



# MIC ARTS AND SCIENCE COLLEGE

(Recognised by Govt of Kerala and Affiliated to the University of Calicut)

Athanikkal, Valluvambram, Po Malappuram

Kerala Pin - 673642

Mob: 08304831094, 0483-2770786, 2105555

Website : [www.miccollege.in](http://www.miccollege.in) | Mail : [micascollege@gmail.com](mailto:micascollege@gmail.com)



## 2022 | CALENDAR & 2023 | HANDBOOK

MANAGED BY  
MAKHDOOMIYYA ISLAMIC CULTURAL COMPLEX (MIC)  
Estd.1985

## Our Vision

“

MIC Arts and Science College is envisioned to be an institution of global excellence that transforms backward and marginalized sections of society to meet the challenges of the modern world through value based education that inspires individuals to excellence.

”

## Our Mission

“

To make MIC unique in terms of excellence and inclusiveness by providing opportunities for students and staff for academic, professional and lifelong learning with social commitment and constant drive for professional excellence. The institution is keen on cultivating a passion for the society and love for the Nation along with global competitiveness.

”



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e-mail : [micascollege@gmail.com](mailto:micascollege@gmail.com)

### CALENDAR AND HANDBOOK 2022-2023

Name - .....

Programme - .....

Address - .....

.....

..... Pin-.....

Mobile -

**പ്രാർത്ഥന**

**ആലം ദയാലുവായ് ദാക്ഷണ്യശാലിയായ് -  
വാഴുന്നോരിശ്വരൻ തിരുനാമത്തിൽ**

**നിവില ലോകങ്ങൾക്കുമേകരക്ഷനാകും  
അവിലേശ്വരനല്ലയോ, സകല സ്മൃതിയും  
(അവിലേശ്വര.... )**

**പരമകാരുണ്യവാൻ, കരുണനിയമം..  
വിധി പറയും ദിവസത്തിന്നേകാധിപനെ**

**നിയതമാരാധിപ്പൂ ഞങ്ങളങ്ങയെ മാത്രം  
സദദം സഹായമർത്ഥിപ്പതും തിരുമുനിൽ**

**നയിക്കേണം ഞങ്ങളെ നേരായ മർഗ്ഗത്തിൽ  
നിന്നനുഗ്രഹപാത്രമായോർത്തൻ മാർഗ്ഗത്തിൽ**

**അങ്ങയാൽ കോപിക്കപ്പെട്ടോരുടെ വഴിയല്ല  
സന്മാർഗ്ഗ ഭ്രഷ്ടർ തൻ വഴിയിലുമല്ല...!  
(ആലം.... )**

**Contents**

1	Introduction	4
2	MIC College Committee	5
3	Programmes Of Study	6
4	Faculty	8
5	Wings for Co-curricular & Extension Activities	12
6	CBCSS	24
7	Course and Syllabus of the Programs	30
8	Fee Structure	43
9	College Rules	44
10	Administrative and Academic Supporting Wings	56
11	Phone Directory	70



## THE MAQDOOMIYA ISLAMIC CULTURAL COMPLEX (MIC)

Realizing the needs for the empowerment of educational-ly and socially backward sections of society, the Maqdoomiya Islamic Cultural Complex (MIC) was founded in 1985, for promoting quality higher education in the region.

MIC Arts & Science College was established in 2007 with the noble objective of nurturing a Centre of Excellence for higher education in a backward area for the empowerment of students from marginalized sections of society. The college was recognized by the Government of Kerala and affiliated to University of Calicut in 2012. It has now grown into a premier institution with nine under graduate and three post graduate programmes with good infrastructural facilities and indelible track record in academic and co-curricular activities. It has been awarded ISO 9001:2015 certification for quality management in 2022.

The college provides various extra-curricular avenues such as National Service Scheme, Fine Arts Club, Tourism Club, Nature Club and sports facilities to students which enable them to seek their bright academic career and best future. Here the students are moulded in such a way that they can achieve excellence in all walks of life.

## MIC COLLEGE COMMITTEE

Governing Body 2021-22

<b>Chief Patron</b>	: Jb. Sayyid Haydrali Shihab Thangal	
<b>Patrons</b>	: Jb. Manu Thangal Vellur	
	: Jb. Abdu Samad Pookkottur	
	: Jb.K.Mohammed Unni Haji	
<b>President</b>	: Jb. Sayyid Munavvarali Shihab Thangal	
<b>Vice Presidents:</b>	Jb.TV Ibrahim MLA	9446774400
	: Jb.Hassan Saqafi Pookkottur	9744669988
	: Jb.P.Beerankutty Haji	9388023524
	: Jb.N Muhammed	9567437038
	: Jb.KM Aboobacker Kunhappu	
	: Jb.A.Aali Haji	9847124233
	: Jb.PP.Ali (Jannath)	9447336577
<b>General Secretary</b>	: Jb.V.P. Abdul Saleem	
<b>Joint Secretaries:</b>	Jb.C.Mohammed Nedungottil	9447467971
	: Jb.C.Kunhimammed	9447467371
	: Jb.CK Mohammed	
	: Jb.K.Mansoor (Kunhippu)	9745207676
	: Jb.CT Noushad	
	: Jb.Kodali Subair	
<b>Treasurer</b>	: Jb.M.C Shahu Haji	9946552066
<b>Principal (Ex officio Member)</b>		

## PROGRAMMES OF STUDY

The college offers the following programmes of study

### A. UNDER GRADUATE PROGRAMMES (6 SEMESTERS)

- ▶ **B. A. English Language and Literature** (Core)  
Journalism and Political Science (Complementary Subjects)
- ▶ **B. A. Mass Communication and Journalism** (Core)  
English and Political Science (Complementary Subjects)
- ▶ **B. A. Political Science** (Core)  
History and Economics (Complementary Subjects)
- ▶ **B.A. Sociology** (Core)  
Psychology and Political Science (Complementary Subjects)
- ▶ **B.Sc. Computer Science** (Core)  
Mathematics and Statistics (Complementary Subjects)
- ▶ **B.Sc. Psychology** (Core)  
Human Physiology and Psychological Statistics (Complementary Subjects)
- ▶ **B.Com. (Finance)**
- ▶ **B.Com. (Co-Operation)**

### B. POST GRADUATE PROGRAMMES (4 SEMESTERS)

- ▶ **M.Com. (Finance)**
- ▶ **MA Journalism and Mass Communication**
- ▶ **MA Political Science**

### C. CERTIFICATE COURSES

- ▶ **Stock market Operations**
- ▶ **Lessons in Law**
- ▶ **Body Language**
- ▶ **Fundamentals of Photography**
- ▶ **Communicate English**
- ▶ **Public Health Practices**
- ▶ **Office Automation**

## COLLEGE COUNCIL 2022-23

The College Council consists of the Principal, Heads of Departments and two elected representatives from teaching staff. It is an advisory body on all internal academic affairs of the college. The members of the Council are:

### Dr.M.Usman

K.K Namsheer

P.Abdul Rasheed

U. Muhammed Salim

E.K Jasir

Ihjas Aslam

K P.Abdul Haseeb

K. Abdul Asees

K.Jiji

P. Jamsheela

P.Faisal shabab

K.K Saneera

T.Abdul Rafeequ

T.Sabna

### Principal (Chairman)

Head , Dept of Political Science

Head , Dept of Commerce

Head , Dept of English

Head , Dept of Computer Science

Head , Dept of Mass Com

Head , Dept of Psychology

Head , Dept of Arabic

Head , Dept of Malayalam

Head , Dept of Urdu

Teacher Representative

Teacher Representative

Office Superintendent

Librarian

**FACULTY****Dr.M.Usman**

(MA,MBA,M.Phil,PGDPRJ,FMSPI,Ph.D)  
E-mail : drmusman13@gmail.com

**Principal**

principalmicascollege@gmail.com  
**9447 255 581**

**PG DEPARTMENT OF COMMERCE**

P.Abdul Rasheed	HOD , Assistant Professor (M Com)	9995 314 751 rasheedmyr@gmail.com
K.Subhash	Assistant Professor (M Com,B.Ed)	9961 366 545 nechikottil@gmail.com
K K Sancera	Assistant Professor (M Com,B.Ed)	9895 699 393 kksaneera@gmail.com
K .Shihabudheen	Assistant Professor (M Com)	9809 585 967 shihabizra@gmail.com
K.Shafeeq Rahman	Assistant Professor (M Com)	8891 017 010 shafeeqkalathingal786@gmail.com
Wafa .A	Assistant Professor (M Com)	8547 433 654
Hafeefa P	Assistant Professor (M Com)	9539 410 608
V P.Muneeb	Assistant Professor (M Com)	9746 432 032 vpmuneeb@gmail.com
K.P Mohamad Nishad	Assistant Professor (M Com)	9567 047 951 nishackp54@gmail.com
Shasna.PP	Assistant Professor (M Com)	8129 992 125
T.K Mohammed Shaheed	Assistant Professor (M Com)	9633 687 964

**PG DEPARTMENT OF MASS COMMUNICATION**

Ihjas Aslam	HOD , Assistant Professor (MA Mass Com)	8129 988 858
Ameer Ali	Assistant Professor (MJMC)	9847 841 301
Jumana T	Assistant Professor (MJMC)	9400 320 293

E. Afeefa	Assistant Professor (MJMC)	6282 522 389
C. Waseem Mohamed	Assistant Professor (MCJ, M.phil, MA political Science)	9995 132 449
C. Sabin Babu	Assistant Professor (MJMC)	9846 460 121

**PG DEPARTMENT OF POLITICAL SCIENCE**

K.K Namsheer	HOD , Assistant Professor (MA Political Science)	9605 130 550
Rukhiya Neyyan	Assistant Professor (MA , B ed)	9497 428 497
V Asharudheen	Assistant Professor (MA , B.Ed)	9496 217 836
K.P Shrittha	Assistant Professor (MA Political Science)	9562 214 879
P. Suhair	Assistant Professor (MA Political Science)	8593 917 842
C. Sadique Ali	Assistant Professor (MA Political Science)	9048 847 419
K. Salih	Assistant Professor (MA Political Science)	8089 827 537

**DEPARTMENT OF ENGLISH**

U .Muhammed Salim	HOD , Assistant Professor (MA,B.Ed)	9995 509 695 saliuzhunnan@gmail.com
P .Faisal Shabab	Assistant Professor (MA,B.Ed)	9895 674 808 shababchandrika@gmail.com
P C .Abdul Jaleel	Assistant Professor (MA,B.Ed)	9645 195 912 pcabduljaleel@gmail.com
C .Ajmal	Assistant Professor (MA,B.Ed)	9747 629 533 ajmalokr@gmail.com
Shabeeba Punnakath	Assistant Professor (MA English)	8606 692 510
C. Mohammed Yashik	Assistant Professor (MA English)	8129 716 898
K. Chithra	Assistant Professor (MA English, Mphil)	9037 566 744
C.K Zakiya Thasneem	Assistant Professor (MA English)	8943 160 418



**DEPARTMENT OF COMPUTER SCIENCE**

E K Jasir	HOD , Assistant Professor (MCA)	8129 615 930
M. Neethu	Assistant Professor (MCA)	9995 854 438
V. Faisal	Assistant Professor (M Sc)	8921 052 064
P.K Lubna	Assistant Professor (M Sc)	8086 855 768
K.E Musthahsina	Assistant Professor (M Sc)	9048 123 597

**DEPARTMENT OF PSYCHOLOGY**

K P .Abdul Haseeb	HOD , Assistant Professor (M Sc )	9605 196 724 abdusaam@gmail.com
K. Nejma	Assistant Professor (M Sc, B.Ed)	9539 167 390 nejmayunus@gmail.com
P. Badhy Basheer	Assistant Professor (M Sc)	8129 797 579
P. T Ranjisha	Assistant Professor (M Sc)	9562 940 350

**DEPARTMENT OF SOCIOLOGY**

M.P Abdu Raof	Assistant Professor (MA, B.Ed)	9847 814 782
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**DEPARTMENT OF ARABIC**

K. Abdul Asees	Assistant Professor (MA)	8589 966 144
Safiya Murukkum Kadan	Assistant Professor (MA)	9847 476 118

**DEPARTMENT OF MALAYALAM**

K .Jiji	Assistant Professor (MA , B.Ed)	7907 578 082 jijipunarjani@gmail.com
V. Sujitha Kumari	Assistant Professor (MA, B. Ed)	9961 089 526

**DEPARTMENT OF HINDI**

N. Indira	Assistant Professor	9745 937 096 indiran344@gmail.com
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**DEPARTMENT OF URDU**

P. Jamsheela	Assistant Professor (MA Urdu)	9061 601 927
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**DEPARTMENT OF PHYSICAL EDUCATION**

P. Muneer	Assistant Professor (M.P.Ed)	9895 019 307
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**LIBRARY AND INFORMATION CENTRE**

T Sabna	Librarian (MLISc)	8606 609 742 sabnathoppil@gmail.com
T. Bincy	Assistant Librarian	9539 694 323

**NON TEACHING STAFF**

T Abdul Rafeequ	Office Superintendent	S1	9446 157 239
K.C. Mohammed Irshad	Clerk	A1	9995 724 465
C.Mohammed Musthafa	Accountant	A2	9846 830 402
Javid karathodi	Technical Assistant	A3	8714 463 958
M. Bindu	Attender		8156 987 727
Latheef	Watchman		9995 017 526
Avarankutty	Watchman		7594 816 30



## STATUTORY COMMITTEES & WINGS FOR CO-CURRICULAR & EXTENSION ACTIVITIES

### Internal Quality Assurance Cell and NAAC Steering Committee

Coordinator	: <b>Mr. ABDUL RASHEED P</b> (Vice Principal)
Joint Coordinators	: <b>Mr. MUHAMMED SALIM U</b> (HoD, Dept. of English) : <b>Ms. SENEERA K.K</b> (Dept. of Commerce)
Members:	: <b>Mr. JASIR E.K</b> (HoD, Dept. of Computer Science) : <b>Mr. IHJAS ASLAM</b> (HoD, Dept. of Mass Communication) : <b>Mr. NAMSHEER K K</b> (HoD, Politics) : <b>Mr. ABDUL HASEEB K P</b> (HoD, Dept. of psychology) : <b>Ms. JIJL. K</b> (Dept. of Malayalam) : <b>Mr. FAISAL SHABAB P</b> (Dept. of English) : <b>Mr. SHIHABUDHEEN K</b> (Dept. of Commerce) : <b>Mr. WASEEM MUHAMMED C</b> (Dept. of Mass Communication) : <b>Mr. ABDUL RAFEEQU T</b> (Office Superintendent)

### Documentation Cell under IQAC

: <b>Mr. ABDUL JALEEL</b> (Dept. of English)
: <b>Mr. AMEER ALI</b> (Dept. of Mass Communication)
: <b>Mr. K SHAFEEQ RAHMAN</b> (Dept. of Commerce)
: <b>Ms. RUKIYA NEYYAN</b> (Dept. of Political Science)

: <b>Mr. JASIR E K</b> (Dept. of Computer Science)
: <b>Ms. BADHY BASHEER P</b> (Dept. of Psychology)
: <b>Ms. SHABNA T</b> (Librarian)
: <b>Mr. ABDUL RAFEEQU T</b> (Office Superintendent)

### Department Level Committee for Quality Assurance

: <b>Mr. Subhash K</b> (Dept. of Commerce)
: <b>Mr. Ameer Ali</b> (Dept. of Mass Com)
: <b>Mr. Asharudheen V</b> (Dept. of Politics)
: <b>Mr. Abdul Jaleel PC</b> (Dept. of English)
: <b>Ms. Neethu M</b> (Dept. of CS)
: <b>Ms. Badhy Basheer</b> (Dept. of Psychology)
: <b>Mr. Abdu Raof</b> (Dept. of Sociology)
: <b>Ms. Sujitha Kumari V</b> (Dept. of Additional Language)

### Class Advisors Under Tutorial Scheme

#### Department of Computer Science

I B Sc Computer Science	: Lubna K
II B Sc Computer Science	: V. Faisal
III B Sc Computer Science	: M. Neethu

#### Department of Commerce

I B Com Co-operation	: T.K Mohammed Shaheed
II B Com Co-operation	: A. Wafa
III B Com Co-operation	: K. Subhash

I B Com Finance	: K. Mohammed Nishad
II B Com Finance	: K. Shafeeq Rahman
III B Com Finance	: P. Shasna
I M Com	: K. Shihabudheen
II M Com	: K.K Saneera

### Department of Mass Communication and Journalism

I BA Mass communication	: Afeefa
II BA Mass communication	: Ameer Ali
III BA Mass communication	: Waseem Muhammed
I MCJ	: T. Jumana
II MCJ	: T. Jumana

### Department of English

I BA English	: C.K Zakiya Thasneem
II BA English	: K. Chithra
III BA English	: P. Ajmal

### Department of Political Science

I BA Political Science	: V. Asharudheen
II BA Political Science	: Rukhiya Neyyan
III BA Political Science	: P. Suhair
I MA Political Science	: Salih
II MA Political Science	: Sadiq Ali

### Department of Psychology

I BA Psychology	: P. Ranjisha
II BA Psychology	: K. Najma
III BA Psychology	: Badhy Basheer

### Department of Sociology

I BA Sociology	: M.P Abdu Raof
II BA Sociology	: M.P Abdu Raof

### Members of Students IQAC

No	Course	Semester	Name & Mobile No.
1	BA ENGLISH LANGUAGE AND LITERATURE	1st Semester	Muhammed Ansif P
		3 <sup>rd</sup> Semester	RinshaNooriManhalamkadan
		5 <sup>th</sup> Semester	FathimaSerin. K
2	BA JOURNALISM AND MASS COMMUNICATION	1st Semester	Muhammed Favas A K
		3 <sup>rd</sup> Semester	SHAHIR JAHAN AHMED TP.
		5 <sup>th</sup> Semester	BAHEEJ.
3	BA POLITICAL SCIENCE	1st Semester	Muhammed Ameen P p
		3 <sup>rd</sup> Semester	JUMANA
		5 <sup>th</sup> Semester	RAHEEMA
4	BA SOCIOLOGY	1st Semester	Jasir Muhammed A
		3 <sup>rd</sup> Semester	Ashifa. K
		1st Semester	Husna k
5	B.Sc PSYCHOLOGY	3 <sup>rd</sup> Semester	Mohamed mikhdad
		5 <sup>th</sup> Semester	Linshakt
7	B.Sc COMPUTER SCIENCE	1st Semester	Muhammed Sufeer
		3 <sup>rd</sup> Semester	Sribin Raj K
		5 <sup>th</sup> Semester	Mohammed Suhail V
8	B.Com CO-OPERATION	1st Semester	Shamil A
		3 <sup>rd</sup> Semester	Sahla Parvin Ck
		5 <sup>th</sup> Semester	Shabana AP

9	B.Com FINANCE	1st Semester	FavadMishal K M
		3 <sup>rd</sup> Semester	Mohammed Sufail
		5 <sup>th</sup> Semester	FathimaMirfa M
10	M A POLITICAL SCIENCE	1st Semester	
		3 <sup>rd</sup> Semester	Shibil Shan T
11	MA JMC	1st Semester	
		3 <sup>rd</sup> Semester	Imthiyas
12	M.Com	1st Semester	Sahla K
		3 <sup>rd</sup> Semester	Safa K

**Admission Committee****Nodal Officer**

: **Mr. FAISAL SHABAB P**  
(Dept. of English)

**Members**

: **Mr. ABDUL RASHEED**  
(Vice Principal)

: **Mr.NAMSHEER K K**  
(HoD, Dept. of Political Science)

: **Mr. MOHAMMED SALIM U.**  
(HoD , Dept. of English)

: **Mr. IHJAS ASLAM**  
(HoD, Dept. of Mass Communication)

: **Mr. ABDUL HASEEB K P**  
(HoD, Dept. of psychology)

: **Ms. JASIR E.K**  
(HoD, Dept. of Computer Science)

: **Mr. SHIHABUDHEEN K**  
(Dept. of Commerce)

: **Ms. JIJI K**  
( Dept. of Malayalam)

: **Mr. Abdu Raof M.P**  
(Dept of Sociology)

**Discipline Committee****Coordinator**

: **Mr. ABDUL RASHEED P**  
(HoD , Dept. of Commerce)

**Joint Coordinators**

: **Mr. FAISAL SHABAB P**  
(Dept. of English)

: **Mr. MOHAMMED SALIM U**  
(HoD , Dept. of English)

: **Mr. IHJAS ASLAM**  
(HoD,Dept. of Mass Communication)

: **Mr. ABDUL HASEEB K P**  
(HoD, Dept. of Psychology)

: **Mr. JASIR E.K**  
(HoD, Dept. of Computer Science)

: **Ms.JIJI K**  
(Dept. of Malayalam)

: **Ms. NEETHU.M**  
(Dept. of Computer Science)

**College Staff Council****Secretary**

: **Mr. HASEEB**  
(Dept. of Commerce)

**Members**

: **All HoD'S**

**Elected members**

: **Mr. FAISAL SHABAB P**  
(Dept. of English)

: **Ms. K.K SANEERA**  
(Dept. of Commerce)

**STAFF Association****Secretary**

: **Mr. SUBASH K**  
(Dept. of Commerce)

**SMS (Students Monitoring System)****Coordinator:**

: **Ms.IHJAS ASLAM**  
(HoD, Dept. of Mass Communication)

**Joint Coordinators**

: **Mr. AJMAL C**  
(Dept. of English)

: **Ms. NEETHU**  
(Dept.of Commerce)

**University Examination**

Chief Superintendent- : **Mr. ABDUL RASHEED P**  
(Vice Principal)

Senior Asst. Supdt : **Mr. MUNEEB VP**  
(Dept.of Commerce)

**Internal Examination**

Chief Superintendent : **Mr. MUNEEB VP**  
(Dept.of Commerce)

Joint Coordinators : **Mr. SHAFEEQ RAHMAN K**  
(Dept.of Commerce)

: **Mr. JASIR E K**  
(Dept. of Computer Science)

: **Ms. RUKHIYA NEYYAN**  
(Dept.of Politics)

: **Mr. MUHAMMED NISHAD**  
(Dept. of Commerce)

: **Mr. AMEER ALI**  
(Dept.of Mass Communication)

**P.T.A**

**Secretary** : **Mr. MOHAMMED SALIM U**  
(Dept. of English)

**Members** : **Mr. ABDUL JALEEL P C**  
(Dept. of English)

: **Mr. FAISAL SHABAB P**  
(Dept. of English)

: **Ms. SANEERA K.K**  
(Dept. of commerce)

**Election Commission**

**Returning Officer** : **Mr. FAISAL SHABAB**  
(Dept. of english)

**Assist Returning Officer** : **Mr. SUBHASH.K**  
(Dept.of commerce)

**Members** : **Mr. MUHAMMED SALIM U**  
(HoD,English)

: **Ms. RUKHIYA NEYYAN**  
(Dept. of Political Science)

: **Mr. ASHARUDHEEN V**  
(Dept. of Political Science)

**Fine Arts Director** : **Mr. SHAFEEQ RAHMAN K**  
(Dept. of Commerce)

**Asst. Directors** : **Mr. SHAHEED T**  
(Dept. Of Commerce)

: **Ms. JIJI K**  
(HoD, Dept. of Malayalam)

**Staff Advisor** : **Mr. NAMSHEER K K**  
(HoD, Dept. of political science)

**Assistant** : **Mr. MOHAMMED NISHAD**  
(Dept. of commerce)

**Staff Editor** : **Mr. AMEERALI**  
(Dept. Of Mass Com)

**MIC Palliative Unit**

**Coordinator** : **Mr. SUBHASH.K**  
(Dept. of Commerce)

**ED Club -** : **Mr. MUNEEB V P**  
(Dept. of Commerce)

**Women Development Cell**

**Coordinator** : **Ms. CHITHRA**  
(Dept. of Mass Communication)

**College Calendar** : **Mr. JASIR E K**  
(Dept. of Computer Science)

: **Mr. ABDUL RAFEEQ T**  
(Office Superintendent)

**Nature Club**

**Coordinator** : **Mr. MOHAMMED SALIM U**  
(Dept. of english)

**Career & Placement Cell**

**Coordinators** : **Mr. ABDUL RASHEED P**  
(Vice Principal)

: **Mr. K P ABDUL HASEEB**  
(Dept. Psychology)

**Sports Council**

**Coordinator** : **Mr. MOHAMMED SHAHEED T.K**  
(Dept. Of Commerce)

**Assistant Coordinators** : **Mr. MOHAMMED NISHAD K**  
(Dept. of Commerce)

: **Mrs. AFEEFA E**  
(Dept. of mass communication)



**Literary Club and Readers Forum**

Coordinator : **Mr. ABDUL JALEEL P.C**  
(Dept. of English)

**Music & Drama Club**

Coordinator : **Ms. JIJI K**  
( Dept. of Malayalam)

**Media Club**

Coordinator : **Mr. SADIQ ALI C**  
(Dept. Of Political Science)

**Tourism Club**

Coordinator : **Mr. SHIHABUDHEEN . K**  
(Dept. Of Commerce)

**Uniform Committee**

Coordinator : **Mr. ABDUL HASEEB K P**  
(HoD, Dept. of Psychology)

Assistant coordinator : **Ms. CHITHRA K**  
(Dept. of English)

**Moral Education Cell**

Coordinators : **Mr. AJMAL C**  
(Dept. of English)  
: **Mr. MUHAMMED MUTHEEHUL HAQUE**  
(Dept. of Arabic)

**Anti-Ragging Cell**

Convener : **Mr. SHIHABUDHEEN K**  
(Dept. of Commerce)

Assistant : **Mr. FAISALSHABAB P**  
(Dept. of English)

**Ethics Committee**

Convener : **Mr. ABDUL RASHEED P**  
(Vice Principal)

**Students Grievance Cell**

Convener : **Mr. ABDUL RASHEED P**  
(Vice Principal)

**Alumni Association**

Convener : **Mr. MOHAMMED SHAHEED T.K**  
(Dept. of Commerce)

Assistant : **Mr. MOHAMMED NISHAD K.P**  
(Dept. of Commerce)

**Time Table Committee**

Coordinators : **Mr. ASHARUDHEEN V**  
(Dept of Political Science)  
: **Mr. YASHIK MUHAMMED C**  
(Dept of English)

**Scholarship Coordinator: Mr. SUHAIR. P**  
(Dept Of Political Science)

**CBCS&CSS Coordinator : Mr. SHAFEEQ RAHMAN K**  
(Dept. of Commerce)

Assistant Coordinators : **Mr. E K JASIR**  
(Dept. of Computer Science)

: **Mr. SUHAIR P**  
(Dept. Political Science)

**Audio Visual**

**Coordinators : Mr. IHJAS ASLAM**  
(Dept. of Mass Communication)

**Mic News Letter Executive Editor**

: **Mr. FAISALSHABAB P**  
(Dept. of English)

**Examination Clinic**

Coordinator : **Mr. MUNEEB V P**  
(Dept. of Commerce)

Joint Coordinator : **ABDUL RAFEEQU T**  
(Office Superintendent)

**Passport Cell**

Coordinator : **Mr. K P MOHAMMED NISHAD**  
(Dept. of Commerce)

**PSC/SSC Registration Cell Under College Union**

Coordinator : **Mr. SUBASH K**  
(Dept. of Commerce)

**Social Media Coordinator (SMC)**

Coordinator : **Mr. AMEER ALI**  
(Dept. of Mass Communication)

**Disaster Response Group(DRG)**

Coordinators : **MOHAMMED SHAHEED T.K**  
(Dept. of commerce)  
: **Mr. MUNEER P**  
(Dept. of Physical Education)

**Canteen & student store welfare Committee**

Chairman : **Mr. ABDUL RASHEED .P**  
(Vice Principal)  
Convener : **Mr. MUHAMMED SALIM U**  
(HoD, Dept of English)  
Joint Convener : **Mr. FAISAL SHABAB**  
(Dept. of English)  
Members : **Mr. MOHAMMED NISHAD K.P**  
(Dept. of Commerce)  
: **Ms. RUKIYA NEYYAN**  
(Dept. of Political Science)  
: **Mrs. AISHWARYA**  
(Dept. of Mass Communication)

: **Mr. ABDUL RAFEEQU T**  
(Office Superintendent)

**Student Representatives : COLLEGE UNION**

: Chairman  
: Vice Chairman  
: General Secretary

**Centre For Competitive Examination**

Coordinator : **Mr. SUHAIR .P**  
(Dept of Political Science)  
JointCoordinator : **Mr. SADIQ ALI**  
(Dept. Of Political Science)

**Yoga Club**

Coordinator : **Mr. MUNEER**  
(Dept. Of Physical Education)  
Joint Coordinator : **Mr. NISHAD**  
(Dept. Of Commerce)  
: **Mr. SUJITH**  
(Dept. Of Physical Education)

**Anti Drug Awareness Club**

Coordinator : **Mr. ANIL T C**  
(Dept. Of Commerce)

**Library Advisory Committee**

Coordinator : **Ms. SABNA T**  
(Librarian)

**Maqdoomiya Centre For Cultural Studies**

Coordinator : **Mr. FAISAL SHABAB**  
(Dept Of English)

**Human Right Cell**

Coordinator : **Mr. NISAMUDHEEN**

**ASAP**

Coordinator : **Mr. YASHIQ**

**Red Ribbon Club**

Coordinator : **Mr. YASHIQ**

**Student Complaint Cell**

Coordinator : **Mr. HASEEB**

**Committee of Welfare of Disabled Students**

Coordinator : **Mr. ABDU RAOOF**  
(Dept Of Sociology)

## CHOICE BASED CREDIT SEMESTER SYSTEM (CBCSS)

### Programme Structure

Students shall be admitted into undergraduate programme under faculties of Science, Humanities, Language & Literature, Commerce & Management, Fine Arts, Journalism and such other faculties constituted by University from time to time.

The duration of an under graduate programme shall be 6 semesters distributed over a period of 3 academic years. The odd semesters shall be from June to October and the even semesters shall be from November to March. Each semester shall have 90 working days inclusive of all examinations.

The under graduate programme shall include four types of courses,

Common Courses (Code A),  
Core courses (Code B)  
Complementary courses (Code C)  
open course (Code D)

The minimum number of courses required for completion of an undergraduate programme may vary from 30 to 40, depending on the credits assigned to different courses. Each course shall have a unique alphanumeric code number, which includes abbreviation of the subject in three letters, the semester number (1 to 6) in which the course is offered, the code of the course (A to D) and the serial number of the course (01,02 .....). course code will be centrally generated by the university. A particular complementary open course should have same code with same credit even though it is offered for different programmes.

For example: ENG2A03 represents a common course of serial number 03 offered in the second semester and PHY2B02 representing second semester Core course 2 in Physics programme.

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>■ Common English Course I</li> <li>■ Common English Course II</li> <li>■ Common English Course III</li> <li>■ Common English Course IV</li> <li>■ Common English Course V</li> <li>■ Common English Course VI</li> </ul> | English courses I to VI- applicable to BA/BSC Regular pattern: English courses I to IV- applicable to Language Reduced Pattern (LRP) Programmes B.com, BBA, BBA (T), BBM, B.Sc (LRP), BCA etc. |
| <ul style="list-style-type: none"> <li>■ Additional Language Course I</li> <li>■ Additional Language Course II</li> <li>■ Additional Language Course III</li> <li>■ Additional Language Course IV</li> </ul>  | Addl. Language courses I to IV- applicable to BA/B. Sc Regular Pattern, Addl. Language courses I&II- applicable to Language Reduced Pattern (LRP) Programmes                                   |
| <ul style="list-style-type: none"> <li>■ General Course I</li> <li>■ General Course II</li> <li>■ General Course III</li> <li>■ General Course IV</li> </ul>  | Applicable to Language Reduced Pattern (LRP) Programmes  |

**Core courses:** Core courses are the courses in the major (core) subject of the degree programme chosen by the student. Core courses are offered by the parent department. The number of core courses varies from 10 to 18 including a project work.

**Complementary Courses:** Complementary courses cover one or two disciplines that are related to the core subject and are distributed in the first four semesters.

**Open courses:** There shall be one open course in core subjects in the fifth semester. The open course shall be open to all the students in the institution except the students in the parent



department. The students can opt that course from any other department in the institution. Each department can decide the open course from a pool of three courses offered by the University.

**Credits:** Each course shall have certain credits. For passing the degree programme the student shall be required to achieve a minimum of 120 credits of which 38 (22 for common (English) courses + 16 for common languages other than English) credit shall be from common courses, a minimum of 2 credits for project and 2 credits for the open cour course. (In the case of LRP Programmes 14 credits for common courses, 8 credits for additional language courses and 16 credits for General courses) Minimum credits required for core, complementary and open courses put together are 82. However the credits to be set apart for the Core and Complementary courses shall be decided by the faculty concerned. The maximum credits for a course shall not exceed 5. Honours and dual core programmes are having separate credit distribution.

**Attendance:** A student shall be permitted to appear for the semester examination, only if he/she secures not less than 75% attendance in each semester. Attendance shall be maintained by the concerned Department. Condonation of shortage of attendance to a maximum of 9 days in a semester subject to a maximum of two times during the whole period of a degree programme may be granted by the University. Benefits of attendance may be granted to students who attend the approved activities of college/university with prior concurrence of the Head of the institution. Participation in such activities may be treated as presence in of their absence on production of participation/attendance certificate in curricular/extracurricular activities. The condonation of shortage of attendance shall be granted according to the existing prescribed norms of the University. If a student registered in first semester of the UG degree programme is continuously absent from the classes for more than 14 days at the beginning of the semester without informing the authorities, the matter shall immediately be brought

to the notice of the Registrar of the University. The names of such students shall be removed from the rolls.

**Grace Marks:** Grace marks may be awarded to a student for meritorious achievements in co-curricular activities (in Sports/Arts/NSS/NCC/Student Entrepreneurship) carried out besides the regular hours. Such a benefit is applicable and limited to a maximum of 8 courses in an academic year spreading over two semesters. No credit shall be assigned for such activities. In addition, maximum of 6 marks per semester can be awarded to the students of UG Programmes, for participating in the College Fitness Education Programme (COFE).

**Project:** Every student of a UG degree programme shall have to work on a project of not less than 2 credits under the supervision of a faculty member as per the curriculum.

**Admission:** The admission to all programmes will be as per the rules and regulations of the University. The eligibility criteria for admission shall be as announced by the University from time to time. Separate rank lists shall be drawn up for reserved seats as per the existing rules. The admitted candidates shall subsequently undergo the prescribed courses of study in a college affiliated to the university for six semesters within a period of not less than three years; clear all the examinations prescribed and fulfil all such conditions as prescribed by the university from time to time.

There shall be provision for inter collegiate and inter university transfer in third and fifth semester within a period of two weeks from the date of commencement of the semester. For the interuniversity or intrauniversity transfer of a student, he/she has a minimum of 20 credits in the credit bank a) in the same discipline and b) within Kerala. Complementary changes at the time of college transfer are permitted in the third semester if all conditions are fulfilled. Complementary changes will not be permitted in the fifth semester.



**Registration:** A student is permitted to register for the programme at the time of admission. If registration for examination is not possible owing to shortage of attendance beyond condonation limit, the student shall be permitted to move to the next semester. In such cases, a request from the student may be forwarded through the principal of the college to the University within two weeks of the commencement of that semester. An undertaking from the Principal may also be obtained stating that the students will be permitted to make up the shortage of attendance in that semester after completing 6 semesters. (Students shall make up the shortage of attendance in 'Repeat Semester' after completion of the programme). The 'Repeat Semester' shall be possible only once for the entire programme and shall be done in the same college. A student who registered for the course shall successfully complete the programme within 6 years from the year of first registration. If not, such candidate has to cancel the existing registration and join afresh as a new candidate.

The students who have attendance within the limit prescribed, but could not register for the examination have to apply for the token registration, within two weeks of the commencement of the next semester.

**Examination:** There shall be University examinations at the end of each semester, except complementary courses of BA programmes. Practical examinations shall be conducted by the University at the end of fourth and sixth semester. External viva voce, if any, shall be conducted along with the practical examination/project evaluation. Project evaluation shall be conducted at the end of sixth semester. 20% of marks are awarded through internal assessment.

Improvement of a particular semester can be done only once. The student shall avail the improvement chance in the succeeding year after the successful completion of the semester concerned. The internal marks already obtained will be carried forward to determine the new grade/mark in the improvement ex-

amination. If the candidate fails to appear for the improvement examination after registration, or if there is no changes in the results of the improved examination. The mark/grade obtained in the first appearance will be retained. Improvement and supplementary examinations cannot be done simultaneously.

**Evaluation and grading :** Mark system is followed instead of direct grading for each question. 20% weight shall be given to the internal assessment. The remaining 80% weight shall be for the external evaluation.

## COURSES & SYLLABUS OF THE PROGRAMMES

### UNDERGRADUATE COURSES

#### BA ENGLISH LANGUAGE AND LITERATURE

##### SEMESTER I

Common	ENG1A01	Litmosphere: The World of Literature
Common	ENG1A02	Functional Grammer and Communication In Eng
Common	AO7	Additional Language
Core	ENG1B01	Introducing Literature
Complementary	Jou1(2)C01	Introduction To Communication And Journalism

##### SEMESTER II

Common	ENG2A03	Readings From the Fringes
Common	ENG2A04	Readings On Kerala
Common	AO7	Additional Language–II
Core	ENG2BO2	Appreciating Poetry
Complementary	ICP1(2) CO1	Indian Constitution And Politics: Basic Features Governmental Structures

##### SEMESTER III

Common	ENG3A05	Signatures: Expressing The Self
Common	AO 9	Additional Language Course -III
Core	ENG3B03	Appreciating Prose
Core	ENG3B04	English Grammar And Usage
Complementary	ICP4(3)C02	Indian Constitution And Politics:Federalism, Decentralization And Political Dynamics

##### SEMESTER IV

Common		Additional Language
Common	ENG4A06	Spectrum: Literature And Contemporary Issues
Core	ENG4BO5	Appreciating Fiction
Core	ENG4BO6	Literary Criticism
Complementary	JOU4(3)C01	Journalistic Practice

##### SEMESTER V

Core	ENG5 B07	Appreciating Drama And Theatre
Core	ENG5BO8	Literary Theory
Core	ENG5B09	Language And Linguistics
Core	ENG5B10	Indian Writing In English
Open	ENG5D01	English For Competitive Examination

##### SEMESTER VI

Core	ENG6B11	Voice Of Women
Core	ENG6B12	Classics Of World Literature
Core	ENG6B13	Film Studies
Core	ENG6B14	New Literature In English
Elective	ENG6B20	Shakespeare
Project	POL6B05	(Pr) Three Weeks Project And Viva-Voce

#### BA MASS COMMUNICATION

##### SEMESTER I

Common	ENG1A01	Litmosphere: The World of Literature
Common	ENG1A02	Functional Grammer and Communication In Eng
Common	AO7	Additional Language
Core	JOU1B01	Fundamentals Of Mass Communication
Complementary	Eng1(2)C01	Aspects Of Oral And Interpersonal Communication

##### SEMESTER II

Common	ENG2A03	Readings From the Fringes
Common	ENG2A04	Readings On Kerala
Common	AO7	Additional Language–II
Core	JOU2B02	Media History
Complementary	ICP1(2) CO1	Indian Constitution And Politics: Basic Features Governmental Structures

##### SEMESTER III

Common	ENG3A05	Signatures: Expressing The Self
Common	AO 9	Additional Language Course -Iii
Core	JOU3B03	Reporting For The Print
Core	JOU3B04	Editing For The Print
Complementary	ICP4(3)C02	Indian Constitution And Politics: Federalism, Decentralization And Political Dynamics

##### SEMESTER IV

Common		Additional Language
Common	ENG4A06	Spectrum: Literature And Contemporary Issues
Core	JOU4B05	Design And Pagination
Core	JOU4B06	Radio Production
Complementary	Eng4(3)C01	Aspects Of Reading And Writing

**SEMESTER V**

Core	JOU5B07	Mass Communication Theories
Core	JOU5B08	Public Relations And Television Production
Core	JOU5B09	Corporate Communication
Core	JOU5B10	Advertising
Core	JOU5B11	Photo Journalism
Open	JOU5D01	Newspaper Journalism

**SEMESTER VI**

Core	JOU6B12	Media Laws And Ethics
Core	JOU6B13	Online Journalism
Core	JOU6B14	Introduction To Cinema
Core	JOU6B15	Magazine Journalism
Project	JOU6B16	(Pr) Three Weeks Project And Viva-Voce

**BA POLITICAL SCIENCE****SEMESTER I**

Common	ENG1A01	Litmosphere: The World of Literature
Common	ENG1A02	Functional Grammer and Communication In Eng
Common	AO7	Additional Language-I
Core	POL1B01	Foundations Of Political Science

Complementary

**SEMESTER II**

Common	ENG2A03	Readings From the Fringes
Common	ENG2A04	Readings On Kerala
Common	AO7	Additional Language-I
Core	POL2B02	Concepts Of Political Science
	ECO1(2)CO1	Introductory Economics I

**SEMESTER III**

Common	ENG3A05	Signatures: Expressing The Self
Common	AO 9	Additional Language Course -Ii
Core	POL3B01	Indian Govt And Politics
Core	POL3B02	World Constitution : Comparative Analysis
Complementary	EC01(2)CO2	Introductory Economics Ii

**SEMESTER IV**

Common		Additional Language
Common	ENG4A06	Spectrum: Literature And Contemporary Issues
Core	POL4B01	Ancient And Medieval Political Thought
Core	POL4B02	Issues In Indian Politics
Complementary	HIS3C02 & HIS4C02	Modern World History From Ad 1500: Imperialist Onslaughts And Resistance Movements & Neo-Colonialism: Challenges And Responses

**SEMESTER V**

Core	POL5B01	Research Methodology
Core	POL5B02	Modern Western Political Thought
Core	POL5B03	Introduction To Public Administration
Core	POL5B04	Introduction To International Politics
Open	POL5D02	Human Rights In india

**SEMESTER VI**

Core	POL6B01	Modern Indian Political Thought
Core	POL6B02	India's Foreign Policy
Core	POL6B03	Issues In International Politics
Core	POL6B04	Human Rights
Elective	POL6B(E01)	State And Society In Kerala
Project	POL6B05	(Pr) Three Weeks Project And Viva-Voce

**BA SOCIOLOGY****SEMESTER I**

Common	ENG1A01	Litmosphere: The World of Literature
Common	ENG1A02	Functional Grammer and Communication In Eng
Common	AO7	Additional Language-I
Core	SGY1B01	Basics Of Sociology Complementary
Complementary		Pshycological Process 1

**SEMESTER II**

Common	ENG2A03	Readings From the Fringes
Common	ENG2A04	Readings On Kerala
Common	AO7	Additional Language-I
Core	SGY2B02	Indian Society: Structure And Transformation
Complementary		Indian Constitution and Politics 1

**SEMESTER III**

Common	ENG3A05	Signatures: Expressing The Self
Common	AO 9	Additional Language Course -Iii
Core	SGY3B03	Sociological Theory: An Introduction
Core	SGY3B04	Social Stratification And Inequality
Complementary		Indian Constitution and Politics 2

**SEMESTER IV**

Common		Additional Language
Common	ENG4A06	Spectrum: Literature And Contemporary Issues
Core	SGY4B05	Introduction To Social Research
Core	SGY4B06	Sociology Of Keralam
Complementary		Psychological Process 1

**SEMESTER V**

Core	SGY5B07	Social Anthropology
Core	SGY5B08	Sociology Of Rural And Urban Societies
Core	SGY5B09	Women In Contemporary Society
Core	SGY5B10	Environment And Society
Open Course		Human Right in India

**SEMESTER VI**

Core	SGY5B10	Environment And Society
Core	SGY6B12	Social Psychology
Core	SGY6B13	Population Studies
Core	SGY6B14	Political Sociology
Elective Core	SGY6B15	Lifeskill Education
Core	SGY6 B18	Project Work
Core	SGY6B19	Project: Planning And Management

**BSC COMPUTER SCIENCE****SEMESTER I**

Common	ENG1A01	Litmosphere: The World of Literature
Common	ENG1A02	Functional Grammer and Communication In Eng
Common	AO7	Additional Language
Core	BCS1B01	Computer Fundamentals & Html
Complementary	MTS1C01	Mathematics – I
Complementary	STA1C01	Introductory Statistics

**SEMESTER II**

Common	ENG2A03	Readings From the Fringes
Common	ENG2A04	Readings On Kerala

Common	AO7	Additional Language–Ii
Core	BCS2B02	Problem Solving Using C
Lab	BCS2B03	Programming Laboratory : Html And Programming In C
Complementary	MTS2C02	Mathematics-2
Complementary	STA2C02	Probability Theory

**SEMESTER III**

Core	A11	Signatures: Expressing The Self
Core	A12	Sensors And Transducers
Core	BCS3B04	Data Structures Using C
Complementary	MTS3CO3	Mathematics- 3
Complementary	STA3C03	Probability Distributions And Sampling Theory

**SEMESTER IV**

Core	A13	Data Communication And Optical Fibers
Core	A14	Microprocessors- Architectures Programming
Core	BCS4B05	Database Management System And Rdbms
Lab	BCS4B06	Programming Laboratory Ii: Data Structures And RDBMS
Complementary	MAT4C04	Mathematics
Complementary	STA4C04	Statically Inference And Quality Control

**SEMESTER V**

Core	BCS5B07	Computer Organization And Architecture
Core	BCS5B08	Java Programming
Core	BCS5B09	Web Programming Using Php
Core	BCS5B10	Principles Of Software Engineering
Open	BCS5D01	Introduction to Computers and office Automation

**SEMESTER VI**

Core	BCS6B11	Android Programming
Core	BCS6B12	Operating Systems
Core	BCS6B13	Computer Networks
Lab	BCS6B14	Programming Laboratory Iii: Java And Php Programming
Lab	BCS6B15	Programming Laboratory Iv: Android And Linux Shell Programming
Core	BCS6B16A	System Software
Project	BCS6B17	Project Work



**BSC PSYCHOLOGY****SEMESTER I**

Common	ENG1A01	Litmosphere: The World of Literature
Common	ENG1A02	Functional Grammer and Communication In Eng
Common	AO7	Additional Language
Core	PSY1B01	Basic Themes In Psychology – I
Core	PSG1C01	Human Physiology I
Complementary	PSY1C01	Psychological Statistics -Descriptive Statistics

**SEMESTER II**

Common	ENG2A03	Readings From the Fringes
Common	ENG2A04	Readings On Kerala
Common	AO7	Additional Language–Ii
Core	PSY2B01	Basic Themes In Psychology - Ii
Core	PSG2CO1	Human Physiology Ii
Complementary	PSY2C02	Regression Analysis And Probability Theory

**SEMESTER III**

Common	ENG3A05	Signatures: Expressing The Self
Common	AO 9	Additional Language Course -Iii
Core	PSY3B01	Psychological Measurement And Testing
Core	PSY3C01	Human Physiology
Complementary	PSY2C02	Probability Distributions And Parametric Tests

**SEMESTER IV**

Common		Additional Language
Common	ENG4A06	Spectrum: Literature And Contemporary Issues
Core	PSY4B01	Individual Differences
Core	PSY4B02	Experimental Psychology Practical - I
Core	PSY4C01	Human Physiology
Complementary	PSY4C02	Statistical Techniques For Psychology

**SEMESTER V**

Core	PSY5B01	Abnormal Psychology -1
Core	PSY5B02	Social Psychology
Core	PSY5B03	Developmental Psychology -I
Core	PSY5B04	Psychological Counseling
Core	PSY5B05	Health Psychology
Open	PSY5D02	Life Skill Application

**SEMESTER VI**

Core	PSY6B01	Abnormal Psychology-Ii
Core	PSY6B02	Applied Social Psychology
Core	PSY6B03	Developmental Psychology Ii
Core	PSY6B04	Life Skill Education :Application And Training
Lab	PSY6B06	Experimental Psychology Practical-Ii
Core	PSY6B0503	Positive Psychology
Lab	PSY6B07	Experimental Psychology Practical-Iii
Project	PSY6B08	Project

**BCOM FINANCE****SEMESTER I**

Common	ENG1A01	Litmosphere: The World of Literature
Common	ENG1A02	Functional Grammer and Communication In Eng
Common	BCM1A07	Additional Language
Core	BCM1B01	Business Management
Complementary	BCM1C01	Managerial Economics

**SEMESTER II**

Common	ENG2A03	Readings From the Fringes
Common	ENG2A04	Readings On Kerala
Common	BCM2A08	Additional Language
Core	BCM2B02	Financial Accounting
Complementary	BCM2C02	Marketing Management

**SEMESTER III**

Common	BCM3A11	Basic Numerical Methods
Common	BCM3A12	Professional Business Skills
Core	BCM3B03	Business Regulation
Core	BCM3B04	Corporate Accounting
Complementary	BCM3C03	Human Resources Management

**SEMESTER IV**

Common	BCM4A13	Entrepreneurship Development
Common	BCM4A14	Banking And Insurance
Core	BCM4B05	Cost Accounting
Core	BCM4B06	Corporate Regulations
Complementary	BCM4C04	Quantitative Techniques For Business

**SEMESTER V**

Core	BCM5B07	Accounting For Management
Core	BCM5B08	Business Research Methods
Core	BCM5B09	Income Tax Law And Accounts
Core	BCM5B10	Financial Markets And Services
Core	BCM5B11	Financial Management
Open	BCM5D01	E- Commerce

**SEMESTER VI**

Core	BCM6B12	Income Tax And Gst
Core	BCM6B13	Auditing And Corporate Governance
Core	BCM6B14	Fundamentals Of Investments
Core	BCM6B15	Financial Derivatives
Core Project	BCM6B16	(Pr) Three Weeks Project And Viva-Voce

**BCOM CO –OPERATION****SEMESTER I**

Common	ENG1A01	Litmosphere: The World of Literature
Common	ENG1A02	Functional Grammer and Communication In Eng
Common	BCM1A07	Additional Language
Core	BCM1B01	Business Management
Complementary	BCM1C01	Managerial Economics

**SEMESTER II**

Common	ENG2A03	Readings From the Fringes
Common	ENG2A04	Readings On Kerala
Common	BCM2A08	Additional Language
Core	BCM2B02	Financial Accounting
Complementary	BCM2C02	Marketing Management

**SEMESTER III**

Common	BCM3A11	Basic Numerical Methods
Common	BCM3A12	Professional Business Skills
Core	BCM3B03	Business Regulation
Core	BCM3B04	Corporate Accounting
Complementary	BCM3C03	Human Resources Management

**SEMESTER IV**

Common	BCM4A13	Entrepreneurship Development
Common	BCM4A14	Banking And Insurance
Core	BCM4B05	Cost Accounting
Core	BCM4B06	Corporate Regulations
Complementary	BCM4C04	Quantitative Techniques For Business

**SEMESTER V**

Core	BCM5B07	Accounting For Management
Core	BCM5B08	Business Research Methods
Core	BCM5B09	Income Tax Law And Accounts
Core	BCM5B10	Co-Operative Theory And Practice
Core	BCM5B11	Legal Environment For Co-Operatives
Open	BCM5D01	E- Commerce

**SEMESTER VI**

Core	BCM6B12	Income Tax And Gst
Core	BCM6B13	Auditing And Corporate Governance
Core	BCM6B14	International Co-Operative Movement
Core	BCM6B15	Co-Operative Management And Administration
Core Project	BCM6B16	(Pr) Three Weeks Project And Viva-Voce

## POST GRADUATE COURSES

### M.COM

#### SEMESTER I

Core	MCM.1C01	Business Environment
Core	MCM.1C02	Quantitative Techniques For Business Deci- sions
Core	MCM.1C03	Management Accounting
Core	MCM.1C04	Financial Reporting
Core	MCM.1C05	Organisation Management
Audit Course	MCM.1A01	Presentation/Publication Of Research Papers/Book Review

#### SEMESTER II

Core	MCM2C01	International Business
Core	MCM2C02	Advanced Financial Reporting
Core	MCM2C03	Business Taxation
Core	MCM2C04	Advanced Management Accounting
Core	MCM2C05	Project And Relationship Management
Audit Course	MCM2A01	Live Project With Statistical Packages

#### SEMESTER III

Core	MCM3C01	Financial Market And Institutions
Core	MCM3C02	Business Communication
Core	MCM3C03	Research Methodology
Elective	MCM3E01	Financial Strategy
Elective	MCM3E02	Security Analysis And Portfolio Management

#### SEMESTER IV

Core	MCM4 C01	Management Science
Core	MCM4C02	Strategic Management
Elective	MCM4E03	Risk Management
Elective	MCM4E04	Tax Planning And Management
Project	MCM4P05	Project Report
	MCM4V06	Viva Voce

## MA JOURNALISM & MASS COMMUNICATION

#### SEMESTER I

Core	MCJ1C01	Introduction To Mass Communication
Core	MCJ1C02	Reporting News
Core	MCJ1C03	Editing News
Core	MCJ1C04	Media History
Core	MCJ1C05	Communication Laws And Ethics
Lab	MCJ1C06	Graphic Design And Print Media Production
Audit Course	MCJ1A01	Indian Politics

#### SEMESTER II

Core	MCJ2C01	Media, Culture And Society
Core	MCJ2C02	Advertising And Marketing Communication
Core	MCJ2C03	Radio And Television Production
Core	MCJ2C04	Development Communication
Core	MCJ2C05	Global Communication
Lab	MCJ2C06	Photography And Videography
Audit Course	MCJ2A01	Audio Visual Editing

#### SEMESTER III

Core	MCJ3C01	Communication Research
Core	MCJ3C02	Public Relations And Corporate Communication
Core	MCJ3C03	Online Journalism
Elective	MCJ3E01	Documentary Film Production
Elective	MCJ3E03	Media Management And Entrepreneurship

#### SEMESTER IV

Core	MCJ4C01	Dissertation And Viva
Core	MCJ4C02	Film Studies
Elective	MCJ4E01	Data Journalism
Elective	MCJ4E02	Photojournalism
Project	MCJ4E03	Political Economy Of Indian Media

## MA. POLITICAL SCIENCE

### SEMESTER I

Core	POL1C01	Modern Political Analysis And Political Sociology
Core	POL1C02	Modern Indian Social And Political Thought
Core	POL1C03	Indian Government And Politics
Core	POL1C04	Theories And Concepts Of Public Administration
Audit Course	POL1A01	Basics Of Computer

### SEMESTER II

Core	POL2C05	Comparative Politics
Core	POL2C06	Political Theory: Liberal Tradition
Core	POL2C07	Issues In Indian Politics
Core	POL2C08	Theories And Concepts Of International Politics
Audit Course	POL2A02	Field Survey And Data Analysis

### SEMESTER III

Core	POL3C09	Research Methodology
Core	POL3C10	Political Theory: Marxian Tradition
Core	POL3C11	Issues In International Politics
Elective	POL3E01	Human Rights In India
Elective	POL3E02	Indian Administration

### SEMESTER IV

Core	POL4C12	State And Society In Kerala
Core	POL4C13	India's Foreign Policy
Elective	POL4E04	Social And Political Thought Of B.R. Ambedkar
Elective	POL4E06	Environment, Development And Politics
Project	POL4 P01	Dissertation/Project/Viva Voce
	POL4V01	Viva Voce

## Fee Structure

TUITION FEE PER SEMESTER	
NAME OF COURSE	2022 Admission
BA English	9000
BA Mass Communication	18750
BA Political Science	9000
BA Sociology	9000
B.Sc Computer Science	15000
B.Sc Psychology	11250
B.Com (Coop & Fin)	9000
M.Com	15000
MCJ	15000
MA Political Science	15000



## COLLEGE RULES

### CONDUCT

The main objective is to inculcate the habit of scholarly reasoning. Promote ethical standards, moral values and excellence in educational standards besides maintaining social harmony in the campus. All students are expected to follow and strive to achieve these objectives and behave in a manner befitting an Arts and Science college student. Any student found to be acting directly or indirectly for the breach of the above said objectives would be punished accordingly.

### DISCIPLINE

The Principal of the institution shall take any appropriate action as deemed fit in exigencies to protect and maintain general discipline, prestige and standards of the college and all such decisions are final and binding on the students. All the students of the college are expected to behave politely with the staff both teaching and non-teaching. The students should keep the college premises clean and tidy. Incidents of indiscipline by student(s) in any manner in and outside the campus will be enquired into by a college discipline committee. The Principal will decide the action/penalty to be levied on the guilty, which may include expulsion.

### GENERAL RULES AND REGULATIONS

1. All candidates who secure admission in the college are deemed to have agreed to all the rules and regulations, given here under and such other rules and regulations as to be added, or amended from time to time. The college gives utmost priority for discipline and every one, student or staff, is bound to follow the rules and regulations of the college and maintain strict discipline.
2. Students admitted in this college, will have to give an undertaking that he/she will not involve in any sort of ragging or in-disciplinary act. If involved, he/she is liable to be punished accordingly.
3. The degree students must necessarily wear the prescribed uniform. College uniform is compulsory on all days including examinations, special classes, college union related programmes, cocurricular activities, study tours etc.
4. All the students should speak in English in the class rooms as well as in the college campus. They should maintain punctuality and decorum of the college.
5. Students should not stand in corridors/ near bike stand for gossiping. Students should not sit on the parapet walls, railings, steps or stair-cases. Loitering in the corridors or in the campus during college working hours is strictly prohibited.
6. Students should put up a minimum attendance of 75 % in all subjects of the year/semester, as laid down by Calicut University. Students, falling short of 75 % of attendance shall not be allowed for the university examinations at the end of the semester. Those who have shortage of attendance shall not be promoted to the next semester of study.
7. A certificate of appreciation will be awarded to those students who secure 100 % overall attendance in a semester course. Students should attend all Seminars, Guest Lectures, and Training Classes organised by the college. Attendance will be given for all these activities.
8. Students should maintain strict discipline inside the class rooms as well as in the college campus. They should keep the class rooms/college campus neat and tidy.
9. Any suggestions or grievances of the students can be brought to the notice of the authorities through suggestions boxes, kept

in the departments.

10. Students should be punctual to the classes. They will not be permitted into the class 5 minutes after the commencement of the class.
11. Triple riding on two wheelers is strictly prohibited in the road near the college campus.
12. Mobile phones, cinematic dance and fashion show shall not be allowed inside the college campus. Violating these rules will meet with disciplinary action. A fine of Rs 500 will be levied for the use of mobile phones. Mobile phones with camera will be confiscated.

On the Basis of the orders issued by various authorities including the Hon'ble High Court of Kerala (WP (c) 23377/09) the use of mobile phones in the college campus is strictly prohibited. A fine of Rs.500/- will be imposed on those who violate this rule. Mobile Phone with Camera shall be confiscated. A surprise inspection squad is formed to implement the rule.

13. Smoking in the college campus is strictly prohibited.
14. Names, slogans, sticking of posters, pamphlets on number plates/vehicles are strictly prohibited.
15. Students shall always wear identity cards issued by the college with tag and show them as and when demanded by the principal, teachers and office staff /security staff.
16. No student shall leave the classroom without the permission of the teacher or until the class is over.
17. Students should keep their vehicles only at the places allotted for that purpose.
18. Students should not bring any unauthorized persons into the campus.

19. Any student involved in breaking or damaging any college property shall be punished severely.
20. Students are prohibited from resorting to strikes and demonstrations, as it shall automatically result in suspension from the college.
21. Students are prohibited organizing any meetings or entertainment programmes or collection of money for any purpose within the college or outside the college without the permission of the Principal.
22. Criticizing or abusing the girl students in foul languages is strictly prohibited in the campus.
23. Organizing birthday or any other personal functions within the campus is strictly prohibited.
24. No student is permitted to roam in the campus during class/ Lab hours.
25. No student should be present in the nearby hotels or coolbars during the class hours.
26. Students are expected to spend their free time in the Library/ Reading Room.
27. A student who disturbs a lesson or makes mischief in a class will be expelled from the class.
28. Students are expected to behave well with the, staff, other students and general public. Any misbehavior coming to the notice of the college authorities will be severely dealt with.
29. The conduct of the students should be exemplary not only within the premises of the college but also outside. This will help in maintaining the image and status of the college.
30. All students admitted into this college, will be required to pay the prescribed tuition fee and other specified fees. Failure of the same will result in the cancellation of admission. No portion of fees will be refunded under any circumstances. His/her Original certificates including T.C etc will be issued only after clearing all dues.



31. Under the disciplinary the principal shall have the power to inflict the following punishment fine loss of term certificate, suspension, compulsory issue of TC and expulsion
32. Conduct certificate will not be issued as matter of course It has to be earned by students good conduct. Promotion to higher class, selection for university examination and issue of progress, attendance and conduct certificates are matters absolutely within the statutory and discretionary powers of the principal and no appeal shall lay against the principal's decision to any other authority.
33. The principal shall have the right to issue transfer certificate to students admitted to the college without an application from the students or the guardian at any time during the course of his/her study in the college without assigning any specific reason.
34. No one will be allowed to listen to music from any device in the college campus. Photography/video /audio recording and playing in the campus is strictly prohibited. Programs in the college shall be covered only by the persons officially authorized by the principal.
35. No student shall use or keep in possession alcoholic drinks or drugs. Using / keeping of these items lead to immediate expulsion of the student from the college and hostels.
36. No function shall be arranged by the students in the college campus without prior permission from the principal.
37. Defacing on walls, pillars, bath rooms, and furniture or black are strictly prohibited.
38. The cost of any damage, if caused to college property will be charged to the accounts of the students responsible for the damage in addition to disciplinary action.

39. Students are advised to switch off fans and lights when they leave the class rooms.
40. Furniture in the class rooms should not be moved or displaced .
41. Staff members / discipline committee shall have the powers to deny admission to students to class/office labs/library/meetings/cultural programs and other programs in the case of violation of the dress code of the college.
42. Legal action will be initiated against those who destruct or cause to destruct the properties of the college under existing laws including the Prevention of Damage to Public Property Act 1984.
43. Banners, flags, posters, etc. shall not be allowed inside the campus or at the gates or compound walls for purpose of any activity without the permission of the Principal.
44. Those students who are prosecuted/ charge sheeted/ FIR filed/detained in police custody in criminal offences will be subject to disciplinary action including suspension /dismissal from the college.
45. Students from other institutions and outsiders should take prior permission with valid identity proof to meet the Principal and staff members. Students from other institutions and outsiders shall not meet or interact with the students of the college inside the campus without the prior written consent of the Principal.
46. Students from other institutions and outsiders disrupting any academic activity or functioning of the college office or any unit thereof, shall be treated as infringing the rights of college authorities to run the institution in a good manner for the public interest. All such deeds will be treated as infringement of the rights of students especially those belonging to orphans, SC/ STs and other backward communities to have uninterrupted education. Legal actions including contempt of court will be

initiated in all such cases.

47. Banners, posters, holdings, cutouts, flex boards, flags or any other things of temporary or permanent nature shall not be erected, installed, or placed within 200 meters of the institution and college gate without the permission of the authorities.
48. There shall not be any discrimination against any community or category of students of the college and immediate stringent action will be taken against the erring students/officials/ faculty members.
49. Outsiders including police and media shall not enter the campus without the permission of Principal.
50. The Security Personnel/designated college staff are authorized to inspect the records of the vehicles entering the college campus and register the details in the gate register.
51. Students have to take without fail all the necessary items such as hall ticket, admit card, pen, pencil, calculator, scale, rubber, etc., to the test/ exam hall.
52. In the event of continued poor performance in internal tests and poor class attendance by any student, the principal has the authority to withhold permission for him/her to write the university examinations.
53. Fire crackers should not be used in the campus in any circumstances and effigy burning in the campus or college premises is strictly banned.
54. Cinematic dances and fashion show shall not be allowed inside the college campus
55. Political activities and the functioning of student organizations are strictly banned in the campus. Unofficial meetings, strikes demonstrations, agitations and fund collection are strictly prohibited. Students who violate the above rules are liable to be dismissed from the college summarily.
56. No students shall bring in to the college campus or hostels any banner, flag, board, notice, pamphlet or other such materials

for purpose of any political activity of student organizations or other organizations.

57. Students who are charged criminal offence or those who are under suspension will not be allowed to enter the college campus without the permission of the Principal.
58. Any student who is permanently insubordinate, who is repeatedly or willfully mischievous, who is guilty of fraud or malpractice in the connection with examinations, or who in the opinion of the Principal, is likely to behave as unwholesome to influence his fellow students, shall be removed from the rolls. The removal shall be either temporary or permanent according to the gravity of the offences.
59. The college management and principal shall take appropriate measures to insulate the college campus from political activism and external intervention to safeguard the interests of students, academic community, parents and the general public. Students and staff should cooperate with all such measures including the mode of college union election.
60. In the matter of internal discipline the decision of the principal shall be final. The college authorities reserve the rights to amend repeal or modify any of the above rules.
61. The College Council and Parent Teacher Association can advise Principal on internal matters of the college.
62. Students and staff members can make use of the grievance redressal mechanism available in the college.

## CYBER CRIMES

Creating pages/profiles/defaming posts about the college or units there of in the social media is a criminal offence. Defaming the college in the media including social media will be dealt with under the existing laws including the rules related to to cyber crimes.



## RAGGING

Government has made It clear that ragging in any form should be sternly and effectively prevented. Whenever an offence is committed in the name of ragging whether within the campus of an educational institution, the Principal will report the matter forthwith to the nearest Police station and not wait until a complaint in this regard is received from the person affected. Appropriate disciplinary action will also be taken against the culprits. Government makes it clear that it will be viewed seriously for any lapse in this regard and that the responsibility of the officer in charge of the institution.

## RULES AND REGULATIONS FOR LIBRARY

1. Silence must be observed in the Library
2. Personal belongings are not allowed inside the Library.
3. Every staff/student of the college is eligible for membership of the Library
4. The Library can be utilized by the students and staff from 8.30 A.M. to 5.00 P.M. on working days
5. All Visitors should sign the entry register of the Library before entering.
6. Books borrowing limit: Faculty- 5 Non Teaching staff -2 Student- 2 .
7. Principal is empowered to increase additional issue of books to whomever he feels necessary.
8. Borrower's tickets are not transferable
9. Books are to be handled very carefully. If a book is lost by the student, he/she shall replace the book (same title, auth and edition) or shall pay triple cost of the book as fine.
10. Members before leaving the issue counter must satisfy themselves as to whether the books which they intend to borrow are in good condition and any damage should be immediately.

- Reported to the Librarian or library staff, falling which the member to whom the book was issued will be held responsible.
11. Members are not permitted to underline, write in, folding / tearing of pages or defaced books in any way whatsoever.
  12. The borrowed book should be returned on or before due date, If not, overdue charge of Rs.1. per day will be collected.
  13. Misbehavior in the library will lead to cancellation of membership and serious disciplinary action.
  14. The members will be responsible for any loss or non return of books issued against their borrower's ticket.
  15. Users are requested to leave the books / documents on the reading table after reference.
  16. Students are not allowed to exchange or sub lend the books taken from the library.
  17. Reference books and Current periodicals shall not be lent out, and are meant for the consultation with in the library.
  18. The librarian may recall a book at any time even before the due date.
  19. Renewal for one time is permissible. Provided there is no reservation for the same book from others. For renewal the book has to be produced before the librarian
  20. Absence from the college will be no excuse for delay for the return of the book.
  21. The librarian should be informed of the loss of the books immediately.
  22. Final year students should return the library books and other documents within the date notified by the librarian, at the end of academic year
  23. All final year students should return their library token and library book based on library circular and obtain "NO DUE CERTIFICATE" from the library for getting Hall ticket

24. Similarly the staff members who intend to leave the college should settle all the dues and obtain “NO DUE CERTIFICATE” from the library.

### **ATTENDANCE AND LEAVE**

1. Students should submit application for leave to the tutor or HOD.
2. A student who is late or absent from the class for one hour will be considered as absent for half day.
3. The Attendance/Progress/Conduct Certificate (APC) required by the University for admission to University examination will not be granted unless.
4. The Principal is satisfied that student's conduct and progress. The student has attended 75 % of working days in the current semester.
5. The student absent without leave for ten consecutive working days will be removed from the rolls.
6. If a student is unable to attend classes as he / she represents the college in extracurricular activities such as sports games, N.S.S. N.C.C., artistic or literary activities he/she may apply for attendance for such days. Such applications shall be duly recommended by the member of staff concerned and shall be submitted not later than the next day after such activities. Late application will not be entertained. The Principal reserves all rights to grant or refuse such applications.

### **FEE RULES**

1. The first installment including special fees will be collected on the date of admission.
2. Subsequent installments will be collected from August to February on or before the 7th working day of each month with an

3. If a student fails to pay fees on the due date he/she shall be liable to pay a fine along with the fees on or before the tenth day after the due date (Rs 5 per day for first 10 days and Rs 10 per day for next 10 days).
4. If the fees and the fines are not paid within the last working day previous to the due date of the succeeding installment, the name of the students will be removed from the rolls of the college. If the student is to be readmitted he/she has to remit all arrears with fine alongwith readmission fee.
5. Absence from the college with or without leave shall not be an excuse for non- payment of fees.
6. The hall tickets for university examinations will be issued only after all the dues are cleared.

### **REFUND OF CAUTION DEPOSIT**

Students who have completed their respective programmes of study can apply for the refund of caution deposit in the prescribed form at the time of leaving the college. If the claim for refund is not made before the date of reopening of the college for the next academic year, the amount will be forfeited. The original receipt issued for remittance of caution deposit is to be produced along with the application form for refund of caution deposit.

### **ISSUE OF CERTIFICATES**

1. Application for certificates should be made at least one day in advance.
2. Conduct certificate will ordinarily be issued only along with the transfer certificate when the students complete the course.
3. No certificate will be issued from the college unless the Principal is satisfied with the reason stated by the applicant for the issuance of such a certificate.
4. Application for issuing all certificates should be made in the prescribed form.



## ADMINISTRATIVE & ACADEMIC SUPPORTING WINGS

### ANTI – RAGGING CELL

As per the direction of the Hon. Supreme Court of India on Ragging and other orders of various authorities, ragging in any form inside and outside the college campus will be seriously dealt with. Ragging is a criminal offence. Any type of behavior including gestures, talk or hurting the self esteem of the person will come under the purview of ragging. Any such incident reported will lead to immediate expulsion of the student from the college. The case will be handed over to the police immediately. Culprits will be banned from undergoing education for three years in a recognised institution anywhere in India.

### GRIEVANCE REDRESSAL CELL

Grievance Redressal Cell is an appellate body to hear and decide on the matters related to academic, discipline and co-curricular activities of the student.

### INTERNAL COMPLAINTS COMMITTEE

An Internal Complaints Committee (ICC) is functioning in the college as per UGC (Prevention, Prohibition and redressal of sexual harassment of women employees and students in higher education institutions) Regulations 2015 to look into the complaints of women employees and girl students on issues related to sexual harassment.

### PARENT TEACHER ASSOCIATION

A Parent Teacher Association is actively functioning in the college for the welfare of the students and keeping good relationship between parents and teachers. The general body of parents and teachers meet every year to elect an executive committee with the principal as the President a parent as vice president and

a member of the teaching staff as secretary. The committee supports various activities of the college, implements and executes welfare schemes for the students and is instrumental in keeping the general discipline of the campus.

### INTERNAL EXAMINATION COMMITTEE

The committee prepares the schedule of internal examination and audit course exams and conduct them meticulously, in with the academic plan of the college.

### PHYSICAL EDUCATION COUNCIL

This council advice & monitor the programmes and activities of the physical education Department

### LIBRARY ADVISORY COUNCIL

It offers advises and helps to prepare the plans related to the requirements to college library.

### MICOSA ALUMNI ASSOCIATION

The college has a registered Alumni Association namely MIC College Old Students Assosation (MICOSA). It organize various programmes for the welfare of Alumni & Existing students of the college.

## COLLEGE UNION & AFFILIATED ASSOCIATIONS

All students of the college shall be members of the union. There will also be department wise associations affiliated to college union. The objectives of the college union shall be:

- i) To train the students in the duties and rights of citizenship.
- ii) To promote opportunities for the development of character, leadership efficiency, knowledge and spirit of service among the students.
- iii) To organize debates, seminars and such other activities.
- iv) To provide opportunities for students to organize sports, arts and other cultural activities.

## COLLEGE MAGAZINE

To encourage the literary and artistic talents of the students, the College union brings out a magazine every year. The Principal being the Editor-in-Chief of the magazine, is the final authority in all matters concerning the college magazine. He has the power to order or withhold publication, to include or reject matters without assigning any reason, if such steps are considered necessary.

## CO- CURRICULAR ACTIVITIES

### NATIONAL SERVICE SCHEME

The National Service Scheme aimed at imparting the spirit of service to fellowmen, function in the campus. The units undertake various community development oriented projects such as health and hygiene awareness campaigns, medical campus, adult education and literacy program, environment awareness etc.

### STUDENTS INITIATIVE IN PALLIATIVE (SIP)

To create awareness of pain and palliative care among students several program are organized under this wing. Training in home care is given to SIP volunteers with the support of NGOs

### NATURE CLUB

Nature club aims at creating environmental awareness among students and the public. Activities include environmental education programmes like classes, slide shows, educational trips, planting and protecting trees, conducting nature study camps in association with State Wildlife Department etc. conducting surveys and funded projects under NEAC programmes of Ministry of Environment Govt. of India and Govt. of Kerala

## HEALTH CLUB

It is functioning under the physical education department. It provides coaching and training and by participating in various tournaments, meets and competitions aim at the organic fitness development of neuro-muscular coordination and the development of character and personality of the students.

### DISASTER RESPONSE GROUP(DRG)

As a response to the massive flood which hit Kerala in 2019, the college formed a Disaster Response Group (DRG) of students. Twenty students selected through written test & physical test and were given rigorous training in extending services at the time of accidents, Natural Calamities, Epidemics etc.

## STUDENTS WELFARE SUPPORT SERVICES

### MANAGEMENT TALENT SCHOLARSHIP

This fee waiver scholarship is instituted by the college management to students with outstanding records in academics, arts & sports.

### FINANCIALLY BACKWARD STUDENT AID FUND

The poor and needy students are extended financial assistance from the funds raised by the college for the purpose. The beneficiaries are identified and recommended by the respective tutors.

### WOMEN'S DEVELOPMENT CELL

Women's Development Cell focuses on motivating the girl students to strive for gender equality in diverse fields with a motto of grooming them to lead a dignified life in society. The forum is actively involved in organising various welfare programmes for the girl students who form the major part of the student community.



## **CENTRE FOR COMPETITIVE EXAMS**

Long term coaching for civil services examination is offered under the centre. Students are selected through entrance test or interview

## **CAREER GUIDANCE AND PLACEMENT CELL**

The centre offers career and course guidance service to the learners in the campus and conducts coaching classes for candidates appearing for various competitive examinations.

## **SCHOLARSHIP CELL**

A number of scholarships are awarded every year to meritorious students and students belonging to the backward classes by the Govt. An effective scholarship cell is functioning in our college for the timely processing of various scholarships

## **EXAM CLINIC**

It is functioning regularly to clear the doubt of students about university exam.

## **PASSPORT CELL**

This cell is meant for assisting students for online application for getting passport.

## **PSC REGISTRATION CELL**

It renders help to students for one time registration for Kerala PSC exams

## **ENTREPRENEURSHIP DEVELOPMENT CLUB**

The ED club of the college is functioning with the support of the department of industries, Govt of Kerala. It conducts various awareness programmes and practical training sessions for students on various aspects of entrepreneurship.

## **TUTORIAL ADVISORY SYSTEM**

All students are placed under a class advisor/tutor to monitor the academic progress. Extra support and Guidance is given to needy students to keep abreast with other students. Regular remedial sessions are engaged by teachers after regular classes as a part of the scheme.

## **CANTEEN & STUDENTS STORE**

A Canteen and store is functioning in the college for providing refreshments and stationary items to students and staff at reasonable price

## **NET/SET COACHING CENTRE**

Centre conducts regular coaching classes in a focused manner for the students appearing for NET/SET.

## **ADDITIONAL SKILL ACQUISITION PROGRAMME**

ASAP is an initiative of Higher education and General Education Department, Govt of Kerala with an aim to equip students with employable skills along with their regular studies. The ASAP cell of college conducts regular training programs for students in personality development & soft skills.

## **HUMAN RIGHTS CELL**

It is aimed at conducting programmes for the creation of awareness on human rights

## **RED RIBBON CLUB**

RRC is functioning in the college to create awareness about AIDS related issues.

## **VIMUKTI CLUB**

It organizes programmes on abuse and conducts campaigns against the use of drugs and narcotics.

### **STUDENTS COUNSELING CELL**

This cell is functioning with the support of Psychology Department of the college. Service of qualified counsellor is made available to needy students.

### **COMMITTEE FOR THE WELFARE OF DISABLED STUDENTS**

This committee is functioning look after various issues faced by disabled students

### **TOURISM CLUB**

Programmes on Tourism awareness promotion of responsible tourism , Echotourism etc are organized under this club, it is supported by Department of Tourism, Govt of Kerala.

### **FILM CLUB**

It is functioning under the Department of Mass Communication and Journalism. It organize film festivals, film appreciation sessions and facilitate the production of short videos by students

### **ADD ON/ CERTIFICATE COURSES**

The college offer various add on/ Certificate course to students along with regular degree programme. These are ability enhancement skill courses offered to students according to their aptitude and choice.

### **INTELLECTUAL PROPERTY RIGHTS CELL**

The IPR Cell of the College is set up to organize awareness program on intellectual property rights and promote the culture of innovation among the students.

### **ETHICS COMMITTEE**

An Ethics committee has been constituted at the college level as per Govt. Order(RT) No.346/05/H.Edn.dt- 01-03-2005 to monitor the implementation of the decision of banning mobile phones, cinematic dance and fashion show on the campus with the co-operation of PTA, Staff Members, Student's Union, Members of Managing Committee, NSS and local authorities.

### **ELECTORAL LITERACY CELL (ELC)**

This has been setup to promote awareness on adult franchise and familiarise the students with democratic process of general elections and related procedures. Special initiatives are taken under it to enroll all those who are above 18 years is in the voter's list.

### **MAQDOOMIA CENTRE FOR CULTURAL STUDIES**

This Centre is established for the promotion of interdisciplinary studies and research in various branches of knowledge.



**കേരള സംസ്ഥാന വിദ്യാഭ്യാസ സ്ഥാപനങ്ങളിൽ റാഗിംഗ് നിരോധിച്ചുകൊള്ളു 1998 ലെ കേരള റാഗിംഗ് നിരോധന ആക്റ്റിൻറെ പ്രസക്തഭാഗങ്ങൾ വിദ്യാർത്ഥികളുടെയും രക്ഷകർത്താക്കളുടെയും അറിവിലേക്കായി താഴെ കൊടുക്കുന്നു.**

2 (ബി) റാഗിംഗ് എന്നാൽ ഏതെങ്കിലും വിദ്യാഭ്യാസ സ്ഥാപനത്തിലെ ഒരു വിദ്യാർത്ഥിയോട് ക്രമവിരുദ്ധമായ പെരുമാറ്റം മൂലം ആ വിദ്യാർത്ഥിക്ക് ശാരീരികമോ മാനസികമോ ആയ പീഡനം ഉണ്ടാകുന്നതോ ഉണ്ടാക്കാൻ സാധ്യതയുള്ളതോ ആയ അല്ലെങ്കിൽ യോഗ്യതയോ, യേശ്വാടോ, അപമാനമോ, ബുദ്ധിമുട്ടോ ഉണ്ടാകുന്നതോ ആയ ഏതെങ്കിലും പ്രവൃത്തി ചെയ്തൽ എന്നർത്ഥമാകുന്നതും അതിൽ-

- അങ്ങനെയുള്ളവിദ്യാർത്ഥിയെശല്യപ്പെടുത്തുന്നതോ,അധീകക്ഷപിക്കുന്നതോ, പരിഹസിക്കുന്നതോ, ഉപദ്രവിക്കുന്നതോ അല്ലെങ്കിൽ
- ഒരു വിദ്യാർത്ഥി സാധാരണഗതിയിൽ സമനസ്സാലെ ചെയ്യാൻ ഒരുമ്പെടാത്ത ഏതെങ്കിലും പ്രവൃത്തി ചെയ്യുന്നതിനോ, നിർവഹിക്കുന്നതിനോ ആവുപ്പെടുന്നതോ ഉൾപ്പെടുന്നതും കുന്നു.
- റാഗിംഗ് നിരോധനം: ഏതൊരു വിദ്യാഭ്യാസ സ്ഥാപനത്തിനകത്തും പുറത്തും റാഗിംഗ് നിരോധിച്ചിരിക്കുന്നു.
- റാഗിംഗിനുള്ള ശിക്ഷ: ഏതെങ്കിലും വിദ്യാഭ്യാസ സ്ഥാപനത്തിനകത്തോ പുറത്തോ റാഗിംഗ് നടത്തുകയോ അതിനു പ്രേരിപ്പിക്കുകയോ ചെയ്യുന്ന ഏതൊരാളും കുറ്റസ്ഥാപനത്തിന്മേലിൽ, രണ്ടുവർഷം വരെ ആകാവുന്ന കാലയളവിലേക്ക് തടവുശിക്ഷ നൽകി ശിക്ഷിക്കപ്പെടേണ്ടതും അയാൾ പതിനായിരം രൂപ വരെയൊരവുന്ന പിഴ ശിക്ഷക്കും കൂടി വിധേയനാകേണ്ടതാണ്.
- (5) വിദ്യാർത്ഥിയെ പിരിച്ചുവിടൽ: 4-ാം വകുപ്പിൻ കീഴിലുള്ള ഒരു കുറ്റത്തിന് ശിക്ഷിക്കപ്പെടുന്ന ഏതൊരു വിദ്യാർത്ഥിയെയും വിദ്യാഭ്യാസ സ്ഥാപനത്തിൽ നിന്നും പിരിച്ചുവിടേണ്ടതും അങ്ങനെയുള്ള വിദ്യാർത്ഥിക്ക് പിരിച്ചുവിടൽ ഉത്തരവ് പുറപ്പെടുവിച്ച തീയതി മുതൽ മൂന്നു വർഷത്തേക്ക് മറ്റു യാതൊരു വിദ്യാഭ്യാസ സ്ഥാപനത്തിലും പ്രവേശനം നൽകാൻ പാടില്ലാത്തതാകുന്നു. വിദ്യാർത്ഥിയെ സസ്പെൻഡ് ചെയ്തൽ: (1) മുൻപറഞ്ഞ വ്യവസ്ഥകൾക്ക് ഭാഗം വരാതെ ഒരു വിദ്യാഭ്യാസ സ്ഥാപനത്തിന്റെ മേധാവിയോട് റാഗിംഗിനെ കുറിച്ച് ഏതെങ്കിലും വിദ്യാർത്ഥിയോ, അതതു സംഗതിപോലെ, മാതാപിതാക്കളോ, രക്ഷകർത്താക്കളോ അഥവാ ആ വിദ്യാഭ്യാസ സ്ഥാപനത്തിലെ ഏതെങ്കിലും അധ്യാപകനോ രേഖാമൂലം പരാതിപ്പെട്ടാൽ ആ വിദ്യാഭ്യാസ സ്ഥാപനത്തിലെ മേധാവി, പരാതി ലഭിച്ച ഏതു ദിവസത്തിനകം, പരാതിയിൽ പറഞ്ഞിരിക്കുന്ന സംഗതിയെ സംബന്ധിച്ച് അന്വേഷണം നടത്തേണ്ടതും പ്രഥമ ദൃഷ്ടി സത്യമുണ്ടെന്ന് കാൽ, കൂ

റ്റാരോപണവിയേയനായ വിദ്യാർത്ഥിയെ സസ്പെൻഡ് ചെയ്യേണ്ടതും ഉടൻ തന്നെ, പ്രസ്തുത വിദ്യാഭ്യാസ സ്ഥാപനം സ്ഥിതി ചെയ്യുന്ന പ്രദേശത്ത് അധികാരിയുള്ള പോലീസ് സ്റ്റേഷൻിലേക്ക് മേൽ നടപടിക്കായി അയച്ചു കൊടുക്കേണ്ടതാണ്.

- (1)-ാം ഉപവകുപ്പിൽ പറഞ്ഞ രീതിയിൽ പരാതി രേഖാമൂലം ലഭിക്കുകയും വിദ്യാഭ്യാസ സ്ഥാപനത്തിന്റെ മേധാവിയുടെ അനുമതിയിൽ പ്രഥമദൃഷ്ട്യം പരാതിയിൽ കഴമ്പില്ലെന്ന് തെളിയുകയും ചെയ്താൽ ഇക്കാര്യം പരാതിക്കാരനെ രേഖാമൂലം അറിയിക്കേണ്ടതാണ്.
- കുറ്റം ചെയ്യാൻ പ്രേരിപ്പിക്കുന്നതായി കരുതാവുന്നത്: വിദ്യാഭ്യാസ സ്ഥാപനത്തിന്റെ മേധാവി 6-ാം വകുപ്പിൽ പറയപ്പെടുന്ന രീതിയിൽ റാഗിംഗിനെക്കുറിച്ചുള്ള ഒരു പരാതിയന്മേൽ നടപടിയെടുക്കാതിരിക്കുകയോ അഥവാ നടപടി എടുക്കാൻ അനാസ്ഥ കാണിക്കുകയോ ചെയ്യുകയാണെങ്കിൽ അങ്ങനെയുള്ള വ്യക്തി റാഗിംഗ് എന്ന കുറ്റം ചെയ്യാൻ വേണ്ടി പ്രേരിപ്പിച്ചതായി കരുതേണ്ടതും കുറ്റം സ്ഥാപനത്തിന്മേൽ നാലാം വകുപ്പിൽ വ്യവസ്ഥ ചെയ്തിട്ടുള്ള പ്രധാനം ശിക്ഷിക്കപ്പെടേണ്ടതുമാണ്.

**സുപ്രീംകോടതി നിയോഗിച്ച ഡോ:ആർ. കെ. രാഘവൻ കമ്മിറ്റി ശുപാർശകൾ.**

കലാലയങ്ങളിൽ റാഗിംഗ് പ്രതിരോധവുമായി ബന്ധപ്പെട്ട് പഠനങ്ങൾ നടത്തി നിർദ്ദേശങ്ങൾ രൂപീകരിക്കുവാൻ നിയോഗിച്ച മുൻ സി.ബി.ഐ ഡയറക്ടറായ ഡോ: ആർ. കെ രാഘവൻ കമ്മിറ്റിയുടെ നിർദ്ദേശങ്ങൾ താഴെ പറയുന്നവയാണ്.

- വിദ്യാഭ്യാസ സ്ഥാപനങ്ങളിൽ റാഗിംഗ് തടയുന്നതിനുള്ള പ്രാഥമിക കടമ അതത് സ്ഥാപനങ്ങളിൽ നിക്ഷിപ്തമാണ്.
- റാഗിംഗ് നടത്തുന്നവരെ സ്ഥാപനങ്ങൾ തിരിച്ചറിഞ്ഞ് നടപടികൾ കൈക്കൊള്ളേണ്ടതാണ്.
- റാഗിംഗ് വിരുദ്ധ കമ്മിറ്റികളും സ്കാഡുകളും വിദ്യാഭ്യാസ സ്ഥാപനങ്ങളിൽ രൂപീകരണം.
- കേന്ദ്ര-സംസ്ഥാന സർക്കാരുകൾ റാഗിംഗ് വിരുദ്ധ നടപടികൾക്ക് പ്രോത്സാഹനവും നേതൃത്വവും നൽകണം.

**കോടതി വിധിക്കാവുന്ന ശിക്ഷകൾ**

- രണ്ടുവർഷം വരെ ജയിൽവാസം.
- 10000/ രൂപ വരെ പിഴ.
- വിദ്യാഭ്യാസ സ്ഥാപനങ്ങളിലേക്ക് അഞ്ച് വർഷം വരെ പ്രവേശനം നിഷേധിക്കൽ.



**UNDERTAKING FROM THE STUDENTS AS PER THE  
PROVISIONS OF ANTI-RAGGING VERDICT BY TH  
HON'BLE SUPREME COURT**

Mr./Ms.....  
Roll No.....Program.....  
Student of.....Do Hereby  
Undertake on this day.....Month.....  
Year.....the following with respect to above subject and  
office Order No: Dir-

1) That I have read and understood the directives of the Hon'ble Supreme Court of India on antiragging and the measures proposed to be taken in the above references. (Available at <http://www.peoplesgroup.in>)

2) That I understand the meaning of Ragging and know that the ragging in any form is punishable offence and the same is banned by the Court of Law

3) That I have not been found or charged for my involvement in any kind of ragging in the past. However, I undertake to face disciplinary action/legal proceedings including expulsion from the Institute if the above statement is found to be untrue or the facts are concealed, at any stage in future

4) That I shall not resort to ragging in any form at any place and shall abide by the rules/laws prescribed by the Courts ovt. of India and the Institute authorities for the purpose from time to time.

**Signature of Student**

I hereby full endorse the undertaking made by my child/ward

**Signature of Mother/Father/Guardian**

**Witness:**

**LEAVE APPLICATION  
(STUDENTS) SPECIMEN**

**Name** :

**Class No** :

**Department** :

**Date On Which  
is Required** :

**Reason For Leave** :

**Signature of the  
Applicant** :

**Signature of Guardian** :

**Recomendation &  
signature of HOD** :

**Date of Application** :

**Principals Order** :



ACADEMIC EXAMINATION CALENDAR 2022-23												
Name of Examination	Issuance of Admission Notification	Commencement of Online Registration	Date of Entrance Exam, if applicable	Date of Admission	Commencement of Semester Examination	Last Date for Submission of APC	End of Semester	Date of Commencement of Examinations	Date of Conclusion of Examinations (on or before)	Last Date for Uploading of Internal Marks	Date of Publication of Results (on or before)	
1	2	3	4	5	6	7	8	9	10	11	12	13
UG Programmes without Entrance Examination (Semester-CBCSS&CBCSS)												
BA/B.Sc./B.Com./BBA/BA/BSW/B.A./B.A. (Multimedia)/B.M.C./B.Sc. Medical/Biochemistry/Microbiology/Medical Lab Technology/B.Com. (Honours) (years)												
I Semester	*	*	*	30/08/22	14/11/22	04/01/23	24/01/23	24/01/23	24/01/23	10/02/23	20/01/23	24/04/23
II Semester				25/01/23	15/03/23	10/07/23	02/08/23	02/08/23	19/07/23	02/08/23	31/07/23	20/10/23
III Semester				01/07/22	22/09/22	14/11/22	21/11/22	19/11/22	05/12/22	08/12/22	08/12/22	26/02/23
IV Semester				22/11/22	17/01/23	08/03/23	31/03/23	19/04/23	05/05/23	31/03/23	31/03/23	18/07/23
V Semester				01/08/22	25/07/22	18/10/22	31/10/22	19/10/22	02/11/22	14/11/22	14/11/22	25/01/23
VI Semester				01/11/22	13/12/22	10/02/23	31/03/23	02/03/23	16/03/23	01/03/23	01/03/23	25/04/23
PG Programmes without Entrance Examination												
(M.A./M.Sc./M.Com./M.L.S./M.T.M./M.H./M.P.D./Diploma Programmes (only 2 Semesters) -CBCSS&CBCSS pattern)												
1	2	3	4	5	6	7	8	9	10	11	12	13
I Semester	*	*	*	31/08/22	15/11/22	05/01/23	25/01/23	25/01/23	06/02/23	20/01/23	20/03/23	20/03/23
II Semester				27/01/23	20/03/23	10/07/23	03/08/23	24/07/23	02/08/23	21/07/23	22/08/23	22/08/23
III Semester				29/08/22	11/10/22	23/01/23	23/01/23	09/01/23	18/01/23	13/01/23	31/03/23	31/03/23
IV Semester				24/01/23	14/03/23	03/07/23	01/08/23	19/07/23	31/07/23	18/07/23	31/08/23	31/08/23
PG Programmes with Entrance Examination												

ACADEMIC EXAMINATION CALENDAR 2022-23												
Name of Examination	Issuance of Admission Notification	Commencement of Online Registration	Date of Entrance Exam, if applicable	Date of Admission	Commencement of Semester Examination	Last Date for Submission of APC	End of Semester	Date of Commencement of Examinations	Date of Conclusion of Examinations (on or before)	Last Date for Uploading of Internal Marks	Date of Publication of Results (on or before)	
1	2	3	4	5	6	7	8	9	10	11	12	13
PG Programmes without Entrance Examination (Semester-CBCSS&CBCSS)												
(M.Sc./Food Science and Technology/M.Sc./Applied Psychology/Physiology/Applied Zoology/Applied Chemistry/M.Sc./Radiation Physics/M.Sc./Clinical Psychology/M.Sc./Computer Science/Health & Yoga/Gynaecology/Bio-technology/M.Sc./Medical Biotechnology/M.Sc./M.A./M.SW/M.A.Mass Communications/Journalism/Master of Theatre Arts/M.Sc./Environmental Science)												
(Semester-CBCSS, CBCSS&CBCSS pattern)												
I Semester	*	*	*	31/08/22	15/11/22	05/01/23	25/01/23	25/01/23	06/02/23	20/01/23	20/03/23	20/03/23
II Semester				27/01/23	20/03/23	10/07/23	03/08/23	24/07/23	02/08/23	21/07/23	22/08/23	22/08/23
III Semester				26/08/22	11/10/22	23/01/23	23/01/23	09/01/23	18/01/23	13/01/23	31/03/23	31/03/23
IV Semester				24/01/23	14/03/23	03/07/23	01/08/23	19/07/23	31/07/23	18/07/23	31/08/23	31/08/23

## Phone Directory

### University of Calicut

University Numbers	:0494-2401144 to 48 :0494-2401150 to 52 :0494-2401665 to 72
Vice chancellor	:0494-2407102
Registrar	:0494-2407104
Controller of Examination	:0494-2407200
NSS office	:0494-2407362
Enquiry	:0494-2407227
Exam enquiry	:0494-2401144-227
CHM Library	:0494-2407287

### Other Important Numbers

Nirbhaya	:18004251400
Anti Ragging	:18001805522
Womens Commission	:537252(SMS)
Attrocities in train	:9846200100
Highway alert	:9846100100
Police station	:100,220241
Police Crime Stopper	:1090
Women Help line	:1091
Fire Station	:101,224005
Ambulance	:224538
Police station Manjeri	:2766852

### Neighbouring Colleges

Unity Women's College	:0483 2767142
NSS College Manjeri	:0483 2766136
Govt College Malappuram	:0483 2734918
E M E A College	:0483 2712030
M E S Mampad College	:04831-200387
Priyadarshini College	:0483 3214050
Blossom College	:0483 2710007
Govt College Kondotty	:0483 2728800

## Notes

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