



# **DON BOSCO COLLEGE MAMPETTA**

Accredited by NAAC with B++ Grade  
Affiliated to the University of Calicut

**Mampetta, Mukkom, Kozhikode - 673 602**  
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**PROSPECTUS AND CALENDAR  
2024 - 2025**

## **DON BOSCO COLLEGE MAMPETTA**

The Salesians of Don Bosco came to Mampetta in the year 1989. They began the work for the youth of the locality by organizing a daily Youth Centre and giving tuition classes to the local children. Soon an Industrial Training Centre and a Computer Centre were begun offering various job oriented training programmes. The ITI got its approval from NCVT-Government of India in 1997. Plus two programme was started in 2005 imparting Higher Secondary Education to aspiring and deserving students. Later on, to cater to more youth of the neighbourhood and to make them responsible citizens, the institution launched into the Higher Education sector. Don Bosco College received the official sanction from the Government of Kerala and approval from University of Calicut in 2013 and the first batch of students were enrolled in the same year itself. The institution spares no effort in imparting integral and quality education to lead the students to self-transformation and to make them agents of social development and enrichment.

# PRAYERS

## PRAYER OF STUDENTS

O God,  
from whom all wisdom  
and knowledge proceed  
help me to do my studies well.  
Open my mind to the truth.  
Wipe out all my prejudices.  
Make me diligent and constant  
in the pursuit of learning.  
Give me an attentive mind,  
keen and alert,  
so that I can concentrate  
and grasp my lessons.  
Give me an eager mind  
to learn something new every day  
O, Invisible, Eternal and Unchangeable Truth.

## PRAYERS OF TEACHERS

O Spirit of God,  
with a humble yet confident attitude  
I beg of you for a dedicated will  
to help me lead the hearts and minds of the young  
to knowledge and to truth.  
Help me to remember  
the greatness of the work  
which has been given me to do.  
Help me always to remember  
that I work with the most precious material in the world,  
the mind of the child.  
Help me always to remember  
that I am making marks upon that mind  
which time will never rub out.  
Give me patience with those who are slow to learn  
and even with those who refuse to learn.

When I have to exercise discipline  
help me to do so  
with sternness and yet in love.  
Keep me from the sarcastic  
and the biting tongue,  
and help me always  
to encourage and never to discourage  
those who are doing their best,  
even if that best is not very good.  
Help me to help these children  
not only to store things in their memories  
but to be able to use their minds  
and to think for themselves.  
And amidst the worries and the irritations  
and the frustrations of my job,  
help me to remember  
that the future of the nation and of the world  
is in my hands.  
All these and more I ask  
of your bounteous goodness, Holy Lord.

### **TEACH ME, MY LORD**

Teach me, my Lord  
to be serene and gentle in all the events of life,  
in disappointments,  
in the thoughtlessness of others,  
in the insincerity of those I trusted,  
in the unfaithfulness of those on whom I relied,  
let me put myself aside  
to think of the happiness of others,  
to hide my personal pains and heartaches  
so that they may not diminish the joy of others.  
As I go my rounds from one duty to another,  
let me from time to time  
turn my attention to you,  
help me to be aware of your continual presence by my side,

to listen to you discerningly  
and to respond to you faithfully.  
May my life become permeated with your spirit,  
may it remain strong in its purpose  
of following you,  
and become full of power for good  
and the edification of your people.

## **PRAYER SONGS**

### **THERE SHALL BE SHOWERS OF BLESSING**

There shall be showers of blessing  
This is the promise of love  
There shall be seasons refreshing  
Sent from the Savior above

Ref: Showers of blessing  
Showers of blessing we need  
Mercy drops round us are falling  
But for the showers we plead.

There shall be showers of blessing  
Send them upon us O Lord  
Grant to us now a refreshing  
Come and now honour Thy Word

There shall be showers of blessing  
O that today they might fall  
Now as to God we're confessing  
Now as on Jesus we call.

# A PRAYER

This is my prayer to Thee. My Lord -  
Strike, strike at the root of penury in my heart  
Give me the strength lightly to bear my joys and sorrows  
Give me the strength to make my love fruitful in service  
Give me the strength never to disown the poor  
Or bend my knees before insolent might  
Give me the strength to raise my mind high above daily trifles  
And give me the strength to surrender my strength  
To Thy Will with love.

(Rabindranath Tagore)

ആലം ദയാലുവായ് ദാക്ഷിണ്യം  
ശാലിയായ്.....  
വാഴുന്നൊരീശ്വരൻ  
തിരുനാമത്തിൽ....

നിവില ലോകങ്ങൾക്കും ഏക രക്ഷകനാകും  
അവിലേശ്വരനല്ലയോ  
സകലസ്തുതിയും.....  
അവിലേശ്വരനല്ലയോ  
സകലസ്തുതിയും.....

പരമ കാരുണ്യവാൻ കരുണാനിധിയെ....  
വിധി പറയും ദിവസത്തിൽ ഏകാധിപനെ.....  
നിയതമാരാധിപ്പൂ ഞങ്ങളങ്ങയെ മാത്രം...  
സദദം സഹായമർത്ഥിപ്പതും തിരുമുമ്പിൽ..

നയിക്കേണം ഞങ്ങളെ നേരായ മാർഗത്തിൽ  
നിന്നനുഗ്രഹ പാത്രമായോർ തൻ മാർഗത്തിൽ...  
അങ്ങയാൽ കോപിക്കപ്പെട്ടോരുടെ വഴിയല്ല...  
സന്മാർഗ ഭ്രഷ്ടർ തൻ വഴിയിലുമല്ല.. (ആലം ദയാലുവായ് ദാക്ഷിണ്യം)

## **PRAYER BEFORE CLASS**

Direct, O God / our actions / and further them / by your gracious help / so that / every prayer / word and work of ours/ may begin always from you/ and be through you/ happily ended

Seat of Wisdom, Pray for us.

Don Bosco, Pray for us.

## **MORNING PRAYER**

Direct O God, all our thoughts,/ words and deeds/ so that / we may study / and understand the Truth. Show us the way / to our goal. Teach us/ to forgive/ and forget/ the wrongs done to us. Bless our parents/ and teachers. Above all / mould us / into citizens / who work for / the welfare of all / regardless of / caste creed / and community.

Seat of Wisdom, Pray for us.

Don Bosco, Pray for us.

## **PLEDGE TO THE NATION**

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

## **From the Director**

Don Bosco College Mampetta with its motto “Crescat et floreat’ (grow and glow) aims at the integral growth of its students by actualizing the potencies inherent in every one of them. Being part of an international group of institutions spread across 135 countries, the students at Don Bosco College Mampetta are exposed to international standard and global vision.

“It is enough that you are young for me to love you,” said Don Bosco. Being loved and cared for by its founder and his followers, every member of Don Bosco family experiences familiarity and family spirit and gets educated in the preventive system of education that gives due emphasis to God, Reason and Loving Concern.

With the blessing of God, I wholeheartedly welcome everyone to Don Bosco family at Mampetta to be part of it and to grow, glow and soar.

**Rev. Fr. Martin Augustin**

Director

Don Bosco College, Mampetta



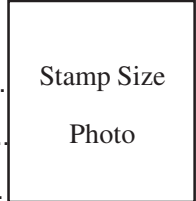
# DON BOSCO COLLEGE, MAMPETTA

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Affiliated to the University of Calicut

MAMPETTA, MUKKAM, KOZHIKODE-673 602

## PERSONAL DETAILS 2024- 2025



Name: .....

Age & Date of Birth: .....

Course.....

Admission No: ..... Year of Admission.....

Home Address.....

.....

Name of Father..... Signature.....

Occupation of the Father..... Contact No.....

Name of Mother..... Signature.....

Occupation of the Mother..... Contact No.....

Name of the Guardian.....Signature.....

Occupation of the Guardian..... Contact No.....

Blood Group: .....

I .....agree to abide by the rules and regulations of the college as contained in the college calendar and those implemented by the management from time to time.

Place

Date:

Signature of the Student

Signature of the Principal

## VISION

"Inspired by the Salesian Educational System, Don Bosco College, Mampetta aims at enabling and empowering its students to pursue integral formation leading to success, commitment and integrity. It prepares its students to be responsible and compassionate citizens who are equipped with the knowledge, skills, and values they need to succeed in their chosen fields and make a positive impact on society."

## MISSION

- To develop human resources in discovering and assimilating knowledge and its application beyond the boundaries of its campus towards social commitment and global vision.
- To develop in the students heightened intellectual, cultural, moral, spiritual and human sensitivities.
- To ensure personal accompaniment towards self-transformation.

## Quality Policy

To Provide Quality Education aimed at enhancing skill development in our beneficiaries and continually reinforce the mission of imparting values of spirituality and social commitment in conformity with the requirements of Higher Education.

## Value Charter

**1. Academic Excellence:** We value excellence in teaching, learning, research, and scholarship that prepare our students for success in their chosen fields and contribute to the advancement of knowledge and innovation.

**2. Intellectual Curiosity:** We value intellectual curiosity and critical thinking that inspire our students to explore diverse perspectives, challenge assumptions, and seek knowledge beyond the classroom.

**3. Lifelong learning:** We value lifelong learning as a fundamental and ongoing process of personal and professional growth.

**4. Diversity and Inclusion:** We value diversity and inclusiveness that enrich our community, promote mutual respect and understanding, and prepare our students to engage in a global and multicultural society.

**5. Personal Growth:** We value personal growth and development that foster self-awareness, resilience, ethical behaviour, and social responsibility, and prepare our students to become responsible and engaged citizens.

**6. Sustainability:** We value sustainability and environmental responsibility that promote the wise use of resources, reduce our ecological footprint, and prepare our students to be stewards of the planet.

**7. Ethical Leadership:** We value ethical leadership that uphold integrity, transparency, and accountability, and prepare our students to lead with courage, compassion, and social responsibility.

**8. Respect:** We respect the dignity and worth of every person regardless of their background, identity, or beliefs. We treat everyone with kindness, empathy, and understanding, and we value diversity as a source of strength and richness.

**9. Integrity:** We uphold the highest standards of honesty, transparency, and accountability in all our actions and interactions. We act with fairness, professionalism, and ethical responsibility, and we strive to earn and maintain the trust and respect of our peers and society.

**10. Service:** We recognize our responsibility to contribute to the common good and to make a positive impact in our local and global communities. We engage in meaningful service and outreach activities that address social, environmental, and humanitarian issues, and we strive to be agents of change and ambassadors of hope.

## **CLASS TIME**

9.20 am - 3.40 pm

## **LIBRARY TIME**

8.30 am - 4.30 pm

Lunch Break: 12.45 pm to 1.20 pm

## **OFFICE TIME**

Monday - Friday: 9.00 am - 4.30 pm

Saturday: 9.00 am - 3.30 pm

(Documents/certificates can be collected from the office only  
from 3.30 pm to 4.30 pm on working days)

**On Sundays and Public Holidays  
library and office will remain closed**

## **MANAGEMENT**

Rev. Fr. Martin Augustin	Manager
Fr. Dr. Joby M Abraham	Principal
Rev. Fr. Jomy Parecattil	Administrator
Rev. Fr. Jose Pathickal	Campus Minister

## TEACHING STAFF

### Department of Commerce

Ms. Ambili V	M.Com, NET
Ms. Sheeja E	M.Com
Ms. Greeshma P	M.Com, MBA
Mr. Aseeb K	M.Com, M.Phil

### Department of Management

Ms. Rathi Chelamoolayil	M.Com, NET
Ms. Vidyeeswari K	M.Com, BEd, SET
Ms. Jancy M Scaria	M.Com, MBA, BEd, SET
Ms. Aleena Benny	M.Com

### Department of Computer Applications

Ms. Anuprabha V	MCA
Ms. Geena Varghese	MCA
Ms. Swathy Mohan	M.Tech
Ms. Jamshina V	MCA
Ms. Shyma C	M.Tech, MSc
Fr. Martin Augustin	MCA

### Department of English

Ms. Abila KM	MA
Ms. Liya Sussone Mathai	MA, BEd
Mr. Alex Thomas	MA
Ms. Nimisha K George	MA
Mr. Vimal Mathew	MA
Ms. Nayana Alphonsa Mathew	MA, BEd
Mr. Rabith BK	MCJ

### Department of Sociology

Ms. Rebeka Mathai	MA, NET
Ms. Athira K	MA
Mr. Gokul Krishna	MA
Ms. Prabhitha AC	MA, BEd, NET, SET

### Department of Social Work

Ms. Abhirami KU	MSW, NET
Ms. Afnaan AT	MSW, NET
Fr. Dr. Joby M Abraham	MSW, PhD, NET
Ms. Anupama K	MA, BEd
Ms. Kesia Joseph	MA

### ADMINISTRATIVE STAFF

Mr. Santhosh Augustine	PRO
Ms. Shanty Mathew	Office Superintendent
Mr. Liju Joseph	Lab Assistant
Ms. Divya VS	Accountant
Ms. Anjana Jose	Office Assistant
Ms. Ponnamma KC	Librarian
Mr. Jibin Joseph	Asst. Librarian
Ms. Aleena Joy	Receptionist
Mr. Jimmy Augustine	Peon
Ms. Lakshmi Kutty	Sweeper
Ms. Sreeja Raju	Sweeper
Ms. Ramani NK	Sweeper
Mr. Oseppachan PA	Security

No	Name	Number
1.	Fr. Martin Augustin	8075706043
2.	Fr. Dr. Joby M Abraham	9061112504
3.	Fr. Jomy Parecattil	7592031766
4.	Fr. Jose Pathickal	9446988443
5.	Gigi George	9497645655
6.	Ambili V	9847133809
7.	Sheeja E	8547606152
8.	Aseeb K	9895964543
9.	Greeshma P	9526600569
10.	Aleena Benny	8590273115
11.	Shyma Chandrasekharan	9020680500
12.	Jancy M Scaria	9539983593
13.	Vidyeswari K	9656258578
14.	Rathi Chelamoolayil	9633264905
15.	Anuprabha V	8089699675
16.	Geena Varghese	9446657742
17.	Swathy Mohan	8943534135
18.	Jamshina V	9539269469
19.	Abila KM	9526738497
20.	Liya Sussone Mathai	7025658616
21.	Alex Thomas	9544306085
22.	Nimisha K George	8943950165
23.	Vimal Mathew	8593929972
24.	Nayana Alphonsa Mathew	9605199415
25.	Rabith BK	7025511547
26.	Abhirami KU	8606847816
27.	Prabhitha AC	9746396824
28.	Anupama K	9048217011
29.	Rebeka Mathai	8281658517
30.	Athira K	8606685292
31.	Gokul Krishna	8943749216
32.	Afnaan AT	7994495218
33.	Kesia Joseph	9496939978
34.	Ponnamma KC	9497081928
35.	Jibin Joseph	8606227860
36.	Santhosh Augustine	9745146993
37.	Shanty Mathew	9744246880
38.	Anjana Jose	9544646446
39.	Liju Joseph	9497348453
40.	Divya VS	9562471626

41.	Jimmy Augustine	9539112665
42.	Sreeja K	9895641753
43.	Lakshmikutty AK	9947357269
44.	Ramani NK	97479 07567
45.	Ouseppachan PA	9635295991
46.	Aleena Joy	8590190056

### Departments, Committees and Cells 2024-25

1	Dept. of Commerce	<b>Ms. Ambili V</b> Ms. Greeshma P Ms. Sheeja E Mr. Aseeb K	<b>HoD</b> Secretary
2	Dept. of Management	<b>Ms. Rathi Chelamoolayil</b> Ms. Aleena Benny Ms. Vidyeshwari K Ms. Jancy M Scaria	<b>HoD</b> Secretary
3	Dept. of English	<b>Ms. Abila KM</b> Ms. Liya Sussone Mathai Mr. Alex Thomas Ms. Nimisha K George Mr. Vimal Mathew Ms. Nayana Alphonsa Mathew Mr. Rabith BK	<b>HoD</b> Secretary
4	Dept. of Computer Applications	<b>Ms. Anuprabha V</b> Ms. Geena Varghese Ms. Swathy Mohan Ms. Jamshina V Ms. Shyma C Fr. Martin Augustin Mr. Liju Joseph	<b>HoD</b> Secretary



5	Dept. of Social Work	<b>Ms. Abhirami KU</b> Ms. Afnaan AT Fr. Dr. Joby M Abraham Ms. Kesia Joseph Ms. Anupama K	<b>HoD</b> Secretary
6	Academic Council	<b>Fr. Dr. Joby M Abraham</b> Fr. Martin Augustin Fr. Jomy Parecattil Mr. Shyma C Ms. Ambili V Ms. Gigi George Ms. Anuprabha V Mr. Abila KM Mr. Rebeka Mathai Ms. Abhirami KU Mr. Santhosh Augustine	<b>Principal</b> Manager Administrator IQAC Coordinator HoD-Commerce Vice Principal HoD-Computer/Secretary HoD- English HoD- Sociology HoD- Social Work College PRO
7	IQAC	<b>Ms. Shyma C</b> Ms. Anuprabha V Ms. Ambili V Ms. Rathi C Mr. Abila KM Mr. Rebeka Mathai Ms. Abhirami KU Mr. Adarsh Mr. Asjith Khan Dr. Sabeen Govind Ms. Jamshina V Mr. Gokul Krishna	<b>Coordinator</b> Dept. of Computer Applications Dept. of Commerce Dept. of Mgt. Studies Dept. of English Dept. of Sociology Dept. Social work Alumni President Student Rep. External Member
8	Class Time Table	<b>Ms. Swathy Mohan</b>	<b>Coordinator</b>

9	Library Council	Fr. Dr. Joby M Abraham Fr. Martin Augustin Fr. Jomy Parekattil <b>Ms. Ponnamma KC</b> Mr. Jibin Joseph Ms. Shyma C Ms. Ambili V Ms. Rathi C Ms. Anuprabha V Ms. Abila KM Mr. Rebeka Mathai Ms. Abhirami KU	Principal Manager Administrator Librarian / <b>Coordinator</b> Asst. Librarian/Secretary IQAC Coordinator HoD, Commerce HoD, Management HoD, Computer Applications HoD, English HoD, Sociology HoD, Social Work
10	Examinations Committee	<b>Ms. Prabhitha AC</b> Ms. Aleena Benny Mr. Vimal Mathew	<b>Coordinator</b>
11	Discipline	Fr. Dr. Joby M Abraham <b>Mr. Gigi George</b> Ms. Ambili V Ms. Rathi Chelamoolayil Ms. Anuprabha V Ms. Abila KM Ms. Rebeka Mathai Ms. Abhirami KU Mr. Santhosh Augustine	Principal / Chairman <b>VP/Coordinator</b> HoD, Commerce/Secretary HoD, Management HoD, Computer Applications HoD, English HoD- Sociology HoD, Social Work College PRO
12	Assembly	<b>Class Teachers</b>	<b>Coordinator</b>
13	Grievance Redressal	Fr. Dr. Joby M Abraham <b>Ms. Ambili V</b> Ms. Gigi George Ms. Anuprabha V Ms. Abila KM Ms. Rebeka Mathai Ms. Abhirami KU Mr. Santhosh Augustine	Principal/Chairman <b>Coordinator</b> Secretary      College PRO

14	Anti-Ragging	Fr. Dr. Joby M Abraham <b>Ms. Gigi George</b> Ms. Anuprabha V Mr. Santhosh Augustine PTMA Vice President College Union Chairman Civil & Police Reps. Youth NGO Rep.	Principal / Chairman VP/Coordinator Secretary
15	Anti-Drug	Fr. Dr. Joby M Abraham <b>Ms. Afnaan AT</b> Ms. Rebeka Mathai Mr. Santhosh Augustine PTMA Vice President Student Reps.	Principal/Chairman <b>Coordinator</b> Secretary College PRO
16	Safety Committee	<b>Ms. Shanty Mathew</b> Ms. Anjana Jose Mr. Jimmy Augustine	<b>Coordinator</b> Secretary
17	Value Education	<b>Ms. Geena Varghese</b> Ms. Sheeja E	<b>Coordinator</b>
18	PTMA	<b>Fr. Dr. Joby M Abraham</b> Fr. Martin Augustin Fr. Jomy Parecattil Ms. Liya Sussone Mathai PTMA Vice President Reps. of Parents	<b>Principal</b> Manager Administrator Secretary
19	Staff Coordinator	<b>Ms. Liya Sussone Mathai</b>	
20	Campus Minister	<b>Fr. Jose Pathickal</b>	
21	Mentoring Core Committee	<b>Ms. Greeshma P</b>	<b>Coordinator</b>

22	Placement and Career Guidance Cell	<b>Mr. Santhosh Augustine</b>	<b>Coordinator/ College PRO</b>
23	Alumni Association	<b>Ms. Aleena Benny</b>	<b>Coordinator</b>
24	Women Development Cell	<b>Ms. Rebeka Mathai</b>	<b>Coordinator</b>
25	Internal Complaints Committee: Women Anti-Harassment Cell	<b>Ms. Geena Varghese</b>	<b>Coordinator</b>
26	Entrepreneurship Development Cell	<b>Ms. Sheeja E</b>	<b>Coordinator</b>
27	Magazine and Reports	<b>Ms. Nayana Alphonsa Mathew</b>	<b>Coordinator</b>
28	Website	<b>Mr. Liju Joseph</b>	<b>Coordinator</b>
29	Literary Club	<b>Ms. Jamshina V</b>	<b>Coordinator</b>
30	Social Service Club	<b>Mr. Gokul Krishnan</b>	<b>Coordinator</b>
31	Photography, Drama and Theatre	<b>Mr. Rabith BK</b>	<b>Coordinator</b>
32	Union Advisor	<b>Ms. Nimisha George</b>	<b>Coordinator</b>
33	Sports Club	<b>Mr. Aseeb K</b>	<b>Coordinator</b>
34	Arts Club	<b>Ms. Athira K</b>	<b>Coordinator</b>
35	Election	<b>Ms. Geena Varghese</b>	<b>Coordinator</b>
36	Bio Diversity	<b>Ms. Abhirami KU</b>	<b>Coordinator</b>
37	SC & ST and Equal opportunity	<b>Ms. Anupama V</b>	<b>Coordinator</b>
38	OBC Cell	<b>Ms. Greeshma P</b>	<b>Coordinator</b>

39	NSS	<b>Mr. Gigi George Mr. Alex Thomas Ms. Kesia Joseph</b>	<b>Coordinator</b>
40	Research	<b>Ms. Vidyeeswari K</b>	<b>Coordinator</b>
41	Quiz Club	<b>Ms. Kesia Joseph</b>	<b>Coordinator</b>
42	Innovation Cell	<b>Mr. Aseeb K</b>	<b>Coordinator</b>
43	Dance Club	<b>Ms. Sheeja E</b>	<b>Coordinator</b>
44	Red Ribbon Club	<b>Ms. Gigi George</b>	<b>Coordinator</b>
45	FYUGP Academic Coordinator	<b>Ms. Jancy M Scaria Ms. Abila KM</b>	<b>Coordinator</b>
46	Admissions	<b>Mr. Liju Joseph</b>	<b>Coordinator</b>

## UG COURSES OFFERED

### 1. Bachelor of Commerce (B.Com with CA)

**Specilization: Computer Applications, Tally**

**Eligibility for Admission:** Candidates who have passed (Eligible for Higher Studies) the HSE of the Kerala State Board of Higher Secondary Examination or any other examination recognized as equivalent thereto with at least one commerce subject are eligible for admissions to the B.Com degree course. Candidates who have not studied commerce subject for Higher Secondary or an equivalent examination with not less than 45% marks are also eligible. A concession of 5% will be given to OBC/OEC candidates. The SC/ST candidates need to get only a pass.

### 2. Bachelor of Business Administration (BBA)

**Specilization: Human Resource Management, HRM**

**Eligibility for Admission:** Candidates who have passed (Eligible for Higher Studies) the HSE of the Kerala State Board of Higher Secondary Examination or any other examination recognized as equivalent thereto, with not less than 50% is eligible for admissions. A concession of 5% will be given to OBC/OEC candidates. The SC/ST candidates need to get only a pass.

### **3. Bachelor of Computer Application (BCA)**

**Eligibility for Admission:** Candidates who have passed (Eligible for Higher Studies) the HSE of the Kerala State Board of Higher Secondary Examination or any other examination recognized as equivalent thereto with Mathematics/Computer Science/Computer Application/Information Technology/Informatics Practice/Informatics/Additional Mathematics as one of the subjects are eligible for admissions.

### **4. Bachelor of Arts (BA English)**

**Complimentary Courses: Mass Communication and Journalism**

**Eligibility for Admission:** Candidates who have passed (Eligible for Higher Studies) the HSE of the Kerala State Board of Higher Secondary Examination or any other examination recognized as equivalent thereto are eligible for admission.

### **5. Bachelor of Arts (BA Sociology)**

**Complimentary Courses: English and Journalism**

**Eligibility for Admission:** Candidates who have passed (Eligible for Higher Studies) the HSE of the Kerala State Board of Higher Secondary Examination or any other examination recognized as equivalent thereto are eligible for admission.

### **6. Bachelor of Social Work (BSW)**

**Eligibility for Admission:** Candidates who have passed (Eligible for Higher Studies) the HSE of the Kerala State Board of Higher Secondary Examination or any other examination recognised as equivalent thereto are eligible for admission.

## DON BOSCO COLLEGE, MAMPETTA

### Courses Offered by BA Sociology (Honours)

Major Courses	Sem	Minor Courses (Psychology & Mass Media)	Sem
Introduction to Sociology	1	Invitation to Sociology	1
Indian Social Structure	2	Introduction to Social Psychology	1
Fundamentals of Social Research	3	Mass media & Society	2
Rural Sociology	4	Fundamentals of Social Psychology	2
Urban Sociology	4	Sociology of Cinema	3
Methodology of Social Research	4	Counselling	3
Classical Sociological Theory	5		
Gender and Society	5	<b>Skill Enhancement Courses (SEC)</b>	<b>Sem</b>
Social Anthropology	5	Statistics for Sociology	5
Sociology of Development	6	Guidance and Counselling	6
Environmental Sociology	6		
Sociology of Keralam	6	<b>Multi Disciplinary Courses (MDC)</b>	<b>Sem</b>
Internship	6	Sociology of Law and Human Rights	1
Advanced Sociological Theory	7	Disaster Management	2
Political Sociology	7		
Migration and Diaspora	7	<b>Value Added Course (VAC)</b>	<b>Sem</b>
Sociology of India: Theoretical Perspectives	7	Disability and Society	3
Sociology of Stratification and Inequality	7	Society and Ethics	4
Contemporary Social Theories	8		
Economic Sociology	8	<b>Elective Courses (Tribal Studies)</b>	<b>Sem</b>
Family, Marriage and Kinship	8	Introduction to Indigenous and Tribal Studies	5
Advanced Social Research	8	Tribal Development in India	5
		Dalit Realities and Discourses of India	6
		Tribal Heritage and Discourses of Keralam	6

## DON BOSCO COLLEGE, MAMPETTA

### Courses Offered by BBA (Honours)

Major Courses	Sem	Minor Courses (Functional Business Administration)	Sem
Foundations in Business Decisions	1	Marketing Management	1
Marketing Management	1	Communicating with Financial Data	1
Communicating with Financial Data	1	Financial Management	2
Business Economics	2	Foundations for Business Analytics	2
Financial Management	2	Human Resource Management	3
Foundations for Business Analytics	2	Strategic Cost Analysis	3
Domestic Logistic Management	3	Networking in Business	8
Business and Corporate Regulations	3	Total Quality Management	8
Human Resource Management	3		
Strategic Cost Analysis	3	<b>Skill Enhancement Courses (SEC)</b>	<b>Sem</b>
Decision Science	4	Digital Marketing for Business	1
Organisation Behaviour	4	Spread sheet Modelling for Business	2
Entrepreneurship Essentials	4	Skills for Employability	3
Corporate Governance & Ethics	4	Communicating with AI	5
Operations Management	5	Internship	5
Behavioural Finance	5	Project 1	6
Business Research Methods	5	Internship	7
Networking in Business	6	Project 2	8
Total Quality Management	6		
Strategic Management	7	<b>Elective Courses (Logistics)</b>	<b>Sem</b>
Data Analysis Tools for Social Scientists	7	Logistics Management	5
		Air Cargo Logistics Management	5
<b>Multi-Disciplinary Courses (MDC)</b>	<b>Sem</b>	Export & Import policies	6
Creativity, Innovations & Business Developments	1	Shipping & Ocean Freight Logistics Management	6
Kerala Knowledge System	3	Advance Human Resource Management	7
		International Finance	7
<b>Value Added Courses (VAC)</b>	<b>Sem</b>	Start- Up Management	8
Innovation and Business Dynamics	4	Entrepreneurial Capital Management	8
Business Environment	6	Advertising And Branding	8
<b>Open Elective</b>	<b>Sem</b>		
Hospitality Management	7		



## DON BOSCO COLLEGE, MAMPETTA

### Courses Offered by B.Com (Honours)

Major Courses	Sem	Minor Courses (Entrepreneurial Finance & Leadership)	Sem
Management Principles & Application	1	Fundamentals of Entrepreneurship	1
Financial Accounting	2	Entrepreneurial Marketing	1
Business Regulations	3	Accounting & finance for entrepreneurs	2
Corporate Accounting	3	Leadership and Team building	2
Corporate Regulations & Governance	4	Financial strategy for start ups	3
Applied costing and control	4	Social entrepreneurship	3
Business Statistics			
Income Tax Law & Accounts	5	<b>Skill Enhancement Courses (SEC)</b>	Sem
Management Accounting	5	Accounting software applications	5
Principles of Marketing	5	E-filing for Tax Returns	6
Auditing & Assurance	6		
Income Tax and GST	6	<b>Multi Disciplinary Courses (MDC)</b>	Sem
Methodology for business research	6	Business Start-up Essentials	1
Internship	6	Foundation of Accounting	2
Economic Environment of Business	7		
Mergers, Acquisitions & Corporate Restructuring	7	<b>Elective Courses (Computer Application)</b>	
Forensic Accounting	7	Computer Applications in Business	5
Organisational Behaviour	7	Business Information Systems	5
International Business	7	Office Automation Tools	6
Strategic Management	8	Computerised Accounting with Tally	6
Business Valuation Strategies	8	Contemporary HR Leadership	8
Strategic Financial Management	8	Behavioural Finance	8
Advanced Methodology for Business Research	8	Total Quality Management	8
Research Project	8		

## DON BOSCO COLLEGE, MAMPETTA

### Courses Offered by BSW (Honours)

Major Courses	Sem	Minor Courses (Foundations of SW & SW perspectives of society & Human behaviour)	Sem
Introduction to Social Work	1	Social Analysis & Strategies of Social Change	1
Understanding life span Development & Human Behaviour for Social Work Practice	2	Accounting & finance for entrepreneurs	1
Community, Organisation & Social Action	3	Fields of Social Work: An Introduction	2
Field Work 1	3	Basics of human behaviour for Social Work Practice	2
Social Case Work	4	Introduction to Social Work Methods	3
Social Group Work	5	Basic Counselling skills for Social Work Practice	6
Field Work 2	4		
Social Work Administration	5	<b>Skill Enhancement Courses (SEC)</b>	Sem
Social Work Research	5	Professional Skills for Social Work Practice	5
Field Work 3	5	Technology for Social Work Practice	6
Social Legislation	6		
Field Work 4	6	<b>Multi Disciplinary Courses (MDC)</b>	Sem
Internship	6	Human Rights & Social Justice	1
Corporate Social Responsibility & Social Work Practice	6	Life Skill Education for Personal Well Being	2
Generalist Social Work Practice	7	Kerala Knowledge System	3
Advanced Methods in Social Work Research	7		
Public Health & Social Work	7	<b>Elective Courses (Health Centered SW)</b>	
Theory & Practice of Counselling	7	Social work in health settings	5
Field Work 5	7	Gerontological Social Work	5
Human Resource Management in Service Organisation	8	Therapeutic approaches in Social Work Practice	6
Social Policy & Social Development	8	Social Work in Mental Health Settings	6
Field Work 6	8		

## DON BOSCO COLLEGE, MAMPETTA

### Courses Offered by BCA (Honours)

<b>Major Courses</b>	<b>Sem</b>	<b>Minor Courses (Data Science &amp; Artificial Intelligence)</b>	<b>Sem</b>
Fundamentals of Computers and Computational Thinking	1	Mathematical Foundation for Computer Applications	1
Mathematical Foundation for Computer Applications	1	Discrete Structures for Computer Applications	1
Discrete Structures for Computer Applications	1	Statistical Foundation for Computer Applications	2
Fundamentals of Programming (C Language)	2	Numerical Analysis and Optimization Techniques	2
Statistical Foundation for Computer Applications	2	Introduction to Data Science	3
Numerical Analysis & Optimization Techniques	2	Foundations of Artificial Intelligence	3
Data Structures using C	3		
Computer Networks	3	<b>Skill Enhancement Courses (SEC)</b>	<b>Sem</b>
Introduction to Data Science	3	Introduction to Computers and Office Automation	1
Foundations of Artificial Intelligence	3	Data Analysis using Spread Sheet	2
Database Management System	4	Website Designing using Content Management System	3
Python Programming	4	Professional Skill Development for IT Career Excellence	5
Software Engineering	4	Internship 1	5
Automation and Robotics	4	Project 1	6
Object Oriented Programming (Java)	5	Internship 2	7
Progressive Web Application using PHP	5	Project 2	8
Digital Fundamentals and Computer Organization	5		
Introduction to AI and ML	6	<b>Elective Courses (Cloud Computing)</b>	<b>Sem</b>
Principles of Operating System	6	Cloud computing	5
Advanced Data Structures and Algorithms	7	Security & Privacy in Cloud	5
Data Science Programming using R	7	Storage Technologies	6
		Virtualization	6
<b>Value Added Courses (VAC)</b>	<b>Sem</b>	Theory of Computation	7
Introduction to Cyber Laws	4	Data Mining	7
Business Intelligence and Innovation	6	Compiler	8
		Java web development	8
<b>Multi-Disciplinary Courses (MDC)</b>	<b>Sem</b>	Parallel Computer	8
Digital Marketing	1		
Kerala Knowledge System	3	<b>Open Elective</b>	<b>Sem</b>
		Ethical Hacking	7

## DON BOSCO COLLEGE, MAMPETTA

### Courses Offered by Language & Literature (English)

Minor Courses (Teaching skills in English)	Sem	Ability Enhancement Courses (AEC)	Sem
English Language Teaching – Level 1 – 1 Sem	1	English Language skills for Humanities & Other BA programmes (BA, BSW)	1
English Language Teaching – Level 2 – 2 Sem	2	English Language skills for Sciences (BCA)	1
English Language Teaching – Level 3 – 3 Sem	3	English Language skills for Commerce & Management (B.Com, BBA)	1
		Advanced English Language skills for Humanities & other BA programmes (BA, BSW)	2
Value Added Courses (VAC)	Sem	Advanced English Language skills for Sciences (BCA)	2
Framing Values: Literary & Cultural Narratives for Humanities & Other BA Programmes (BA, BSW)	3	Advanced English Language skills for Commerce & Management (B.Com, BBA)	2
Framing Values: Literary & Cultural Narratives for Sciences (BCA)	3		
Framing Values: Literary & Cultural Narratives for Commerce & Management (B.Com, BBA)	3	Skill Enhancement Courses (SEC)	Sem
Framing perspectives: Literary & Cultural Narratives for Humanities & Other BA Programmes (BA, BSW)	4	Contemporary Language skills for Humanities & Other BA Programmes (BA, BSW)	4
Framing perspectives: Literary & Cultural Narratives for Sciences (BCA)	4	Contemporary Language skills for Sciences (BCA)	4
Framing perspectives: Literary & Cultural Narratives for Commerce & Management (B.Com, BBA)	4	Contemporary Language skills for Commerce & Management (B.Com, BBA)	4

## DON BOSCO COLLEGE, MAMPETTA

### Courses Offered by Journalism Discipline

Minor Courses (Professional Journalism & Electronic Media)	Sem
Basics of Communication	1
Introduction to Electronic Media	1
News reporting & Editing	2
Radio & Television	2
Corporate Communication	3
Digital Media	3

## DON BOSCO COLLEGE, MAMPETTA

### Courses Offered by Malayalam Discipline

Ability Enhancement Courses (AEC)	Sem	Multi - Disciplinary Courses (MDC)	Sem
Malayala Sahithyanusheelanam (BA, BSW)	1	Kerala Samoohavum Saamskarika Parambaryavum (BA, BSW)	3
Malayala Sahithyaswadanam (BCA)	1	Kerala Samoohavum Shasthra Njana Parambaryavum (BCA)	3
Malayala Sahithya Vicharam (BBA, B.Com)	1	Kerala Samoohavum Vanijya samskaravum (B.Com, BBA)	3
Vinimaya Malayalavum Sargathamaka Rachanayum (BA, BSW)	2		
Vinimaya Malayalavum Shasthra Rachanayum (BCA)	2	<b>Value Added Courses (VAC)</b>	<b>Sem</b>
Vinimaya Malayalavum Vanijya Rachanayum (BBA, B.Com)	2	Saahithyavum Manavikathayum (BA, BSW)	4
		Shaasthravum Manavikathayum (BCA)	4
		Vaanijyavum Manavikathayum (BBA, B.Com)	4

## DON BOSCO COLLEGE, MAMPETTA

### Courses Offered by Hindi Discipline

Ability Enhancement Courses (AEC)	Sem	Multi - Disciplinary Courses (MDC)	Sem
Hindi Bhasha Mein Sanchar aur Rachanatmak Lekhan Ka Vikas - Bhag I (BA, BSW)	1	Keral Ka Sanskrithik Ithihas (BA, BSW)	3
Hindi Bhasha Mein Sanchar aur Rachanatmak Lekhan Ka Vikas - Bhag I(BCA)	1	Keral Ka Sanskrithik Saundarya (BCA)	3
Sanchar Kaushal Vikas - Bhag I (BBA, B.Com)	1	Keral Ka Arthik Vikas (B.Com, BBA)	3
Hindi Bhasha Mein Sanchar aur Rachanatmak Lekhan Ka Vikas - Bhag II (BA, BSW)	2		
Hindi Bhasha Mein Sanchar aur Rachanatmak Lekhan Ka Vikas - Bhag II (BCA)	2	<b>Value Added Courses (VAC)</b>	<b>Sem</b>
Sanchar Kaushal Vikas - Bhag II (BBA, B.Com)	2	Hindi Sahitya Mein Manavikata Ka Alok (BA, BSW)	4
		Hindi Sahitya Mein Manavikata Ki Chhatrachhaya (BCA)	4
		Hindi Sahitya Mein Manavikata Ka Samanwaya (BBA, B.Com)	4

## Bachelor of Commerce (B.Com with CA)

### Semester I

Common	ENG1A01	Litmosphere: The World of Literature
Common	ENG1A02	Functional Grammar and Communication in English
Common	A07	Additional Language- Hindi/Malayalam
Core	BCM1B01	Business Management
Compl.	BCM1C01	Managerial Economics

### Semester II

Common	ENG2A03	Readings from the Fringes
Common	ENG2A04	Readings on Kerala
Common	A08	Additional Language- Hindi/Malayalam
Core	BCM2B02	Financial Accounting
Compl.	BCM2C02	Marketing Management.

### Semester III

Common	BCM3A11	Basic Numerical Methods
Common	BCM3A12	Professional Business Skills
Core	BCM3B03	Business Regulation
Core	BCM3B04	Corporate Accounting
Compl.	BCM3C03	Human Resource Management

## Semester IV

Common	BCM4A13	Entrepreneurship Development
Common	BCM4A14	Banking and Insurance
Core	BCM4B05	Cost Accounting
Core	BCM4B06	Corporate Regulations
Compl.	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	Computer Applications in Business (Specialization 1)
Core	BCM5B11	Business Information Systems (Specialization 2)
Open	ENG5D01	English for Competitive Examinations (Open Course)

## Semester VI

Core	BCM6B12	Income Tax and GST
Core	BCM6B13	Auditing and Corporate Governance
Core	BCM6B14	Office Automation Tools (Specialization 3)
Core	BCM6B15	Computerised Accounting with Tally (Specialization 4)
Core Project	BCM6B16	Three Weeks Project and Viva-Voce

## Bachelor of Business Administration (BBA)

### Semester I

Common	ENGIA01	Litmosphere: The World of Literature
Common	ENGIA02	Functional Grammar and Communication in English
Common	A07	Adiitional Language- Hindi/Malayalam
Core	BBAIB01	Management Theory and Practices
Compl.	BBAIC01	Managerial Economics

### Semester II

Common	ENG2A03	Readings from the Fringes
Common	ENG2A04	Readings on Kerala
Common	A08	Additional Language- Hindi/Malayalam
Core	BBA2B02	Financial Accounting
Core	BBA2B03	Marketing Management

### Semester III

Common	BBA3A11	Basic Numerical Methods
Common	BBA3A12	Professional Business Skills
Core	BBA3B04	Corporate Accounting
Core	BBA3B05	Financial Management
Compl.	BBA3C02	Business Regulations



## Semester IV

Common	BBA4A13	Entrepreneurship Development
Common	BBA4A14	Banking and Insurance
Core	BBA4B06	Cost & Management Accounting
Compl.	BBA4C03	Corporate Regulations
Compl.	BBA4C04	Quantitative Techniques for Business

## Semester V

Core	BBA5B07	Human Resources Management
Core	BBA5B08	Business Research Methods
Core	BBA5B09	Operations Management
Core	BBA5B10	Human Resource Planning and Development (Specialization 1)
Core	BBA5B11	Industrial Relations (Specialization 2)
Open	ENG5D01	English for Competitive Examination (Open Course)

## Semester VI

Core	BBA6B12	Organizational Behaviour
Core	BBA6B13	Management Science
Core	BBA6B14	Project Management
Core	BBA6B15	Performance Management (Specialization 3)
Core	BBA6B16	Management Training & Development (Specialization 4)
Project	BBA6B17	Three Weeks Project and Viva-Voce

## Bachelor of Computer Application (BCA)

### Semester I

Common	ENG1A01	Litmosphere: The World of Literature
Common	ENG1A02	Functional Grammar and Communication in English
Common	A07	Additional Language – Hindi/Malayalam
Core	BCA1B01	Computer Fundamentals and HTML
Compl.	BCA1C01	Mathematical Foundation for Computer Applications
Compl.	BCA1C02	Discrete Mathematics

### Semester II

Common	A03	Readings from the Fringes
Common	A04	Readings on Kerala
Common	A08	Additional Language - Hindi/ Malayalam
Core	BCA2B02	Problem Solving using C
Core Lab	BCA2B03	Lab I: HTML & Programming in C
Compl.	BCA2C03	Financial & Management Accounting
Compl.	BCA2C04	Operations Research

### Semester III

Common	A11	Python Programming
Common	A12	Sensors and Transducess
Core	BCA3B04	Data Structures Using C
Compl.	BCA3C05	Computer Oriented Numerical & Statistical Methods
Compl.	BCA3C06	Theory of Computation

## Semester IV

Common	A13	Data Communication and Optical Fibers
Common	A14	Microprocessors - Architecture and Programming
Core	BCA4B05	Database Management System and RDBMS
Core Lab	BCA4B06	Lab II: Data Structures & RDBMS
Compl.	BCA4C07	E- Commerce
Compl.	BCA4C08	Computer Graphics

## Semester V

Core	BCA5B07	Computer Organization & Architecture
Core	BCA5B08	Java Programming
Core	BCA5B09	Web Programming using PHP
Core	BCA5B10	Principles of Software Engineering
Open	BBA5D01	Tourism Management (Open Course)
		Project Work; Industrial Visit

## Semester VI

Core	BCA6B11	Android Programming
Core	BCA6B12	Operating Systems
Core	BCA6B13	Computer Networks
Core Lab	BCA6B14	Lab III: Java & PHP Programming
Core Lab	BCA6B15	Lab IV: Android & Linux Shell Programming
Elective	BCA6B16C	Software Testing & Quality Assurance (Elective)
Core	BCA6B17	Industrial Visit/ Internship and Project Work

## Bachelor of Arts (BA English)

### Semester 1

Common	ENG1A01	Litmosphere: The World of Literature
Common	ENG1A02	Functional Grammar and Communication in English
Common	A07	Additional Language - Hindi/ Malayalam
Core	ENG1B01	Introducing Literature
Compl.	JOU1(2)C01	Introduction to Communication & Journalism

### Semester II

Common	ENG2A03	Readings from the Fringes
Common	ENG2A04	Readings on Kerala
Common	A08	Additional Language - Hindi/ Malayalam
Core	ENG2B02	Appreciating Poetry
Compl.	JOU1(2)C02	Introduction to Electronics Media

### Semester III

Common	ENG3A05	Signatures: Expressing the Self (2021)
		Readings on Indian Litratue (2022)
Common	A09	Additional Language - Hindi/ Malayalam
Core	ENG3B03	Appreciating Prose
Core	ENG3B04	English Grammar and Usage
Compl.	JOU3C01	Journalistic practices

## Semester IV

Common	ENG4A06	Spectrum: Literature and Contemporary Issues (2021) Songs and Stories of our World (2022)
Common	A10	Additional Language - Hindi/ Malayalam
Core	ENG4B05	Appreciating Fiction
Core	ENG4B06	Literary Criticism
Compl.	JOU4(3)C02	Introduction to TV & Cinema

## Semester V

Core	ENG5B07	Appreciating Drama & Theatre
Core	ENG5B08	Literary Theory
Core	ENG5B09	Language and Linguistics
Core	ENG5B10	Indian Writing in English
Open	BCA5D01	Introduction to Computers & Office Automation (Open Course)
Core		Project

## Semester VI

Core	ENG6B11	Voices of Women
Core	ENG6B12	Classics of World Literature
Core	ENG6B13	Film Studies
Core	ENG6B14	New Literatures in English
Elective	ENG6B17	Writing for the Media
Project	ENG6B21	(PR) Three Weeks Project and Viva-Voce

## Bachelor of Arts (BA Sociology)

### Semester 1

Common	ENG1A01	Litmosphere: The World of Literature
Common	ENG1A02	Functional Grammar and Communication in English
Common	A07	Additional Language - Hindi/Malayalam
Core	SGY1B01	Basics of Sociology
Compl.	JOU1(2)C01	Introduction to Communication and Journalism

### Semester II

Common	ENG2A03	Readings from the Fringes
Common	ENG2A04	Readings on Kerala
Common	A08	Additional Language - Hindi/Malayalam
Core	SGY2B02	Indian Society: Structure and Transformation
Compl.	ENG1(2)C01	Aspects of Oral and Interpersonal Communication

### Semester III

Common	ENG3A05	Readings on Indian Literatures
Common	A09	Additional Language - Hindi/Malayalam
Core	SGY3B03	Sociological Theory: An Introduction
Core	SGY3B04	Social Stratification and Inequality
Compl.	ENG4(3)C01	Aspects of Reading and Writing

## Semester IV

Common	ENG4A06	Songs and Stories of our World
Common	A10	Additional Language - Hindi/Malayalam
Core	SGY4B05	Introduction to Social Research
Core	SGY4B06	Sociology of Keralam
Compl.	JOU4(3)C01	Journalistic Practices

## 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	BCM5D02	Basics of Entrepreneurship and Management
Core	SGY6B18	Project

## Semester VI

Core	SGY6B11	Invitation to Sociological Theory
Core	SGY6B12	Social Psychology
Core	SGY6B13	Population Studies
Core	SGY6B14	Political Sociology
Elective	SGY6B15	Life Skill Education
Core	SGY6B18	Project

## Bachelor of Social Work (BSW)

### Semester I

Common	ENG1A01	Litmosphere: The World of Literature
Common	ENG1A02	Functional Grammar and Communication in English
Common	MAL1A07(1)	Malayala Sahityam 1
	HIN1A07(1)	Prose and Drama
Core	BSW1B01	Introduction to Social Work
Compl.	SGY1(2)C01	Principles of Sociology

### Semester II

Common	ENG2A03	Readings from the Fringes
Common	MAL2A08(1)	Malayala Sahityam 2
	HIN2A08(1)	Grammer and Translation
Core	BSW2B02	Fields of Social Work
Common	ENG2A04	Readings on Kerala
Compl.	PSY3C05/ PSY2C05	Psychological Processess

### Semester III

Common	ENG3A05	Readings on Indian Literature
Common	MAL3A09	Malayala Sahityam 3
	HIN3A 09	Poetry in Hindi
Core	BSW3B03	Introduction to Social Case Work
Core	BSW3B04	Introduction to Social Group Work
Compl.	PSY3C06/ PSY4C06	Life Span Development and Health Psychology



## Semester IV

Common	ENG4A06	Songs and Stories of our World
Common	MAL4A10	Malayala Sahityam 4
	HIN4A 10	Novel and Short Stories
Core	BSW4B05	Introduction to Community Organization and Social Action
Core	BSW4B06	Field Work – Community (P)
Compl.	SGY3(4)C02	Sociology of Indian Society

## Semester V

Core	BSW5B07	Introduction to Social Work Administration
Core	BSW5B08	Rural and Urban Community Development
Core	BSW5B09	Introduction to Social Work Research and Statistics
Core	BSW5B10	Gandhian Philosophy and Social Work
Open	BCA5D01	Introduction to Computers & Office Automation
Core	BSW6B15	Project

## Semester VI

Core	BSW6B11	Project Planning and Management for Social Work
Core	BSW6B12	Legal Information for Social Workers
Core	BSW6B13	Community Health and Health Care Services
Core	BSW6B14	Fieldwork (Agency based concurrent fieldwork – 20 days)
Elective	BSW6B16	Gender and Development in Social Work
(PR)	BSW6B15	Project

## ADMISSION

1. Application for admission must be sought in the prescribed form made available in the College office. Registration of an application does not guarantee admission. The registration number has to be quoted in all future references.
2. The duly filled Application Form has to be sent to the Principal. The entries shall be carefully made without leaving any room for doubt. If necessary, additional details may be given in a separate sheet.
3. It is the duty of the applicant to check the allotment list and the date of admission.
4. If an application is favourably considered, an intimation will be given to the applicant announcing the date for the interview. All selections are provisional and are subject to confirmation, after the personal interview with the Principal and scrutiny of certificates.
5. Admission to the college is made in accordance with the directives of the University. However, the right to deny an admission to the college rests with the Principal and the Management.
6. Any candidate, who is found to have secured admission by false representation, will be sent away forthwith and she / he shall forfeit whatever fees she/he has remitted.
7. At the time of interview the applicant should produce the following documents in original.
  - i. CAP Reg. Form/admit card in case of allotment
  - ii. SSLC certificate/mark book
  - iii. Mark list and pass certificates
  - iv. Transfer certificate from school/college last attended
  - v. Course and conduct certificates
  - vi. Two passport and two stamp size photos
  - vii. Two copies of the SSLC and HSC certificates
8. Immediately after the interview, the candidate, if selected, will be enrolled forthwith on payment of the fees and the submission of the certificates.

9. Students are advised to have with them soft copies and sufficient number of attested copies of their documents before the original certificates are submitted to the office. Certificates will be given back only after the completion of the course and after paying all the dues.

## **CAMPUS DISCIPLINE**

1. The Staff, with the support of the Staff Council, and the Discipline Committee will be in charge of ensuring discipline on the campus. The Grievances Cell will look into the grievances and complaints of the Students, if any, and they will do their best to set things right. Students are therefore advised not to resort to any direct action or create disturbances on the campus.
2. Students may present their grievances in writing to the convener of the Grievances Cell. Any activity of the students or the staff that hinders the smooth conduct of classes and the maintenance of discipline of the college is prohibited on the Campus

## **EXAMINATION AND TEST PAPERS**

1. The primary purpose of examinations and test papers is to evaluate the works and programmes of the Students and also to give them training. Exemption from examinations and test papers is granted only by the Principal.
2. Malpractice in test papers and examinations will be regarded as a serious breach of discipline.
3. College scholarship/prize/concessions etc. will be awarded only to those Students who appear for both internal examinations and test papers conducted by the College and who are punctual and regular.
4. During each semester two internal examinations will be conducted, the marks of which will be taken in to account at the end of the semester when internal marks are awarded.

## GENERAL REGULATIONS

The regulations set forth in this calendar are meant to secure good ambience necessary for the effective pursuit of knowledge, to help the Students to attain the level of quality required of them and to ensure the integral development of the individual.

1. Registration of a Student in the college is considered as an expression of his/her willingness to abide by all the rules and regulations of the college, as also declared in the application form by the student. Every student therefore is committed to the observance of these rules and those that will be made by the management during the course of study.
2. The student's goal is primarily to achieve academic excellence and to develop his/her total self for the service of the fellow beings. The standard set before each student presupposes maturity, responsibility and judicious use of all the opportunities made available by the College.
3. Important notices are displayed on the notice boards of the college. It is the responsibility of the students to read and respond immediately. If one is absent when the notices are displayed, or when information is communicated, it is the duty of the student to get updated with the information. The College will not be responsible if one is absent and fails to respond to the notices displayed and information passed on. Notice boards are for official use only, tampering with them is a serious offence.
4. Students may be summoned during class hours ordinarily by means of a call slip signed by the Principal. Unless otherwise indicated on the call slip, it is understood that the student is wanted only at the end of the period.

5. It is the responsibility of the student to treat college property with care and to keep the building and the campus neat and clean. Any damage done by the students to the property of the college or of others, must be repaired or replaced at the student's expense. Disciplinary action will also be taken against them.
6. If a teacher is not in the class at the prescribed time, the leader shall report the teacher's absence to the Principal; however, if the class is notified of the teacher's time of arrival, the students are obliged to wait until the time notified.
7. Congregating at the entrance of the college gate, and sitting on the step of the staircases, would cause inconvenience and create bad impression and therefore it is to be avoided.
8. There shall be no movement of the students on the corridors of the college building while lecture is in progress in the class rooms.
9. The dress code of the students should be modest, neat and dignified. Any types of casual wear (e.g. low waste pant, dhoti, cargos) are not allowed. The rules of the college including those of the dress code apply until a student is issued T.C. Students who come to the college without conforming to the dress code will not be allowed on the campus.
10. The students must wear uniforms on all prescribed days. Those who do not have uniform will not be allowed on to the campus. However, on important days like examination and test paper days he/she may be allowed to the campus on payment of a fine of Rs.10/- and written permission of the Principal.

11. Any student may be suspended, dismissed or expelled from the college at any time during the course of the study for the following reasons: stealing, any form of cheating or dishonesty; any form of public immorality on the campus, possessing or bringing to the campus pornographic materials; bringing/being under the influence of alcohol or any intoxicating beverage on the campus and during the college activities including picnics, study tours and excursions; bringing or carrying within the campus firearms or any lethal weapon; physical assault on persons; gross and deliberate discourtesy to college personnel or students on the campus; possessing, using or trafficking of drugs on or outside the campus; vandalism in the college or on the college property; gambling on the college premises; tampering with and /or falsification of college or public documents; preventing or threatening students or college staff / authorities from discharging their duties, or from attending classes or from entering the college premises; frequent contemptuous disregard of the disciplinary code or any offence considered serious in the same code; any other ground similar or analogous to foregoing; ragging and copying in the examinations.
12. Use of chewing gum, hans or similar items are strictly forbidden on the campus.
13. Industrial visits may be arranged for the second year students by the class teacher and the Head of the Department. Prior permission for the visit must be obtained from the Principal. During the visit the students must be accompanied by the class teacher and a member of the staff.
14. Students are not allowed to organize any picnics, tours or outings without the written permission from the Principal. When such programs are organized it should be arranged

with the knowledge and support of the HOD and the class teacher, and should not be on working days. However a two day tour (3 nights 2 days of which one could be a working day) may be organized in the sixth semester provided the class teacher, HOD and other faculty members needed are willing to accompany the students and there should be at least 75 percent of class present for the same.

15. Any one is free to follow and practice the religion of his / her choice. But external worship other than catholic services is not permitted on the college Campus.
16. It is forbidden to write or scribble on the walls or desks or throw paper or ink in the class room or in any way damage the college property. Damages caused must be paid for as per the directive of the Principal.
17. All the students are expected to pay the fees as per the notification from the college office.
18. Students are forbidden to disfigure college furniture, walls, doors or windows, with drawings, engraving or posters. Tampering with electrical installations, are also not permitted.
19. Outsiders can address the students in the class room, or any gathering on the campus, only with the prior permission of the Principal.
20. Strikes, slogan shouting, skipping classes and crowding on the campus are strictly banned.
21. All are expected to observe perfect silence and decorum during the assembly and class hours.
22. The medium of instruction and communication on the campus shall be preferably English.
23. All are expected to keep the rules of the language lab,

computer lab and library and co-operate with those in charge for effective functioning of the facilities.

24. Students are not allowed to enter the Staff Room without due permission.
25. When the home address or telephone numbers are changed, it is to be informed to the college office at the earliest.
26. The college campus is a no-smoking zone and no one is permitted to smoke inside the campus. Any violation of this from any person will be considered as a serious offence.
27. Use of mobile phone is strictly banned in the class. In the event of any violation of the above rule, the Principal or any staff member is empowered to seize the phone and to impose appropriate punishment.
28. Unauthorized entry of outsiders into the campus is strictly prohibited. Unless permitted by the college authorities, no one shall bring or entertain outsiders on the campus or in the college.
29. No visitors are allowed to meet staff members or students on the campus without the prior consent of the Principal.
30. Prior permission from the Principal is needed to invite guests for programs, seminars, workshops and the like.
31. Nobody shall collect money from the students, either by request or by coercion, on the campus or outside the campus without the specific permission from the Principal.
32. All are strictly prohibited from participating in any agitation, demonstration, strike, dharna, gherao and such activities which will disturb the classes or cause disturbance to the peaceful atmosphere of the college campus.
33. No political / organizational activities shall be permitted on the campus, except those official activities which are



specifically permitted or sponsored by the college management. As per the order of the honourable High court of Kerala, Campus will follow parliamentary form of election to elect student representatives to the college union.

34. In case students have any grievance or complaint they shall first approach the class teacher. If they are not satisfied they may approach the HOD and the Vice Principal, then if needed, appeal to the Principal. The Principal can at his discretion refer any matter regarding discipline to the Grievance Redressal Committee, Discipline Committee or a Committee constituted at his discretion.
35. Any student who is persistently insolent or insubordinate or wilfully and repeatedly commits mischief or is guilty of fraud or malpractice or who in the opinion of the Principal is like to have a unwholesome influence on his fellow students or tarnish the reputation of the institution shall be removed from the rolls. The removal shall be either temporary or permanent subject to the gravity of the misconduct.
36. In the interest of the institution and for the sake of discipline the Principal is entitled to refuse admission to any applicant, to suspend, dismiss or take any other punitive action on any student for his / her misconduct.
37. Students are not allowed to bring four-wheelers to campus. Two wheelers of the students should be parked in the place allotted for it. Any disturbance created with the two wheelers will be considered as a serious offence. Management will not in any way be responsible for the safety of the vehicles parked on or outside the campus.
38. Photographs and the other details of the Institution, Staff Members and Students shall not be printed, published or shared on the internet or other media and social networks which will embarrass the concerned person or the institution.

## **IDENTITY CARDS**

1. Every student is expected to wear the identity card with her/his photograph attested by the Principal while on the campus and when travelling to and from the college.
2. Students should produce their identity cards for inspection whenever they are required to do so by any member of the Staff or other College authorities.
3. The Identity Card must be presented at the time of the payment of fees, before entering the library, while receiving the hall tickets, refund of the caution deposit, mark list and other certificates.
4. However, if one has not brought his/her ID card or the Hand Book he / she may be allowed to attend the class on that day by paying a fine of Rs.10/- If the card is lost, a duplicate one may be issued at the student's expense with the permission of the Principal and on submission of a written request for a duplicate card, attested by parent or guardian.

## **ATTENDANCE AND LEAVE**

1. Attendance will be marked at the beginning of each period. If a student is late or absent he/she is expected to get the necessary permission before entering the class. If a student is absent for one period, it will be considered as absence for half the day and absence for more than one period will be considered absence for the whole day. Students who reach the college late will be allowed to enter the class only after the first hour. In addition to it, other appropriate punishments may also be imposed on such students. Those who arrive later than the stipulated time will be marked as absent.

2. Each class will have a class leader who will assist the lecturer in his/her routine duties. The leader shall report without delay to the class teacher / HOD / Principal of any special situation that may arise in the class such as the absence of the lecturer, inadequate facilities etc., so that necessary arrangements can be made at the earliest.
3. No student shall absent himself / herself from class without application for leave.
4. Leave is granted by the Principal. Application for leave should be given to the Principal in advance except in unavoidable and unforeseen circumstances. In such case, the application should be made on the day of his/her return to the college, failing which he/she will not be allowed to take part in the college activities.
5. Absence without leave on the re-opening day, days of class tests/ Internal examinations and other functions, will be considered as serious offense and fine or any other appropriate forms of punishment will be given according to the discretion of the Principal.
6. Leave or absence from terminal examinations conducted by the college can be granted only by the Principal. It is also applicable for value education programmes, seminars, retreat for catholic students etc., arranged on the campus.
7. The semester certificate of attendance required for appearing at the University Examination will, in no case, be granted unless the students progress and conduct have been satisfactory and the student has seventy five percent of

attendance. The responsibility of making sure that a student has earned the required minimum percentage of attendance (75 Percent for each semester) rests entirely upon the student. It is the responsibility of parents and guardians to find out from the concerned department or college office the attendance score of their wards from time to time. Condonation of the shortage of attendance is not a matter of right. The Principal, on recommendation of the concerned Department may condone any shortage of attendance of any deserving student. This benefit will be restricted to those students who have applied for leave within one day of their rejoining the class after leave. Such condonation will not be granted for more than two semesters during a course of study. No duty leave will be granted to students for college union election activities.

8. Students are to get a minimum of 75 percent attendance in every semester. If a student falls short of it, he/she will be recommended for condonation only if the Principal is satisfied that the absence was for reasons beyond the control of the student.
9. Students should occupy their respective seats before the attendance is taken. They are not allowed to leave the class room and the late comers are not permitted to enter the class without the permission of the Principal / Vice Principal.
10. For the purpose of attendance, all working days shall be counted as whole days irrespective of the number of working hours.
11. The names of Students absenting themselves for more than ten consecutive days will be removed from the rolls and they will lose their attendance. They may be re-admitted at the discretion of the Principal in which case they will have to pay all the fees due, before they are readmitted.

12. All serious cases of illness should be reported to the Principal in writing through the Guardian or the Warden. In case of absence on account of illness, medical certificate may be called for.
13. An application for leave, which does not fully conform to the prescribed format, will be rejected. Those applications, on the days of class, examinations, test papers, seminars or to escape from punishment for default of any such work, will also be rejected.
14. It is the duty of the Student to enquire whether his / her applications for leave have been sanctioned.
15. A Student who absents himself / herself from a test paper, seminar, exercise or any other assignment shall not attend the class again until he / she writes the paper or exercise again and submits it to the teacher concerned. Failure to do this shall involve loss of attendance or other punishments.
16. All the Students are expected to be present for the internal examination conducted by the college and there will not be any chance for repeating the internal examination.
17. Attendance shall be marked at the beginning of each class whether lecture, practical or seminar, by the concerned faculty member.
18. Disciplinary action, including imposition of fine, will be taken against those who repeatedly absent themselves on insufficient grounds.
19. At the end of each semester or at the beginning of the following semester a list will be put on the general notice board showing the number of days of attendance obtained by each student. Students shall diligently examine this list and see that they do not fall below the minimum percentage required for the semester.

20. Internal marks are given to the students according to the norms of the university based on attendance, classroom assignments, Seminars, Presentations and Internal examinations.

## **LIBRARY**

1. The College Library is a very convenient place to study and do research and hence, strict silence has to be observed inside the library at all times.
2. Those who enter the library are expected to leave their belongings at the entrance and take with them only the writing materials.
3. Personal books for reference are to be taken into the library only with the permission of the librarian.
4. Students are allowed to borrow only two books at a time.
5. The books lent out should be returned within 14 days or renewed on the 14<sup>th</sup> day for further use. In the case of renewal, the books are to be brought to the library and the librarian will renew them and then they can be kept for another 14 days. If the library books are not returned on time, a fine of Rs.2/- will be charged per book, per day. If the book is not returned he/she will be suspended from membership till the book is returned and the fine is paid.
6. A Student may reserve a book. In such cases, preference will be given to those who reserve it on "first come first served" basis and such books cannot be renewed.
7. Reference Books, Magazines and Projects cannot be taken out of the library or lent out from the library without the permission of the Principal.

8. Once a book is taken off rack, it should not be put back on the rack, but to be left on the table.
9. The books taken by the staff members are to be returned within two months or is to be renewed.
10. Students coming to the library should show their identity cards to the librarian, when demanded. Though library will remain open during the Onam, Christmas and summer holidays, books will be issued only for reference in the library. If such books are taken out of the library a fine of Rs.50/- will be charged per day per book. Students are forbidden to lend books of the college library to others.
11. The Students are given two library cards each and they must bring them personally to take books from the library. For each book, a card is taken by the librarian and when the book is returned the card is given back. Books will not be issued without cards or on the cards of another student. However, the books taken by a student may be returned by another, in unavoidable and exceptional situations, such as sickness etc. to avoid fine.
12. If a book is damaged, spoiled or lost the student will either have to pay for it or supply to the library a new copy of the book according to the decision of the Principal / Librarian
13. Students are forbidden to remove any page or article from newspapers or magazines in the reading room. If removed it should be replaced or the price of the same should be given to the library.
14. All are expected to return the books/CD, etc. to the library as indicated in the college calendar, failing which Rs.50/- will be charged per item per day.
15. If library cards are lost duplicate cards may be issued on written request of the student and on payment of Rs.50/- per card.

16. On collecting books from the library, the student ought to examine them and report any damage found therein to the Librarian, failing which he/she shall be held responsible for any damage found on returning them.

## **ISSUE OF CERTIFICATES**

1. The official documents submitted by the Students during the admission will be returned only on completion of their respective university examinations or when his / her TC is issued. If however a student requires the documents for producing it elsewhere he / she will have to apply to the Principal, along with a request from parents, clearing all dues as per rules and paying the required charges.
2. After the completion of the course, Transfer Certificate and course Completion Certificates will be issued to students. Students have to settle their accounts and surrender their ID cards before applying for transfer certificate and course certificate.
3. The Conduct Certificate is a document which a student has to earn. It will not be issued as a matter of course. It will be issued together with TC after the completion of the course and all the examinations.
4. Conduct certificates will be issued by the Principal only with reference to the actual character and conduct of the students during their period of study.
5. Certificates should be claimed from office within one year of having completed the course. The College Office will not be responsible for any damage or loss to the certificates left unclaimed by the student after one year. From the second year onwards a search fee of Rs.500/- will be levied for each year that has elapsed.
6. On working days, ordinarily, a notice of 24 hours is necessary for the issue of Certificates. Certificates can be collected from the office from 3.30 to 4.15 pm on the following working day.



7. A Student applying for any certificate shall furnish the following details.
- i. Full name as in the SSLC book :
  - ii. Course of study :
  - iii. Class last studied in :
  - iv. Period of study :
  - v. Class number :
  - vi. Subjects taken :
  - vii. Admission number :
  - viii. Date of Admission :
  - ix. Signature :
8. Certificates are to be collected directly by the student. If a student is unable to collect them personally, he/she should write a letter to the Principal, authorizing his/her father/mother/guardian to collect them. Duplicate TC will not be issued unless there is a certificate from an officer ordinarily not below the rank of a first class Magistrate to the effect that the TC has been lost irrecoverably and on payment of Rs.500/-

## **COLLECTION AND REFUND OF FEES**

1. Tuition fees are collected in two instalments in the months of June and November respectively. The first instalment of fees including special fees will be collected within a period of seven consecutive working days beginning with the date of the re-opening of the college. In the case of first year students, the instalment of tuition fees and caution deposit will be collected on the day of admission.

### **Payment of Fine for Default**

If any student fails to pay the fees by the due date he/she shall be liable to pay a fine of Rs.50/- along with the fees

before the 7<sup>th</sup> consecutive day after the due date. If the 7<sup>th</sup> day happens to be a holiday, the next working day will be counted as the 7<sup>th</sup> day. After the due date, another 7 consecutive working days will be given, to pay the fees with a fine of Rs.100/-. The due dates for collection of fees for various courses will be published on the notice board.

### **Publication of the Names of Defaulters**

The names of defaulters will be published on the notice board after the expiry of the date fixed for payment, and they will not be allowed to attend classes and other activities of the college till they clear all the dues.

### **Consequences of Non-payment of Fees**

1. If the fees and fine are not paid before the last opportunity given for payment of that instalment, the name of the student will be removed from the rolls of the college with effect from the date following the expiry of the date period and if the student is to be re-admitted she/he shall have to apply for permission from the Principal and also will have to remit all the arrears of fees with fine, together with Rs.1000/- as readmission fees.
2. The re-admitted students will get the benefit of attendance only from the date of readmission.
3. If a student does not pay the dues on or before the date prescribed she/he shall not be allowed to take part in the college activities and appear for examinations.

### **Payment of Fees in Certain Other Cases**

1. Students, who are admitted for a term for making up shortage of attendance for the course which the student is undergoing, should pay half of the tuition fees of the semester together with full special fees and caution deposit at the time of admission.

2. Fees will be received in the College office only on working days from 9 am to 4.00 pm.
3. For every fee payment made to the office, (except for Examination) receipts will be issued and it should be produced when demanded. It is the duty of the student to get receipts for every payment made and be satisfied with money transaction before leaving the counter.
4. Mistakes in receipts, if any, should be pointed out then and there and should get it corrected on the spot. Complaints made later will not be entertained.

### **Payment of Fees by students on Rolls**

1. Every Student is liable to pay the prescribed fees of the whole semester during any part of which her / his name is on the rolls of the College.
2. Once the payment of fees is done, it will not be refunded under any circumstances. If a student wishes to discontinue the course for which she / he is admitted, for whatever reasons, the full amount of tuition as well as special fees of the full course (Three years) is to be paid and only then TC and other documents will be issued as indicated in the prospectus and as agreed at the time of admission.

### **Refund of Caution Deposit**

The caution deposit will be refunded to the students when TC is issued. The students should surrender their identity card and produce the fee receipts of the first instalment and that of the caution deposit. Refund is made after deducting all the dues if any, on account of:

- i. Loss of library book
- ii. Damage of the properties of the College
- iii. Fees arrears if any
- iv. Any other

## **KERALA RAGGING PROHIBITION ACT 1998 ACT 10 OF 1998**

(Published in Kerala Gazette Extra No.1007 dated 24.06.1998  
An Act to prohibit ragging in educational institutions in the State of Kerala Preamble WHEREAS it is expedient to prohibit ragging in educational institutions in the State of Kerala; Be it enacted in the forty – ninth year of the Republic of India as follows:-

1. Short title, extent and commencement – (1) This Act may be called the Kerala Prohibition of Ragging Act, 1998.
2. It extends to the whole of the State of Kerala.
3. It shall be deemed to have come into force on the 23<sup>rd</sup> day of October 1997.
2. **Definition** – In this Act, unless the context otherwise required:-
  - a 'Head of the education institution' means the Principal or the Head master or the person responsible for the management of that educational institution.
  - b 'Ragging' means doing of any act, by disorderly conduct to a student of an educational institution, which causes or is likely to cause physical or psychological harm or raising apprehension or fear or shame or embarrassment to that student and includes-
    - i Teasing, abusing or playing practical jokes on, or causing hurt to such students or
    - ii Asking a student to do any act or perform something which such student will not in the ordinary course, willingly do.
3. **Prohibition of ragging** – Ragging within or without any educational institution is prohibited.
4. **Penalty of ragging** – Whoever commits, participates in, abets or propagates ragging within or without, any educational institution shall, on conviction, be punished with

imprisonment for a term which may extend to two years and shall also be liable to fine which may extend to ten thousand rupees.

5. **Dismissal of a Student**-Any student convicted of an offence under section 4 shall be dismissed from the education institution and such student shall not be admitted in any other educational institution for a period of three years from the date of order of such dismissal.
6. **Suspension of a Student** – (1) Whenever any student or as the case may be, the parents or guardian, or a teacher of an educational institution complains, in writing of ragging to the Head of the educational institution, the Head of that educational institution shall, without prejudice to the foregoing provisions, within seven days of the receipt of the complaint, and if, prima facie, it is found true, suspend the student who is accused of the offence, and shall, immediately forward the complaint to the police station having jurisdiction over the area in which the educational institution is situated for further action.

## COLLEGE CALENDAR 2024-2025

**JUNE - 2024**

1	SAT	
2	<b>SUN</b>	
3	MON	IV Sem Internal Exam
4	TUE	IV Sem Internal Exam
5	WED	IV Sem Internal Exam / World Environment Day
6	THU	IV Sem Internal Exam
7	FRI	IV Sem Internal Exam
8	SAT	
9	<b>SUN</b>	
10	MON	
11	TUE	
12	WED	II Sem Internal Exam/ Industrial visit (BCA)
13	THU	II Sem Internal Exam
14	FRI	II Sem Internal Exam
15	SAT	II Sem Internal Exam
16	<b>SUN</b>	
17	MON	Bakrid
18	TUE	II Sem Internal Exam
19	WED	II Sem Internal Exam, IV Sem University Exam/ Reading Day
20	THU	
21	FRI	Enterpreneurs Intraction (BBA)
22	SAT	
23	<b>SUN</b>	
24	MON	
25	TUE	Comprehensive health Checkup Campaign
26	WED	
27	THU	Tech Club Inauguration (BCA)
28	FRI	Blood Donation Camp (RRC,NSS)/ Inauguration – Photography
29	SAT	Orientation Program (NSS)
30	<b>SUN</b>	Nature Walk (NSS)

# COLLEGE CALENDAR 2024-2025

## JULY - 2024

1	MON	IV Sem University PG Exam Begins
2	TUE	
3	WED	
4	THU	
5	FRI	
6	SAT	
7	<b>SUN</b>	Old Age Home Visit (BCA)
8	MON	Library Orientation (Library), II Sem University Exam Begins
9	TUE	
10	WED	
11	THU	Industrial Visit (BCA)
12	FRI	Inter-college Seminar on Research Methodology (BBA)
13	SAT	
14	<b>SUN</b>	
15	MON	Training for Project Guide (Research Committee)
16	TUE	Muharam
17	WED	De-addiction Center Visit (Anti-drug)
18	THU	Film Theatre Visit
19	FRI	
20	SAT	Mentoring Training for Teachers
21	<b>SUN</b>	
22	MON	
23	TUE	Old Age Home Visit (BCA), Department Inauguration (Commerce)
24	WED	
25	THU	Academic Year Inauguration
26	FRI	Fresher's Day
27	SAT	
28	<b>SUN</b>	
29	MON	De-addiction Centre Visit (Anti-drug)
30	TUE	
31	WED	

# COLLEGE CALENDAR 2024-2025

## AUGUST - 2024

1	THU	Association Inauguration (Management)
2	FRI	
3	SAT	Karkidaka Vavu
4	<b>SUN</b>	
5	MON	Commerce Day Celebration (Commerce)
6	TUE	Association Inauguration (Sociology)
7	WED	
8	THU	WDC Inauguration
9	FRI	Talent Hunt
10	SAT	
11	<b>SUN</b>	
12	MON	Association Inauguration (English)
13	TUE	Field Visit (Sociology)
14	WED	
15	THU	Independence Day Celebration (NSS)
16	FRI	
17	SAT	Seminar on Paper Presentation Guidelines (Research)
18	<b>SUN</b>	
19	MON	
20	TUE	Sree Narayana Guru Jayanti
21	WED	
22	THU	
23	FRI	
24	SAT	Industrial Visit (English)
25	<b>SUN</b>	
26	MON	Sree Krishna Jayanti
27	TUE	V Sem First Internal
28	WED	Ayyankali Jayanti
29	THU	V Sem First Internal
30	FRI	Social Work Association Inauguration/ V Sem First Internal
31	SAT	



# COLLEGE CALENDAR 2024-2025

## SEPTEMBER - 2024

1	<b>SUN</b>	
2	MON	III Sem Internal Exam
3	TUE	III Sem Internal Exam
4	WED	III Sem Internal Exam
5	THU	I Sem Internal Exam/Outreach Program (BBA)
6	FRI	I Sem Internal Exam
7	SAT	
8	<b>SUN</b>	
9	MON	I Sem Internal Exam
10	TUE	Self Defence Training (WDC)
11	WED	Inter-department Football Tournament (Sports)
12	THU	
13	FRI	Onam Celebration
14	SAT	
15	<b>SUN</b>	
16	MON	
17	TUE	
18	WED	
19	THU	
20	FRI	
21	SAT	
22	<b>SUN</b>	
23	MON	
24	TUE	NSS Day Celebration
25	WED	
26	THU	
27	FRI	Field Trip (BBA)
28	SAT	
29	<b>SUN</b>	
30	MON	

# COLLEGE CALENDAR 2024-2025

## OCTOBER - 2024

1	TUE	Old Age Home Visit (BBA)
2	WED	Gandhi Jayanti
3	THU	Inter-department Cricket Tournament (Sports)
4	FRI	Guru Vantharanam (Dance Club)/ Street Play Workshop
5	SAT	
6	<b>SUN</b>	
7	MON	
8	TUE	
9	WED	
10	THU	Union Inauguration
11	FRI	Field Trip (B.Com First year)
12	SAT	Mahanavami
13	<b>SUN</b>	Vijayadeshami
14	MON	
15	TUE	
16	WED	V Sem II Internal Exam/ Food Fest (ED Club)
17	THU	V Sem II Internal Exam
18	FRI	V Sem II Internal Exam/ Field Visit (BCA)
19	SAT	
20	<b>SUN</b>	
21	MON	Food Fest (ED Club)
22	TUE	
23	WED	III Sem II Internal Exam/ Tech Fest (BCA)
24	THU	III Sem II Internal Exam
25	FRI	III Sem II Internal Exam
26	SAT	News Reading Competition (Literary Club)
27	<b>SUN</b>	
28	MON	I Sem II Internal Exam
29	TUE	I Sem II Internal Exam
30	WED	I Sem II Internal Exam
31	THU	Deepavali

# COLLEGE CALENDAR 2024-2025

## NOVEMBER - 2024

1	FRI	
2	SAT	
3	<b>SUN</b>	
4	MON	
5	TUE	V Sem University Exam Begins
6	WED	I Sem University Exam Begins
7	THU	
8	FRI	
9	SAT	
10	<b>SUN</b>	
11	MON	One Day Workshop for Script Writing
12	TUE	
13	WED	
14	THU	
15	FRI	V Sem University Exam Ends
16	SAT	
17	<b>SUN</b>	
18	MON	
19	TUE	
20	WED	Inter college Paper Presentation (Commerce)
21	THU	
22	FRI	I Sem University Exam Ends
23	SAT	
24	<b>SUN</b>	
25	MON	III Sem University Exam Begins/ Street Play (WDC)
26	TUE	Inter-department Volley Ball Tournament (Sports)
27	WED	
28	THU	
29	FRI	
30	SAT	

# COLLEGE CALENDAR 2025-2026

## DECEMBER - 2024

1	<b>SUN</b>	
2	MON	Aids Day Program (RRC,NSS)
3	TUE	
4	WED	
5	THU	Nature Walk (Bio diversity)/ Study Tour Commerce
6	FRI	III Sem University Exam Ends
7	SAT	Industrial Visit (BBA)
8	<b>SUN</b>	
9	MON	
10	TUE	Sports Day
11	WED	
12	THU	Study Tour (BCA)
13	FRI	Study Tour (BBA)/ Industrial Visit (Commerce)
14	SAT	
15	<b>SUN</b>	
16	MON	
17	TUE	
18	WED	
19	THU	
20	FRI	Christmas Celebration
21	SAT	NSS Special Camp (7 Days)
22	<b>SUN</b>	Alumni Meet (Alumni)
23	MON	
24	TUE	
25	WED	Christmas
26	THU	
27	FRI	Community Living Camp (Social Work)
28	SAT	
29	<b>SUN</b>	
30	MON	
31	TUE	

# COLLEGE CALENDAR 2025-2026

## JANUARY - 2025

1	WED	
2	THU	Inter department Badminton Tournament (Sports)
3	FRI	
4	SAT	
5	<b>SUN</b>	
6	MON	
7	TUE	
8	WED	
9	THU	
10	FRI	Flash Mob (Literary Club)
11	SAT	Digital Literacy (BCA)
12	<b>SUN</b>	
13	MON	
14	TUE	
15	WED	Social Work Fest
16	THU	Arts
17	FRI	
18	SAT	
19	<b>SUN</b>	
20	MON	
21	TUE	Street Drama (Photography)
22	WED	
23	THU	
24	FRI	Honoring Women Entrepreneurs ( WDC)
25	SAT	Inter collegiate Paper Presentation Conference (Research)
26	<b>SUN</b>	
27	MON	
28	TUE	
29	WED	
30	THU	
31	FRI	Feast of Don Bosco

# COLLEGE CALENDAR 2024-2025

## FEBRUARY - 2025

1	SAT	
2	<b>SUN</b>	
3	MON	Inauguration of English Department Library
4	TUE	Ludo Tournament (Sports)
5	WED	
6	THU	
7	FRI	
8	SAT	
9	<b>SUN</b>	
10	MON	
11	TUE	
12	WED	
13	THU	
14	FRI	
15	SAT	
16	<b>SUN</b>	
17	MON	Chess Tournament (Sports)
18	TUE	
19	WED	
20	THU	Young Sociologist Inter-college Programme
21	FRI	College Day
22	SAT	
23	<b>SUN</b>	
24	MON	
25	TUE	
26	WED	
27	THU	VI Sem Internal Exam
28	FRI	VI Sem Internal Exam

# COLLEGE CALENDAR 2025-2026

## MARCH - 2025

1	SAT	VI Sem Internal Exam
2	<b>SUN</b>	
3	MON	VI Sem Internal Exam
4	TUE	VI Sem Internal Exam
5	WED	II Sem Internal Exam
6	THU	II Sem Internal Exam
7	FRI	II Sem Internal Exam
8	SAT	
9	<b>SUN</b>	
10	MON	II Sem Internal Exam
11	TUE	II Sem Internal Exam
12	WED	IV Sem Internal Exam
13	THU	IV Sem Internal Exam
14	FRI	IV Sem Internal Exam
15	SAT	
16	<b>SUN</b>	
17	MON	IV Sem Internal Exam
18	TUE	IV Sem Internal Exam
19	WED	IV Sem Internal Exam
20	THU	
21	FRI	VI Sem University Exam Begins
22	SAT	
23	<b>SUN</b>	
24	MON	
25	TUE	
26	WED	
27	THU	
28	FRI	
29	SAT	Job Fair (Placement)
30	<b>SUN</b>	
31	MON	

# COLLEGE CALENDAR 2025-2026

## APRIL - 2025

1	TUE	
2	WED	II Sem University Exam Begins
3	THU	
4	FRI	
5	SAT	
6	<b>SUN</b>	
7	MON	
8	TUE	
9	WED	
10	THU	
11	FRI	
12	SAT	
13	<b>SUN</b>	
14	MON	
15	TUE	
16	WED	
17	THU	
18	FRI	
19	SAT	
20	<b>SUN</b>	
21	MON	
22	Tue	Nature Camp (Bio Diversity)
23	WED	
24	THU	
25	FRI	
26	SAT	
27	<b>SUN</b>	
28	MON	
29	TUE	
30	WED	



# COLLEGE CALENDAR 2025-2026

**MAY - 2025**

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

## LEAVE RECORD

Name of the Student.....

Course.....

Date	No of days	Reason	Signatures		
			Parent	Class Teacher	Principal

## LEAVE RECORD

Name of the Student.....

Course.....

Date	No of days	Reason	Signatures		
			Parent	Class Teacher	Principal

**LEAVE RECORD**

Name of the Student.....

Course.....

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Course.....

Date	No of days	Reason	Signatures		
			Parent	Class Teacher	Principal

# LEAVE RECORD

Name of the Student.....

Course.....

Date	No of Days	Reason	Signatures		
			Parent	Class	Principal

# LATE ARRIVAL RECORD

Name of the Student.....

Course.....

Date	Time of Arrival	Signatures		Date	Time of Arrival	Signatures	
		Class Teacher	Principal / Vice Principal			Class Teacher	Principal / Vice Principal



# LATE ARRIVAL RECORD

Name of the Student.....

Course.....

Date	Time of Arrival	Signatures		Date	Time of Arrival	Signatures	
		Class Teacher	Principal / Vice Principal			Class Teacher	Principal / Vice Principal

## LATE ARRIVAL RECORD

Name of the Student.....

Course.....

Date	Time of Arrival	Signatures		Date	Time of Arrival	Signatures	
		Class Teacher	Principal / Vice Principal			Class Teacher	Principal / Vice Principal

# LATE ARRIVAL RECORD

Name of the Student.....

Course.....

Date	Time of Arrival	Signatures		Date	Time of Arrival	Signatures	
		Class Teacher	Principal / Vice Principal			Class Teacher	Principal / Vice Principal

**LATE ARRIVAL RECORD**

Name of the Student.....

Course.....

Date	Time of Arrival	Signatures		Date	Time of Arrival	Signatures	
		Class Teacher	Principal / Vice Principal			Class Teacher	Principal / Vice Principal

# PRINCIPAL'S PERMISSION FOR LEAVE DURING COLLEGE HOURS

Name of the Student.....

Course.....

Date	Time	Reason	Signatures		
			Principal	Parent	Class Teacher

**PRINCIPAL'S PERMISSION FOR LEAVE**  
**DURING COLLEGE HOURS**

Name of the Student.....

Course.....

Date	Time	Reason	Signatures		
			Principal	Parent	Class Teacher

**PRINCIPAL'S PERMISSION FOR LEAVE**  
**DURING COLLEGE HOURS**

Name of the Student.....

Course.....

Date	Time	Reason	Signatures		
			Principal	Parent	Class Teacher

**PRINCIPAL'S PERMISSION FOR LEAVE**  
**DURING COLLEGE HOURS**

Name of the Student.....

Course.....

Date	Time	Reason	Signatures		
			Principal	Parent	Class Teacher



**PRINCIPAL'S PERMISSION FOR LEAVE**  
**DURING COLLEGE HOURS**

Name of the Student.....

Course.....

Date	Time	Reason	Signatures		
			Principal	Parent	Class Teacher

**NOTES FROM THE PRINCIPAL**  
**TO THE PARENTS**


**NOTES FROM THE PRINCIPAL**  
**TO THE PARENTS**


**NOTES FROM THE PRINCIPAL**  
**TO THE PARENTS**

**NOTES FROM THE PRINCIPAL**  
**TO THE PARENTS**




## Mark/Grade Record

Semester One		
Subject	I Internal	II Internal
Class Teacher	Parent/Guardian	

Semester Two		
Subject	I Internal	II Internal
Class Teacher	Parent/Guardian	

## Mark/Grade Record

Semester Three		
Subject	I Internal	II Internal
Class Teacher	Parent/Guardian	

Semester Four		
Subject	I Internal	II Internal
Class Teacher	Parent/Guardian	