

BISHOP CHULAPARAMBIL MEMORIAL COLLEGE

KOTTAYAM - 686 001

(Founded on July 11, 1955)

(NAAC ACCREDITED WITH A GRADE)

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Website : bcmcollege.org



A Postgraduate Educational Institution (Aided) of the Knanaya Catholic Community with Faculties of Arts, Science and Commerce, affiliated to Mahatma Gandhi University, Kottayam; and the UGC under section 2 (f). Declared as a Minority Educational Institution under section 2 (g) of the National Commission for Minority Educational Institution Act.

Patron : His Grace Mar Mathew Moolakkatt
Metropolitan Archbishop of Kottayam

Manager : Rev. Fr. Alex Akkaparambil

Secretary Corporate

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UGC	- www.ugc.ac.in

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BRIEF HISTORY

"When you educate a man, you educate an individual. When you educate a woman, you educate the whole family".

Bishop Chulaparambil Memorial (BCM) College was founded on 11th July 1955 by H.E. Mar Thomas Tharayil, Bishop of Kottayam to fulfil the long cherished dream of his predecessor, H.E. Mar Alexander Chulaparambil, to establish an institution for the higher education of women. The aim of the establishment of the college was to raise the cultural standard of the community by educating its women. The college was formally inaugurated in 1959 by His Eminence Valerian Cardinal Gracias, Archbishop of Bombay and the first Cardinal from India.

Chev. Prof. V.J. Joseph Kandoth, served as the first Principal of the college. There were eight Professors and a Non-teaching staff in the beginning. Prof. Joseph was succeeded by 12 persons to guide the college till date.

From its humble beginnings the college has made steady progress and now she is one of the foremost colleges in Kerala with sixteen under graduate courses, seven post graduate courses, 146 staff and over 2000 students.

MOTTO

The college motto *SAPIENTIA ET GRATIA* (Latin) means wisdom and grace. Human wisdom and divine grace are two essential factors moulding the life of any person. Since the purpose of education is overall development of personality, along with intellectual development, the college tries to promote moral as well as spiritual growth. When our students cross the portal of B.C.M. on completion of their courses, we believe, they would become ideal educated person, having worldly wisdom and Divine grace.

EMBLEM

The five imageries contained in the emblem envisage the history and purpose behind the establishment of the college. The '**ship**' in the left bottom reminds us of the journey in A.D. 345 of the group of Syrian Jewish Christians under the leadership of Knaithoma, whose descendents are the Knanaya catholic community which established and manages the institution. The beautiful '**landscape**' with coconut tree in the right bottom evokes Kerala, God's own country, where the Knanites embarked. It further calls for nostalgic patriotic spirit which should animate the students. The dawn fills us with hope of a new era yet to come. The '**anchor**' in the upper right symbolises the firmness and steadfastness of wisdom that the college ensures the students. The intellect illuminated with wisdom is the anchor of faith, hope and charity with which the students will march forward with beaming joy, spreading sunshine every where. The '**burning furnace**' symbolises the hardships of life to be overcome through the process of purification in *Agni* (fire). Besides, it signifies that a heart adorned with divine grace is all on fire with the love of God and man. It alludes also to the furnace (chula) contained in the house name Chulaparambil of Mar Alexander in whose fond memory the college exists. The '**crown**' in the upper part is the one that awaits all of us when we complete our life successfully in the divine *Marga*.

All these symbols have a religious significance as well. While the ship and anchor symbolises the Church, the Sun and beaming light symbolises Christ, the eternal light and the redeemer of mankind. The person who walks in Jesus Christ with the Church, will attain the Crown of Justice in the life everlasting.

GOALS AND OBJECTIVES

Since its origin, the Christian Church has been active in the field of education throughout the world. Christian educational institutions are part of the Church's effort to share in the country's educational progress. This effort, while recognizing a special responsibility towards the Christian community, has always been at the service of the whole nation.

Education in Christian institutions is inspired by a vision of man drawn from the life and teachings of Jesus Christ. The vision gives Christian institutions a specific character and sets before their managements, staff and students high ideals of life and service towards which they are challenged continually to strive.

The college aims at the integral personalized education of the young. It strives to mould intellectually well trained, morally upright, socially committed, spiritually inspired men and women for the new India.

To accomplish this, special efforts are made to enable the students:

- ◆ to strive for excellence in every field
- ◆ to think for themselves in a clear, fearless and independent manner
- ◆ to seek, extend and apply knowledge to the solution of human problems
- ◆ to value and responsibly use their freedom
- ◆ to be clear and firm on principle and courageous in action
- ◆ to be unselfish in the service of their fellow human beings
- ◆ to become agents of needed social change in their nation

Through these efforts B.C.M. College aims at making her own contribution to a radical transformation of present day social

conditions, so that social justice, equality of opportunity, genuine freedom, respect for religious and moral values, empowerment of women which are enshrined in the constitution of India may be realized. Thus the possibility of living a fully human existence will be open to all.

FORMER PATRONS

1. Bishop Thomas Tharayil
2. Archbishop Kuriakose Kunnacherry

FORMER PRO-MANAGERS / MANAGERS

1. Late Msgr. Cyriac Mattathil
2. Late Fr. Joseph Karottukunnel
3. Late Msgr. Peter Poochakkattil
4. Late Msgr. Dr. Jacob Kollaparambil
5. Late Msgr. Peter Uralil
6. Rev. Fr. Alex Chettiyath
7. Rev. Dr. Thomas M. Kottoor

FORMER PRINCIPALS

1. Late Prof. Chev. V. J. Joseph (1955-56)
2. Late Rev. Sr. Fidelis (1956-58)
3. Late Prof. Anna Nidhiri (1958-59)
4. Late Prof. Margaret Paulose (1959-62)
5. Late Rev. Sr. M. Goretti SVM (1962-63)
6. Late Rev. Sr. Mary Savio SVM (1963-82 & 1985-89)
7. Rev. Sr. M. Michael SVM (1982-85)
8. Rev. Sr. M. Alphonsa SVM (1989-93)
9. Prof. Remani Tharayil (1993-2000)
10. Rev. Sr. M. Lucy SVM (2000-02)
11. Rev. Sr. M. Libia SVM (2002-06)
12. Rev. Sr. Dr. Karuna SVM (2006-15)
13. Prof. Sheela Cherian K. (2015-17)

NAAC ACCREDITATION

The College is accredited with 'A' Grade with a cumulative grade point of **3.16** on 3rd March 2015 by the National Assessment and Accreditation Council.

MANAGEMENT

B.C.M. College is an educational institution owned and managed by the Corporate Educational Agency of Colleges of the Archeparchy of Kottayam for the Knanaya Catholic Community. His Grace Mar Mathew Moolakkatt, Metropolitan Archbishop of Kottayam is the Patron, Rev. Fr. Alex Akkaparambil is the Manager and Rev. Fr. Philmon Kalathra is the Secretary, Corporate Educational Agency of college.

The General Management of the college is vested in the Governing Body. The internal administration of the college is carried out by the Principal assisted by Vice Principal, Bursar, College Council and the Staff.

GOVERNING BODY MEMBERS

1. Mar Joseph Pandarasseril
Protosyncellus, Archeparchy of Kottayam
2. Very Rev. Fr. Michael Vettickat
Pro-Protosyncellus, Archeparchy of Kottayam
3. Rev. Fr. Alex Akkaparambil
Manager, B.C.M. College
4. Rev. Fr. Thomas Pralel
Vicar, St. Stephen's Church, Uzhavoor
5. Dr. Jose James Pannivelil
Chairman, Education Commision, Archeparchy of Kottayam
6. Dr. Sr. Betsy S.V.M.
Principal, B.C.M. College
7. Dr. Shiney Baby
Principal, St. Stephen's College, Uzhavoor
8. Sri. Thomas Chazhikadan
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9. Chev. Adv. Joy Joseph Kodianthara
Legal Advisor, Archeparchy of Kottayam
10. Dr. T.M. Joseph Thekkumperumalil
Principal, Nirmala College, Moovattupuzha
11. Dr Biji James, Former H.O.D, Dept of Commerce
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2.	Rev. Fr. Philmon Kalathra	Bursar
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5.	Dr. Teena Annah Thomas	Dept. of English
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7.	Dr. Naveena J. Narithookil	Dept. of Hindi
8.	Dr. Stephy Thomas	Dept. of Statistics
9.	Dr. Annu Thomas	Dept. of Chemistry
10.	Dr. Peter K. Mani	Dept. of Botany
11.	Mrs. Priya Thomas	Dept. of Zoology
12.	Mrs Renu.K.Abraham	Dept. of F.A.C.S
13.	Dr. Ajis Ben Mathews	Dept. of History
14.	Mrs. Shalini Thomas	Dept. of Economics
15.	Mrs. Alphonsa Kurian	Dept. of Sociology
16.	Mrs. Josephina Simon	Dept. of Commerce
17.	Mr. Rajesh P.C.	Dept. of Phy.Education
18.	Dr. Ipe Varughese	Dept. of Social Work
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3. Mr. Satheesh Chandran S. M.Com., M.B.A. Mob: 9895286322
sateeshchandran85@gmail.com

- | | |
|---|-----------------|
| 4. Ms. Anusha R. Nair M.Com.
anusharnairkallolickal@gmail.com | Mob: 9947075669 |
| 5. Ms. Parvathy G. Krishnan M.Com.
parvathygnair2013@gmail.com | Mob: 9526251733 |
| 6. Ms. Chinnumul Sasindran M.Com.
chinnu.sasindran@gmail.com | Mob: 9947367095 |
| 7. Mr. Anilkumar K.K. M.Com
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DEPT. OF ENGLISH

- | | |
|--|-----------------|
| 1. Ms. Deepa Susan Viji M.A.
deepasviji93@gmail.com | Mob: 9400542055 |
| 2. Ms. Sona Saira Tharian M.A.
sonatharian@gmail.com | Mob:9497578141 |
| 3. Ms Rohini Vijayan, M.A, M.Phil
rohinivijayan1418@gmail.com | Mob: 8943126044 |
| 4. Ms. Anju Jacob MCI
anjutjacob33@gmail.com | Mob:9567136673 |
| 5. Ms. Jilu Jose Devasia M.A
jilujose23@yahoo.com | Mob:9495641223 |

DEPT. OF FAMILY AND COMMUNITY SCIENCE

(Intercom No. 331)

- | | |
|--|-----------------|
| 1. Ms. Praseetha P.S, Msc
praseethamukesh@gmail.com | Mob: 9747831789 |
| 2. Ms. Jenishamol Antony M.Sc.
jenishaantony9@gmail.com | Mob: 8921965242 |

COMPUTER CENTRE

(Ph. 0481-2563463; Intercom No. 317)

- | | |
|---|---------------------------------|
| 1. Mrs. Regi Simon B.Com., P.G.D.C.A.
regiaruparayil@gmail.com | 0481-2790457
Mob: 9446390457 |
|---|---------------------------------|

SYSTEM ADMINISTRATOR & LANGUAGE LAB

- | | |
|---|-----------------|
| 1. Mr. Satheesh Kumar M.K. (M.Sc Comp Science)
satheeshkumarmk@gmail.com | Mob: 9495062571 |
|---|-----------------|

OFFICE STAFF

No.	Name	Mobile No.	Landline No.
Senior Superintendent			
1.	Sr. Remya SVM	9496377189	0481-2563083
Head Accountant			
2.	Mrs. Jeeja Joseph	9400845249	0481-2790074
U.D. Clerks.			
3.	Mr. Shajimon T.C	9947206989	0481-3170242
L.D. Clerks			
4	Sr. Aleena SVM	9497055596	0481-2312543
5.	Sr. Jisha George	8943870052	0481-564161
6.	Sr. Akhila SVM	8281454939	0481-2575939
U.D. Typist			
7.	Sr. Sabitha SVM	9496713342	0481-2563083
L.G.S. (Nil)			
Librarian			
8.	Sr. Gracena SVM	9496251034	0481-2565760
Library Assistant			
9.	Mrs. Mary K.L.	9747565339	
10.	Mrs. Elsamma Jacob	9048526417	0481-2310526
Laboratory Staff			
11.	Mrs. Elsamma T.N.	9605747616	0481-2770211
12.	Mrs. Dolly Uthup		0481-2599783
13.	Mrs. Molly Abraham	9605947969	
14.	Mrs. Salamma P.K.	9562667886	
15.	Mrs. Shaji Thomas	9496159770	0481-2584523
16.	Mrs. Sheela Mathew	9846907922	04829-269285
17.	Mrs. Mini V.M.	9447680889	0481-2837280
18.	Mrs. Lissy Joseph	9539449502	0481-2312527

Self Financing Staff

- | | | |
|----------------------------|------------|--------------|
| 19. Sr. Annlit S.V.M. | 9497497072 | 0481-2575939 |
| 20. Ms. Manju Annie Punnen | 9495235345 | |
| 21. Mrs. Kochumol Tomy | 9496415011 | |
| 22. Mrs. Jishi Bijo | 9562316819 | |
| 23. Mrs. Bindu Alex | 9447775919 | |
| 24. Mrs. Jaisy John | 9947396068 | |

Guest Typist

- | | | |
|----------------------|------------|--|
| 25. Ms. Anupama T.M. | 9847348418 | |
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Guest Staff

- | | | |
|----------------------------|------------|--|
| 26. Mrs. Ancy George | 9562572927 | |
| 27. Mrs. Semeena Mathew | 9995314042 | |
| 28. Mrs. Mini Alexander | 9744457382 | |
| 29. Mrs. Sheeja Joseph | 9747606825 | |
| 30. Mrs. Lissy K.C. | 8547786528 | |
| 31. Mrs. Jessy Joseph | 8547674229 | |
| 32. Ms. Aiswarya Sabu A.S. | 9656691673 | |

Mechanic

- | | | |
|----------------------|------------|--|
| 33. Mr. Shiju Joseph | 9496117391 | |
| 34. Mr. Joseph P.M. | 9447852819 | |

Co-operative Society

- | | | |
|-----------------------|------------|--|
| 35. Mrs. Lekha Lukose | 9847764171 | |
| 36. Mrs. Pushpa Reji | 9495596788 | |

Security

- | | | |
|---------------------------|------------|--|
| 37. Mr. Thomas Chilampath | 9048422925 | |
| 38. Mr. Philip E.J. | 9605581128 | |

Canteen

- | | | |
|--------------------------|------------|--|
| 39. Mrs. Sheeba Saju | 9496136281 | |
| 40. Mrs. Kunjumol Regi | 9562659218 | |
| 41. Mrs. Santhamma Jacob | 9656566564 | |

OFFICE BEARERS 2017 - 2018

College Council Secretary	: Dr. George Mathew
Staff Secretaries	: Dr. Teena Annah Thomas
	: Dr. Annu Thomas
	: Dr. Elizabeth V John
Senior Assistants of	: Mrs. Josephina Simon
Examinations	: Ms. Alphonsa Augustine
	: Mr. Bijoy Thomas
Verification of Internal Marks	: Mrs. Alphonsa Kurian
	: Dr. Elizabeth Basil
	: Mr. Luke Leon Kurian
	: Mrs. Suman Abraham
IQAC Co-ordinator	: Dr. Stephy Thomas
Preparation of ID Cards	: Mr. Liju Alex
	: Ms. Jintu Ann John
	: Mr. Jimmy K. Stephen
College Union Advisors	: Dr. Naveena J. Narithookil
	: Mrs. Emi Mathew
	: Mrs. Ancy Cyriac
	: Mr. Bony Mathew
Add-On Course	: Mrs. N. Susy Philip
	: Dr. Elizabeth V. John
Remedial Coaching	: Department of English
ASAP Co-ordinators	: Dr. Nithya Mariam John
	: Mrs. Ancy Cyriac
Returning Officer	: Dr. Ajis Ben Mathews
Students Scholarship Co-ordinators:	Mrs. Sosamma Mathew
	Mrs. Ann Johns
P. T.A.	: Mrs. Ponnu Liz Malieckal
	: Mrs. Emi Mathew
	: Mrs. Jaisy Joy

Women's Cell	: Mrs. Salma Mary K. Abraham : Dr. Reeja P.S. : Mrs. Jaisy Joy
U.G.C. Co-ordinators	: Dr. Stephy Thomas : Dr. Ajjis Ben Mathews : Mr. Jipin V. Jimmy
Admission Committee	: Mrs. N. Susy Philip : Dr. Stephy Thomas : Mr. Jipin V. Jimmy : Ms. Ancy Cyriac : Mr. Satheesh Kumar
Nature Club & Bhoomithra Sena	: Dr. Peter K. Mani : Fr. Byju Mukalel : Miss. Varsha maria Babu
B.C.M. Scholarships & Students Support	: Dr. Ipe Varughese : Mrs. Sosamma Mathew : Mrs. Riya Susan Scariah
Sr. Savio Elocution Competition	: Dr. Ajjis Ben Mathews : Mr. Rajesh P.C. : Mr. Anil Steephen : Mrs. Shalini Thomas : Mrs. Suman Abraham
Travel & Tourism	: Mrs. Shalini Thomas : Mrs. Rithu Kuruvilla
C.S.M./Xavier Board/AIACHE	: Dr. Peter K. Mani : Ms. Elizabeth Johny : Mrs. Renu K. Abraham
N.S.S.	: Dr. George Mathew : Mr. Anil Steephen : C.A. Reshma Rachel Kuruvilla
N.C.C.	: Dr. Reeja P.S. : Ms. Elizabeth Johny

College Magazine Committee	: Mr. Anil Steephen : Dr. Naveena J. Narithookil : Dr. Nithya Mariam John : Fr. Byju Mathew
Literary Committee	: Mr. Anil Steephen : Mrs. Thankam Philip : Ms. Chinnu Shaji
College Calender	: Mrs. N. Susy Philip : Mr. Jipin V. Jimmy : Mr. Luke Leon Kurian : Fr Byju Mathew : Ms. Monisha P.J.
College Log Book	: Mrs. Phiona Elizabeth Joshy : Mr. Liju Alex
Grievance Redressal Cell Members	: Mrs. N. Susy Philip : Dr. Ipe Varghese : Fr. Philmon Kalathra : Dr. Annu Thomas
Documentation & Media facilitation	: Dr. Ajis Ben Mathews : Mr. Luke Leon Kurian : Mr. Jipin V. Jimmy : Mr. Visakh K. Mohan
Teacher Evaluation	: I.Q.A.C.
Discipline Committee	: Mrs. N. Susy Philip : Fr. Philmon Kalathra : Dr. George Mathew : Dr. Stephy Thomas : Dr. Ajis Ben Mathews : Dr. Annu Thomas : Dr. Reeja P.S. : Mrs. Anju Annette Cherian

System Administrators	: Dr. Stephy Thomas : Mr. Satheesh Kumar
Career and Placement Cell	: Mrs. Anju Annette Cherian : Dr. Elizabeth V. John : Mr. Jipin V. Jimmy : C.A. Reshma Rachel Kuruvilla
Library Committee	: Mrs. Riya Susan Scariah : Mr. Rajesh P.C. : Mrs. Alphonsa Kurian : Miss. Ashamol Cherian
C.B.C.S.S. Co-ordinator	: Dr. Ajis Ben Mathew : Mrs. Ann Johns
Alumni Committee Members	: Dr. Annu Thomas : Mrs. Shalini Thomas : Sr. Sheena M.U. : Ms. Athira Maria Johnson
Anti-Ragging/ Anti-harassment Committee	: Dr. Sr.. Betsy SVM : Mrs. N. Susy Philip : Fr. Philmon Kalathra : Dr. Stephy Thomas : Sr. Remya SVM : Sr. Lucy SVM
College Canteen	: Department of Food Science
Surprise Inspection Squad	: All H.O.D.s
University Examination - Helping Committee	: Mrs. Alphonsa Kurian : Mr. Bijoy Thomas : Mrs. Divya S. : Mrs. Rittu Susan : Mr. Satheesh Chandran : Mr. Bibin Thomas : Miss. Anjana K. Suresh

B.C.M. News Letter	: Dr. Naveena J. Narithookkil : Mrs. Ponnu Liz Malieckal : Dr. Elizabeth Basil : Dr. Nithya Mariam John : Fr Byju Mukalel : Mr. Binto Binoy : Mr. Bibin Thomas
Scholar Support Programme Mentoring	: Dr. Elizabeth Basil : Mrs. Suman Abraham : Mrs. Karthika Elizabeth : Ms. Maria Roy : Ms. Vinumol Devassy
Research Cell	: Dr. George Mathew : Dr. Ipe Varghese : Dr. Stephy Thomas : Dr. Annu Thomas
Walk-with a Scholar Anti-Narcotic Cell	: Mr. Jipin V. Jimmy : Fr. Philmon Kalathra : Dr. Ajis Ben Mathews : Mrs. Alphonsa Kurian : Mr. Satheesh Chandran : Ms. Vinumol Devassy
Community College	: Dr. Stephy Thomas : Mr. Jipin V Jimmy
Attendance Co-ordinators	: Dr. Stephy Thomas : Mr. Jipin V Jimmy
Ethics Committee	: Prof. N. Susy Philip Prof. Josephina Simon Prof. Teena Annah Thomas Mrs. Anju Annetee Cherian
Journal Club	: Dr. Annu Thomas Dr. Reeja P.S.

**STUDENT REPRESENTATIVES IN ACADEMIC/
NON ACADEMIC BODIES**

- Anti-Harassment Cell : Unnimaya Vinod
- Anti-Ragging Cell : Anu Thomas
- Catholic Students Movement (CSM) : Elizebeth John
- College Magazine Committee : Nithya George
: Aleena Benny
: Megha Suresh Kumar
: Ameena Thasneem
- Election- Grievance Redressal Cell : Tanuja Manoj
: Minnu George
- Ethics Cell : Amrutha Reji
- Equal Opportunity Cell : E. V Parvathy
: AnittaShaji
- Grievance Redressal Cell : Adheena Anil
- Internal Quality Assurance Cell (IQAC) : Teenu Maria James
- Library Cell : Agatha Kurian
- NCC : SUO MidhunaBhasi
- NSS : Agimol S
: SayanaShiju Thomas
: Amala Sebastian
: AkhilaDivakaran
- Women's Cell : Krishna Shaji

CLASS TEACHERS 2017-18

Department	Class	Name of Teachers in Charge
English	II MA (Aided)	Mrs. Riya Susan Scaria
	IMA	Mr. Bijoy Thomas
	II MA (S.F.)	Ms. Sona Saira Tharian
	IMA	Ms. Jilu Jose Devasia
English Model 1	III DC	Dr. Nithya Mariam John
	II DC	Mrs. Phiona Elizabeth Joshy
	I DC	Ms. Vinshy Rosemary Saban
English Model 2	III DC	Mrs. Minu Alex
	II DC	Ms. Ancy Cyriac
	I DC	Ms. Ponnu Malieckal
English Model 3	III DC	Ms. Sona Saira Tharian
	II DC	Ms. Deepa Susan Viji
	I DC	Ms. Rohini Vijayan
Mathematics	II M.Sc.	Mrs. Ann Johns
	I M.Sc.	Ms. Divyamol K.T
	III DC	Mrs. Sosamma Mathew
	II DC	Dr. Stephy Thomas
	I DC	Mr. Liju Alex
Physics	III DC	Mrs. N. Susy Philip
	II DC	Dr. Elizabeth V. John
	I DC	Mr. Binto Binoy
Chemistry	III DC	Mrs. Jaisy Joy
	II DC	Ms. Ashamol Cherian
	I DC	Mrs. Merlin Thomas
Botany	III DC	Ms. Alphonsa Augustine
	II DC	Ms. Varsha Maria Babu
	I DC	Ms. Neethu K. Nair
Zoology	III DC	Mrs. Emi Mathew
	II DC	Dr. Elizabeth Besil
	I DC	Mrs. Priya Thomas

F.A.C.S.	II M Sc (S.F)	Ms. Jenishamol Antony
	I M Sc (S.F)	Ms. Jenishamol Antony
	III DC	Mrs. Renu K. Abraham
	II DC	Ms. Paseetha P.S
	I DC	Ms. Sharon Mary Xavier
F.S.Q.C.	III DC	Mrs. Rittu Susan Babu
	II DC	Mrs. Asha Yohannan
	I DC	Ms. Anila Joseph
Comp. Science	III DC	Ms. Reenumol James
	II DC	Mrs. Saumya C. Alphonse
	I DC	Ms. Jintu Ann John
History	III DC	Mrs. Chindu Shajan
	II DC	Dr. Ajis Ben Mathews
	I DC	Mrs. Suman Abraham
Economics	III DC	Mrs. Shalini Thomas
	II DC	Mrs. Rithu Kuruvilla
	I DC	Ms. Dona M. Thomas
Sociology	III DC	Mrs. Alphonsa Kurian
	II DC	Dr. Reeja P.S.
	I DC	Ms. Vinumol Devassy
Commerce	II M.Com.(S.F.)	Ms. Chinnu Mol Sasindran
	I M.Com.	Ms. Parvathy G. Krishnan
	III DC (Tax.)	Mr. Jipin V. Jimmy
	II DC	Ms. Elizabeth Johny
	I DC	Ms. Reshma Rachel Kuruvilla
	III DC (C.A.)	Ms. Anusha R. Nair
	II DC	Mrs. Jini Jacob
I DC	Mr. Satheesh Chandran	
Social Work	II MSW	Sr. Sheena M.U.
	I MSW	Mr. Visakh K. Mohan

PROGRAMMES OF STUDY

UNDERGRADUATE PROGRAMMES

Regular (Model-1)

- B.A. History
Economics
Sociology
English Literature (Model 1 & Model 2)
- B.Sc. Mathematics
Physics
Chemistry
Botany
Zoology
Family & Community Science
- B.Com. Taxation (Elective Subject)

Self Financing

- B.Sc. Food Science & Quality Control
- B.Sc. Computer Science
- B.Com. Computer Application
- B.A. English Literature (Model III)

The Degree programmes consists of:

- ⊙ **Common Courses** : 1. English
: 2. Additional Languages
(Malayalam/Hindi/ French/Syriac)
- ⊙ **Core Courses**
- ⊙ **Complementary Courses**

Open Courses Offered by Various Departments

Department	Open Courses
English (Model 1& 2)	English for Careers
Mathematics	Applicable Mathematics
Physics	Energy and Environmental Studies
Chemistry	Chemistry in Everyday Life
Botany	Agribased Microenterprises
Zoology	Human Genetics, Nutrition, Community Health and Sanitation

F.A.C.S.	Self Empowerment Skills
History	Social Implications of Modern Revolution
Economics	Fundamentals of Economics
Sociology	Fundamentals of Psychology
Commerce	Fundamentals of Accounting
Physical Education	Physical, Health and Life Skill Education
F.S.Q.C.	Food Facts and Principles
Computer Science	Internet, Web Designing & Cyber Laws

POST GRADUATE PROGRAMMES

Aided Courses

1. M.Sc. Mathematics
2. M.A. English Literature

Self Financing Courses

1. M.A. English Language and Literature
2. M.Sc. Home Science (Child Development &
Behaviour Science)
3. M.Com. (Finance)
4. M.Com. (Taxation)
5. Master of Social Work

The norms of admission to these Courses are in accordance with the stipulation of M.G. University for self financing P.G. programmes.

The programme is approved by the government of Kerala and the Mahatma Gandhi University as a self-financing programme from 2002-2003 onwards. Admission is open to both boys and girls. Selection of 50% of the candidates will be based on the entrance examination conducted by M.G. University in June / July every year, for which application is invited

during May / June. The remaining 50% seats is filled by the management. The course is of two year duration organized in four semesters with specialization in:

- 1. Medical & Psychiatric Social Work**
- 2. Rural & Urban Community Development**
- 3. Family and Child Welfare**

CAREER ORIENTED COURSES (ADD-ON COURSES)

The following are the UGC sponsored career oriented courses offered to the students:

1. Journalism & Mass Communication
2. Computer Applications
3. Electronic and Electrical Equipment Maintenance
4. Travel and Tourism

Certificate Courses

1. Travel and Tourism
2. Journalism and Mass Communication
3. Open office
4. Electronic and Electrical Equipment Maintenance
5. Electronic and Electrical Equipment Maintenance(Diploma)
6. Computer Applications
7. Child Rights and Protection Systems -Diploma
8. Child Rights and Protection Systems -Diploma
9. Nature and Scope of Archaeology in India
10. Entrepreneurship Development
11. Guidance and Counselling in Everyday Life
12. Safe Food Handling Techniques-Hygiene Management
13. Mushroom Cultivation
14. Soaps and Detergent Chemistry
15. Ornamental fish breeding- Culture and management
16. Our Universe-The world around us
17. Surface Ornamentation Techniques
18. Fundamentals of Accounting
19. Introductory Mathematics for Competitive Exams
20. Office Automation
21. Computer Hardware & Maintainance
22. ASP. NET
23. JAVA
24. Web programming using PHP
25. Ubuntu
25. Radio and New Media

Choice Based Course Credit Semester System

The U.G. programmes shall include (a) Common Courses I & II, (b) Core Courses, (c) Complementary Courses, (d) Open Courses

Credit Transfer and Accumulation system can be adopted in the programme. Transfer of Credit consists of acknowledging, recognizing and accepting credits by an institution for programmes or courses completed at another institution. The Credit Transfer Scheme shall allow students pursuing a programme in one University to continue their education in another University without break.

Programme Structure

There shall be a maximum of three credits for the open course and remaining one credit should be shifted to choice based course or any other core course.

a	Programme Duration	6 Semesters
b	Total Credits required for successful completion of the programme	120
c	Minimum credits required from common courses	38
d	Minimum credits required from Core+ complementary + vocational courses including Project	79
e	Minimum credits required from Open course	3
f	Minimum attendance required	75%

* The credit distribution for vocational courses is to be decided separately.

Examinations: The evaluation of each course shall contain two parts:

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

The internal to external assessment ratio shall be 1:4, for both courses with or without practical. There shall be a maximum of 80 marks for external evaluation and maximum of **20** marks for internal evaluation. For all courses (theory & practical), grades are given on a 7-point scale based on the total percentage of marks. **(ISA+ESA)** as given below.

Percentage of Marks	Grade	Grade Point
90 and above	A+ - Outstanding	10
80-89	A - Excellent	9
70-79	B - Very Good	8
60-69	C - Good	7
50-59	D - Satisfactory	6
40-49	E - Adequate	5
Below 40	F - Failure	4

Note: Decimals are to be rounded to the whole number

Credit Point and Credit Point Average

Credit Point (CP) of a course is calculated using the formula

CP=C x GP, where C=Credit, GP = Grade point

Credit Point Average (CPA) of a Semester/ Programme is calculated using the formula

CPA = TCP/TC, where TCP = Total Credit Point; TC = Total Credit

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

CPA	Grade
Above 9	A+ - Outstanding
Above 8, but below or equal to 9	A - Excellent
Above 7, but below or equal to 8	B - Very Good
Above 6, but below or equal to 7	C - Good
Above 5, but below or equal to 6	D - Satisfactory
Above 4, but below or equal to 5	E - Adequate
4 or below	F - Failure

Mark Distribution for External Examination and Internal Evaluation

The external examination of all semesters shall be conducted by the University at the end of each semester. Internal evaluation is to be done by continuous assessment. Marks distribution for external and

internal assessments and the components for internal evaluation with their marks are shown below:

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

1) For all courses without practical

a) Marks of External Examination : 80

b) Marks of Internal Evaluation : 20

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

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

For all courses with practical

a) Marks of theory - External Examination : 60

b) Marks of theory - Internal Examination : 10

Components of Theory Internal Evaluation	MARKS
Attendance	3
Assignment/ Seminar/ Viva	2
Test paper(s) (1 or 2) (1 x 5=5 / 2x2.5=5)	5
Total	10

c) Marks of Practical-External Examination : 40
(only in even semesters)

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

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

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

Project Evaluation: (Max. marks 100)

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

Attendance Evaluation

1) For all courses without practical

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

Decimals are to be rounded to the next higher whole number.

2) For all courses with practical

Decimals are to be rounded to the next higher whole number.

Assignments

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

% of Attendance	Marks for theory
90 and above	3
80-89	2
75-79	1

% of Attendance	Marks for Practical
90 and above	4
85-89	3
80-84	2
75-79	1

Seminar / Viva

A student shall present a seminar in the 5th semester and appear for viva-voce in the 6th semester.

Internal Assessment Test Papers

Students should attend at least one internal test-paper in each semester for each course. The evaluations of all components are to be published and are to be acknowledged by the candidates. Progress report of the students' performance will be presented to the guardians at the P.T.A. meeting. These should be returned duly signed by the guardian.

External Examination and Project

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

All students have to do a project. This project can be done individually or as a group of 3 students. The projects are to be identified during the II semester of the programme with the help of the supervising teacher. The report of the project in duplicate is to be submitted to the department at the sixth semester and are to be produced before the examiners appointed by the University.

Grievance Redressal Mechanism

The internal assessment is not used as a tool for personal favour or vengeance. In order to ensure this, students are given the right to know how the teacher arrived at the grade. Yet, if there exists any grievance from the students, a three level Grievance Redressal Mechanism is envisaged to address it. The students can appeal to the upper level only if the grievance is not satisfactorily addressed by the lower level.

1. **Department Level:** It is chaired by the Head.
2. **College Level:** The Principal is the chairman of this committee. It has a Co-ordinator, HOD of the concerned department and a senior teacher nominated by the College council as its members.
3. **University Level:** It is constituted by the Vice-Chancellor.

U.G. COURSE CODES AND COURSE TITLES

Common Course - ENGLISH - For B.A. & B.Sc. Model I Programmes

Sem	Course Code	Title of the Course
1	EN1CC01 EN1CC02	Fine tune your English Pearls from the Deep
2	EN2CC03 EN2CC04	Issues that Matter Savoring the Classics
3	ENCN05	Reflections on Indian Polity, Secularism & Sustainable Environment
4	ENCN06	Evolution of the Philosophy of Science

Common Course ENGLISH For B.Com.

Sem	Course Code	Title of the Course
1	EN1CC01	Fine tune your English
2	EN2CC03	Issues that Matter
3	ENCN01	Perspectives in Literature
4	ENCN02	Reflections on Vital Issues

Common Course ENGLISH for Model II Programmes

Sem	Course code	Title of the course
1	EN1CC01	Fine tune your English
2	EN2CC03	Issues that Matter
3	ENCN05	Reflections on Indian Polity, Secularism & Sustainable Environment
4	ENCN06	Evolution of the Philosophy of Science

Common Course MALAYALAM for Model I B.A. & B.Sc.

Sem	Course Code	Title of the Course
1	ML1CCT01	Kadhasahithyam
2	ML2CCT02	Kavitha
3	MAL3A01U	Arangum Porulum
4	MAL4A01U	Gadhyam, Rachanaparichayam

Common Course HINDI for Model I B.A. & B.Sc.

Sem		Title of the course
1	HN1CCT01	Prose and One Act Play
2	HN2CCT02	Short stories and Novel
3		Poetry and Fiction
4		Culture and Civilization of India

Common Course MALAYALAM for Model I B.Com.

Sem	Course code	Title of the course
1	ML1CCT05	Kadhayum Kavithayum
2	ML2CCT06	Aathmakadha, Lekhanam

Common Course HINDI for Model I B.Com.

Sem		Title of the Course
1	HN1CCT01	Prose and Mass Media
2	HN2CCT02	Poetry ,commercial Correspondance and translation

Common Course MALAYALAM for Model II programmes

Sem	Course code	Title of the Course
1	ML1CCT07	Kadha, Novel
2	ML2CCT08	Kavidhayum Naadakavum

B.A. ENGLISH LANGUAGE AND LITERATURE Model I

Sem	Subject	Paper Code	Paper Title
I	Core Compl 1	EN1CR01 PY1CMT01	Methodology for studying Literature Understanding Psychology
II	Core Compl2	EN2CR02 PY2CMT02	Introducing Language & Literature Psychology of Individual Difference
III	Core Core Compl 2	ENCR3 ENCR 4 ENCY 1	Literature and Informatics Reading Prose Evolution of Literary Movements I
IV	Core Core Compl 2	ENCR 5 ENCR 6 ENCY 2	Reading Poetry Reading Fiction Evolution of Literary Movements II
V	Core Core Core Core Open C.	ENCR 7 ENCR 8 ENCR 9 ENCR10 ENOG3	Reading Drama Language and Linguistics Literary Criticism, Theory and Practice Postcolonial Literatures English for Careers
VI	Core Core Core Core C.B.C.	ENCR11 ENCR12 ENCR13 ENCR14 ENOF2	Women's Literature Indian Writing in English Comparative Literature American Literature Regional Literatures in Translation Project

Core = Core Course
Compl = Complementary Course
Com C. = Common Course
C.B.C. = Choice Based Course
Open C. = Open Course
Voca. = Vocational Course

B.A. ENGLISH LANGUAGE AND LITERATURE Model II

Sem	Subject	Paper Code	Paper Title
I	Core	EN1CR01	Methodology for studying Literature
	Compl 1	EN1CM01	English for Business Communication-1
	Voca. 1	ENVO01	Information Technology and Computer Application
II	Core	EN2CR02	Introducing Language & Literature
	Compl 2	EN2CM02	English for Business Communication
	Voca. 2	EN2VO02	Computer Application and DTP (Practical)
III	Core	ENCR3	Literature and Informatics
	Core	ENCR 4	Reading Prose
	Voca. 3 Compl 2	ENCY1	Business Accounting Evolution of Literary Movements-I
IV	Core	ENCR 5	Reading Poetry
	Core	ENCR 6	Reading Fiction
	Voca. 4 Compl 2	ENCY2	Office Procedure and Practice Evolution of Literary Movements-II
V	Core	ENCR 7	Reading Drama
	Core	ENCR 8	Language and Linguistics
	Core	ENCR 9	Literary Criticism, Theory & Practice
	Core	ENCR10	Postcolonial Literatures
	Open C.	ENOG3	English for Careers
VI	Core	ENCR11	Women's Literature
	Core	ENCR12	Indian Writing in English
	Core	ENCR13	Comparative Literature
	Core	ENCR14	American Literature
	C.B.C.	ENOF2	Regional Literatures in Translation
	Project		

B.A. Programme in English Literature, Communication & Journalism (Model III Triple Main)

Sem	Course Code	Course Title
I	EN1CC01 EN1CR01 EN1CE01 EN1CE02 EN1CE03	Fine tune your English Methodology for studying literature English literature from the old English Period to the romantic age Conversational Skills Writing for the media
II	EN2CC03 EN2CR02 EN2CE04 EN2CE05 EN2CE06	Issues that matter Introducing language and literature English literature from the Victorian Age to the post modern period Editing and fundamentals of media writing Interpersonal Skills
III	ENCR 3 ENCR 4 ENCJ 10 ENCJ 11 ENCJ 12	Literature and informatics Reading prose Creative writing/counter culture' Business writing Basic word processing
IV	ENCR 5 ENCR 6 ENCJ 13 ENCJ 14 ENCJ 15	Reading Poetry Reading Fiction OJT in communicative English Translation: Theory * Practice Radio & Television Journalism
V	ENCR 7 ENCR 8 ENCR 9 ENCR 10 ENOG 3	Reading Drama Language and Linguistics Literary Criticism Theory & Practice Post colonial literature Open course-English for careers
VI	ENCR 11 ENCR 12 ENCR 13 ENCJ 17 ENCJ 18	Women's Literature Indian Writing Comparative Literature Mass Media & Advertising OJT in Journalism

B.Sc. MATHEMATICS

Sem	Subject	Paper Code	Paper Title
I	Core Compl 1 Compl 2	MMICRT01 ST1CMT01 PHICMT01	Foundation of mathematics Basic Statistics Properties of Matter, Mechanics & Fourier Analysis, Physics practical I
II	Core Compl 1 Compl 2	MM2CRT02 ST2CMT02 PH2CMT01	Analytic Geometry, Trigonometry & Differential calculus Probability Theory Mechanics and Astrophysics Physics practical II
III	Core Compl 1 Compl 2	MM3B01 ST3CMI MT3C01U	Calculus Statistics Probability Distributions Quantum Mechanics, Spectroscopy, Nuclear Physics, Basic Electronics, Digital Electronics. Physics practical III
IV	Core Compl 1 Compl 2	MM4B01 ST4CMI MT4C01U	Vector Calculus, Theory of Equations and Numerical Methods Statistical Inference, Physical Optics, Laser Physics & Astro Physics Physics practical IV
V	Core Core Core Core Open C.	MM5B01 MM5B02 MM5B03 MM5B04 MM5D02	Mathematical Analysis Differential Equations Abstract Algebra Fuzzy Mathematics Applicable Mathematics
VI	Core Core Core Core C.B.C.	MM6B01 MM6B02 MM6B03 MM6B04 MM6D01	Real Analysis Complex Analysis Discrete Mathematics Linear Algebra & Metric Spaces Operations Research

B.Sc. PHYSICS

Sem	Subject	Paper Code	Paper Title
I	Core	PH1CRT01	Methodology & perspectives of Physics Practical I
	Compl 1	MM1CMT01	Partial differentiation, Matrices Trigonometry & Numerical methods
	Compl 2	CH1CMT01	Basic Theoretical & Analytical Chemistry Practical - Volumetric Analysis
II	Core	PH2CRT02 PH2CRP01	Mechanics & Properties of Matter Practical II
	Compl 1	MM1CMT02	Integral Calculus & differential equations
	Compl 2	CH2CMT02 CH2CMP01	Basic Organic Chemistry Practical - Volumetric Analysis
III	Core	PH3B01U	Electronics Practical III
	Compl 1	MP3C01	Vector Calculus, Differential Equations and Analytic Geometry
	Compl 2	Chemistry CH3C01	Advanced Physical Chemistry I Practical- Physical Chemistry Practicals
IV	Core	PH4B01U	Electricity and Electro dynamics Practical IV
	Compl 1	MP4C01	Fourier Series, Differential Equations Numerical Analysis & Abstract Algebra
	Compl 2	Chemistry CH4C02.1	Advanced Physical Chemistry II Practical - Physical Chemistry
V	Core	PH5B01U	Classical & Quantum Mechanics
		PH5B01U(P)	Classical & Quantum Mechanics
		PH5B02U	Physical Optics & Photonics
		PH5B02U(P)	Physical Optics & Photonics
		PH5B03U	Thermal and Statistical physics
		PH5B03U(P)	Thermal and Statistical physics
PH5B04U	Digital Electronics		

	Open C.	PH5B04U(P) PH5D01.2U	Digital Electronics Energy & Environmental Studies
VI	Core	PH6B01U PH6B01U(P) PH6B02U PH6B02U(P) PH6B03U PH6B03U(P) PH6B04U PH6B04U(P)	Computational Physics Computational Physics Nuclear & Particle Physics Nuclear & Particle Physics Condensed Matter Physics Condensed Matter Physics Relativity and Spectroscopy Relativity and Spectroscopy
	C.B.C.	PH6B05.2U PH5B05U	Information Technology Project

B.Sc. CHEMISTRY			
Sem	Subject	Paper Code	Paper Title
I	Core Compl 1 Compl 2	CH1CRT01 CH2CRP01 MM1CMT01 PH1CMT02 PH2CMP01	General and analytical chemistry Practical - Volumetric Analysis Complementary Mathematics Complementary Physics Physics Practical
II	Core Compl 1 Compl 2	CH2CRT02 CH2CRP01 MM2CMT02 PH2CMT02 PH2CMP01	Theoretical & Inorganic Chemistry Practical - Volumetric Analysis Complimentary Mathematics Complimentary Physics Complimentary Physics (Practical)
III	Core Compl 1 Compl 2	CH3B01 MP3C01 CH3C01U	Fundamentals of Organic Chemistry Practical - Qualitative Organic Analysis Vector Calculus, Differential Equations & Analytic Geometry Quantum Mechanics, Spectroscopy, Nuclear Physics and Electronics Physics Practical III

Sem	Subject	Paper Code	Paper Title
IV Core	CH4B01	Basic Organic	Chemistry-I Practical - Qualitative Organic Analysis
	Comp1 1	MP4C01	Fourier Series, Differential Equations Numerical Analysis & Abstract Algebra
	Comp1 2	CH4C01U	Physical Optics, Laser Physics & Super Conductivity Physics - Practical IV
V	Core	CH5B01 CH5B01(p)	Chemistry of d & f Block Elements Qualitative Inorganic Analysis
	Core	CH5B02 CH5B02(P)	Basic Organic Chemistry-II Preparation & Basic Laboratory skills
	Core	CH5B03 CH5B03(P)	States of Matter Physical Chemistry Practicals
	Core	CH5B04	Quantum Mechanics and Spectroscopy
	Open C.	CH5D01.5	Chemistry in Everyday Life
VI	Core	CH6B01 CH6B01(P)	Applied Inorganic Chemistry Qualitative Inorganic Analysis
	Core	CH6B02 CH6B02(P)	Chemistry of Natural Products & Biomolecules Preparation & Basic Laboratory Skills
	Core	CH6B03 CH6B03(P)	Equilibrium and Kinetics Physical Chemistry Practicals
	Core	CH6B04	Solution Chemistry
	Core	CH6B05(P)	Gravimetric Analysis
	C.B.C.	CH6B06.4	Environmental Chemistry
		CH6B07	Project/ Dissertation

B.Sc. BOTANY

Sem	Subject	Paper Code	Paper Title
I	Core	BO1CRT01	Methodology of science and introduction to Botony .
	Practical		Methodology of Science and introduction to Botony & Microbiology, Mycology and plant Pathology (Practical)
	Compl 1	CH1CMT01	Basic Theoretical & Analytical Chemistry
	Compl 2	CH2CMP01 ZY1CMT01	Practical - Volumetric Analysis Non Chordate Diversity
II	Core	BO2CRT02	Microbiology, Mycology & Plant Pathology
	Practical		Practical
	Compl 1	CH2CMT02	Basic Organic Chemistry
	Compl 2	CH2CMP01 ZY2CMT02	Practical - Volumetric Analysis Animal Diversity - Chordata Practical - Chordate and Non Chordate Diversity
III	Core	B03B03U	Microbiology and Phycology
	Practical	B03B03U(P)	Practical
	Compl 1	CH3C01.2	Advanced Inorganic and Organic Chemistry
	Compl 2	ZY3C03U ZY3C03U(P)	Practical: Organic Chemistry Human Physiology & Immunology Human Physiology & Immunology
IV	Core	B04B04U	Anatomy & Reproductive Botany of Angiosperms
	Practical	B04B04U(P)	Practical
	Compl 1	CH4C02.2	Advanced Bio-organic Chemistry
	Compl 2	ZY4C04U ZY4CV04U(P)	Practical - Organic Chemistry Practical Applied Zoology (Aquaculture, Sericulture, Vermiculture, Apiculture) Practical-Applied Zoology (Aquaculture, Sericulture, Vermiculture, Apiculture)

V	Core	B05B05U	Mycology, Lichenology & Plant Pathology
	Core	B05B05U(P)	Practical
		B05B06U	Environmental Science and Ecotourism
	Core	B05B06U(P)	Practical
		B05B07U	Genetics, Plant Breeding and Horticulture
Core	B05B07U(P)	Practical	
	B05B08U	Cell Molecular Biology and Evolution	
	B05B08U(P)	Practical	
Open C.	B05D01U	Agribased Microenterprises	
VI	Core	B06B09U	Plant Physiology & Biochemistry
	Core	B06B09U(P)	Practical
		B076B10U	Bryology, Pteridology, Gymnosperm & Paleobotany
	Core	B06B10U(P)	Practical
		B06B11U	Angiosperm Morphology, Systematic Botany & Economic Botany
	Core	B06B11U(P)	Practical
B06B12U		Biotechnology & Bioinformatics	
C.B.C.	B06B12U(P)	Practical	
	B06B13U	Agribusiness Project	

B.Sc. ZOOLOGY

Sem	Subject	Paper Code	Paper Title
I	Core	ZY1CRT01	General perspectives in Science & Protistan Diversity
		ZY2CRP01	General perspectives in science & Protistan Diversity (Practical)
	Compl 1	B01CMT01	Cryptogams, Gymnosperms and plant oathology
	Compl 2	CH1CMT01	Basic theoretical and analytical chemistry

II	Core	ZY2CRT02	Animal Diversity -NonChordata
	Compl 1	ZY2CRP01	Practical-Animal Diversity Non Chordata
		B02CMT02	Plant Physiology
Compl 2	CH2CMT02	Basic Organic Chemistry	
III	Core	ZY3B03U	Animal Diversity - Non Chordata
	Compl 1	ZY3B03U(P)	Animal Diversity - Non Chordata
		CH3C01.2	Advanced Inorganic & Organic Chemistry
Compl 2	B03C03U	Practical - Organic Chemistry	
		B03C03U(P)	Angiosperm Taxonomy & Economic Botany Practical
IV	Core	ZY4B04U	Animal Diversity-Chordata
	Compl 1	ZY4B04U(P)	Practical- Animal Diversity-Chordata
		CH4C02.2	Advanced Bio-Organic Chemistry
Compl 2	B04C04U	Practical - Organic Chemistry	
		B04C04U(P)	Anatomy and Applied Botany Practical
V	Core	ZY5B05U	Cell Biology & Molecular Biology
		ZY5B05U(P)	Practical- Cell Biology & Molecular Biology
	Core	ZY5B06U	Environmental Biology, Toxicology and Disaster Management
		ZY5B06U(P)	Practical - Environmental Biology, Toxicology and Disaster Management
	Core	ZY5B07U	Evolution, Zoogeography and Ethology
	ZY5B07U(P)	Practical- Evolution, Zoogeography & Ethology	
Core	ZY5B08U	Biochemistry, Human Physiology and Endocrinology	

	Open C.	ZY5B08U(P) ZY5D02U	Practical- Biochemistry, Human Physiology and Endocrinology Human Genetics, Nutrition, Community Health & Sanitation
VI	Core	ZY6B09U	Reproductive and Developmental Biology
		ZY6B09U(P)	Practical- Reproductive & Developmental Biology
	Core	ZY6B10U	Genetics and Biotechnology
		ZY6B10U(P)	Practical- Genetics & Biotechnology
	Core	ZY6B11U	Microbiology and Immunology
		ZY6B11U(P)	Practical- Microbiology and Immunology
	Core	ZY6B12U	General informatics Bioinformatics and Biostatistics
		ZY6B12U(P)	Practical- General Informatics Bioinformatics and Biostatistics
	C.B.C.	ZY6B15U	Economic Zoology
	Project	ZY6BPVU	Project and Viva-voce

B.Sc. FAMILY & COMMUNITY SCIENCE (Home Science)

Sem	Subject	Paper Code	Paper Title
I	Core	HS1CRT01	Methodology of Home Science & Food Science
		HS1B01U(P)	Methodology of Home Science & Food Science (Practical)
	Compl 1	CH1C01	Basic Theoretical & Analytical Chemistry
			Practical- Volumetric Analysis
Compl 2	ZY1C01U	Animal Diversity-Non-Chordata	
	ZY1C01U(P)	Practical- Animal Diversity-Non-Chordata	
II	Core	HS2CRT02	Human Physiology & Microbiology
		HS2CRP02	Practical - Human Physiology & Microbiology

	Compl 1	CH2C02	Basic Organic Chemistry Practical- Volumetric Analysis
	Compl 2	ZY2C02U ZY2C02U(P)	Animal Diversity Chordata Practical-Animal Diversity- Chordata
III	Core	HS3B03U	Human Development & Family Interactions (Practical)
		HS3B03(P)	Human Development and Family Interactions (Practical)
	Compl 1	CH3C02.2	Advanced Inorganic & Organic Chemistry Practical- Organic Chemistry
	Compl 2	ZY3C03U ZY3C03U(P)	Human Physiology & Immunology Human Physiology & Immunology
IV	Core	HS4B04U	General Psychology
		HS4B04(P)	General Psychology
	Compl 1	Chemistry CH4C02.2	Advanced Bio-Organic Chemistry Practical- Organic Chemistry Practical
	Compl 2	Zoology ZY4C04U ZY4C04U(P)	Applied Zoology (Aquaculture, Sericulture, Vermiculture, Apiculture) Practical - Applied Zoology (Aquaculture, Sericulture, Vermiculture, Apiculture)
V	Core	HS5B05U	Interior Decoration
		HS5B0U(P)	Interior Decoration (Practical)
	Core	HS5B06U	Human Nutrition and Biochemistry
		HS5B06U(P)	Human Nutrition and Biochemistry (Practical)
	Core	HS5B07U	Textile Science
		HS5B07U(P)	Textile Science (Practical)
Core	HS5B08U	Dynamics of Extension	
	HS5B08U(P)	Dynamics of Extension	
Open C.	HS5D01U	Self Empowerment Skills	
VI	Core	HS6B09U	Family Resource Management
		HS6B09U(P)	Family Resource Management (Practical)

	Core	HS6B10U HS6B10U(P)	Clinical Nutrition and Dietetics Clinical Nutrition and Dietetics (Practical)
	Core	HS6B011U HS6B011U(P)	Fashion Designing and Apparel Production Fashion Designing and Apparel Production (Practical)
	Core	HS6B12U HS6B12U(P)	Mass Communication and Journalism Mass Communication and Journalism (Practical)
	C.B.C.	HS6B13U HS6B13U(P) Project	Early Childhood Care and Invention Early Childhood Care and Invention (Practical Oriented Project)

B.Sc. FOOD SCIENCE & QUALITY CONTROL

Sem	Subject	Paper Code	Paper Title
I	Core	FS1CRT01	Basic Nutrition
	Core	FS1CRT02	Basic Food Chemistry
	Core	FS1CRT03	Methodology in the discipline of food science
	Sub	CH1CMT01	Basic theoretical and analytical Chemistry
		ZY1CMT01	Non Chordate Diversity
	EN1CC01	Fine tune your English	
II	Core	FS2CRT04	Food Commodities
	Core	FS2CRT05	Food preservation
	Core	FS2CRT06	Food microbiology, Sanitation & hygiene
	Sub	ZY2CMT02	Chordate Diversity
		ZY2CMP01	Nonchordate & Chordate diversity (Practical)
	CH2CMT02	Basic Organic Chemistry	

III Core	FQ3B57	Post Harvest	Technology
	Core	FQ3B58	Analytical Instrumentation
	Core	FQ3B59	Food Packaging Materials & Testing, Industrial Training
	Compl 1	CH3CO2.2	Advanced Inorganic & Organic Chemistry
	Compl 2	ZY3CO3U ZY3CO3U(P)	Practical - Organic Chemistry Human physiology & Immunology Human Physiology & Immunology
IV	Core	FQ4B60	Food Safety & Quality Assurance
	Core	FQ4B61	Sensory Evaluation
	Core	FQ4B62	Management in Food Industry
	Compl 1	CH4CO2.2	Advanced Bio-Organic Chemistry Practical-Organic Chemistry Practicals
	Compl 2	ZY4CO4U ZY4CO4U(P)	Applied Zoology (Aquaculture, Sericulture, Vermiculture, Apiculture) Practical - Applied Zoology
V	Core	FQ5B63	Food Toxicology
	Core	FQ5B64	Food Analysis & Adulteration Testing (Theory & Practical)
	Core	FQ5B65	Basic Microbiology Practical
		FQ5B66	Food Chemistry Practical
	Open C.	FQ5B67	Food Facts and Principles Industrial Training
VI	Core	FQ6B68	Entrepreneurship Development
	Core	FQ6B69	Food Analysis & Adulteration Testing (Theory & Practical)
	Core	FQ6B70	Food Microbiology - Practical
		FQ6B71	Advanced Food Chemistry (P)
	C.B.C.	FQ6B72	Food Product Technology
		FQ6B73	Project Dissertation

B.Sc. COMPUTER SCIENCE

Sem	Subject	Paper Code	Paper Title
I	Com		English I
	Compl 1		Mathematics I
	Compl	CSICRT01	Computer Fundamentals and Basics of PC Hardware
	Core	CSICRT02	Methodology of Programming and C Language
	Compl	CSICMT01	Fundamentals of Digital Systems
	Core	CSICRP01	Software Lab I
II	Com		English II
	Compl		Mathematics II
	Compl	CS2CRT03	Data Communication
	Core	CS2CRT04	Computer Organization and Architecture
	Core	CS2CRT05	Object Oriented Programming using C++
	Core	CS2CCP02	Software Lab II
III	Compl 1	BCS301	Probability and Statistics
	Core	BCS302	System Software
	Core	BCS303	Database Management Systems
	Core	BCS304	Data Communication
	Core	BCS305	Computer Organisation
	Core	BCS306	Software Lab III (Oracle)
IV	Core	BCS401	Visual Programming
	Core	BCS402	Microprocessor & Assembly Language Programming
	Core	BCS403	Computer Network & Internet
	Core	BCS404	Operating System
	Core	BCS405	Assembly Language Programming
	Core	BCS406	Software Lab IV (VB)
V	Core	BCS501	Computer Aided Optimisation Techniques
	Core	BCS502	System Analysis & Design
	Core	BCS503	Java Programming
	Core	BCS504	Linux and PHP
	Open C.	BCS505	Internet, Web Designing & Cyber laws
	Core	BCS506	Linux Programming and Project in Java

VI	Core	BCS601	Parallel Processing
	Core	BCS602	Computer Graphics & Multimedia
	Core	BCS603(B)	Client Server Computing (CBC)
		BCS604	Seminar
		BCS605	Project

B.A. HISTORY

Sem	Subject	Paper Code	Paper Title
I	Core 1	HY1CRT01	Perspectives and methodologies in Social Sciences.
	Compl 1	EC1CMT01	Principles of Economics
II	Core 2	HYC02	Cultural Transition in Pre-Modern Kerala
	Compl 2	EC2C02U	Basic Economic Studies
III	Core 3	HY03	Making of Modern Kerala
	Core 4	HY04	Informatics
	Compl 3	UGSOCIOIIIC01	An Introduction to Sociology
IV	Core 5	HYC05	Understanding the Past
	Core 6	HYC06	Early Societies in India
	Compl 4	UGSOCIOIVCO2	Development of Sociological Theories
V	Core 7	HYC07	Institutions in Pre-Colonial India
	Core 8	HYC08	State and Societies in the Ancient World
	Core 9	HYC09	India : Nation in the Making
	Core 10	HYC10	Trends in Historical Writings
	Open C.	HYOP/M3/01	Social Implications of the Modern Revolution
VI	Core 11	HYC11	Issues in Contemporary India
	Core 12	HYC12	Situating Medieval World
	Core 13	HYC13	Understanding Modern World
	Core 14	HYC14	Capitalism and Colonialism
	C.B.C.	HYC15	Archaeology in India Project

B.A. ECONOMICS

Sem	Subject	Paper Code	Paper Title
I	Core 1	EC1CRT01	Perspectives and Methodology of Economics
	Compl 1	HY1CMT02	Social Formation in Premodern India
II	Core 2	EC2B02U	Micro Economic Analysis I
	Compl 2	EC2C02U	Transition to the Contemporary World
III	Core 3	EC3B03U	Principles of Micro Economics
	Core 4	EC3B04U	Modern Banking
	Compl 3	PSY1B1	Basic Psychological Processes
IV	Core 5	EC4B05U	Micro Economic Analysis
	Core 6	EC4B06U	Public Economics
	Compl 4	PSY2B2	Basic Cognitive Processes
V	Core 7	EC5B07U	Quantitative Techniques for Economic Analysis
	Core 8	EC5B08U	Principles of Macro Economics
	Core 9	EC5B09U	Indian Economy
	Core 10	EC5B10U	Economics of Financial Markets
	Open C.	EC5B02U	Fundamentals of Economics
VI	Core 11	EC6B11U	Quantitative Economics
	Core 12	EC6B12U	Macro Economic Analysis
	Core 13	EC6B13U	Development Issues of the Indian Economy with Special Reference to Kerala
	C.B.C.	EC6B14U	Marketing Management
	Core 15	EC6B15U	International Economics
	Project	EC6B16U	Project

B.A. SOCIOLOGY

Sem	Subject	Paper Code	Paper Title
I	Core	S01CRT01	Methodolgy and Perspectives of Social Science
	Compl 1	HY1CMT01	Roots of the Modern World
II	Core	S02CRT02	The Foundations of Sociology
	Compl 2	HY2SMT03	Transition to the Contemporary World
III	Core	U.G. Socio III B03	Social Research Methods
	Core	U.G. Socio III B04	Foundations of Sociology Thought
	Compl 3	ECICOIU	Principles of Economics
IV	Core	U.G. Socio IV B05	Social Stratification
	Core	U.G. Socio IV B06	Environment and Society
	Compl 4	EC2C02U	Basic Economic Studies
V	Core	U.G. Socio V B07	Modern Sociological Theories
		U.G. Socio V B08	Perspective on Indian Society
		U.G. Socio V B09	Culture and Personality
		U.G. Socio V B10	Industry and Society
	Open C.	U.G. Socio V D03	Elements of social Psychology
VI	Core	U.G. Socio VI B11	Crime and Society
		U.G. Socio VI B12	Gerontology
		U.G. Socio VI B13	Sociology of Development
		U.G. Socio VI B14	Tribal Society in India
	C.B.C.	U.G. Socio VI B15	Rural Sociology

B.Com. with TAXATION (Model I)

Sem	Course Code	Course Title
I	Common-1	Language-English
	Common-2	Language-Second Language
	CO1CRT01	Dimension & Methodology of Business studies
	CO1CRT02	Financial accounting 1
	CO1CRT03 CO1CMT01	Corporate regulations and administrations Banking and Insurance
II	Common-3	Language-English
	Common-4	Language-Second Language
	CO2CRT04	Financial accounting II
	CO2CRT05	Business regulatory Framework
	CO2CRT06	Business Management
	CO2CMT02	Principles of Business Decisions
III	EN03AA902	Language-English
	CM03BAA01	Marketing Management
	CM03BAA02	Financial Accounting
	CM03BAA03	E-Commerce & General Informatics
	CM03BAA04	Business Management
	CM03BBA01	Optional Course/Paper-1 Finance & Taxation: Financial Management
IV	EN04AA902	Language-English
	CM04BAA01	Capital Market
	CM04BAA02	Corporate Accounting
	CM04BA901	Entrepreneurship Development & Project Management
	CM04BAA03	Financial Services
	CM04BBA01	Optional Course/Paper-II Finance & Taxation Value added Tax-Concepts & Practice
V	CM05BAA01	Cost Accounting
	CM05CR001	Special Accounting

	CM05CAA01 Open Stream CM05DAA01 CM05BBA01	Advertising and Sales promotion Open Course: Fundamentals of Accounting Optional Course/Paper-III Finance & Taxation: Income Tax-Law and Practice
VI	CM06BAA01 CM06CR001 CM06BAA02 CM06BAA03 CM06BBA01 CM06BFA01	Applied Cost Accounting Principles of Business Decisions Practical Auditing Accounting for Managerial Decisions Optional Course/Paper-IV Finance & Taxation: Income Tax-Assessment & Procedure Project and Viva

B.Com. with COMPUTER APPLICATION (Self Financing)

Sem	Course Code	Course Title
I	Common-1	Language-English
	Common-2	Language-Second Language
	CO1CRT01	Dimension & Methodology of Business studies
	CO1CRT02	Financial accounting 1
	CO1CRT03	Corporate regulations and administrations
	CO1CMT01	Banking and Insurance
II	Common-3	Language-English
	Common-4	Language-Second Language
	CO2CRT04	Financial accounting II
	CO2CRT05	Business regulatory Framework
	CO2CRT06	Business Management
	CO2CMT02	Principles of Business Decisions

III	EN03AA902 CM03BAA01 CM03BAA02 CM03BAA03 CM03BAA04 CM03BBA02	Language-English Marketing Management Financial Accounting E-Commerce & General Informatics Business Management Optional Course/Paper-1 Information Technology for Business
IV	EN04AA902 CM04BAA01 CM04BAA02 CM04BA901 CM04BAA03 CM04BBA01	Language-English Capital Market Corporate Accounting Entrepreneurship Development & Project Management Financial Services Optional Course/Paper-II Information Technology for Office
V	CM05BAA01 CM05CR001 CM05CAA01 Open Stream CM05DAA01 CM05BBA02	Cost Accounting Special Accounting Advertising and Sales Promotion Open Course Fundamentals of Accounting Optional Course/Paper-III Computerised Accounting
VI	CM06BAA01 CM06CR01 CM06BAA02 CM06BAA03 CM06BBA01 CM06BFA01	Applied Cost Accounting Principles of Business Decisions Practical Auditing Accounting for Managerial Decisions Optional Course/Paper-IV Data Base Management System for Business Project and Viva

DEPARTMENT OF PHYSICAL EDUCATION

	PE05DAP01	Physical ,Health and Life Skills Education (Open course)
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P.G. COURSE CODES AND COURSE TITLES

M.Sc. MATHEMATICS

Sem	Course Code	Course Title
I	MTOIC01	Linear Algebra
	MTOIC02	Basic Topology
	MTOIC03	Measure Theory and Integration
	MTOIC04	Graph Theory
	MTOIC05	Complex Analysis
II	MT02C06	Abstract Algebra
	MT02C07	Advanced Topology
	MT02C08	Advanced Complex Analysis
	MT02C09	Partial Differential Equations
	MT02C10	Real Analysis
III	MT02C11	Multivariate Calculus and Integral Transforms
	MT02C12	Functional Analysis
	MT02C13	Differential Geometry
	MT02C14	Number theory and Cryptography
	MT02C15	Optimization Techniques
IV	MT04E01	Analytic Number Theory
	MT04E04	Probability Theory
	MT04E05	Mathematical Economics
	MT04E14	Coding Theory
	MT04C16	Spectral Theory

Master of Social Work

Sem.	Course Code	Course Title
I	SW1C1	Sociology and Economics for Social Work
	SW1C2	Human Growth and Development
	SW1C3	History, Philosophy and Fields of Social Work
	SW1C4	Foundations of Direct Social Work Practice
	SW1C5	Community Organisation and Social Action
	SW1P	Field Practicum I
II	SW2C1	Introduction to Abnormal & Social Psychology
	SW2C2	Theory and Practice of Counselling
	SW2C3	Development Communication
	SW2C4	Advanced Direct Social Work Practice
	SW2C5	Social Work Research and Statistics
	SW2P	Field Practicum 2
III	SW3C2	Administration of Human Service Organisation
	W3ECD1	Rural & Urban Community Development
	W3EMP1	Psychopathology for Social Work
	W3EMP1	Social Work in the Field of Health
	W3ECD2	Environment and Disaster Management
	W3ECD3	Community Health for Development Practice
	W3EMP3	Health Care Administration & Community Health
	SW3P	Field Practicum 3
IV	SW4C1	Participatory Programme Planning and Management
	SW4C2	Contemporary Social Work Practice
	SW4C1	Social Entrepreneurship for Development Practitioners
	SW4EMP1	Social Work Interventions in the field of Mental Health
	SW4ECD2	Social Action for Community Development
	SW4EMP2	School Mental Health and Social Work Practice
	SW4P1	Field Practicum 4
	SW4D1	Dissertation /Project
	SW4V1	Comprehensive Viva

M.Com. (FINANCE)

Sem.	Course Code	Course Title
I	AF01C01	Advanced Financial Accounting-1
	PM01C02	Principles of Management & Organisational Behaviour
	FM-1C03	Financial Management Principles
	RM01C04	Research Methodology
	QT01C05	Quantitative Techniques
II	AF02C06	Advanced Financial Accounting-II
	SM02C07	Strategic Management
	FM02C08	Financial Management Strategies
	HR02C09	Human Resource Management
	OR02C10	Operations Research
III	MA03C11	Management Accounting
	DT03C12	Direct Taxes- Law and Practice
	1B03C13	International Business
	CG03C14	Corporate Governance
	BE03C15	Business Environment
IV	AC04C16	Advanced Cost Accounting
	DT04C17	Direct Taxes-Assessment & Procedures
	1F04E01	International Finance
	FM04E02	Financial Markets and Derivatives
	SA04E03	Security Analysis & Portfolio Management
	PD04C18	Project/ Dissertation
	VV04C19	Viva-Voce

M.Com. (TAXATION)

Sem.	Course Code	Course Title
I	AF01C01	Advanced Financial Accounting-1
	PM01C02	Principles of Management & Organisational Behaviour
	FM01C03	Financial Management Principles
	RM01C04	Research Methodology
	QT01C05	Quantitative Techniques
II	AF02C06	Advanced Financial Accounting-II
	SM02C07	Strategic Management
	FM02C08	Financial Management Strategies
	HR02C09	Human Resource Management
	OR02C10	Operations Research
III	MA03C11	Management Accounting
	DT03C12	Direct Taxes - Law and Practice
	1B03C13	International Business
	CG03C14	Corporate Governance
	BE03C15	Business Environment
IV	AC04C16	Advanced Cost Accounting
	DT04C17	Direct Taxes - Assessment and Procedures
	IL04E01	Indirect Tax- Law and Practice
	CT04E02	Corporate Tax Planning and Management
	RM04E03	Retail Management
	PD04C18	Project/ Dissertation
	VV04C19	Viva-Voce

M.A. ENGLISH (AIDED & SELF FINANCING)

Sem.	Course Code	Course Title
		Core Courses
I	PC 1 PC 2 PC 3 PC 4 PC 5	Chaucer and the Roots of English Writings of the Renaissance Revolution and the Enlightenment Literary Criticism and Academic Writing Indian English Literature
II	PC 6 PC 7 PC 8 PC 9 PC 10	Literature of the Nineteenth Century Modernism in Context Dimensions of the Postmodern Language and Linguistics Theories of Knowledge
III	PC 11 PC 12 PC 13 PC 14 PC 15	American Literature Cultural Studies Gender Studies Modes of Fiction Texts and Performance
IV	PC 16 PE 02 PE 03 PE 09 PE 10	Literature and the Empire Electives Shakespeare Across Cultures Studying Translation: Aspects and Contexts European Fiction English Language Teaching (ELT) Dissertation

M.Sc. CHILD DEVELOPMENT & BEHAVIOUR SCIENCE

Sem.	Course Code	Course Title
I	HSCD1CT01 HSCD1CT02 HSCD1CT03 HSCD1CT04 HSCD1CP05	Advanced Study in Child Development Early Childhood Care and Education Adolescence: Development and Challenges Nutrition through Life Cycle Early Childhood Care and Education in internship and Practical
II	HSCD2CT06 HSCD2CT07 HSCD2CT08 HSCD2CT09 HSCD2CP10	Education of Children with Special Needs I Child Rights and Welfare Mental Health in Development Perspective Research Methods and Statistics Child Rights and Welfare
III	HSCD3CT11 HSCD3CT12 HSCD3CT13 HSCD3CT14 HSCD3CT15	Theories of Child Development and Behaviour Methods and Techniques of Child Study Education of Children with Special Needs II Scientific Writing and Project Formulation Special Education & Rehabilitation Strategies
IV	HSCD4ET01 HSCD4ET02 HSCD4ET03 HSCD4ET04 HSCDEP05	Gerontology and Care of the Early Guidance and Counselling Women's Studies Entrepreneurship Management Guidance and Counselling / Remedial Teaching Practical Dissertation Viva Voce

ADMISSION PROCEDURE OF THE COLLEGE

1. The students are admitted to the under graduate and post graduate courses through the Centralised Allotment Process (CAP) introduced by M.G. University from the academic year 2010-2011. The college admits qualified students of all castes and creeds.
2. Application for community / management seats must be made in the prescribed form available at the college office.
3. Candidates for admission to the degree programmes must present (1) Transfer Certificate from the School / college last attended (2) Course and Conduct Certificate (3) Pass Certificate (4) Migration Certificate or Eligibility Certificate (for students coming from other universities) (5) S.S.L.C. Book for reference only and (6) Two passport size photographs.
4. Original certificates submitted at the time of admission will not be returned to the students during the course of study. Students are therefore, directed to keep true copies of the same before submitting the original for admission.
5. The first instalment of tuition fee and other fees will be collected on the day of admission. No student will be enrolled or allowed to attend the classes until the fees due from him or her has been paid.
6. Students who are admitted after the re-opening day will lose attendance for the days preceding admission and the days so lost will be counted as days of absence for recording attendance for the year.

COLLECTION AND REFUND OF FEES

1. Tuition fees will be collected either in lumpsum at the beginning of the year or in instalment at the beginning of each term or semester as the case may be.
2. If any student fails to pay the fees on the due date, she/he shall be liable to pay a fine of Rs. 5/- along with fees on or before the 7th working day after the due date. Fees will be received in the office only till 3 p.m.

3. If the fees with the fine Rs. 5/- is not paid on or before the 7th day after the due date a fine of Rs. 10/- will have to be paid.
4. If the fees and fines are not paid within 15 days, from that date the name of the student will be entered in a special register of de-faulter. The attendance of the student would also be taken everyday as usual and her presence or absence would be marked. If the student settles the arrears of fees with fines before the last opportunity given for such a settlement she/he would be granted attendance as per actual presence or absence as recorded. The students who fail to settle the dues to the college within the last date prescribed will be removed from the rolls of the college. The last opportunity for clearing one instalment will be the date previous to the due date for the succeeding instalment.

For purpose of fee collection etc. the months during which the college remains open are divided into three terms ie; 1st term, 2nd term & 3rd term. The three terms shall comprise the following months.

- I 1st term - June to September (Both inclusive)
- II 2nd term - October to December -do-
- III 3rd term - January to April -do-

The students will be admitted to the 2nd term only if they clear the dues of the 1st term, and so also to the 3rd term only if the dues are cleared of the 2nd term. The last instalment viz the fees for January should be paid before February.

5. Students who are admitted only for a term should pay one third of the tuition fee for the year together with the full miscellaneous fees.
6. Students shall be liable to pay the prescribed fees for the whole term during any part of which their name is on the rolls of the institution.
7. Dates for the collection of tuition fees in 3 instalments for the various classes is shown in this calendar.
8. For all payments made a receipt will be issued forthwith and in the event of doubt arising the receipt must be produced.
9. Fees once paid will not be refunded.

ISSUE OF CERTIFICATES

1. Application for the issue of any certificate shall be made in the prescribed form obtained from the college office.
2. Transfer Certificate shall be issued only after the payment of all dues to the college and the college hostel. **The Conduct Certificate is a document which the student has to earn. It will not be issued as a matter of course.**
3. Generally a notice of 24 hours is necessary for the issue of a certificate. No certificate will be sent by post unless the transmission charges are prepaid.
4. S.S.L.C. book, marklist, etc. have to be claimed at least within a year after leaving the college. The college office cannot be held responsible for any damage or loss to the certificates left unclaimed by the student.

STUDENT SUPPORT SYSTEMS

In order to attain the overall development of the students, this Institution facilitates the functioning of various co-curricular activities along with curricular activities. To attain this objective, election contests, discussions, debates, excursions, lectures and occasional social functions, Quiz competitions, seminars etc. will be organised. Students are advised to take active participation in the activities of various clubs like, Tourism Club, Bhumithra Sena, Women's Club, Sahitya Samajam, Cinema Club, in addition to the departmental clubs. Together with PTA and alumni associations, teachers backbone this venture effectively.

COLLEGE UNION AND AFFILIATED ASSOCIATIONS

All students of the college will be members of the college union. The office bearers of the union are elected by the students and the election is not based on any political basis. The principal will be the patron of the college union and the affiliated associations. All the members of the teaching staff of the college will be honorary members of the union and of all affiliated associations.

All B.A., B.Sc., B.Com. and P.G. departments have their subject associations affiliated to the college union. The secretaries of the affiliated associations are elected by the members of the respective associations. The heads of the departments will be the ex-officio presidents of the associations relating to their departments.

College Magazine

College Magazine is published once a year. Students should make it their concern to maintain its tone and interests. They should also contribute their best literary and artistic efforts to keep up its high standard.

NATIONAL SERVICE SCHEME

National Service Scheme (N.S.S.) promotes respect for labour, discipline, Gandhian principles, national integration and work culture. The students are guided and directed by the programme officers. N.S.S. is a cradle for leadership training and for learning the fundamentals of group dynamics, and thereby, ensures success in life and personality development. The N.S.S. unit of our college is actively engaged in organic farming, providing food to Navajeevan projects, road safety awareness programmes, etc.

NATIONAL CADET CORPS

National Cadet Corps (N.C.C.), with the motto 'Unity and Discipline', aims to develop character, patriotism, spirit of adventure and leadership qualities among students. N.C.C. Unit of B.C.M. College started in 2013 with 18 cadets. Presently there are 108 cadets. It engages in Nation building activities like Swachh Bharath Mission and social service activities like visiting the marginalised. The cadets participate in national integration camps both inside and outside Kerala. They regularly participate in Republic and Independence Day Parades in Police ground, Kottayam. They assist the police to control traffic in front of the college. They pilot and give guard of honour to the delegates' visit to our college.

CATHOLIC STUDENTS' MOVEMENT

Catholic Students' Movement (C.S.M.) aims at the Catholic value formation of the Catholic students and the eradication of the same to the society. Arranging College morning prayer service, facilitating Holy Mass on first Friday of every month, Rosary Service in October and organization of annual retreat are regular activities of C.S.M. Every Catholic student of the college is expected to be a member of C.S.M.

BCM OJASS

BCM Outreach Joint Action to Strengthen Society (OJASS) was started in the year 2009 with the objectives of undertaking welfare programmes of the college and extension activities of Department of Social Work. Important activities initiated by the society are:

i) Education Revolving Finance Scheme for providing educational support to economically weak students.

ii) Education and Personality development programme for the children in tribal settlement which includes provision of education aids, awareness sessions, personality development programmes, providing library facilities, etc.

iii) It has been appointed as the district nodal agency for CHILDLINE (a project of Ministry of Woman and Child Development of the Central Government).

iv) It has adopted a Tribal colony in Kanthaloor Panchayath of Idukki District for educational development project.

MENTORING SYSTEM & VALUE EDUCATION

Each class is placed under the special care of a teacher. This class teacher will have personal contact with her/his students and thereby help them grow as better human beings. She/he may give them proper guidance in matters of study and conduct within and outside the class room. The teachers are also encouraged to arrange programmes of their choice for the cultural, social and intellectual growth of their students. This teacher is the immediate authority of that class in all its day to day affairs. The weekly classes for value education of 45 minutes duration is handled by resource persons/class teachers.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

The Internal Quality Assurance Cell (IQAC) was established in January 2004. Members of IQAC meet once a month and evaluate the activities of the college. This serves as a mechanism for internal quality check. The IQAC gives the necessary suggestions to the college council, and the principal for improvement of quality. Annual quality assurance report is sent every year to the NAAC along with the proposed plan for the coming year.

GRIEVANCE REDRESSAL CELL

The College has formed a Grievance Redressal Cell in order to address and resolve any grievance of the staff and the students. A grievance redressal box has been placed in front of the office. The issues are taken up at the end of every week by the grievance redressal cell formed by the College.

RESEARCH CELL COMMITTEE

The College has a Research Committee consisting of the Principal and four faculty members to monitor and address the issues of research. The committee provides timely intimation of the research schemes, identify the research opportunities and funding agencies and encourages the faculty and students to go in for research work. It also evaluates and monitors the research projects which were undertaken by the faculty and students.

PARENT - TEACHER ASSOCIATION

The P.T.A. is formed with the main aim of fostering and promoting healthy relationship among the members of the teaching staff, the students and the parents of students. The association has enabled to create an interest for the smooth working and progress of the college and for maintaining good discipline and high academic standards. Class-wise P.T.A. meetings are conducted every year.

ALUMNI ASSOCIATION - B.C.M. BEAMS

The Alumni Association of the college functions well. The aims and objectives of the association are:-

- ◆ To keep the old students in constant touch with their Alma-mater.
- ◆ To Co-operate with and contribute towards the growth of the mother institution.
- ◆ To mobilise financial assistance for the developmental activities of the college.
- ◆ To help the college for attaining the objectives of higher education.

Every year October 2nd is celebrated as B.C.M. Beams day.

FACILITIES

1. Hostel: Students who do not live with their parents/guardians should as a rule reside in the college hostel. Only students of B.C.M. College are generally allowed to reside in the hostel. The management and day to day administration of the hostel will be by Rev. Sisters appointed by the Manager.

All matters connected with the hostel will be dealt with by the warden and if needed by the Principal. All inmates will have to obey the rules and regulations of the hostel.

2. Automated College Library / Reading Room: The college library performs a vital function in the educational process as it is the key source of information for the academic community. Our library is a treasure house of information, inspiration and recreations. The library has at present a collection of over 46,000 books, 42 periodicals and 29 Journals. The library functions from 9 am to 5.30 pm. The college library is kept open on all days except on Sundays and public holidays. Only the staff and students of the college are members of the library. No outsider is allowed to enter the library without the prior permission of the librarian or the principal. Strict silence should be observed in the library and at the property counter. Students are not allowed to make any marking or underlining in the books or periodicals belonging to the library or disfigure them in any other way. Books are loaned to the Degree students for a period of one week and to the P.G. students for 2 weeks. The staff and students are requested to go through the LIBRARY GUIDE for full details. Internet and photocopying facilities are provided in the library premises.

Books taken from the library must be returned within two weeks of the date of issue, failing which a fine of Re.1 per day will be charged. Books must be handled with care. Mutilation of books and magazines is a serious offence and the borrowers will have to replace the damaged books at their cost. Sub lending of books is strictly forbidden. Silence shall be strictly observed in all parts of the library.

3. Auditorium: The auditorium which has the capacity of housing 2000 people, is used for all the major functions of the college.

4. Sr. Savio Memorial Audio-Visual Hall: The audio-visual hall is used for conducting association programs, staff meetings, seminars, lectures, workshops etc..

5. Co-operative Store: The Co-operative store was started in the year 1976 and functions with the objectives of encouraging values of co-operation and self reliance for both staff and students. It also aims at selling books, stationery and other articles to its members at subsidized rates. The store committee is managed by elected representatives of staff and students.

6. Language Lab : The language Lab assists in effectively improving the communicative skills of students in the English language. It has been revamped with the addition of 30 computers and latest relevant materials.

7. Computer Centre: The college has two computer centres functioning now, as the syllabi is modified with the inclusion of information technology as a subject for all programmes. Students make use of the computer centre for their studies.

8. Counselling Centre: A counselling centre is functioning in the college with qualified counsellors extending their service to the students. It is mandatory for every student to meet the counsellor during the academic year.

9. Smart Line: It is a counselling programme Initiated by the Department of Family and Community Science which provides telephonic and on-line counselling to the students and parents. It also arranges resource team for counselling classes.

10. Sports and Games: The college motivates and facilitates the students interested in sports, games and fitness. It provides special training in Hand ball, Table tennis, Basket ball, Kabaddi, Shuttle badminton, Yoga, Athletics, Wrestling, Cycling, Karate and Taekwondo and according to the abilities of the student. All the students of the college are expected to take part in sports and games and other physical education activities since it is very essential for their total personality development.

11. Fitness Centre: The fitness centre was started under the guidance of the Department of Physical Education to promote health and fitness among students and staff.

12. Health Centre: A health centre has been provided within the campus for the welfare of sick students.

13. College Canteen: The college canteen functions on all working days and provides meals, snacks, refreshments, cool drinks, etc. It is governed by a committee comprising representatives of teaching and student community.

14. Financial Support Systems

1. Fee Concession

a. Students belonging to Scheduled Caste, Scheduled Tribe, O.E.C. including Kudumbis and converts from them are eligible for full fee concession, lumpsum grant for purchase of book and actual-boarding and lodging charge in college Hostel or other Government Hostels or monthly stipend at the rate fixed by the Government Hostels from time to time. (This concession shall be granted by the Harijan Welfare Department on proper application with necessary certificate to be submitted at the prescribed time).

b. Poor students of other backward communities who are bona fide subjects of Kerala State are eligible for full fee concession. They will have to produce the necessary nativity and income certificate from a Revenue Officer not below the rank of Tahsildar. Income certificate issued by Village Officers and countersigned by Members of Parliament or Members of the Kerala Legislative Assembly will be accepted for the above purpose.

c. Students who are children of Kerala Government Servants who died in harness or within six months after retirement will be eligible for full fee concession for one year in each class provided their annual income is below Rs. 25000/-.

2. Student Welfare Programme: under this programme, Financial assistance in the form of scholarships is provided to needy students in various departments. This Programme is known also as Students Educational Adoption Programme.

GRACE MARKS

University grants grace marks on the basis of the regulations stipulated by the University to those students who actively participate in N.C.C. & N.S.S. activities and in university and inter-university arts, sports and games competitions. Differently abled students also are granted grace marks.

Guidelines for the award of Grace Marks

1. The maximum grace mark that can be awarded to a student in a particular year for all activities put together should not exceed 25%.
2. The grace mark will be calculated on the basis of the maximum marks of each theory paper, if not specified otherwise.
3. Eligible grace marks shall be distributed equally on all papers / courses of an examination.
4. The grace marks shall be given for all papers /courses / subjects in a year irrespective of whether the programme is annual or semester. For semester programmes, the percentage shall be same as applicable to annual programme.
5. Re-distribution of grace marks shall be allowed only in the case of those papers of an examination for which the candidate has passed, i.e. re-distribution can be done from passed papers to failed papers only. Re-distribution of grace marks is not permissible from failed papers to other failed papers to pass.
6. Re-distribution shall be done only for enabling a candidate to obtain minimum mark required for a pass in a paper/course.

7. If a candidate does not secure the minimum marks required for a pass even after effecting re-distribution, eligible moderation fixed by the respective Board shall be awarded to that candidate for a pass.
8. Eligible grace marks shall be given for regular examination of the performing year only, i.e., if the candidate appears for the improvement examination of the previous year along with the regular examination of the performing year, the candidate shall be eligible for grace marks for regular examination only. Eligible grace marks awarded for the regular examination shall be carried over only to the corresponding paper(s) / course(s) of the next immediate supplementary examinations.
9. In the cases of semester courses re- distribution of grace marks shall be effected only to enable the candidates to get a pass in the examination of a particular semester. i.e., grace marks cannot be re-distributed from one semester to another semester of a particular course/programme.
10. The Performing Year/ Academic Year shall be taken as from 1st June to 31st May.
11. Grace marks will be awarded initially on the basis of the performance in the respective academic year.
12. The request of grace marks shall be submitted in the tabulation/tapal section concerned within the prescribed time limit. Those who fail to submit the request for grace marks within the time limit shall be liable to remit late fee as prescribed by the university from time to time. However, the request for grace marks received two years after the prescribed time limit will not be entertained on any account.
13. The candidate shall claim grace marks on or before 31st May of each performing year. However NCC "C" Certificate holders and students who participate in sports meet at National level shall have to submit the same on or before 31st December of the performing year concerned.
14. Grace marks shall normally be given for written examination only. But if the marks of a candidate are below the required minimum for pass in Internal Component of the written

examinations, the grace mark can be re-distributed to that item to get a pass. However, Grace marks will not be re-distributed to Viva/ Practical/ Lab Examinations to get a pass.

15. Paper wise distribution shall be followed and grace marks will not be awarded to candidate if he/she secures less than 5% of the maximum marks for the theory paper.
16. Grace marks will be awarded for both UG and PG Courses.
17. Grace marks to NSS Certificate holders shall be awarded to the marks of the second year of performance.
18. Grace marks awarded shall not be awarded for ranking and the total marks after awarding grace mark shall be one mark below the marks of the third rank.
19. The candidate shall submit the application for grace marks with all relevant documents in original (returnable after verification) and a Photostat copy with due recommendation of the principal. The recommendation of the NSS Programme coordinator / SPESS/ DSS etc. shall be attached along with the request.
20. Even though the claim for the benefit of grace marks is restricted to regular and one immediate supplementary appearance only, differently abled candidates who are eligible for grace marks will be awarded grace marks for regular and supplementary chances on production of a medical certificate issued by the Govt. Medical Board until they pass the whole examination. However the stipulation of 5% minimum marks fixed for the award of grace marks is binding for them also.
21. In the case of outstanding and exceptional candidates who failed to appear for the next immediate chance after the regular appearances because of the participation in the events at the National/ International level concerned, such candidates are permitted to claim grace marks for next immediate chance.
22. If a candidate participated in both NSS and NCC and are eligible for grace marks for both activities, the candidate can claim grace marks either for NSS or NCC.

Award of Grace Marks

Sl No:	Items	Place	Grace Marks
1	State level events in all Sports/Games/ Relay events (Inter District competition- Individual/team/games event Certificates from the State/District association concerned)	I	5%
		II	4%
		III	3%
2	Inter Collegiate Events (Individual/ team events)	I	7%
		II	5%
		III	3%
3	Representing the State and Winning in Approved National Competition (Inter - State) Representation	I	12%
		II	10%
		III	7%
			5%
4	Inter University South Zone Representation Non-Representation	I	10%
		II	9%
		III	8%
			7%
			6%
5	All India Inter-University Competition (Indian Universities / Combined University Team) Representation Non-Representation	I	17%
		II	14%
		III	12%
			10%
6	Approved World Competitions Representation		25%
7	Blind students securing I/II/III places in Sports/ Cultural/ Youth Festival activities conducted by K.F.B. at College/ University/ Inter –University level		5%
8	Inter – Collegiate Youth Festival (Individual& Group Events) (Limited to 5%) A Grade Best Actress Best Actor	I	5%
		II	4%
		III	3%
			5%
			5%
9	South Zone Inter – University Youth Festival conducted by AIU (Individual & Team events) (Limited to 6%)	I	6%
		II	5%
		III	4%

10	National Level Youth Festival (Individual & Team events) (Limited to 10%)	I II III	10% 7% 5%
11	Deaf and Dumb candidates with disability of 40% or above / hearing impaired candidate with disability of 70% or above/ Mentally Retarded candidates (Irrespective of the degree of disability) (Medical certificates from Medical Board is required)		25% 25% 25%
12	NSS Volunteers a) NSS certificate holders b) Attending National Camp with attendance certificates (NIC, National Youth Festival, Mega Summer Camp, Adventure Camp, Pre-RD Camp etc. with at least 5 days duration) c) NSS State awardees and National Awardees d) Republic Day Camp (This camp should be of at least one month duration) e) NSS Volunteers nominated by State NSS Cell who have attended International Programmes f) Indira Gandhi National Service Scheme (IGNSS) Awardees. (NSS volunteers can claim grace marks under all the six categories subject to the limit of 10%)		2% 3% 7% 8% 10%
13	NCC Cadets a) Attending National Integration Camp b) Attending Republic Day Camp / Parade c) Basic Leadership Camp (TSC) / NS camp/ VayuSainik / Independence Day Camp (Sports and Games at Delhi) d) 'C' Certificate holders 'B' Certificate holders e) NCC Weightage/Equivalency Certificate issued f) National level and other Centrally organized camps / YEP g) 75% Attendance 10 Days Annual Training Camp IGC/ALC (Limited to 10%)		3% 7% 5% 4% 3% 3% 8% 3% 3% 5%

GENERAL RULES & REGULATIONS

Self discipline is the best means for the development of an individual. However, for the effective running of the institution, rules and regulations become necessary to enforce discipline when required. Students of B.C.M. is expected to observe all the rules and regulations of the college, thereby uphold the standards of the college, whether on or off the college campus.

The decision of the Principal shall be final in all matters.

1. Imperatives

- (a) The day begins with the morning prayer at 9.30 am. The entire college should participate in it with due respect and devotion.

As soon as the prayer bell is rung, stand still and observe perfect silence till the prayer and announcements are over.

- (b) A call to the auditorium or college quadrangle for any programme must be promptly and strictly responded. No one is to remain in the classroom or elsewhere during such occasions.
- (c) When a teacher enters the classroom, rise, greet her/him and remain standing during the short prayer.
- (d) If the teacher is absent, the class prefect should inform the concerned department for alternative arrangements.
- (e) Each class will be entrusted to a class teacher.
- (f) Students shall be punctual and earnest in attending classes and other academic, co-curricular and extra curricular activities.
- (g) Use of drugs and alcohol within the campus is strictly prohibited.
- (h) Students should be decent, polite and refined in their behaviour.
- (i) Students are not expected to leave the campus during the working hours. In case of an emergency, sanction must be obtained from the Class teacher/ Head of the Department.
- (k) College property should be handled with care. Do not disfigure college desks/benches, walls and doorways with

writing, fixing nails and pasting notices on the walls. Students will be penalized individually or collectively according to the gravity of the loss or damage caused.

- (l) **Students are not allowed to use mobile phones in the campus via G.O.N.O. RT/No. 346/05/Higher Edn. dtd. 1.3.2005.** Teachers can impound such mobile phones and a fine will be imposed.
- (m) Information regarding various topics will be displayed on the notice boards. Students should look at the notice boards everyday.
- (n) Letters officially addressed to the Principal should have enclosed self addressed, stamped envelope, if reply is needed.
- (o) Students are requested to ensure that personal letters to them are directed to the home address.
- (p) **Strict silence must be observed in Chapel and Library** and during the class hours. Chapel and its premises are used only for prayer. Discipline and decorum is expected from the students during programme convened in the auditorium or elsewhere.
- (q) Students are requested to see that an attitude of respect and love is reflected in their behaviour towards elders, teachers, peers and others.
- (r) Strikes and similar demonstrations are not allowed.
- (s) Prior permission from the Principal is essential to take part in inter collegiate competition or in live photographic modellings, fashion shows or radio/T.V. programmes.
- (t) Going to hotels for tiffin during the lunch time is strictly forbidden. Lunch and snacks will be provided in the college canteen.
- (u) No meeting is to be held in the college buildings or anywhere in the college premises without the permission of the Principal.
- (v) All the students can bring to the notice of the Principal/ Grievance Redressal Cell in the right spirit, any reasonable grievance or difficulty they might have.

2. Dress Code

- ✘ Inappropriate dress, such as leggings, transparent clothing, fitting clothing, micro, mini dresses, short skirts, tops with deep neck-line, cut-out or torn jeans etc. are not permitted in the campus.
- ✘ Dress must not display obscene, profane, lewd or offensive words or images.
- ✘ Sleeveless and cap sleeve dresses and tops are not permitted.
- ✘ Attire permitted for girls are sarees, salwar kameez with shawl, pants / jeans with loose long top and long skirts. Salwar kameez tops with long slits are not permitted.
- ✘ For boys shirts / kurta and pants / jeans/ dhoti are allowed.
- ✘ Students wearing saree, should ensure that blouses are modestly cut.
- ✘ Shirt and tops should be properly buttoned. Low waist pants/ jeans are not allowed.
- ✘ Students who fail to abide by the Dress Code will be subjected to disciplinary action.

3. Information Technology & Social Media Guidelines

- ✘ This policy applies to all staff and students of B.C.M. College, hereafter referred as members of B.C.M. Family.
- ✘ Watching movies, music channels and other entertainment programmes during the working hours shall be avoided. Members shall not install pirated software at college system. Any attempt to destruct the IT infrastructure shall not be tolerated and action should be initiated with a minimum punishment of twice cost of the asset which is tried to be destructed.
- ✘ Always be fair and courteous to the members of the B.C.M. Family. Also, keep in mind that you are more likely to resolve institution-related complaints by speaking directly with the members or by informing your superiors than by posting complaints to a social media outlet.

- ✗ Express only your personal opinions. Never represent yourself as a spokesperson of B.C.M. College.
- ✗ Any of your conduct that adversely affects the institution or any members of the B.C.M. Family may result in disciplinary action.
- ✗ While posting photos and videos, it is urged that you have to get the permission from the concerned persons in the videos or photos before posting or publishing them in social media.
- ✗ Using YouTube or other video sharing sites are welcomed only if it is for academic purpose. Downloading movies and pirated softwares are not expected from B.C.M. the family members and shall not be done from the college.
- ✗ Ultimately, you are solely responsible for what you post online.

4. Attendance and Leave of absence

- ✗ Students are not permitted to absent themselves without permission for the whole or part of a day.
- ✗ Attendance will be marked at the beginning of each period.
- ✗ Late comers may be given or refused attendance for the period or marked late at the discretion of the teacher concerned.
- ✗ A student absent from the college for more than 15 consecutive working days without satisfactory explanation is liable to have her name removed from the rolls. A student seeking admission after such a removal should pay the prescribed re-admission fee.
- ✗ Duty leave for physical education activities will be granted only to athletes representing the College or the University in various matches, tournaments and sports events.
- ✗ A student deputed to participate in matches, tournaments and sports events should submit her/his leave application to the Principal for necessary action not later than one week after the event and it should be recommended by the Head of the Department of Physical Education. For the purpose of attendance, every working day, irrespec-

tive of the number of working period shall be considered as a full working day.

- ✖ The annual certificate of attendance and progress required by the University for promotion or for admission to the University Examination will not be granted unless (1) the student has attended not less than 75% of the number of working days of the academic year and (2) the Principal is satisfied with the student's progress and conduct.
- ✖ To be considered for exemption from the shortage of annual attendance, a student has to pay the University charges Rs. 100/- for ten days and Rs. 200/- for twenty days.
- ✖ Students who absent themselves without permission on the reopening days will be fined Rs. 50/-.
Leave from the class for one period for valid reasons may be granted by the teacher in charge of the concerned period. If a student wants to leave the college early, she must get permission directly from the Principal against a written request countersigned by Parent/Guardian/Warden and Class teacher. Strict action will be taken against students who leave classes or college without prior permission.
- ✖ A student absenting herself for a period exceeding 5 working days whether with leave or without leave should report herself to the principal, on her return to the college.
- ✖ A student who repeatedly absents herself on insufficient grounds or who obtains leave under a false pretext will be seriously punished.
- ✖ Leave of absence should be applied to the Principal in the prescribed form and should be countersigned by the teacher in-charge.
- ✖ All celebrations in the campus, including Union activities, should be held only after getting prior permission from the Head of the Institution of the College. Celebrations of any type should be communicated to the Head of the Institution through concerned Staff Advisor at least five working days prior to the event, with programme details, guests attending, source of funds, expenditure estimates etc.

- ✖ Students' vehicles will be allowed only up to the designated parking area. Entry beyond that point is strictly prohibited.
- ✖ No type of vehicles should be used during celebrations inside the College campus / hostels.
- ✖ The students shall not receive their visitors in college during working hours without permission.
- ✖ The letters and other communication for the students shall not be addressed to the college.

5. Examinations

- (a) All the examinations conducted by the Department or College are obligatory.
- (b) Internal and Terminal examinations are regularly scheduled. Absence from an examination without the prior permission of the Principal will incur a fine of Rs. 50/- per paper. In case of illness, the leave application must be submitted beforehand. The medical certificate is to be produced without delay.
- (c) If a student is absent from an examination the teacher/department concerned may assign a supplementary examination for the concerned students. The date, duration, venue and other details are left to the discretion of the teacher or department concerned.
- (d) Any malpractice at the general or class examination will be dealt with seriously.
- (e) Progress reports are issued to the parents on completion of each internal examination. They provide information about the academic performance of their wards. Therefore the cards are to be examined carefully by the parents/guardians and should be signed in presence of the class teacher on the prescribed day.

6. Kerala Ragging Prohibition Act 1998

For the information of the students and their parents, parts from the Kerala Ragging Prohibition Act published in 1998, forbidding ragging in the educational institutions of Kerala are quoted below.

2(B) By Ragging, it is meant any physical or mental torture or any disorderly conduct towards any student of an educational institution causing apprehension, dread, humiliation or agitation in him/her.

It can be harassment like insulting, teasing, bullying or man-handling.

It can be also be forcing upon him/her to do something which he/she voluntarily won't dare to do normally.

Prohibition of Ragging: Ragging is prohibited both inside and outside an educational institution.

Punishment for Ragging: Any student involved in ragging/persuades other for ragging or advocated ragging/either inside or outside an educational institution shall be subject to a punishment of not more than two years imprisonment in addition to a penalty of not over Rs. 1,000/-.

Dismissal of a Student: A student subject to the punishment under section (4) is liable to be dismissed from the institution and is barred from being admitted to any other institution for a period of three years from the date of receipt of his/her dismissal order.

Suspension of a Student: If a student/parent/guardian or any teacher of the institution forwards a written complaint to the Head of the Institution, he/she has to make an urgent enquiry into the matter within 7 days of receipt of a such complaint. If the allegation is proved to be correct, the accused must be suspended with immediate effect and the matter must be referred to the police for further proceedings.

2(1) As is said in sub-section 1, if a written complaint is received by the Head of the Institution, he/she has to make a detailed enquiry and if it is found baseless, the complainant must be informed of it in writing.

7 Abetting: If the Head of the Institution refuses to take action in the manner described under section (6) or is negligent in initiating any steps, he/she is to be treated as one abetting the crime and is liable to be punished under section (4).

ENDOWMENTS AND PRIZES

Name of Scholarship	Winner
1. Chacko Manthuruthel Memorial - Scholarship & Maria Philip Memorial Award	Best outgoing student of the year.
2. Suma Makil Memorial Gold Medal-	B.Sc. Chemistry topper
3. Chev. V.J. Joseph & Prof. Annama - Pothan Memorial Scholarship	Best outgoing student of B.Com.
4. Prof. P.L. Stephen, Varghese - Kallarackal & Sr. Goretti Memorial Scholarship	- II year English topper
5. Prof. Grace Andrews & Ammini Ninan Scholarship	- II DC Economics topper
6. Prof. Ruby Mathew Memorial Scholarship	- For eligible students of B.A. History
7. Prof. Grace Mathai & Prof. Meenakshikuttamma Scholarship	- I DC Maths topper
8. Prof. Grace Mathai Scholarship -	Deserving student of II DC Maths
9. Mrs. & Mr. John Mangalathethu - Memorial Scholarship	- II DC topper
10. P.S. John Memorial Scholarship-	III DC Physics Student for the best academic performance in I st year
11. Sr. Mary Montfort SVM Scholarship	- III DC Chemistry topper
12. Suni Mathew Memorial Scholarship	- Best all rounder in III DC Chemistry
13. Miss Chellamma James Scholarship	- B.Sc. Zoology topper
14. Suma Anil Mathew Memorial Scholarship	- Best outgoing student in F.A.C.S.

15. P.C. Chandy Palliyarathundathil- Best Athlete of the year Memorial and Simon Chandy Scholarship
16. Msgr. Peter Uralil Memorial Scholarship instituted by Fr. Simon Uralil - Best outgoing student in III DC Sociology, History & Economics
17. Sr. Rosalia SVM Memorial & Prof. P. Radha Scholarship - I DC Malayalam topper
18. James Tharayil Memorial Scholarship - Chemistry II year Subsidiary topper
19. Nancy Tharayil Memorial Scholarship - I DC Chemistry topper
20. Elizabeth George Kakkasseril Memorial Endowment - Six outgoing students eligible for higher studies
21. Alex Cownan Memorial Scholarship - I DC Malayalam Knanaya topper
22. Mariamma Makil Memorial Scholarship - I & II year B.A. topper
23. Annamma J. Vellapally Memorial Prize - Malayalam Essay competition winner
24. Prof. Amminiammal Scholarship - I DC Hindi topper
25. Prof. Annamma Pothen Memorial Scholarship - B.A. History Knanayatopper
26. P.M. Luke Memorial Scholarship - Deserving final year English Dept. student for all-round performance.
27. Sr. Little Flower SVM Scholarship - III DC Botany topper
28. Prof. M. Lalithambal Scholarship - I DC History topper.
29. V.M. Alexander Vellapally Memorial Scholarship - Gold Medals to B.Sc. & M.Sc. Maths toppers

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|--|---|
| 30. Rev. Fr. Jacob Kalayil Memorial Scholarship | - II DC Sociology topper |
| 31. Scholarship of Rs. 10000/- by Mrs. & Mr. Earnest (B.Sc. Zoology Alumni) | - III B.Sc. Zoology Topper |
| 32. Bishop Makil Foundation Award | - Best Outgoing Student (academic feat, co-curricular activities, personality traits and social commitment) |
| 33. Joseph Koopil & Sons Memorial Scholarship | - Excellence in field work (outgoing MSW students) |
| 34. Mathew Attumalil Memorial Award | - Most Conscientious student (MSW student) |
| 35. Fr. Philip Kootiyanyil Memorial Award | - Best Dissertation Award (MSW student) |
| 36. B.C.M. SSWADIN Award | - Best Team maker (outgoing MSW student) |
| 37. Valavi Scholarship Instituted by Cicily G. Valavi | - Best student of of I DC F.A.C.S. (Academic Performance) |
| 38. Mrs. and Mr. John Mangalathettu Memorial Scholarship | - II DC Chemistry topper |
| 39. Sri. Varghese Pothen and Smt. Mariamma Varghese Memorial Scholarship Instituted by Prof. Aleyamma Varghese | - III DC Botany Student showing genuine interest in Taxonomy |
| 40. Sr. Little Flower SVM Jubilee Scholarship | - III B.Sc. Botany topper |
| 41. Susamma James Makil Memorial Gold Medal | - B.Sc. Chemistry topper |
| 42. K. Suresh Memorial Scholarship Instituted by Prof. Shyla G. Nair | - Accountancy topper in B.com. |

IMPORTANT DAYS

Bishop Chulaparambil Memorial Day	Jan. 8
National Youth Day	Jan. 12
Army Day	Jan. 21
Desh Prem Diwas	Jan. 23
Republic Day	Jan. 26
Martyrs' Day	Jan. 30
Valentine's Day	Feb. 14
National Science Day	Feb. 28
International Women's Day	Mar. 8
World Disabled Day	Mar. 15
World Forestry Day	Mar. 21
World Day for Water	Mar. 22
World Health Day	Apr. 7
Earth Day	Apr. 22
World Book Day	Apr. 23
Manav Ekta Day	Apr. 24
World Press Freedom Day	May 3
World Red Cross Day	May 8
Mother's Day	May 9
National Solidarity Day	May 13
International Day of Families	May 15
Anti-terrosim Day	May 21
Common Wealth Day	May 24
No-Tobacco Day	May 31
World Environment Day	June 5
International Yoga Day	June 21

U.N. Charter Signing Day	June 25
World Population Day	July 1
Bishop Tharayil Memorial Day	July 26
World Breast Feeding Day	Aug. 1
Breast Feeding Week	Aug.1-7
Hiroshima Day	Aug. 6
Nagasaki Day	Aug. 9
Quit India Day	Aug. 9
Independence Day	Aug. 15
Sadhbhavana Diwas	Aug. 20
National Sports Day	Aug. 29
Teacher's Day	Sept. 5
World Literacy Day	Sept. 8
International Day for the Elderly	Oct. 1
Gandhi Jayanthi	Oct. 2
Air Force Day	Oct. 8
World Food Day	Oct. 16
U.N. Day	Oct. 24
National Intergation Day	Oct. 31
Children's Day	Nov. 14
Citizens Day	Nov. 19
World AIDS Day	Dec. 1
International Day of Disabled Persons	Dec. 3
Flag Day	Dec. 7
Human Rights Day(UN)	Dec. 10
Kisans' Day	Dec. 23
Christmas	Dec. 25

FORMER TEACHING STAFF

Principals	Phone Numbers
Late Prof. Chev. V.J. Joseph :	
Late Rev. Sr. Fidelis :	
Late Prof. Anna Nidhiri :	
Late Prof. Margaret Paulose :	
Late Rev. Sr. M. Goretti SVM :	
Late Rev. Sr. Mary Savio SVM:	
Sr. Mary Michael SVM :	9496723584; 0481-2524095
Sr. Alphonsa SVM :	9497314192; 0481-2311979
Mrs. Remany Tharayil :	9495931880; 0481-2563737
Sr. Lucy SVM :	9447421038; 0481-2563083
Sr. Libia SVM :	9495685025
Sr. Dr. Karuna SVM :	9495538181
Prof. Sheela Cherian :	9447705086

Dept. of English

Dr. ETTY George :	0484-2400062
Mrs. Lucy Antony :	9447958874; 0481 - 2578374
Mrs. Daisy Cherian :	9947601586; 0481 - 2564576,
Mrs. Monamma Jose :	9847150042; 0484-2306521
Mrs. Mary P. Abraham :	9496543480; 0481-2570785
Dr. Valsamma Korah :	8547510715; 0481 - 2310715
Mrs. N. Indira Devi :	9847885972; 0481 - 2360309
Mrs. Fincykutty Simon :	9495718519; 04829-263390
Mrs. Anna Josephine Kurian :	0481 - 2570284
Mrs. Mano Elizabeth Korah :	8547544211; 0481-2597211
Mrs. Dolly Joseph :	0481 - 2711261
Dr. Annie Margaret P. :	9847917567; 0481 - 2570567
Dr. Elizabeth P. Kurian (Prema):	9446958434; 0481-2570284
Dr. Renju D. :	9496465715; 0481-2580274

Dept. of Malayalam

Mrs. P. Radha :	0481 - 2581186
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Mrs. P.A. Leelamma	:	9446471080; 0481 - 2561080
Rev. Dr. Jose Poothrukkayil OSH	:	9447956157
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Dept. of Hindi

Late Mrs. Amminiammal	:	
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Dr. M.K. Luka	:	0018452823958

Dept. of Mathematics

Late Mrs. Meenashikuttiamma	:	
Late Mrs. Gracy Mathai	:	
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Late Mrs. Mary M. Paul	:	
Mrs. K.M. Chinnamma	:	9446820568; 0481-2564677
Mrs. Josephine Lukose	:	9495887373; 0481-2321506
Mrs. Leelamma Philip	:	9495049201; 0481-2562040
Mrs. Annie Lukose	:	9961949276; 0484-2349642
Mr. T.C. Chacko	:	9747386266; 0481-2569949
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Late Mrs. Valsa Mathai	:	
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Mrs. Letha Makil	:	9446569709; 0482-9243911
Mrs. Rosamma Chandy	:	8891748266; 0481-2561298
Mrs. Elsamma Thomas	:	9400623703; 0487-2323985

Mrs. Daisy Kurian	:	9446216691; 0486-2223172
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Mrs. Geetha G.	:	9447289493; 0481-2391251
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Mrs. Rajamma Ignatius	:	09739143842
Mrs. Elizabeth Kuruvilla	:	7025064164; 0481-2430350
Mrs. Remani Abraham	:	9526718756; 0481-2575723
Mrs. Philomina Abraham	:	9496262776; 0481-2572274
Mrs. Thresiamma Thomas	:	9567266602; 0481-2564046
Mrs. Susamma James	:	0481-2312514
Mrs. Kunjamma Cyriac	:	9567015227
Late Mrs. Sosamma James	:	
Late Mrs. Mary Thomas	:	
Mrs. Reena Tharayil	:	9447703945; 0481-2563945
Dr. Magi John	:	9495713505; 0481-2529715
Mrs. Aji Joseph	:	9495111750; 0481-2570303
Mrs. Valsala Thomas	:	9846981255; 0481-2310445
Mrs. Jessy Simon	:	9495924740; 04829-264740

Dept. of Botany

Late Dr. Sr. Little Flower SVM	:	
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Mrs. Mary Joseph C.	:	0481-2561620
Mrs. Aleyamma Jose	:	0481-2560496
Mrs. Aleyamma Varghese	:	9446501637, 0479-2351637
Dr. C.A. Sabina	:	9446017486; 0481-2577486
Dr. Jossy Abraham	:	9446584657
Dr. Selinamma Joseph	:	9995018282

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Mrs. P.J. Mary	:	9495570027
Mrs. Tissy Thomas	:	8281823150; 0482-2240150
Mrs. V.P. Aleyamma	:	9495061484; 0481-2561484
Mrs. Juliet Mani	:	9447065863; 0481-2330354
Sr. Joby SVM	:	9496137889, 9497839431
Mrs. Jane George	:	9447126382; 0481-2790793
Mrs. Anna Chandy	:	9496331226; 0481-2311575

Dept. of Family & Community Science

Late Mrs. Suma George	:	
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Mrs. Rachel John	:	9497822707; 0481-2352616
Mrs. Cicily G. Valavi	:	9446021134
Mrs. Mary Ipe	:	9447515172, 0484-2792183

Dept. of History

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Late Sr. Annice SVM	:	

Dept. of Economics

Late Mrs. Grace Andrews	:	
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Mrs. Laila Joseph : 9495684526; 0481-2560754
Mrs. Mariamma K.C. : 9497097195; 0481-2595290
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Mrs. Omana Jacob : 9495874347; 0481-2464774
Mrs. Shyla G. Nair : 9447192165, 0481-2582215

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Rev. Dr. Thomas M. Kottoor : 0481-2791850
Late Rev. Fr. Simon Uralil :
Mrs. Molly K.T. : 9961885213, 04829-245994

Dept. of Physical Education

Late Mrs. P.C. Lucy :
Mr. Kurian Lukose : 9447464362; 0481-2310695
Mrs. Mercy Lukose : 9249879085; 0481-2432450

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1. Sr. Tharsisia SVM (Supdt.)	9495903583; 0481-2311979
2. Sr. Constantia SVM Supdt.)	9497813603
3. Sr. Chanthal SVM (Supdt.)	8289903830
4. Sr. Alma SVM (Supdt.)	9496135144
5. Sr. Leena SVM (Supdt.)	9496107069

6. Sr. Johnsy SVM (Supdt.) 9446254156
7. Late Sr. Bibiana SVM (Librarian)
8. Sr. Grace Maria SVM 9497297870
9. Sr. Crystella SVM 9447770935
10. Late Sr. Flowerina SVM
11. Late Sr. Alexis SVM
12. Late Sr. Lisba SVM
13. Sr. Azaria SVM 0497- 2711233, 9495393476
14. Sr. Elsa SVM 0481-2311979
15. St. Stephen SVM 9539440360
16. Sr. Sarala SVM 9446140348
17. Sr. Simon SVM
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19. Sr. Stani SVM ”
20. Sr. Archangel SVM 7902836862
21. Late Sr. Chrisanthus SVM
22. Late Sr. Anitta SVM ”
23. Sr. Santhose SVM ”
24. Sr. Jovitta SVM ”
25. Sr. Lisbeth SVM 9497817278
26. Sr. Giles SVM ”
27. Sr. Meritol SVM 9847820759
28. Sr. Eliza SVM 9656554458
29. Sr. Genevieve SVM 9495257515
30. Late Sr. Bernabas SVM ”
31. Sr. Elsy SVM 9497666641
32. Sr. Marian SVM 9496342830
33. Sr. Jose Mary SVM 9496590968
34. Sr. Ranitta SVM 8289865430
35. Sr. Preethy SVM ”
36. Sr A.C. Annamma SVM ”
37. Smt. Mary SVM ”
38. Smt. T.C. Thresiamma SVM ”
39. Smt. K.C. Aley SVM ”
40. Smt. Annamma M.T. SVM ”

41. Smt. Leela A.P. SVM	”
42. Smt. P.J. Annamma SVM	”
43. Mrs. Kochuthresia N.J.	9447017761
44. Late Smt. C.J. Elsy SVM	
45. Smt. Sujamol Mary Mathew	2568967
46. Late Sri. Onachan C.K.	
47. Sri. Joseph P.M.	9447852819; 04829 283189
48. Smt. C.C. Mary	2392912
49. Smt. A.P. Mary	2311240
50. Smt. Mary James	2711251
51. Smt. K.C. Annamma	2310726
52. Smt. M.C. Aleyamma	2712952
53. Mrs. Gracy A.C.	9446922961 0481-2791985
54. Smt. P.M. Thresiamma	2525796
55. Smt. C.J. Mary	2531931
56. Smt. Chinnamma K.T.	2518691
57. Smt. M.K. Annamma	2712574
58. Smt. P.J. Annamma	2310576
59. Smt. Leelamma Lukose	2597475
60. Smt. Aleykutty P.J.	2711518
61. Smt. Valsa A.L.	2330690
62. Smt. Lilly P.T.	9446603338
63. Smt. Molly K.L.	2525482
64. Smt. Rosamma M.C.	9744112864; 2711174
65. Sri. Uthup K.K.	9744263509, 2770211
66. Smt. Elsamma K.K SVM	9497604907; 0481-2563459
67. Smt. Mary P.T.	8547530690; 2330690
68. Sri. P.K. Lukose	9048075529; 04829-268140
70. Sr. Annlit SVM	9497497072; 0481-2575939
71. Smt. Philomina Punnoose	9495080852; 04829-268140
72. Sri. Tom Thomas	9447287923; 0481-2542751
73. Smt. Chinnamma Chacko	04829-245201
74. Smt. Mary K.C	9947881274; 04842-737443
75. Smt. Ancy Philip	9446468521; 04829-244166
76. Smt. Chachikutty SVM	9496131669

MILESTONES OF THE COLLEGE

- 1927 The great visionary Bishop Mar Alexander Chulaparambil makes an announcement of his dream - a Women's College at Kottayam - during the inauguration of St. Anne's Girls' School at Kottayam.
- 1954 May 31 - Bishop Mar Thomas Tharayil initiates the procedure to start a college in Kottayam.
- 1955 March 1 - Provisional Sanction from the University to start the college
July 2 - Permission from the University to start the college.
July 11 - The college commences working
- 1956 Prof. Chev. V.J. Joseph Kandoth was appointed the first Principal of B.C.M. College.
Pre University Course started with 165 students.
- 1957 October 7 - The foundation stone for the new College building was laid by Bishop Thomas Tharayil, the Patron of the College.
Degree courses in Physics and History started.
Sr. Fidelis of Carmel Convent, Mangalore succeeded Prof. V.J. Joseph.
- 1958 June - Degree courses in Mathematics and Economics started. Miss Anna Nidhiri took charge as Principal.
- 1959 The formal inauguration of B.C.M. College by His Eminence Valerian Cardinal Gracias, Archbishop of Bombay.
Miss Margaret Paulose took charge as Principal.
Degree Courses in Chemistry, Botany and Zoology started.
- 1961 The main hostel building was blessed by Bishop Thomas Tharayil.

- 1962 Sr. M. Goretti SVM took charge as Principal.
- 1963 Sr. M. Savio SVM took charge as Principal.
Degree course in Sociology started.
- 1965 Degree course in Home Science started.
- 1970 The New Building consisting of Home Science Block, Library and Auditorium was completed.
- 1972 The visit of Sri. V.V. Giri, the President of India to Kottayam. Our College collected Rs. 2731/- towards the Defence Fund and handed it over to the President.
- 1973 The visit of St. Teresa of Calcutta to our college.
- 1974 May 5- His Excellency Mar Kuriakose Kunnacherry, took charge as Bishop of Kottayam and the Patron of the College.
- 1974-75 Our College won the Kerala University Youth Festival Championship and the much coveted Malayala Manorama Trophy.
- 1980 College celebrated Silver Jubilee. New building of the College hostel was blessed by Bishop Kuriakose Kunnacherry.
- 1980-81 Ms. Jolly James found a place in the National Athletic team by winning gold medal in Discus Throw. (Later International gold medalist in Javellin Throw)
- 1981 Degree course in Commerce started.
- 1982 Sr. M. Michael SVM took Charge as Principal.
- 1984 The first P.G. Course - M.Sc. Mathematics - started.
- 1985-86 Sr. M. Savio SVM retook charge as Principal.
- 1989 Retirement of Sr. M. Savio SVM, after an illustrious career of 23 years as Principal of B.C.M. College. Sr. M. Alphonsa SVM took charge as Principal.
- 1990 B.C.M.'s Queen's House' was renovated into a hostel building and a new Chapel also was blessed in the same block.
- 1992-93 Our Cricket Team won the M.G. University Championship for the sixth time consecutively.

- 1993 Degree Course in English Literature started.
B.C.M. Computer Centre started.
- 1993-94 Mrs. Remany Tharayil took charge as Principal.
Senior Academician's Forum (SAF), the association of the retired teaching staff was formed.
- 1997 Degree Course in Vocational English started.
- 1997-98 Degree Course in Food Science and Quality Control started.
- 1998-99 The College bagged the first position in M.G. University by scoring the highest pass percentage in Pre-degree results. Booker Prize winner Arundhati Roy addressed the B.C.M. Family.
- 2000 The College gets accreditation from National Assessment and Accreditation Council.
Sr. M. Lucy SVM took charge as Principal.
- 2001 The fearless reporter of CNN and a woman of great calibre, Mrs. Anita Pratap addressed B.C.M. Family.
Formal inauguration of our Computer Centre by Bishop Kuriakose Kunnacherry.
- 2000-01 Deepthi Jose won gold medal in 4x100m relay in Junior National athletic meet.
- 2002 Sr. M. Libia SVM took charge as Principal.
The Language Lab was set up.
Post Graduation Degree in Social Work (MSW) started.
- 2003 Degree Course in Computer Science started.
- 2004 August 11 - Inauguration of the Golden Jubilee Celebrations by His Excellency Sri. R. Bhatia, the honourable Governor of Kerala.
- 2004-05 Jasmin Joseph won Gold Medal in 4x400m relay in All-India Inter university athletic meet.
Deepthi S. Pillai and Saumya E.K. have won

- Gold Medal in All-India Inter university softball tournament.
- Geetha Roby has won Gold Medal in 4x400m Relay in Junior National athletic meet.
- 2005 Jan. 28 - Inauguration of Golden Jubilee Block and Sr. Savio Hall by Dr. Jancy James, the Vice-Chancellor of M.G. University.
- Sanction has been obtained from the M.G. University & Kerala Government to start M.Sc. Food Science & Quality Control and M.Sc. Child Development.
- The Fitness Centre aided by the Central Ministry of Youth and Sports was established.
- Add-on Courses started with Financial assistance from UGC.
- 2005-06 Geetha Roby won gold medal with new meet record in 400m hurdles in Junior National athletic meet and silver medal in All-India Inter university athletic meet.
- Shabana Shamsudeen has won gold medal in All-India Inter university handball tournament.
- 2006 January 14 - His Grace Mar Mathew Moolakkatt took charge as the Metropolitan Archbishop of Kottayam and the Patron of the College.
- 2006 Dr. Sr. Karuna SVM took charge as Principal.
- 2007-08 Asha P.J. has won gold medal in heptathlon in Junior National athletic meet.
- 2008 Accredited by NAAC with Grade "Good" (B).
- 2009 Minority Institution Status was obtained.
- OJASS - A charitable society formed for extension activities
- 2009-10 Soniya P.M. has won gold medals in All-India Inter university Cross country team championship and Junior national cross country team championship.

- 2010 Centre for Gandhian Studies established with financial assistance from UGC.
- 2011 District Chapter of Indian Council of Social Welfare started functioning in the Dept. of Social Work and BCM OJASS has been appointed District Nodal Agency for CHILDLINE (a project of Ministry of Women and Child Development)
- 2013 B.Com. with Computer Application, M.A. English (Unaided), M.Sc. Home Science (Child Development) M.Com. (Finance), M.Com. (Taxation) courses were started.
The Secretariat of Kerala Association of Professional Social Workers (KAPS) started functioning in the Dept. of Social work.
N.C.C. Unit started functioning in the college.
- 2014 Inauguration of Diamond Jubilee Celebrations. New Women's Hostel funded by UGC opened. Community College sanctioned. MA English (Aided) course started. B.A. English III Main Course sanctioned.
- 2015 Accredited by NAAC with A grade. Mrs. Sheela Cherian K. took charge as Principal. Valedictory Function of Diamond Jubilee Celebrations. Inauguration of Vykhari Lecture Series by Justice P. Sathasivam, Honourable Governor of Kerala. N.S.S. Unit introduced massive organic farming.
- 2016 The college kabaddi team won the MG university championships for the fifth consecutive year
- 2016 BCM NSS unit was selected as the best unit in MG University

LEAVE APPLICATION FORM

Name of the student :

Cl. No. :

Class :

Subject :

Number and Dates of
leave sought for :

Reason for leave :

Recommended by
Guardian or Warden :

Signature of applicant
with date :

Signature of Teacher in Charge :

Principal's order :

N.B: In case sick leave is sought for more than 5 consecutive working days or during examination days, a medical certificate from a person holding registered medical qualification should be given.

IMPORTANT TELEPHONE NUMBERS

MG University

Vice Chancellor	- 0481-2731001, 2731003 (R)
Pro-Vice Chancellor	- 0481-2731005
Registrar	- 0481-2731007
Controller of Examinations	- 0481-2731000, 2719595 (R) - Fax - 2731239
Public Relations Officer	- 0481-2731020
Director of Physical Education	- 0481-2560511
Director of Student Services	- 0481-2731024
N.S.S.Programme Co-ordinator	- 0481-2731029
DCDC	- 0481-2731013

Other offices

DCE, TVM	- 0471-2303548
D.D. of Collegiate Edn., KTM	- 0481-2563317
Income Tax Office, Kottayam	- 2302420, 2302421, 2301990, 2302990

KSRTC

Changanassery	- 0481-2421824
Kottayam	- 0481-2562935
Thiruvalla	- 0469-2602945

Railway Stations

Changanassery	- 0481-2420108
Kottayam	- 0481-2563535, 2569966
Thiruvalla	- 0469-2601314

Police

Dist. Police Chief	- 0481-2564700, 9497996980
S.P. Women Cell	- 0471-2338100, 9497996992
Women's Cell, Kottayam	- 0481-2561414
Women's Helpline	- 1091
Crime Stoppers	- 1090

Notes: