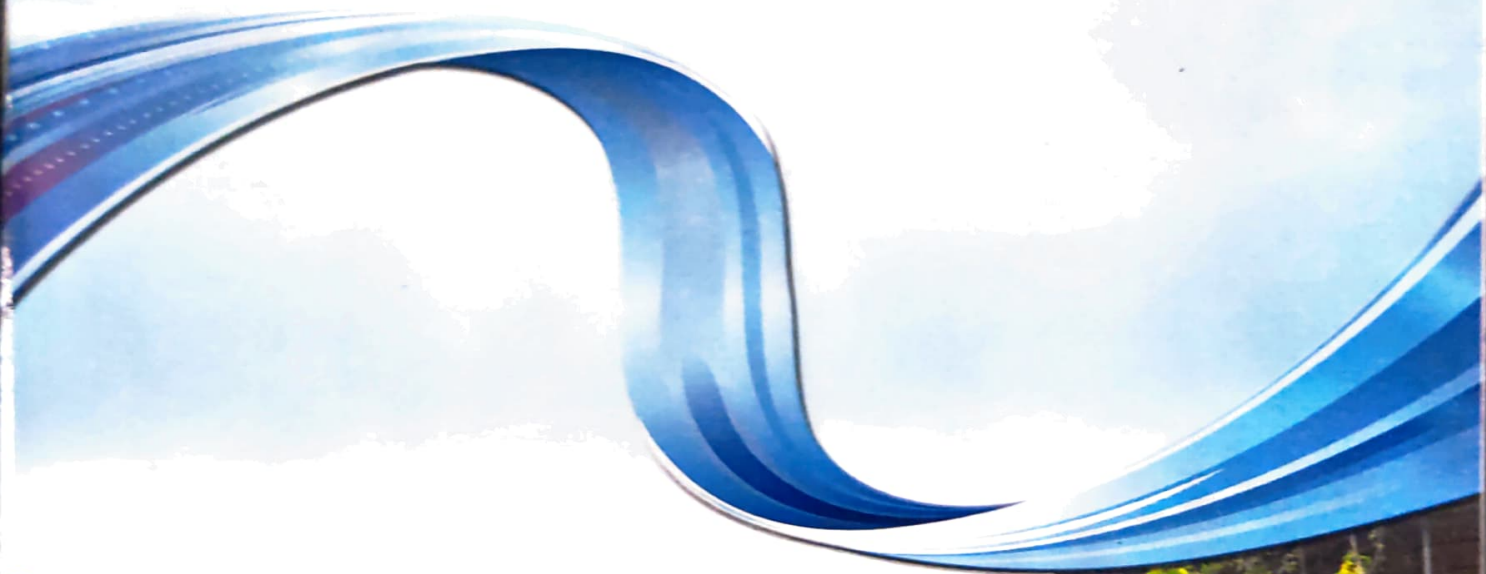


**AVILA COLLEGE OF EDUCATION**

**Edacochin, Cochin - 682 010**

# **ACADEMIC CALENDAR 2021-22**



**AVILA**



# Avila College of Education

Edacochin, Cochin - 682 010

Kerala, S. India

E-mail : avilacollegeedakochi@gmail.com

## ACADEMIC CALENDAR 2021-22



A handwritten signature in blue ink, appearing to read 'Benny Varghese', written over a horizontal line.

Dr. BENNY VARGHESE  
PRINCIPAL

AVILA COLLEGE OF EDUCATION  
EDACOCHIN, COCHIN-682010

**“The Fear of God is the  
beginning  
of wisdom.” Proverbs 1:7**

**Our Motto :  
“TEACHING - A MISSION”**

# **Avila College of Education**

**Edacochin, Cochin - 682 010**

**Founder Patron**  
**Late Rt. Rev. Dr. Joseph Kureethara**  
**Bishop of Cochin (1975 - 1999)**

**Patron**  
**Rt. Rev. Dr. Joseph Kariyil**  
**Bishop of Cochin**

**Manager**  
**Rev. Dr. Marian Arackal**

**Principal**  
**Dr. Benny Varghese M.Sc. (Ed.),**  
**M.Ed, M.Phil, Ph.D.**

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## **Telephones**

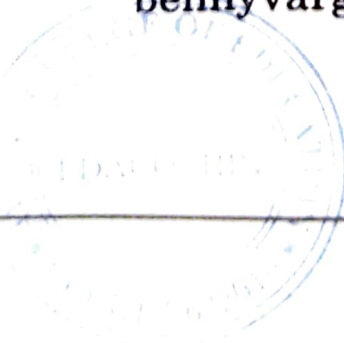
**College Office : (0484) - 2328166 / 2328167 / 2328567**

**Mail ID : avilacollegeedakochi@gmail.com**

**Website : www.avilacollege.co.in**

**Principal : 9495736389**

**bennyvarghesemadappilly@gmail.com**



*Benny Varghese*  
DR. BENNY VARGHESE  
PRINCIPAL

## NATIONAL ANTHEM

Jana-gana-mana-adhinayaka jaya he  
Bharatha bhagya vidhatha  
Punjaba-Sindu-Gujaratha-Maratha  
Dravida-Utkala Banga  
Vindya Himachala-Yamuna-Ganga  
Utchala Jaladhi-taranga  
Tava subha name jaage  
Tava subha asisha maage  
Gahe tava jaya gaatha  
Jana-gana-mangala-daayaha jaya he  
Bharatha Bhagya - Vidhata  
Jaya he, Jaya he, Jaya he,  
Jaya Jaya Jaya Jaya he

## PLEDGE

“India is my country.  
All Indians are my brothers and sisters.

I love my country  
and I am proud of its rich and varied heritage.  
I shall always strive to be worthy of it.

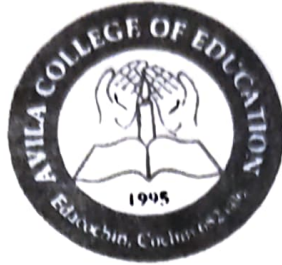
I shall give  
my parents, teachers and all elders respect and  
treat everyone with courtesy.

To my country and my people  
I pledge my devotion. In their well being  
and prosperity alone lies my happiness.

  
DR. BENNY VARGHESE

PRINCIPAL

AVILA COLLEGE OF EDUCATION  
EDACOCHIN



## AVILA ANTHEM

പുൽക്കൊടിത്തുമ്പിലും മഴവില്ലു വിരിയിക്കും  
 സ്നേഹ സ്വരൂപനാം ജീവനാഥാ  
 ഇരുൾ തിങ്ങും വീഥിയിൽ ഉഴലുവോർ ഞങ്ങളെ  
 കാത്തരുളേണമേ സ്നേഹനാഥാ  
 രക്ഷിതപാതയിൽ എന്നും ചരിക്കുവാൻ  
 ശക്തി നൽകേണമേ ഞങ്ങൾക്കു നീ  
 ശക്തി നൽകേണമേ ഞങ്ങൾക്കു നീ  
 ഞങ്ങളിൽ സ്നേഹവും ശക്തിയും വളരുവാൻ  
 ഞങ്ങളിൽ തേജസ്സും വീര്യവും നിറയുവാൻ  
 ഞങ്ങളിൽ വിദ്വേഷമുണരാതിരിക്കുവാൻ  
 ഞങ്ങളെ അറിയുവാൻ അപരനെ അറിയുവാൻ  
 അക്ഷര മുത്തുകൾ അനശ്വരമുദ്രകൾ  
 ഹൃദയത്തിൻ ചിപ്പിയിൽ നിറച്ചു തരേണമേ  
 മാലാഖമാരൊപ്പം ശോഭിക്കും സുനമേ  
 ആവില നാഥേ കൈ തൊഴുന്നേൻ  
 ആവില നാഥേ കൈ തൊഴുന്നേൻ



  
 DR. BENNY ARGHESE  
 PRINCIPAL

# **MAHATMA GANDHI UNIVERSITY**

**Priyadarshini Hills, Athirampuzha**

**Kottayam - 686 562**

	<b>Phone Number</b>
Vice Chancellor	0484 - 2731001
Pro-Vice Chancellor	0481 - 2731005
Registrar	0481 - 2731007
Controller of Examinations	0481 - 2731000, 2792133 (R)
Director of College Development Council	0481 - 2731013
University Information and Guidance Bureau	0481 - 2731025
Public Relations Officer	0481 - 2731020
Director of Students Services	0481 - 2731024
Dean of Students	0481 - 2731031
Director of Collegiate Education Trivandrum	0471 - 2303107
Deputy Directorate of Collegiate Education, Ernakulam	0484 - 2362268

## PERSONAL RECORD

Name of the Student :

Optional Subject :

Father's Name :

Mother's Name :

Residential Address :

Phone Number :

Guardian's Name with Address :

Blood Group :

Contact Telephones :



# VISION & MISSION

## *Vision*

*Build up a Centre of Excellence in teacher education which will provide oppertunities for study and research upto doctoral degree, accessible to maximum number of students belonging to marginalized sections of society.*

## *Mission*

- ★ Create a team of mentors / facilitators equipped with knowledge and skills necessary to incorporate modern techniques and strategies in teacher education.
- ★ Generate committed and competent teachers who give utmost importance to values.
- ★ Uplift the socially and educationally backward sections of the society.
- ★ Strengthen the minorities and make them self sufficient through education.

## *Values*

This institution upholds the values of spirituality, punctuality, sincerity and social consciousness which contribute to personal development and national integration.

## *Objectives*

1. To educate the student teachers to become skilled and competent teachers.
2. To equip the student teachers with modern practices in educational field.
3. To familiarize prospective teachers with fundamentals of educational research.
4. To provide value based education.
5. To identify and develop the creative abilities and innate potentialities of student teachers.

6. To develop innovative strategies in learning process.
7. To organize programmes fostering cordial relationship with educational institution in the locality.

## **PROFILE OF THE COLLEGE**

### ***Establishment and Management***

Avila College of Education was established by the Latin Catholic Diocese of Cochin in 1995. It was presently administered by Aquinas Educational and Charitable Trust, Edacochin. The National Commission for Minority Educational Institutions Government of India was granted minority status certificate to Avila College of Edacochin by its order No. 326 of 2011/54850 dated 10th August 2011.

### ***Affiliation and Recognition***

The College was sanctioned by the Government of Kerala by GO No. 7531/B3/94/HE dated 26.09.1994 and was affiliated to Mahatma Gandhi University, Kottayam by UO No. Ac. A1/1/Affi./94-95 dated 05.05.1995. The College was recognized by National Council for Teacher Education, Bangalore by Order No. F-K1-Sec/Ex-42/SRO/NCTE/2000-1640 dated 21.08.2000.

### ***Name of the College and its Heavenly Patroness***

As St. Teresa of Avila, a Spanish mystic writer and Christian saint has been chosen as the divine patroness, the College is named as Avila College of Education.

St. Teresa of Avila (Teresa Sánchez de Cepeda y Ahumada) was born in Avila, Spain on 28th March 1515. Her parents were both pious Catholics and in some ways inspired their daughter to take up a life of prayer. As a young child Teresa showed signs of a deeply religious nature; she would often retreat into silence for prayer and would enjoy giving alms to the poor. She was very close to her mother, who provided a warm counterbalance to the strictness of her father. However in her teens Teresa's Mother died and she tells,

later in her writings, of her despair and how she turned instinctively to the Virgin Mary for comfort.

Shortly after this event, Teresa was entrusted to the care of the Augustinian nuns. After reading the letters of St. Jerome, Teresa resolved to enter religious life. In 1535, she joined the Carmelite Order. She spent a number of years in the convent enduring a severe illness that left her legs paralyzed for three years, but then experienced a vision of "the sorely wounded Christ" that changed her life forever.

From this point forward, Teresa moved into a period of increasingly ecstatic experiences in which she came to focus more and more sharply on Christ's passion. With these visions as her impetus, she set herself to the reformation of her order, beginning with her attempt to master herself and her adherence to the rule. Gathering a group of supporters, Teresa endeavored to create a more primitive type of Carmelite life. From 1560 until her death, Teresa struggled to establish and broaden the movement of Discalced or shoeless Carmelites. During the mid - 1560s, she wrote *The Way of Perfection* and the *Meditations on the Canticle*. Her well-known work, *The Interior Castle* is an integral part of Spanish Renaissance literature and Christian mysticism. Her writings represent important benchmarks in the history of Christian mysticism. She also left an autobiography, the *Life of Teresa of Avila*. St Teresa died in 1582. (Sources: Catholic Encyclopedia, Carmelite Websites and Ethereal Library Net).

### ***Founder of the College***

Rt. Rev. Dr. Joseph Kureethara, the late Bishop of Cochin is the Founder patron of Avila College of Education. It was his dream to establish a college for teacher education in the 20 acre Aquinas grounds with facility for study and research up to Ph.D. level. He chose Edacochin, an educationally, socially and economically backward area of Cochin to establish this college, as he wanted to provide opportunities for higher education to the

marginalized and disadvantage sections of society in and around the place.

### ***College Emblem***



The College emblem consists of images of an open book and a lighted candle, protected by enclosing hands / The book symbolizes knowledge which enables a person to transcend limitations to attain enlightenment by discovering one's true self. A true knowledge of the self leads to true peace and happiness. The lighted candle radiates light to remove the darkness all around. Light is the traditional symbol of wisdom. It enables us to translate our vision into reality. The enclosing hands symbolize the vigilance and protection extended to all those who seek education in the College. It also protects young minds from the evil influences and adverse circumstances.

### ***Our Motto***

“Teaching - A Mission” is the motto of the College. It reminds us to see teaching not as profession, but as a mission. A committed teacher should have the missionary zeal to be true to his calling. Competency and Performance are complementary aspects of a committed teacher.

### ***Teaching Faculty***

01. Dr. Benny Varghese M.Sc. (Ed), M.Ed, M.Phil, Ph.D,  
Principal
02. Dr. Elizabeth Thomas M.Sc., M.Ed., M.Phil, Ph.D.  
Lecturer
03. Mrs. Shiny T. M.Sc., M. Ed. Lecturer
04. Mrs. Theresa Jose M.A., M.Ed. Lecturer
05. Dr. Josen George M.Sc., M.A. (Socio) M.Ed., Ph. D  
Asst. Professor

- |     |  |                                |
|-----|--|--------------------------------|
| 06. | Dr. Sreeja S. M.Sc., M. Sc., (Psy.), M.Ed., Ph. D. | Asst. Professor                |
| 07. | Mr. Shibu Scaria M. A., M.Ed.                      | Lecturer                       |
| 08. | Mrs. Anna Sajini M.Com., M.Ed.                     | Lecturer                       |
| 09. | Lucy Fernandez M.A., M.Ed.                         | Lecturer                       |
| 10. | Mrs. Sreedevi K.S. M.A., M.Ed.                     | Lecturer                       |
| 11. | Seema K. K. M.Sc., M.Ed.                           | Lecturer                       |
| 12. | Reshma K.S. M.A., M.Ed.                            | Lecturer                       |
| 13. | Mrs. Jessy Samuel M. Com., M.Ed.                   | Lecturer                       |
| 14. | Mrs. Manjula K. T., M.A., M. Ed.                   | Lecturer                       |
| 15. | Mr. Alphonse Augustine M. A., M.Ed.                | Lecturer                       |
| 16. | Biniya Jacob M. Sc., M. Ed.                        | Lecturer                       |
| 17. | Vishnu Lakshman                                    | Lecturer in Physical Education |
| 18. | Mrs. K. Vijaya Sangeetha                           | Lecturer in Art Education      |

- |     |                        |                     |
|-----|------------------------|---------------------|
| 01. | Mrs. Sheela Joseph     | Accountant          |
| 02. | Ms. Mary Tincy K.P.    | Librarian           |
| 03. | Mr. Shalvin Shalan     | Lab. Assistant      |
| 04. | Ms. Suraji K.K.        | Office Assistant    |
| 05. | Mr. Rudhin K. Jose     | Peon                |
| 06. | Mrs. Josephina Vincent | Housekeeping        |
| 07. | Mr. Abhilash T.P.      | Computer Technician |
| 08. | Mrs. Rincy Joseph      | Housekeeping        |

### ***Digital Language Laboratory***

In this era of Information Technology, where the world is dynamically evolving into a virtual global village effective communication is a key to success. Lack of skills in language is very often the barrier for effective communication. Language laboratory software offers decisive, intensive and phonetically correct language course modules to students under the guidance of language teachers. Our digital English Language Laboratory software solution named as 'Learn soft' facilitates rapid language learning through a combination of stimulating multimedia content

interactivity and state of the art learning and communication tools, that capture the interest and attention of all students. Individual headsets with microphones are provided to all students to ensure effective learning.

### ***Technology Laboratory***

The following hardware equipments are available in our technology laboratory.

- ★ Multimedia
- ★ Projectors -  
    LCD  
    OHP
- ★ Television with cable connection for receiving EDUSAT.
- ★ Broadband Internet Access
- ★ DVD / VCD player
- ★ CD Writer
- ★ Periscope
- ★ Film strip cum slide projector
- ★ Microphone, Amplifier box
- ★ Stereo Audio Cassette Recorder
- ★ 16 mm film projector

### ***Microteaching Clinic***

Microteaching is a effective method for equipping skills to student teachers. It offers the advantages of both controlled laboratory environment and realistic practical experience. The use of video recordings in micro teaching provides instant and accurate feed back of verbal and non-verbal classroom interaction.

Our Microteaching clinic is equipped with digital video camera, multimedia LCD Projector, Plasma TV monitor and computer system. We are giving necessary arrangements for practicing the microteaching lessons in order equip with various skills like introducing the lesson, questioning, explaining, black board work, stimulus variation, reinforcement, illustration with example

etc. Under the guidance / supervision of the subject teacher student teachers plan, prepare and practice micro lessons in their respective optional subjects.

### ***Psychology Laboratory***

The psychology laboratory has been functioning from 1995 onwards. The main aim of psychology laboratory is to equip the students about various psychological test and experiments. Our psychology laboratory includes the following tests / apparatus.

1. Mirror drawing apparatus - simple set
2. Tweezer / finger Dexterity apparatus.
3. Muller layer apparatus with cards
4. Alexander's Pass Along Test.
5. 'Card sorting' Tray with cards
6. Thematic Apperception Test (TAT)
7. Kundus Neurotic personality inventory
8. Children's Apperception Test CAT (Indian)
9. Minnesota paper form board test
10. Differential Aptitude Test (DAT)
11. Rorschach Ink Blot Test
12. General Mental Ability Test for Adults
13. Draw a man Test for Indian children
14. Attention Board 6 digit impulse counter
15. Educational Interest Records
16. Bhatia's Battery of performance
17. Ravens standard and coloured Progressive Matrices

### ***Work Experience Laboratory***

Work Experience Laboratory includes chalk making unit and book binding equipment which provides practical experience in the manufacture of chalk, note books and candles. Further, the students are given practical experience in gardening, preparation of office files and envelopes.

### ***Health & Physical Education***

Health education is provided with the help of medical professionals. Physical education is imparted with necessary materials and equipments.

### ***Hostel Facility***

We arrange hostel facility for girls. The hostels are situated near to our college and run by Pallotian Sisters and Franciscan Sisters. Less than 25% of students (including B.Ed. & M.Ed.) prefer hostel. As most the students are from the locality, they are day scholars.

### ***Staff Council***

The staff council consists of all the teaching faculty headed by the principal. The staff council assists the principal in important matters related to the administration of the college. The Office bearers of the staff council are elected in the beginning of each academic year.

At the beginning of the academic year itself the staff council plans all the academic activities, prepare time table and chalks out the co-curricular activities.

The staff council meeting is held once in every week to discuss the co-curricular and curricular matters of the institution.

### ***Students Council***

Every year Union Election will be held as per the direction of the Mahatma Gandhi University. The College Union Council comes into existence after the election. The office bearers of the College Union include Chairperson, Vice Chairperson, General Secretary, Art Club Secretary, Magazine Editor, Sport Captain and Lady Representatives. College Union Executive meeting are held once in every week and it plays a major role in conducting various co-curricular activities.



### ***Parent Teacher Association***

Parent Teacher Association has been very active and supportive since the college started functioning in 1995. The activities of the PTA are decided and implemented by a nine-member Executive Committee elected every year in the Annual General body meeting. The Executive Committee consists of Convenor cum Treasurer (Principal), President, Vice President (elected from the parent representatives), Secretary (from teaching staff) and committee members.

### ***Alumni Association***

Alumni Association started functioning from 1996 onwards. All the students who completed their course from this institution are member of this association. Annual meeting the Alumni Association is held every year. The office bearers are elected from the general body meeting. Alumni Association introduced an endowment, in memory of Late Vinu John, Vinu John Memorial Endowment for Kalaprathibha and Kalathilakam.

### ***Employment Bureau***

An employment Bureau is actively functioning in our college. The employment bureau offers personal as well as career guidance. With the help of other organizations, it conducts campus interview and inform the students regarding vacancies in near by schools.

### ***Anti Ragging Cell***

Ragging causes immense mental disturbance to the student community especially to the fresh undergraduates. In order to tackle the problem in an effective manner a collective move from the part of authorities is inevitable. As directed by the Government of Kerala (Circular No. 26/2009) an anti-ragging committee is constituted in our institution. The members of the committee are:

1. C. I. of Police
2. Mr. Sreelan (Local media person)
3. Mr. John Rebello - NGO

4. Dr. Josen George - Staff representative
5. PTA Representative
6. Student representative
7. Mrs. Sheela Joseph - Non - teaching staff
8. Dr. Benny Varghese - Principal

***Committee for Harassment against women***

In order to tackle the problems related to women harassment, committee for harassment against women, actively functioning in the college. The committee members include:

Convenor : Dr. Elizabeth Thomas

Members : Mrs. Shiny T

Mrs. Sheela Joseph

Mrs. Lally Xavier

Advt. Smitha George

***Grievances Redressal Cell***

Democratic administration ensuring justice liberty and transparency is the Keystone of success in the functioning of any institution. There may be difference of opinions, disputes and complaints from many corners even when the system functions perfectly. With a view to realize the primary needs of the students and staff and to secure civil liberties for every body we constituted Grievances Redressal Cell (GRC) in our institution.

The Grievances Redressal Cell aims to redress all grievances of the students, staff and non-teaching staff of the institution.

***Members :***

Principal

: Chairman of the Committee

: **Elizabeth Thomas** (Senior Asst.)

: Staff Secretary

: **Dr. Sreeja S.**

: **Mrs. Sheela Joseph** (Non Teaching Staff)

: **College Union Chairperson**

(Student Representative)

# **ADMISSION PROCEDURE**

## ***B.Ed. Programme :***

Admission is done according to the norms and directions of the directorate of collegiate Education. As per the special Rules of Government of Kerala 50% seats are under merit by keeping the reservation rules and 50% of the seats are under management quota. Eligibility for admission to B.Ed. programme is 50% of marks in degree course. For Commerce, 50% marks in M. Com.

## ***M.Ed. Course***

Candidate having 55% of marks for the B.Ed Degree is eligible to apply for seeking admission to M.Ed. course. As per the special Rules of Government of Kerala 50% seats are under merit by keeping the reservation rules and 50% of the seats are under management quota.

## ***Fee details of B.Ed. and M. Ed.***

Tuition fees and special fees are collected as per the direction given by Government from time to time. All the students have to pay the fees within 15 days of the commencement of the Semester.

## **STRUCTURE OF TWO YEAR B.ED. PROGRAMME .....**

The Board of Studies in Education (U.G.) proposed the Curriculam Design of Two Year B. Ed. programme in tune with the guidelines of NCFTE (2009), NCTE (2014), and NCERT. The restructured programme shall be implemented with effect from 2015-16 academic year, The layout of the new programme is conceived as comprising of three broader areas as follows:

- A. PERSPECTIVES IN EDUCATION** - Learner Studies, Contemporary Studies, Educational Studies
- B. CURRICULUM AND PEDAGOGIC STUDIES** - Curriculum Studies / Pedagogic Studies.
- C. ENGAGEMENT WITH THE FIELD** - Professional Capacities, Teacher sensibilities and skills. (School Internship)

## I. PROGRAMME FRAMEWORK

Semester	Working days	Working Hours	Marks		Credits		Total	
			Theory	Practical	Theory	Practical	Marks	Credit
I	100	600	440	160	22	8	600	30
II	100	600	380	220	19	11	600	30
III	100	600	60	540	3	27	600	30
IV	100	600	260	340	13	17	600	30
Total 40	0	2400	1140	1260	57	63	2400	120

## II. COURSE STRUCTURE OF THE PROGRAMME

### A. Theory Courses

Course	Sem I	Sem II	Sem III	Sem IV
Core Course	EDU 101 EDU 102 EDU 103	EDU 201 EDU 202 EDU 203		EDU 401 EDU 402
Pedagogic Courses	EDU 104 EDU 105	EDU 204 EDU 205	.....	EDU 403
Associate Courses	EDU 106	.....	EDU 301	

### B. Engagement with the field (Practical): Comprised of College Based, School Based and Community Based Practicals

Courses	Semester I	Semester II	Semester III	Semester IV
Core- EPI, EPC2, EPC3, EPC4	EDU 107.1	EDU 206.1	EDU 302.1	EDU 404.1
Pedagogic- EPI, EPC2, EPC3, EPC4	EDU 107.2	EDU 206.2	EDU 302.2	EDU 404.2
Health & Physical Education, EPC4	EDU 107.3	EDU 206.3	EDU 302.3	EDU 404.3
Drama and Art in Education - EPC2	EDU 107.4	EDU 206.4	EDU 302.4	EDU 404.4
Communicative English EPC 1	.....	.....	.....	EDU 404.5

- NB: EPC-Enhancing Professional Capacities
- EPC 1-Reading and Reflecting on Texts
  - EPC 2-Drama and Art in Education
  - EPC 3-Critical Understanding of ICT
  - EPC 4-Understanding the Self

### STRUCTURE OF THE M.Ed. PROGRAMME 2018

Programme Duration	4 Semesters
Minimum Credits Required for successful completion of the Programme	80
Minimum credits required for Common core course (11 courses) and field Internship	48
Minimum credits required for specialization courses (5 courses) and field internship	24
Dissertation and Viva-Voce	8
Minimum Attendance Required	80%
Minimum attendance required for internship	90%

#### 10.1 Programme Structure

Two year programmes in four semesters.

##### Semester I

5 Courses : 5 Common core courses -  $5 \times 4 = 20$  Credits  
(includes 3 perspective courses,  
one tool course and one teacher  
education course)

##### Semester II

5 Courses : 5 Common core courses -  $5 \times 4 = 20$  Credits  
(includes 3 perspective courses,  
and a tool course)

##### Semester III

4 Courses : 1 Common core course -  $1 \times 4 = 4$  Credits  
(Teacher Education Course)

3 Specialization courses -  $3 \times 4 = 12$  Credits  
 (includes one Specialisation core course  
 and two Theme based Specialisation courses.)

Field Internship - 4 Credits

**Total = 20 Credits**

#### Semester IV

2 Courses : 2 Specialization courses -  $2 \times 4 = 8$  Credits  
 (One Specialisation core course  
 and one Theme based specialisation course.)

Field Internship - 4 Credits

Dissertation - 6 Credits

Viva Voce - 2 Credits

**Total = 20 Credits**

**Total = 20 + 20 + 20 + 20 = 80 Credits**

#### Semester wise credits and marks

Semester	Credits	Marks
Semester 1	20	500
Semester 2	20	500
Semester 3	20	500
Semester 4	20	500
Total	80	2000

#### Regulations

01. The college follows the working schedule of six days in a week and six hours in a day.
02. The class begins with morning assembly at 9.15 am and ends at 3.50 pm
03. Uniform is compulsory for 5 days in a week.

04. Students should be regular and punctual in attendance and in all other activities of the College.
05. No student shall leave the college without the permission of the Principal during the class time.
06. In case of emergency, those who leave the college during class time, specify the reason in the movement register.
07. The students should not avail the leave unless it is absolutely necessary to do so.
08. The leave application of students should be endorsed by the concerned lectures.
09. The leave should not be availed unless it is with prior sanction of the Principal except in unavoidable urgent situations.
10. The leave application should be submitted in the prescribed format.
11. Every student should invoice in the celebrations and function in the College.
12. Excursion is compulsory and every student should participate in the excursion and will not be refunded.
13. The use mobile phones strictly prohibited inside the College premises as per the Govt. orders.

### ***Library Rules***

All members of the staff and students are members of the College library for consultation and also for borrowing books. The library remains open from **9.30 am to 4.00 pm** on all working days.

Strict silence shall be observed in the library.

The reader will be responsible for any damage caused to a book or any other library property.

The period of loan of books is normally 14 days, including the day of issue, after which a fine of 50ps. per day per book will be levied.

Books which are temporarily in special demand will be lent only for a short period.

If a book is overdue by one week the Librarian must report the matter to the Principal. The member will be considered as defaulter and will be suspended temporarily from membership.

### KERALA RAGGING PROHIBITION ACT 1998

കേരള സംസ്ഥാനത്തെ വിദ്യാഭ്യാസ സ്ഥാപനങ്ങളിൽ റാഗിംഗ് നിരോധിച്ചുകൊണ്ടുള്ള 1998ലെ കേരള റാഗിംഗ് നിരോധന ആക്ടിന്റെ പ്രസക്തഭാഗങ്ങൾ വിദ്യാർത്ഥികളുടെയും രക്ഷാകർത്താക്കളുടെയും അറിവിലേക്കായി താഴെ കൊടുക്കുന്നു. ഒരു വിദ്യാർത്ഥിയോട് ക്രമവിരുദ്ധമായ പെരുമാറ്റം മൂലം ആ വിദ്യാർത്ഥിക്ക് ശാരീരികമോ മാനസികമോ ആയ പീഡനം ഉണ്ടാകുന്നതോ ഉണ്ടാക്കാൻ സാധ്യതയുള്ളതോ അല്ലെങ്കിൽ ഭയാശങ്കയോ, ഭയപ്പാടോ, അപമാനമോ, ബുദ്ധിമുട്ടോ ഉണ്ടാകുന്നതോ ആയ ഏതെങ്കിലും പ്രവൃത്തി ചെയ്താൽ എന്നർത്ഥമാക്കുന്നതും അതിൽ

1. അങ്ങനെയുള്ള വിദ്യാർത്ഥിയെ ശല്യപ്പെടുത്തുന്നതോ അധിക്ഷേപിക്കുന്നതോ, പരിഹസിക്കുന്നതോ ഉപദ്രവിക്കുന്നതോ അല്ലെങ്കിൽ
2. ഒരു വിദ്യാർത്ഥി സാധാരണഗതിയിൽ സ്വമനസാലെ ചെയ്യാൻ ഒരുമ്പെടാത്ത ഏതെങ്കിലും പ്രവർത്തി ചെയ്യുന്നതിനോ നിർവ്വഹിക്കുന്നതിനോ ആവശ്യപ്പെടുന്നതിനോ ഉൾപ്പെടുന്നതാകുന്നു.
3. റാഗിംഗ് നിരോധനം : ഏതൊരു വിദ്യാഭ്യാസ സ്ഥാപനത്തിന്റെയും അകത്തും പുറത്തും റാഗിംഗ് നിരോധിച്ചിരിക്കുന്നു.
4. റാഗിംഗിനുള്ള ശിക്ഷ : ഏതെങ്കിലും വിദ്യാഭ്യാസസ്ഥാപനത്തിനകത്തോ അഥവാ പുറത്തോ റാഗിംഗ് നടത്തുകയോ റാഗിംഗിൽ പങ്കെടുക്കുകയോ അതിനു പ്രേരിപ്പിക്കുകയോ ചെയ്യുന്ന ഏതൊരാളും കുറ്റസ്ഥാപനത്തിനുമേൽ, രണ്ടുവർഷം വരെയോകാവുന്ന കാലയളവിലേക്ക് തടവു ശിക്ഷ നൽകി ശിക്ഷിക്കപ്പെടേണ്ടതിനും അയാൾ പതിനായിരം രൂപ വരെയോകാവുന്ന പിഴ ശിക്ഷയ്ക്കും കൂടി വിധേയനാകേണ്ടതുമാണ്.
5. വിദ്യാർത്ഥിയെ പിരിച്ചുവിടൽ : 4-ാം വകുപ്പിൻ കീഴിലുള്ള ഒരു കുറ്റത്തിന് ശിക്ഷിക്കപ്പെടുന്ന ഏതൊരു വിദ്യാർത്ഥിയെയും



വിദ്യാഭ്യാസ സ്ഥാപനത്തിൽ നിന്നും പിരിച്ചുവിടേണ്ടതിനു അങ്ങനെയുള്ള വിദ്യാർത്ഥിക്ക് പിരിച്ചുവിടൽ ഉത്തരവു പുറപ്പെടുവിച്ച തീയതി മുതൽ മൂന്ന് വർഷകാലത്തേക്ക്, മറ്റ് യാതൊരു വിദ്യാഭ്യാസ സ്ഥാപനത്തിലും പ്രവേശനം നൽകാൻ പാടില്ലാത്തതുമാകുന്നു.

6. വിദ്യാർത്ഥിയെ സസ്പെൻഡു ചെയ്തത് : മുൻ പറഞ്ഞ വ്യവസ്ഥകൾക്ക് ഭംഗം വരാതെ ഒരു വിദ്യാഭ്യാസ സ്ഥാപനത്തിന്റെ മേധാവിയോട് റാഗിംഗിനെക്കുറിച്ച് ഏതെങ്കിലും വിദ്യാർത്ഥിയോ, അതതു സംഗതിപോലെ, മാതാപിതാക്കളോ, രക്ഷാകർത്താവോ, അഥവാ ആ വിദ്യാഭ്യാസ സ്ഥാപനത്തിലെ ഏതെങ്കിലും അധ്യാപകനോ രേഖാമൂലം പരാതിപ്പെട്ടാൽ ആ വിദ്യാഭ്യാസ സ്ഥാപനത്തിന്റെ മേധാവി, പരാതി ലഭിച്ചു ഏഴാം ദിവസത്തിനകം, പരാതിയിൽ പറഞ്ഞിരിക്കുന്ന സംഗതിയെ സംബന്ധിച്ച് അന്വേഷണം നടത്തേണ്ടതും, പ്രഥമദൃഷ്ട്യാ സത്യമുണ്ടെന്നു കണ്ടാൽ കുറ്റാരോപണ വിധേയനായ വിദ്യാർത്ഥിയെ സസ്പെൻഡ് ചെയ്യുന്ന പ്രദേശത്ത് ആധികാരികതയുള്ള പോലീസ് സ്റ്റേഷനിലേക്ക് മേൽ നടപടിക്കായി അയച്ചുകൊടുക്കേണ്ടതുമാണ്.
- 2-ാം ഉപവകുപ്പിൽ പറഞ്ഞ രീതിയിൽ പരാതി രേഖാമൂലം ലഭിക്കുകയും വിദ്യാഭ്യാസ സ്ഥാപനത്തിന്റെ മേധാവിയുടെ അന്വേഷണത്തിൽ പ്രഥമദൃഷ്ട്യാ പരാതിയിൽ കഴമ്പില്ലായെന്ന് തെളിയുകയും ചെയ്താൽ ഇക്കാര്യം പരാതിക്കാരനെ രേഖാമൂലം അറിയിക്കേണ്ടതാകുന്നു.
7. കുറ്റം ചെയ്യാൻ പ്രേരിപ്പിക്കുന്നതായി കരുതാവുന്നതാണ് : വിദ്യാഭ്യാസ സ്ഥാപനത്തിന്റെ മേധാവി 6-ാം വകുപ്പിൽ പറയപ്പെടുന്ന രീതിയിൽ റാഗിംഗിനെക്കുറിച്ചുള്ള ഒരു പരാതിമേൽ നടപടിയെടുക്കാതിരിക്കുകയോ അഥവാ നടപടി എടുക്കാൻ അനാസ്ഥ കാണിക്കുകയോ ചെയ്യുകയാണെങ്കിൽ അങ്ങനെയുള്ള വ്യക്തി റാഗിംഗ് എന്ന കുറ്റം ചെയ്യാൻ പ്രേരിപ്പിച്ചതായി കരുതപ്പെടേണ്ടതും കുറ്റസ്ഥാപനത്തിന്മേൽ 4-ാം വകുപ്പിൽ വ്യവസ്ഥ ചെയ്തിട്ടുള്ള പ്രകാരം ശിക്ഷിക്കപ്പെടേണ്ടതുമാണ്.

## CALENDAR NOVEMBER 2021

Date	Day	Particulars	No. of Working days
01	Mon	<i>Kerala Piravi</i>	
02	Tue		
03	Wed		
04	Thur		
05	Fri		
06	Sat		
07	Sun		
08	Mon		
09	Tue		
10	Wed		
11	Thu	<i>Education Day</i>	
12	Fri		
13	Sat		
14	Sun	<i>Children's Day</i>	
15	Mon		
16	Tue		
17	Wed		
18	Thu		
19	Fri		
20	Sat		
21	Sun		
22	Mon		
23	Tue		
24	Wed		
25	Thu		
26	Fri		
27	Sat		
28	Sun		
29	Mon		
30	Tue		

## CALENDAR DECEMBER 2021

Date	Day	Particulars	No. of Working days
01	Wed	<i>World AIDS Day</i>	
02	Thur		
03	Fri		
04	Sat		
05	Sun		
06	Mon		
07	Tue		
08	Wed		
09	Thu		
10	Fri	<i>Human Rights Day</i>	
11	Sat		
12	Sun		
13	Mon		
14	Tue		
15	Wed		
16	Thu		
17	Fri		
18	Sat		
19	Sun		
20	Mon		
21	Tue	<i>College Closes for Christmas Vacation</i>	
22	Wed		
23	Thu		
24	Fri		
25	Sat	<i>Christmas</i>	
26	Sun		
27	Mon		
28	Tue		
29	Wed		
30	Thur		
31	Fri		

## CALENDAR JANUARY 2022

Date	Day	Particulars	No. of Working days
01	Sat		
02	Sun		
03	Mon		
04	Tue		
05	Wed		
06	Thu		
07	Fri		
08	Sat		
09	Sun		
10	Mon		
11	Tue		
12	Wed	<i>National Youth Day</i>	
13	Thu		
14	Fri		
15	Sat		
16	Sun		
17	Mon		
18	Tue		
19	Wed		
20	Thu		
21	Fri		
22	Sat		
23	Sun		
24	Mon		
25	Tue		
26	Wed		
27	Thu		
28	Fri		
29	Sat		
30	Sun		
31	Mon		

## CALENDAR FEBRUARY 2022

Date	Day	Particulars	No. of Working days
01	Tue		
02	Wed		
03	Thur		
04	Fri		
05	Sat		
06	Sun		
07	Mon		
08	Tue		
09	Wed		
10	Thu		
11	Fri		
12	Sat		
13	Sun		
14	Mon		
15	Tue		
16	Wed		
17	Thu		
18	Fri		
19	Sat		
20	Sun		
21	Mon		
22	Tue		
23	Wed		
24	Thu		
25	Fri		
26	Sat		
27	Sun		
28	Mon	<i>National Science Day</i>	

## CALENDAR MARCH 2022

Date	Day	Particulars	No. of Working days
01	Tue		
02	Wed		
03	Thu		
04	Fri		
05	Sat		
06	Sun		
07	Mon		
08	Tue	<i>International Women Day</i>	
09	Wed		
10	Thu		
11	Fri		
12	Sat		
13	Sun		
14	Mon		
15	Tue		
16	Wed		
17	Thu		
18	Fri		
19	Sat	<i>Feast of St. Joseph</i>	
20	Sun		
21	Mon		
22	Tue	<i>World Day of Water</i>	
23	Wed		
24	Thu		
25	Fri		
26	Sat		
27	Sun		
28	Mon		
29	Tue		
30	Wed		
31	Thu		

**CALENDAR  
APRIL 2022**

Date	Day	Particulars	No. of Working days
01	Fri		
02	Sat		
03	Sun		
04	Mon		
05	Tue		
06	Wed		
07	Thu	<i>World Health Day</i>	
08	Fri		
09	Sat		
10	Sun		
11	Mon		
12	Tue		
13	Wed		
14	Thu		
15	Fri		
16	Sat		
17	Sun		
18	Mon		
19	Tue		
20	Wed		
21	Thu		
22	Fri	<i>Earth Day</i>	
23	Sat		
24	Sun		
25	Mon		
26	Tue		
27	Wed		
28	Thu		
29	Fri		
30	Sat		

## CALENDAR MAY 2022

Date	Day	Particulars	No. of Working days
01	Sun	<i>International Labour Day</i>	
02	Mon		
03	Tue		
04	Wed		
05	Thu		
06	Fri		
07	Sat		
08	Sun	<i>World Redcross Day</i>	
09	Mon		
10	Tue	<i>Mothers Day</i>	
11	Wed		
12	Thu		
13	Fri		
14	Sat		
15	Sun		
16	Mon		
17	Tue		
18	Wed		
19	Thu		
20	Fri		
21	Sat		
22	Sun		
23	Mon		
24	Tue	<i>Common Wealth Day</i>	
25	Wed		
26	Thu		
27	Fri		
28	Sat		
29	Sun		
30	Mon		
31	Tue	<i>Anti Tobacco Day</i>	



## CALENDAR JUNE 2022

Date	Day	Particulars	No. of Working days
01	Wed		
02	Thu		
03	Fri		
04	Sat		
05	Sun	<i>Environment Day</i>	
06	Mon		
07	Tue		
08	Wed		
09	Thu		
10	Fri		
11	Sat		
12	Sun	<i>World Blood Donor Day</i>	
13	Mon		
14	Tue		
15	Wed		
16	Thu		
17	Fri		
18	Sat		
19	Sun		
20	Mon		
21	Tue	<i>International Day of Yoga</i>	
22	Wed		
23	Thu		
24	Fri		
25	Sat		
26	Sun	<i>International Day against drug abuse</i>	
27	Mon		
28	Tue		
29	Wed		
30	Thu		

## CALENDAR JULY 2022

Date	Day	Particulars	No. of Working days
01	Fri		
02	Sat		
03	Sun		
04	Mon		
05	Tue		
06	Wed		
07	Thu		
08	Fri		
09	Sat		
10	Sun		
11	Mon	<i>World Population Day</i>	
12	Tue		
13	Wed		
14	Thu		
15	Fri		
16	Sat		
17	Sun		
18	Mon		
19	Tue		
20	Wed		
21	Thu		
22	Fri		
23	Sat		
24	Sun		
25	Mon		
26	Tue		
27	Wed		
28	Thu		
29	Fri		
30	Sat		
31	Sun		

## CALENDAR AUGUST 2022

Date	Day	Particulars	No. of Working days
01	Mon		
02	Tue		
03	Wed		
04	Thur	<i>Managers Day</i>	
05	Fri		
06	Sat	<i>Quit India Day</i>	
07	Sun	<i>International Friendship Day</i>	
08	Mon		
09	Tue	<i>Nagasaki Day</i>	
10	Wed		
11	Thu		
12	Fri		
13	Sat		
14	Sun		
15	Mon	<i>Independence Day</i>	
16	Tue		
17	Wed		
18	Thu		
19	Fri		
20	Sat		
21	Sun		
22	Mon		
23	Tue		
24	Wed		
25	Thu		
26	Fri		
27	Sat		
28	Sun		
29	Mon		
30	Tue		
31	Wed		

**CALENDAR**  
**SEPTEMBER 2022**

Date	Day	Particulars	No. of Working days
01	Thur		
02	Fri		
03	Sat		
04	Sun		
05	Mon	<i>Teachers Day</i>	
06	Tue		
07	Wed		
08	Thu		
09	Fri		
10	Sat		
11	Sun		
12	Mon		
13	Tue		
14	Wed		
15	Thu		
16	Fri		
17	Sat		
18	Sun		
19	Mon		
20	Tue		
21	Wed	<i>Sree Narayanaguru Samadhi</i>	
22	Thu		
23	Fri		
24	Sat		
25	Sun	<i>World Heart Day</i>	
26	Mon		
27	Tue		
28	Wed		
29	Thu		
30	Fri		

## CALENDAR OCTOBER 2022

Date	Day	Particulars	No. of Working days
01	Sat		
02	Sun	<i>Gandhi Jayanthi</i>	
03	Mon		
04	Tue		
05	Wed	<i>World Teachers Day</i>	
06	Thu		
07	Fri		
08	Sat		
09	Sun		
10	Mon		
11	Tue		
12	Wed		
13	Thu		
14	Fri		
15	Sat	<i>AVILA DAY</i>	
16	Sun		
17	Mon		
18	Tue		
19	Wed		
20	Thu		
21	Fri		
22	Sat		
23	Sun		
24	Mon	<i>UN Day</i>	
25	Tue		
26	Wed		
27	Thu		
28	Fri		
29	Sat		
30	Sun		
31	Mon		

## CALENDAR NOVEMBER 2022

Date	Day	Particulars	No. of Working days
01	Tue	<i>Kerala Piravi</i>	
02	Wed		
03	Thur		
04	Fri		
05	Sat		
06	Sun		
07	Mon		
08	Tue		
09	Wed		
10	Thu		
11	Fri	<i>Education Day</i>	
12	Sat		
13	Sun		
14	Mon	<i>Children's Day</i>	
15	Tue		
16	Wed		
17	Thu		
18	Fri		
19	Sat		
20	Sun		
21	Mon		
22	Tue		
23	Wed		
24	Thu		
25	Fri		
26	Sat		
27	Sun		
28	Mon		
29	Tue		
30	Wed		

## CALENDAR DECEMBER 2022

Date	Day	Particulars	No. of Working days
01	Thur	<b><i>World AIDS Day</i></b>	
02	Fri		
03	Sat		
04	Sun		
05	Mon		
06	Tue		
07	Wed		
08	Thu		
09	Fri		
10	Sat	<b><i>Human Rights Day</i></b>	
11	Sun		
12	Mon		
13	Tue		
14	Wed		
15	Thu		
16	Fri		
17	Sat		
18	Sun		
19	Mon		
20	Tue		
21	Wed	<b><i>College Closes for Christmas Vacation</i></b>	
22	Thu		
23	Fri		
24	Sat		
25	Sun	<b><i>Christmas</i></b>	
26	Mon		
27	Tue		
28	Wed		
29	Thur		
30	Fri		
31	Sat		



Handwritten signature or initials in green ink.

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