



St Dominic's College
Kanjirapally

handbook

2026-2027



Our Heavenly Patron
ST DOMINIC DE GUZMAN

St. Dominic de Guzman, the Patron Saint of this College, is a model for teachers and students to emulate, for his was a life dedicated to prayer, study and service. Born in an aristocratic family at Caleruega, Spain, around 1170-72, Dominic was brought up in a pious atmosphere.

As a young man at the University of Palencia he lived a life of intense prayer and study and had a great love for the poor. Even as he sought to alleviate their pain and hunger, he recognized a deeper hunger in men and women - the hunger for God and Truth - which he wanted to satisfy. So he became a priest and then a Canon Regular in the Cathedral Chapter of Osma.

It was a very turbulent period in church history, the Albigensian heresy being widespread in Southern France. The existing ecclesiastical structures were inadequate to contend with it. Dominic, therefore, took it as a challenge and decided to dedicate his life to the ministry of preaching. He organized his fellow preachers in the new religious order at Toulouse in 1215 and it was formally approved by Pope Honorius III on December 22, 1216. His own love of prayer and study, his zeal for the salvation of souls, and his belief in apostolic poverty became the foundation stones of his Order which was dispersed throughout Europe in 1217.

The saying about St. Dominic that 'he either spoke with God or about God' exemplifies the holiness of his life. He died at Bologna on August 6, 1221.

The restless youth of today can draw inspirational guidance from the example of St. Dominic who sent his friars out two by two to the centres of thought - the universities which were being founded throughout Europe - so that they could both find truth among the prevalent currents of thought and transform themselves as the bearers of truth.

August 8 is observed as St. Dominic's Day.

ST DOMINIC'S COLLEGE KANJIRAPALLY

Parathodu - 686 512, Kottayam, Kerala

Affiliated to MAHATMA GANDHI UNIVERSITY

Re-accredited with **A+** Grade by NAAC in 2023



Office : 04828 234340
: 8078056049
Principal : 9495750916
Bursar : 9446137438
E-mail : principalsdc@gmail.com
: principal@sdck.in
Website : www.sdck.ac.in



HANDBOOK 2026 - 2027

PATRON

HIS EXCELLENCY MAR JOSE PULICKAL

(Bishop, Kanjirapally Diocese)

MANAGER

ARCHPRIEST Very Rev. Dr KURIAN THAMARASSERY

(Vicar, St Dominic's Cathedral, Kanjirapally)

PRINCIPAL

Dr BINO P. JOSE

BURSAR

Rev. Dr MANOJ JOSEPH PALAKUDY

Name :

Class :

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ST DOMINIC'S COLLEGE

INTRODUCTION

St Dominic's College was established in 1965 as an affiliated college of the University of Kerala by the catholic management of St Dominic's Forane Church, Kanjirapally. Later, with the establishment of the Mahatma Gandhi University in 1983, the college became one of the A grade colleges affiliated to it. The college has been rendering yeoman service to generations of students ever since its inception. At present, the college has 13 undergraduate and 6 postgraduate programs. Two of its departments, viz., the Departments of Commerce and Economics, are research centers whereas the other departments are soon to join the status. The college maintains a unique position in the Mahatma Gandhi University both in the curricular and co-curricular areas. Every year, UG and PG students of the college secure top positions in various university examinations. In the arena of Sports and Games too, the college wins laurels every year. The phased development of the college is well attested in the accreditation and assessment grades that the college has received so far; Three Star in 1999, 'B++' in 2007, 'A' Grade in 2017 and 'A+' Grade in 2023.

The College offers a lively campus life for its students by providing good teaching-learning environment, sound assessment systems and fair and equitable treatment to all. In view of these goals, students are given myriad opportunities to find their calling and realize their aspirations and dreams. The college provides ample facilities for its students to enhance their aesthetic, emotional, intellectual, physical, social and moral capabilities in a holistic manner. It offers numerous scholarships and endowments to promote the aforesaid capacities of the students. Various clubs covering a wide range of activities play a vital role in the campus life of students.

True to the adage "Fear of God is the Beginning of Wisdom", the college keeps the highest christian ideals along with academic wisdom.

MOTTO

'Absorb and Radiate' - absorb the light of knowledge and values, and transmit what they imbibe, thereby expanding the frontiers of truth and wisdom.

VISION

A centre of learning that moulds refined individuals, quality leaders and a society of committed human beings.

MISSION

- ◆ To build a student community that is intellectually competent, morally upright and sensitive to the needs of fellow human beings.
- ◆ To serve economically and socially disadvantaged students by providing high-quality education to all and thereby transforming our nation sustainably into an equitable and vibrant knowledge society.
- ◆ To train the students in clarity of thought and accuracy of expression and to develop leadership qualities in them.
- ◆ To instil in the students, a sense of responsibility to the nation and ensure their creative involvement in building a new India.

MILESTONES ON THE PATH OF PROGRESS

- 1965** *March 25* - Laying of the foundation stone of the college building by Mar Mathew Kavukattu, Archbishop of Changanacherry.
June 15- The syndicate of the Kerala University gives sanction to start the college.
July 8 - Mar Mathew Kavukattu formally inaugurates and blesses the college. The college starts functioning in a temporary building as a junior college affiliated to the University of Kerala, offering I, II and III Groups of the Pre-degree Course, with an enrollment of 400 students in five batches.
- 1966** *Jan. 3* - The functioning of the college shifted to the permanent building.
- 1968** *Nov. 14* - Inauguration of Carmel Hostel for girls.
- 1976** *Aug. 3* - The college gets upgraded to a Degree college. Dr S. Krishnan, Vice Chancellor of Kerala University, presides over the function organised to mark the occasion of starting B.Sc. Physics Degree course.
- 1977** *May 12* - Starts B.A. Economics Degree course.
Oct. 10 - Starts Pre-Degree - IVth group.
- 1980** *Dec. 4* - Starts B.A. History and B.Com. Degree courses.
- 1981** Shift System is introduced for the Pre-degree Course. Three additional batches - one in I Group and two in II Group- are sanctioned.
 Starts B. Sc. Chemistry.
Dec. 12 - Starts the first P. G. course - M. A. Economics.
- 1982** *Dec. 26* - Starts B. Sc. Mathematics
- 1983** *Oct. 2* - The college gets affiliated to the newly established Mahatma Gandhi University, Kottayam.
Oct. 20 - The shift system is done away with.
- 1985** *Jan. 25* - Starts M. Com. course.
- 1989** *July 7* - His Excellency Mar Joseph Powathil inaugurates the Silver Jubilee celebrations of the college. Mar Mathew Vattakuzhy lays the foundation stone of the auditorium.
- 1990** *Feb. 17-22* - Jubilee celebrations. Dr Sankar Dayal Sharma, the Vice President of India, inaugurates the festivities.
Oct. 20 - Mahatma Gandhi University grants permanent affiliation to the college with effect from the academic year 1989-1990.
- 1994** *Feb. 4* - The college is recognised under Section 2 (f) and 12- B of the UGC Act 1956.

- 1995** Nov. 14 - Starts M. Sc. Mathematics course.
- 1996** Oct. 5 - The inauguration of the Silver Jubilee Hall (college auditorium) by Mr P. J. Joseph, the State Minister of Education, in a function presided over by Mar Mathew Vattakuzhy.
- 1997** June 19 - The Department of Commerce is upgraded as a Research Centre in Commerce.
- 1998** Nov. 30 - Introduces B. Sc. Botany (Vocational).
- 1999** Aug. 2 - Starts B. Com. (Vocational).
Nov. 29 - The college gets accredited at the 'Three Star' level by NAAC.
- 2000** Jan. 5 - Introduces B. A. English (Vocational).
- 2001** July 1 - Semester system for Post Graduate courses is introduced.
Aug. 4 - Starts M. Sc. Chemistry.
- 2003** Jan. 1 - The newly constructed Library Block is blessed by Mar Mathew Arackal and inaugurated jointly by Mr P.C. Thomas M.P. and Mr Vackachan Mattathil M.P.
Jan. 29 - Blessing of the College Chapel by Mar Mathew Arackal.
- 2007** Feb. 10 - Reaccredited by NAAC with B++ Level.
- 2008** May 27 - Blessing of the renovated college office.
- 2013** Sep. 23 - M.Sc. Botany (Unaided) & M.A. English (Unaided) Programs begin.
- 2014** Feb. 24 - Foundation stone laid for the Golden Jubilee Memorial Block by Mar Mathew Arackal.
July 25 - Inauguration of the year long Golden Jubilee Celebrations by Sri Oommen Chandy, Hon. Chief Minister of Kerala.
Oct. 10 - M.Sc. Botany becomes an aided programme.
- 2015** July 31 - Valedictory meeting of Golden Jubilee Celebrations and visit of UGC Vice Chairman Dr H. Devaraj.
- 2017** March 28 - 3rd cycle re-accreditation of the college with A Grade.
- 2018** July 12 - Blessing of Pavanamatha Women's Hostel by Mar Mathew Arackal.
Aug. 1 - UGC sanctions two B. Voc. Programmes under NSQF scheme:
(1) Agriculture Technology (2) Agro-Food Processing
- 2020** Jan. 31 - Inauguration & blessing of Golden Jubilee Block by Mar Mathew Arackal & Mar Jose Pulickal.
Inauguration of Science Research Lab by Dr Sabu Thomas, Vice Chancellor of M.G. University.

- Dec.5-* Introduces new generation aided program - Bachelor of Financial Markets (BFM).
- 2021** *Aug. 9-* Blessing of renovated (under RUSA) College Library by Mar Jose Pulickal.
- 2022** *March 21-* Blessing of Student Amenity Centre by Mar Jose Pulickal.
Inauguration of Student Amenity Centre (constructed under RUSA2 Project) by Dr. R. Bindu, Hon'ble Minister of Higher Education, Kerala.
June 1- Installed 120 KVA diesel generator for uninterrupted power supply.
August 10- Installed 5 KVA solar panels.
Sep. 1 - Blessing of Toilet Complex constructed as annexe of administrative block.
- 2023** *Feb. 13-* Blessing of Prof. P. T. Joseph Memorial Conference Hall by Mar Jose Pulickal.
Aug. 8- NCC (Army) Unit re-established.
Nov. 2- 4th cycle re-accreditation of the college with A+ Grade by NAAC.
Dec. 7- Research centre in Economics established.
- 2024** *May 20* - BFM is renamed as B. Com with Specialisation in Financial Markets.
July 1- Four year Honours Degree Programs introduced by the University.
Sep 26-28 - Diamond Jubilee Expo - SPECTRA
Oct 28 - Diamond Jubilee Celebrations inauguration by Adv. George Kurian, Minister of State for Fisheries, Animal Husbandry and Dairying and Minority Affairs
Auditorium and halls dedicated to forefathers for their remembrance.
Oct 30 - Installed 20KVA solar panels (under RUSA-2 Project)
Nov 1 - Blessing of Fr. Cyriac Thuruthumalil Memorial Hall.
Dec 27 - 31 - All India Inter University 3X3 basket ball championship organised in collaboration with M.G University.
- 2025** *Feb 18* - Blessing of AKS Memorial seminar hall by Mar Sebastian Vaniyapurackal
Inauguration of AKS Memorial seminar hall by Rev. Fr. Varghese Parinthricksal.
Apr 26 - Handing over the keys of 14 Houses constructed for the poor under the auspices of NSS.
Apr 28 - Research Centre in Botany established.
- 2026** *Jan 6* - Diamond Jubilee valedictory function inaugurated by Sri P. Rajeev, Hon. Minister for Law and Industries.

AT THE HELM IN THE PAST

PATRONS

- | | |
|---|-------------|
| 1. Mar Mathew Kavukatt (Archbishop of Changanacherry) | 1965 - 1970 |
| 2. Mar Antony Padiyara (Archbishop of Changanacherry) | 1970 - 1977 |
| 3. Mar Joseph Powathil (Bishop of Kanjirappally) | 1977 - 1985 |
| 4. Mar Mathew Vattakuzhy | 1985 - 2001 |
| 5. Mar Mathew Arackal | 2001 - 2020 |
| 6. Mar Jose Pulickal | 2020 - |

MANAGERS

- | | |
|---|-------------|
| 1. Rev. Fr CyriacThuruthumalil | 1965 - 1969 |
| 2. Rev. Fr John Mullankuzhy | 1969 - 1973 |
| 3. Rev. Fr Joseph Meprakarott | 1973 - 1980 |
| 4. Rev. Fr JosephThyparampil | 1980 - 1982 |
| 5. Rev. Fr Stanislaus Njalliyil | 1982 - 1988 |
| 6. Rev. Fr John Thommithazhe | 1988 - 1992 |
| 7. Rev. Fr JosephThyparampil | 1992 - 1996 |
| 8. Rev. Dr Joseph Marutholil | 1996 - 1999 |
| 9. Rev. Prof. Emeritus Dr Xavier Koodapuzha | 1999 - 2003 |
| 10. Rev. Fr Mathew Aerathedom | 2003 - 2006 |
| 11. Rev. Dr Joseph Nagaroor | 2006 - 2009 |
| 12. Rev. Fr George Alunkal | 2009 - 2016 |
| 13. Rev. Fr Varghese Parinthricksal | 2016 - 2025 |
| 14. Rev. Dr Kurian Thamarassery | 2025 - |

PRINCIPALS

- | | |
|--------------------------------------|--|
| 1. Rev. Fr Kuriakose Aenekatt | 1 st May 1965 – 1968 |
| 2. Rev. Fr Nestore C M I | 1 st July - 1968 – 1969 |
| 3. Prof. D. Varghese | 23 rd June - 1969 – 31 st March 1974 |
| 4. Rev. Msgr Peter Uralil | 1 st April - 1974 – 28 th Oct. 1980 |
| 5. Prof. K. J. Scaria | 4 th Dec. 1980 – 3 rd Dec. 1984 |
| 6. Rev. Fr. Jose Puthenkaduppil | 4 th Dec. 1984 – 31 st March 1990 |
| 7. Prof. P. T. Joseph | 1 st April 1990 – 31 st March 1998 |
| 8. Rev. Fr Cherian Thalakkulam C M I | 1 st April 1998 – 31 st March 2001 |



9. Prof. Augustin Thomas	1 st April 2001 – 31 st March 2005
10. Prof. P. T. Jose	1 st April 2005 – 31 st May 2007
11. Dr Ancykutty Joseph	1 st June 2007 – 31 st March 2010
12. Dr Sunnykutty Thomas	7 th June 2010 – 16 th May 2011
13. Prof. V. A. Emmanuel	16 th May 2011 – 31 st March 2013
14. Dr K. Alexander	20 th June 2013 – 31 st May 2017
15. Rev. Dr James Philip	1 st June 2017 – 31 st May 2020
16. Prof. Dr Seemon Thomas	20 th January 2021 - 19 th January 2026

VICE PRINCIPALS

1. Prof. Abraham K. Sebastian	1965-1968
2. Rev. Fr Jose Puthenkaduppil	1980-1984
3. Prof. Augustine Thomas	1994-1997
4. Prof. Joseph Augustine	2004-2005
5. Dr. Jojo George	2018-2020

GOVERNING BODY

1. Archpriest Very Rev. Dr Kurian Thamarassery (Manager)	9447080520
2. Dr Bino P. Jose (Principal)	9495750916
3. Adv. Benny Jacob Kunnath	9447114303
4. Mr C. C. Sebastian	9447074057
5. Mr Dominic Cherian	9447112463
6. Prof. P. K. Kuruvilla	9447659725
7. Mr Abraham K. Alex	9447185695
8. Rev. Dr Manoj Palakkudy (Bursar)	9446137438
9. Prof. Dr Jaimol James (Staff representative)	9447356702
10. Dr Jojy Thomas (Staff representative)	9496577407
11. Dr. Jogy Alex (University nominee)	9446385456

TEACHING STAFF

ENGLISH		english@sdck.in
1. Ms Lekha Francis <i>M.A.</i> lekha.francis@yahoo.com	<i>Assistant Professor</i>	9495705751
2. Ms Juno Jose <i>M.A.</i> junomukalayil@gmail.com	HoD , <i>Assistant Professor</i>	9495393539
3. Ms Stephy Thomas <i>M.A. B.Ed.</i> stephyanu21@gmail.com	<i>Assistant Professor</i>	8289977607
4. Ms Theresa John <i>M.A.</i> theresajohnm@gmail.com	<i>Assistant Professor</i>	8547105714
5. Ms Dona Maria Saju <i>M.A.</i> donamaria95@gmail.com	<i>Assistant Professor</i>	8281163871
6. Mr Harry C. Joseph <i>M.A.</i> harrycjoseph@gmail.com	<i>Assistant Professor</i>	8606276049
7. Mr Aby Johny <i>M.A.</i> abyjohny1998@gmail.com	<i>Assistant Professor</i>	9497068077
MALAYALAM		malayalam@sdck.in
1. Rev. Dr Abhilash Dominic <i>M.A., Ph.D.</i> abhindominic@gmail.com	HoD , <i>Assistant Professor</i>	9446980035
2. Rev. Dr Manoj Joseph <i>M.A., M.Phil., Ph.D.</i> manojpalakudy77@gmail.com	<i>Assistant Professor</i>	9446137438
HINDI		hindi@sdck.in
Mr Jomon Joseph <i>M.A., B.Ed.</i> jomonjosephvadakkekara@gmail.com	<i>Assistant Professor</i>	6238547778

MATHEMATICS

mathematics@sdck.in

1. Ms Jisha Jacob M.Sc. pjpmail28@gmail.com	Associate Professor	9495095230
2. Dr Shibu Manuel M.Sc., Ph.D. manuelshibu@gmail.com	Associate Professor	9447129317
3. Ms Anu Joy M.Sc., B.Ed. anushanpalackal@gmail.com	Assistant Professor	9446786700
4. Mr Prathish Abraham M.Sc. prathishmutton@yahoo.com	HoD , Associate Professor	9447090869
5. Ms Rani Jose M.Sc. ranijose@sdck.in	Assistant Professor	8281982460
6. Anumol Joseph M.Sc anumolj17@gmail.com	Guest Lecturer	9061724213

STATISTICS

statistics@sdck.in

1. Dr Naiju M. Thomas M.Sc., M.A. (Econ.) Ph.D. naijunt@gmail.com	Assistant Professor	9961674771
--	---------------------	------------

PHYSICS

physics@sdck.in

1. Mr Nelson Kuriakose M.Sc., B.Ed. nelsonkuriakose@sdck.in	Assistant Professor	9747321513
2. Ms Smitha Mathew M.Sc. smithamkmathew@gmail.com	Assistant Professor	8547237383
3. Dr Vimal G. M.Sc., M.Phil, Ph.D vmalgeorge@gmail.com	HoD , Assistant Professor	9747321998
4. Dr Jesby George M.Sc., M. Phil., Ph.D. jesbypulickal@gmail.com	Assistant Professor	9037462326

CHEMISTRY

chemistry@sdck.in

1. Dr Renjini Joseph M.Sc, B.Ed., Ph.D. renjinijoseph29@gmail.com	Assistant Professor	9447355577
2. Dr Rani Alphonsa Jose M.Sc, Ph.D. ranialphonsajose@gmail.com	Assistant Professor	9633843616
3. Ms Mary Pitunia C Mathew M.Sc, B.Ed. pituniasdc@gmail.com	HoD , Assistant Professor	8547330308
4. Ms Jyolsna Abraham M.Sc, M.Phil, B.Ed. jyolsnaabraham@gmail.com	Assistant Professor	9207114519
5. Mr Nidhin Joy M.Sc., B. Ed. nidhinjoy@sdck.in	Assistant Professor	8547145226
6. Mr Francis Thomas M.Sc. francisthomas@sdck.in	Assistant Professor	9495045619
7. Ms Minu Mary Sebastian M.Sc. minumarys@yahoo.com	Guest Lecturer	9544805907

BOTANY

botany@sdck.in, www.botanysdc.com

1. Mr Michael Thomas M.Sc., B.Ed. michaelthomas@sdck.in	Assistant Professor	9495365554
2. Dr Sallykutty Thomas M.Sc., B.Ed., Ph.D. sallykuttythomas13@gmail.com	Associate Professor	9747550096
3. Dr R.B. Smitha M.Sc., B.Ed., M.Phil., Ph.D. rbsmitha@gmail.com	HoD , Assistant Professor	9446100148
4. Dr Prasanthkumar S. M.Sc., Ph.D. prasanths01@gmail.com	Assistant Professor	9746414687
5. Dr Jyothi Abraham M.Sc., Ph.D. jyothipoovathani@gmail.com	Assistant Professor	9495053043
6. Dr Arun Raj R.D. M.Sc., Ph.D. arunrajrd@gmail.com	Assistant Professor	9744356244
7. Ms Anita Joy M.Sc. anitajoypvm@gmail.com	Assistant Professor	9207882463

ZOOLOGY

Ms Anjumol S. *M.Sc., B.Ed.*
 anjusajeev0204@gmail.com

Guest Lecturer

9447107763

ECONOMICS

economics@sdck.in

1. Prof. Dr Jaimol James *M.A., B.Ed., M.Phil., Ph.D. Professor*
 bijujai2000@gmail.com 9447356702
2. Ms Imme Maria Thomas *M.A., M.Phil. Associate Professor*
 imme@yours.com 9895524832
3. Ms Rani Thomas *M.A., B.Ed. Assistant Professor*
 ranivbinoy@gmail.com 9497282690
4. Ms Rekha Jose *M.A., B.Ed. HoD, Assistant Professor*
 rekha_clara@yahoo.co.in 9847037223
5. Dr Jinu Elizabeth Sebastian *M.A., M.Phil., Ph.D. Assistant Professor*
 jinues17@gmail.com 9447705455
6. Ms Soumya Maria *M.A., M.Phil. Assistant Professor*
 soumyamaria@sdck.in 9400316071
7. Lt. Dr Gipson Varghese *M.A., B.Ed., Ph.D. Assistant Professor*
 gipsonvarghese@sdck.in 9560860768

HISTORY

history@sdck.in

1. Dr Bino P. Jose *M.A., Ph.D. Associate Professor*
 binopjose@gmail.com 9495750916
2. Dr Jojy Thomas *M.A., B.Ed., M.Phil., Ph.D. HoD, Assistant Professor*
 jojytm@gmail.com 9496577407
3. Dr Shyni Daniel *MA, MPhil, Ph.D Guest Lecturer*
 shynidaniel99@gmail.com 9778142235

POLITICAL SCIENCE

Antony Joseph MA
antonyjosephs5389@gmail.com

Guest Lecturer

8547754841

PHYSICAL EDUCATION

sportssdc@gmail.com, www.sportssdc.com

Dr PraveenThariyan M.P.Ed. Ph.D.
praveen.thariyan@gmail.com

Associate Professor

9446665402

COMMERCE

commercedeptsdc@gmail.com, commercedept@sdck.in
www.commercesdc.org

1. Dr Anoop Tom Thomas M.Com., Ph.D.
anooptomthomas@sdck.in Assistant Professor 9961406491
2. Ms Joicey Jose M.Com.
joiceylucyjo@gmail.com Assistant Professor 9497244031
3. Ms DeepaTes George M.Com., B. Ed.
deepatesgeorge@sdck.in HoD, Assistant Professor 9495108794
4. Dr Reshmi Tom M.Com., MBA, M.Phil. Ph.D Assistant Professor 9645004094
reshmitoms@gmail.com
5. Mr Abyson Kurian M.Com.
m.abysonturian@gmail.com Assistant Professor 9745913111
6. Dr Honey Thomas M.Com., Ph.D.
honeythomas@sdck.in Assistant Professor 9605962672
7. Mr Sebin Sebastian M.Com., PGDMM
sebinsebastian@sdck.in Assistant Professor 9809752575
8. Mr Joseph Vineeth Joy M.Com., MBA
josephvineethjoy@gmail.com Assistant Professor 8086204275
9. Dr Neethu Mohan M.Com., Ph.D.
nmohan2906@gmail.com Guest Lecturer 7902325413
10. Dr Vishak Vijayan M.Com., Ph.D.
vvishakvijayanm@gmail.com Guest Lecturer 9400677052
11. Ms Rintu Mariya Scaria M.Com.
rintumariyas@gmail.com Guest Lecturer 9497203644

SELF FINANCING DEPARTMENTS

Director: Dr Jojo George M.Sc., M.Phil., Ph.D.
jojosdc@gmail.com

9447125263

COMMERCE

bcomvocational@sdck.in

- | | |
|---|------------|
| 1. Ms Manjusha S.G. <i>M.Sc. (Computer Science) HoD</i>
manjusha.3000@gmail.com | 9995627561 |
| 2. Ms Reema Abraham <i>M.Com., MBA (HR)</i>
reemasrakath@gmail.com | 9544439359 |
| 3. Ms Shint Joy <i>M.Com., MBA (HR)</i>
shintjoy@gmail.com | 9895586646 |
| 4. Ms Varshamol P.V. <i>M. Com.</i>
varshamol33@gmail.com | 9048063928 |
| 5. Ms Jessymol Jose <i>M.Com.</i>
getjessymol92@gmail.com | 8113854053 |
| 6. Ms Jisha Mary James <i>M.Com.</i>
jishamary45@gmail.com | 9605230600 |
| 7. Ms Delna Jose <i>M.Sc. (Computer Science)</i>
delnajosed@gmail.com | 6238399637 |
| 8. Mr Jennis Abraham <i>M.Com., B Ed, SET</i>
jennisabraham14@gmail.com | 9447306965 |
| 9. Mr Sreekanth Chandran <i>M.A. (Malayalam)</i>
sreekanthchandran2012@gmail.com | 9645554514 |
| 10. Ms Mariatha Mathew <i>M.A. (Hindi)</i>
mariathamathew@gmail.com | 9048120190 |
| 11. Ms Amruthendu M. <i>M.Sc. (Statistics)</i>
amruthendum29@gmail.com | 8301965155 |

ENGLISH

maenglish@sdck.in

- | | |
|---|------------|
| 1. Ms Merin Maria Tom <i>M.A., B.Ed.</i>
merin3@gmail.com | 9037515468 |
| 2. Mr Dominic T. <i>M.A, M.Phil.</i>
dominiccfai@gmail.com | 9745955828 |



B.Voc. AGRICULTURE TECHNOLOGY

bvocsdckply@gmail.com

1. Ms Nithya Krishnan *M.Sc. (Agriculture)* Nodal Officer
nithyakrishna141@gmail.com 8156981274
2. Ms Mareena Sebastian *M.Sc.*
mareenasebatian92@gmail.com 9645073921
3. Ms Aswathy Biju *M.Sc.*
bijuaswathy27@gmail.com 7510950479

B.Voc. AGRO FOOD PROCESSING

bvocsdckply@gmail.com

1. Ms Nithymol Sunny *M.Sc. (Clinical Nutrition & Dietetics)*
nithyvellappallil@gmail.com 9446430634
2. Ms Vrindha Vinoj *M. Voc. (Food Processing Technology)*
virndhavinoj063@gmail.com 7909184644
3. Devika P.R. *Msc (Food and Nutrition)*
devikapr872@gmail.com 9539725349

ADMINISTRATIVE STAFF

OFFICE

1. Ms Jesna Jose <i>M. Com.</i> jesnajos3@gmail.com	Junior Superintendent	9995348206
2. Ms Laly Kutty Thomas <i>M. Sc., B. Ed.</i> lalyparayil@gmail.com	Head Accountant	9544439081
3. Mr Tojo Thomas <i>M. Com.</i> tojothomas007@gmail.com	UDC	8086025117
4. Ms Shoneymol P. Thomas <i>M. Com.</i> shoneyphthomas@gmail.com	UDC	7012215377, 9495484656
5. Rev. Sr Rony K.C. <i>M. A., B. Ed.</i> kcarchana25@gmail.com	UDC	9562922396, 8590174877
6. Mr Binu Thomas <i>B.A., MSW</i> binu.salmiya@gmail.com	LDC	9061063272
7. Ms Priyamol Abraham <i>B. Sc., B. Ed.</i> diyajaison29@gmail.com	<i>LD Computer Asst.</i>	9544398052
8. Mr. Littin Thomas <i>BCA</i> littinthomas05@gmail.com	<i>LD Store Keeper</i>	7012723917
9. Mr Mijo K. Joseph <i>M.A., B. Ed.</i> mijokjoseph@gmail.com	<i>LD Clerk</i>	9605108005

LIBRARY

library@sdck.in

1. Ms Deumy John <i>M. Lib. Sc.</i> deumyjince@gmail.com, deumyjohn@sdck.in	<i>Librarian (UGC)</i>	8547437375
2. Mr Sam N. Sebastian <i>B.A.</i> samsebastian21@gmail.com	<i>Library Assistant</i>	9605033327
3. Mr Tomin V. Thomas <i>Diploma in EC</i> tomvt07@gmail.com	<i>Library Assistant</i>	7559864171

LABORATORY ASSISTANTS

1. Dr Tojo Jose <i>M.Sc., B.Ed., Ph.D.</i> tojojose11@gmail.com	Botany	9656186947
2. Mr Jobin Jose <i>ITI</i> jobinsdc@gmail.com	Chemistry	9961018449
3. Mr Tony Thomas <i>B. A.</i> tonythomas1939@gmail.com	Botany	9744941939
4. Mr Robin Joseph <i>M. C. A.</i> robinjoseph111@gmail.com	Physics	9946168114
6. Mr Justin Joseph <i>Plus Two</i> justinj352@gmail.com	Chemistry	9895581973



7. Mr. Goodwin James <i>M.Com.</i> goodwin.james.p@gmail.com	Physics	8078102276
8. Mr. Alvin Antony <i>ITI</i> alvinantony043@gmail.com	Botany	8589869879
9. Mr. Doni Sabu <i>B.A.</i> donisabu1999@gmail.com	Chemistry	9746596317

HERBARIUM KEEPER

Mr George Bastian <i>M.Sc.</i> georgebastian8@gmail.com	6238540568
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MECHANIC

Mr Sachin Kurian <i>ITI</i> sachinkuriansdc@gmail.com	9656041770, 9048101487
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GARDENER

Mr Gigo George <i>B.Com.</i> gigopulickal@gmail.com	9895343360
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OFFICE ASSISTANTS

Mr Suresh Gopi <i>VHSC</i> sureshgopi.cg@gmail.com	9895100062
Mr George Joseph	97441 13004
Ms Jorly George <i>M.Com</i> jobinskoikkal@gmail.com	9847253324

KERALA STATE SPORTS COUNCIL ACADEMY

Mr Julius J. Manayani <i>M.P.Ed., NIS</i> juliusjjm@yahoo.co.in	Athletics Coach	9446925001
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(HOSTEL SCHEME)

Teachers in various committees of Mahatma Gandhi University

Ms Jisha Jacob (Academic Council Member)
 Dr PraveenThariyan *M.P.Ed. Ph.D. (PG and UG BOS Member -
 Physical Education)*
 Dr Naiju M Thomas (PG BOS Member - Statistics)
 Dr Jyothi Abraham (PG BOS Member - Botany)

CLASS TEACHERS - Undergraduate Programs

B.Sc. MATHEMATICS

I & II Sem	Dr Naiju M Thomas	9961674771
III & IV Sem	Mr Prathish Abraham	9447090869
V & VI Sem	Ms Rani Jose	8281982460

B.Sc. PHYSICS

I & II Sem	Ms Smitha Mathew	8547237383
III & IV Sem	Dr Jesby George	9037462326
V & VI Sem	Dr Vimal G.	9747321998

B.Sc. CHEMISTRY

I & II Sem	Mr Francis Thomas	9495045619
III & IV Sem	Mr Nidhin Joy	8547145226
V & VI Sem	Dr Rani Alphonsa Jose	9633843616

B.Sc. BOTANY

I & II Sem	Dr Prasanthkumar S	9746414687
III & IV Sem	Dr Jyothi Abraham	9495053043
V & VI Sem	Mr Michael Thomas	9495365554

B.A. ENGLISH

I & II Sem	Ms Dona Maria Saju	8281163871
III & IV Sem	Ms Theresa John	8547105714
V & VI Sem	Mr Harry C. Joseph	8606276049

B.A. ECONOMICS

I & II Sem	Prof. Dr Jaimol James	9447356702
III & IV Sem	Ms Soumya Maria	9400316071
V & VI Sem	Dr Jinu Elizabeth Sebastian	9447705455

B.A. HISTORY

I & II Sem	Dr Bino P Jose	9495750916
III & IV Sem	Dr Shyni Daniel	9778142235
V & VI Sem	Dr Jojy Thomas	9496577407

B.Com. (FINANCE AND TAXATION)

I & II Sem	Dr Reshmi Tom	9645004094
III & IV Sem	Mr Abyson Kurian	9745913111
V & VI Sem	Dr Honey Thomas	9605962672

B.Com. (FINANCIAL MARKETS)

I & II Sem	Mr Sebin Sebastian	9020394502
III & IV Sem	Ms Joicey Jose	9497244031
V & VI Sem	Ms Deepa Tes George	9495108794

B.Com. (ACCOUNTING)

I & II Sem	Ms Jessymol Jose	8113854053
III & IV Sem	Ms Jisha Mary James	9605230600
V & VI Sem	Ms Reema Abraham	9544439359

B.Com. (LOGISTICS)

I & II Sem	Ms Delna Jose	6238399637
III & IV Sem	Ms Varshamol P.V.	9048063928
V & VI Sem	Ms Shint Joy	9895586646

B. Voc. Agriculture Technology

I & II Sem	Ms Nithya Krishnan	8156981274
III & IV Sem	Ms Mareena Sebastian	9645073921
V & VI Sem	Ms Aswathy Biju	7510950479

B. Voc. Agro Food Processing

I & II Sem	Ms Vrindha Vinoj	7909184644
III & IV Sem	Ms Devika P.R.	9539725349
V & VI Sem	Ms Nithymol Sunny	9446430634

CLASS TEACHERS - Postgraduate Programs

M.Sc. MATHEMATICS

I & II Sem	Dr Shibu Manuel	9447129317
III & IV Sem	Ms Anu Joy	9446786700

M.Sc.CHEMISTRY

I & II Sem	Ms Jyolsna Abraham	9207114519
III & IV Sem	Dr Renjini Joseph	9447355577

M.Sc. BOTANY

I & II Sem	Dr Sallykutty Thomas	9747550096
III & IV Sem	Dr Arun Raj R.D.	9446100148

M.A. ECONOMICS

I & II Sem	Ms Rani Thomas	9497282690
III & IV Sem	Ms Imme Maria Thomas	9895524832

M.Com.

I & II Sem	Dr Anoop Tom Thomas	9961406491
III & IV Sem	Mr Joseph Vineeth Joy	8086204275

M.A. ENGLISH

I & II Sem	Ms Merin Maria Tom	9037515468
III & IV Sem	Mr Dominic T.	9745955828

UG HONOURS PROGRAMS- INSTITUTIONAL STRUCTURE

Programme	Major DSC A		Preferred Minors	
	SUBJECT	SEATS	DSC B	DSC C
B.Sc. Honours	Mathematics	32	Statistics	Physics
	Physics	32	Chemistry	Mathematics
	Chemistry	32	Physics	Mathematics
	Botany	24	Horticulture	Zoology
B.A. Honours	English	24	Literary History Translation Studies	Political Science History
	Economics	50	Political Science Malayalam	History Commerce
	History	40	Economics Malayalam	Political Science
B.Com. Honours	Commerce Specialization - Finance & Taxation & Marketing	55	Business Laws	Statistics Economics English
	Commerce Specialization - Financial Markets & Logistics Management	40	Business Studies	
	Commerce (SF) Specialization - Accounting & Finance and Taxation	32	Business Laws	Computer Applications
	Commerce (SF) Specialization - Logistics Management & Marketing	40	Computer Applications	Business Laws

Available Institutional Minors

DSC B	DSC C	NB: 1 Students opting minors other than the preferred minors must consult the respective Faculty Advisor (FA) / Senior Faculty Advisor (SFA). NB: 2 Students of Aided stream can opt Minors/MDC/SEC/VAC from Self Financing Departments also on payment mode.
Statistics Chemistry Physics Horticulture Economics Political Science Literary History Translation Studies Business Laws Business Studies Malayalam *Computer Applications (SF) Business Laws (SF)	Physics Mathematics Zoology Political Science History Statistics Economics English Commerce *Computer Applications (SF) Business Laws (SF)	



MGU-UGP ACADEMIC COMMITTEE 2026-27

St. Dominic's College Kanjirapally

AVAILABLE MDCs - MULTI DISCIPLINARY COURSES

SEMESTER 1		
	DISCIPLINE	COURSE
AIDED	ENGLISH	1. Content Writing 2. Narratives of Humour
	MALAYALAM	Cinemayum Sahithyavum
	HINDI	Lovely Hindi
	STATISTICS	Statistical Data Collection
	LIBRARY	Informative Literacy
	PHYSICAL EDUCATION	Basic First Aid and CPR
	BOTANY	*Ecotourism
	CHEMISTRY	*Food Chemistry and Nutrition
	PHYSICS	*Physics Around You
	ZOOLOGY	*Ornamental Fish Farming & Aquarium Keeping
	ECONOMICS	*Economics and Finance in Everyday Life
	HISTORY	*Science and Society
	COMMERCE	*Business Organization and Entrepreneurship
SELF FINANCING	ENGLISH	Content Writing
	STATISTICS	*Data Analysis Using Libre Calc
	COMPUTER APPLICATIONS	*Internet and Web Technologies
N.B. : Starred courses can be opted by students who have not studied the subject as part III Optional subject in Plus Two.		

SEMESTER 2		
	DISCIPLINE	COURSE
AIDED	ENGLISH	1. Fundamentals of Advertising and Public Relations 2. Sports Literature and Cinema
	MALAYALAM	Cyber Ezhuthum Vayanayum
	HINDI	Women in Contemporary Hindi Cinema
	LIBRARY	Academic Writing
	PHYSICAL EDUCATION	Physical Education- Foundation and Career Prospects
	BOTANY	*Gardening and Landscaping

	CHEMISTRY	*Dairy Chemistry
	HISTORY	*Human and Environment
	PHYSICS	*Observational Astronomy
	ECONOMICS	*Understanding Indian Economy
	COMMERCE	*Fundamentals of Accounting
SELF FINANCING	ENGLISH	Fundamentals of Advertising and Public Relations
	STATISTICS	*Time Series Methods and their Applications
	COMPUTER APPLICATIONS	*Mastering Spreadsheets
N.B. : Starred courses can be opted by students who have not studied the subject as part III Optional subject in Plus Two.		

SEMESTER 3		
KERALA SPECIFIC CONTENT		
	DISCIPLINE	COURSE
AIDED	ENGLISH	Literature and Kerala Renaissance
	MALAYALAM	Kerala Padanam
SELF FINANCING	ENGLISH	Literature and Kerala Renaissance
	MALAYALAM	Kerala Padanam

AVAILABLE VACs - VALUE ADDITION COURSES

SEMESTER 3		
*Students are supposed to select a course different from their major discipline.		
	DISCIPLINE	COURSE
AIDED	ENGLISH	Literature, Technology and AI
	MALAYALAM	Athijeevana Padangal
	HINDI	We are One
	BOTANY	Bioethics and IPR
	ZOOLOGY	Science of Happiness and Human Rights
	ECONOMICS	Gender and Economics
	COMMERCE	Consumer Affairs and Protection
SELF FINANCING	STATISTICS	Applied Statistical Analysis
	COMPUTER APPLICATIONS	White Hat Hacking
SEMESTER 4		
*Students are supposed to select a course different from their major discipline.		
	DISCIPLINE	COURSE
	ENGLISH	1. Literature and Environment

AIDED		2. Literature and Law
	MALAYALAM	Samoothaneethi padanam
	BOTANY	Conservation Biology and Sustainable Development
	ECONOMICS	Sustainable Development Strategies and Governance
	COMMERCE	Intellectual Property Rights
SELF FINANCING	CHEMISTRY	Basic Environmental Chemistry
	STATISTICS	Ethical Dimensions in Statistical Machine Learning
	COMPUTER APPLICATIONS	Green Computing Techniques

AVAILABLE SECs - SKILL ENHANCEMENT COURSES

SEMESTER 4		
*Students are supposed to select a course different from their major discipline.		
	DISCIPLINE	COURSE
AIDED	ENGLISH	1. English for International Careers 2. English for Professional Purposes
	MALAYALAM	Malsarapareekshakalile Malayalam
	HINDI	Let's speak Hindi
	BOTANY	Biofertilizers and Bio-control Agents
	ZOOLOGY	Emergency Life Support and First Aid
	CHEMISTRY	Basic Analytical and Cosmetic Chemistry
	ECONOMICS	Digital Economy skills for Enterprise Development
	COMMERCE	Salesmanship and Personal Selling
SELF FINANCING	ENGLISH	English for International Careers
	MALAYALAM	Malsarapareekshakalile Malayalam

Note:

One more VAC (in the Sixth Semester) and two more SECs (one in the Fifth and Sixth Semesters each) from the Major discipline are mandatory for graduation.

VOCATIONAL DEGREE PROGRAMS

1	B. Voc. Agro Food Processing (Seats 30) Self financing
2	B. Voc. Agriculture Technology (Seats 30) Self financing

POSTGRADUATE PROGRAMS

S. No.	Programme	Seats	Started in	Elective Courses Selected
1.	M.Sc. Mathematics	10	1995	Differential Geometry; Combinatorics; Algorithmic Graph Theory
2.	M.Sc. Chemistry	10	2001	Advanced Inorganic Chemistry; Advanced Organic Chemistry; Advanced Physical Chemistry
3.	M.Sc. Botany	12	2013	Plant Tissue culture & Microbial Biotechnology; Genetic engineering, genome editing and immunology; Genomics, transcriptomics, proteomics and Bioinformatics
4.	M.A. Economics	15	1981	Agricultural Economics; Industrial Economics; Labour Economics
5.	M.Com. Finance and Taxation	15	1985	Indirect Tax Laws; Derivatives and Risk Management; Personal Investment and Behavioural Finance.
6.	M.A. English (Self Financing)	12	2013	Modern European Fiction; Modern European Drama; Indian Poetics: Theories and Texts





DOCTORAL STUDIES – Ph.D. (By Research)

Departments of Commerce, Economics and Botany are approved research centres of Mahatma Gandhi University.

Research Guides		Subject	Research Centre				
Dr Najju M. Thomas		Statistics	St Thomas College, Palai				
Prof. Dr Jaimol James		Economics	St Dominic's College Kanjirapally				
Dr Gipson Varghese		Economics	St. Dominic's College Kanjirapally				
Dr Rani Alphonsa Jose		Chemistry	St Thomas College, Palai				
Rev Dr. Abhilash Dominic		Malayalam	St Thomas College, Palai				
Dr Vimal G.		Physics	Government College, Kottayam				
Dr Jesby George		Physics	Government College, Kottayam				
Dr Smitha R.B		Botany	St Dominic's College, Kanjirapally				
Dr. Arun Raj R.D		Botany	St Dominic's College, Kanjirapally				
Dr. Prasanthkumar S		Botany	St Dominic's College, Kanjirapally				
Dr. Anoop Tom Thomas		Commerce	St Dominic's College, Kanjirapally				
Dr. Honey Thomas		Commerce	St Dominic's College, Kanjirapally				
Dr. Reshmi Tom		Commerce	St Dominic's College, Kanjirapally				
Academic Calendar							
Odd Semester	Starting	Ending	Working days	Even Semester	Starting	Ending	Working days
I	01.7.2026	13.11.2026	95	I	23.11.2026	31.3.2027	98
III	01.6.2026	09.10.2026	86	IV	02.11.2026	31.3.2027	98
V	01.6.2026	09.10.2026	96	VI	02.11.2026	31.3.2027	89
				Postgraduate Programs			
I	08.7.2026	14.11.2026	95	I	17.11.2026	31.3.2027	98
III	01.6.2026	30.10.2026	97	IV	02.11.2026	31.3.2027	97
Onam Holidays	22.08.2026	31.08.2026	College re-opens on 01.09.2026				
Christmas Holidays	24.12.2026	03.1.2027	College re-opens on 04.01.2027				
Mid Summer Vacation	01.4.2027	31.5.2027					

GUIDELINES AND RULES OF CAMPUS LIFE

Rules and regulations alone cannot make a good College or Hostel; the most important aspect is that students, staff and authorities alike should have a spirit of loyalty and friendliness, and an earnest desire to come together in making their College and Hostel, an ideal one. But when a number of people are attempting to work or live together in a community, they have to be willing to be guided by certain rules or accepted traditions, so as to prevent confusion and chaos. Life in the campus should enable students to acquire good conduct, pleasing manners and gentlemanly behavior. It is meant to teach students to be courteous by considering others or those less privileged, as equals or superior than themselves. In this respect, particularly in the matter of teacher - student relationships, our country has a great and noble tradition and it is the duty of all members of the college as cultured and educated citizens to be worthy of our great traditions.

Campus life cannot be entirely taken up with study. It is hoped that every student will get much pleasure and profit from games, debates, discussions and in the company of other students. We should try to make sure that whatever we do to amuse ourselves in our leisure moments does not interfere with other people's studies or liberty. Rules and regulations are formulated with this purpose in view and should not be regarded as something imposed mechanically from outside.

All stakeholders (students, parents and staff) of the college are requested to read the 'Code of Conduct' given in the college website www.sdck.in (browse in About us).

The following guidelines are formed to train the students to behave themselves in a dignified and courteous manner. To supervise and promote general discipline, a Discipline Committee, a Grievance Redressal Cell, an Anti-ragging Cell and an Internal Complaints Committee are functioning in the college.

1. Students shall observe good manners and decorum at all times and be respectful to the teachers. He/She shall have the seriousness of purpose and shall follow strict ethical standards. Please note, it is rude behaviour to enter a room without being asked to, not to say 'Thank you' when something is done for you, to jump queues, to scramble for seats in the bus, to get past a person at a door or passage without saying 'Excuse me' or not to say 'sorry' when you have bumped into someone.
2. Students shall occupy their seats in the classroom before the second bell.
3. Every morning, classes begin with a prayer song. Keep standing till it ends, wherever you are in the campus whether in the class or outside. Forenoon session is from 9.45 am to 12.45 pm and afternoon session, from 1.30 pm to 3.30 pm. 8.30 am to 9.30 am and 3.30 pm to 4.30 pm is tutorial time.

4. Rise from your seats and greet your teachers appropriately when the teacher enters the classroom. Rise again and say 'Thank you' when the teacher leaves.
5. Students are requested not to litter the campus and to use separate containers/bins meant for biodegradable and plastic wastes. This campus is yours and you are duty-bound to keep it clean.
6. Consumption or possession of narcotic drugs, tobacco, alcohol etc. is strictly prohibited in the campus. Stringent action will be taken against those who are found to have consumed or possessed them.
7. Students are expected to speak English in the classroom and on the campus. They are encouraged to develop excellent communication skills both in English and Malayalam.
8. Students shall not enter or leave a class in session without permission.
9. Students are not allowed to enter other classes without the permission of the principal / any teacher. Each student must keep his/her valuable items under safe custody. The college authorities will not be responsible for loss of any item.
10. The Management and the Principal shall take appropriate measures to insulate the college campus from political activism and external intervention, to safeguard the interests of students, academic community, parents and the general public. Students and staff shall cooperate with all such measures including mode of college union elections.
11. Without specific permission of the authorities, students shall not bring outsiders to the campus.
12. Students who are charged with criminal offence or are under suspension will not be allowed to enter the college campus without the permission of the principal.
13. Any case of criminal activity or violation of law and order in the campus will be reported to the police.
14. Deliberate disruption of a college programme by any student shall result in a penalty amounting to the total expenditure incurred for the programme.
15. Conduct Certificate will not be issued as matter of fact. It has to be earned by student's good conduct. Issue of conduct certificate to a student is a matter absolutely within the statutory and discretionary powers of the principal.
16. There shall not be any discrimination against any community or category of students of the college. Stringent action will be taken against the erring students / staff.
17. Any form of sexual harassment will invite immediate punishments as per the norms of the State.
18. Students can express their difference in opinion or suggestions in appropriate forms or teachers concerned in a courteous manner. Stakeholders of the college can submit their suggestions/ complaints in the box provided in front of the office. Students are not allowed

to address the college authorities in a body / gathering, social media or to behave in anyway that is subversive to orderly campus life.

19. Students shall always wear their identity badges on the campus. Those who fail to do so shall pay a fine of Rs.50. A student must produce the identity card before any staff of the college whenever asked for. A student has no right to stay in the campus without the identity card or receipt of the fine paid for the same.
20. No religious activity or ritual is allowed in the campus. However, Catholic students may use the chapel for prayer and meditation.
21. Catholic students are encouraged to participate in the Holy Mass on special occasions/ First Fridays, arranged in the chapel.
22. Students must obey traffic rules and are instructed to park their vehicles only in the allotted area. A maximum speed limit of 20Km/Hr must be observed within the campus. Vehicle rally of any kind (two/four wheeler) is strictly prohibited. Students are not allowed to take their vehicles inside the campus during celebrations. Failure to comply with these regulations will result in strict disciplinary action against the offenders. Staff and students are encouraged to use public transportation as far as possible.
23. Any student who is persistently insubordinate/ repeatedly or willfully mischievous / likely to have an unwholesome influence on fellow students in the opinion of the principal/ guilty of any serious misconduct, shall be expelled from the college or served with a compulsory T.C., or suspended from the college, in accordance to the gravity of the offence.
24. It may be specially noted that in the event of any misconduct, students are obligated to forfeit the educational concessions extended and the scholarships awarded. The concessions and scholarships may be withdrawn from students who resort to or participate in strikes or misbehave in any other manner.
25. Fire crackers or explosives should not be brought to the college campus.
26. Except with the specific permission of the principal, no student shall collect money either by request or by coercion from others within the campus or the hostel.
27. Students are expected to spend their free hours in the Library.
28. In case the students have any grievance or complaint, they may approach the head of the department first and if not satisfied, the principal. The principal will, at his discretion refer the matter to the students' grievance redressal cell/ appropriate forum. In the matter of internal discipline, the decision of the principal shall be final.
29. Students are encouraged to bring lunch in lunch boxes. If not, students can have food from the canteen.
30. Common fine will be deducted from the caution deposit of each student for damaging furniture and other valubles in the campus.



31. Unauthorized photography and videography in the campus are strictly prohibited.

32. **Attendance and Leave of Absence**

- (a) Attendance will be marked at the beginning of each period. Absence for one period will be treated as absence for half a day and absence for two or more periods will be treated as absence for the whole day. Students must check the daily attendance marked in the **Necttos** application.
- (b) No student shall absent himself / herself from any class without the permission of the teacher in charge. If leave is required for a single period, application may be made to the teacher concerned.
- (c) Students absenting themselves from class without leave for more than 10 working days will have their names removed from the rolls. They may be readmitted at the discretion of the principal in which case they will have to pay the readmission fee and all other dues.
- (d) Application for leave of absence should be made to the principal through the teacher-in-charge. Application / intimation for leaves must be submitted to the teacher-in-charge in the prescribed leave-form duly signed by Parent / Guardian and in the case of hostellers, signed / countersigned by the Warden.
- (e) No absence of any kind will ipso facto exempt any student from doing assignments, test papers, examinations, or other exercises due on those days.
- (f) In the case of sick leave for more than three days, application should be supported by a medical certificate.
- (g) All applications of duty leave duly recommended by the concerned teacher must be submitted within one week after the event.
- (h) A student who has been absent for five or more consecutive working days, whether with leave or without it, should, on return, report in person to the HoD.
- (i) The annual certificate of attendance required to appear for university examinations will not be granted unless (a) the student has attended not less than 75% (73% for ladies students) of the total number of working days of the academic year, and (b) the principal is satisfied with the student's progress and conduct. Condonation of shortage of attendance to a maximum of 10 days in a semester subject to a maximum of two times during the whole period of the program may be granted by the university on valid grounds. This condonation shall not be counted for internal assessment. Benefit of attendance may be granted to students attending university / college union co-curricular activities by treating them as present for the days of absence, on production of participation / attendance

certificate, within one week from competent authorities and endorsed by the head of the institution. This is limited to a maximum of 10 days per semester and this benefit shall be considered for internal assessment also. Those students who are not eligible even with condonation of shortage of attendance shall repeat the semester along with the next batch after obtaining readmission.

31. **Uniform**

- (a) Both boys and girls have the same dress code. Students shall wear uniform on all days unless otherwise permitted by the Principal. Students should always keep dignity and decency in dressing even while they are exempted from uniforms.
- (b) Staff members shall have the power to deny admission to students to the campus / classes / offices / labs / library / meetings / cultural programmes and other programmes in the case of violation of the dress code of the college.
- (c) During study holidays, examination days and other days, even if there are no regular classes for a particular section of students, they shall be in full uniform on campus, if it is a regular working day.
- (d) Alteration of uniforms (Narrow fit, Pencil Fit) are not allowed. They must have proper inseam length, which means neither too short nor too long. They must have the right circumference around your waist, seat, thigh, knee and ankle. They shouldn't be too loose and baggy, nor skin tight.
- (e) Only catholic priests and nuns are exempted from wearing uniforms.

32. **Honesty shop**

Essential stationery items are displayed with the price tag attached. Students can take them and deposit its price in the cash box kept there.

33. **Cell Phones**

- (a) The use of cell phones in the college campus is highly restricted. If any student wants to make a call for urgent reasons, it shall be done only with the explicit permission from any teacher of the Department. In such cases the student shall make the phone call in the presence of the teacher.
- (b) Vibration or ringing of bell during the class or meetings or even during the intervals are considered serious insubordination and in such cases phones will be confiscated and will be returned only at the end of the academic year.
- (b) Any misuse of cellphone would entail seizure of the same with a fine of Rs 1000. Misuse of IT including e-mails and social media is also strictly prohibited.
- (d) Cell phones are strictly prohibited in the examination halls.



34. ***Residence of Students***

- (a) Students who are not residing with their parents or relatives shall stay only in lodgings approved by the Principal.
- (b) Any change in residence shall be intimated to the Principal.
- (c) For admission to Hostel, application should be made directly to the Warden. Admission to hostel is only for one year and is renewable.
- (d) In all matters of admission, accommodation and disciplinary actions against boarders, the Principal's decision shall be final.
- (e) A boarder leaving the college shall not be entitled to her TC, caution money or both unless she produces a 'No dues Certificate' from the hostel.
- (f) A boarder who remains in the Hostel by absenting herself from class without valid reasons will be directed to vacate the hostel room.
- (g) Dismissal from the Hostel for grave misconduct will invoke similar punishment from the college and vice-versa.

35. ***Mahatma Gandhi University students' code of conduct - 2005***

Mahatma Gandhi University Students' Code of Conduct Rules-2005 introduced vide UO. No. 162/2004/2Elen. dated 16 February 2005 has laid down rules for maintaining discipline in all colleges affiliated to the university, which will be binding on all students of the college. The university order prohibits political activity inside the campus. Political activity is defined as "any act, activity or conduct by any student in a college by which political ideologies of any political parties recognized by the Election Commission are preached, professed, imparted or disseminated by speeches, visible representation or other means of communication whatsoever".

Prohibition of political activity inside the campus means the following:-

- (a) No student of a college shall get himself/ herself involved in any political activity by himself/ herself or abet the said activity to be carried on by fellow students inside the campus in any manner whatsoever and any such activity is hereby banned inside the campus.
- (b) Taking part in any political activity by organizing students or gathering inside the college campus for the purpose of doing any political activity as defined above shall constitute serious indiscipline. Every member of such a gathering shall be individually liable and responsible for the gross indiscipline in this regard and the Principal has the power to take disciplinary action against students who indulge in the aforesaid activities.

- (c) It shall constitute gross indiscipline to call for an appeal to strike based on policies and ideologies that may be preached by the political parties or their sister organizations or student wings. The participants in the strike as aforesaid shall be dealt with by the disciplinary authority and they will be punished as per the rules stated above.
- (d) No student of a college shall stage or indulge in any activity like dharna, gherao, obstructing entry to and from the college, any classroom, office, hall or other places inside the campus and such activities shall be treated as misconduct.
- (e) No student shall shout slogans inside the classrooms, office or any other place inside the campus and obstruct or cause disturbance to the everyday functioning of the institution.

36. *Prohibition of damage to property*

The students shall not disfigure the classrooms, compound wall, or other buildings, inside the college campus by pasting posters or writing on walls in connection with any activity. They shall not damage or destroy any furniture, equipment and other materials inside the college campus. In the event of any student indulging in any such activities, a fine shall be imposed on him/ her, to be fixed by the Principal of the college after evaluating the extent and magnitude of damages so caused. The aforesaid imposed fine is without prejudice to the liability of delinquent student for prosecution under the provisions of the Bharatiya Nyaya Sanhita or under the provisions of Prevention of Damage to Public Properties Act. The damage so fixed by the principal shall be recovered as arrears of land revenue and in the event of non-payment, the recovery proceedings shall be taken against the person responsible.

37. *UGC Regulations to Curb Ragging*

In June 2009, the UGC had notified a comprehensive set of regulations to curb the menace of ragging in educational institutions.

What is Ragging?

As per the UGC Regulations 2009, 'Ragging' constitutes one or more of any of the following acts.

- (a) Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
- (b) Indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- (c) Asking any student to do any act which that student will not in the ordinary course do and which has the effect or causing in generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;

- (d) Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student including a fresher.
- (e) Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or group of students.
- (f) Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students.
- (g) Any act of physical abuse including all variants of it; sexual abuse, homosexual assaults, stripping, forced obscene and lewd acts, gestures, causing bodily harm or any other danger to the health of any person.
- (h) Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.
- (i) Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

Punishment

As per the UGC regulations, a student found guilty of ragging shall be expelled from the institution. Further, he/she shall be debarred from taking admission elsewhere, upto a specified period of time. A fine upto Rs.2.5 lakhs may also be imposed.

Round the Clock Helpline

On 30th June 2009 a national helpline started operation. Victims of ragging may register their complaints at **1800-180-5522 (toll-free)** or e-mail to helpline @antiragging.in

38. Issue of Certificates

- (a) A student who desires to obtain an Identification / Character / Age / Program / Transfer Certificate shall apply to the principal, stating his / her class, roll number, and other relevant details. Normally, a notice of 24 hours is necessary for the issue of a certificate.
- (b) A Conduct Certificate is something a student has to earn. It will not be issued as a matter of fact.
- (c) Transfer Certificate will be issued only after the student has paid up all the dues to the college.
- (d) In the case of a student who is expelled from the college, or is served with a compulsory T.C. for serious misconduct, the T.C. will be sent to the Registrar of the University and the parent / guardian will be intimated about it.
- (e) No certificate of any kind will be issued unless the student produces his / her Identity Card.



- (f) Original certificates surrendered at the college office at the time of admission will not be returned during the course of study.
- (g) As soon as the program is over the students shall collect these certificates from the office. Delay in doing so may result in the loss of such certificates for which the college will not be responsible.
- (h) Students shall also collect mark lists and certificates received at the office from the university within two weeks from the date of receipt.

39. **Insurance for Students and Parents**

Accident/Death insurance under the aegis of Department of Student Services, Mahatma Gandhi University, is constituted for all students and their parents. It covers OP treatment of Rs. 5000/- if fracture or stitched wound occurs. IP treatment expense up to Rs. 25000/- is covered if admitted in the hospital for more than 24 hours. If there is partial/full disability, then Rs. 25000/50000 to the student or parent as the case may be. If the student or parent dies in an accident, the legal heir/dependant is eligible for a death claim of Rs 100000/- and an additional amount of Rs. 10000/- for funeral.

LIBRARY

A fully automated library management system became functional in the golden jubilee year. The library has a good collection of books, journals, popular magazines, newspapers, N-List consortium, WEBOPAC, E- Repository and DELNET service. The library will be open from 8.30 am to 4.30 pm on all working days. N-List, E- Repository, WEBOPAC and several open access resources can be accessed through college website www.sdck.in. To ensure maximum utilization of the various facilities provided by the library, the following regulations are to be strictly observed.

1. Silence must be strictly observed in the library.
2. Staff and students must scan their ID card at the electronic check point.
3. UG students can borrow a maximum of 4 books at a time and PG students 6 books.
4. Books are issued for a maximum period of 14 days after which they can be renewed for 14 days more by bringing the books and ID card to the library.
5. A fine of Rs.1 will be levied for each day after the due date.
6. Books damaged or lost must be replaced or paid for by the borrower.
7. All services of the library may be withheld to a user for violation of the regulations.

8. Do not bring any article/ eatables/ book/ paper into the library without the permission of the Librarian. All the belongings should be kept in the shelf at the entrance.
9. Sub-lending of books is strictly prohibited.
10. Books in the reference section, journals and magazines will not be lend in any case.
11. Before leaving the counter, the borrowers shall point out any damage or mutilation on the books they are taking, to the librarian. The borrowers will be held responsible for point out any damage or mutilation observed at the time of return. Marking on the books, folding of pages etc. shall be viewed as serious offence.
12. All final year students have to return the library books and their issue cards before the commencement of their final semester examinations.
13. Books should not be misplaced. Book taken from the rack must be placed back at the same position. For this, 'rack cards' provided must be placed at the position from which the book is taken. When the book is placed back, the rack card can be removed.

COLLEGE COUNCIL

It is constituted as per the Statute (Chapter 23, item 20) of Mahatma Gandhi University and government of Kerala G.O,(Rt) No. 3490/2016/H.Edn. dated 22.12.2016 in order to advise the Principal in the internal affairs of the college. It consists of the Principal, Heads of Departments, the IQAC Co-ordinator (Special Invitee without voting right) and the Librarian.

- | | | | |
|-----|--------------------------|---|---|
| 1. | Dr Bino P. Jose | - | Principal |
| 2. | Dr Praveen Thariyan | - | Head, Department of Physical Education |
| 3. | Dr Anoop Tom Thomas | - | IQAC Coordinator (Special Invitee) |
| 4. | Ms Rekha Jose | - | Head, Department of Economics |
| 5. | Mr Michael Thomas | - | Elected Member |
| 6. | Rev Dr Abhilash Dominic | - | Head, Department of Malayalam |
| 7. | Ms Deepa Tes George | - | Head, Department of Commerce |
| 8. | Ms Juno Jose | - | Head, Department of English (Secretary) |
| 9. | Ms Mary Pitunia C Mathew | - | Head, Department of Chemistry |
| 10. | Mr Prathish Abraham | - | Head, Department of Mathematics |
| 11. | Dr Jojy Thomas | - | Head, Department of History |
| 12. | Dr Vimal G. | - | Head, Department of Physics |

- | | | | |
|-----|------------------------|---|----------------------------|
| 13. | Lt. Dr Gipson Varghese | - | Elected Member |
| 14. | Dr R.B. Smitha | - | Head, Department of Botany |
| 15. | Ms Deumy John | - | Librarian |
| 16. | Ms Jesna Jose | - | Junior Superintendent |

INTERNAL QUALITY ASSURANCE CELL (IQAC)

As per the National Assessment and Accreditation Council (NAAC) guidelines, every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. The IQAC has to ensure that whatever is done in the institution for “education” is done efficiently and effectively with high standards. In order to do this, the IQAC will have to establish procedures and modalities to collect data and information on various aspects of institutional functioning. SDC was accredited by NAAC in 1999 for the first cycle, in 2007 for the second cycle and in 2017 for the third cycle. The visit of the NAAC team for the fourth cycle of accreditation will be at the beginning of the next academic year. The institution needs to submit the Annual Quality Assurance Report (AQAR) to NAAC by the end of December every year.

The objectives of IQAC are the following:

- ♦ To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- ♦ To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Chairman	:	Principal
Coordinator	:	Dr Anoop Tom Thomas
Members	:	Mr Jose K.A. (Management Representative)
		Rev. Dr Manoj Joseph (Employer’s nominee)
		Mr Sunny Jacob (Industrialist)
		President, Parathodu Grama Panchayat (Local Society nominee)
		Ms Rekha Jose
		Dr Jojy Thomas
		Ms Smitha Mathew
		Mr Francis Thomas
		Ms Stephy Thomas
		Ms Rani Jose (Joint Coordinator)
		Mr Joseph Vineeth Joy
		Dr Jyothi Abraham
		Ms Reema Abraham (Alumni nominee)



Ms Jesna Jose (Administrative Officer)
Ms Deumy John (Librarian)
Mr Jeevan Thomas, *III B.Com F & T* (Student nominee)

RIGHT TO INFORMATION (RTI)

The RTI Act, 2005 has been enacted by the Parliament and has come into force from 15 June, 2005. This Act provides for right to information for citizens to secure access to information under the control of public authorities in order to promote transparency and accountability in the working of every public authority. All universities and colleges established by law made by Parliament or by State Legislature or by notification by the appropriate Government or owned, controlled or substantially financed directly or indirectly by funds provided by the Government shall come within the ambit of a Public Authority under this Act. Full text of the act is available in the website <https://rti.gov.in/>

Citizens can seek information regarding the activities of the college by submitting a written request with details like name, address, contact telephone number and particulars of the information sought. The reason for seeking information need not be given.

Public Information Officer : Rev. Dr Abhilash Dominic, Department of Malayalam, St. Dominic's College, Kanjirappally, Parathode, Kottayam-686 512.

Assistant Information Officer : Mr Tojo Thomas, Clerk, St Dominic's College, Kanjirappally, Parathode, Kottayam-686 512.

Appellate Authority : The Principal, St Dominic's College, Kanjirappally, Parathode, Kottayam-686 512.

THE CENTRE FOR SKILL DEVELOPMENT COURSES AND CAREER PLANNING (CSDCCP)

The Centre for Skill Development Courses and Career Planning (CSDCCP) is to be established in all Higher Education Institutions (HEIs) in Kerala, in accordance with UGC guidelines (December 2023) and Government Orders (G.O. Rt. No. 724/HEDN Dated 24.06.2024 and GO(Rt) No 1601/2023/HEDN dated 30-10-2023). The CSDCCP aims to integrate short-term, credit-linked, skill development courses into higher education, bridge the skill gap, and foster employability and lifelong learning.

Skill Development Centre Committee

1. Dr Bino P. Jose (Chairman)
2. Rev Dr Manoj Palakkudy (Bursar)
3. Mr Laiju P Nair (Business Head-Skill Demand Aggregators & CoE, ASAP Kerala)
4. Mr Faisal K K (Industries Extension Officer, Kanjirappally Block Panchayat)
5. Dr Geevarghese K Mathew (Founder Chief Trainer, The Walnut Training)
6. Dr Anoop Tom Thomas (IQAC Coordinator)
7. Dr Rani Alphonsa Jose (Director)

NSQF

Government of India, considering the requirement for skill development among students, launched National Vocational Education Qualification Framework (NVEQF) which was later on assimilated into National Skills Qualifications Framework (NSQF). NSQF organizes qualifications according to a series of levels of knowledge, skills and aptitude. This will enable a person to acquire desired competency levels, transit to the job market and at an opportune time, return for acquiring additional skills to further upgrade their competencies. The college has two NSQF programs, namely, B.Voc. Agriculture Technology and B.Voc. Agro Food Processing.

Nodal Officer : Ms Nithya Krishnan

ADDITIONAL SKILL ACQUISITION PROGRAM (ASAP) CELL

The Higher Education Department of Kerala in collaboration with the General education department launched the Additional Skills Acquisition Program-ASAP- in 2012-13 with the intention of providing the students an opportunity to acquire additional skills alongside their usual curricular work. The objective of the program is to augment the employability of the youth and there by finding a way to mitigate the problem of unemployment in the state.

Coordinator : Ms Lekha Francis

INTELLECTUAL PROPERTY RIGHTS (IPR) CELL

The IPR Cell acts as a satellite centre of Intellectual Property Rights Information Centre (IPRIC-K) of KERALA STATE COUNCIL FOR SCIENCE, TECHNOLOGY AND ENVIRONMENT (KSCSTE). The Cell aims to foster awareness and understanding of IPR among students and faculty to encourage innovation, research and the protection of intellectual assets through patents, copyrights, and trademarks, to organize workshops, seminars and

training programs to educate stakeholders on legal and ethical aspects“ of IPR, to provide guidance on patent filing, copyright registration and commercialization of research, to enhance academic integrity, entrepreneurship and knowledge dissemination within “the institution by promoting a culture of creativity and legal awareness.

Coordinator : Dr Jesby George

Dr R.B. Smitha

Student Co-ordinators : Mr Imran Khuraishi M, *II DC Physics*

Ms Anitta Mathew, *II PG Botany*

STUDENT MENTORING POLICY

The college ensures that proper mentoring is extended to all its students. The students of each class is divided and equally assigned to the teachers of the concerned departments. Mentors will interact with their mentees at regular intervals and progress will be assessed accordingly. The mentors are supposed to communicate and listen to mentees with patience and care. Mentees can share emotional, intellectual, academic, career related and general issues with their mentor. The college will provide training, advice and on-going guidance to the mentors. The department heads, class teachers and the mentors will discuss the outcomes of mentoring activities and take remedial measures on the general issues raised by the mentees.

The objectives of the mentoring policy of the college includes:

- Creating a space for listening to the students' issues with patience and care.
- Providing individual counseling on academic, career related and emotional matters.
- Understanding the capabilities and limitations of each student and supporting them with proper guidance.
- Encouraging students to set up academic and career goals and motivating them towards the attainment of goals.
- Familiarizing students with academic resources and referral sources.
- Providing guidance on future prospects, institutions for higher studies and preparatory techniques.
- Encouraging students to participate in co- curricular, extracurricular, extension and outreach activities and ensuring overall development.

Coordinators : Mr Nelson Kuriakose

Ms Rani Thomas

STUDENTS SERVICES CENTRE (SSC)

The centre is established in tune with the guidelines of UGC to ensure equitable access to quality mental health services to all the students of the college. It focuses on promoting fitness and sports, protecting students from academic/peer pressure, stress, and depression, fostering positive thinking, and building a supportive student network. The college has a strong legacy in sports, with annual Sports Day and athletes who've competed nationally and internationally. The Physical Education Department offers top infrastructure and a government-sponsored sports academy. All students can access facilities to build skills, teamwork, and fitness. Grace marks and university scholarships are awarded for sports excellence. The college promotes daily outdoor activity because physical fitness supports mental health. One hour of exercise daily reduces obesity, depression, and mood disorders. A fit student learns and applies knowledge better than a sedentary one.

Teachers in-charge : Dr Praveen Thariyan, Dr Reshmi Tom, Mr Nidhin Joy

SPORTS COUNCIL

Dr Bino P. Jose (Principal)

Dr Praveen Thariyan (Associate Professor, Physical Education)

Rev. Dr Manoj Joseph (Asst. Professor, Malayalam)

Dr Reshmi Tom (Asst. Professor, Commerce)

Mr Nidhin Joy (Asst. Professor, Chemistry)

(College Union Chairman)

(Sports Secretary)

Rev. Sr Rony K.C. (Alumni Representative)

Mr Bennet Joseph (PTA Representative)

NATIONAL SERVICE SCHEME (NSS)

The National Service Scheme (NSS) is functioning under the Ministry of Youth Affairs and Sports, Government of India for developing the personality of the students through community service. Members are selected on the basis of their aptitude. There are two units of the NSS functioning in the college with a sanctioned strength of 200 volunteers. Admission to the Scheme is open to I DC and II DC students only. The duration of the membership of a student in NSS is two years. NSS activities have been divided into two major groups: regular activities and special camping programs. In order to be eligible for the NSS certificate, the volunteers

have to put in 240 hours of regular activities and attend a seven-day special camp. The NSS units of our college are engaged in social awareness and cultural programs. Members get opportunities to take part in various constructive projects and community development programs. Camps are organized during holidays for creative social service activities. Training programs are conducted for personality development and for raising civic consciousness among students. Two students are elected as volunteer secretaries when UG admissions are over.

NSS Program Officers : Dr Jinu Elizabeth Sebastian & Dr Prasanthkumar S.

NATIONAL CADET CORPS (NCC)

The NCC unit of the College operates under the 15 (K) Battalion in Thiruvalla, with a total strength of 108 Cadets. This unit is functioning in the self financing mode. To participate in NCC camps and activities, students must maintain a minimum attendance of 75% each year. Only those meeting this requirement will receive benefits as per University rules.

Aims

- To develop the qualities like- Comradeship, Discipline, Secular Outlook, Spirit of Adventure, Sportsmanship and ideals of selfless service among the youth of the country.
- To create a human resource of Organized, Trained and Motivated youth capable of providing leadership in all walks of life and always be available for the service of the nation.
- To provide a suitable environment that motivates youth to consider a career in the Armed Forces.

Cadets are evaluated through both practical and theoretical examinations, including:

- B Certificate Exam (second-year cadets)

- C Certificate Exam (third-year cadets)

NCC Officer : Lt. Dr Gipson Varghese, ANO

COMMITTEES & COORDINATORS OF CURRICULAR/ CO-CURRICULAR / EXTRACURRICULAR ACTIVITIES

Public Relation Officer (PRO)	: Rev. Dr Abhilash Dominic
Nodal Officer for Degree Programs	: Ms Jisha Jacob
NIRF and KIRF Coordinator	: Ms Rani Jose
University Examinations	: Dr Shibu Manuel (Senior Assistant Superintendent) Ms Laly Kutty Thomas
Continuous Evaluation Monitoring Cell:	Ms Lekha Francis Mr Francis Thomas
Academic Coordinator	: Dr Naiju M. Thomas
Internal Assessment	: Ms Imme Maria Thomas
CCA Coordinator (MGU-UGP)	: Mr Nelson Kuriakose Ms Joicey Jose
Scholarships	: Mr Nidhin Joy
College Website & Office Automation	: Mr Francis Thomas Rev. Dr Manoj Joseph (Bursar)
College Handbook	: Ms Theresa John
College Journal (Reflection)	: Dr Vimal G.
St Dominics Team of Advertisement and Multimedia Promotion (STAMP)	: Dr Arun Raj R.D.
Add-on/ Certificate Courses	: Mr Abyson Kurian
College Magazine Staff Editors	: Rev. Dr Abhilash Dominic (Chief Editor) Mr Jomon Joseph Mr Harry C Joseph
Tourism Club (Reg. No. TC/05/1014):	Dr Naiju M. Thomas Dr Jyothi Abraham
Forestry Club	: Mr Michael Thomas
Election Literacy Club	: Mr Michael Thomas
Blood Donors' Forum	: Dr Jinu Elizabeth Sebastian Dr Prasanthkumar S.
Student Welfare Coordinator	: Mr Harry C Joseph
Dominican Voice (YouTube Channel)	: Dr Naiju M. Thomas Mr Francis Thomas

ACADEMIC COMMITTEE FOR HONOURS DEGREE PROGRAMS

It is constituted as per the Mahatma Gandhi University undergraduate programs (Hons.) regulations 2024. In addition to the following members all the HoDs and three nominees of the university are also included in the committee.

- Chairman : Dr Bino P. Jose (Principal)
- Members : Ms Jisha Jacob (Nodal Officer)
- Mr Abyson Kurian (Commerce)
- Dr Naiju M Thomas (Academic Coordinator)
- Mr Francis Thomas (Science)
- Ms Theresa John (Language)
- Lt. Dr Gipson Varghese (Social Science)
- Dr Jose K Manual (Director, School of Letters, MGU)
- Dr G Ajith Kumar (Prof. Dept. of Physics, A & M University, Texas)
- Dr San Mohan (Data Analyst, Vestas, Denmark)

LIST OF SENIOR FACULTY ADVISORS (SFA)

Name	Email	Mobile	Discipline
Rani Thomas	ranivbinoy@gmail.com	9497282690	Economics
Dominic T	dominiccfai@gmail.com	9745955828	English
Lekha Francis	lekhafrancis@sdck.in	9495705751	English
Mariatha Mathew	mariathamathew@gmail.com	9048120190	Hindi
Jomon Joseph	jomonjosephvadakkekkara@gmail.com	6238547778	Hindi
Dr Jojy Thomas	jojytm@gmail.com	9496577407	History
Sreekanth Chandran	sreekanthchandran2012@gmail.com	9645554514	Malayalam
Dr Abhilash Dominic	abhimdominic@gmail.com	9446980035	Malayalam
Antony Joseph	antonyjosephs5389@gmail.com	8547754841	Political Science
Reema Abraham	reemasrakath@gmail.com	9544439359	Commerce
Joicey Jose	getjoicey86@gmail.com	9497244031	Commerce
Praveen Thariyan	praveen.thariyan@gmail.com	9446665402	Physical Education and Sports
Dr Sallykutty Thomas	sallykuttythomas13@gmail.com	9747550096	Botany
Jyolsna Abraham	jyolsnaabraham@sdck.in	9207114519	Chemistry
Delna Jose	delnajosed@gmail.com	6238399637	Computer Science
Dr Shibu Manuel	manuelshibu@gmail.com	9447129317	Mathematics
Smitha Mathew	smithamathew@sdck.in	8547237383	Physics
Dr Naiju M. Thomas	naijunt@gmail.com	9961674771	Statistics
Amruthendu M	amruthendum29@gmail.com	8301965155	Statistics
Anjumol S	anjusajeev0204@gmail.com	6238110677	Zoology
Deumy John	deumyjince@gmail.com	8547437375	Library and Information Science
Manjusha S G	manjusha.3000@gmail.com	9995627561	Computer Application
Nithya Krishnan	nithyakrishna141@gmail.com	8156981274	Agriculture Technology
Vrindha Vinoj	vrindhavinoj063@gmail.com	7909184644	Agro-Food Processing

INSTITUTIONAL RISK MANAGEMENT COMMITTEE

Dr Bino P. Jose (Principal)
Dr Reshmi Tom (Staff adviser)
Dr Prasanthkumar S.
Ms Jesna Jose (Junior Superintendent)
Representative of Student Union
Member of District Disaster Management Authority

STUDENTS' GRIEVANCE REDRESSAL COMMITTEE

It is constituted as per UGC (Redressal of Grievances of Students) Regulation 2023. The committee consists of a professor (Chairman), four senior faculty members and a student representative. The students can submit their grievances in writing to the principal. It shall exercise the following role and perform the following functions:

1. To receive the applications of the students from the portal available in the website of college and process them further.
2. To hear all the concerned parties and settle grievances amicably as early as possible.
3. To counsel the students whenever necessary to resolve their grievances.
4. To prepare and submit the recommendations relating to the redressal of grievances to the concerned.
5. To consider and submit recommendations and suggestion in respect of reforms in the working of various cells/units/departments of the College relating to the redressal of grievances of students.

The cell will meet as and when required and take suitable measures for the grievances addressed to it.

Chairperson : Dr Shibu Manuel
Members : Ms Imme Maria Thomas
Dr Jojoy Thomas
Dr Reshmi Tom
Dr Renjini Joseph
Mr Nicholas P.J. (*III B.Sc. Mathematics*)

ETHICS COMMITTEE

Human values are mankind's deepest moral aspirations and form the foundation of human culture and lives as individuals and as societies. The need is to inculcate and practice them consciously to be a good human so that s/he can realize his/her potentials as a human being. Values are to be learned through practices. Hence, the administrators and teachers in higher education need to bear in mind that they are being watched and observed by their peers and learners in general and they (peers/learners) are learning values by observing them (seniors and peer learners). So, the ambiance in and around higher educational institutions

should be such as would be conducive to value education and bring qualitative change in life and work at home and workplace with professional ethics. The end of higher education is knowledge, and the end of knowledge is to know about life. The end of life is happiness, though some may think that it is a success. Success does not necessarily ensure happiness or greatness. Happiness and greatness are attained only when success is attended by values and professional ethics. Human values and professional ethics, thus, are indispensable steps in the odyssey of transformational learning and life of happiness and greatness.

The success of an educational institution's mission and vision is driven by value-based ethical behaviour of its staff and students. Thus, the institute thrives for imbibing core value and ethical behaviour into the daily interactions of stakeholder groups. The stakeholders of the institution, administrators or others are guided by the following core values:

- (1) Integrity –adhering to the conduct of duties in righteous manner and in accordance with the principles of honesty, trust, transparency and fairness.
- (2) Trusteeship- Operating in an efficient, ethical and true manner while ensuring group participation and a system of check and balances within the institution.
- (3) Harmony- Balancing the diversity and difference through a culture of tolerance, discussion and forgiveness among stakeholders.
- (4) Accountability - Enabling the environment of openness and trust to accommodate mistake and to encourage individual in taking the responsibility of one's action.
- (5) Inclusiveness – adopting standards, policies and procedure to promote and ensure equal opportunity, without any discrimination against an individual or a group, for education, employment, promotion and other activities in the institution.
- (6) Commitment – Dedicating to the vision and mission of the institution while cultivating one's knowledge, skill and attitudes to achieve excellence in due time and regulatory boundaries.
- (7) Respectfulness – Creating an environment of mutual respect, trustworthy and quality interaction as well as fair participation by functionaries and beneficiaries of the institution.
- (8) Belongingness- fostering a shared vision of the college to make everyone feel secure, supported, accepted and included.
- (9) Sustainability – Ensuring optimal resource utilization-economic, environmental and social-to achieve long lasting and safe future.

As per G.O. No. 1102/05 dated 24.06.2005, a committee with the following members is formed to ensure ethics in the use of IT resources and conduct of cultural activities.

Chairman	: Principal
Members	: Ms Pushpalatha A.R. (PTA Vice President)
	Dr Jinu Elizabeth Sebastian (NSS Program Officer)

Rev. Dr Manoj Joseph (Bursar)
Ms Anu Joy (Women Empowerment Cell)
Ms Theresa John
College Union Chairman,
College Union Vice Chairman

ADMISSION COMMITTEE

It is constituted as per letter No. 4860/AcA1/2022/MGU dated 10.05.2022

Chairman : Principal
Nodal Officer & Secretary : Dr Praveen Thariyan
Members : Dr Sallykutty Thomas (Science)
Mr Abyson Kurian (Commerce)
Rev. Dr Manoj Joseph (Arts & Humanities)
Mr Litty Thomas

DISCIPLINE COMMITTEE

The committee is formed with the following views:

- To create awareness against and to prevent any ill incidents taking place in the campus
- To ensure the prevalence of a healthy environment by regulating discipline among the students.
- To take cognizance of any indisciplinary and unruly behaviour of students both in the College and in the Hostel by inflicting penalties commensurate with the acts of misdemeanour by the students.

Chairman : Principal
Members : Mr Nelson Kuriakose (Convener)
Prof. Dr Jaimol James
Ms Imme Maria Thomas
Ms Joicey Jose
Ms Lekha Francis (PTA Representative)
Dr Jesby George
Rev. Dr Manoj Joseph (Bursar)
Ms Manjusha S.G.
Mr Abyson Kurian

ANTI-RAGGING COMMITTEE

The University Grants Commission framed "UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009" that should be mandatorily followed by all universities and colleges. A nationwide anti-ragging toll-free helpline **1800-180-5522** in 12 languages has been established which can be accessed by students in distress due to ragging.

The "Hon'ble Supreme Court of India has directed that if any incident of ragging comes to the notice of the authority, the student concerned shall be given liberty to explain and if his explanation is not found satisfactory, the authority would expel him from the institution.

The Anti-ragging committee of the college shall make surprise raids in the hostel and other hotspots and is empowered to inspect places of potential ragging. It shall take appropriate actions including suitable punishments to those who are found guilty. Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following: (a) Suspension from attending classes and academic privileges. (b) Withholding/withdrawing scholarship/fellowship and other benefits. (c) Debarring from appearing in any test/examination or other evaluation process. (d) Withholding results. (e) Debarring from representing the institution in any regional, national or international meet, tournament, youth festival etc. (f) Suspension/expulsion from the hostel (g) Cancellation of admission (h) Rustication from the institution for periods ranging from 1 to 4 semesters (i) Expulsion from the institution and consequent debarring from admission to any other institution for a specified period (j) Fine ranging between Rupees 25,000/- and Rupees 2,50,000/-. (k) Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.

Chairman	: Principal
Members	: Prof. Dr Jaimol James (Convener) Ms Juno Jose Rev. Dr Abhilash Dominic Ms Nithya Krishnan Rev. Sr. Cicy Vadakkekunnu FCC (Hostel Warden) Rev. Dr Manoj Joseph (Bursar) Circle Inspector of Police, Kanjirapally, Mr Goodwin James (Administrative Staff Representative) Mr. Biju Thomas (Deepika) Ms Elizabeth Alex (PTA) Mr V.M. Shajahan (Panchayat Member) Al Fahad (I BA Economics) Sreelakshmi P.S. (I MA Economics)

INTERNAL COMPLAINTS COMMITTEE

The committee is constituted in view of UGC letter No.F-91-3/2014(GS) dated 06.06.2017 and in accordance with the provisions of the Sexual Harassment of Women Employees and Students in Higher Educational Institutions (Prevention, Prohibition and Redress) Act 2013. Any woman, (employee or student) of the college can approach the committee if she has any grievance of harassment of the nature stipulated in the Act. Any woman can submit their grievances in written form to the members of the committee. The cell functions with the following objectives:

- To prevent gender based violence and sexual harassment by promoting gender amity amongst all.
- To conduct gender sensitization programs and awareness lectures/workshops for students and staff on different aspects of gender amity.
- To make recommendations to the Principal for changes/elaborations in the existing gender sensitive practices.
- To recommend appropriate punitive action against the guilty party to the Principal.

Chairman : Principal

Members : Dr Renjini Joseph (Convener)

Ms Soumya Maria

Ms Anu Joy

Ms Smitha Mathew

Ms Jesna Jose

Rev. Sr. Cicy Vadakkekunnu FCC,

Warden, Pavanamatha Women's Hostel

Rev. Fr Roy Mathew Vadakkal, Secretary, We Care Centre, Kanjirapally

Devika Dinaraj III B. Com (F&T)

Abarna R, II MA Economics

GENDER JUSTICE FORUM

We acknowledge that people of all genders are equally capable of making valuable contributions and promoting excellence in all areas of human enterprise. The forum is constituted as per G.O.(Ord.) No.973/2021/H.Edn. dated 29.07.2021.

Chairperson : Prof. Dr Jaimol James

Members : Dr Prasanthkumar S.

Ms Dona Maria Saju

Mr Mijo K. Joseph

Ms Shoneymol P. Thomas

EQUAL OPPORTUNITY CELL

The cell is constituted as per UGC letter D.O. No. F.6-1/2018 (SCT) dated 2nd September 2020 for taking care of day to day needs of disadvantaged groups as well as for the implementation of policies and programs for them. The cell looks at concerns and solutions for effective inclusive educational practices. In case of any grievance, students with disability may submit it to this cell.

Chairman	: Principal
Members	: Ms Deepa Tes George (Coordinator) Mr Aby Johny Parents' Representatives of disadvantaged groups.

SC/ST MONITORING CELL

The cell is constituted as per MGU letter No. 2634/SCST CELL dated 12.04.22. SC/ST students can write their complaints in the register kept in the office. The cell functions with the following objectives:

- To guide the students who belong to the weaker section to avail all permissible scholarships and financial assistance and other facilities and privileges.
- To ensure equity and equal opportunity to the community at large in the college and bring about social inclusion.
- To create a socially congenial atmosphere for academic interaction and for the growth of healthy interpersonal relationship among the students coming from various social backgrounds.
- To help individuals or a group of students belonging to the disadvantaged section of the society to contain the problems related to discrimination.
- To organize periodic meetings to monitor the progress of different schemes.

Chairman	: Principal
Members	: President, Parathode Grama Panchayath : Dr Sallykutty Thomas (Secretary) Mr Joseph Vineeth Joy : Rev. Sr Rony K.C.

PLANNING COMMITTEE

It is constituted to make suggestions regarding introduction of new programs, improvement of infrastructure facilities, effective use of existing facilities and measures to assure stakeholders the accountability of the institution for its own quality and probity.

Chairman	: Principal
Convener	: Rev. Dr Manoj Joseph (Bursar)
Members	: Dr Anoop Tom Thomas (IQAC Coordinator)
	Mr Prathish Abraham
	Ms Rani Thomas
	Dr R.B. Smitha
	Dr Jesby George

VALUE EDUCATION CELL

*Value is a process which enable us to realise Satyam Shivam Sundaram- **Mahatma Gandhi**.*

The college always strives to form a community that is intellectually mature, morally upright, emotionally stable, spiritually inspired and socially committed. It also organizes retreats, seminars and orientation programs both for the students and the staff.

Coordinators : Ms Dona Maria Saju & Rev. Dr Abhilash Dominic

INTEGRATED SKILL AND VALUE DEVELOPMENT FRAMEWORK

An initiative aimed at enhancing the skills and values of students under the guidance of faculty members. Students will engage in courses designed to support their professional development as well as their social and personal growth. These courses will be conducted during the 6th hour every day. The programme includes skill- and value-enrichment sessions developed by the respective parent departments, along with courses offered through the SWAYAM and NPTEL platforms. Study Webs of Active-Learning for Young Aspiring Minds (**SWAYAM**) is a programme held under the auspices of the HRD ministry which is designed to achieve the three cardinal principles of Education Policy viz., access, equity and quality. The objective of this effort is to make the best teaching learning resources accessible to all.

Coordinator : Mr Abyson Kurian

RESEARCH ADVISORY COUNCIL (RAC)

The cell is constituted with reference to the UGC notification dtd. 4th March 2022 with the following objectives:

- To strengthen research ecosystem of the college.
- To develop training programs for teachers and postgraduate students, to help them be familiarized with research integrity, potential pitfalls and methods to avoid and address them.
- To keep track of grant proposals, research projects and publications.
- To keep abreast of current good practices of promoting research.

Research Coordinators : Principal (Chairman)
Dr Shibu Manuel
Prof. Dr Jaimol James
Dr Sallykutty Thomas
Rev. Dr Manoj Joseph

RESEARCH DEVELOPMENT CELL (RDC)

Director : Prof. Dr Jaimol James

Finance & Infrastructure Committee : Dr Anoop Thomas, Rev. Dr Abhilash Dominic,
Dr Renjini Joseph

Research Programme and Policy Development : Dr Vimal G.,
Lt. Dr Gipson Varghese, Dr. Arun Raj R.D

Collaboration and Community : Dr Rani Alphonsa Jose, Dr Jojoy Thomas,
Dr Prasanthkumar S.

Product Development, Monitoring and Commercialisation : Dr R.B.Smitha,
Dr Jyothi Abraham, Dr. Jesby George.

IPR, Legal and Ethical : Dr Honey Thomas, Dr Naiju M. Thomas

PURCHASE COMMITTEE

It is constituted to examine and ensure that the purchases of the college are in accordance with the general financial rules.

Chairman : Principal
Convener : Rev. Dr Manoj Joseph (Bursar)
Members : Dr Anoop Thomas
Concerned teachers and their HoDs in the purchase of equipments to Departments
Mr Tojo Thomas

HUMAN RESOURCE DEVELOPMENT (HRD) CELL

The Cell drives effective manpower utilization through strategic HR planning and policy. Its core work includes skill enhancement and competitive exam training, supporting administration with system audits and monitoring, fine-tuning existing processes, and identifying stakeholder needs for targeted programs. It also benchmarks best HR practices, fosters motivation and recognition, builds student soft skills for academic and career growth, mentors new faculty in innovative teaching, and creates knowledge-sharing networks for academicians.

Coordinator : Mr Prathish Abraham
Members : Ms Anu Joy, Ms Soumya Maria
Mr Joseph Vineeth Joy
Ms Delna Jose

CAREER GUIDANCE AND PLACEMENT CELL

The cell works with the aim of providing assistance and guidance to all students to develop their career, making information available regarding opportunities in career and higher studies. It also organizes orientation programs and campus interviews.

Coordinator (Placement): Dr Honey Thomas
Coordinator (Placement Readiness): Mr Harry C. Joseph
Members : Dr Vimal G
Mr Sebin Sebastian
Ms Dona Maria Saju
Ms Anita Joy
Ms Shint Joy

FUTURE CIVIL LEADERS CLUB

This Club is a platform for students aspiring to join the Indian Civil Services, which comprise around 24 prestigious services, including the IAS, IPS, IFS, IRS, and various other Central and State Services. The Club aims to motivate and equip students for civil service careers while fostering confidence, leadership, critical thinking, social awareness, and initiative-taking abilities. It regularly organizes discussions, quizzes, study circles, current affairs sessions, orientation programmes, and interactions with experts to develop informed, responsible, and socially committed future leaders.

Teachers-in-charge : Dr Naiju M. Thomas & Ms Anita Joy

BUSINESS INCUBATION AND INNOVATION CENTER (BIIC)

It is constituted in tune with the vision and mission of National Science and Technology Entrepreneurship Development Board (NSTEDB) and Young Innovators Program (YIP) of Kerala Development and Innovation Strategic Council (K-DISC). An entrepreneurship development club also functions under it. BIIC has the following objectives:

- To identify creative and collaborative youngsters with design thinking, problem solving and leadership skills.
- To identify and motivate students having potential for setting up MSMEs and to lead them towards self-employment.
- To impart training on scientific management practice system in order to improve the decision-making capabilities resulting in higher productivity and profitability.
- To foster better linkages between the Institution, Industries and R&D institutions in the region and other related organizations engaged in promoting Small & Medium Enterprises.
- To provide need-based consultancy services to industries.
- To assist students in getting financial support for start-ups.
- To act as an institutional mechanism for providing various information to budding student entrepreneurs and to promote programs related to women and weaker sections of the society.
- To inculcate entrepreneurial spirit and culture in the institution and among the students.
- To provide inputs on a variety of topics of managerial functions to the students in short term training programs/ talks by successful entrepreneurs.
- To introduce various areas like Digital Marketing, Quality Management, Supply Chain Management, Retail Management, Logistics Management etc.

ReDomi

ReDomi is an in-house sustainable life style products brand initiated at St. Dominic's College Kanjirapally. It aims at creating saleable lifestyle products from unused raw materials. Alongside ReDomi propagates the need to develop an active hobby that helps improve skills and earning potential in students. It also promotes developing individual sustainable brands by students.

Office bearers : Dr Bino P. Jose (President)
 Dr Anoop TomThomas (Internship Activity Coordinator)
 Dr Rani Alphonsa Jose (Innovation and Startup Activity Coordinator)
 Ms Rani Jose (NIRF Coordinator)

Rev. Dr Manoj Joseph (Vice President)
Lt. Dr Gipson Varghese (Convener)
Mr Joseph Vineeth Joy (Faculty Social Media Coordinator)
Dr Jesby George (IPR Activity Coordinator)
Ms Anita Joy (ReDomi Coordinator)

INDIAN KNOWLEDGE SYSTEM CENTRE (IKS)

The IKS Centre at St. Dominic's College, Kanjirapally, is envisioned as a multidisciplinary hub dedicated to the study, preservation, and dissemination of India's rich intellectual traditions in alignment with the initiatives of the Indian Knowledge Systems Division Ministry of Education, Government of India. Rooted in the holistic vision of knowledge articulated in classical traditions and supported by contemporary policy frameworks such as the National Education Policy 2020, the Centre seeks to integrate insights from diverse fields including history, philosophy, science, language, arts, and indigenous technologies. It aims to promote research and documentation in areas such as manuscripts, traditional ecological knowledge, Ayurveda, architecture, and cultural practices. The Centre organizes workshops, national and international seminars, lectures, and training programmes to facilitate critical engagement with India's knowledge heritage in a global context. It also envisions collaborations with academic institutions, research bodies, and IKS centres across universities to foster innovation and interdisciplinary dialogue. By encouraging student participation, internships, and field-based learning, the Centre will nurture a new generation of scholars equipped to engage with both classical sources and modern methodologies. Emphasizing preservation alongside creative adaptation, it will contribute to digitization, translation, and dissemination of knowledge resources. Ultimately, the IKS Centre aspires to serve as a vibrant platform for acquiring, creating, preserving, and radiating knowledge rooted in India's intellectual traditions while addressing contemporary societal needs.

Office bearers : Dr Jojy Thomas
Dr R.B. Smitha
Ms Theresa John

COLLEGE UNION

The college union is organized with the following objectives:

- (a) To train the students of the college in parliamentary democracy so that they may be responsible future citizens of India, aware of their duties, responsibilities and rights.
- (b) To promote opportunities for the development of character, leadership, efficiency and spirit of service among students.
- (c) To organize cultural programs, quizzes, debates, seminars, work squads etc. so that the students may acquire knowledge on current topics and develop deep thinking about them.

- (d) To encourage extracurricular activities like Youth Festival, Sports Meet etc which are conducive to the aforesaid objectives.

The college follows a parliamentary system of election as per the guidelines of Lyngdoh Committee and M G University to form the college union. The college union will have a students' general council and an executive. All students are members of general council. In order to conduct election to the executive council, an electoral council consisting of two elected representatives (one each from each gender) from each class will be formed. The electoral council will elect the executive committee consisting of the following office bearers:

1. Chairman
2. Vice- Chairperson (Female)
3. General Secretary
4. The Editor of the College Magazine
5. The Arts Club Secretary
6. Two University Union Councillors
7. Two Lady Representatives(elected by and from among the lady student representatives in the electoral council)
8. Secretary for Sports (to be nominated by the Executive Committee)
9. Class Representatives (elected by and from among the student representatives of the respective years in the electoral council)
10. An SC/ST representative (to be nominated if there is no SC/ST member among those elected to the executive).

The candidates contesting to the electoral council should possess a minimum of 75% attendance and should have passed all the examinations held so far. Those who were granted condonation of attendance in the previous year are not eligible to contest in the election. Similarly, anyone against whom disciplinary action of any kind has been taken (inside or outside the campus, civil or criminal) ipso facto stands debarred from contesting elections to electoral council. Students are forbidden to contest in the union election on the label of student organizations.

The union members are mentored and guided by Staff Advisor. The students' voice in the affiliated University is represented by the Union councillors. The Student Union is given enough freedom and support from the authorities to do various programs which go in line with the college discipline. Under the leadership of Union Chairman, the Arts club secretary co-ordinates cultural and literary initiatives. Magazine editor collects articles from talented students for the annual college magazine. University Union Councillors, Class representatives and Lady Representatives serve as the responsible voice of the whole students in the matters concerned.

The College Union and the clubs are requested to observe the following rules:

1. Do not invite speakers to the college without first consulting the Staff advisor or HoD, and the Principal.
2. Whenever a meeting is arranged in the college, give particulars about it to the Principal sufficiently early. This will also help to avoid conflict with other programmes in the college.

All programs and celebrations shall be conducted as per circular No. G.O. (Ms) No. 252/ 2024/ HEDN dated 9.4.2024.

3. It is better to avoid entertainers from outside the college community since it is student enterprise that the college wants to encourage. If under special circumstances outside agencies have to be invited, the details of the performance must be explained to, and permission obtained from the Principal before appointments are fixed with those agencies.
4. Meetings and debates etc. should be carried out with the order and dignity befitting an academic society.

College Union Advisor : Dr Reshmi Tom

CLUBS AND CELLS

ARTS CLUB

It is a platform to enunciate the true spirit of creativity of students to concoct the next generation of maestros, performers, authors and many more. The club conducts interdepartmental competitions and occasional meet-ups of students during the noon interval to present and cosset any form of art they have expertise in. It is also a building of kinship among the students through flair. It emphasizes on the Indian knowledge system, Indian values, art and culture for creating awareness amongst students about our rich heritage.

WINGS OF SDC is a platform established by the Arts Club of St. Dominic's College to discover, nurture, and celebrate the diverse talents of students through seven creative wings: NOOPURA (The Wing of Dance), RAAGA (The Wing of Music), PODIUM (The Wing of Oratory), RANGAM (The Wing of Theatre Arts), PALETTE (The Wing of Fine Arts), THOOLIKA (The Wing of Literature), and PIXEL (The Wing of Digital Arts). By providing opportunities for learning, collaboration, performance, and creative expression, WINGS OF SDC empowers students to explore their passions, develop their skills, and showcase their creativity.

A **FILM CLUB** in memorial of Thambi Kannathanam, an alumnus of the college, is instituted for cinema enthusiasts to explore and appreciate the art of filmmaking. Named in honor of the renowned filmmaker Thambi Kannathanam, the club organizes regular screenings, discussions, and workshops to foster a deeper understanding of both classic and contemporary films. It serves as a creative hub where students can engage with diverse cinematic cultures and develop critical thinking skills. Through its activities, the club aims to inspire budding filmmakers and promote a love for the visual arts among the college community.

Coordinators: Ms Stephy Thomas
Ms Rani Jose
Dr Arun Raj R.D.
Ms Shint Joy

LIBRARY & LITERARY CLUB

The Club tries to create awareness about books, magazines and e-resources. We aim to promote reading for information and pleasure. It also aims to find out the budding talents among the students who may become the promising writers of tomorrow. Students are given opportunity to exhibit their talents through reciting poems, stories and book reviews written by them. Literary Club aims to foster love for language by enhancing literary creativity and provide an avenue for self-expression beyond the regular curriculum. Extensive reading and exposure to wide range of books make a vital contribution to every student's educational achievement

Its activities include:

- Review the content of new books so that the students get the flavor of reading books.
- Conduct various competitions for the promotion of reading habit.
- Organize workshops and training programs on library management.
- National library week observation.
- Create awareness on various types of reference sources and how to refer them.
- Create passion for creative writing and literature.

Staff representatives : Ms Lekha Francis (Convenor)
Rev. Dr Abhilash Dominic
Ms Deumy John
Ms Stephy Thomas
Mr Jomon Joseph

QUIZ & DEBATE CLUB

The Quiz Club is a vibrant community of students who share a passion for quizzing and learning. The club works with a mission to hone the critical acumen and to enhance the problem solving skills of the students. As part of the diamond jubilee celebrations of the college, the club intends to introduce an All Kerala inter- collegiate quiz competition and also to institute an ever rolling trophy in memory of Mar Joseph Powathil, the first Bishop of Eparchy of Kanjirapally. Debate Club provides students a forum to strengthen analytical reasoning, construct structured arguments, and practice respectful dialogue.

Coordinator : Dr Jesby George (Quiz Club)
Members : Ms Anita Joy (Debate Club)
Dr Arun Raj R.D.
Mr Harry C Joseph
Ms Dona Maria Saju

ANTI-NARCOTIC CLUB

'Assad Sena' comprising NSS volunteers and NCC cadets is functioning in the college to create awareness against drugs. 'SRADHA' Committee is constituted for special attention in college hostel. The possession, sale and use of narcotic drugs and psychotropic substances are punishable under the NDPS Act 1986.

Any information about drug trafficking can be directly reported to telephone number 1090 (toll free) or 'Yodhav' -(War against narcotics) Whatapp no. 9995966666.

Co-ordinators	: Ms Dona Maria Saju	8281163871
	Ms Theresa John	8547105714
	Ms Deumy John	8547437375

KARUTHAL (Population Education, Charity & Student Welfare)

Life Skills refer to the skills one needs to make the most out of life. Any skill that is useful in one's life can be considered a life skill. SDC focuses on the holistic development of students and we implement various life skill programmes like Yoga, first aid training and so on. Every Monday, 100 meals are given to a destitute home using the contribution from the teaching staff of the college. The social service and extension activities of the Department of Economics are carried out through population education club (PEC). It also conducts social awareness talks on various topics. The activities of PEC are also included in this forum. It has the following objectives:

- To create awareness amongst the students about the suffering of the less fortunate and to inculcate a charity culture.
- To extend help to the needy students through the magnanimous stakeholders of the college. In addition, it provides noon meals to destitute homes in the nearby places.
- To create awareness among the students about traffic rules and road safety.
- To propose creative suggestions to improve the student amenities in the college.
- To identify and solve problems related to the transportation of students.
- To serve as volunteers for programs organized by the college.
- To identify and render financial assistance to needy students.
- To identify and guide students under stress to the counsellor.
- To provide training on life saving skills like first aid, swimming etc. and act as volunteers of disaster management.

Members	: Ms Imme Maria Thomas (Coordinator)
	Ms Rekha Jose
	Ms Soumya Maria
	Mr Aby Johny,
	NSS Program Officers

BHOO MITHRA SENA CLUB (BMSC)

The club promotes responsible entrepreneurship among the students by promoting use of cloth bags, preservation of medicinal plants, creation of butterfly parks, rainwater harvesting, recharge pits, organic farming etc.

- To provide environmental education opportunities for college students and involve them in addressing environmental issues of the locality.
- To utilize the enormous manpower available in the college as conduits for creating awareness in the society.
- To make students practice and advocate sustainable lifestyles.

Teacher- in-charge : Dr R.B. Smitha

CONSUMER CLUB

As per Order No. DSOKTM/1505/2025-CS7 dated 25-05-2026, Consumer Clubs are to be established in schools and colleges to create awareness about consumer rights, responsibilities, and consumer protection laws among students. These clubs aim to develop informed and responsible consumers who can spread consumer awareness to their families and society.

Coordinators : Ms Jyolsna Abraham
: Ms Rani Thomas
: Ms Deumy John

GREEN ENERGY AND ENVIRONMENT AUDITING CELL

Higher education institutions are considered as role models in a community and should act as leaders in social and environmental responsibility. The college has adopted the 'Green Campus' system for environmental conservation and sustainability. The goal is to reduce pollution, manage natural resources in a sustainable manner, while creating an atmosphere where students can learn and be healthy. A team of faculty members comprising the Principal, Bursar, HoD of Botany, NSS program officers and volunteer secretaries and teacher-in-charge of Bhoomitrasena and a student representative of Bhoomitrasena is constituted for the auditing. The following objectives were set for the audit:

- To educate the students about the need for environment friendly approach in every aspects of life.
- To train them and empower them to contribute and participate in the environmental protection.
- To recognize, diagnose and resolve the environmental problems.
- To recognize the initiative taken by the institution towards environment.
- To reduce energy consumption to foster a green culture.
- To set the procedure for eco-friendly disposal of all types of wastes.

Chairman : Dr Jojo George

Members : Dr R.B. Smitha (HoD of Botany)
 Dr Jinu Elizabeth Sebastian (NSS Program Officer)
 Dr Prasanthkumar S. (NSS Program Officer)
 Dr Arun Raj R.D. (Teacher-in-charge of Bhoomitrasena)
 NSS Volunteer Secretaries
 Priyamvada G.S. *// M.Sc Botany*
 (Student representative of Bhoomitrasena)

BIODIVERSITY CLUB

The Biodiversity Club, sanctioned by the Kerala State Biodiversity Board (KSBB), is an initiative to promote environmental awareness, biodiversity conservation, and sustainable living among students. The club provides a platform for students to understand the importance of conserving Kerala's rich biological heritage through education, practical activities, and community participation. "The club encourages students to observe biodiversity in their surroundings, document local flora and fauna, and actively participate in conservation efforts. Activities include biodiversity surveys, nature camps, expert lectures, field visits, medicinal plant gardens, butterfly gardens, tree planting, environmental awareness campaigns, observation of World Environment Day, Biodiversity Day, Wildlife Week, and other eco-friendly initiatives. These programmes help develop scientific curiosity, environmental responsibility, and leadership among students.

Coordinators : Rev. Dr Manoj Joseph (Bursar)
 Dr R.B. Smitha

RASHTRIYA UCHCHATAR SHIKSHA ABHIYAN (RUSA)

RUSA is a centrally sponsored scheme, launched in 2013, that aims at providing strategic funding to eligible state higher educational institutions. It provides infrastructural support to universities and colleges. Faculty recruitment support, faculty improvement programmes and leadership development of educational administrators are also an important part of the scheme. In order to enhance skill development, the existing central scheme of Polytechnics has been subsumed within RUSA. A separate component to synergise vocational education with higher education has also been included in RUSA. Besides these, RUSA also supports reforming, restructuring and building capacity of institutions in participating state. Under this scheme the college reserved an amount of two crores for the extension of the library and the construction of an amenity centre for students.

Chairman : Principal
 Institutional Coordinator : Dr Praveen Thariyan
 Members : Dr Anoop Tom Thomas
 Mr Prathish Abraham
 Rev. Dr Manoj Joseph (Bursar)
 Mr Tojo Thomas

EK BHARAT SHRESHTHA BHARAT

The initiative 'Ek Bharat Shreshtha Bharat' was announced by the Hon'ble Prime Minister on 31 October, 2015 on the occasion of the 140th birth anniversary of Sardar Vallabhbhai Patel. Through this innovative measure, the knowledge of the culture, traditions and practices of different states & UTs will lead to an enhanced understanding and bonding between the states, thereby strengthening the unity and integrity of India. Under this scheme, SDC is paired with Govt. College Amb, Himachal Pradesh.

Teacher-in-charge : Dr Jojy Thomas

UNNATHBAHARATH ABHIYAN (UBA)

UBA is a flagship program of the Ministry for Human Resource Development (MHRD). The technological interventions under the UBA cover different subjects broadly categorized in the area of sustainable agriculture; water resource management; artisans, industries and livelihood; basic amenities (infrastructure & services) and rural energy system. All students are encouraged to participate in this program. The objectives of UBA are the following:

- To engage the faculty and students of the institution in identifying development issues in rural areas and finding sustainable solutions for the same.
- To identify and select existing innovative technologies, enable customization of technologies, or devise implementation method for innovative solutions as per the local needs.
- To leverage the knowledge base of the institution to devise processes for effective implementation of various government programs.

Teacher-in-charge : Lt. Dr Gipson Varghese

WOMEN EMPOWERMENT CELL (WEC)

Women Empowerment Cell was constituted in the college as per circular no. 26483/G1/15/H.Edn. dated 12.10.2015. It was a part of the women's cell of the college and later they merged to form WEC. Panackal Charitable Trust, Ponkunnum and WEC jointly provides financial support to deserving female students to pursue their higher studies (Thanalmaram Project). Dr Lillykutty Abraham, former teacher, is the coordinator of Thanalmaram Project. A thrift store is also functioning under the auspices of WEC.

WEC functions with the following objectives:

- To monitor and supervise the function of the girls hostel.
- To organize seminar/workshops on legal rights, government schemes and women safety to make the general public aware of the dignity and equality that women deserve.

- To assist them in overall development of their personality through skill acquisition training programs and to be self-dependent.
- To develop decision making abilities and help them in raising their voice against all kinds of discrimination.
- To help them (women community) in knowing about reproductive health care and child care.
- To give training in self defense techniques.

Coordinator : Ms Anu Joy

Members : Ms Dona Maria Saju

Ms Anita Joy

Ms Minu Mary Sebastian

Ms Rintu Maria Scaria

Ms Alphy Joseph III B.Sc. Mathematics

Ms Ashna Reji III B.A. English

COUNSELLING SERVICE

The frequent service of a professional counselor is made available to the students. It is the duty of the mentor to identify the needy students. Special attention is given to the students who fail in the semester examinations. Review sessions are also conducted for necessary cases. In certain situations, the parents of the students are also made part of the counselling session. This cell is supported by *Jeevani Centre* for Students' Well-being, an initiative by the Kerala State Dpt. of Collegiate Education to provide mental health services to students in Arts and Science Colleges. The service of Jeevani counsellor is available two days a week.

Teacher-in-charge : Ms Soumya Maria

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WELFARE ASSOCIATIONS

PARENT-TEACHER ASSOCIATION

It aims at the comprehensive development of the students. The PTA raises funds through donations from its members and spends them for the benefit of the students. It has instituted several attractive cash awards and scholarships to students who excel in academic and extracurricular activities. The PTA extended help to the families of needy students during COVID- 19 lockdown period. It also spends a considerable amount of money as incentive to sports students. It also runs an 'honesty shop' in the college where essential stationery items are displayed with the price tag attached. The students can take them and deposit its price in the cash box kept there. It is meant to cultivate virtues like honesty, responsibility and integrity in students.

In case of medical emergency, the students are taken to Mary Queen's hospital. An MoU has been signed with the hospital for the same. The PTA bears the expense of the treatment at the casualty.

Executive Committee

President	Principal
Vice President	Ms Pushpalatha A.R.
Secretary	Dr Jojoy Thomas
Treasurer	Ms Lekha Francis
Joint Secretary	Mr Antony Varghese
Members	Ms Latha Prakash
	Mr Bennet Joseph
	Ms Rani Jose
	Ms Soumya Maria
	Mr Harry C Joseph

DEPARTMENT ASSOCIATIONS

Students of each department are members of its association. Various curricular and extracurricular activities are organized by respective departments under the auspices of the department associations. A teacher-in-charge of the association is nominated by concerned HoD and a student coordinator, preferably from the final year, is nominated by the teacher-in-charge.

CATHOLIC STUDENTS MOVEMENT (CSM)

CSM is an organization primarily, of the catholic students. Yet it extends services of formation to all students in the campus. It aims at the integral personality development of campus youth and offers training programs on value education and digital media awareness, organises charity activities, retreats and prayer meetings.

Spiritual Director	: Rev. Dr Abhilash Dominic
Teachers-in-charge	: Ms Deepa Tes George
	Ms Juno Jose
	Mr Sebin Sebastian

FORMER STUDENTS ASSOCIATION (FOSA) REG. NO. KTM/TC/284/2022

FOSA was started in 1972 as a forum for the alumni of the college to inculcate intimate fellowship and promote interaction among the former students of the college. It extends the required support in all the endeavors of the college including the infrastructural development. Besides this, departments have their own alumni forums through which the alumni motivate and extend their expertise to the present students. The office bearers except the teacher-in-charge and the treasurer are elected by its members once in every three years.

Patron	: Principal
President	: Mr Mathew Chacko Vettiyankal
Secretary	: Mr James P.A. (8921412728)



ST. DOMINIC'S COLLEGE CO-OPERATIVE SOCIETY, NO. K-606

St. Dominic's College Co-operative Society envisages the promotion of thrift and mutual help. Major functions of the society include granting of loans, accepting deposits and conducting group deposit and credit schemes. It is run by a board of directors elected for a period of four years from among the members of the staff. The Principal is the Honorary President and the board of directors elects the Honorary Secretary of the society.

Board of Directors : Mr Joseph Vineeth Joy (Secretary)
Dr Naiju M. Thomas
Ms Theresa John
Dr Smitha R.B
Ms Laly Kutty Thomas
Mr Tojo Jose

STAFF ASSOCIATION

It is a forum of faculty members to rejuvenate the professional life in the campus. It works as a forum to discuss common problems of the faculty and communicate the same with the management. It conducts meetings to felicitate the retiring teachers, felicitate its members for their personal achievements and pay homage to the deceased. It also organizes tour programs and arrange gatherings to celebrate Onam and Christmas. Besides these, the association gives cash awards to meritorious students. The Principal is the President of the association and the other office bearers are elected for a period of one year.

President	:	Principal
Vice President	:	Dr Honey Thomas
Secretary	:	Mr Nidhin Joy

RETIRED STAFF ASSOCIATION

It is a joint forum of retired teaching and non-teaching staff to maintain the relationship of persons who have worked for a long period in the institution. It extends necessary help to its members and also to the students in times of distress. It also provides support to the management of the college for its smooth functioning and further development. This forum provides opportunity of meeting twice a year for the maintenance of the relationship among them.

President	:	Dr Thomas C.A	9447572763
Vice President	:	Ms Claramma Paul	9496697500
Secretary	:	Mr Joseph M.J.	9400716710
Treasurer	:	Mr Francis A.C.	9446475630

OTHER FACILITIES

ST. DOMINIC'S CHAPEL

For the spiritual upliftment of our teachers and students we have a beautiful chapel in the college. Holy Mass is conducted regularly on first Friday of every month and on feast days. The chapel also acts as a centre for personal prayer and meditation.

CANTEEN

The college management is committed to ensure very healthy, spacious, neat and clean facilities for our students to dine in. It provides separate sections for students and staff with required seating facilities. The canteen kitchen is fitted with advanced facilities for cooking and preserving the food items. It is ensured that the canteen fulfills the expected standards in culinary arts. The University Grants Commission (UGC) has issued a notice urging higher

FEATURES OF UNDERGRADUATE HONOURS PROGRAMS

(Extract of Regulations of MG University)

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 Courses with 133 credits.
2. A 4-year UG Degree (Honours) in the Discipline/ Disciplines shall be awarded to those who complete the program with a specific number of Courses with 177 credits including 8 credits from a graduate project/ dissertation in their major discipline.
3. Students who acquire minimum 75% in their graduation (upto 6th semester) are eligible for Honours with Research Programme. However if necessary, university may conduct screening test for the honours with research programme in accordance with University Regulations time to time.
4. 4-year UG Degree (Honours with Research): Students who aspire to pursue research as a career may opt for 4-year UG Degree Honours with Research stream under FYUGP with a specific number of Courses with 177 credits including 12 credits from a research project in their major discipline.
5. Students who have chosen the honours with research stream shall do their entire fourth year under the mentorship of a mentor.
6. The curriculum comprises three broad parts: a) Foundation Components, b) Discipline

Specific Pathway components (Major/ Minor), and c) Discipline Specific Capstone Components.

7. The Foundation component shall consists of a set of General Foundation Courses and a set of Discipline Specific Foundation Courses.
8. General Foundation Courses shall be grouped into 4 major baskets as Ability Enhancement Courses (AEC), Skill Enhancement Courses (SEC), Value Addition Courses (VAC), and Multi-Disciplinary Courses (MDC).
9. Minor Courses can be selected from any discipline that may supplement or complement the Major Courses.
10. Students who complete a sufficient number of Courses in a discipline or an interdisciplinary area of study other than their chosen Major shall qualify for a Minor in that discipline or in a chosen interdisciplinary area of study.
11. Major Components shall be the main focus of study. By selecting a Major, the student shall be provided with an opportunity to pursue an in-depth study of a particular discipline.
12. Discipline Specific Core (DSC) courses offered under Pathway Option 1 – Degree Major or Major with Multiple Disciplines of Study – in the first and second semesters will have the same course content and curriculum within a discipline for DSC A, DSC B, and DSC C. The same applies to one DSC course each in Pathway Option 2 – Major with Minor – and Pathway Option 3 – Double Major – for DSC A and DSC B.
13. **Students can opt for a change of Major at the end of the second semester to any Minor discipline studied among the foundation level courses. Students also can opt for a change of Major at the end of the second semester to any MDC.**
14. Students should opt their 5th and 6th semester VAC and SEC from their Major disciplines only.
15. *Course cum Credits Certificate*: After the successful completion of a semester as proof for re-entry to another institution, this certificate is essential. This will help the learner for preserving the credits in the Academic Bank of Credits.
16. All students shall undergo Summer Internship or Apprenticeship in a Firm, Industry or Organization; or Training in labs with faculty and researchers or other Higher Education Institutions (HEIs) or Research Institutions. University will publish a separate guideline for Internship Programmes.
17. Additional Credits will be awarded for those who actively participate in Social Activities, which may include participation in National Service Scheme (NSS), Sports and Games,

Arts, participation in University/ college union related activities (for respective elected/ nominated members), National Cadet Corps (NCC), adult education/ literacy initiatives, mentoring school students, and engaging in similar social service organizations that are deemed appropriate to the University.

18. Options will be made available for students to earn credit by completing quality- assured remote learning modes, including Online programmes offered on the Study Webs of Active-Learning for Young Aspiring Minds (SWAYAM) or other Online Educational Platforms approved by the competent body/university from time to time.
19. Students shall be entitled to gain credits from courses offered by other recognized institutions directly as well as through distance learning.
20. *Academic Monitoring and Student Support*

The academic monitoring and student support shall be in the following manner, namely

i) College should appoint a Senior Faculty member as Academic Co-ordinator/ Nodal officer for the smooth conduct of FYUGP.

ii) Advisory System: There shall be one Senior Faculty Advisor (SFA) for each department and one Faculty Advisor (FA) for 20 to 30 students of the class to provide advice in all relevant matters. The Head of the Department, in consultation with the SFA, shall assign FA for each student.

iii) The documents regarding all academic activities of students in a class shall be kept under the custody of the FA/ SFA.

iv) All requests/ applications from a student or parent to higher offices are to be forwarded/ recommended by FA/ SFA. Students shall first approach their FA/ SFA for all kinds of advice, clarifications, and permissions on academic matters. The SFA shall arrange separate or combined meetings with FA, faculty members, parents, and students as and when required and discuss the academic progress of students. The FA/ SFA shall also offer guidance and help to solve the issues on academic and non-academic matters, including personal issues of the students.

v) The FA/ SFA shall be the custodian of the minutes and action taken reports of the advisory meetings. The SFA shall get the minutes and action taken reports of advisory meetings approved by the Head of Department and the Principal. It shall be the duty of the HoD and the Principal to produce them before the University as and when required.

21. *Continuous Comprehensive Assessment*

i) Regular advisory meetings shall be convened immediately after the commencement of the semester and immediately after announcing the marks of the Continuous Comprehensive Assessment (CCA).

ii) The CCA related results shall be uploaded on the University portal only after displaying the same on the department notice board/ other official digital platforms of the college at least for two working days.

iii) Any concern raised by the students regarding CCA shall be looked into in the combined meetings of advisors, HoD, course faculty, and the students concerned.

iv) If the concerns are not resolved at the advisor's level, the same can be referred to the properly constituted college-level grievance redressal committees as per the existing UGC/ University/ Government norms.

v) The Principal/ HOD shall ensure the proper redressal of the concerns raised by the students regarding CCA. If the students raise further concerns about the issue, the Principal shall refer the issue to the University- level grievance committee with proper documents and minutes of all the committees.

22. *Course Registration*

i) Based on consultations and advice from the faculty adviser, each student shall complete course registration within one week from the commencement of each semester.

ii) The number of credits that a student can take in a semester is governed by the provisions in these Regulations, subject to a minimum of 16 and a maximum of 30 Credits.

iii) A student can opt out of a Course or Courses registered, subject to the minimum Credit/ Course requirement, if he/she/they feels that he/she/they has registered for more Courses than he/she/they can handle, within 30 days from the commencement of the semester.

23. *Re-admission and Migration*

i) Students who opt out before the completion of the third year shall be provided with a 'Course cum Credits Certificate' after the successful completion of a semester as proof for re-entry to another institution.

ii) Students who have successfully completed a particular programme pathway may be permitted to take an additional minor or second major.

iii) Those students who are opting for a second major are eligible for getting certain credit transfer/ credit exemption from their previous minor programs of study, subject to the prior recommendation of the BoS that, those credits are relevant for the present major programme of study.

24. *Duration of Programmes, Credits Requirements and Options*

- i) Students will be offered the opportunity to take breaks during the programme and resume after the break, but the total duration for completing the FYUG programme shall not exceed 7 years.
- ii) 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-1 semesters, where N is the number of semesters in the FYUGP.
- iii) Provided further that the students may complete the undergraduate programme in slower pace, they may pursue the three years or six semester programme in 4 to 5 years (8 to 10 semesters), and four years, or eight semester programme in 5 to 6 years (10 to 12 semesters) without obtaining readmission.
- iv) For students who crossed 6 semesters at a slower pace, the requirement of 16 credits per semester from the institutions where they enrolled may be relaxed.
- v) A student admitted to the MGU-UGP (Honours) programme who has completed course registration but was unable to complete exam registration—either due to not meeting the 75% requirement for prescribed classroom activities or for other reasons—can progress to the next semester without meeting any specific credit requirement from the previous semester.
- vi) A student admitted to the MGU-UGP (Honours) programme who has not completed course registration for at least one course in a semester will be required to undergo the readmission process with the following batch of students in the corresponding semester.

25. *Credit Structure*

- i) The proposed number of credits per course and the credit distribution of them for the (FYUG Programmes are given below)
- ii) An academic year shall consist of 200 working days; one semester consists of 90 working days; and an academic year consists of two semesters.
- iii) Ten working days in a semester shall be used for extracurricular activities. One semester consists of 18 weeks with 5 working days per week. In each semester, 15 days (3 weeks) should be kept aside for End Semester Evaluation (ESE) and CCA.
- iv) The maximum number of available weeks for curriculum transactions should be fixed at 15 in each semester. A minimum of 5 teaching or tutorial hours could be made available for a day in a 5-day week.
- v) A course that includes one hour of lecture/ tutorial or two hours of lab work/ practical work/ field work/ practicum per week is given one credit hour.

vi) One credit in a semester should be designed for 15 hours of lectures/ tutorials or 30 hours of lab work/ practical work/ field work/ practicum and 30 hours of learner engagement in terms of course-related activities such as seminar preparation, submitting assignments, etc.

vii) A one-credit seminar or internship or studio activities or field work/ projects or community engagement and service will have two-hour engagements per week (30 hours of engagement per semester). A course can have a combination of lecture credits, tutorial credits, and practicum credits. Minimum credit for one Course should be 2 (Two), and the maximum credit should be 4 (Four). All Discipline Specific Major/ Minor Courses shall be of 4 (Four) credits. For all Discipline Specific Major/ Minor Courses, there may be practical/ practicum of two or four hours per week.

viii) All Courses under the Multi-Disciplinary, Ability Enhancement, Value Addition and Skill Enhancement categories are of 3 credits. Summer Internship, Apprenticeship, Community outreach activities, etc. may require sixty hours (or as appropriate) of engagement for acquiring one credit.

ix) A student shall be able to opt for a certain number of extra credits over and above the requirements for the award of a degree.

x) Maximum number of credits that a student can earn per semester shall be restricted to 30. Hence, a student shall have the option of acquiring credits to a maximum of 180 credits for 6-semester UG programmes and 240 credits for 4-year (8-semester) programmes.

26. Course Structure of the MGU-UGP Programmes

The MGU-UGP consists of the following categories of courses and the minimum credit requirements for pathway option-one shall be as follows;

Sl. No.	Categorization of Courses for all Programmes	Minimum Number of Credit Required	
		3-year UG	4-year UG
1	Major	68	88
2	Minor	24	24+12*
3	Multi-Disciplinary Courses (MDC)	9	9
4	Skill Enhancement Courses (SEC)	9	9
5	Ability Enhancement Courses (AEC)	12	12
6	Value Addition Courses (VAC)	9	9
7	Summer Internship, field based learning etc.	2	2
8	Research Project / Dissertation		12/8**
	Total Credits	133	177

* The students can acquire advanced/ capstone level courses with 12 credits from their DSC/ DSE/ Minor courses depending up on their pathway choice. The Minor courses can be of level 300 or above.

** The students pursuing the 4-year honours with research have to complete a project with 12 credits and for the 4-year honours degree students have to complete a project with 8 credits and DSC/ DSE capstone/ advanced level course in the 8th semester.

i) 20% syllabus of each course will be prepared by the teacher as 'Teacher Specific Content' and will be evaluated under CCA.

27. Academic Levels of Pathway Courses

Semester	Difficulty level	Nature of Course
1 & 2	100-199	Foundation level or introductory courses
3 & 4	200-299	Intermediate level courses
5 & 6	300-399	Higher level courses
7 & 8	400-499	Advanced/Capstone level courses

28. Programme Pathways and Curriculum Structure

Degree Major with Minor: If a student pursuing the programme is awarded a Major Degree in a particular discipline, he/she is eligible to be awarded a Minor in another discipline of his / her choice, if he/she earns a minimum of 32 credits (approximately 25% of credit required for the three-year programme) from 8 pathway courses in that discipline.

Example: Physics Major with Chemistry Minor/ Chemistry Major with English Minor/ Commerce Major with Economics Minor/ English Major with Functional English Minor/ Hindi Major with Malayalam Minor etc.

Pathway Option 2 - Major with Minor

BoS can include 2 practical courses in 5th semester and 3 practical courses in 6th semester in any of the 6 courses distributed in each semester.

29. Guidelines for Acquiring Credit from Other Institutions/Online/Distance Mode

A student shall register to a minimum of 16 credit per semester from the college/ department where he/she is officially admitted for a particular programme. However, students enrolled for a particular programme in one institution can simultaneously enroll for additional credits from other HEIs within the University or outside University subject to a maximum of 30 credits per semester including the 16 institutional credits.

At the end of each semester university will include the credit acquired by the student through online courses in their semester grade card subject to a maximum of 30 credits.

30 Attendance

A student shall be permitted to register for the end-semester evaluation of a specific course to acquire the credits only if he has completed 75% of the prescribed classroom activities in physical, online, or blended modes, including any makeup activities as speci-

fied by the course faculty of that particular course. A student admitted to the MGU-UGP (Honours) programme who is unable to complete 75% of the prescribed classroom activities—in physical, online, or blended modes, including any makeup activities specified by the course faculty for a course—will be required to acquire the corresponding course credit through online or other approved methods.

31. *Credit Transfer and Credit Accumulation*

- i) University will establish a digital storage (DIGILOCKER) of academic credits for the credit accumulation and transfer in line with ABC.
- ii) The validity of credits earned shall be for a maximum period of seven (7) years or as specified in the university/ UGC regulations.
- iii) The students shall be required to earn at least 50% of the credits from the university.
- iv) Students shall be required to earn the required number of credits as per any of the pathway structure specified in this regulation for the award of the degree.

32. *Assessment and Evaluation*

- i) The assessment shall be a combination of Continuous Comprehensive Assessment (CCA) and an End Semester Evaluation (ESE).
- ii) 30% weightage shall be given for CCA. The remaining 70% weight shall be for the ESE.
- iii) Summative Assessments (SA) are used to evaluate student learning, skill acquisition, and academic achievement at the conclusion of a defined instructional period- typically at the end of a project, unit, module, course or semester. SA may be class tests, assignments, or project, used to determine whether students have learned what they were expected to learn. It will be based on evidence, collected using single or multiple ways of assessment. The systematically collected evidences should be kept in record by course faculty/ course coordinator and the marks should be displayed on the college notice board/ other official digital platforms of the college before the end semester examinations.
- iv) A student may repeat SA only if for any compulsive reason due to which the student could not attend the assessment. Odd semester examinations will be conducted by the university and will be evaluated at the institution level. However, even semester examinations will be conducted and evaluated by the university itself.

A student admitted to the MGU-UGP (Honours) programme who fails an End Semester Evaluation (ESE) will have the option to reappear in the evaluation process with the following batch of students after paying the specified fee.

A student admitted to the MGU-UGP (Honours) programme who fails an End Semester Evaluation (ESE) will have the option to request an Evaluation on Demand

(EoD) after paying the specified fee, after the announcement of the semester results. A student admitted to the MGU-UGP (Honours) programme who wishes to improve their marks in an End Semester Evaluation (ESE) will have the option to reappear in the evaluation process with the following batch of students, provided they have not claimed their Bachelor's/Honours/Honours with Research degree.

33. Practical Examination

- i) The end semester practical examination will be conducted and evaluated by the institution.
- ii) There shall be a CCA of practical courses conducted by the course faculty/course coordinator.
- iii) The scheme of evaluation of practical courses will be as given below:

Components for the Evaluation of Practical Courses	Weightage
CCA of practical/practicum	30%
ESE conducted under the supervision of internal examiner	70%

- iv) Those who have completed the CCA alone will be permitted to appear for the ESE.
- v) For grievance redressal purpose, the university shall have the right to call for all the records of CCA.
- vi) Duration of Examination

Questions shall be set as per the defined Outcome. The question setter shall ensure that there will be Time and Mode (T & M) flexibility for all External Examinations. BoS can recommend the T & M from the following list.

Mode	Time (in Hours)	
	Minimum	Maximum
Written Examination	1	2
Multiple Choice	1	1.5
Open Book	1	2
Any Other Mode	1	2

34. Evaluation of Project/ Dissertation

The evaluation of project work shall be CCA with 30% and ESE 70%. The scheme of evaluation of the Project is given below:

Project type	Maximum Marks	CCA	ESE
Research Project of Honours with Research (12 credits)	200	60	140
Project of Honours (8 credits)	100	30	70

35. Evaluation of Internship

The evaluation of internship shall be done by a committee constituted by the Department Council. The scheme of CCA and ESE is given below:

Components of Evaluation of Internship 2 Credits/ 50 Marks	Weightage	Marks for Internship
CCA	30%	15
ESE	70%	35

The department council may decide any mode for the completion of the Internship. If in case evaluation is not specified in any of the selected internship programme, institution can adopt a proper evaluation method as per the weightage specified in the table above.

36. Rules and Regulations for Major Switching, College Change (including Major Switching and Transfer), and Autonomous & Inter-University Change (including Major Switching and Transfer)

The entire schedule for Major Switching, College Change (including Major Switching and Transfer), and Autonomous & Inter-University Change (including Major Switching and Transfer), for each academic year will be published in advance.

Phase I - Major Switching

- Applications for Major Switching must be submitted through the centralized portal published by Mahatma Gandhi University, Kottayam, after payment of the required fee.
- The Major Switch in Phase I shall be considered at the college level.
- Major Switching will be allowed only to disciplines that were studied as a Minor (DSC 2 or DSC 3) or MDC in the first and/or second semesters.
- Major Switching will be allowed only to a discipline in which students have passed at least one course from its Minors (DSC 2, DSC 3) or MDC for all programmes
- To prepare the rank list, the sum of the credit points obtained by the student during the first

and/or second semesters in the discipline to which the switch is applied will be calculated.

- Students can exercise their choice to switch disciplines based on these rank lists within two days after the date of publication of the rank lists. Students whose names appear on a Selection List for any discipline can either accept or reject the offer. If they accept, the switch to that discipline is considered complete.

Phase II - College Change (including Major Switching and Transfer)

- Information on existing seat vacancies, if any, after the college-level major switch in the MGU-UGP programmes (batch-wise and Aided/Self-financing-wise, if applicable) cross all affiliated colleges will be made available through the portal published by Mahatma Gandhi University, Kottayam.
- Applications for college change (including major switching and transfer) must be submitted through the centralized portal published by Mahatma Gandhi University, Kottayam, after payment of the required fee. Students will be given a minimum of two days to submit their applications.
- For students admitted to MGU-UGP programmes, Major Switching will be allowed only to disciplines that were studied as a Minor (DSC 2 or DSC 3) or MDC in the first and/or second semesters. A major switch to a discipline in another college will be permitted only if that college offers the chosen discipline as a major.
- Major Switching will be allowed only to a discipline in which students have passed at least one course from its Minors (DSC 2, DSC 3) or MDC for all programmes
- For students admitted to MGU-UGP Programmes, college transfer will be allowed only to the discipline studied as the Major (DSC 1) in the first and second semesters.
- Students admitted to MGU-UGP programmes, will be allowed to opt for a maximum of twelve choices for College Change (including Major Switching and Transfer), based on the disciplines they have studied as their Major (DSC 1), Minor (DSC 2, DSC 3), or MDC in the first and/or second semesters.
- Applications for college change (including major switching and transfer) must be forwarded by the respective college principals through the portal published by Mahatma Gandhi University, after issuing a No Objection Certificate (NOC) and a certificate stating that the student has not been involved in activities such as ragging or any similar misconduct. Students must ensure that their applications, along with the NOC and the certificate, are submitted to the University through the portal within the stipulated timeframe.
- To prepare the rank list, the sum of the credit points obtained by the student in the first and/or second semester courses of the discipline to which the college change (including major switching and transfer) is applied will be calculated.
- Based on the applications submitted by the students, the University will publish discipline-wise rank lists (category-wise (Aided/SF), if required, comprising Selection Lists and Waiting Lists) for each college, except for the Management Quota seats. Students can exercise their choice to switch disciplines/colleges based on these rank lists within two days after the date of publication of the rank lists. Students whose names appear on a Selection List for any discipline in any college can either accept or reject the offer. If they accept, the switch to that discipline/ transfer to that college is considered complete.

- Candidates after confirmation of admission through the EDP portal should approach the Head of the institution where he is currently admitted and submit a request for issuance of TC and conduct certificate after clearing all pending dues till the third semester.

Phase III - Autonomous & Inter-University Change (including Major Switching and Transfer)

- Information on existing seat vacancies, if any, after the College Change (including Major Switching and Transfer) in the MGU-UGP programmes (batch-wise and Aided/Self-financing-wise, if applicable) across all affiliated colleges will be made available through the portal published by Mahatma Gandhi University, Kottayam. This portal will display the seats reserved exclusively for Autonomous or Inter-University Major Switching, along with the reservation-wise distribution of these vacancies.
- Students who were admitted to Four Year Undergraduate Programmes (FYUGP) (Honours) in any college affiliated to a university other than Mahatma Gandhi University, Kottayam, in an autonomous college, in a university department, or in any other higher educational institution are solely eligible to apply for an Autonomous or Inter-University Change.
- Students must have acquired a minimum of 20 credits in each of the first two semesters to be eligible to apply for an Autonomous or Inter-University Change (including Major Switching and Transfer) to MGU-UGP, MGU-BBA, or MGU-BCA programmes.
- An Autonomous or Inter-University Major Switching shall be permitted only to a discipline in which students have acquired non-zero credit points from its Minor or MDC courses during the first two semesters of their programme.
- Students applying for any kind of transfer, must upload scanned copies of a No Objection Certificate (NOC) and a certificate stating that they have not been involved in activities such as ragging or any similar misconduct both issued by the respective college principals or heads of university departments/academic schools/institutions - to the portal published by Mahatma Gandhi University.
- To prepare the rank list, the sum of the credit points obtained by the student in the first and/or second semester courses of the discipline to which the Autonomous or Inter-University Change (including Major Switching and Transfer) is applied will be calculated. For students applying for an Autonomous or Inter-University Change (including Major Switching and Transfer) to MGU-UGP programmes, these credit points must be from courses in the Major, Minor, and the MDC.
- Based on the applications submitted by the students, the University will publish discipline-wise rank lists (category-wise(Aided/SF), if required, comprising Selection Lists and Waiting Lists) for each college, except for the Management Quota seats. Students whose names appear on a Selection List for any discipline in any college can either accept or reject the offer. If they accept, the switch to that discipline/ transfer to that college is considered complete.

If a student appears on a Waiting List for a particular discipline in any college, they have the option to mark their willingness for the switch to that discipline/transfer to that college.

STRUCTURE OF UG HONOURS PROGRAMS - PATHWAY OPTION I

Course Components	No. of Courses										Semester 8	Semester 7	Remarks	Total	Total
	Semester 1	Semester 2	Semester 3	Semester 4	Internship of 2 Credits					Semester 5#	Semester 6#				
	1(P)	1(P)	3 (2P)	4 (2P)						4	3				
DSC A (4 Credit /Course)	1(P)	1(P)	3 (2P)	3 (2P)						1	1	3	7 Out of 15 can be opted as DSE	15	22
DSC B (4 Credit /Course)	2(P)	2(P)	1(P)	1(P)						1	1	8	1 Out of 8 can be opted as DSE	3	11
Multidisciplinary Courses (MDC) / (3 Credit /Course)	1(P)	1(P)	1*									3	*Cannot opt from DSC		3
Ability Enhancement Courses (AEC) (3 Credit /Course)	1 (English) (OL)	1 (English) (OL)										4			4
Skill Enhancement Courses (SEC) (3 Credit /Course)				1*						1**	1**	3	*Cannot opt from DSC A ** From DSC A only		3
Value Addition Courses (VAC) (3 Credit /Course)			1*	1*							1**	3	*Cannot opt from DSC A ** From DSC A only		3
Project/ Dissertation 12 credits for Honours with Research & 8 for Honours															
Total Courses	6	6	6	6						6	6	36		6	12/8 (1 DSC/ DSE for Honours)
Total Credits	21	21	22	22	2	23	22	22	2	25	25	133	Total Credits available	24	177
Total Hours per Week	25	25	25	25		25	25	25		25	25	25	Exit option available	25	25

STRUCTURE OF BVOC HONOURS PROGRAMS

Pathway Option - Major with Minor

Course and Components	Semester 1	Semester 2	Semester 3	Semester 4	Summer Internship of 2 Credits	Semester 5	Semester 6	Total	Semester 7&8	Total
SDC (4 Credit /Course)	3 (2P)	3 (2P)	3 (2P)	3 (2P)		3* (2P)	2* (2P)	17	2** (2 online)	17/19**
MPC (4 Credit /Course)	1 (P)	1	1 (P)	1 (P)		1	1	6	3 (3 online)	9
(MDC) (3 Credit /Course)	1	1 (P)	1#					3		3
(AEC) (3 Credit /Course)	1 (English)	1 (English/OL)	1 (English)					3		3
(SEC) (3 Credit /Course)				1		1## (P)	1##	3		3
(VAC) (3 Credit /Course)				1		1##	1##	3		3
Total Courses	6	6	6	6		6	5	35		38/40
OJT (2 Credits)	1	1	1					3		3
Project (4 Credits)							1	1		1
Apprenticeship (28 credits)/ Research Internship (20 credits)									1	1
Total Credits	24	24	24	22	2	22	22	140	40	180
Total Hours per week	30	30	30	25		25	28			

*One of the courses in 5th and 6th semesters will be Skill Development Component Elective (SDCE)

** Honours with Research

The MDC offered in the third semester shall focus on Kerala-based content.

The SECs and VACs offered in 5th and 6th semester shall be chosen from domains that align with the SDC.

CREDIT SEMESTER SYSTEM FOR PG

(Extract of Regulations of MG University)

These Regulations shall come into force from the Academic Year 2019-2020 onwards.

Programme Structure

A postgraduate programme shall include two types of courses, program core courses and programme elective courses. There shall be various groups of program elective courses for a program such as Group A, Group B etc. for the choice of students subject to the availability of faculty and infrastructure in the institution and the selected group shall be the subject of specialization of the program.

Project work

Project work shall be completed by working outside the regular teaching hours and shall be carried out under the supervision of a teacher in the department concerned. A candidate may, however, in certain cases be permitted to work on the project in an industrial / research organization on the recommendation of the Supervisor. There should be an internal assessment and external assessment for the project work. The external evaluation of the Project work is followed by presentation of the work including dissertation and viva-voce.

Assignments

Every student shall submit one assignment as an internal component for every course with a weightage one. The topic for the assignment shall be allotted within the 6th week of instruction.

Seminar Lecture

Every PG student shall deliver one seminar lecture as an internal component for every course with a weight of 2. The seminar lecture is expected to train the student in self-study, collection of relevant matter from the books and Internet resources, editing, document writing, typing and presentation.

Class Tests

Every student shall undergo at least two class tests as an internal component for every course with a weightage of one each. The best of two shall be taken for awarding the grade for class tests.

Comprehensive Viva-voce

Comprehensive viva-voce shall be conducted at the end semester of the program. It covers questions from all courses in the programme.

ATTENDANCE

The minimum requirement of aggregate attendance during a semester for appearing the end semester examination shall be 75%. Condonation of shortage of attendance to a maximum

of 15 days in a semester subject to a maximum of two times during the whole period of a programme may be granted by the University.

If a student represents his/her institution, University, State or Nation in Sports, NCC, NSS or Cultural or any other officially sponsored activities such as college union / university union activities, he/she shall be eligible to claim the attendance for the actual number of days participated subject to a maximum of 15 days in a Semester based on the specific recommendations of the Head of the Department and Principal of the College concerned.

A student who does not satisfy the requirements of attendance shall not be permitted to take the end Semester examinations.

EXAMINATIONS

There shall be a University examination at the end of each semester. The question paper may contain short answer type / annotation, short essay type questions/problems and long essay type questions. Different types of questions shall have different weights to quantify their range. Weight can vary from course to course depending on their comparative importance, but a general pattern may be followed by the Board of Studies.

Practical examinations shall be conducted by the University at the end of each semester.

Project evaluation and viva -voce shall be conducted at the end of the programme only. Practical examination, project evaluation and viva-voce shall be conducted by two external examiners and one internal examiner.

EVALUATION AND GRADING

Evaluation: The evaluation scheme for each course shall contain two parts; (a) internal evaluation and (b) external evaluation. 25% weightage shall be given to internal evaluation and the remaining 75% to external evaluation and the ratio and weightage between internal and external is 1:3. Both internal and external evaluation shall be carried out using direct grading system.

Internal evaluation: The internal evaluation shall be based on predetermined transparent system involving periodic written tests, assignments, seminars and attendance in respect of theory courses and based on written tests, lab skill/records/viva and attendance in respect of practical courses. The weightage assigned to various components for internal evaluation is as follows:

Components	Weight
i) Assignment	1
ii) Seminar	2
iii) Best Two Test papers	2 (1 each)
Total	5

To ensure transparency of the evaluation process, the internal assessment grade awarded to the students in each course in a semester shall be published on the notice board at least one week before the commencement of external examination. There shall not be any chance for improvement for internal grade.

The class teacher and the faculty advisor shall maintain the academic record of each student registered for the course which shall be forwarded to the University through the college Principal and a copy should be kept in the college for at least two years for verification.

External evaluation

The external Examination in theory courses is to be conducted by the University with question papers set by external experts. The evaluation of the answer scripts shall be done by examiners based on a well-defined scheme of valuation. The external evaluation shall be done immediately after the examination preferably through Centralized Valuation Photocopies of the answer scripts of the external examination shall be made available to the students for scrutiny on request and revaluation/scrutiny of answer scripts shall be done as per the existing rules prevailing in the University.

Direct grading system

For all courses (theory & practical) / semester / overall programme Letter grades and GPA/ SGPA/ CGPA is given on the following scale:

Letter Grade	Grade point(G)	Grade Range
A+	5	4.50 to 5.00
A	4	4.00 to 4.49
B	3	3.00 to 3.99
C	2	2.00 to 2.99
D	1	0.01 to 1.99
E	0	0.00

The overall grade for a programme for certification shall be based on CGPA with a 7-point scale given below:

Indicator	Grade	Grade Range
Outstanding	A+	4.50 to 5.00
Excellent	A	4.00 to 4.49
Very Good	B+	3.50 to 3.99
Good (Average)	B	3.00 to 3.49
Fair	C+	2.50 to 2.99
Marginal (Pass)	C	2.00 to 2.49
Deficient (Fail)	D	Upto 1.99

There shall be no separate minimum grade point for internal evaluation of the theory, practical, project and comprehensive viva-voce, but a minimum C grade is required for a pass in an external evaluation. However, a minimum C grade is required for pass in a course.

A student who fails to secure a minimum grade to pass in a course will be permitted to write the examination along with the next batch.

Grade card

The University under its seal shall issue to the students, a grade card on completion of each semester.

The Final Grade Card issued at the end of the final semester shall contain the details of all courses taken during the entire programme including those taken over and above the prescribed minimum credits for obtaining the degree. The Final Grade Card shall show the CGPA and the overall letter grade of a student for the entire programme.

AWARD OF DEGREE

The successful completion of all the courses with 'C' grade shall be the minimum requirement for the award of the degree.

GRIEVANCE REDRESSAL

There is provision for redressal of grievance at four levels. Complaints regarding the evaluation shall be brought to the notice of the teacher concerned in the first instance. If the student is not satisfied with his decision, he may appeal to the Departmental Grievance Redressal Cell which has as members, the Head of Department, the teacher-in-charge of that particular class and the teacher concerned. The student will also have the freedom to make further appeal to the College level Grievance Redressal Cell which consists of the Principal, the General Co-ordinator and the concerned Head of the Department. There is a University Level Redressal Cell too.

Pattern of Questions

Sl.No.	Type of questions	Weight	Number of Questions to be answered
1.	Short Answer type questions	1	8 out of 10
2	Short essay/ problem solving type questions	2	6 out of 8
3.	Long Essay type questions	5	2 out of 4

Theory-External

Maximum weight and Maximum Weighted Grade Point (WGP) for external evaluation are **30** and **150** respectively.

Theory-Internal

Components	Weight
i. Assignment	2
ii Seminar	4
iii Best Two Test papers	4 (2 each)
Total	10

The maximum weight for internal evaluation is 10 and therefore maximum weighted grade point is 50.

Practical

Components	Weight (external)	Weight (internal)
Written / Lab test	7	2
Lab involvement and Record	3	1
Viva	5	2
Total	15	5

The components and the weightage of the components of the practical can be modified by the concerned BOS without changing the total weightage.

Project

Components	Weight (external)	Weight (internal)
Relevance of the topic and analysis	3	2
Project content and presentation	7	2
Project viva	5	1
Total	15	5

Comprehensive viva-voce

Weight of 15 and 5 for comprehensive (all courses from 1st semester to 4th semester) external viva - voce and internal viva - voce respectively.

FEE REGULATIONS

The college fixes the fee for the self-financing programs as per the UGC and government regulations. Every student shall pay the fees for first semester at the time of admission along with other applicable special fees. The fees for odd semesters shall be paid in June and for the even semesters in December.

1. Tuition fees will be collected in lump or in two equal instalments at the beginning of each semester. The first instalment of fees including the special fee prescribed will be collected from the students of senior classes within a period of five consecutive working days beginning from the day of re-opening of the college. In the case of junior classes the instalments of tuition fee due till the date of admission with special fee and caution deposit will be collected at the time of admission.
2. Late payment of tuition or special fees can be made with a fine of Rs. 5/-, if paid within five consecutive working days from the due date, and there after with a fine of Rs.10/-. If an installment of fee with the fine is not paid within one month from the due date, the name of the student will be removed from the rolls of the college and the student will be denied the benefit of attendance from the date of removal. If the student is to be re-admitted he has to apply to the principal for special permission and also has to pay up all dues with fine and Rs. 50/- as re-admission fee. The re-admitted student will get the benefit of attendance only from the date of re-admission.
3. The names of defaulters of fees will be published on the notice board after the last date fixed for payment of that installment.
4. Every student is liable to pay the prescribed fee for the whole term during any part of which his/ her name is on the rolls of the college. If a student studying in an aided college, after obtaining transfer certificate from the institution, is admitted to same course of study in any similar college, he/ she shall pay only special fee and caution deposit at the new college. He/ she shall produce the fee receipt or remittance certificate at the college where he joins afresh.
5. Students belonging to Scheduled Castes, Scheduled Tribes, OBC and OEC securing admission to the college will be eligible for fee concession. They will be eligible for fee concession on presentation of necessary community and income certificates from the Tahsildar concerned. As the government gives E grant directly to the personal account of SC students they must pay tuition fee, examination fee and special fee when they receive grant from the government.
6. Students belonging to forward communities as well as socially and educationally backward communities who come under the prescribed income limit are eligible for fee concession under the Kumara Pillai Commission report.
7. Backward community students who discontinue their studies before the sanction of the concessions are liable to pay all fees before their transfer certificates are issued.



FEE RATES 2025- 2026

ST.DOMINICS COLLEGE KANJIRAPPALLY

- (1) G.O. (Rt) No. 1836/2019/HEDN dated 17/10/2019
 (2) Order No. K2/64889/2019/Coll. Edn. dated 22/10/2019, w.e.f. 17/10/2019
 (3) U.O. No. 2978/AC AI/2024/MGU dated 02/04/2024
 (4) Circular No. DCEIVM/3839/2024-K2 dated 05/06/2024

2025-2026	Admn.Fee	Lib.Fee	Lab.Fee	Sports	Sports Affn. Coll.	Stationary	Calendar	Medical	Magazine	Vis. Edn	Asso.	Unity Union	SWF	MFR	Studs Affn.	Sports Affn.	SSIP	SAP	W.org	Tuition Fee	Caution Deposit	TOTAL
I st Maths	95	135	190	135	135	70	50	25	70	45	70	70	50	310	995	270	100	25	25	1220	420	4505
I st Phys/Chem	95	135	495	135	135	70	50	25	70	45	70	70	50	310	995	270	100	25	25	1220	420	4810
I Botany	95	135	680	135	135	70	50	25	70	45	70	70	50	310	995	270	100	25	25	1220	420	4995
I Yr Others	95	135	*	135	135	70	50	25	70	45	70	70	50	310	995	270	100	25	25	1220	420	4315
II nd Maths	*	135	190	135	135	70	50	*	70	45	70	70	50	*	*	270	100	25	25	1220	*	2660
II nd Phys/Chem	*	135	495	135	135	70	50	*	70	45	70	70	50	*	*	270	100	25	25	1220	*	2965
II nd Botany	*	135	680	135	135	70	50	*	70	45	70	70	50	*	*	270	100	25	25	1220	*	3150
II Yr Others	*	135		135	135	70	50	*	70	45	70	70	50	*	*	270	100	25	25	1220	*	2470
III rd Maths	*	135		135	135	70	50	25	70	45	70	70	50	*	*	270	100	25	25	1220	*	2495
III rd Phys	*	135	495	135	135	70	50	25	70	45	70	70	50	*	*	270	100	25	25	1220	*	2990
III rd Chem	*	135	495	135	135	70	50	25	70	45	70	70	50	*	*	270	100	25	25	1220	*	2990
III rd Botany	*	135	680	135	135	70	50	25	70	45	70	70	50	*	*	270	100	25	25	1220	*	3175
III Yr Others	*	135		135	135	70	50	25	70	45	70	70	50	*	*	270	100	25	25	1220	*	2495
IV PG Chem/Bot	190	135	1465	135	135	70	50	25	70	45	70	70	50	*	995	270	100	25	25	2190	735	6850
IV PG Others	190	135	*	135	135	70	50	25	70	45	70	70	50	*	995	270	100	25	25	2190	735	5385
IV PG Bot	*	135	1465	135	135	70	50	*	70	45	70	70	50	*	*	270	100	25	25	2190	*	4905
IV PG Chem	*	135	1100	135	135	70	50	*	70	45	70	70	50	*	*	270	100	25	25	2190	*	4540
IV PG Others	*	135	*	135	135	70	50	*	70	45	70	70	50	*	*	270	100	25	25	2190	*	3440



ENDOWMENTS & SCHOLARSHIPS

Sl. No.	Name of the Endowment/ Scholarship	Instituted by	Awarded to
1.	Prof. C.G. Philip Memorial Scholarship	The Staff and Students of 1970 – '71	The student who secures the highest mark in Hindi Additional Language Courses (aggregate GPA of the first four semesters)
2.	Prof. M. J. Scaria Memorial Scholarship	The Staff and Students of 1970 – '71	The student who secures the highest mark in M.A. Economics program
3.	Prof. M. T. Philip Memorial Scholarship	The Staff and Students of 1970 – '71	The student who secures the highest mark in Malayalam Additional Language courses (aggregate GPA of the first four semesters)
4.	Prof. A. V. Mathai Memorial Scholarship	The Staff Association of 1984	The student who secures the highest mark in English Common Courses (aggregate of the first four semesters) in the B.A. and B.Sc. programs
5.	Prof. Thomaskutty Scaria Memorial Scholarship	The Staff Association	The student who secures the highest mark in B.A. Economics program
6.	Prof. Marykutty Joseph Endowment	Prof. Marykutty Joseph	A student selected from final year B.Sc. Physics on merit cum means basis
7.	P T A Scholarship & Cash Awards	PTA	The students who stand first and second in each batch of each class in the Model Examinations. Special awards for the university rank holder
8.	Prof. Joy Cyriac Mappilaparampil Endowment	Mathematics Forum - 1997	The student who secures the highest score (aggregate mark in the four semesters) in M.Sc. Mathematics
9.	Prof. Sunny Mathew Endowment	Prof. Sunny Mathew in 2015	The student who secures the highest score (aggregate mark in the six semesters) in B.Sc. Mathematics
10.	Prof. Molly Abraham Endowment	Prof. Molly Abraham in 2015	The second year B.Sc. Mathematics student who secures the highest score in the first year (aggregate mark in the first two semesters) in B.Sc. Mathematics
11.	Prof. N. C. Jacob Endowment	Prof. N C Jacob in 2015	The final year B.Sc. Mathematics Student who secures the highest score in complementary Statistics (aggregate mark in the four semesters)

12.	Prof. George Zacharia Endowment	Prof. George Zacharia in 2017	The winner of interdepartmental contest organized by the Department of Mathematics
13.	Prof. Thomaskutty Scaria Memorial Endowment	The Staff Association	For conducting memorial lecture once in two years
14.	Prof. Sony Chacko Memorial Endowment	The Staff Association	For conducting a Memorial Lecture once in two years for the benefit of Chemistry students.
15.	Prof. K. D. Antony Memorial Endowment	The Staff Association	A student of BA English on a merit cum means basis
16.	Msgr Peter Uralil Memorial Endowment	Uralil family in memory of the former Principal, Msgr Peter Uralil	The student who stands first in the B.Sc. Physics program
17.	Prof. P. Narayana Swamy Endowment	Prof. P. Narayana Swamy – 2003	The final Year B.Sc. Chemistry student who secures the highest GPA in core and complementary of the first four semesters
18.	Prof. P. T. Joseph Memorial Endowment	The Association of the Retired Staff in 2003 in memory of Prof. P T Joseph, the former Principal	Two Students - One from the final B.A. and B.Com. programs and the other from the final B.Sc. programs – who secure the highest marks in Part III (Core and Complementary) for the first four semesters.
19.	Prof. James K. George Endowment	Commerce Alumni	For conducting a lecture once in three years for the benefit of Commerce students
20.	Saji George Kallada Endowment	Alumni UAE Chapter	The top scorers in B.Com. and M.Com. programs
21.	FOSA Ever rolling Trophy	Prof. Claramma Paul in 2009	The winners of the Intercollegiate Elocution Competition in Malayalam conducted by FOSA
22.	Prof. Abraham K. Sebastian Endowment	The Children of Prof. Abraham K Sebastian	The top scorer (aggregate marks of the four semesters) in the university examinations in English Common Course
23.	Dr Marykutty Zacharias Endowment	Dr. Marykutty Zacharias	The final semester B.A. English student who secures the highest mark in the (Core & Complementary) courses of the first 5 semesters

24.	Dr M. D. Baby Mukalel Endowment	The family of Dr. M.D. Baby	Three cash awards equally to i. Second year B.Com. (Model I) student who secures the highest marks in the first two semesters (Under Part III Commerce Subject). ii. Final year B.Com (Model I) student who secures the highest marks in the third and fourth semesters (Under part III Commerce Subject). iii. Final year M.Com. student who secures the highest GPA in the first two semesters
25.	Prof. Alicekutty Dominic Mukalel Endowment	Prof. Alicekutty Dominic in 2015	The final year B.A./ B.Sc. student (Model I) who secures the highest mark in Malayalam in the first four semesters and to one second year B.Com. student (Model I) who secures the highest mark in Malayalam
26.	Golden Jubilee Endowment	The Teaching Staff of the College in the Golden Jubilee year	One student each (UG & PG) from each department will be awarded on merit-cum-means basis
27.	Prof. Tessa Kurian Endowment	Prof. Tessa Kurian	The second year M.A. Economics student who secures the highest mark in the first two semesters
28.	Prof. Roselind George Endowment	Prof. Roselind George	The second year BA Economics student who secures the highest marks in Economics in the University Examinations for the first 2 semesters.
29.	Prof. Baby Thomas Endowment	Prof. Baby Thomas in 2015	M.Sc. Chemistry Student who secures the highest marks
30.	Prof. Marykutty Chacko Endowment	Prof. Marykutty Chacko in 2016	The outstanding athlete of the College in the year
31.	Valsalyam Sahaya Nidhi	Retired Lady Teachers of the College	A student selected on merit cum means basis, preferably to a girl student who has single parent
32.	Prof. Nirmala Joseph Endowment	Prof. Nirmala Joseph	The top scorer in B.Sc. Zoology Complementary Courses
33.	Rev. Fr. Jose Puthenkaduppil Memorial Endowment	Puthenkaduppil Family	To the best three outgoing students
34.	Prof. Rosalin Abraham Thomas Endowment	The family of Prof. Rosalin Abraham	To organise lecture series
35.	Tom and Joel Nellarikayil Endowment	Abin Thomas Nellarikayil	Best Quiz Master (Student) in weekly quizzes organised by the Quiz Club
36.	Prof. Neena Joseph Endowment	Prof. Neena Joseph	Best Outgoing Student of the College
37.	Indo- US Physics Scholarship Program (IUPSP)	Dr G. Ajithkumar, Texas A&M University	Four year support program for selected students from the Department of Physics

In addition to the above endowments and scholarships at the college level, students are requested to apply for various scholarships available at state /national/international levels. For details of these scholarships, visit the site: highereducation.kerala.gov.in and click on *scholarship links*.

FORMER TEACHING STAFF

ENGLISH

	Contact Numbers
1. Prof. Abraham K. Sebastian (Late)	
2. Prof. Annamma Joseph (Late)	
3. Prof. K. D. Antony (Late)	
4. Prof. A. V. Mathai (Late)	
5. Prof. K. K. Kuriakose (Late)	
6. Prof. Thomas P. Joseph	9495114913
7. Prof. M. T. Johny	7736556693, 9447129444
8. Prof. Xavier T. John (Late)	
9. Prof. Thomas Antony (Late)	
10. Dr M. G. Emmanuel	9496265340
11. Dr Marykutty Zacharias	9744791182
12. Dr Roseline T. Mathew	9495686679
13. Prof. Mariamma George	9495611415
14. Prof. Joy Joseph	9447310212
15. Dr P. J. George	9895081271
16. Dr Saju Joseph	9495848213
17. Prof. Kappan J. C.	9446475373
18. Dr Ancy Joseph	9446984937

MALAYALAM

19. Prof. E. D. Joseph (Late)	
20. Prof. M. T. Philip (Late)	
21. Prof. Jeess Joseph (Late)	
22. Prof. K. A. Dominic (Late)	
23. Prof. V. J. Mathew	9496113728
24. Dr Lillykutty Abraham	9447679908
25. Prof. M. C. Mathew	9446204680
26. Prof. Rev. Sr Alekutty V. K.	04828 214461
27. Prof. Alicekutty Dominic (Late)	

HINDI

28. Prof. C.G. Philip (Late)	
29. Prof. K. V. Annamma (Late)	
30. Prof. Rajamma Joseph (Late)	
31. Dr T. A. Babu	9447164405
32. Prof. Molly Paul Mampilly	9495685934
33. Dr P. P. Alias	9495314152

MATHEMATICS

34. Prof. Joy Cyriac	9446123791
35. Dr Ancykutty Joseph	9446471245
36. Prof. Reema Thomas	9446201095
37. Prof. Sunny Mathew	9447182447
38. Prof. Molly Abraham	9447600645
39. Prof. K. J. Sebastian	9447867760
40. Prof. George Zacharia	9447908964
41. Rev. Dr James Philip	9447868005
42. Prof. Sony Joseph	9447528092

STATISTICS

43. Prof. N. C. Jacob	9447133297
44. Prof. Dr Seemon Thomas	9495325341

PHYSICS

45. Prof. P. T. Joseph (Late)	
46. Prof. M. A. Thomas (Late)	
47. Prof. M. M. Dominic	9447311002
48. Prof. Philomina Joseph	9447201510
49. Prof. Rev. Sr Thresiamma Thomas (Ancilla)	04862252165
50. Prof. Rajamma Babu	9847746019
51. Prof. Annisamma Cherian	9946855568
52. Dr Rosalin Abraham (Late)	
53. Prof. Dennis Michael	9961314123
54. Prof. Lovelykutty Antony	9496379686
55. Prof. Tessy Jacob	9446205017
56. Prof. Susamma P.K.	9495706469
57. Dr Suresh V. Vettoor	9447737580
58. Prof. Tom K. Mathew	9447909642
59. Prof. AleyammaVarkey	9447836083
60. Prof. Marykutty Joseph	9495109078
61. Prof. Metilda Joseph	9496541216

CHEMISTRY

62. Prof. Sony Chacko (Late)	
63. Prof. Mary Cyriac (late)	
64. Prof. P. A. Mathew	9446203591
65. Prof. P. Narayana Swamy	9447455699
66. Prof. M. A. Chacko	9446125625
67. Prof. Sebastian M. Thomas	9446561030
68. Prof. P. T. Jose	9447473533
69. Prof. Liziamma Thomas	9496722453
70. Dr K. P. Sukumaran Nair	9447134637
71. Dr Baby Thomas	9446121571
72. Prof. T. A. Jose	9447375759

73. Prof. Babu Joseph	9447795143
74. Prof. Jessiamma John	9895522313
75. Prof. Neena Joseph	9446563484
76. Prof. Roselin Thomas	9447073188

BOTANY

77. Rev. Fr. Jose Puthenkadupil (Late)	
78. Prof. Daisy Mathew	9495445263
79. Prof. V.A. Emmanuel	9446123811
80. Dr Joseph Michael	9446206165
81. Dr Jojo George	9447125263

ZOOLOGY

82. Prof. Marykutty Joseph (Late)	
83. Prof. G. P. George (Late)	
84. Prof. Claramma Paul	8848476116, 9496697500
85. Prof. Sheela Kuncheria C.	9495676960
86. Prof. Nirmala Joseph	9446821327

ECONOMICS

87. Prof. Thomas Mathew	9495538445
88. Prof. M.J. Scaria (Late)	
89. Prof. Thomaskutty Scaria (Late)	
90. Prof. K.T. Dominic (Late)	
91. Prof. P. Paul	9447208801
92. Prof. E. M. Gracy	9496113436
93. Prof. Mathew M. Kadavil	8547673367, 9447037758
94. Prof. Joseph Augustine	9495685934
95. Prof. Vijayam Joseph	93495013827
96. Prof. P. K. Kuruvilla	9447659725
97. Prof. Roselind George	9446562653
98. Prof. Prema Mathews	9496723193
99. Dr Jose J. Naduthotty	9895853210
100. Prof. Tessy Kurian	9495665189
101. Dr Ruby J.A.	9495686641

HISTORY

102. Prof. Joseph Sebastian (Late)	
103. Prof. N. M. George (Late)	
104. Prof. C. A. Joseph (Late)	
105. Prof. K. O. John	9446401808
106. Rev. Fr Cheriyan Thalakkulam	9446492827
107. Prof. Elizabeth Job	9446313413
108. Dr Sheila Antony	9745404231
109. Prof. Rejinamma Joseph	9496724118
110. Prof. Shajan Sebastian	9846491810, 9447453526

POLITICAL SCIENCE

111. Dr P. J. Varkey	9496323289
112. Dr K Alexander	9447555917

PHYSICAL EDUCATION

113. Prof. T. J. Kurian (Late)	
114. Prof. Marykutty Chacko	9497681589

COMMERCE

115. Prof. Augustin Thomas	9447129867
116. Prof. James K. George	9447572546
117. Dr Thomas C. A.	9447572763
118. Prof. Joykutty Abraham	9400634097
119. Prof. Mathew Varghese	9496187801
120. Dr Kurian Joseph	9447180377, 9074720870
121. Dr Cyriac Mathew	9447421117
120. Dr Sunnykutty Thomas	9495394607
121. Dr Baby M. D.	09447572670
122. Dr K. S. Kurian	9447367927
123. Dr M. M. George	9645445023, 9387278900
124. Dr Mendal Jose	9446126275

FORMER NON-TEACHING STAFF

1. Mr C. S. Mathew	9496986340
2. Mr A. C. Joseph	9447056201
3. Mr E. J. Varghese (Late)	
4. Mr M. J. James	9846777311
5. Mr M. C. Sebastian (Late)	
6. Mr M.P Devasia (Late)	
7. Mr M.J. Chandy (Late)	
8. Mr Joseph Mathew	9895406047
9. Mr A. C. Francis	9446475630
10. Mr P. C. Varkey	9496221880
11. Mr P. M. Mathew	9446561011
12. Sr K. A. Annamma	8078831260
13. Mr A. K. George	7510698043
14. Mr P. J. Joseph (Late)	
15. Mr P. C. Vincent	8943087256
16. Mr K. F. George (Late)	
17. Mr P. S. George	9847824590
18. Mr A. V. Paul (Late)	
19. Mr C. A. Peter (Late)	
20. Ms Saramma V. C. (Late)	

21.	Ms Annamma N. A. (Late)	
22.	Mr M.E. Dominic (Late)	
23.	Ms M. V. Thresiamma	9846473034
24.	Mr Sebastian Philip	9497320921
25.	Mr T. T. Lukose	9495488469
26.	Sr Lissyamma John	9497438220
27.	Mr K. I. Joseph	9446057138
28.	Mr Jose K. Varkey	04828234103
29.	Mr P. J. Antony	9562937186
30.	Mr George Jose	9447153139
31.	Mr S. J. Joseph	9048011025
32.	Mr M. J. Joseph	9946060939
33.	Mr Chacko Peter (Late)	
34.	Mr. Thomas Sebastian (Late)	
35.	Mr M. J. Devasia	9495111321
36.	Mr K. C. Jose (Late)	
37.	Mr V. D. Jose	9645551575
38.	Ms Molly Mathew M.	8289856338
39.	Mr M. T. Chacko	9495849620
40.	Mr George Mathew P.	9447808823
41.	Mr P. C. Johnson	9562936256
42.	Mr Niclavose Suhrut (Late)	
43.	Mr Sebastian Thomas	9446602339
44.	Mr V. J. Joseph	9895087840
45.	Mr George Thomas	9446604922
46.	Mr Jacob T.	9961684316
47.	Mr K. A. Joseph	9446123326
48.	Mr K. M. Joseph	9961514474
49.	Ms Jessykutty Sebastian	9846106807
50.	Ms Molly Mathew	9605602305
51.	Mr T. M. Michael	9446602203
52.	Mr M. C. John	9605532191
53.	Mr P. V. John	9400706676
54.	Ms Alicekutty Joseph	9400090979
55.	Mr N. T. James	9605279431
56.	Ms Beenamma Mathew	9400606353
57.	Mr Benny A. J.	9495480841
58.	Mr Joseph Chacko	9446275088
59.	Mr Dominic Varghese	9947197047
60.	Mr Joseph M.M.	8848246326
61.	Ms Elsy Dominic	9526445028
62.	Mr Cherian Joseph	9995290412
63.	Mr C V Dominic	9496592647
64.	Mr Sunny Joseph (Late)	



ST. DOMINIC'S COLLEGE, KANJIRAPALLY

APPLICATION FOR LEAVE

1. Name of the Student :
2. Class and Class No. :
3. Local Address of the Student :
4. Dates and No. of days for which leave is required :
5. Reason for leave :
6. Test or exam if any :
7. Signature of the Student :
8. Name and signature of parent or guardian :
9. Signature of the Class teacher with date :
10. Principal's order :







PRAYER SONG

Lead Kindly Light
Lead, Kindly Light, amid the encircling gloom,
Lead Thou me on!
The night is dark and I am far from home,
Lead Thou me on!
Keep Thou my feet; I do not ask to see
The distant scene; one step enough for me.

I was not ever thus,
nor prayed that Thou
Shouldst lead me on;
I loved to choose and see my path, but now
Lead Thou me on
I loved the garish day, and spite of fears.
Pride ruled my will; remember not past years.

So long Thy power hath blessed me, sure it still
Will lead me on,
O'er moor and fen, o'er crag and torrent, till
The night is gone;
And with the morn those angel faces smile,
Which I have loved long since, and lost awhile.



NATIONAL ANTHEM

Jana gana mana adhinayaka jaya he
Bharata bhagya vidhata
Panjab Sind Gujarata Maratha
Dravida Utkala Banga
Vindya Himachala Yamuna Ganga
Uchala jaladhi taranga
Tava subha name jage
Thava subha ashisha mage
Gahe tava jaya gatha
Jana gana mangala dayaka jaya he
Bharata bhagya vidhata
Jaya he, Jaya he, Jaya he,
Jaya jaya jaya jaya he.



St Dominic's College, Kanjirapally, Parathode P.O, Kottayam Dist.
Kerala. Pin - 686512 Ph: 04828 234340, 8078 056 049
www.sdck.in email: principalsdc@gmail.com, principal@sdck.in
