



# IHRD

## INSTITUTE OF HUMAN RESOURCES DEVELOPMENT

Government of Kerala

# PROSPECTUS

## 2025-2026

### Colleges Affiliated to Kannur University



Prospectus issued for previous years are not valid for 2025-26

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# **Admission to UG Programme (Honours) in the Colleges of Applied Science under IHRD and affiliated to Kannur University during the year 2025-26**

The Institute of Human Resources Development (I.H.R.D) is an institution with Government Educational Institutional Status (As per order No. GO(MS) No. 1508/2023/HEDN Dated 11-10-2023 and 19-10-2023) established for the development of manpower in the field of Electronics, Computer Science, Information Technology, Commerce and allied areas. With a view to provide advanced skills in the above fields, the institute offers Degree Honors Programmes in various subjects in the following Colleges of Applied Science during the academic year 2025-2026.

Online Applications to be submitted through the website is given below

<http://www.ihrdadmissions.org>

## **Colleges**

- 1. College of Applied Science, Cheemeni**
- 2. College of Applied Science, Koothuparamba**
- 3. College of Applied Science, Manjeshwaram**
- 4. College of Applied Science, Pattuvam**
- 5. College of Applied Science, Payyannur (Neruvambram)**
- 6. College of Applied Science, Pinarayi**
- 7. P.K. Kalan Memorial College of Applied Science, Mananthavady**
- 8. EMS Memorial College of Applied Science, Iritty**
- 9. Model College Madikai, Nileshwaram**

## **Programmes**

- B.Sc. Computer Science**
- B.Sc. Electronics**
- Bachelor in Computer Application (BCA)**
- B.Com Computer Application**
- B Com Co-Operation**
- B.A English**
- Bachelor of Tourism and Travel Management**

**FYUGP** has a student-centered approach, in which students can choose their own study path. Upon successful completion of 133 credits over a three-year period, a student will be awarded a bachelor's degree. Over a four-year period, the student can successfully earn 177 credits. They will be awarded an Honors degree. Students can earn credits through the following categories of courses (subjects).

1. Discipline Specific Courses (DSC).
2. Discipline Specific Elective (DSE) Courses.
3. General Foundation Courses.

a) Ability Enhancement Courses (AEC)

b) Skill Enhancement Courses (SEC)

c) Value Added Courses (VAC)

d) Multi- disciplinary Courses (MDC)

1. Students who choose to exit after 3 years shall be awarded UG Degree in their respective Discipline/ Disciplines after the successful completion of the required minimum of courses of 133 credits.

2. A four –year UG Honours Degree in the Discipline/Disciplines shall be awarded to those who compete the FYUGP with a specific number of courses of 177 credits.

3. Students who aspire to pursue research as a career may opt for Honours with Research stream in the fourth year.

4. Students who wish to complete the undergraduate programmes faster may do so by completing different courses equivalent to the required number of credits and fulfilling all other requirements in N-I Semesters (Where N is the number of semesters in an undergraduate/postgraduate programme).

The details of the programmes are given below.



# 1. COLLEGES & PROGRAMMES WITH INTAKE

Colleges	Programmes	Seats admitted By University	Seats to be filled up by the College /IHRD	Total Seats
<b>1. College of Applied Science, Pattuvam,</b> Kayyambhadam, Ariyil P.O, Thaliparamba, Kannur 670143 Ph:0460-2206050, 8547005048 Email:caspattuvam.ihrd@gmail.com caspattuvam@ihrd.ac.in	a) B.Sc Computer Science	20	20	40
	b) Bachelor in Computer Application (BCA)	13	12	25
	c) B.Com Computer Application	30	30	60
	d) BCom Co-Operation	20	20	40
<b>2. College of Applied Science, Cheemeni,</b> Pallippara, Pettikkund P.O, Cheruvathur, Kasargod 671313, Ph: 8547005052 Email: cascheemeni.ihrd@gmail.com cascheemeni@ihrd.ac.in	a) B.Sc Computer Science	18	17	35
	b) B.Com Computer Application	25	25	50
	c) BCom Co Operation	20	20	40
<b>3. College of Applied Science,</b> Koothuparamba, Valiyavelicham (PO), Kuthuparamba, Kannur 670643, Ph:0490-2932123, 8547005051 Email: caskoothuparamba@ihrd.ac.in caskoothuparamba.ihrd@gmail.com	a) B.Sc Computer Science	13	12	25
	b) B.Sc Electronics	13	12	25
	c) B.Com Computer Application	20	20	40

<p><b>4.</b> College of Applied Science, Payyannur, Neruvambram, Ezhome P O, Kannur, PIN-670334 Ph: 0497-2877600, 8547005059 Email: caspayyannur@ihrd.ac.in caspayyannur.ihrd@gmail.com</p>	<p>a) B.Sc Computer Science b) B.Com Computer Application c) BCom Co Operation d) BA English</p>	<p>20 25 20 15</p>	<p>20 25 20 15</p>	<p>40 50 40 30</p>
<p><b>5.</b> College of Applied Science, Manjeswaram, Kumbala P.O, Kasaragod.-671321 Ph:04998-215615, 8547005058 Email: casmanjeswaram@ihrd.ac.in casmanjeswaram.ihrd@gmail.com</p>	<p>a) B.Sc Computer Science b) B.Com Computer Application c) BA English</p>	<p>13 25 15</p>	<p>12 25 15</p>	<p>25 50 30</p>
<p><b>*6.</b> PK Kalan Memorial College of Applied Science Mananthavady, Govt. College Campus, Nallurnad P.O, Mananthavady, Wayanad -670645 Ph:8547005060 Email:casmananthavady.ihrd@gmail.com casmananthavady@ihrd.ac.in</p>	<p>a) B.Sc Computer Science b) B.Com Computer Application c) BCom Co Operation</p>	<p>0 0 0</p>	<p>25 48 48</p>	<p>25 48 48</p>
<p><b>7.</b> EMS Memorial College of Applied Science, Iritty. Kiliyanthara PO, Kunnoth, Iritty, Kannur-670706 Ph:0490-2423044, 8547003404 Email: casiritty@ihrd.ac.in casiritty.ihrd@gmail.com</p>	<p>a) B.Sc Computer Science b) B.Com Computer Application c) Bachelor of Tourism and Travel Management d) B. Com Co-operation</p>	<p>18 25 13 15</p>	<p>18 25 12 15</p>	<p>36 50 25 30</p>
<p><b>8.</b> College of Applied Science, Pinarayi Pinarayi P O, Thalassery, Kannur- 670741 Ph:0490-2384480, 8547005073 Email: caspinarayi@ihrd.ac.in caspinarayi.ihrd@gmail.com</p>	<p>a) B.Sc Computer Science b) B.Sc Electronics c) B.Com Computer Application</p>	<p>13 13 20</p>	<p>12 12 20</p>	<p>25 25 40</p>
<p><b>9.</b> Model College, Madikkai, Nileshwaram Kanhirapoi PO, Anandashram (via), Kanhangad- 671531 Ph:0467-2081910, 8547005068 Email:mcneeshwaram.ihrd@gmail.com casnileshwaram@ihrd.ac.in</p>	<p>a) B.Com Computer Application b) B.A English</p>	<p>25 20</p>	<p>25 20</p>	<p>50 40</p>

## NOTE

1. *\*At PK Kalan Memorial College of Applied Science, Mananthavady, 50% of the total intake will be reserved for ST candidates, 30% for SC and 20% for candidates from General category. 50% of the total seats will be reserved exclusively for candidates from Wayanad district.*
2. *50% of the total seats including the seats reserved for SC/ST/SEBC/EWC will be filled up through Centralized Admission Process (CAP) by the University. Please refer University CAP website (<http://admission.kannuruniversity.ac.in>) for more information.*
3. *Only those who have registered for the CAP of Kannur University are eligible to apply for the 50% seats to be filled by IHRD Colleges and would have to produce valid proof of their registration and ID number provided by the University.*
4. *If the intake is enhanced during the academic year due to permanent/ marginal increase, selection for admission will be made from the candidates who have applied for admission in the current year.*
5. *In any matters of contest or doubt about the eligibility/ selection/ assessment of merit of the applicant University rules prevailing from time to time will be final and binding.*
6. *Student admitted through University CAP and through IHRD admission portal have to pay the same fee as shown in para 7*

IHRD has been empanelled by the Government of Kerala as the nodal agency for implementing the 'Centre for Skill Development Courses and Career Planning'(CSDCCP) in all Arts and Science Colleges across the Kerala state.

Based on this empanelment, IHRD offers the following services to Four year Under Graduate students throughout Kerala.

- IHRD has prepared and introduced more than 100 advanced skill courses as Minor, Vocational Minor, Skill Enhancement Courses (SECs) or Additional Skill Enhancement Courses.
- Provision of Internships, Apprenticeships and Project Works
- Conducting Placement Training
- Conducting Skill Training Programs.
- Guiding Students to complete their Three year Graduation within 2.5 Years and Four year Graduation within 3.5 Years



Those candidates who are “Eligible for Higher Studies” as per the Higher Secondary Examination or a pass in the equivalent examination is the minimum criteria for admission to degree programmes, unless otherwise specified. However, candidates who have qualified the HSE and VHSE of the Government of Kerala under,, SAY “scheme and Compartmental Examination of CBSE are also eligible for admission to first year degree programmes in the same academic year. Eligibility for admission and mode of calculation of index mark will be as per University guidelines (Ref. the University Prospectus UG CAP 2025-26).

Programme	Eligibility for Admission	Mode of calculation of index Mark
1. B.Sc. Computer Science	A Pass in Higher Secondary Examination of the state or an Examination accepted by the University as equivalent thereto with Mathematics as one of the major subjects under science stream.	a) For Computer Science: Total marks of the qualifying examination + marks for Mathematics + 20% of the marks for Computer Science /Electronics
2. B.Sc. Electronics	A pass in Higher Secondary Examination of the state or an Examination accepted by the University as equivalent thereto under science stream.	a) For Electronics: Total marks of the qualifying examination + marks for Mathematics + 20% of the marks for Computer Science / Electronics.

3. B.Com (Computer Applications)	A pass (Eligible for higher studies) in the Higher Secondary Examination of the State or an Examination accepted by the University as equivalent thereto provided candidates coming from Non- Commerce group should have at least 45% of the aggregate marks.	Total marks of the qualifying examination + A weightage of 25 marks for each commerce subjects such as Accounting, Business studies, Management Studies, Auditing, Computer Application, Banking, Income Tax and Economics taken by the candidate subject to a maximum of 75 marks.
4. B.A English	A pass (Eligible for higher studies) in the Higher Secondary Examination of the State or an examination accepted by the University as equivalent thereto. Those who have Afsal Ul Ulama (Preliminary) (Regular) certificate From Calicut University are also eligible.	Total marks of the qualifying examination + twice marks of English. A weightage of 20 marks will be given to those who have studied English as optional at the qualifying examination.
5. B.Com Co-operation	A pass (Eligible for higher studies) in the Higher Secondary Examination of the State or an Examination accepted by the University as equivalent there to provided candidates coming from Non- Commerce group should have at least 45% of the aggregate marks.	Total marks of the qualifying examination + A weightage of 25 marks for each commerce subjects such as Accounting, Business studies, Management Studies, Auditing, Computer Application, Banking, Income Tax and Economics taken by the candidate subject to a maximum of 75 marks.
6. Bachelor in Computer Application (BCA)	A Pass in Higher Secondary Examination of the State or an Examination accepted by the University as equivalent thereto with Computer Science/Mathematics/Computer Application/ Informatics Practice as one of the subjects.	Total marks of the qualifying examination + Marks of Maths + 20% of the marks of Computer Science/ Electronics.
7. Bachelor of Tourism and Travel Management (BTTM)	50% Marks in Higher Secondary Examination of the state or an examination accepted by the University as equivalent thereto.	Total Marks of the qualifying examination + weightage of 75 marks to those applicants who have studied tourism at higher secondary level (VHSE/ CBSE etc.)

***Any changes to the above eligibility/ indexing rules announced by the University even after publishing of the Prospectus will be binding in the process of Admissions to all the above course.***



# RESERVATION

## 3. RESERVATION

(Only for the 50% seats allocated to the Colleges)

**The seats will be filled up on the following formula.**

1. 15% of the total seats allotted to the college is reserved for candidates who pass the THSS Examination from Technical Higher Secondary Schools under IHRD. The mode of selection will be as per the eligibility and selection procedure mentioned above.
2. At PK Kalan Memorial College of Applied Science, Mananthavady, 50% of the total intake will be reserved for ST candidates, 30% for SC and 20% for candidates from General category. 50% of the total seats will be reserved exclusively for candidates from Wayanad district.
3. If any seats reserved remain unfilled, the same will go to the open merit.



# PROCEDURES

Candidates have to submit duly filled up online application at the portal <http://www.ihrdadmissions.org>. The College, on the basis of merit as given below, will prepare rank list.

**ASSESSMENT OF MERIT:** Except when otherwise provided, the merit of a candidate will be assessed on the basis of the marks obtained by the candidate in the qualifying examinations for admission to the particular programmes, subject to such criteria as may be prescribed by the University. In assessing merit, marks will be awarded for extracurricular activities like sports, NCC, NSS, SPC etc. of the students. These marks will be added to the marks obtained for the qualifying examination for preparing the ranklist.

**Weightage:-**

1. The candidates who have attended NSS/NCC/SPC/ during the period of the qualifying examinations ie, plus two only will be eligible for the bonus mark. The Certificate issued by the Director of NSS/NCC only will be considered for bonus mark in respect of NSS/NCC candidates.

2. *The candidates who got Rajyamudra/ Nanmamudra certificate in Scouts/ Guides/Ranger / Rower in higher secondary level are eligible for bonus marks of 15.*

Note:

a) In respect of NCC applicants, the bonus marks will be awarded, on the basis of N.C.C. Certificates signed by the NCC Director and issued by the Directorate of N.C.C., to the candidates who have secured at least 75% of attendance after having participated in its activities during the course of study immediately preceding the Programme for which admission is sought.

b) For awarding bonus marks to N.S.S. Participants, the basis will be N.S.S. Certificates signed by the Competent Authority.

c) For awarding bonus mark to SPC, the certificate signed by the Competent Authority shall be submitted.

d) The benefit of bonus marks (15 marks) for purposes of admission can be earned by the candidates only under any one category (N.S.S./N.C.C./S.P.C./Scouts/ Guides/Ranger/ Rower). An additional weightage of 5 or 10 marks will be awarded to NCC cadets holding B or C Certificates respectively.

e) The weightage of bonus marks shall be added to the marks scored by the candidate either to make him/her eligible for admission to a Programme or for ranking purposes to those who are otherwise eligible for admission. In the case of candidates who get the eligibility by this bonus marks, their ranking mark will be the sum of scored marks and the bonus marks.

### **Ex-Servicemen & their dependents**

A weightage of 15 marks will be given to the ex-servicemen and widows and children of Jawans and Ex-servicemen for admission (Applicable to Army/Navy/Air force only. Not applicable to paramilitary forces/CAPF/GREF/Coast Guard etc.). Certificates in proof of claim with supporting documents to be produced at the time of admission.

The Candidates who have passed qualifying exam under CISCE or any other boards which have more than three electives will have to submit more than one application with different electives, in case they wish to seek admission for all the electives they have studied.

For example a candidate who chooses Mathematics as elective should compulsorily enter the Marks of Mathematics plus the marks of any other two electives as per their choice of that stream. This is applicable for all other subjects.

Note: Relaxation of marks in qualifying examinations as per rules (for SC/ST/PWBD – pass minimum, SEBC-5% relaxation in the qualifying examination from the prescribed minimum for admission).

### ***Deductions/Loosing of marks for subsequent appearances***

Candidates will lose 10 marks for ranking purpose for every successive attempt after the first attempt of qualifying examination, subject to a maximum of 25 marks. The number of chances means the number of chances taken for passing any part of the qualifying examination. Betterment of examination will not be considered as a chance.

### **Resolving of tie:**

In the case of a tie of index marks, the following will be considered on a priority basis

- Marks of the subject opted
- Marks of English
- Date of Birth (older be placed higher in ranking)

## Note

1. Selection of Candidates will be done institution-wise. Admission to all the Colleges of Applied Science will be made as per the schedule prescribed by the University.
2. Admission shall be made purely on the basis of grades/marks obtained for Higher Secondary or equivalent qualifying examination.
3. For selection, the ranking index/ marks will be finally arrived at by taking into account the instructions and guidelines issued by the University from time to time.
4. The grade /marks declared by the candidates in the Application form alone will be considered for selection. If the maximum mark for a subject of the qualifying examination is above 100, the candidate shall convert the mark secured out of 100.
5. Candidates who do not furnish the details of grades / marks as prescribed in the relevant column of the application form will not be considered for admission.
6. The selection of candidates for admission will be on the above basis and the information furnished by the candidate in his/her application. Candidate should be very careful in furnishing the information, including grade / marks in the application form. Incomplete applications will be rejected without any intimation.
7. Attested copy of the mark list of the qualifying examination should be attached with the printout of the application form.
8. The bonus/ handicapped marks will be awarded as per the guidelines issued by the University from time to time.



## 5 HOW TO APPLY

### **APPLICATION FORM**

Application form for admission to various degree programmes in College of Applied Science against IHRD/College quota seats is to be completed online through the website of IHRD [www.ihrdadmissions.org](http://www.ihrdadmissions.org)

The applicants need submit only single online application for admission to all the UG Degree Programmes in various College of Applied Sciences affiliated to Kannur University.

### **APPLICATION REGISTRATION FEE**

The application Registration fee will be Rs. 250/- and Rs. 100/- per additional college (Registration fee Rs.100/- and Rs. 50/- per additional college for SC/ST candidates). Application Registration fee payment will be accepted only through SBI collect as per details in the IHRD admission portal. Application Registration fee once remitted shall not be refunded under any circumstances. The details of application Registration fee remitted should be entered in the admission portal while submitting the online application. Applications without application Registration fee will be summarily rejected.

## SUBMISSION OF APPLICATION

The print out taken after submitting online application along with supporting documents shall be submitted to the Principal of concerned Applied Science Colleges (Please see para 1) at the time of admission only, if the candidate is selected provisionally in the rank list. Applications will be considered only if he/she has furnished the relevant certificates prescribed in this Prospectus. Late and incomplete applications / applications not in the prescribed form / applications without supporting documents and registration fee will be summarily rejected. The candidates who wish to secure admission in the college quota also need to furnish the University CAP registration number in the application form, after completing the online registration procedure provided in the admission portal of Kannur University.

## DOCUMENTS TO BE SUBMITTED ALONG WITH PRINTOUT OF THE ONLINE APPLICATION

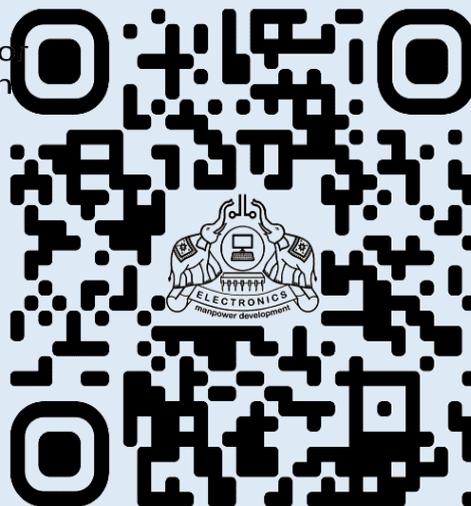
1. Self-attested copy of the SSLC/equivalent certificate to prove the date of birth of the applicant.
2. Self-attested copy of the marklist of the qualifying examination.
3. Self-attested copy of relevant certificate obtained from competent authority for claiming grace marks, if applicable.
4. Self-attested copy of relevant certificate for claiming IHRD THSS reservation.

\* The last date of receipt of application is subject to change in the University notification in this regard.

### NOTE

The Application registration fee once paid is non-refundable.

Touch or scan the QR code for submitting online application





# FEES

## 6. FEES

### DETAILS OF FEES FOR EACH SEMESTER OF B.SC/BCA/ B.COM/B.A/BTMM

FEE PARTICULARS	B.Sc/ BCA (Rs.)	B.Com / BTMM (Rs.)	B.A(Rs.)
Tuition fee	17,270	13,035	8,470
<b>Fee payable at the time of admission only</b>			
Admission fee	330	330	330
Caution deposit (refundable)	1,000	1,000	1,000

- I. In addition, the student will have to remit the University affiliation/ administration and other mandatory fees as required by the University from time to time, including examination and Camp Valuation fee.
- II. The PTA fee, Magazine, Association fees as recommended by the College concerned has to be remitted at the time of admission.

## **FEE CONCESSION/CAUTION DEPOSIT**

- I. All students are required to pay Caution Deposit irrelevant of category including SC/ST/OEC candidates.
- II. No educational concession will be available to the students of the Degree programmes conducted in the Colleges of Applied Sciences under IHRD except the SC/ST/OEC candidates and any other category as directed by the Govt. /University. The SC/ST/OEC candidates or any other category as prescribed by the Govt. from time to time are exempted from payment of the prescribed fee on condition that they will submit application for educational concession to the SC/ST Development Department in the prescribed form along with supporting documents within 15 days from the date of admission. If they fail to do so, they should pay the prescribed fees. In case, the educational concession is not sanctioned by the SC development department, the student is liable to remit the entire fee. Sanctioning of educational concessions is also subject to the orders of SC Development Department/Government from time to time.
- III. All students including those eligible for any type of Educational Concession from various Departments /Welfare Agencies, except the SC/ST/OEC or any other category as prescribed by the Govt. from time to time should remit the entire fee as per the schedule.
- IV. The actual amount sanctioned towards the educational concession to the eligible students by the Department/ Welfare agencies when credited to their bank account should be reimbursed to the college within 7 days of allotment of the amount.



# 7 RULES FOR ISSUE OF TRANSFER CERTIFICATE

Any student who gets admission to Degree programmes later discontinues his/her study from any one of the College of Applied Science, under IHRD, TC will be issued as per conditions specified in the G.O.(MS) no. 319/2017/H.Edn.(J) dated 29-12-2017. i.e. In the condition of a student withdrawing before the starting of the Programme, the entire fee collected from the student, after a deduction of the processing fee of Rs.1,000/- (Rupees One thousand only) will be refunded by the College. If a student leaves the Programme after the commencement of classes the College will refund the fee collected after the deduction of the processing fee of Rs.1,000/- (Rupees One thousand only) and proportionate hostel rent. In case of discontinuing the programme after the closing date of admission of the University, the candidate is eligible to get refund of the Caution deposit only. All such refund will be processed only after closure of Degree admission 2025-26 by the University. Fee for the candidates getting admission in any of the College of Applied Science, under IHRD, during the same admission year will be adjusted after deducting the admission fee.

1. If a student applies for TC to join Higher Option allotted by Centralized Allotment Process (CAP) for the degree admission of the University, the TC and other documents will be issued as per the University guidelines in time to time.
2. In case of Inter College transfer between CAS under IHRD within the same University and programme after the date of closure of admission, TC will be issued on payment of Rs.2000/- (Rupees Two Thousand Only) towards processing fee. In such cases, the applicant is eligible to get refund of 75% of the tuition fee only through inter institutional transfer.

*The rules given above is applicable for all students admitted, including those admitted through Centralized Admission Process of University*



## INSTRUCTIONS

# 8. GENERAL INSTRUCTIONS

1. Receipt of the application will be acknowledged allotting a registration number. The registration number shown in the receipt should be mentioned in all future correspondence concerning admission.
2. Selection of candidates will be made by the Principals concerned, based on the information furnished in the application
3. The selection for admission will be provisional subject to verification of original documents and approval of University. If on verification any information given in the application is found to be false or the University rejects the admission due to any other reason, the candidate will forfeit his/her claim for admission.
4. The list of candidates called for interview and the interview schedule will be published in the concerned college notice board, and/or the concerned College website. **Selection memo will be sent by email only. Hence providing valid email- id and a contact telephone number is mandatory.** It will be mandatory for the candidates to check their position from the list published in the institution/website and appear for the interview.
5. The candidates called for interview should bring the originals of all the certificates on the dates specified at their own expense.
6. A candidate who does not turn up for the interview as per the schedule at the place and time will forfeit his/her chance for admission and will not be considered for any future vacancies for admission irrespective of the rank secured. However, if a candidate is not able to attend the interview on genuine grounds, the parent / guardian or any authorized person can act as a proxy at the risk of the candidate.
7. The candidate seeking admission to the programme will have to abide by the campus rules and regulations issued from time to time. The campus rules now in force in the institution under IHRD are reproduced below.

- I. No student will be permitted to enter the campus without being in proper uniform. The

Uniform prescribed for the CAS UG students is as follows.  
Gender Neutral Uniform: Black Pants & Light Blue Half Sleeve Shirt.

*(Jeans and low waist pants/Jeans are strictly prohibited)*

II. Use of motorized vehicles by students within the campus is strictly prohibited. In any case, no personal conveyance other than bicycle will be allowed within the campus.

III. Consumption of Alcohol, Drugs and Smoking is strictly prohibited within the campus. Students are advised to desist, from the habit of smoking, drugs and drinking all together, as it is well known that smoking, drugs and drinking is injurious to health. Students found in intoxicated state in the campus will be suspended immediately and will face strict disciplinary action including dismissal if found guilty.

IV. Students are requested to co-operate to maintain the building and the campus clean and spotless, as well as to keep the furniture, laboratory equipment and other institutional properties without loss or damage. This is a collective responsibility of the students. The heads of institutions are authorized to collect appropriate fine and take action against those students who deliberately damage the institutional property.

V. The identity card issued by the Institute must be prominently displayed on the chest by each student. Mere possession of the card is not enough.

VI. Directions of the Principal and other staff in respect of academic matters and general discipline must be strictly complied with by all students.

VII. Leave of absence will be granted only on medical grounds. However, such leave will be considered only for the purpose of granting condonation of shortage of attendance.

VIII. Hostel facilities are not available and hence the students will have to make their own arrangements for boarding and lodging.

IX. Use of mobile phones, performance of cinematic dance and fashion shows is strictly prohibited in the campus as per Govt. rules. Mobile phones if caught during use in the campus will be confiscated and will be returned only on payment of necessary fine as prescribed by the concerned Institution.

X. The head of institution is empowered to take appropriate disciplinary action including dismissal from the institution, against students found guilty as per campus rules.



## 9. PREVENTION OF RAGGING IN CAMPUS

The institution will take stern action against the offenders. The cardinal points contained in the act are furnished below for information of the concerned.

### SHORT TITLE AND EXTENT

1. The Act may be called the Kerala Prohibition of Ragging Act 1998.
2. It extends to the whole of the State of Kerala.

### DEFINITION

“Ragging” means display of disorderly conduct, doing any act which causes or is likely to cause physical or psychological harm or raise apprehension or fear or shame or embarrassment to a student in any, educational institution and includes.

1. Teasing, abusing of, playing practical jokes on or causing hurt to such student;
2. Asking the student to do any act or perform something which such student will not in the ordinary case willingly do.

### PROHIBITION OF RAGGING

Ragging within or outside any educational institution is prohibited.

## **PENALTY FOR RAGGING**

Whoever directly or indirectly commits, participates in, abets or propagates ragging within, or outside, any educational institution, shall, on conviction, be punished with imprisonment for a term which may extent to two years and shall also be liable to a fine which may extend to ten thousand rupees.

## **DISMISSAL OF STUDENT**

Any student convicted of an offense under section 4 shall also be dismissed from the educational 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.

## **SUSPENSION OF STUDENT**

1. Whenever any student or, as the case may be, the parent 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, enquire into the matter mentioned in 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.
2. Where, on enquiry by the head of the educational institution, it is proved that there is no substance prima facie in the complaint received under sub-section (1), he shall intimate the fact, in writing, to the complainant.

*Copy of the prohibition of Ragging act 1998 will be available in the institution for reference. The applicants as well as his/her parent/guardian are required to furnish declaration on the awareness of the provisions of the Act in the application form.*

**Any other details not specifically covered by this prospectus will be decided by the undersigned and such decision will be final.**

**Thiruvananthapuram**

04.06.2025

**Sd/-  
DIRECTOR**