



MARIAN COLLEGE  
KUTTIKKANAM  
(AUTONOMOUS)

MAKING COMPLETE

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MAKING COMPLETE

## Prospectus for UG Programmes 2018-2019

Marian College Kuttikkanam (Autonomous) is the youngest Autonomous College in Kerala. The college won the prestigious status of College with Potential for Excellence (CPE) from UGC in 2009 and 2014 and has received 84<sup>th</sup> rank at pan India level in the recent NIRF under the college category. The College is affiliated to Mahatma Gandhi University, Kottayam.

### **MARIAN VISION**

To be a transformational leader in education, facilitating and celebrating the full flowering of 'life in abundance'.

### **MARIAN MOTTO**

Inform - Form - Transform

### **MARIAN CAMPUS**

Situated 3,500 feet above sea level and surrounded by lush green tea plantations, Marian College lies in lap of nature, providing a salubrious environment for our students. With Smart classrooms, state-of-the-art infrastructure, able management and dedicated faculty, Marian envisions the comprehensive transformation of its students.

### **STUDENT LIFE**

Each course has a unique pedagogy which includes activities like industrial visits, movie reviews, field work, rural camps, and entrepreneurial ventures by students, live projects, news analysis, training programmes, dissertation etc. which equip students to keep in touch with today's realities. Such innovative teaching methods also boost their intellectual ability and their analytical skills. With high speed Wi-Fi, advanced computer labs, library, conference halls, auditorium and discussion rooms Marian makes sure it provides the best facilities to its students 24/7. Other facilities such as hostels, wellness centre, counselling services, cafeteria, and stationery store etc.

are available to students. At Marian, we stress on extracurricular activities by emphasizing on making students active even outside the classroom because only a balanced scheme of work and recreation will help in the holistic development of the students.

## **UG ADMISSION**

Marian College is conferred with autonomous status by UGC for a period of six academic years from 2016-17. Therefore the admissions to UG Programmes are made directly by the College. Autonomy has given the College the freedom to design syllabi, introduce new programmes and courses, innovative assessment and testing patterns, to conduct examinations, announce results and to issue of mark lists. Hence, all UG programmes of the College w.e.f. Academic Year 2017-2018 will follow the syllabi developed and updated by the College. Students admitted to UG programmes will be in the autonomy stream. However, the degrees are awarded by Mahatma Gandhi University, Kottayam.

## PROGRAMMES OFFERED

### AIDED

	Programme	Sanctioned Strength
1	Bachelor of Computer Applications(BCA)	60
2	Bachelor of Business Administration (BBA)	60
3	Bachelor of Commerce (B.Com with Finance and Taxation)	60
4	Bachelor of Social Work (BSW)	24

### SELF-FINANCING

	Programme	Sanctioned Strength
1	BA Applied Economics	30
2	Bachelor of Commerce	50
3	Bachelor of Commerce	50
4	BA Communicative English	40
5	B Sc. Mathematics	30
6	Bachelor of Social Work (BSW)	40

## HOW TO APPLY?

- Students have to apply online at [www.mariancollege.org](http://www.mariancollege.org).
- Single application is sufficient for all programmes.
- Fee for Application form is Rs. 400/- (Rs. 200/- for SC/ST candidates).
- Fee can be remitted only online.
- Application fee once remitted shall not be refunded under any circumstance.
- Students seeking admission to management quota seats have to submit a separate application form. The Application Form for Management Quota (MQ) can be downloaded from the site after payment of fees. Fee for application form for MQ seat is Rs 500/-. Duly filled in MQ application should reach college office within the stipulated time.
- Candidates awaiting results of the qualifying examinations are also eligible to apply. However, application can be completed only with submission of results of the qualifying examination.

## IMPORTANT DATES

1. Commencement of Online Registration : 01/03/2018
2. Closing of Registration for First Allotment : 28/05/2018
3. Publication of Provisional Rank List for First Allotment and Reporting Errors, if Any : 31/05/2018
4. Publication of Rank List for First Allotment : 01/06/2018
5. Commencement of Online Registration for Second Allotment : 02/06/2018
6. Admission of Candidates in the Sports, Cultural and Physically Challenged Quota : 06/06/2018
7. Admission of Candidates in the First Allotment : 06/06/2018 onwards
8. Special allotment-1 for SC/ST candidates : 09/06/2018
9. Date of Commencement of Classes : 11/06/2018
10. Closing of Registration for Second Allotment : 11/06/2018
11. Publication of Rank List for Second Allotment : 14/06/2018
12. Special allotment-2 for SC/ST candidates : 14/06/2018
13. Admission of Candidates in the Second Allotment : 16/06/2018 onwards
14. Date of Closing of Admissions : As per University Schedule

## ELIGIBILITY

Eligibility and criteria for admission to different academic programmes at Marian will be the same as that of the Mahatma Gandhi University, Kottayam.

PROGRAMME	ELIGIBILITY NORMS
Bachelor of Computer Applications(BCA)	Candidates shall be required to have passed the Plus Two/equivalent examination recognized as equivalent thereto by <b>Mahatma Gandhi University, Kottayam</b> in science stream with Mathematics/Computer Science/Informatics Practices as optional.
<ul style="list-style-type: none"> <li>• Bachelor of Business Administration (BBA)</li> <li>• Bachelor of Social Work (BSW)</li> <li>• BA Communicative English</li> </ul>	Candidate shall be shall be required to have passed Plus Two or equivalent examination recognized as equivalent thereto by <b>Mahatma Gandhi University, Kottayam</b> .

•BA Applied Economics	
Bachelor of Commerce (Model I) <b>Specialisations available</b> a) Finance and Taxation b) Cooperation	Admission to the B.Com Degree Programmes shall be open only to candidates who have passed the Plus Two or equivalent examination recognized by Mahatma Gandhi University, Kottayam with Book-Keeping and Accountancy and any two of the following subjects, viz., (1) Commerce (2) Commercial Correspondence and Commercial Geography (3) Economics (4) Life Insurance with Salesmanship (5) Banking with Secretarial Practice (6) Business Studies (7) Mathematics (8) Computer Science/ Computer applications (9) Informatics Practice& Management , (10) Informatics Practice , (11) Management, (12) Accountancy as optional under Part III of the Examination.  OR Have passed Plus Two or equivalent examination recognized by Mahatma Gandhi University, Kottayam with other subjects under Part III optional subjects provided they have secured 45% of the aggregate marks.
B Sc. Mathematics	Candidates shall be required to have passed the Plus Two/equivalent examination with Mathematics as one of the optional subjects or Mathematics as one of the subjects in Commerce group.

## **BONUS MARKS / DEDUCTION OF MARKS**

Calculation of bonus marks or deduction of marks for the purpose of calculation of index marks will be same as that of Mahatma Gandhi University.

The **Bonus Marks** will be awarded as follows:

1. Bonus of 15 marks shall be awarded to applicants with NCC or NSS Certificates at 'Plus Two Level' for admission to all programmes. In respect of NCC candidates, the bonus marks will be awarded on the basis of NCC Certificates signed by the Director and issued by the Directorate of NCC to candidates who have secured at least 75% attendance after having participated in its activities during the programme of study immediately preceding the programme for which admission is sought. An additional bonus mark of 3 will be given

to 'A' Certificate holders, 5 marks to 'B' Certificate holders and 5 marks to 'C' Certificate holders in proof of their high proficiency.

2. In respect of NSS candidates, the bonus marks will be awarded on the basis of NSS Certificates issued by the competent authority.
3. Bonus of 15 marks shall be awarded to the Ex-servicemen applicants and widows and children of Jawans and Ex-servicemen seeking admission to the Degree Programmes. Applicants to this category should invariably produce along with the application form an attested copy of certificate issued not earlier than six months from the last date of submission of application from the military authorities or state/Zilla Sainik Welfare Officer to the effect that he/she is the son/daughter of an ex-service man or an ex service man himself/herself.
  - The benefit of bonus marks can be scored by a candidate only under one category i.e., either NSS or NCC.
  - Bonus marks shall be added only if the candidate has obtained the prescribed minimum qualifying marks in the qualifying examination while calculating the index marks.

## **DEDUCTION OF MARKS**

Handicap of Five marks for every successive attempt after the first attempt subject to a maximum of twenty marks will be deducted from the total marks in the case of those who have taken two or more chances to complete the examination. The number of chances means the number of chances taken for passing any part of the qualifying examination after the prescribed programme period. Appearance for improvement of marks shall not be considered as an additional chance.

No handicap marks for SAY pass outs be imposed if admitted in the same academic year but five marks shall be deducted if he/she is ranked in the admission list of the succeeding year. Candidates who have passed the qualifying examination under SAY scheme or such supplementary scheme are eligible to apply for First Year programme in the same academic year, but they have to produce the mark lists on or before the closing date of admission as notified by the university.

## RESOLVING OF TIE

If the index marks of two or more candidates happen to be the same, then for breaking the 'tie', the following criteria shall be followed one after another in the order given below:

- The candidate who has scored higher marks in the concerned elective subject shall be placed first in the rank list. For B.Com. Programme, business studies (commerce) shall be considered as the elective subject.
- The candidate who has scored higher marks for part iii subjects (or the subjects other than languages, if part is not specified) taken together shall be placed first in the rank list.
- The candidate who has scored higher marks in part I (English if part is not specified) shall be placed first in the rank list.
- The candidate who has scored higher marks in part II (second language if part is not specified) shall be placed first in the rank list.
- By giving residential weightage (at district/state levels)
- Preference shall be given to candidates who are elder.

## INDEXING OF MARKS

The index marks for the preparation of rank list to different programmes will be calculated as per the existing norms of Mahatma Gandhi University, Kottayam. The norms are given below.

PROGRAMME	INDEXING MARK CALCULATION
Bachelor of Computer Applications(BCA)	Total marks obtained in Part III less handicap marks plus marks obtained for Mathematics/Computer Science (best of two) plus bonus marks if any.
Bachelor of Business Administration (BBA)	Marks obtained in Part III of qualifying examination with 50% quota for Arts and Commerce Group and 50% quota for Science Group and if not filled up from one quota the rest can be filled from other quota.
Bachelor of Commerce (B.Com with Finance and Taxation)	Marks obtained in Part III Optional at +2/equivalent exam less handicap marks plus a weightage of 50 marks in each of the three subjects of Commerce combination subject to a maximum of 150 marks plus bonus marks if any. The optional subjects concerned under Part III will be Commerce, Commercial Correspondence and



	Commercial Geography, Accountancy, Book-Keeping and Accountancy, Economics, Life Insurance and Salesmanship, Banking with Secretarial Practice, Business Studies, Mathematics, Computer Science/Computer Application, Informatics Practice, Management, Informatics Practice & Management.
Bachelor of Social Work (BSW)	Total marks obtained in the qualifying examination less handicap marks plus the marks obtained for optional concerned at the qualifying examination plus a subject weightage of 50 marks in the case of those who have taken the subject concerned at the qualifying examination plus bonus marks if any. The subject concerned for the award of 50 marks as weightage will be as indicated below: Weightage of 50 marks for Sociology/ Social Work/Gandhian Studies.
BA Economics	Total marks obtained in the qualifying examination less handicap marks plus the marks obtained for optional concerned at the qualifying examination plus a subject weightage of 50 marks in the case of those who have taken the subject concerned at the qualifying examination plus bonus marks if any.
BA Communicative English	Total marks obtained in the qualifying examination less handicap marks plus twice the marks secured in Part I English of the Plus Two/equivalent examination plus weightage of 50 marks to those who have taken English as one of the optional for the qualifying exam plus bonus marks if any.
B Sc. Mathematics	Total marks obtained in Part III of the qualifying examination less handicap marks plus marks obtained for mathematics.

## ALLOCATION OF SEATS

### AIDED PROGRAMMES

Seats will be reserved for different categories under the following main items.

Categories	Seat Distribution
Reservation for students from Union Territories and Foreign nationals	Seats allotted over and above sanctioned strength
Open quota	50 % (includes seats under PD, Sports and Cultural )
Scheduled Caste	15 %
Scheduled Tribe	05 %
Community Quota	10 % (Merit seats allotted only to applicants from the Catholic Diocese of Kanjirapally)
Management Quota	20 % (All applicants are eligible to apply, irrespective of religion, caste etc.)

i. Reservation for Persons with Disabilities

Reservation for Persons with Disabilities (PD): 3% of the seats are reserved for candidates with disabilities for all programmes and shall be allocated from open merit seats. 1% (one percent of the seats in UG Programmes) of seats shall be reserved for each of the three sections of Persons with Disabilities category (Blind, Deaf and Orthopaedically Challenged) with provision for interchange of seats, if candidates are not available in a particular category in a year. The selection of candidates under this category will be based on the rank in the inter-se merit list and physical suitability, and not on the basis of the degree of disability. 'Person with disability' means a person suffering from not less than 40% of any disability as certified by a Medical Board constituted for this purpose. Candidates who have a minimum of 40% disability alone will be eligible for this quota. A relaxation of 5% of marks in the qualifying examination from the prescribed minimum is allowed.

Candidates seeking admission under PD category should attach with their application form, an attested copy of the 'Certificate of Disability' issued by a District Medical Board or bodies of higher status, certifying the degree or percentage of disability.

ii. Sports quota

Two seats under each programme (Interchangeable) shall be reserved for candidates with outstanding records in sports & games. The applicant for admission to the Sports quota should have represented at least the District Sports Zone. Preference shall be given to Sportsmen who have represented the State/National School Meet. The applicant shall produce the relevant certificate to prove District representation. Calculation of merit mark will be as per the existing MG University norms for admission to sports quota.

iii. Cultural Quota

One seat for each degree programme (Interchangeable) Merit is calculated as per the existing MG University norms.

### **SELF-FINANCING PROGRAMMES**

In all self-financing programmes 50% seats will be in open quota (merit) and 50% will be in management quota. From the merit seats there will be reservation of seats for SC and ST as per applicable norms of reservation by the State Government and the University. Application for admission in PD quota, Sports quota and Cultural quota will be considered under merit seats only.

### **DOCUMENTS TO BE PRODUCED FOR ADMISSION**

1. Mark lists of the qualifying examination
2. Eligibility Certificate (if required)
3. Conduct Certificate
4. Transfer Certificate
5. Migration Certificate (if required)
6. Community/ Caste certificate (if required)
7. Certificates to prove the claims of bonus marks
8. Income certificate (For candidates eligible for fee concession)

## **PROHIBITION OF RAGGING**

Ragging is totally prohibited in the institution, and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with the **UGC REGULATIONS ON CURBING THE MENACE OF RAGGING IN HIGHER EDUCATIONAL INSTITUTIONS** as well as under the provisions of any penal law for the time being in force.

## **SUBMISSION OF AFFIDAVITS**

At the time of admission, two affidavits shall be submitted by the students – one signed by the parent/guardian of the applicant and the other by the student. The content of the affidavits to be submitted is made available in college website.

## **CONTACT**

Marian College Kuttikkanam (Autonomous) Kuttikkanam P.O. Peermade, Idukki District, Kerala, 685531	Telephone: 04869 232203, 232654 Email: <a href="mailto:admission@mariancollege.org">admission@mariancollege.org</a> Website: <a href="http://www.mariancollege.org">www.mariancollege.org</a>
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