRAKASH**  
BIOCHEMISTRY

UNIVERSITY  
THIRD



**JESNA K. JOHNY**  
BSW

University Fourth



**Vipin Raj C K**  
(Electronics)



**Anusree K.**  
4th Rank (BSW)



**Juhi K.**  
(BSc. Physics)



**Sharanya Sudheer**  
(BSc. Chemistry)



**Aswathi Thayambath**  
(BCA)



**Anusree P.P.**  
(BCom. CA)



**Dhanusha V.V.**  
(BSc. Mathematics)



**Anusree T.**  
(BA English)



**Amrutha P.**  
(B.Com. Co-op.)

# CONTENTS

	Page No.
VISION .....	11
MISSION .....	11
OBJECTIVES .....	12
CORE VALUES .....	12
THE COLLEGE EMBLEM .....	12
GURUDEV RABINDRANATH TAGORE .....	13
PROFILE .....	14
THE CATHOLIC DIOCESE OF BATHERY .....	16
OUR PATRON .....	17
LOCATE US .....	18
PRAYER .....	19
COLLEGE GOVENING BODY .....	21
LIST OF TEACHING STAFF .....	23
LIST OF NON-TEACHING STAFF .....	25
CLASS TEACHERS/TUTORS .....	26
PROGRAMMES OFFERED .....	28
PG PROGRAMMES .....	28
KANNUR UNIVERSITY REGULATIONS FOR CHOICE BASED CREDIT AND SEMESTER SYSTEM FOR UNDER GRADUATE PROGRAMME IN AFFILIATED COLLEGES -2019 (IN OBE – OUTCOME BASED EDUCATION – SYSTEM) .....	29
DETAILED PROGRAMME STRUCTURE .....	55

# CONTENTS

	Page No.
BSc. PHYSICS .....	55
BSc. CHEMISTRY .....	56
BSc. MATHEMATICS .....	57
BSc. MICROBIOLOGY .....	58
BSc. BIOCHEMISTRY .....	59
BA ENGLISH .....	60
BCom. Co-operation .....	61
BCom. CA .....	62
Bachelor of Business Administration .....	63
Bachelor of Computer Application .....	64
Bachelor of Social Work .....	65
BBA TTM .....	66
MSc. CHEMISTRY .....	67
MSc. MATHS .....	68
MA ENGLISH .....	69
MCom .....	70
Rules & Regulations .....	71
Co-curricular Activities .....	76
College level committees .....	78
Academic Calendar 2019-'20 .....	84
TIME TABLE ODD SEMESTER .....	90
TIME TABLE EVEN SEMESTER .....	91

## OUR TAG LINE

*" Mending Generations  
Imparting Trails Of Glory."*

### VISION

To Create and Augment high quality Educational Environment, Catering Globally Competent and Responsible Citizens and that leads them to self discovery, free creation and comprehensive development, based on the love of God.

### MISSION

To inculcate inquisitiveness for Knowledge and Wisdom, Secularism and Fellow Feeling, Moral Uprightness and Civic Sense, Adherens to Truth and Spiritual Uplift.

## OBJECTIVES

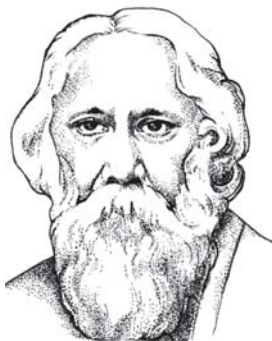
- To build up a community of staff and students committed to the common pursuit of knowledge and excellence.
- To inculcate in students self discipline, good habits and an enquiring mind.
- To nurture the aptitudes of research and advanced learning in both learners and learning facilitators.
- To develop in students leadership qualities, clarity of thought and accuracy of expression.
- To expose the students latest development in technology, environment, industry, agriculture, business etc.
- To help students to be the makers of good society and to work for the eradication of social evils.

## CORE VALUES

- ▶ **Courtesy**
- ▶ **Availability**
- ▶ **Relationship**
- ▶ **Excellence**

## THE COLLEGE EMBLEM

The college emblem consists of four harmoniously arranged sectors along with the motto of the college, '**Lighted to Lighten**' has been assigned with a clear vision about the end of education. The four sectors when viewed clock wise depict the image of Gurudev Rabindranath Tagore, that is why his image has given prominent place in the emblem. The test tube symbolizes science and the light which lightens in the centre of the emblem emphasises the motto of the college, '**Lighted to Lighten**'.



## **GURUDEV RABINDRANATH TAGORE**

The college is named after the great, Acharya Gurudev Rabindranath Tagore, a man of vision and view point.

Tagore , the icon of Indian culture, was a poet, Philosopher, Musician, Painter, Writer and a great Educationist. He was popularly called as ‘Gurudev’. Being the first Asian to become Nobel Laureate, he was the renaissance man of modern India. This legendary bard by his efforts and achievements is a part of global network of pioneering educators.

He believed in an education that was deeply rooted in one’s surroundings but connected to the cultures of the wider world, predicated up on pleasurable learning and individualized to the personality of children.

Gurudev college, like him, also believes that educational process should be one of self-discovery and free creation and school should be integral to society.

It is befitting and a great honour for this college to be known under the name of such a great educationist.

## **PROFILE**

### **GURUDEV ARTS & SCIENCE COLLEGE**

Gurudev Arts and Science College was established in the year 2002 at Mathil, and is affiliated to Kannur University. It is one of the most Reputed Catholic Colleges managed by Corporate Educational Agency of the Catholic Diocese of Sulthan Bathery, Wayanad. His Excellency Most. Rev. Dr. Joseph Mar Thomas is the Manager and Patron of this college.

Started with two UG courses, the glory of Gurudev Arts and Science College reaches hither to with 12 UG courses and 4 PG courses by securing enthralling victories and progress in both curricular and co-curricular fields throughout its journey. Now it imparts the silver light of knowledge to more than thousands of students who belong mainly to the rural areas of Kannur, Kasargod and other Districts and thereby fulfills the higher education dreams of thousands of people and became an integral part in the overall development of these areas.

Excellence in educational performance and ethics in social norm shave marked the wonderful reputation of our institution. The college marches forward with enhanced vigour and vitality upholding the motto 'Lighted to Lighten'.

Gurudev Arts and Science College was established in the year 2002. It was founded by Gurudev Educational and Charitable Trust. Mr. M.V.Purushothaman was the founder chairman. The college has a humble beginning only with two UG courses. After the initial year of functioning at Payyanur in Safa Marva Tower, the college shifted to its own building atop the scene hill which is situated in the middle of Mathil town in 2003. More UG courses started and the college became one of the top most colleges affiliated to Kannur University within a short span of time.

In the month of June 2012, the management of Gurudev Arts and Science college was transferred to Malankara Catholic Diocese of Bathery. His Excellency Most. Rev. Dr. Joseph Mar Thomas became the Manager and Patron of the college. The college witnessed comprehensive development thereafter.

The Decennial anniversary celebration of the college was inaugurated by His Beatitude Cardinal Moran Mor Baselios Cleemis Catholicos on 1<sup>st</sup> February 2012.

In 2014 first P.G course in Chemistry was started and three more P G courses were also started in the following years.

In the month of June 2017, 'Snehalaya' an inimitable college hostel for girls run by FSM Sisters with all modern amenities was inaugurated by His Beatitude Cardinal Moran Mor Baselios Cleemis Catholicos.

On December 2017, a well equipped seminar hall 'Gitanjali' was inaugurated by the Patron of the college Most. Rev. Dr. Joseph Mar Thomas.

At present the college offers UG course in 12 disciplines, spread across Science, Humanities, Commerce, Social Work, Business Administration and Tourism streams and Post Graduate courses in four (Chemistry, Mathematics Commerce & English). With improved infrastructure and various curricular and co-curricular activities, the college is getting ready for the accreditation by the NAAC, to enhance its quality education.



## THE CATHOLIC DIOCESE OF BATHERY

The Catholic Diocese of Bathery is an Eparchy of the Syro Malankara Catholic Church in Sulthan Bathery, in Kerala, India. The Catholic Diocese of Bathery was established in 1978 by Pope John Paul II and was formally inaugurated on 2<sup>nd</sup> February 1979. The eparchy comprises the districts of Nilgiris of Tamil Nadu State, Malappuram, Kozhikode, Kannur, Wayanad and Kasargod districts of Kerala State. The diocesan head quarters is situated in Sulthan Bathery in the district of Wayanad in Kerala.

His Excellency Dr. Joseph Mar Thomas, the Current Bishop of Diocese of Bathery was appointed as the third Bishop of the eparchy of Bathery and enthroned on 13<sup>th</sup> April 2010.

The Syro Malankara Catholic Church sponsors a large number of educational institutions in and out side Kerala, under the Malankara Catholic Educational Society. The society manages various ecclesiastical, charitable and educational institutions. Mar Ivanious College, Trivandrum, Mar Baselious College of Engineering, Pushpagiri Medical College, Thiruvalla, Mar Athanasios College for Advanced studies, Pazhassi Raja College, Bathery are some of the great colleges which come under it.

Gurudev Arts and Science college is also one of the Malankara Catholic Colleges administered by the Metropolitan Bishop of Bathery, in accordance with the rights of the minority community guaranteed in the Constitution of India.

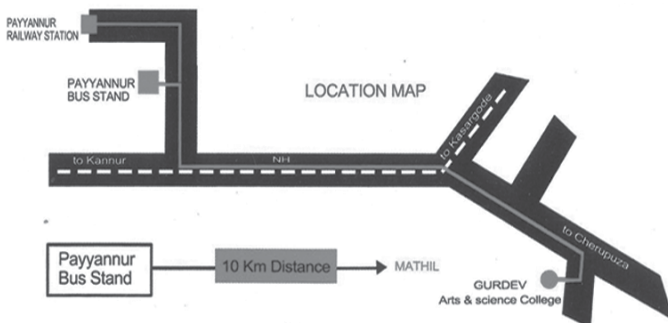
## Our Patron

The Manager and Patron of the college is His Excellency Most Rev. Dr. Joseph Mar Thoamas. The perceptive vision of this veteran educationist and economist, becomes the mission of this college. He was ordained as priest in 1978 and as bishop on 5<sup>th</sup> January 2005. Pope John Paul II appointed him as Auxiliary Bishop of Trivandrum and in April 13, 2010, He was enthroned as the third Bishop of the eparchy of Bathery.

He completed his masters degree in education. From 1986 onwards he served as Lecturer in the faculty of Economics of Mar Ivanios College, Thiruvananthapuram. He was awarded doctorate in 1997 in the field of Economics and Education. In 1996 he joined as the faculty of Education at Mar Theophilos Training college and served as Principal there for 10 years. In 1998 he became the senate member of Kerala University and Member of Board of Studies of Education. In 2000 he was appointed as the Member of School Curriculam Committee headed by Education Minister. He was a research guide of University of Kerala and a vast number of students have done their research under him. He has been serving as educational consultant of several regional, national and international institutions and presently he is a consultant member of the Newyork State Board of Education. His versatility implied in his writings for the various media. He has published books and innumerous research articles, on economics and education, and organized several national and international seminars. The college is proud to have him as its patron and it reaches momentum under his guidance and vision

## Locate Us

Gurudev Arts and Science College is located at Mathil, in Kankol Alapadamba Panchayath, Kannur District, Kerala. It is 10 kms away from Payyanur, the place which is known as the 'Second Bardoli' related to the great freedom movement of India. The Central University which is situated in Kasargod district is only 40 kms away from Mathil. There are approximately 120 Schools and 20 Colleges functioning in the 50 kms surrounding of this college. With its imposing vastness of 20 acres of land as campus area, the college is a significant Physical and intellectual presence of this place.



## പ്രാർത്ഥന

എങ്ങുമെങ്ങും നിറയും വെളിച്ചമേ  
എൻ കരളിൽ കുടിയിരിക്കണമേ  
എന്റെ പാദം ഇടനാതിരിക്കുവാൻ  
എന്നുമെന്നിൽ കൃപചൊരിയേണമേ  
പൂവിലുറുന്ന പുഞ്ചിരി നീയല്ലോ  
പുസ്തകം തരും ജ്ഞാനവും നീയല്ലോ  
പുല്ലുമാടവും പൂമണിമേടയും  
തുല്യമായ് തൊഴും ശക്തിയും നീയല്ലോ  
നല്ല ബുദ്ധിയായ് എന്റെ മനസ്സിലും  
നല്ല ഭാഷയായ് നാവിന്റെ തൂമ്പിലും  
നല്ല ചെയ്തിയായ് എന്റെ കരത്തിലും  
നന്മയായ് നീ കുടിയിരിക്കണമേ

## **PRAYER**

*Oh! light  
You are everywhere and ever  
Make my heart your dwelling place  
Keep my feet from straying  
Shower your grace always on me  
You are the sweet smile of flowers  
You are the wisdom of books  
You are the mighty, worshipped in huts  
and mansions  
Be the good sense in my mind  
Be the good words of my tongue  
Be the good deeds of my little hands  
Endow me with your goodness eternally*

## 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 love my parents, teachers and all elders and respect and treat everyone with courtesy. To my country and my people, I pledge my devotion. In their well-being and prosperity alone lies my happiness.

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## NATIONAL ANTHEM

Jana gana mana adhinayaka Jaya hae  
Bharatha bhagya-vidhata,  
Punjab, Sindh, Gujarata Maratha  
Dravida Utkala Banga,  
Vindhya Himachala, Yamuna Ganga  
Uchchala Jaladhi taranga  
Tava Subha name jage  
Tava Subha asisha mage  
Gahae Tava jaya gatha,  
Jana gana mangala-dayaka Jaya hae  
Bharatha bhagya-vidhata,  
Jaya hae, Jaya hae, Jaya hae  
Jaya, Jaya, Jaya, Jaya hae.

## COLLEGE GOVERNING BODY

### *Patron & Manager*

**His Excellency Most.Rev. Dr. JOSEPH MAR THOMAS**  
(Bishop, Diocese of Bathery)

### *Co-patrons*

**Very Rev Msgr. Fr. MATHEW ARAMBANKUDIYIL**  
**COR- EPISCOPA** (Chief Vicar General)  
Rt. Rev. Msgr. **THOMAS KANJIRAMUKALIL**  
(Vicar General) Ex-Officio Member

### *Chancellor*

**Very Rev. Fr. PHILIP VETTIKATTIL**

### *Procurator*

**Very Rev. Fr. SAMUEL PUTHUPADY**

### *Higher Education Council Chairman*

**Rev. Fr. TONY JACOB KOZHIMANNIL**

### *Higher Education Council Secretary*

**Rev. Fr. VARGHESE KOLLAMAVUDY**

### *Higher Education Council Bursar*

**Rev. Fr. THOMAS MANNITHOTTAM**

### *Director & C.E.O*

**Rev. Fr. SHIBIN P. JAMES**

### *Principal*

**Dr. K.T. RAVEENDRAN**

### *Public Relation Officer*

**Rev. Fr. JAMES MULACKAVILAYIL**

### *BURSAR*

**Rev. Fr. CHACKO CHELAMPARAMBATH**

### *Vice Principal & College Co-ordinator*

**Mr. MADHUSOODHANAN M.** (Dept of Maths)

### *TO CONTACT*

### **COLLEGE OFFICE**

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*PATRON & MANAGER*

**H.E. Dr. JOSEPH MAR THOMAS**

Bishop of Bathery

'Dharmapitham'

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*DIRECTOR & C.E.O*

**Rev.Fr. SHIBIN P. JAMES MCJ, M.Phil.**

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*PRINCIPAL*

**Dr. K.T. RAVEENDRAN**

Mob: 9447491201

*BURSAR*

**Rev. Fr. CHACKO CHELAMPARAMBATH**

Ph: 9947797335

*SUCCESSION LIST OF PRINCIPALS*

1. Prof. PADMANABHAN P.V. (2002 - 2006)
2. Prof. K.V. NARAYANAN (2006 - 2011)
3. Prof. P.V. VELAYUDHAN NAMBIAR (2011 - 2018)
4. Dr. K.T. RAVEENDRAN (2018 onwards)

*SUCCESSION LIST OF DIRECTORS*

1. Rev. Fr. RENI MUDAMPALLY (2013-2017)
2. Rev. Fr. SHIBIN P. JAMES (2017 onwards)

*SUCCESSION LIST OF BURSARS*

1. Rev. Fr. LUKOSE PALLIPADINJATTETHIL (2012 - 2014)
2. Rev. Fr. PETER THOPPIL (2014 -2016)
3. Rev. Fr. CHACKO CHELAMPARAMBATH (2016 onwards)

## LIST OF TEACHING STAFF

### PRINCIPAL

Dr. K.T. Raveendran Ph.D., MSc.

### DEPARTMENT OF MATHEMATICS

1. Mr.Madhusoodanan.M., (HOD)  
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4. Ms. Gopika K. MSc. Ph: 9207241139
5. Ms. Akshaya P. MSc. Ph: 9544442188
6. Ms. Midhula E.N.T. MSc., B.Ed. Ph: 8157951042

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7. Ms. Mrudula A. (HOD) MSc, B.Ed., SET Ph: 9446169809
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15. Ms. Anju Sunny M.Sc. Ph: 8281592830
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21. Mr. Sumesh.K. MSc. Ph: 8281530659
22. Ms. Divya P. Easwaran MSc. Ph: 9400481208

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23. Ms. Rajna.V. (HOD), MSc. Ph: 8129331239
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### **DEPARTMENT OF BIOTECHNOLOGY**

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45. Ms. Sumy Thomas MCom Ph: 9656366692

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51. Ms. Malavika Prasad	MBA	Ph: 7559096577
52. Ms. Ravitha P.P.	MBA (Finance & HR)	Ph: 9496814695
53. Ms. Dona Sunny	MTTM	Ph: 9745388522

#### DEPARTMENT OF STATISTICS

54. Ms. Shajna Govindan	(HOD) MSc.	Ph: 7510561600
55. Ms. Nithya K.U.	MSc.	Ph: 9539390928

#### DEPARTMENT OF LANGUAGES Malayalam

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#### Hindi

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59. Ms. Shyma K. Nair	MA, BEd.	Ph: 9605107133

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61. Ms. Jismi John	MSW, NET	Ph: 8157859678
62. Ms. Dhanya K.V.	MSW, NET	Ph: 9946216214

#### LIBRARIAN

61. Mr. Unnikrishnan R.K.	BLIS, MLIS	Ph: 9495097932
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#### LIST OF NON TEACHING STAFF

1. Mr. P.V. Bharathan, Superintendent	Ph: 04985 207852
2. Mr. Rajesh K.M., Clerk	Ph: 9847328334
3. Ms. Bindu C.M., Accountant	Ph: 9495479782
4. Ms. Mini.K.D., Lab instructor-Bio chemistry	Ph: 9961612229
5. Mr. Biju K., Lab instructor-Computer Science	Ph: 9446280063
6. Mr. Umesh P.P., Lab Instructor- Physics	Ph: 9446737833
7. Mr. Sarath, Lab Assistant - Chemistry	Ph: 9497153657
8. Ms. Remitha, Lab Assistant - Microbiology	Ph: 9656675731
9. Mr. Vijayan A.V., Peon	Ph: 9605980278
10. Ms. Chandramathi A.V., Sweeper	Ph: 9747439767
11. Ms. Lalitha K., Sweeper	Ph: 9656746410

**CLASS TEACHERS/TUTORS**

<b>Name of programme</b>	<b>Semester</b>	<b>Name of the teacher</b>
BSc Physics	S1 & S2	Ms. Neepa E.C.
	S3 & S4	Ms. Mrudula.A.
	S5 & S6	Mr. Linukumar M.C.
BSc Chemistry	S1 & S2	Ms. Roopa V.V.
	S3 & S4	Ms. Sanila C.V.
	S5 & S6	Mr. Syamjith K.P.
BSc Mathematics	S1 & S2	Ms. Gopika K.
	S3 & S4	Ms. Preenu Jose
	S5 & S6	Ms. Akshaya P.
BSc Microbiology	S1 & S2	Mr. Sumesh K.
	S3 & S4	Ms. Dharanya Krishnan
	S5 & S6	Mr. Aneesh K.
BSc Biochemistry	S1 & S2	Ms. Sindhu P.K.
	S3 & S4	Ms. Rakhi R.C.
	S5 & S6	Ms. Rajana V
BA English	S1 & S2	Ms. Sruthi A.T.V.
	S3 & S4	Ms. Sinimol
	S5 & S6	Ms. Babitha K.
B Com Co-operation	S1 & S2	Ms. Christy Mathew
	S3 & S4	Ms. Princy P.A.
	S5 & S6	Ms. Sumi Thomas

<b>Name of programme</b>	<b>Semester</b>	<b>Name of the teacher</b>
B Com CA	S1 & S2 S3 & S4 S5 & S6	Ms. Keerthana Mr. Faris M.T.P. Ms. Vineetha C.
BBA	S1 & S2 S3 & S4 S5 & S6	Mr. Malavika Prasad Ms. Nidheesh T. Ms. Ravitha P.P.
BBA TTM	S1 & S2 S3 & S4 S5 & S6	Mr. Viswas P.P. Mr. Anju Krishna A. Ms. Dona Sunny
BCA	S1 & S2 S3 & S4 S5 & S6	Ms. Smitha Rajan Mr. Priyesh K. Ms. Veena Vijayan
BSW	S1 & S2 S3 & S4 S5 & S6	Ms. Jismi John Mr. Lijo Joseph Ms. Dhanya K.V.
MSc Chemistry	S1 & S2 S3 & S4	Ms. Anju Sunny Ms. Vaishali Divakaran
MSc. Maths	S1 & S2 S3 & S4	Mr. Madhusoodanan Ms. Neethu K.
MA English	S1 & S2 S3 & S4	Mr. Chandrasekaran K.V. Ms. Soumya C.K.
M.Com.	S1 & S2 S3 & S4	Ms. Seena K.V. Ms. Shyma V.C.

## **PROGRAMMES OFFERED**

### **U.G. PROGRAMMES (Degree Courses)**

- ❖ B.Sc Physics
- ❖ B.Sc Chemistry
- ❖ B.Sc Mathematics
- ❖ B.Sc Microbiology
- ❖ B.Sc Bio-chemistry
- ❖ BA English
- ❖ B.Com CA
- ❖ B.Com Co-operation
- ❖ BBA
- ❖ BBA TTM
- ❖ BCA
- ❖ BSW

### **PG PROGRAMMES**

- ❖ M.Sc Chemistry
- ❖ MSc. Mathematics
- ❖ MA English
- ❖ MCom.

# KANNUR UNIVERSITY

## Regulations For Choice Based Credit and Semester System For Under Graduate Programme in Affiliated Colleges -2019 (in OBE – Outcome Based Education – system)

### 1. TITLE, APPLICATION AND COMMENCEMENT

- 1.1 These regulations may be called “Kannur University Regulations for Choice Based Credit and Semester System for Under-Graduate Programme 2019” (in OBE – Outcome Based Education – system) (KUCBCSSUG 2019)
- 1.2 The regulations provided herein shall apply to all regular First Degree (undergraduate) programmes conducted in colleges and institutions affiliated to the Kannur University, coming under the Faculties of Science, Technology, Humanities, Social Sciences, Language & Literature, Commerce and Management Studies, Fine Arts, Communication and such other faculties as decided by the University from time to time.
- 1.3 These regulations shall come into force with effect from the academic year 2019-2020 onwards.
- 1.4 These regulations shall not apply to Distance Education Programmes.
- 1.5 The provisions herein shall supersede all the existing regulations for the regular under-graduate programmes to the extent herein prescribed.

### 2. DEFINITIONS: In these regulations, unless the context otherwise requires:

- 2.1 **'Academic Week'** is a unit of five working days in which distribution of work is organised from day one to day five (normally, Monday to Friday), with five contact hours of one hour duration on each day. A sequence of 18 such academic weeks constitutes a semester.
- 2.2 **'College Co-ordinator'** is a teacher nominated by the college council to co-ordinate the effective running of CBCSS and the process of continuous evaluation undertaken by various departments within the college. She / He shall be nominated to the College level Grievance Redressal Cell.

- 2.3 **'College Council'** means the body of all Heads of the Departments and elected members among teachers as per the Kannur University Statutes.
- 2.4 **'Complementary Elective Course'** (CEC) means a course which is generally related to the core course which supplements the core course, (traditionally referred to as complementary course)
- 2.5 **'Common course'** means a course that comes under the category of courses, including compulsory English Common Courses(ECC) and Additional Common Courses(ACC) and a set of General Awareness Courses(GAC) applicable for Language Reduced Pattern (LRP) programmes, a selection of which is compulsory for all students undergoing undergraduate programmes.
- 2.6 **'Core course'** (CC) means a compulsory course in a subject related to a particular degree programme which may include Discipline Specific Elective Course(s) (DSEC).
- 2.7 **'Course'** means a segment of subject matter to be covered in a semester.
- 2.8 **Course teacher(s):** Teacher(s) in charge of a particular course as decided by the department council.
- 2.9 **'Credit'** (C) is a unit of academic input measured in proportion to weekly contact hours /course contents assigned to a course.
- 2.10 **'Credit Point'** (CP) of a course is the value obtained by multiplying the grade point (GP) by the credit (C) of the course:  $CP = GP \times C$ .
- 2.11 **Credit Point (CP) of a semester** is the product of SGPA of that semester and the total credit load of that semester.  $CP = SGPA \times \text{Credit of the semester}$
- 2.12 **'Cumulative Grade Point Average'**(CGPA) is the value obtained by dividing the sum of credit points in all the courses taken by the student for the completed semesters by the total number of credits acquired so far and shall be rounded off to three decimal places.  $CGPA = \frac{\text{Sum of the Credit Points secured in completed semesters}}{\text{Total Credit for the completed semesters}}$
- 2.13 **'Department'** means any teaching department in a College offering a programme/course of study approved by the university, as per the Statutes and Act of the university.

- 2.14 '**Department Co-ordinator**' is a teacher nominated by the Department Council to coordinate the continuous evaluation process undertaken in that department.
- 2.15 '**Department Council**' means the body of all teachers of a department in a college.
- 2.16 '**Duration of programme**' means the time period required for the conduct of the programme. The duration of an under graduate degree programme shall be six semesters distributed in a period of three academic years.
- 2.17 '**Faculty Adviser**' means a teacher from the parent department nominated by the Department council, who will advise the students in the academic matters and in the choice of Generic Elective course.
- 2.18 '**General Awareness Course**' means a course that comes under the category of those programmes in which English Common Course and Additional Common Course are limited to first and second semesters (compulsory for all students undergoing LRP/similar programmes).
- 2.19 '**Generic Elective course**' means a course which can be opted by a student in fifth semester of the programme at her/his choice from other disciplines apart from her/his Core subject (GEC) , (traditionally referred to as open course)
- 2.20 **Grade Card** means the official record of student's performance, awarded to her/him. Each letter grade is assigned a '**Grade Point**' (GP) which is an integer indicating the numerical equivalent of the broad level of performance of a student in a course. "**Grade Point**" means point given to a grade on the scale as provided under clause 9. **Grade Point = (Total marks awarded / Total Maximum marks) x 10**
- 2.21 '**Improvement course**' is a course registered by a student for improving her/his performance in that particular course.
- 2.22 '**Letter Grade**' or simply 'Grade' in a course is a letter symbol (A+, A, B, C, D, E, and F). Grade means the prescribed alphabetical grade awarded to a student based on her/his performance in various examinations. The Letter grade that corresponds to a range of CGPA is given in clause 9



- 2.23 **'Overall Grade Point Average'** (OGPA) is the value obtained by dividing the sum of credit points in all the semesters taken by the student for the entire programme by the total number of credits in the entire programme and shall be rounded off to three decimal places. OGPA is the final grade point average after completing six semesters.
- 2.24 **'Parent Department'** means the Department which offers a particular degree programme.
- 2.25 **'Programme'** means the entire course of study and examinations for the award of an under graduate degree.
- 2.26 **'Repeat course'** is a course that is repeated by a student in a semester for want of sufficient attendance. She/ He can repeat the course whenever it is offered again.
- 2.27 **'Semester'** means a term consisting of 90 working days including examination days.
- 2.28 **'Semester Grade Point Average'** (SGPA) is the value obtained by dividing the sum of credit points obtained by a student in various courses taken in a semester by the total number of credits in that semester. SGPA shall be rounded off to three decimal places. SGPA determines the overall performance of a student at the end of a semester. **SGPA = Sum of the Credit Points of the courses for the semester/ Sum of the Credits for the Semester**
- 2.29 **'Strike off the roll'**: means removing a student who is continuously absent for 14 days without sufficient reason and proper intimation to the Principal of the college from the roll after following the procedure prescribed.
- 2.30 Words and expressions used and not defined in these regulations, but defined in the Kannur University Act, Statutes and Ordinances shall have the meaning respectively assigned to them in the Act, the Statutes and the Ordinances.

### 3. ADMISSION AND REGISTRATION

- 3.1 Eligibility for admissions and reservation of seats for various First Degree (Under Graduate) Programmes shall be according to the rules framed by the University from time to time. No student shall be eligible for admission to a Undergraduate Degree Programme in any of the discipline unless she/ he has successfully completed the

examination conducted by a Board/University at the +2 level of schooling or its equivalent, as recognised by the University.

- 3.2 Student enrolment shall be in accordance with the academic and physical facilities available in the Institution. The College shall make available to all students a brochure listing all the courses offered by the various departments in the entire programme and the number of seats sanctioned by the University for each Programme.
- 3.3 The maximum number of students to be admitted to a Programme shall be limited to the number of seats sanctioned by the University.
- 3.4 The College/ University shall publish a Prospectus listing all the programmes indicating Core and Complementary Elective course offered in various Departments during a particular semester.
- 3.5 There shall be a uniform **Academic cum Examinations calendar** approved by the University for the registration, conduct and scheduling of examinations, and publication of results. The Academic cum Examinations Calendar shall be complied with by all colleges and offices, and the Vice Chancellor shall have all powers necessary for this purpose.
- 3.6 Each student shall register for the courses she/he proposes to take in a semester through 'online', in consultation with the Faculty Adviser.
- 3.7 No separate minimum intake shall be prescribed for Generic Elective Courses.
- 3.8 The maximum age limit for admission to the UG programme shall be 23 years as on 1st June of the academic year. For SC/ST candidates the age limit is 25 years as on 1st June of the academic year.
- 3.9 The college shall send a list of the students registered for each Programme in each semester giving the details of programmes for which each of the students has registered including the repeat/reappearance Courses, to the Registrar / Controller of Examinations in the prescribed format as and when required.
- 3.10 Depending upon the academic and physical facilities available in the colleges and institutions, the University may allow the colleges and institutions to admit a certain number of students in third or fifth semester from other Institutions by college transfer or inter university

transfer within a period of two weeks from the date of commencement of the semester. The institutions and the candidate have to make ensure that scheme, syllabus and the total credits of the programme in the complete semesters shall be same in both institutions. Inter collegiate transfer will be permitted to the students who pursue her/his study in the same core course opted for the programme, as per the rules framed separately for this purpose. If the number of applicants are more than the available vacancies, rank list should be prepared by the college or institution based on their merit, and the applications are to be forwarded to the Registrar along with the rank list recommending the most eligible candidate.

- 3.11 Provision for **credit transfer** is subject to common guidelines prepared by the faculty concerned.
- 3.12 There shall be provision for **readmission** of students already registered under "Kannur University Regulations for Choice Based Credit and Semester System for Under-Graduate Programme 2019" subject to the conditions that
- i) There should be a gap of at least one semester for readmission.
  - ii) The candidate seeking readmission to a particular semester should have registered for the previous semester examination.
  - iii) There should not be any change in the scheme and syllabus .If there is a change in the scheme and syllabus, readmission may be given in consultation with the Board of Studies concerned and the Examination Branch.
  - iv) For readmission, the vacancy should be within the statutory limit.
  - v) Re admission shall be made within 14 days of the commencement of classes.
- 3.13 Those students who have registered for First Degree(Under Graduate) programmes in annual pattern or Choice based Credit & Semester system under the regulations in force from 2009 to 2018 admissions but could not successfully complete the programme, may cancel their earlier registration and register afresh for Under Graduate Programmes under these regulations in the same discipline or a different one subject to the age limit prescribed under 3.8

#### 4. PROGRAMME STRUCTURE

- 4.1 **Duration:** The duration of an under graduate programme shall be six semesters inclusive of days of examinations distributed over a period of three academic years. The odd semesters (1, 3, 5) shall be from June to October and the even semesters (2, 4, 6) shall be from October/November to March. Each semester shall have 90 working days inclusive of days of all examinations. No student shall be allowed to complete the Programme by attending more than 12 semesters.
- 4.2 **Courses:** The under graduate programme shall include four types of courses, viz., Common Courses (Code A), Core courses (Code B), Complementary elective courses (Code C) and Generic Elective course (Code D).
- 4.3 **Course code:** Each course shall have a unique alphanumeric code number, which includes abbreviation of the semester number (1 to 6) in which the course is offered, the code of the course (A to D), of the subject in three letters and the serial number of the course (01, 02, 03 etc). Course code will be centrally generated by the Board of Studies of the university. For example 2A03ENG represents a Common English course of serial number 03 offered in the second semester and 2B02PHY represents Core course of serial number 02 offered in the second semester in Physics programme. ***A particular complementary elective course in a semester should have same code with same credit even though it is offered for different programmes.***
- 4.4 **Common courses:** Every under graduate student shall undergo 10 common courses (Total 38 credits) **chosen from a group of 14 common courses listed below, for completing the programme:**
1. English Common Course I
  2. English Common Course II
  3. English Common Course III
  4. English Common Course IV
  5. English Common Course V
  6. English Common Course VI
  
  7. Additional Common Course I
  8. Additional Common Course II

9. Additional Common Course III
10. Additional Common Course IV
11. General Awareness Course I
12. General Awareness Course II
13. General Awareness Course III
14. General Awareness Course IV

Common courses 1-6 shall be taught by teachers of English department and 7-10 by teachers of other language departments and general awareness courses 11-14 by teachers of departments offering core courses concerned. General awareness courses shall be designed by the concerned Board of Studies. The common course 1 to 6 and General Awareness Course 11 to 14 will cover aspects of Ability Enhancement Course (AEC) and Skill Enhancement Course (SEC) based on the directives from Supreme Court, High Court, Central/ State/Local Governments/ other Agencies, The Kerala State Higher Education Council etc from time to time. The Board of studies concerned shall prescribe syllabus accordingly and may submit the syllabus in piecemeal if necessary before the commencement of the classes.

#### Common courses in various programmes

No.	Programme	Semester I	Semester II	Semester III	Semester IV
1	B.A. & B.Sc.	1,2,7	3,4,8	5,9	6,10
2	B.Com.	1,2,7	3,4,8	11,12*	13,14*
3	B.B.A	1,2,7	3,4,8	11,12*	13,14*
4	B.Sc. in alternative pattern(LRP)	1,2,7	3,4,8	11,12*	13,14*

\*These common courses may be offered in first or second semester if the Board of Studies so decide provided existing work load shall not be affected due to this change.

- 4.5 **Core courses:** Core courses are the courses in the main subject of the degree programme chosen by the student. Core courses are offered by the parent department.

- 4.6 **Complementary Elective courses:** Complementary Elective courses cover one or two disciplines that are related to the core subject to supplement it and are distributed in the first four semesters.
- 4.7 **Generic Elective Courses:** There shall be one Generic Elective Course in the fifth semester. This course shall be open to all the students in the institution except the students in the parent department. The students of parent department can opt that course from any other department in the institution. Each department shall offer a five Generic Elective course.
- 4.8 **Credits:** Each course shall have certain credits. For passing the degree programme the student shall be required to achieve a minimum of 120 credits of which 38 shall be for common course (22 for English Common Courses ; 16 for common additional languages other than English).In the case of LRP Programmes 14 credits for common English courses, 8 credits for Additional common courses and 16 credits for General Awareness courses. Minimum credits required for core, complementary elective and Generic Elective courses put together are 82.However the credits to be set apart for the core and complementary elective courses shall be decided by the Board of Studies concerned. The maximum credits for a course shall not exceed 5. Honours programmes will have separate credit distribution.
- 4.9 **Attendance:** A student shall be permitted to appear for the semester examination, only if she/he secures not less than 75% attendance in all courses of a semester put together . Records of attendance shall be maintained by the concerned Department for a period of six years and the attendance register shall be made available for verification, as and when required by the University.
- 4.10 Only those students who are registered for the university examination with eligible attendance (including those under condonable limit) alone are eligible to be promoted to next semester. Students who have attendance in the prescribed limit but could not register for examination are eligible to move to the next semester after availing token registration. The candidates shall apply for token registration within two weeks of the commencement of the next semester. Token registration is allowed only once during the entire programme. It

shall be the duty of the Principal to ensure that only eligible candidates are promoted to the next semester. The Vice Chancellor shall be competent to cancel the ineligible promotion and impose penalty on the Principal.

- 4.11 **Condonation:** Students are eligible for the condonation of shortage of attendance for a maximum of 14 days in a semester subject to a maximum two times during the whole period of an Under Graduate Programme. Condonation of shortage of attendance may be granted by the Vice Chancellor on production of the medical certificate from a registered medical practitioner for the days absent. Students who attend, with prior concurrence from the Head of the department/ institution, the approved co-curricular activities of college/university/ higher level /other agencies approved by the Principal are eligible to get their lost days treated as 'Present' on submission of an application to the Principal through the head of the Department with a certificate of participation / attendance certificate in such activities, provided the student concerned must receive the required course of instruction in lieu of the days/hours lost as may be decided by the Head of The Department/ Principal. A student who is not eligible for condonation of shortage of attendance shall repeat the semester along with the subsequent batch by availing re admission.
- 4.12 **Admission to Repeat courses** shall be within the sanctioned strength including marginal increase. However if the number of candidates applied exceeds the sanctioned strength, those students who have discontinued the programme on account of serious health problems, may be permitted to repeat the course on production of a medical certificate issued by a physician not below the rank of a Civil Surgeon in Government service, after obtaining permission from the Registrar of the University. Those students who are meritorious in sports activities are eligible to repeat fifth and sixth semesters of the programme if they so desire, under N+1 or N+2 category with the permission of the university, on the recommendation of the Head of the Department of Physical Education ,Head of the parent Department of and the Principal of the College after cancelling their registration of fifth and sixth semester examinations, provided those students who pass the semester examinations will not be granted permission to repeat the courses under this category. Those

candidates who could not successfully complete the programme under N+1 category are eligible to repeat courses under N+ 2 categories under the same conditions under N+1

- 4.13 If a student registered in first semester of the UG degree programme is continuously absent from the classes for more than 14 days at the beginning of the first semester without intimation to the Principal, the matter shall immediately be brought to the notice of the Registrar of the university, by the Principal. The names of such students shall be removed from the rolls .A student who is continuously absent for 14 days during a semester without sufficient reason and proper intimation to the Principal of the college shall be removed from the roll provided before removing the student from the roll , the Principal shall consult the College Council and shall communicate the student the decision of the college council giving the student a reasonable time to file appeals/ complaints if any to the Principal before the date of Strike off the roll. Such appeals/ complaints shall be considered by the College Council for further proceedings.
- 4.14 **Grace marks:** Grace Marks shall be awarded to a student for meritorious achievements in co-curricular activities (in Sports/Arts/ NSS/NCC) carried out besides the regular class hours. Such a benefit is applicable and limited to each academic year spreading over three years (6 Semesters). No separate credit shall be assigned for such activities. Grace marks shall be awarded to other eligible candidates as per University orders in this regard from time to time.

## 5 CREDIT DISTRIBUTION

### 5.1 FOR BA PROGRAMME (Total Credits= 120)

<b>Common Courses</b>	(Total Credits: <b>38 = 22 + 16</b> )
<b>Six English Common Courses*</b> : 4 x 4 Credits	= 16 +
2 x 3 Credits	= 6
	—
	<b>22</b>

(\*In first four semesters

\*Includes **Ability Enhancement Course (AEC) and Skill Enhancement Course (SEC)**



Four **Additional Common Courses\*\***: 4 x 4 Credits = 16

(\*\*In first four semesters)

**Core Course** (Total Credits = 64)

Number of courses and their respective credits can be decided by the respective Board of Studies, subject to the existing workload.

These courses include **Discipline Specific Elective Courses (DSEC)**

(Credits may be four, three, and two as the BOS decides)

**Complementary Elective Courses** (Total Credits = 16)

First **Complementary Elective Courses** (2):

2 x 4 Credits = 8 +

Second **Complementary Elective Courses** (2):

2 x 4 Credits = 8

16

**Generic Elective Course** (Total Credits = 2)

There shall be one Generic Elective Course *exclusively for students of other departments- (2 hrs/ week)* offered by a department

One **Generic Elective Course**: Credit = 2

**5.2 FOR BSc. PROGRAMME** (Total Credits = 120)

**Common Courses** (Total Credits: 38=22 + 16)

Six **English Common Courses\***: 4 x 4 Credits = 16 +

2 x 3 Credits = 6

22

(\*In first four semesters)

\*Includes **Ability Enhancement Course (AEC) and Skill Enhancement Course (SEC)**

Four **Additional Common Courses\*\***: 4 x 4 Credits = 16

(\*\*In first four semesters)

**Core Course** (Total Credits = 56)

Number of courses and their respective credits can be decided by the respective Board of Studies, subject to the existing workload.

These courses include **Discipline Specific Elective Courses (DSEC)** (Credits may be four, three, and two as the BOS decides)

**Complementary Elective Courses** (Total Credits = 24)

First **Complementary Elective Course**(4):  
4 x 3 Credits = 12+

Second **Complementary Elective Course** (4):  
4 x 3 Credits = 12

—  
**24**

(If First / Second Complementary Elective Course consists of *theory as well as Practical* , there will be 4 theory courses with 2 credits each and 1 practical with 4 credits so that,  $4 \times 2 \text{ Credits} = 8$  plus  $1 \times 4 \text{ Credits} = 4$  , equals 12 credits )

**Generic Elective Course** (Total Credits = 2)

There shall be one Generic Elective Course ***exclusively for students of other departments- (2 hrs/ week )*** offered by a department

One **Generic Elective Course**: Credits = 2  
—  
**2**

### 5.3 FOR BCom / BBA/ BBM/other LRP PROGRAMMES

(Total Credits= 120)

Common courses (Total Credits:  $38=14 + 8+16$ )

Four **English Common Courses\***: 2 x 4 Credits = 8 +  
2 x 3 Credits = 6

—  
**14**

(\*In first two semesters)

Two Additional **Common Courses\*\*** 2 x 4 Credits = 8

(\*\*In first two semesters)

Four General **Awareness Courses\*\*\***: 4 x 4 Credits = 16

(\*\*\*Includes **Ability Enhancement Course (AEC)** and **Skill Enhancement Course (SEC)**)

**Core Course** (Total Credits = 64)

Number of courses and their respective credits can be decided by the respective Board of Studies, subject to the existing workload. These courses include **Discipline Specific Elective Courses (DSEC)** (Credits may be four, three, and two as the BOS decides)

**Complementary Elective Courses** (Total Credits = 16)

4 Complementary Elective Courses: 4x 4 Credits = 16

Generic Elective Course (Total Credits = 2)

There shall be one Generic Elective Course *exclusively for students of other departments- (2 hrs/ week)* offered by a department **Generic Elective Course: Credits= 2**

## 6. BOARD OF STUDIES AND COURSES

- 6.1 The programme/ course under these Regulations shall be designed to include the title of the programme /course, Programme Specific Outcome (PSO)/ Course Outcome (CO), the number of credits, maximum marks for End Semester Evaluation and Continuous Evaluation and the distribution thereof, duration of examination hours and reference materials. Maximum efforts shall be made to maintain a uniform pattern while designing the courses, project, viva, practical etc. in the scheme and syllabus of various programmes coming under same faculty. The Vision and Mission Statements of the University and Programme Outcomes, as given in Annexure (i) and (ii) shall be given in all syllabus. The concerned UG Boards of Studies shall design all the courses offered in the under-graduate programmes. The Boards shall design and introduce new courses, modify or re-design existing courses and replace any existing courses with new/modified/re-designed courses to facilitate better exposures and training for the students.
- 6.2 Each course shall have an alpha-numeric code and title of the course. The code gives information on the Subject, the Semester number and the serial number of the course.
- 6.3 The syllabus of each course shall be prepared module (unit)-wise. Number of instructional hours and reference materials are also to be mentioned against each module.
- 6.4 The scheme of examination and model question papers are to be prepared by the Board of studies
- 6.5 Board of Studies should analyse the question papers of previous examinations.
- 6.6 Board of Studies should make the changes in the syllabi and text books in consultation with the teachers.

- 6.7 At least two meetings of teachers may be held in every department in every college, one in mid-year and one towards the year end to discuss the academic and general activities of the Department. The recommendations of these meetings should be sent to the Boards of Studies.
- 6.8 Boards of Studies have to be constantly in touch with other Universities. Subject experts have to be identified in all major fields of study and endeavour, and consulted frequently.
- 6.9 Different types of questions shall possess different marks to quantify their required analysis. Maximum marks can vary from course to course depending on their comparative importance.

## 7. EXAMINATION

- 7.1 There shall be University examinations at the end of each semester. A candidate who fails to register for University Examination shall not be permitted to move to next semester
- 7.2 **Practical** examinations shall be conducted by the University at the end of the semester. If necessary, it shall be conducted before the End Semester Evaluation.
- 7.3 **External Viva-voce**, if any, shall be conducted along with the practical examination/project evaluation.
- 7.4 **Project** evaluation shall be conducted at the end of sixth semester. 20 % of marks are awarded through continuous evaluation.
- 7.5 **Improvement:** Improvement of courses in a particular semester can be done only once. The student shall avail the improvement chance in the succeeding year along with subsequent batch.. If the candidate fails to appear for the improvement examination after registration, or if there is no change in the results of the improvement examination, the mark/grade obtained in the first appearance will be retained. Candidates may be permitted to cancel their improvement registration/appearance if applied before the publication of results, and after that application for cancellation shall not be permitted. To avoid a situation of undergoing two courses of study during the same academic year, those candidates who intend to avail improvement chance after successful completion of the Programme, shall surrender their Grade Cards and submit their Transfer Certificate to the University along with application for registration for examination.

Transfer Certificate shall be returned to the students after releasing the hall tickets and fresh Grade Card shall be issued incorporating the improvement results. There shall be no improvement chance for continuous evaluation, project/viva voce/practical. The internal marks already obtained will be carried forward to determine the new grade/mark in the improvement examination.

- 7.6 There shall be no supplementary examinations. For reappearance/improvement the students shall appear along with students of subsequent admissions as and when the examinations are conducted by the University.

## **8. EVALUATION :**

### **8.1 Course Evaluation:**

The evaluation scheme for each course shall contain two parts

- a) Continuous Evaluation (CE)
- b) End Semester Evaluation ( ESE)

20% weightage shall be given to the Continuous Evaluation(CE) and 80% weightage shall be for the End Semester Evaluation (ESE )

### **8.2 Continuous Evaluation (CE):**

- a. 20% of the total marks in each course are for continuous assessment. The continuous evaluation shall be based on a pre determined transparent system involving any of the two components- For theory course: written test , assignments, seminars, Viva etc  
For practical course: lab involvement , records, written test etc
  - b. Two components and their respective weightages shall be as prescribed in the scheme and syllabus by the Board of Studies concerned.
  - c. Attendance ***shall not be*** a component for Continuous Evaluation(CE).
- 8.3 To ensure transparency of the evaluation process, the continuous evaluation marks awarded to the students in each component of each course in a semester shall be notified on the notice board at least three days before the commencement of End Semester Evaluation. There shall not be any chance for improvement for Continuous Evaluation. Only the total CE marks awarded to a candidate in each course need be sent to university by the Principal

of colleges concerned. The College shall maintain the academic record of each student registered for the course, with the details of the marks awarded to each component of Continuous Evaluation of courses with the signatures of the students, course teacher and HOD which shall be preserved in the college for a period of six years from the last date of the End Semester Examination of the semester concerned and shall be made available to the University for inspection as and when required. Complaints if any with regard to the Continuous Evaluation shall be submitted by the student to the Course Teacher first. If the student feels that justice is denied, she/he can submit appeal to Head of the Department and thereafter to the Principal of the College. The Department Council/ College Council shall consider the complaint and ensure that assessments are done by the teacher in a just and fair manner. In case the student is not satisfied with the decision at the college level, further appeal/ complaints may be submitted by the student to the Controller of Examinations, Kannur University for being placed before the University Level Committee for consideration.

#### 8.4 **End Semester Evaluation (ESE)**

End Semester Evaluation carries 80% of total marks. The End Semester Evaluation in theory courses are to be conducted with question papers set by external experts. The evaluation of the answer scripts shall be done by examiners appointed by the University based on a well-defined Scheme of valuation and answer keys provided by the University. After the End Semester Evaluation only marks are to be entered in the answer scripts. Marks secured for End Semester Evaluation only need be communicated to University. All other calculations including grading are done by the university by the Chairperson of Board of Examiners. The End Semester Evaluation in practical courses shall be conducted by two examiners (one internal and one external) appointed by the University. End Semester Evaluation of all semesters will be conducted in centralised valuation camps immediately after the examination. All question papers shall be set by the university.

#### 8.5 **Project Evaluation:** Every student of a UG Programme shall have to work on a project (credit of which shall be decided by the concerned

Board of Studies) under the supervision of a faculty member as per the curriculum. Projects shall be submitted in the last week of February in sixth semester. Belated and incomplete projects will not be entertained. Project evaluation shall be conducted at the end of sixth semester as per the following general guidelines or by the guidelines framed by the Board of Studies concerned:

1. Evaluation of the Project Report shall be done under Mark System.
2. The evaluation of the project will be done at two stages:
  - a) Continuous Evaluation (supervising teachers will assess the project and award internal Marks)
  - b) End Semester Evaluation (external examiner appointed by the University)
3. Marks secured for the project will be awarded to candidates, combining the Continuous Evaluation and End Semester Evaluation marks.
4. The Continuous Evaluation to End Semester Evaluation components is to be taken in the ratio 1:4. Assessment of different components may be taken as below.
5. Components of Continuous Evaluation and End Semester Evaluation of Project other than the following can be decided by the concerned Board of Studies.

**Continuous Evaluation (20% of total) End Semester Evaluation (80% of total)**

Components	Percentage	Components	Percentage
Punctuality	20	Relevance of the Topic, Statement of Objectives, Methodology (Reference/ Bibliography)	20
Use of Data	20	Presentation, Quality of Analysis/Use of Statistical tools, Findings and recommendations	30
Scheme/Organization of Report	30		
Viva-Voce	50	Viva Voce	30

6. External Examiners will be appointed by the University from the list of VI semester Board of Examiners in consultation with the Chairperson of the Board.
7. The chairman of the VI semester examination should form and coordinate the evaluation teams and their work.
8. Continuous Evaluation should be completed 2 weeks before the last working day of VIth semester.
9. Continuous Evaluation marks should be published in the department.
10. In the case of courses with practical examination, project evaluation shall be done along with practical examinations.
11. Chairman Board of Examinations, may at his discretion, on urgent requirements, make certain exception in the guidelines for the smooth conduct of the evaluation of project.
12. Submission of the Project Report and presence of the student for viva are compulsory for Continuous Evaluation. No marks shall be awarded to a candidate if she/he fails to submit the Project Report for End Semester Evaluation.
13. The student should get a minimum of 40 % marks of the aggregate and 40% separately for ESE and 10% CE for pass in the project.
14. There shall be no improvement chance for the Marks obtained in the Project Report.
15. In an instance of inability of obtaining a minimum pass marks as required under clause 12, the project work shall be re- done and the report may be re-submitted along with subsequent exams through parent department.

## **9. GRADING:**

- 9.1 Indirect Grading System based on the scale specified in clause 9.2 is used to evaluate the performance of students.
- 9.2 Indirect grading system shall be adopted for the assessment of a student's performance in a course(both CE and ESE) Each course is evaluated by assigning marks with a letter grade (A+, A, B, C, D, E and F) to that course by the method of indirect grading. Mark system is followed instead of direct grading for each question. For each course in the semester, letter grade, grade point and percentage of



marks are introduced in the indirect grading system with scale as per guidelines given below:

<b>% of Marks (CE+ESE)</b>	<b>Grade</b>	<b>Interpretation</b>
<b>90 and above</b>	<b>A+</b>	<b>Outstanding</b>
<b>80 to below90</b>	<b>A</b>	<b>Excellent</b>
<b>70 to below80</b>	<b>B</b>	<b>Very Good</b>
<b>60 to below 70</b>	<b>C</b>	<b>Good</b>
<b>50 to below 60</b>	<b>D</b>	<b>Satisfactory</b>
<b>40 to below 50</b>	<b>E</b>	<b>Pass</b>
<b>Below 40</b>	<b>F</b>	<b>Failure</b>

- 9.3 Evaluation ( both CE and ESE)is carried out using Mark system. The grading on the basis of a total CE and ESE marks will be indicated for each course. Each letter grade is assigned a '**Grade point**' (GP) which is a point given to a grade on the scale as envisaged under clause 9.2 and is obtained using the formula:

$$\text{Grade Point} = (\text{Total marks awarded} / \text{Total Maximum marks}) \times 10.$$

- 9.4 '**Credit point**' (CP) of a course is the value obtained by multiplying the grade point (GP) by the credit (C) of the course

$$\text{CP} = \text{GP} \times \text{C}$$

A minimum of grade point 4 is needed for the successful completion of a course.

- 9.5 A candidate securing not less than 40% of aggregate marks of a course with not less than 40% in End Semester Evaluation(ESE) and not less than 10% in Continuous Evaluation (CE ) separately shall be declared to have passed in that course. A minimum of grade point 4 with letter grade E is needed for the successful completion of a course.
- 9.6 Appearance for Continuous Evaluation (CE) and End Semester Evaluation (ESE) are compulsory and no grade shall be awarded to a candidate if she/he is absent for CE/ESE or both.

- 9.7 After the successful completion of a semester, Semester Grade Point Average (SGPA) of a student in that semester is calculated using the formula given below.

$$\text{SGPA} = \frac{\text{Sum of the Credit Points of all courses in a semester}}{\text{Total Credits in that semester}}$$

**Semester Grade Point Average'** (SGPA) is the value obtained by dividing the sum of credit points obtained by a student in the various courses taken in a semester by the total number of credits in that semester. SGPA determines the overall performance of a student at the end of a semester. For the successful completion of a semester, a student should pass all courses in that semester. However, a student is permitted to move to the next semester irrespective of SGPA obtained. SGPA shall be rounded off to three decimal places.

- 9.8 The **Cumulative Grade Point Average** (CGPA) of the student is calculated at the end of each semester. The CGPA of a student determines the overall academic level of the student in each stage of the programme. CGPA can be calculated by the following formula:

$$\text{CGPA} = \frac{\text{Sum of Credit Points of all completed semesters}}{\text{Total Credits acquired}}$$

CGPA shall be rounded off to three decimal places.

- 9.9 At the end of the programme, the over all performance of a candidate is indicated by the Overall Grade Point Average . Overall **Grade Point Average (OGPA)** of the student is calculated at the end of the programme. The OGPA of a student determines the overall academic level the student in a programme and is the criterion for classification and ranking the students. OGPA can be calculated by the following formula

$$\text{OGPA} = \frac{\text{Sum of Credit Points obtained in all semesters of the programme}}{\text{Total Credits (120)}}$$

OGPA shall be rounded off to three decimal places.

An overall letter grade for **OGPA** for the entire programme shall be awarded to a student after completing the entire programme successfully .Over all letter grade based on OGPA and conversion of Grades into classification shall be in the following way.

Grade range OGPA	Overall Letter Grade	Classification
9 - 10	A+	First class with Distinction
8 - 8.999	A	
7 - 7.999	B	First class
6 - 6.999	C	
5 - 5.999	D	Second class
4 - 4.999	E	Pass
Below 4	F	Fail

9.10 The Percentage of marks based on OGPA is calculated by multiplying them by 10.

**Percentage in two decimal places = [OGPA in three decimal places] x 10%**

9.11 Those candidates who pass all the courses prescribed for a programme shall be declared to have successfully completed the programme and eligible for the degree. Minimum OGPA required for the successful completion of the degree programme is 4. In the event a candidate fails to secure pass in any course in a semester, consolidation of SGPA and CGPA will be made only after obtaining pass in the failed course in the subsequent appearance, as envisaged in clause 9.5.

9.12 A student who fails to secure a minimum mark for a pass in a course is permitted to write the examination along with the subsequent batch.

9.13 **Moderation:** Moderation shall be decided by the concerned Board of examiners subject to the Statistics of marks made available from the Examination branch and as per the prescribed guidelines.

9.14 **Revaluation:** In the new system revaluation is permissible. The prevailing rules and regulations of revaluation are applicable to KUCBCSSUG2019.

## 10. GRADE CARD

10.1 The University shall issue to the students grade/marks card (by online) on completion of each semester, which shall contain the following information:

- a) Name of University
- b) Name of college
- c) Month and Year of examination
- d) Title of Under-Graduate Programme
- e) Semester concerned
- f) Name and Register Number of student
- g) Course Code, Title and Credits of each course opted in the semester
- h) Continuous Evaluation marks, End Semester Evaluation marks, total marks, Grade point (G), Credit point and Letter grade in each course in the semester
- i) The total credits, total credit points and SGPA in the semester (corrected to three decimal places)
- j) Percentage of total marks and CGPA separately.

10.2 The **final Grade/mark Card** issued at the end of the final semester shall contain the details of all courses taken during the entire programme including those taken over and above the prescribed minimum credits for obtaining the degree. The final grade card shall show the percentage of total marks, OGPA (corrected to three decimal places) and the overall letter grade of a student for the entire programme. The final grade/mark card shall also include the grade points and letter grade of common course, core courses, complementary elective courses and generic elective courses separately. If the students are in need of separate grade card of each semester for the purpose of higher studies, the same shall be issued on attestation by the Controller of Examinations / Joint Registrar/ Deputy Registrar/ Assistant Registrar after levying the prescribed fee.

## 11. AWARD OF DEGREE

11.1 For the successful completion of all the courses (common, core, complementary elective and generic elective courses) a candidate has to secure minimum E grade as provided in clause 9. Satisfying the minimum credit 120 and securing minimum OGPA 4 shall be the minimum requirement for the award of degree. Position certificate up to 10th position will be issued on the basis of highest OGPA secured for the programme.

11.2 **Degree for Oriental Title Courses:** Those students who have passed Oriental Title courses earlier have to appear for the common courses A 01 to A 06 in order to get POT degree. This can be done through SDE registration, as per the Regulations prescribed for this purpose.

11.3 **For obtaining additional degree:** Those students who have passed UG programme except in LRP under KUCBCSSUG 2019 have to appear only core, Complementary Elective and Generic Elective courses for acquiring additional degree. Those who have passed UG Programme through LRP have to appear for all courses offered in the programme. The registration for additional degree shall be done through SDE in the second year, as per the prevailing rules in the University, and have to complete the programme within two academic years. The additional degree certificate signed by the Controller of Examinations stating the details of the degree already awarded, and the examination passed by the candidates under this clause, will be issued to successful candidates.

## 12. MONITORING OF THE PROGRAMME AND GRIEVANCE REDRESSAL MECHANISM

12.1 **College level:** Every programme conducted under the Choice Based Credit and Semester System in a College shall be monitored by the College Council. The College shall form a Grievance Redressal Committee in each department comprising of course teacher and one senior teacher as members and the Head of the department as chairperson. This committee shall address all grievances relating to the continuous evaluation marks of the students. There shall be a college level Grievance Redressal Committee comprising of staff advisor of College Union as Convenor, Chairperson of College Union, General Secretary of College Union, two senior teachers and two members elected by the College Council from among the teachers of the College as members and Principal as Chairperson.

**12.2 University level:** The University shall form a Grievance Redressal Committee under the chairmanship of Pro-Vice Chancellor as the Chairperson with Convenors of Standing Committees of Examinations, and Student Welfare, Controller of Examinations as Convenor, One Senior officer in Examination branch not below the rank of Joint Registrar/Deputy Registrar , Director of Student Services ,University Union Chairperson, University Union General Secretary as members to consider the complaints/appeal from students with regard to Continuous Evaluation or any other matter coming under the purview of these regulations .

### **13. TRANSITORY PROVISION**

Notwithstanding anything contained in these regulations, the Vice-Chancellor shall, for a period of three year from the date of coming into force of these regulations, have the power to make provisions by order to address any issues arising out of the implementation of these regulations for solution of which no provisions are explicitly provided in these regulations. All such decisions taken by the Vice Chancellor shall be reported to the Academic Council and the Syndicate.

### **14. REPEAL**

The Regulations now in force in so far as they are applicable to Under Graduate programmes offered by the University and to the extent they are inconsistent with these regulations stand repealed. In the case of any inconsistency between any other existing regulations and these regulations relating to the Choice-based Credit Semester System 2019 in their application to any programme offered in a College, the latter shall prevail.

### ANNEXURE-III

#### **Scheme of Examinations:**

**I-6 Common course English :** Duration of each external examination is 3 Mrs. Each carries a maximum of 50 Marks.

**7-10 Additional languages:** Duration of each external examination is 3 Mrs. Each carries a maximum of 50 Marks.

**11-14 General courses:** Duration of each external examination is 3 Mrs. Each carries a maximum of 50 Marks.

**Core courses:** Duration of each external examination is 3 Mrs. The maximum marks for the theory shall be equal. The division of marks between theory and practicals shall be stipulated by the Board of studies concerned.

For example, if the total marks for the core courses of the science faculty is 900, out of the 900 marks, 720 marks (80%) shall be awarded through external evaluation and 180 marks (20%) through internal assessment.

**Complementary courses:** Duration of each external examination is 3 Mrs. The division of marks between theory and practicals shall be stipulated by the Board of studies concerned.

**Open courses:** Duration of each external examination is 2 Hrs. The division of marks between theory and practicals shall be stipulated by the Board of studies concerned.

**The maximum marks** of different programmes in same faculty shall be same.

For example, the total marks for each programme of the science and Commerce faculty are 1800 and that for humanities is 1500.

## DETAILED PROGRAMME STRUCTURE BSc. PHYSICS

SEM	CORE COURSE	COMPLIMENTARY COURSE	COMMON COURSE
1	IBOIPHY-Mechanics 1	1C01CHE- Chemistry For Physical and Biological Science	1AOIENG-Communicative English 1
		ICOIMAT-Mathematics for Physics 1	1A02ENG- Reading on Kerala
			1A07MAL-കഥാമാതൃകകൾ
			1A07HIN- Hindi Kavitha
II	2B02PHY- Mathematical Physics & Error Analysis	2C02CHE- Chemistry For Physical and Biological Science	2A03ENG- Reading on Life & Nature
		2C02MAT-Mathematics for Physics II	2A04ENG- Reading on Gender
			2A08MAL-കവിതാമാതൃകകൾ
			2A08HIN-Rachana, Kadha Prayog
III	3B03PHY- Applied Physics	3C03CHE- Chemistry For Physical Science	3A05ENG-Reading in prose and poetry
		3C03MAT-Mathematics for Physics III	3A09MAL-Malayala Kavitha
			3A09HIN - Gadhya ke vividh Roop
IV	4B04PHY- Optics	4C04CHE- Chemistry For Physical Science	4A06ENG- Readings in Fiction and Drama
	4B05 PHY -Practical 1	4C04 MAT-Mathematics for Physics IV	4A10MAL-Rachana, Vivarthanam
	I,II,III,IV Practical are Conducted on IVth SEM	4C05 CHE-Complimentary Chemistry Practical	4A10HIN- Natak aur Upanyas
	<b>VSEM</b>	<b>VI SEM</b>	
CORE COURSE	5B06PHY- Electro Dynamics 1	6B 11 PHY Electro Dinamics-II	
	5B07PHY Thermal Physics	6B12 PHY Photonics and Spectroscopy	
	5B08 PHY Classical Mechanics & Relativity	6B13 PHY Quantam Mechanics	
	5B09 PHY Python Programming	6B14 PHY Electronics-11	
	5B10PHY Atomic Nuclear and Particle Physics	6B15 PHY Elective E- Material Science	
	<b>Open Course</b>	6B16 PHY Practical 2	
	5D04PHY Biophysics	6B17 PHY Practical 3	
		6B18 PHY Project	



## BSc. CHEMISTRY

SEM	CORE COURSE	COMPLIMENTARY COURSE	COMMON COURSE
1	1BOICHE-Theoretical and in organic Chemistry	1C01PHY- Complimentary Physics1- Mechanics	1AOIENG-Communicative English 1
		ICOIMAT-Mathematics for Chemistry 1	1A02ENG- Reading on Kerala
			IA07MAL- കഥാമാതൃകകൾ
			1A07HIN- Hindi Kavitha
II	2B03CHE- Analytical & Inorganic Chemistry 1	2C02PHY- Complimentary Physics 2 -Electricity Magnetism	2A03ENG-Reading on Life & Nature
	1B02 CHE and 2B02CHE Practical 1 Volumetric analysis	2C02MAT-Mathematics for Chemistry II	2A04ENG- Reading on Gender
			2A08MAL-കവിതാമാതൃകകൾ
			2A08HIN-Rachana, Kadha Prayog
III	3B04CHE- Organic Chemistry 1	3C03PHYComplimentary Physics III - Optics and Photonics	3A05ENG-Reading in prose and poetry
		3C03MAT-Mathematics for Chemistry III	3A09MAL-Malayala Kavitha
			3A09HIN- Gadhya kevidh Roop
IV	4B06CHE- Organic Chemistry II	4C04PHY- Complimentary Physics IV	4A06ENG- Readings in Fiction and Drama
	3B05 CHE and 4B05CHE Practical 2 Inorganic qualitative analysis	4C05 PHY-Complimentary Physics Practical	4A10MAL-Rachana, Vivarthanam
		4C04 MAT-Mathematicsfor Chemistry IV	4A10HIN- Natak aur Upanyas
	<b>VSEM</b>	<b>VI SEM</b>	
CORE COURSE	5B07 CHE Inorganic Chemistry 1	6B14 CHE Organic ChemistryIII	
	5B08 CHE Inorganic Chemistry II	6B15 CHE Physical ChemistryIII	
	5B09 CHE Physical Chemistry 1	6B16 CHE - Physical methods in chemistry	
	5B10 CHE Physical Chemistry II	6B17 Elective paper	
	<b>OPEN COURSE PROVIDED</b>	5B11 & 6B11 CHE Core course practicats -3 Gravi Metric Analysis	
	5D01 CHE Chemistry in service to men	5B12 & 6B12 CHE Core course practicals -3 Organic Chemistry	
	5D02 CHE Drug Use & Abuse	6B18 CHE Core Course practicals-5 Physical Chemistry	
	5D03 Environment studies	5B13&6B13 CHE Project & Industrial visit	
5004 Nanomaterials			

## BSc. MATHEMATICS

SEM	CORE COURSE	COMPLIMENTARY COURSE	COMMON COURSE
1	IBOIMAT-Set Theory Differential Calculus & Numerical Methods	1C01PHY- Complimentary Physics 1 -Mechanics 1C01 STA Basic Statistics	IAOIENG-Communicative English 1 1A02ENG- Reading on Kerala IA07MAL-കഥാമാതൃകകൾ IA07HIN- Hindi Kavitha
II	2802 MAT -Integra Calculus	2C02PHY-Complimentary Physics 2-Electricity Magnetism and Thermal Physics 2C02SPA-Probability Theory	2A03ENG- Reading on Life & Nature 2A04ENG- Reading on Gender 2A08MAL-കവിതാമാതൃകകൾ 2A08HIN-Rachana, Kadha Prayog
III	3B03MAT- Elements of Mathematics 1	3C03PHY Complimentary Physics III - Optics and Photonics 3C03SPA- Standard Distribution	3A05ENG-Reading in prose and poetry 3A09MAL-Malayala Kavitha 3A09HIN- Gadhya ke vividh Roop
IV	4B04M AT -Elements of Mathematics II	4C04PHY- Complimentary Physics IV 4C05 PHY-Complimentary Physics Practical 4C04 SPA- Structural Inference	4A06ENG- Readings in Fiction and Drama 4A10MAL-Rachana, Vivarthanam 4A10HIN- Natak aur Upanyas
	<b>VSEM</b>	<b>VI SEM</b>	
	5B05 MAT Real Analysis	6B10 MAT Linear Algebra	
CORE COURSE	5B06 MAT Abstract Algebra	6B11 MAT Numerical Methods and Partial Differential Equations	
	5B07MAT Differential Equations, Laplace Transform and Fourier series	6B12 MAT Complex Analysis	
	5B08 MAT Vector Calculus	6B13MAT Mathematics Analysis and Topology	
	5B09 MAT Graph Theory	6B14A MAT Operation Research (Elective)	
	OPEN COURSE PROVIDED	6B15 MAT Project	
	5D03 MAT Quantitative Arithmetic and Reasoning		

## BSc. MICROBIOLOGY

SEM	CORE COURSE	COMPLIMENTARY COURSE	COMMON COURSE	
1	1B01MCB Fundamentals of Microbiology	1C01CHE- Chemistry For Physical and Biological Science	IAOIENG-Communicative English1	
		1C01BTC- Environmental Biotechnology	1A02ENG- Reading on Kerala	
			1A07 2 MAL-സാഹിത്യഗണങ്ങൾ	
			1A07 2 HIN- Naya Sahithya	
II	2B02 MCB — Microbial Diversity	2C02CHE- Chemistry For Physical and Btological Science	2A03ENG- Reading on Life & Nature	
		2C02BTC- Food Biotechnology	2A04ENG- Reading on Gender 2A0SMAL-കവിതാമാതൃകകൾ 2A08HIN-Sahithya aur Prayog	
III	3A11MCB Biochemistry for Microbiology	3C03CHE- Chemistry For Physical Science		
	3A 12 MCB Biophysics and Bio informatics	3C03BTC Plant Biotechnology		
	3B03 MCB Microbial Physiology			
	3B04MCB Microbial Practical1			
IV	4A13 MCB Molecular Biology	4C04CHE- Chemistry For Physical Science		
	4A 14 MCB Microbial Genetics & Genetic Engineering	4C05CHE-Complementary II Practical		
	4B OS MCB immunology	4C04BTC- Biotechnology		
	4B06 MCB Microbial Practical 2	4C04BTC- Biotechnology practical		
	<b>VSEM</b>	<b>VI SEM</b>		
<b>CORE COURSE</b>	5B07MCB - Microbial Biotechnology	6B15 MCB Food Microbiology		
	5B08 MCB Bacterial Diseases	6B16 MCB Sanitation Microbiology		
	5B09 MCB Environmental Microbiology	6B17 MCB Agricultural Microbiology and Plant Pathology		
	5B10 MCB Disaster Managment	6B18 MCB Microbiology Practical V		
	5B11 MCB Ecology and Biodiversity	6B19 MCB Microbiology Practical VI		
	5B12 MCB Virology , Mycology and Parasitology	6B20 MCB Project Work		
	5B13 Microbiology Practical III			
	5B14 Microbiology Practical IV			
	<b>OPEN COURSE PROVIDED</b>			
	5D01 MCB Biosafety and Bioethics			
5D02 MCB Food Borne Diseases				
5D03 MCB Microbes and Environment				

## BSc. BIOCHEMISTRY

SEM	CORE COURSE	COMPLIMENTARY COURSE	COMMON COURSE
1	1BO1BCH -Bio Molecules 1	1CO1BTC-Environmental Biotechnology 1CO1MCB-Basic Microbiology-1	1AO1ENG-Communicative English 1 1AO1ENG-Reading on Kerala 1AO7 2 MAL-സാഹിത്യഗ്രന്ഥങ്ങൾ 1AO7 2 HIN- Naya Sahithya
II	2BO2 BCH-Bio Molecule 2	2CO2 BTC-Food Biotechnology 2CO2 MCB-Basic Microbiology-2	2AO3ENG-Reading on Life & Nature 2AO4ENG-Reading on Gender 2AO8MAL-കവിതാമാതൃകകൾ 2AO8HIN-Sahithya aur Prayog
III	3BO3BCH-Biomolecules 3BO4 BCH Practical I 3BO5 Bch Practical II 3A11 BCH Cellular Biochemistry 3A08 BCH Molecular Biology	3BO3 MCB Applied Microbiology - I 3BO3 3MCB Practical I 3CO3 BTC Plant Biotechnology 3CO3 BTC Practical-1	
IV	4BO6BCH physiological aspects of Biochemistry 4BO7BCH - practical 1 4BO8BCH - practical II 4A13BCH - Biophysical and Biochemical Techniques 4A14BCH-Enzymology	4CO4 MCB-Applied Microbiology - II 4CO4 MCB-Complementary practical - 2 4CO4 BTC Biotechnology practical-2	
CORE COURSE	<b>V SEM</b> 5B7BCH - Bioenergetics and general metabolism 5BO8BCH- Computational techniques in Biochemistry 5BO9BCH- immunology & Immunological Techniques 5B10BCH Biochemistry Practical 4 - Part 1 <b>OPEN COURSE PROVIDED</b> 5D01BCH-Nutritional Biochemistry 5D02BCH Plant Biochemistry	<b>VI SEM</b> 6B13BCH- Clinical Biochemistry 6B14BCH-Genetics II 6B15BCH-B-Biochemistry of health and nutrition (Elective) 6B11BCH Biochemistry Practical II 6B12BCH Biochemistry Practical -4-Part-II	

## BA ENGLISH

SEM	CORE COURSE	COMPLIMENTARY COURSE	COMMON COURSE
1	1B01 ENG Malayalam Literature in Translation	ICOIJNL Introduction to Mass Communication	1AOIENG-Communicative English
			1A02ENG- Reading on Kerala
			1A07MAL-കഥാമാതൃകകൾ
			1A07HIN-Hindi Kavitha
II	2B02ENG Academic Writing, Methodology & Research Project	2C02JNL Communication & Advertising	2A03ENG- Reading on Life & nature
			2A04ENG- Reading on Gender
			2A08MAL-കവിതാമാതൃകകൾ
			2A08HIN-Rachana Thatha Prayog
III	3B03ENG Linguistics	3C03POL Human rights 1	3A05ENG-Reading in prose and poetry
	3B04ENG English in the Internet Era		3A09MAL-Malayala Kavitha
			3A09HIN- Gadhya ke vividh Roop
IV	4B05ENG Studies in Poetry	4C04 POL Human rights II	4A06ENG- Readings in Fiction and Drama
	4B06ENG Literary Criticism		4A10MAL-Rachana, Vivarthanam
			4A10HIN-NatakaurUpanyas
	<b>VSEM</b>	<b>VI SEM</b>	
<b>CORE COURSE</b>	5B07ENG Modern Critical Theory	6B12ENG Malayalam Literature in Translation	
	5B08ENG Drama: Theory and Literature	6B13ENG New Literatures in English	
	5B09ENG Studies in Fiction	6B14ENG Indian Writing in English	
	5B10ENG Women's Writing	6B15ENG Film Studies	
	5B11ENG Project	6B16ENG Elective: Writing for Media	
	<b>OPEN COURSE PROVIDED</b>		
	5D01ENG English for Competitive examination		

## BCom. Co-operation

SEM	CORE COURSE	COMPLIMENTARY COURSE	COMMON COURSE
1	1B01COM- Management concepts principles	1A11COM Business statistics & Basic Numerical Skill	1A01 ENG Communicative English 1
			1A02ENG Reading on Kerala
			1A07-1MAL സാഹിത്യരചനകൾ
			1A07-IHIN-Kavitha aur Kahani
II	2B02 COM-Functional Applications of Management	2C01COM-Quantitative techniques for business decisions	2A03ENG- Reading on Life & Nature
	2B04COM- Human resource Management		2A04 Reading on Gender
			2A08-1MAL ഗദ്യരചനകൾ
			2A08-1HIN Vyavaharik Hindi
III	3B05COM: Advanced Accounting	3C03 COM- Basic of research Methodology	3A11COM : Disaster Management
	3B06 COM- Optional Co-operative Principles	3C04 COM- Business Regulatory Framework	3A12COM Numerical Skills for business
IV	4B07COM Income tax law and practice I	AC05COM -Corporate law & Business Regulation	4A13COM- Entrepreneurship
	4B08 COM Informatics skills (T+P)		4A14COM- Environment Studies
	4B09 COM - Optional II Management of co-operatives		
CORE COURSE	<b>VSEM</b>	<b>VI SEM</b>	
	5B10COM- Cost accounting	6B15COM Management Accounting	
	5B11COM Corporate Accounting	6B16COM International Business	
	5B12COM Auditing	6B17COM Modern Banking	
	5B13COM Income tax law & Practice - II	6B18COM: Financial Markets and service	
	5B14COM Optional III Co-operation - III Co-operative	6B19 Optional IV - Co-operation IV accounting & legislations	
	<b>OPEN COURSE PROVIDED</b>	6B20COM: Project	
	1. Insurance and risk management 2.E commerce 3. financial services 4.Basic accounting		

## BCom. CA

SEM	CORE COURSE	COMPLIMENTARY COURSE	COMMON COURSE
1	1B01COM- Management concepts principles	1A11COM Business statistics & Basic Numerical Skill	1A01 ENG Communicative English 1 1A02ENG Reading on Kerala 1A07-1MAL സാഹിത്യരചനകൾ 1A07-IHIN-Kavitha aur Kahani
II	2B02 COM-Functional Applications of Management  2B04COM- Human resource Management	2C01COM-Quantitative techniques for business decisions	2A03ENG- Reading on Life & Nature  2A04 Reading on Gender 2A08-1MAL ഗദ്യരചനകൾ 2A08-1HIN Vyavaharik Hindi
III	3805COM: Advanced Accounting  3B06 COM- Optional Computer Languages & Software	3C03 COM- Basic of research Methodology  3C04 COM- Business Regulatory Framework	3A11COM : Disaster Management  3A12COM Numerical Skills for business
IV	4B07COM Income tax law and practice I 4B08 COM Informatics skills (T+P) 4B09 COM - Electronic Data Processing & Computer Application	AC05COM -Corporate law & Business Regulation	4A13COM- Entrepreneurship 4A14COM- Environment Studies
CORE COURSE	<b>VSEM</b>	<b>VI SEM</b>	
	5B10COM- Cost accounting	6B15COM Management Accounting	
	5B11COM Corporate Accounting	6B16COM International Business	
	5B12COM Auditing	6B17COM Modern Banking	
	5B13COM Income tax law & Practice - II	6B18COM: Financial Markets and service	
	5B14COM Programming Languages	6B19 Accounting Packages Tally	
	<b>OPEN COURSE PROVIDED</b>	6B20COM: Project	
	1. Insurance and risk management 2.E commerce 3. financial services 4.Basic accounting		

## BACHELOR OF BUSINESS ADMINISTRATION

SEM	CORE COURSE	COMPLIMENTARY COURSE	COMMON COURSE
1	Principles & practices of management	Statics for Business Decision	1A01ENG Communicative English 1
		1C02BBA Managerial Economics	1A02ENG: Reading on Kerala
			1A07MAL സാഹിത്യരൂപങ്ങൾ
			1A07-IHIN-Kavitha aur Kahani
II	2B02BBA: Entrepreneurship Development	2C03BBA: Quantitative Techniques for Business Decision	2A03ENG; Reading on Life & Nature
	2B03BBA Business Communication		2A04ENG Reading on Gender
			2A08-1MAL ഗദ്യരൂപങ്ങൾ
			2A08 HIN Vyavaharik Hindi
III	3B04BBA-Financial Accounting	3C048BA- Legal Aspects of Business	3A11BBA IT in Business
	3B05BBA-Operation Management		3A12BBA Numerical skill
	3B06BBA-Managerial Skill Development Course		
IV	4B07BBA- Marketing Management	4C05BBA Business Research Methods	4A13BBA Entrepreneurship Development and Project Management
	4B08BBA-Corperative Accounting		4A14BBA Business Ethics and Corporate Social Responsibility
	4B09BBA- Financial Management		
	4B10BBA Industrial Visit and Report		
	<b>VSEM</b>	<b>VI SEM</b>	
<b>CORE COURSE</b>	5B11BBA- Cost Accounting	6B16BBA Strategic Management	
	5B12BBA- Human Resource Management	6B17BBA- Capital Market and Investment Management	
	5B13BBA- Banking Theory Low and Practice	6B18BBA- International Business	
	5B14BBA- Organisational Behaviour	6B19BBA- Event Management	
	5B15BBA Retail Management	6B20BBA- Management and Accounting	
	<b>OPEN COURSE PROVIDED</b>	6B218BA Placement Training and Project Report	
	5D01BBA- Basic Accounting/Financial System and Service / Disaster Management		i



## BACHELOR OF COMPUTER APPLICATION

SEM	CORE COURSE	COMPLIMENTARY COURSE	COMMON COURSE
	1B01BCA Programming n C	IC01MAT-8CA-Mathematics BCA for BCA 1	1A01ENG Communicative English 1
	1A11BCA Informatics for computer Application		1A02ENG Reading on Kerala
			1A07-2MAL സാഹിത്യ ഗണങ്ങൾ
			1A07-2 HIN Naya Sahitya
II	2B02BCA Digital Systems	2C02MAT- BCA-Mathematics for BCA 2	2A03ENG Reading on Life & Nature
	2B03BCA Object Oriented Programming using C++		2A04ENG Reading on Gender
	2B04BCA Lab 1-Programmng In C		2A08- MAL ഗദ്യമാതൃകകൾ
	2B05BCA Lab2-Programming In C++		2A08-2HIN,Sahithya aur Prayog
III	3B06BCA Computer Organization	3C03MAT- BCA-Mathematics III	3A12BCA Data Structure
	3B07BCA Introduction to microprocessor		3A13BCA Database Management System
IV	4B08BCA Operating System	4C04MAT- BCA-Mathematics	4A14BCA Numerical Analysis
	4B09BCA Java Programming		
	4B10BCA Linux Administration		
	4B11BCA Lab Mi-Data structures and DBMS		
	4B12BCA Lab IV- Java Programming, shell programming and linux Administration		
	V SEM	VI SEM	
CORE COURSE	5B13BCA Software Engineering	6B17BCA Web Technology	
	5B14BCA Data Communication and Networks	6B18BCA Data Mining & Data Warehousing	
	5B15BCA Enterprise Java Programming	6B19BCA ELECTIVE 1	
	5B16BCA Qtand . Net Programming	6B19BCA-E01 Information Security	
	OPEN COURSE PROVIDED	6B19BCA-E02 Information Storage system	
	5D01BCA Programming With C	6B19BCA-E03 Mobile Communication	
	5D02BCA Web Technology	6B20BCA Elective II	
	5D03BCA Database Management System	6B20BCA-E-04 Algorithm Analysis and Design	
		6B20BCA-E05 Network Programming	
		6B20BCA-E06 Digital Image Processing	
		6B21BCA System Software	
		6B22BCA Lab V-Enterprise Java Programming	
		6B23BCA Lab VI- Net Programming	
		6B24BCA Lab VH-Web Technology	

## BACHELOR OF SOCIAL WORK

SEM	CORE COURSE	COMPLIMENTARY COURSE	COMMON COURSE
1	1B01BSW Introduction to Social Work	1C01BSW Sociological Concepts for Social Work	IAOIENG-Communicative English 1
			1A02ENG- Reading on Kerala
			IA07MAL-സാഹിത്യഗണങ്ങൾ
			1A07HIN- Naya Sahithya
II	2B02BSW- Working with Individuals & Families	2C02PSY Psychology for Social Work	2A03ENG- Reading on Life & Nature
	2B03BSW Field Work Development exposure Social work camp		2A04ENG- Reading on Gender
			2A08MAL-ഗദ്യമാതൃകകൾ
			2A08HIN-Sahithya aur Prayog
III	3B04BSW Social Welfare Administration	3C03SOS Principle of Sociology	
	3B05BSW Field Work II		
	3A11CMN Disaster Management		
	3A12CMN Reading on Indian Constitution Secular Society and Sustainable Environment		
IV	4B06BSW Health Care	4C04SOS Sociological Analysis	
	4B07BSW Field Work III		
	4A13CMN Entrepreneurship		
	4A14CMN History of Philosophy of Science		
CORE COURSE	<b>VSEM</b>	<b>VI SEM</b>	
	5B08BSW Social Work Research and Statics	6B12BSW Communication for Development	
	5B09BSW Non-Formal Education	6B13BSW Problems of Developing Societies	
	5B10BSW Panchayati Raj System	6B14BSW Weaker sections of Indian Society	
	5B11BSW Study Tour and Fieldwork IV	6B15BSW Block Field Work V	
	<b>OPEN COURSE PROVIDED</b>	6B16BSW Research Project	
	5D01BSW History and Development of Social Work / Kerala Economy		

<b>BBA TTM</b>			
<b>SEM</b>	<b>CORE COURSE</b>	<b>COMPLIMENTARY</b>	<b>COMMON</b>
1	IBOIBBA(TTM) Business of Tourism & Hospitality	ICOIBBA(TTM) Geography of India	1A01ENG Communicative English
		1C02BBA(TTM)	1A02EN6 Reading on Kerala
			1A07- MAL സാഹിത്യകൃതികൾ
			1A07- HIN Kavitha aur Kahani
II	2B02BBA(TTM) Travel Agency & Tour Operational Management 2B03BBA(TTM) Tourism Practical & Viva Voice 1	2C02BBA (TTM Destination Mapping	2A03ENG Reading on Life & Nature
			2A04ENG Reading on Gender
			2A08-MAL ശബ്ദകൃതികൾ
			2A08- HIN Vyavaharik Hindi
III	3B04BBA(TTM)-Fundamental of Travel & Tourism 3B05BBA(TTM)-Operation Management 3B06BBA(TTM)-Managerial Skill Development Course	3C04BBA- Legal Aspects of Business	3A11BBA IT in Business
			3A12BBA Numerical skill
IV	4B07BBA(TTM)- Marketing Management 4B08BBA(TTM)-Cultural Heritage of India 4B09BBA(TTM)- Financial Management 4B10BBA(TTM) Industrial Visit and Report (Study Tour)	4C05BBA Business Research Methods	4A13BBA Entrepreneurship Development and Project Management
			4A14BBA Business Ethics and Corporate Social Responsibility
V	5B11BBA(TTM)- Tourism Management 5B12BBA(TTM)- Human Resource Management 5B13BBA(TTM)- Banking Theory Law and Practice 5B14BBA(TTM)Theory- Organisational Behaviour 5B15BBA(TTM) Travel & Travel Agency Management	6B16BBA(TTM) Strategic Management	
		6B17BBA(TTM)- Hospitality Management	
		6B18BBA(TTM)- International Business	
		6B19BBA(TTM)- Event Management	
		6B20BBA(TTM)- Cargo Operation Management	
		6B21BBA(TTM) Placement Training and Project Report	
	OPEN COURSE PROVIDED 5D01BBA(TTM)- Basic Accounting/Financial System and Service / Disaster Management		

## MSc. CHEMISTRY

Semester	Paper	Course	Marks for ESA	Marks for CA	Total Marks
I	CHE1C.01	Theoretical Chemistry I	60	15	75
	CHE1C.02	Inorganic Chemistry I	60	15	75
	CHE1C.03	Organic Chemistry 1	60	15	75
	CHE1C.04	Physical Chemistry 1	60	15	75
	CHE1P.01	Inorganic Chemistry Practical 1	To be continued in Semester II		
	CHE1P.02	Organic Chemistry Practical 1			
	CHE1P.03	Physical Chemistry Practical 1			
II	CHE2E.01,02	Elective paper 1*	60	15	75
	CHE2C.05	Theoretical Chemistry II	60	15	75
	CHE2C.06	Organic Chemistry II	60	15	75
	CHE2C.07	Physical Chemistry II	60	15	75
	CHE1&2P.01	Inorganic Chemistry Practical 1	40	10	50
	CHE1&2P.02	Organic Chemistry Practical 1	40	10	50
	CHE1&2P.03	Physical Chemistry Practical 1	40	10	•50
		Elective paper 1*	60	15	75
III	CHE3E.03,04	Elective paper II*	60	15	75
	CHE3C.08	Inorganic Chemistry II	60	15	75
	CHE3C.09	Organic Chemistry III	60	15	75
	CHE3C.10	Physical Chemistry in	60	15	75
	CHE3P.04	Inorganic Chemistry Practical II	To be continued in Semester IV		
	CHE3P.05	Organic Chemistry Practical II			
CHE3P.06	Physical Chemistry Practical n				
IV	CHE4C.11	Inter disciplinary topics and instrumentation techniques	60	15	75
	CHE4C.12	Elective Paper III*	60	15	75
	CHE4E.05,06	Inorganic Chemistry Practical II	60	15	75
	CHE3&4P.04	Organic Chemistry Practical II	40	10	50
	CHE3&4P.05	Physical Chemistry Practical II	40	10	50
	CHE3&4P.06	Project	40	10	50
	CHE4Pr	Viva Voce (General)	32	8	40
	CHE4C13	Inter disciplinary topics and instrumentation techniques	35	15	35

## MSc. MATHS

Course Code	Course Title	Lecture Hours/Week	Duration of Examination (Hours)	Credits	Marks
<b>First Semester</b>					
MAT1C01	Basic Abstract Algebra	5	3	4	100
MAT1C02	Linear Algebra	5	3	4	100
MAT1C03	Real Analysis	5	3	4	100
MAT1C04	Basic Topology	5	3	4	100
MAT1C05	Differential Equations	5	3	4	100
			TOTAL	20	500
<b>Second Semester</b>					
MAT2C06	Advanced Abstract Algebra	5	3	4	100
MAT2C07	Measure and Integration	5	3	4	100
MAT2C08	Advanced Topology	5	3	4	100
MAT2C09	Foundation of Complex Analysis	5	3	4	100
MAT2C10	Partial Differential Equations & Integral Equations	5	3	4	100
			TOTAL	20	500
<b>Third Semester</b>					
MAT3C11	Number Theory	5	3	4	100
MAT3C12	Functional Analysis	5	3	4	100
MAT3C13	Complex Function Theory	5	3	4	100
MAT3C14	Advanced Real Analysis	5	3	4	100
MAT3E01/02/03	Elective-1	5	3	4	100
			TOTAL	20	500
<b>Fourth Semester</b>					
MAT4C15	Operator Theory	5	3	4	100
MAT4C16	Differential Geometry	5	3	4	100
MAT4E01/02/03	Elective-2	5	3	4	100
MAT4D01	Project Work	5	-	4	100
MAT4V01	Viva-Voce	-	-	4	100
			TOTAL	20	500
		TOTAL MARKS	2000		
		TOTAL CREDITS	80		

## MA ENGLISH

Semester	Course Code	Title	Internal	External	Total	Credit	Hours	
I	ENG1C01	British Literature: Chaucer to Seventeenth Century	20	80	100	4	5	
	ENG1C02	British Literature: Eighteenth Century	20	80	100	4	5	
	ENG1C03	Literary Criticism	20	80	100	4	5	
	ENG1C04	History and Structure of English Language	20	80	100	4	5	
	ENG1E01	<b>Elective</b> (Choose one among three) Malayalam Literature in Translation	20	80	100	4	5	
	ENG1E02		Media Studies					
ENG1E03	English Language Teaching							
	TOTAL		100	400	500	20	25	
<b>Semester 2 - Three Core Courses and one Elective (Select one among three)</b>								
II	ENG2C05	Literature of the Romantic Period	20	80	100	4	7	
	ENG2C06	Literature of the Victorian Period	20	80	100	4	7	
	ENG2C07	Modern Literary Theory	20	80	100	4	7	
	ENG2E04	<b>Elective</b> (Choose one among three) Translation Studies	20	80	100	4	5	
	ENG2E05		World Drama	20	80	100	4	5
	ENG2E06		Dalit Writings					
	TOTAL		80	320	400	16	25	
<b>Semester 3 - Four Core Courses and One Elective (select one among three)</b>								
III	ENG3C08	Twentieth Century British Literature	20	80	100	4	6	
	ENG3C09	Linguistics	20	80	100	4	4	
	ENG3C10	Indian Writing in English	29	80	100	4	5	
	ENG3C11	American Literature	20	80	100	4	6	
	ENG3E07	<b>Elective</b> (Choose one among three) Introduction to Cultural Studies	20	80	100	4	4	
	ENG3E08		European Fiction					
ENG3E09	Introduction to Comparative Literature							
	TOTAL		100	400	500	20	25	
<b>Semester 4 - Six Core Courses including Project Work and Viva-voce</b>								
	ENG4C12	Postcolonial Writings	20	80	100	4	6	
	ENG4C13	Women's Writing	20	80	100	4	6	
	ENG4C14	Film Studies	20	80	100	4	6	
	ENG4C15	Comprehension	20	80	100	4	4	
	ENG4C16	Project	20	80	100	4	3	
	ENG4C17	Viva-Voce	00	100	100	4	0	
		TOTAL		100	500	600	24	25

## MCom

Semester	Course Code	Title	Marks			
			Internal	External	Total	Credit
1	COM1C01	Business Environment & Policy	15	60	75	4
	COM1C02	Quantitative Techniques & Operation Research	15	60	75	4
	COM1C03	Management Information System	15	60	75	4
	COM1C04	Organizational Behaviour	15	60	75	4
	COM1C05	Accounting for Business Decisions	15	60	75	4
II	COM2C06	Strategic Management	15	60	75	4
	COM2C07	Research Methodology & Computer Application	15	60	75	4
	COM2C08	Costing for Management Decisions	15	60	75	4
	COM2C09	Advanced Business Accounting	15	60	75	4
	COM2C10	Financial Management	15	60	75	4
III	COM3C11	Marketing Management	15	60	75	4
	COM3C12	Corporate Accounting	15	60	75	4
	COM3C13	Income Tax Law & Practice	15	60	75	4
	COM3C14	Wealth Tax & Indirect Taxes	15	60	75	4
	COM3C15	Human Resource Management	15	60	75	4
Elective A. Finance	COM4E01	Security Analysis & Portfolio Management	15	60	75	4
IV	COM4E02	International financial Management	15	60	75	4
	COM4E03	Financial Markets & Services	15	60	75	4
	COM4E04	Corporate Tax Planning & Management	15	60	75	4
	COM4Pr	Project Report/Dissertation			25	2
	COM4C16	Viva-Voce			50	2
Elective B. Marketing	COM4E05	Consumer Behavior	15	60	75	4
IV	COM4E06	Advertising & Sales Management	15	60	75	4
	COM4E07	Services Marketing	15	60	75	4
	COM4E08	Logistics Management	15	60	75	4
Elective C. Internatio Business	COM4E09	International Business Environment	15	60	75	4
IV	OOM4E10	Foreign Trade Management	15	60	75	4
	COM4E11	International Banking	15	60	75	4
	COIVME12	International Marketing	15	60	75	4

## **RULES & REGULATIONS**

“Once students are admitted to an educational institution they are bound by the code of conduct laid down by the educational institution through the prospectus or college calendar and it is implicit that they should observe the code of conduct necessary for the proper administration and management of the institution” (Vide.No. 535 of 2003 dt. 26 May 2003, Judgement of the Hon’ble High Court of Kerala)

### **PREVENTION OF RAGGING**

Ragging is prohibited by law. It is non-bailable criminal offence and punishable with rigorous imprisonment up to 7 years. The students shall not indulge in any of the following activities which are treated as ragging.

The complaints or information in regard to ragging could be oral or written or even from third parties. The burden or responsibility of proving his/her innocence rests with the accused. Complaints can be lodged with the principal or any of the members of the Ragging Prevention Committee. Any complaints or information receive shall be kept strictly confidential.

### **WORKING DAYS & CLASS HOURS**

The college works under the full day system with two sessions. The forenoon sessions is from 9.30 A.M. to 12.40 P.M., divided into three periods of one hour each. The afternoon session is from 1.25 to 3.15pm.

At the beginning of the morning sessions, before the commencement of classes, there will be a warning bell at 9.20 A.M. By this time students shall occupy their seats in the classroom. Everyday the classes begin with a two minute prayer. Every student should be present at the classroom before prayer and requested to stand still on hearing the prayer bell.

### **ATTENDANCE**

1. The teacher marks attendance at the beginning of each period.



2. A student who is not in the class when attendance is taken shall be marked as absent.
3. If a student is absent for one period, he/she will lose attendance for the whole session. If he/she is absent for one period each in two sessions, he/she will lose attendance for the whole day.
4. No student will abstain from the class without a leave application countersigned by the parent or guardian, which shall be submitted to the tutor in-charge in the prescribed form.
5. A student abstaining himself from the class without a leave application for more than 14 consecutive days will have his/her name removed from the rolls.
6. At the end of each month or at the beginning of the following month, each student may check his/her attendance from the teacher concerned.
7. The attendance percentage certificate (APC) for each course is forwarded to the university at the end of each semester for promotion and for admission to the university examination.
8. Students whose attendance falls below 75% of the attendance (minimum requirement of attendance during a semester) have to apply for Condonation before registering for university exams. Condonation will be allowed only for two semesters during the whole course.

### **UNIFORM**

1. Students should wear uniform regularly on all working days except on Wednesdays. Wearing uniform is a part of college discipline, the violation of which will be considered as a serious offence.
2. Students discontinuing the course in the middle should pay fee for the entire courses.

### **GOOD MANNERS AND CONDUCT IN THE CAMPUS.**

1. Students should be courteous. They should respect teachers and elders. It is a matter of politeness that the students greet a member of the staff of the college whenever he/she meets them in the campus or outside.

2. Students should maintain decency and decorum in dress and manners in the campus.
3. The students shall occupy their respective seats before teacher enters the room. Late comers should not enter the room, nor should leave the classroom during lecture, without permission of the teacher in charge of the class.
4. Students are forbidden to attend or organize any meeting in the college or collect money without permission of the principal. They should not circulate among the students any notice or petition or paste it anywhere in the college premises without the written permission of the principal.
5. Destroying disfiguring or causing willful damage to the college properties will be treated as a serious offense. The cost of damage will be realised from the students who are found responsible for the damage and disciplinary action will also be taken against such students.
6. Bringing and using of mobile phone inside the campus is strictly prohibited for the students as per the order of the Hon. High Court of Kerala WPCC 23377/09. A fine of Rs.500/- will be levied from the student who is violating this rule. The mobile phone confiscated from the students in the campus shall not be returned. Surprise inspection squad has the right to confiscate the mobile phone from the students. Sticking poster and writing on the walls of any building in the premises and the boundary wall of the campus are strictly forbidden. Poster, banners of various clubs and authorized unions of campus should only paste on the space provided to them.
8. Students should consider it their responsibility to keep the classroom, common areas and the premises clean. Littering should be strictly avoided.
9. Any sort of campaigning during class hours, without the written permission of Principal is strictly prohibited. No pamphlets or notices should be distributed in classes without the permission of the Principal.

10. Outsiders (any one other than a students at the time) coming to the campus so as to promote or interfere in to the students activities or campus matters is strictly prohibited. If outsiders are seen inside the campus involved in any such activities, immediate actions as permissible by the court orders in this respect shall be taken by the Principal against the outsider and also against all those students in the campus who are responsible for bringing them or on behalf of whom they have entered the campus
11. Smoking in the campus and entering the campus after consuming drugs or alcohol are strictly prohibited.
12. Habitual negligence in college work, dishonesty, obscenity in word or action or other acts of misconduct which affect the reputation of the college will invite severe disciplinary actions.

#### **STUDY TOURS & EXCURSION.**

1. Study tours will be organized by the tour committee of teachers appointed by the Principal.
2. Students are not permitted to organize or conduct any excursions or tours without the knowledge and consent of this committee and Principal. (

#### **LIBRARY & READING ROOM**

1. The library will remain open on all days from 9.00 am to 4.30 pm except on Sundays and public holidays.
2. Silence must be strictly observed in the library.
3. A student will be issued 1 book at a time.
4. A Member who fails to return a book on the due date will be fined Rs. 1.00 per day until the book is returned.
5. Borrowers will be held responsible for any damage caused to the book.
6. All books must be returned to the library before the close of each semester.

## FEE SCHEDULE

<b>PROGRAMME</b>	<b>TUITION FEE PER SEM</b>
B.Sc. Physics	11200
B.Sc. Chemistry	11200
B.Sc. Mathematics	11000
B.Sc. Microbiology	16000
B.Sc. Bio-Chemistry	16000
B A English	9000
B Com CA	11000
B.Com Co-operation	9000
BBA	9000
BCA	14000
BSW	9000
BBA TTM	11000
M.Sc. Chemistry	22500
MA English	18750
M.Com.	18750
M.Sc. Mathematics	18750

## **CO-CURRICULAR ACTIVITIES**

The college provides several opportunities to the students to ion of discover and develop their creative and artistic talents along with their academic pursuit.

### **SPORTS & GAMES**

The college offers sports and games facilities to every students desires to develop his/her potential abilities and qualities for sportsmanship, team spirit and physique. The college promotes all types if games and special coaching is given for Kalaripayattu, basket ball, football, kabaddi, cricket, volleyball, shuttle, badminton etc.

### **ARTS & LITERARY PROGRAMMES**

The artistic and literary talents of the students are promoted in the college by all means by encouraging them to participate in various cultural events and programmes conducted at college. Every year with the co-operation of college union, organizes fresher's day, college day, etc. and celebrates all the cultural ceremonies.

### **THE NATIONAL SERVICE SCHEME**

Students can enroll themselves as members of the college unit if N.S.S. Established to create strong social awareness in students, it imparts personality development to its members through study and work amps, social service activities and other useful and productive works. One unit of N.S.S. of Kannur university functions in the college.

The programme officer of the college N.S.S. unit is Mr. Santhosh K.U. [Dept. of English]

### **CENTRE FOR CAREER GUIDANCE**

Centre for career guidance cell functions in the college to provide career information, guidance and training to the students of the college. It brings home, various campus interviews to the college conducted by MJC's. Several students got placements in

different MNC's through the campus recruitments held at this college.

Co-ordinators : Mr. Shamjith  
: Mr. Priyesh K.

### **THE ENTREPRENEURSHIP DEVELOPMENT CLUB**

An Entrepreneurship Development Club has been function! in the college to in calculate the spirit of entrepreneurship among the students. The club organise workshops, debates, industry visits and earn its income by running food stalls during different celebrations of the college.

Co-ordinators : Mr. Nidheesh T.  
: Mr. Sumi Thomas

### **COLLEGE UNION AND DEPARTMENT WISE ASSOCIATIONS**

Every year the students are elected to form college union. The college union comprises student representatives such as Chairman, Via. Chairman, Gen.Secretary, Joint Secretary, General Captain, Fine Ai| Secretary, Student Editor, U.U.C and different Association Secretaries and Staff representatives such as Staff advisor, Fine Arts Advisor an Staff Editor.

The election and activities of the college union will be as per rules an regulations of Kannur university. Various co-curricular activities of to college, organized and conducted by the college union under the guidance of concerned teachers, and works for the welfare of the college an students.

### **THE COLLEGE UNION OF 2014-15**

1. Staff Advisor : Mr. Shubin P.
2. Fine Arts Advisor : Mr. Mohanakumar
3. Staff Editor : Ms. Shajina Govindan
4. Chairman : Mr. Pranav K.
5. Vice Chairperson : Mrs. Aneesha T.V.
6. Gen. Secretary : Mr. Jithin M.P.
7. Joint Secretary : Mrs. Vishnuprabha V.S.
8. U.U.C. : Mr. Nikhil Krishnan, Mrs. Chandana K.P.
9. Fine Arts Secretary : Mr. Arjun P.V.
10. Students Editor : Mr. Shyam Krishna V.K.
11. Gen. Captain. : Mr. Akshay Kumar M.P.

## **COLLEGE LEVEL COMMITTEES**

### **1. ANTI RAGGING COMMITTEE**

Ragging is prohibited by law. It is non-bail able criminal offence and punishable with rigorous imprisonment up to 7 years. The students shall not indulge in any of the following activities which are treated as ragging. It is headed by Principal. All the department heads are the members of the anti ragging committee.

### **2. SEMESTER MONITORING COMMITTEE**

To ensure effective functioning of the semester system for both UG & PG; a monitoring Committee is functioning in the college as per the directions of the University. It is headed by Principal.  
Co-ordinator : Mr. Madhusoodanan M., Mr. Vinod Kumar

### **3. COLLEGE DISCIPLINE COMMITTEE**

A college discipline committee is functioning in the college to the maintain the discipline in the campus by over seeing the contact of the students in and outside of the college. All the department heads are the members of the discipline committee.  
Co-ordinator: All Teachers

### **4. ADMISSION COMMITTEE**

The committee assists the Principal in admission procedures of various programmes of study offered by the college. All teaching and non teaching staff are members of this committee.

Co-ordinator : Mr. Madhusoodanan M.

### **5. CULTURAL PROGRAMME COMMITTEE**

Various cultural programmes are organised under the auspices of this committee.

Co-ordinators : Ms. Neepa E.C.

Ms. Bavitha N.S.

Mr. Syamjith K.P.

Mr. Noble Jacob

## **6. EXAMINATION COMMITTEE**

This committee assists Principal in all internal and University examinations conducted at the college.

Co-ordinators : Mr. Madhusoodhanan M.  
Mr. Biju K.  
Ms. Sindhu P.K.  
Ms. Keerthana K.

## **7. WOMEN'S WELFARE & REDRESSAL CELL**

A girl's welfare committee is functioning in the college to the welfare of girl students and to keep vigil against harassment of students.

Co-ordinators : Ms. Beena P.P.  
Ms. Shyma V.C.  
Ms. Mrudula A.  
Ms. Seenaa K.V.  
Ms. Neethu K.

## **8. STUDENTS REDRESSAL CELL**

A Students welfare committee is functioning in the college to the welfare of students and to keep vigil against harassment of students.

Co-ordinators : Principal  
All Dept. HOD's

## **9. TOUR COMMITTEE**

A committee is functioning in the college to conduct and all the study tours and excursions of students in the college.

Co-ordinators : Principal  
Vice Principal, All Dept. HOD's

## **10. PUBLIC RELATIONS COMMITTEE**

A committee is functioning in the college to address queries from the general public and to maintain liaison with the media.

Co-ordinators : Rev. Fr. James Mulakkavilayil  
Mr. Chandrasekaran K.V.  
Mr. Umesh P.P.  
Mr. Linukumar M.C.



### **11. HAND BOOK COMMITTEE**

The committee publishes the college handbook which provides information about the activities of the college both curricular and extra-curricular, gives the details of courses, staff members and the academic calendar.

Co-ordinators : Mr. Sumesh  
Ms. Soumya C.K.

### **12. WEBSITE COMMITTEE**

The college website provides all information about the college and its activities. The website committee is in charge of updating the website periodically.

Co-ordinators : Mr. Priyesh K.  
Mr. Mohanakumar

### **13. STUDENTS COUNSELLING COMMITTEE**

A Committee is functioning in the college for student counselling

Co-ordinators : Mr. Lijo Joseph  
Ms. Jismi John

### **14. PROGRAMME REPORTING COMMITTEE (Documentation)**

Co-ordinators : Ms. Sini  
Ms. Babitha K.  
Mr. Vinodkumar P.  
Ms. Babitha M.S.

### **15. IQAC (Internal Quality Assessment Cell)**

Co-ordinator : Ms. Soumya C.K.  
Asst. Co-ordinator : Mr. Sumesh K.  
Ms. Dharsana K.V.

### **16. BHOOMITRA SENA**

Co-ordinator : Mr. Aneesh K.K.  
Ms. Dharanya Krishnan

### **17. TOURISM CLUB**

Co-ordinator : Viswas P.P.

## **18. DAILY DIARY & VISITOR'S DIARY**

Co-ordinator : Mr. Vinodkumar P.

## **19. SPORTS**

Co-ordinator : Ranjima P.V.

## **20. COLLEGE STORE**

Co-ordinated by : Sreyas Gurudev College

## **OTHER FACILITIES IN THE CAMPUS**

### **1. COLLEGE LIBRARY & READING ROOM**

A full fledged, well furnished and computerized library and reading room are functioning in the college. Variety of news papers, numerous periodicals and scholarly journals are also made available to the readers.

### **2. LABORATORIES**

The college has well equipped and highly sophisticated laboratories separately for UG and PG courses.

#### **i) Chemistry lab**

Chemistry lab is considered as one of the best labs of similar kind in the university and has been constructed well to have accessibility for each student to the lab facilities. Two separate labs are available for the B.Sc and MSc students.

#### **ii) Physics lab**

A well equipped, neat and sophisticated physics lab is available for students. The equipments are of good quality and of high standard

iii) Electronics lab  
A highly standard, well equipped electronics lab is available for students.

#### **iv) Microbiology lab**

A sophisticated and highly standard microbiology lab with plenty of specimen is available for students.

#### **v) Bio-chemistry lab**

The bio chemistry lab is well equipped with modern equipments and with supply of materials for experiments.

vi) **Computer lab**

A highly sophisticated, well furnished computers lab with more than 50 Computers and Internet facility is available for students

**3. College canteen**

There is a college within the campus run on contract basis. Noon meals and other refreshments are served in the canteen on all working days.

**4. Hostel**

Snehalaya Ladies Hostel is run by the Management of the Franciscan Servants of Mary. Admission to the hostel is restricted to the students of Gurudev Arts and Science College and the students of Mother School, Mathil. It aims at providing a homely atmosphere, excellent academic pursuit and personality enhancement.

**5. Girl's room**

A well furnished girl's room with all facilities such as pad wending machine, pad burning machine, First Aid facilities etc are arranged for girls in the campus.

**6. Internet facility**

Internet facility is available free of cost for all students in computer lab on demands.

**ENDOWMENTS & SCHOLARSHIPS**

As a measure of encouraging the students, the following awards and endowments are instituted.

**1. Gurudev Rabindranath Tagore award for Literature**

An Award was constituted in the name of Rabeendranath Tagore for the students who excelled in Literature. Two selected works each from Malayalam & English Language will be awarded.

### MODEL APPLICATION FORM FOR LEAVE

Name of the student :

Roll no :

Class :

No. of days or periods  
and date on which leave  
is applied for :

Reason for leave :

Signature of the student :

Signature of the guardian :

Signature of the HOD :

### IMPORTANT TELEPHONE NUMBERS

Kannur University : 0497 2782 351-55

VC : 0497 2782 310

Registrar : 0497 2782 330

Contr. of Exam : 0497 2782 350

Police station, Peringome : 04985 236 232

Fire station : 04985 202901

Railway station : 04985 203078

KSEB : 04985 202 921

Govt. Hospital, Mathil : 04985 284 900

Auto Taxi stand, Mathil : 04985 284 458

Women help line : 1091

## ACADEMIC CALENDAR 2019-'20

JUNE 2019			JULY 2019		
DATE	DAY		DATE	DAY	
1	SAT		1	MON	
2	SUN		2	TUE	
3	MON		3	WED	
4	TUE		4	THU	
5	WED	World Environment Day, ID-UL-Fittar	5	FRI	
6	THU		6	SAT	
7	FRI		7	SUN	
8	SAT		8	MON	
9	SUN		9	TUE	
10	MON		10	WED	
11	TUE		11	THU	World Population Day
12	WED		12	FRI	
13	THU		13	SAT	
14	FRI		14	SUN	
15	SAT		15	MON	
16	SUN		16	TUE	
17	MON		17	WED	
18	TUE		18	THU	
19	WED		19	FRI	
20	THU		20	SAT	
21	FRI		21	SUN	
22	SAT		22	MON	
23	SUN		23	TUE	
24	MON		24	WED	
25	TUE		25	THU	
26	WED		26	FRI	
27	THU		27	SAT	
28	FRI		28	SUN	
29	SAT		29	MON	
30	SUN		30	TUE	
			31	WED	Karkidaka Vavu

## ACADEMIC CALENDAR 2019-'20

AUGUST 2019			SEPTEMBER 2019		
DATE	DAY		DATE	DAY	
1	THU		1	SUN	
2	FRI		2	MON	
3	SAT		3	TUE	
4	SUN		4	WED	
5	MON		5	THU	Teacher's Day
6	TUE	Hiroshima Day	6	FRI	
7	WED		7	SAT	
8	THU		8	SUN	
9	FRI	Nagasaki Day	9	MON	Muharam
10	SAT		10	TUE	
11	SUN	Bakrid	11	WED	Thiruvonam
12	MON		12	THU	
13	TUE		13	FRI	Sree Narayana Guru Jayanthi
14	WED		14	SAT	
15	THU	Independence Day	15	SUN	
16	FRI		16	MON	Ozone Day
17	SAT		17	TUE	
18	SUN		18	WED	
19	MON		19	THU	
20	TUE		20	FRI	
21	WED		21	SAT	Sree Narayana Guru Samadhi
22	THU		22	SUN	
23	FRI	Sreekrishna Jayanthi	23	MON	
24	SAT		24	TUE	
25	SUN		25	WED	
26	MON		26	THU	World Deaf & Dumb Day
27	TUE		27	FRI	
28	WED	Ayyankali Day	28	SAT	
29	THU	National Sports Day	29	SUN	World Heart Day
30	FRI		30	MON	
31	SAT				

## ACADEMIC CALENDAR 2019-'20

OCTOBER 2019			NOVEMBER 2019		
DATE	DAY		DATE	DAY	
1	TUE		1	FRI	Kerala Piravi
2	WED	Gandhi Jayanthi	2	SAT	
3	THU		3	SUN	
4	FRI		4	MON	
5	SAT		5	TUE	
6	SUN		6	WED	
7	MON	Mahanavami	7	THU	
8	TUE	Vijayadasami	8	FRI	
9	WED		9	SAT	Miladi -Sheriff
10	THU		10	SUN	
11	FRI		11	MON	National Literacy Day
12	SAT		12	TUE	
13	SUN		13	WED	
14	MON		14	THU	Children's Day
15	TUE		15	FRI	
16	WED	World Food Day	16	SAT	
17	THU		17	SUN	
18	FRI		18	MON	
19	SAT		19	TUE	Mother's Day
20	SUN		20	WED	
21	MON		21	THU	
22	TUE		22	FRI	
23	WED		23	SAT	
24	THU		24	SUN	
25	FRI		25	MON	
26	SAT		26	TUE	
27	SUN	Deepavali	27	WED	
28	MON		28	THU	
29	TUE		29	FRI	
30	WED		30	SAT	
31	THU				

## ACADEMIC CALENDAR 2019-'20

DECEMBER 2019			JANUARY 2020		
DATE	DAY		DATE	DAY	
1	SUN	World Aids Day	1	WED	New Year
2	MON		2	THU	Mannam Jayanthi
3	TUE		3	FRI	
4	WED		4	SAT	
5	THU		5	SUN	
6	FRI		6	MON	
7	SAT		7	TUE	
8	SUN		8	WED	
9	MON		9	THU	
10	TUE	Human Rights Day	10	FRI	
11	WED		11	SAT	
12	THU		12	SUN	
13	FRI		13	MON	
14	SAT		14	TUE	
15	SUN		15	WED	
16	MON		16	THU	
17	TUE		17	FRI	
18	WED		18	SAT	
19	THU		19	SUN	
20	FRI		20	MON	
21	SAT		21	TUE	
22	SUN		22	WED	
23	MON		23	THU	
24	TUE		24	FRI	
25	WED	Christmas	25	SAT	
26	THU		26	SUN	Republic Day
27	FRI		27	MON	
28	SAT		28	TUE	
29	SUN		29	WED	
30	MON		30	THU	Martyrs Day
31	TUE		31	FRI	



## ACADEMIC CALENDAR 2019-'20

FEBRUARY 2020			MARCH 2020		
DATE	DAY		DATE	DAY	
1	SAT		1	SUN	
2	SUN		2	MON	
3	MON		3	TUE	
4	TUE		4	WED	
5	WED		5	THU	
6	THU		6	FRI	
7	FRI		7	SAT	
8	SAT		8	SUN	International women's day
9	SUN		9	MON	
10	MON		10	TUE	
11	TUE		11	WED	
12	WED		12	THU	
13	THU		13	FRI	
14	FRI	Valentine's Day	14	SAT	
15	SAT		15	SUN	
16	SUN		16	MON	
17	MON		17	TUE	
18	TUE		18	WED	
19	WED		19	THU	
20	THU		20	FRI	
21	FRI		21	SAT	
22	SAT		22	SUN	World Water day
23	SUN		23	MON	
24	MON		24	TUE	
25	TUE		25	WED	
26	WED		26	THU	
27	THU		27	FRI	
28	FRI		28	SAT	
29	SAT		29	SUN	
			30	MON	
			31	TUE	

## ACADEMIC CALENDAR 2019-'20

APRIL 2020			MAY 2020		
DATE	DAY		DATE	DAY	
1	WED		1	FRI	
2	THU		2	SAT	
3	FRI		3	SUN	
4	SAT		4	MON	
5	SUN		5	TUE	
6	MON		6	WED	
7	TUE		7	THU	
8	WED		8	FRI	
9	THU		9	SAT	
10	FRI		10	SUN	
11	SAT		11	MON	
12	SUN		12	TUE	
13	MON		13	WED	
14	TUE		14	THU	
15	WED		15	FRI	
16	THU		16	SAT	
17	FRI		17	SUN	
18	SAT		18	MON	
19	SUN		19	TUE	
20	MON		20	WED	
21	TUE		21	THU	
22	WED		22	FRI	
23	THU		23	SAT	
24	FRI		24	SUN	
25	SAT		25	MON	
26	SUN		26	TUE	
27	MON		27	WED	
28	TUE		28	THU	
29	WED		29	FRI	
30	THU		30	SAT	
			31	SUN	

TIME TABLE - ODD SEMESTER						
DAYS/ TIME	9.30 to 10.30	10.30 to 11.30	11.30 to 12.40	12.40 to 1.25	1.25 to 2.20	2.20 to 3.15
				LUNCH BREAK		
				12.40 to 1.40	1.45 to 2.40	2.40 to 3.35

TIME TABLE - EVEN SEMESTER						
DAYS/ TIME	9.30to10.30	10.30to 11.30	11.30 to 12.40	12.40 to 1.25	1.25 to 2.20	2.20 to 3.15
				LUNCH BREAK		
				12.40 to 1.40	1.45 to 2.40	2.40 to 3.35















# **GURUDEV**

## **RABINDRANATH TAGORE**

### **ARTS AND SCIENCE COLLEGE**

(Affiliated to Kannur University)

Managed by the Catholic Diocese of Bathery

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