

STUDENTS' HANDBOOK & CALENDAR 2020-21



EMEA College of
Arts & Science

KONDOTTI, MALAPPURAM

Aided by Govt. of Kerala | Affiliated to the University of Calicut
Re-accredited with 'A' Grade by NAAC



STUDENTS' HANDBOOK & CALENDAR 2020-21



E M E A
COLLEGE OF ARTS & SCIENCE
KONDOTTI

Prayer

*Oh God, the lord of the Earth and Heavens,
The creator of the high mountains and deep oceans,
We pray to you, our guide and guardian
Lead us on the right path, the path of truth and virtue
Keep us away from the path of evil and falsehood
Grant us health, wealth, wisdom and knowledge sublime.
Fill us with love, empathy and tolerance.
Oh God, your help we seek
Your protection we beseech.
Guard us and our kin, our parents and teachers
Against forces invisible and diseases most dreaded.
Oh God, grant us the strength
To commit ourselves heart and soul
To the fulfilment of our roles.*



Founding Members of EMEA - 1981

Office Bearers

- K. Avukadar Kutty Naha, Parappanangadi (President)
- P. Seethi Haji, Edavanna (General Secretary)
- N.V Ibrahim Master, Areacode (Secretary)
- C.P Kunjalikutty Keyi, Parappanangadi (Vice President)
- Korambayil Ahmad Haji, Manjeri (Vice President)
- V.C. Aboobacker, Makkaraparambu (Vice President)
- Abdul Hayy Haji, Kokkur, Ponnani (Vice President)
- K Ahmad alias Bappu, Arimbra, Morayur (Executive Member)
- P.K Moosa alias Bappu, Kuzhimanna (Executive Member)
- Pazheri Mohammed, Kondotty (Executive Member)
- K. Abdurahiman Master, Mampad (Executive Member)

Members

- Karat Mohammed Haji, Pookottur
- K.P Kunharan Haji, Nediyruppu
- V.P Kunhammad Master, Puthur Pallikal
- Mootheri Moosa Haji, Nediyruppu
- Kadakkottiri Kunhalan Kutty Haji, Kumminiparambu



Homage

Manager and Correspondent (2001-2020)



C.P Mohammed Kutty alias Kunhan (1948-2020)

C.P Mohammed Kutty, fondly known in close circles as Kunhanka, was a member of the Ernad Muslim Educational Association from 1985 and served as its joint secretary till 2001. He acted as the manager and correspondent of EMEA College and its sister institutions from 2001 till his passing on 30 January, 2020. A resident of Kondotty, Janab CP's proximity to the college and the Higher Secondary School helped him keep a close tab on the academic and outreach activities of the institutions. CP was a great source of strength when the institutions hosted mega academic and sporting events.

A prominent social figure, CP was the president of Khullathul Islam Sangam and secretary of Kondotti Khasiyarakam Masjid. As IUML state committee member, he served as its Kondotty constituency treasurer. He also held positions such as Chairman, Shihab Thangal Memorial Charitable Trust; Director, Sihab Thangal Memorial Charitable Dialysis Centre, Kondotty; Director, Traco Cables and President and Chief Patron of Malappuram District Petroleum Dealers Association. The social stature and integrity of CP stood the EMEA institutions in good stead whenever they faced crisis situations. CP's passing away is a huge loss to the Association and its institutions.

Management Committee

Office Bearers

Chairman



Jb PK Abdu Rabb

President



Sayyid Basheer Ali
Shihab Thangal

General Secretary



Jb PK Basheer

Manager & Treasurer



Jb PK Moosa alias Bappu

Rector: **Sayyid Hyder Ali Shihab Thangal, Panakkad**
Pattarkadavu – 676519, Ph: 2734229

Rector: **Jb PK Kunhalikutty, MP**
Karathode – 676519, Ph: 2734361

Chief Patron: **Sayyid Sadiq Ali Shihab Thangal, Panakkad**

Secretary: **Jb K Mohammed Unni Haji**
Valluambram – 673651, Ph: 2772087, 9447004550

Prof. KM Aboobacker, MA, B.Ed., DPA
Arimbra, Ph: 9745392780

Varikkodan Hashim
Kodoor – 673504, Ph: 0483 2734461

Treasurer: **Jb PK Moosa alias Bappu**
Kuzhimanna – 673641, Ph: 9447128107

Sr. Vice President:
Jb Nalakath Soopy
Perinthalmanna – 679322, Ph: 04933220282, 9846638786

Vice President:
Jb KPA Majeed, Padapparamba
Vattaloor – 676507, Ph: 0483-2342350, 9447109014

Members: **Jb ET Mohammed Basheer, MP, Vazhakkad**
Cheruvayoor – 673645, Ph: 0483 - 2725278, 9447125278

Jb KPS Kunhava Thangal
Pallikkal – 673653, Ph: 0483-2400181

Jb MPM Ishaque Kurikkal
Manjeri – 676121, Ph: 9446586006

Special Invitees:
Jb U Assain Haji Tharayittal
Dr VP Abdul Hameed (Education Advisor)
Puthur Pallikkal – 673653, Ph: 9400402215

Ex-officio Members:
Adv. PC Moideen (Legal Advisor)
Dr CP Ayoob Keyi
MCom, MPhil, LLB, PGDCA, PhD
Principal

Succession List of Managers

Jb Seethi Haji (Late)	1981 to 1991
Jb Nalakath Soopy	1991 to 2001
Jb CP Muhammed Kutty alias Kunhan (Late)	2001 to 2020
Jb PK Moosa alias Bappu	2020 –

Succession List of Principals

1.	Prof. TP Mohammed Kunhi, MA	01.11.1982 to 31.10.1985
2.	Mr K Mohammed Musthafa, MA*	01.11.1985 to 07.01.1986
3.	Prof. PA Ali Kunju, MA	08.01.1986 to 07.01.1991
4.	Dr Abdul Latheef, MSc, PhD	08.01.1991 to 18.11.1998
5.	Mr K Mohammed Musthafa, MA*	19.11.1998 to 28.02.1999
6.	Dr TP Ahammed, MA, PhD	01.03.1999 to 31.05.2006
7.	Ms NV Suhadu, MA, MPhil	01.06.2006 to 31.03.2007
8.	Mr K Kunhi Mohammed, MA*	01.04.2007 to 31.08.2007
9.	Dr Abdul Hameed, MA, PhD	01.09.2007 to 30.04.2012
10.	Mr K Kunhi Mohammed, MA	01.05.2012 to 30.06.2013
11.	Mr M. Mohammed Ashref, MCom, MPhil*	01.07.2013 to 30.10.2013
12.	Dr APM Mohammed Rafeeque, MSc, PhD	01.11.2013 to 27.07.2015
13.	Mr Mohammed Palengara, MSc	28.07.2015 to 31.05.2016
14.	Dr Abdulla MP, MA, PhD	01.06.2016 to 30.04.2018
15.	Dr CP Ayoob Keyi, MCom, PhD	01.05.2018 onwards

*Lecturer in Charge



Principal's Message

EMEA College of Arts and Science, Kondotty, a premier constituent college of the University of Calicut, came into existence in 1982. The college was accredited with A Grade by NAAC in the second cycle in 2014. We are now in the process of the third round of accreditation and hope to improve our performance and grade. With a long and rewarding history of achievements in education behind us, our college community continues to move forward together with confidence, pride and enthusiasm.

This academic year (2020-'21) is challenging for all as we navigate the pandemic COVID-19 with concerns related to careers, self-care, staying healthy, and the overall safety of our family and the public at large. I am fairly certain that this is everyone's first experience with a true pandemic and I am so impressed with how our teachers, students, parents and community have responded. Even in such a situation at EMEA, we are providing our students an atmosphere for their multifaceted development whereby they are encouraged to channelize their potential in the pursuit of excellence. It is over three decades now since EMEA pledged to transform education, with a vision of "To be a centre of excellence in higher education affordable to common man." EMEA has earned its own niche not only in Kerala, but across the globe with its innumerable alumni placed in various well-known organizations.

I look forward to the 2020-2021 academic year with confidence, hope and high expectations for students and staff alike even in this Covid-19 pandemic situation. Let us hope the world will recover from the pandemic soon. I appreciate your continuous support, am keyed-up for a successful year ahead.

Stay safe and keep learning by using modern information technologies.

Dr C.P. Ayoob Keyi
MCom, MPhil, LLB, PGDCA, PhD



EMEA College of Arts and Science, Kondotti

Re-accredited with 'A' Grade by NAAC

Aided by Govt. of Kerala

Affiliated to University of Calicut

Email: mail@emeacollege.ac.in

Web: www.emeacollege.ac.in

College Office: 0483 271 2030

Kumminiparamba P.O. Kondotti

Principal (Office) 0483 271 3530

Malappuram Dt., Pin: 673 638

Student's Profile

Name:

Department:

Roll No.:

Year:

Name of Advisor:

Name of Mentor:

Name of Guardian:

Phone No. of Guardian:

Home Address:

.....

.....

Phone/Mob:

E-mail:

Aadhar No:

Blood Group:

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College Profile

EMEA College of Arts & Science, Kondotty, Malappuram District, Kerala, is a premier constituent college of the University of Calicut. The College came into existence in 1982 and is run by the Ernad Muslim Educational Association (EMEA), a registered society working for the educational and cultural well-being of socially backward sections of people in and around Ernad, a backward region in erstwhile British Malabar. EMEA is a corporate educational agency with four educational institutions established in the districts of Malappuram and Kozhikkode. The college now offers five PG and ten UG programmes apart from one university-approved Research Centre for Economics. At present, there are around one thousand and eight hundred students studying here out of which almost ninety eight percentage belongs to backward communities like Muslim Minorities, Scheduled Caste, Scheduled Tribes or other backward communities which include Muslim Minorities. They also hail from poor economic backgrounds. Apart from this, the college also runs several vocational courses approved by NSDC, Govt. of India and Govt. of Kerala under the faculties of Computer Application. The college sprawls over twenty five acres with rich infrastructural facilities including adequate number of lecture halls, smart class rooms, well-equipped laboratories, general library, reference library, computer centre, conference hall, gymnasium, eight line track college ground, student health centre, career guidance cell, grievance cell, women cell etc. A herbal garden, bamboo lake and a conservatory have also been set up to conserve rare and threatened plants of the region. Such an infrastructural setting is generating work culture, academic and research milieu in the college conducive to the pursuit of studies, and producing top rankers in academic and outreach activities of the college.

Date of Recognitions

UGC:

Under 2F : 1998

Under 12B : 1998

NAAC Accreditation:

I Cycle : 2005 Grade B++ (Institutional CGPA 2.88)

II Cycle : 2014 Grade A (Institutional CGPA 3.02)

Status of Minority Educational Institution U/S 2(G), Article 30: 17 August 2009

AISHE Code : C-8191

Campus Area : 25 Acres (10.117 Hectar)

Vision

To be a centre of excellence in higher education affordable to common man

Mission

Identifying and developing the latent talents of the youth and moulding them into useful citizens with due emphasis on right character formation

Quality Policy

EMEA is committed to providing quality education so as to enable the students to face the challenges of the times

Distinctive Features

- Spacious, clean and green campus with peaceful ambience
- Number of diversified courses
- Complete digitalized campus
- Skill Development Centre recognised by NSDC (Govt. of India) and KELTRON
- Research Centre in Economics
- Computerised library with more than 25000 documents
- Well-equipped science laboratories
- Eight-lane track stadium
- Courts and grounds for games
- Multi-gym and Weightlifting Centre
- Auditorium, Audio Visual Theatre and Open-air Theatre
- Computer labs with 24 hours Internet facilities
- Cafeteria
- Cooperative Store and Reprographic Centre
- Enviably results in the University and national level exams
- Highly qualified faculty with 8 PhDs and 11 MPhils on the rolls
- Many Clubs and Associations to cultivate talents and to ensure the all-round development of the students
- Hostel accommodation for girls
- Sports Hostel for Volleyball and Weightlifting students
- Conveyance facility for girls
- Students Counselling Centre
- NCC and NSS units
- Committed PTA and Alumni Association
- First Student Palliative units in Asia
- Exemplary cooperation among the management, staff and students
- Institutional extension activities
- Academic environment and research culture on the campus
- Campus WiFi

Aims & Objectives

Aims and Objectives of EMEA

1. To strive for the eradication of illiteracy and ignorance
2. To establish educational centres for the benefit of the ill-educated weaker sections of the society
3. To establish affiliated colleges, teacher training institutions, centres of higher study and research
4. To endeavour for the educational, cultural and social uplift of the Muslim and other backward communities
5. To set up mass education centres and adult education ventures wherever possible
6. To channelize social work towards need-based programmes.
7. To promote industrial training and business ventures by setting up institutes wherever necessary

Aims and Objectives of the College

1. To provide quality education affordable to the common man
2. To help students acquire practical knowledge, attitudes and values such as sense of justice, responsibility, gender equality, mutual respect, cooperation and social commitment
3. To disseminate specialised knowledge and skill to make students part of the nation building process
4. To produce responsible citizens with proper education that enables them to face the challenges of the times
5. To ensure inclusive education by making it accessible to all sections of the society
6. To promote a healthy scientific outlook among students without losing sight of our cultural heritage and traditions



Emblem

The emblem symbolises knowledge, the world in abundance, the panoramic beauty of Kerala and the values of life.

On the top of the emblem is a verse from the Holy Qur'an which means "He taught man that which he knew not" (96:5).

The ocean represents life in its totality through which each person journeys, until he reaches his destination under the guidance of the Almighty. The coconut tree stands for the scenic ambience and the ideal location the campus provides for educational pursuits. Flanking the emblem is the full name of the organisation that runs the institution.

Important Telephone Numbers

College Office	: 0483 2712030
Principal	: 0483 2713530
Manager, EMEA Institutions	: 0483 2712077, 9447090525
President, EMEA Institutions	: 0483 2734229, 9847017786
General Secretary, EMEA Institutions	: 0483 2785394
Treasurer, EMEA Institutions	: 9447128107
Vice President , PTA, EMEA College	: 9847980100
President, Alumni Association, EMEA College	: 9895432891

Sister Institutions

EMEA Training College, Kondotti, P.O. Kumminiparamba,
Malappuram, Kerala; Tel: 0483 2716533

EMEA Higher Secondary School, Kondotti, Pandikkad, P.O.
Thurakkal, Malappuram, Kerala, Tel: 0483 2714450

PTMHS, P.O. Kodyathur, Mukkam, Calicut, Kerala;
Tel: 0495 2209557, 9446480623, 9745115756

University of Calicut

University Numbers	: 0494 2401144 to 48
	: 0494 2401150 to 52
	: 0494 2401665 to 72
Vice Chancellor	: 0494 2407102
Registrar	: 0494 2407104
Controller of Examinations	: 0494 2407200
NSS Office	: 0494 2401638
Enquiry	: 0494 2400809, 400816
Exam Enquiry	: 0494 2401144 - 227
CHM Koya Library	: 0494 2401144 - 285
Employment Guidance Bureau	: 0495 2303234 - 278

Universities

Kerala University	: 0471 2306422
MG University	: 0481 2731050
CUSAT	: 0484 2577290
Kannur University	: 0497 2782351

Neighbouring Colleges

TMG College, Tirur	: 0494 2630027
Farook College, Feroke	: 0495 2440660
Govt. College, Malappuram	: 0483 2734918
PTM Govt. College, Perinthalmanna	: 04933 227370
NSS College, Manjeri	: 0483 2766136
MES Mampad College	: 04931 200754
Unity Women's College, Manjeri	: 0483 2767142
Marthoma College, Chungathara	: 04931 230510
MEASS College, Areacode	: 0493 2850700
MES College, Ponnani	: 0494 2666077
PSMO College, Thirurangadi	: 0494 2460335
MESKVM College, Valancheri	: 0494 2642670
Malabar Christian College, Kozhikode	: 0495 2768219
Govt. Arts College, Meenchantha	: 0495 2320694
Guruvayoorapan College, Kozhikode	: 0495 2331046
Providence Women's College, Kozhikode	: 0495 2347581
St. Joseph's College, Devagiri	: 0495 2355901
MAMO College, Mukkam	: 0495 2297319

Other Often Dialing Numbers

Relief Hospital, Kondotti	: 0483 2712078
Govt. Taluk Hospital Kondotti	: 0483 2710586
Calicut International Airport	: 0483 2711406 0483 2719491
Railway Station, Feroke	: 0495 2482280

Post Office, Kondotty	: 0483 271 2020
Post Office , Kumminiparamba	: 98468 08366
Taluk Office, Kondotty	: 0483 271 3311
Municipal Office, Kondotty	: 0483 271 2037
Grama Panchayath Office, Pallikkal	: 0483 279 0114
Police Station, Kondotty	: 0483 271 2041
Police Station, Karippur	: 0483 271 2598
Fire Station, Malappuram	: 0483 273 4800
Indian Airlines, Kondotti	: 0483 2710100
Air India	: 0483 2712401
Hajj House	: 0483 2710717
Kozhikode Railway Station	: 0495 2701234
Tirur Railway Station	: 0494 2422240
Parapanangadi Railway Station	: 0494 2410235
KSRTC Malappuram	: 0483 2734950
KSRTC Kozhikode	: 0495 2723796
Deputy Director Office, Kozhikode	: 0495 2722215

Anti-Ragging Helpline

Mobile Number : 1800 – 180 – 5522 (24*7 Toll free)

UGC Monitoring Agency (Aman Satya Kachroo Trust)

Mobile: 09871170303, 09818400116
(only in case of emergency)

Email IDs: helpline@antiragging.in

Website: www.ugc.ac.in, www.antiragging.in

For understanding ill effects of ragging, see the documentary films available on the link ugc.ac.in/page/Videos-Regarding-Ragging.aspx.

The College Chronicle

1983	Pre-degree III & IV groups in rented building at Pazhayangadi, Kondotti
1983	Shifted to 25 acre campus at Kumminiparamba
1991	BA Economics
1993	B.Com
1995	MA Economics
1998	BA English
1999	B.Sc. Microbiology
2001	BA West Asian Studies
2001	B.Sc. Computer Science
2001 2002 2003	Hajj Camps
2002	B.Sc. Biotechnology
2002	M.Sc. Microbiology
2003	The first college in the whole of Asia to start a Pain and Palliative Care Unit on the campus (WHO)
2003	Abdul Latheef won the State Award for Best NSS Volunteer instituted by the Govt. of Kerala
2004	B.Sc. Biochemistry
2004	B.B.A
2004	Hosted South West Zone Inter University Women Volley Ball Championship
2004	Hosted All India Inter University Women Volley Ball Championship
2005	NAAC Accreditation with B++ Grade
2007	Dr APJ Abdul Kalam's visit as part of Silver Jubilee Celebrations
2009	Declared a Minority Educational Institution covered under Article 30 of Indian Constitution
2013	B.Com with Computer Applications
2013	M.Com (Finance)
2013	MA History

2013	MA English
2013	NCC National Integration Camp
2014	Shihab Thangal Library and Research Centre launched
2014	NAAC Re-accreditation with A Grade
2015	NCC National Integration Camp
2015	New Commerce Block
2016	Department of Economics became the first Research Centre
2016	New BBA Block
2017	College NSS Units won the Best Institution Award both at University and State level
2017	Mr KT Firoz won the Best Programme Officer Award both at University and State level
2017	Lt. Abdul Rasheed P, NCC Officer, Received State Level Chief Ministers Rolling Trophy for Best Institution Award for EMEA NCC from the Chief Minister of Kerala
2017	Audio Visual Theater opened
2018	College Canteen shifted to new building
2018	New Basketball Court of international standard opened
2018	Complete digitisation of college
2019	Hosted All India Inter University Best Physique Championship
2019	Inaugurated a new Lawn Tennis Court
2019	Organised International Conference on BioSciences (ICABS)
2019	Started Government-aided Premarital Counselling Centre
2019	Launched Palliative Home Care Unit under SIP (Students' Initiative in Palliative)
2019	Established Skill Development Centre
2019	Installed a new Electrical Transformer in the campus
2019	Youth Innovators Programmes (YIP) launched
2019	Co-operative Store shifted to new building
2019	Started Reprographic Centre
2019	Started a Cafeteria in the Campus
2019	Won Intercollegiate Football Championship
2019	Built Rain Water Harvesting Unit
2019	Built Biogas Plant
2019	Installed Solar Panel

The College Council

The College Council consisting of the Principal, the Heads of the Departments, the Librarian and two elected members of the teaching staff is constituted to advise the Principal in all academic and administrative matters of the college.

SI No	Name	Designation
1	Dr Ayoob CP	Principal, Chairman
2	Prof. Mohamed Najeeb PM	Secretary
3	Ms Kamalam Edathil	HoD, Dept. of Commerce
4	Mr Mohammed Sadique PA	HoD, Dept. of Arabic
5	Dr Abdul Muneer V	HoD, Dept. of Journalism
6	Mr Askarali A	HoD, Dept. of Malayalam
7	Dr Krishnakumar T	HoD, Dept. of Biochemistry
8	Dr Shiji Thomas	HoD, Dept. of Microbiology
9	Mr Roy PP	HoD, Dept. of English
10	Mr Riyad AM	HoD, Dept. of Computer Science
11	Mr Firoz KT	HoD, Dept. of West Asian Studies
12	Dr Dhanya PS	HoD, Dept of Hindi
13	Dr Rajashekharan KE	HoD, Dept. of Statistics
14	Dr Mashhoor K	HoD, Dept. of Biotechnology
15	Mr Asif N	HoD, Dept. of BBA
16	Mr Shihabudheen P	HoD, Dept. of Physical Education
17	Dr Mahajabeen Aydeed	Librarian
18	Dr Ibrahim Cholakkal	IQAC Coordinator, Associat. Professor, Dept. of Economics (Nominated Member)
19	Dr Jamsheela O	Asst. Professor, Dept. of Computer Science (Nominated Member)

The Faculty

Principal

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Postgraduate and Research Department of Economics

- 1 Mohammed Najeeb PM**, MA, BEd, NET
Associate Professor & Head
Area of Specialization: International Economics
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- 2 PM Abdurazaque**, MA, MPhil, BEd, NET
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- 3 Dr Ibrahim Cholakkal**, MA, BEd, MPhil, PhD
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- 4 Hussain V**, MA (Eco.), MA (Soc.), MEd, MPhil, NET
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Postgraduate Department of English

- 1 Roy PP, MA, BEd, NET**
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- 2 Lt. Abdul Rasheed P, MA, MPhil, BEd, MSc, MBA, TESOL, SET, NET**
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- 3 Abidha KP, MA, BEd, JRF (NET)**
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- 4 Abdul Jaleel M, MA, MPhil, UGC NET, PhD (Doing)**
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 8129464852
- 9 **Faseela PA**, MA, BEd, UGC NET
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- 10 **Lubna KT**, MA, UGC-NET
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 Indian Writing in English
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- 11 **Sajeera Cholakkal**, MA, BEd, NET, SET
Assistant Professor (On Contract)
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Postgraduate Department of History & West Asian Studies

- 1 **Firoz KT**, MA (History), MA (Politics), MA (Sociology), MA (Philosophy), MEd, BEd, NET
Assistant Professor & Head
 Area of Specialization: Medieval History, Modern Indian History
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- 2 **Dr Nisar U**, MA, MBA, PGDIM, PGDMM, BEd, PhD
Assistant Professor
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- 3 **Prof. KM Aboobacker**, MA, BEd, DPA
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9745392780
- 4 **Muhammed Shafi T**, MA, BEd, NET, SET
Assistant Professor (On Contract)
Area of Specialization: Modern Indian History
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- 5 **Sehla Khansah P**, MA, NET
Assistant Professor (On Contract)
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- 6 **Sabna K**, MA, BEd, NET
Assistant Professor (On Contract)
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Postgraduate Department of Commerce

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- 3 Aboobacker Siddeeq Kakkatuchali**
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Department of Computer Science

- 1 Riyad AM**, MCA, M Phil in Software Engineering, MPhil in Data Mining, NET, DOA & FA (CDAC)
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- 5 **Haulath K, MCA, NET**
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Postgraduate Department of Microbiology

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Department of Business Administration

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9633160071
- 3 **Jamsheer CK**, MCom, MPhil, NET
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Department of Statistics

- 1. Dr Rajasekharan KE, MPhil, PhD**
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- 2 Sunaina PA, MSc, BEd**
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Department of Arabic

- 1 Dr Mohammed Haneefa P, MA, MPhil, PhD, JRF (NET)**
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- 3. Dr Murshid Ahammed M, MA, BEd, MPhil, PhD**
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- 4 Amjed Sadeem K, MA Arabic, MA Economics, Diploma in Arabic, Diploma in Functional Arabic, Diploma in Spanish**
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Department of Mathematics

- 1 Vasheeda KP, MSc, BEd, SET**
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Department of Hindi

- 1 Dr Dhanya PS, MA, B.Ed, PhD, NET**
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- 2 Suja U, MA, BEd**
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Department of Malayalam

- 1 Askarali A, MA, NET**
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Department of Journalism

- 1. Dr Abdul Muneer V, MJC, NET, PhD**
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Department of Political Science

- 1 Vacant

Department of Physical Education

- 1 **Shihabudheen Paikarathodi**, MPEd, MCom, NET, PGDSM
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- 1 **Salva M**, MSc Chemistry
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- 2 **Muhsina Jasmine P**, MSc Chemistry
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Research Supervisors

Sl No	Name of the Guide	Home Department	Research Department
1	Dr Abdulla MP	Dept. of Economics EMEA College Kondotty	Dept. of Economics EMEA College Kondotty
2	Dr Ibrahim Cholakkal	Dept. of Economics EMEA College Kondotty	Dept. of Economics EMEA College Kondotty
3	Dr Zacaria TV	Dept. of Political Science, EMEA College Kondotty	Dept. of Political Science, University of Calicut
4	Dr Abdul Muneer V	Dept. of Journalism EMEA College Kondotty	Dept. of Journalism and Mass Communication University of Calicut
5	Dr Muhammed Haneefa P	Dept. of Arabic EMEA College Kondotty	Dept. of Arabic University of Calicut
6	Dr Dhanya P S	Dept.Hindi, EMEA College, Kondotty	Dept. of Hindi Government Arts College Meenchantha
7	Dr Ayoob C P	PG Dept. of Commerce, EMEA College, Kondotty	Dept. of Commerce PSMO College Tirurangadi
8	Dr Shibinu S	Dept. of Economics PSMO College Tirurangadi	Dept. of Economics EMEA College Kondotty
9	Dr Muneer Babu M	Dept. of Economics NMSM Govt. College, Kalpetta	Dept. of Economics EMEA College Kondotty

Administrative Staff

Office Time: 8.30 to 3.30

Abdurahim M (Junior Superintendent)

Supervision & Responsibility of Office Files & Registers

Musthafa Kuyyil Thodi (Head Accountant)

Cash Book, Audited Accounts, Books of Accounts, Receipts & Payments, Keeping Vouchers Keeping Cheques & Passbooks

Mohamed Nishad NK (A1 Section) (On Contract)

Fee Collection & Remittance (Aided) D C B Statement

Fee Concession to OBC, SC/ST, OEC, SEBC.

PFMS-Maker, Daybook, Online Transaction, SB Collection

Mansoor P (A2 Section) (On Contract)

Salary Bills & All allowances, Pension, Medical Reimbursement

Appointment of Guest Lectures & Salary, Contract Staff Register &

Salary, Income Tax, Professional Tax, Library – Journal and other

subscription, Alumni, Co-operative Store

Mohammedali KM (A3 Section) (On Contract)

UGC/RUSA/PFMS, Audit Reports Reply, Electricity & Solar System

AMC, Quotations, Purchase Order, Master Stock Register

Mohammed Safeer P (A4 Section) (On Contract)

Fair copy & Insurance, PF, Admission, Advance, PF Register, GIS

SLI, MEDISUP, L I C, Magazine

Subair Kalathil (Wafi) (G1 Section) (On Contract)

Admission, TC, Strength of Students, All Scholarships

Self-finance Fee Collection, Contract Staff Salary

Research Center, JRF & UGC NET Coaching Centre

Irshad P (G2 Section)

Establishment, Appointment TS & NTS, Attendance of Staff
Promotions, Affiliation of Courses, Syllabus
Services Books Management

Abdul Kareem Puthen Veetil (G3 Section)

University Examination, Attendance of Students
Mark Lists & Certificates of Students

Abdul Shukkur C (Assistant)* (On Contract)

Condonation of Attendance, Internal Exams

Shahul Hameed K (G4 Section) (On Contract)

Tapal & Notice, Dispatch, Distribution
Ladies Hostel, College Bus, NSS, NCC, WWS & SSP, PTA
Students ID Card, Bus & Railway Concession

Naseel Ismail C (G5)

Server Admin, All Computer Lab, Network, Technical Assistant
Students and Staff ID, IQAC & Campus wifi, Computer AMC
TCS, Website, Slws

* Time: 9.30 to 4.30



Sri. Mani Shankar Iyer, former Union Cabinet Minister,
inaugurating the 38th College Union

Programmes Offered

6 Semesters – 3 Years (UG)

Under Choice Based Credit Semester System

BA Programmes

Common Course I – English

Common Course II – Malayalam/Hindi/Arabic

Core Courses

- English Core: Political Science and Journalism as Complementaries
- Economics Core: Modern Indian History and Indian Constitution & Politics as Complementaries
- West Asian Studies Core: Mass Communication and Computer Applications as Complementaries

BSc Programmes

Common Course I – English

Common Course II – Malayalam/Hindi/Arabic

Common Course III -

Core Courses

- Computer Science Core: Mathematics and Statistics as Complementaries
- Biochemistry Core: Chemistry and Microbiology as Complementaries (SF)
- Biotechnology Core: Environmental Studies and Chemistry as Complementaries (SF)
- Microbiology Core: Biochemistry (all semesters), Biostatistics and Computer Applications as Complementaries

BCom Programmes

Common Course I – English

Common Course II – Malayalam/Hindi/Arabic

Core Courses

- Commerce with Computer Application
- Commerce with Co-operation

Complementary Courses

- Managerial Economics (Semester I)
- Marketing Management (Semester II)
- Human Resource Management (Semester III)
- Quantitative Techniques for Business (Semester IV)

BBA Programme (SF)

Common Course I – English

Common Course II – Malayalam/Hindi/Arabic

Core Course

- Business Administration (Finance)

Complementary courses

- Managerial Economics (Semester I)
- Business Regulations (Semester II)
- Corporate Regulations (Semester III)
- Quantitative Techniques for Business (Semester IV)

4 Semesters – 2 Years (PG)

Under Choice Based Credit Semester System

- MA English (SF)
- MA Economics
- M.Sc Microbiology (SF)
- MA History (SF)
- M.Com (Finance)

Programmes to Launch in 2020-21

- B Voc: Professional Accounting and Taxation (SF)
- B Voc: Logistics Management (SF)
- B Voc: Fashion Design and Management (SF)

Roll of Honours

Rank Holders in the Calicut University Examinations

YEAR	NAME	RANK	Class
2003	Faseela T	II	B Com (Taxation & Law)
2003	Mohammed Abdunnaser M	III	B Com (Taxation & Law)
2003	Rajeena CP	II	BSc Microbiology
2004	Riyas KP	I	BA West Asian Studies
2004	Sujesh Thazhethedath	II	BA West Asian Studies
2004	Abdul Jaleel P	III	BA West Asian Studies
2004	Prasad M	I	B.Com (Taxation & Law)
2004	Danesh A	II	B.Com (Taxation & Law)
2004	Mohammed Haneefa PC	III	B.Com (Taxation & Law)
2004	Raseena Aboobacker	I	BSc Microbiology
2004	Faisabeth MK	II	BSc Microbiology
2005	Sajira A	I	BA West Asian Studies
2005	Samuna Beevi PV	II	BA West Asian Studies
2005	Muhsina A	III	BA West Asian Studies
2005	Anisha P	I	B Com (Taxation & Law)
2005	Shabana PP	II	B.Com (Taxation & Law)
2005	Vabeetha NP	III	B.Com (Taxation & Law)
2005	Linta Paul	II	BSc Microbiology
2006	Nafna Banu M	I	BA West Asian Studies
2006	Faseela VK	II	BA West Asian Studies
2006	Arifa Thasni	III	BA West Asian Studies
2006	Bhavya P R	I	BSc Microbiology
2006	Shaheena K	II	BSc Microbiology
2007	Shifabi P V	I	BA West Asian Studies
2007	Ayisha M	II	BA West Asian Studies
2007	Ayishabi Mundasseri	III	BA West Asian Studies
2007	Sandhya S V	I	BSc Microbiology

2007	Anjulal H	III	BSc Microbiology
2008	Rukkiya Neyyan	I	BA West Asian Studies
2008	Raliya P	II	BA West Asian Studies
2008	Soudabi PC	III	BA West Asian Studies
2008	Dhanusha PK	I	MSc Microbiology
2009	Ummu Habeeba	I	BA West Asian Studies
2009	Najsha Muhsina	II	BA West Asian Studies
2009	Nusaiba	III	BA West Asian Studies
2009	Safeera KP	I	BSc Microbiology
2010	Haseela K	I	BA West Asian Studies
2010	Rashida NKM	II	BA West Asian Studies
2010	Sehla Khansah	III	BA West Asian Studies
2010	Manjula PM	I	BSc Biochemistry
2010	Liji P	III	BSc Biochemistry
2010	Safeera Tahir CA	III	BSc Biochemistry
2010	Ansha O	II	MSc Microbiology
2011	Foumira PK	I	BA West Asian Studies
2011	Sumayya A	II	BA West Asian Studies
2011	Mursheeda M	III	BA West Asian Studies
2011	Fasna KK	I	BSc Biochemistry
*2012	Sumaira P	III	MSc Microbiology
**2013	Nargees MK	I	BA English
2013	Sana P	II	MSc Microbiology
2014	Ruqsana Khader PK	I	BSc Microbiology
2014	Varsha I	II	BSc Microbiology
2014	Navas V	III	Bsc Microbiology
2017	Shaheena A	III	MSc Microbiology
2018	Femina M	I	MSc Microbiology
2018	Murshida N	II	MSc Microbiology

*No ranking system for UG from 2012 onwards due to shift to grading system

**From 2013 onward, the Rank System has been changed to Position System



The image features a word cloud shaped like a graduation cap. The word 'College' is the largest and most prominent, centered in the middle of the cap. Surrounding it are various educational terms in different sizes and colors. The words include: Courses, Coaching, Tutoring, Reading, Spelling, Biology, Physics, Teachers, Seminars, Education, Mentoring, Knowledge, Lessons, Homework, Grammar, Seminars, Writing, Geography, Academy, Literacy, and Webinar. The background is a light gray gradient.

College

Departments



Postgraduate Department of Economics & Research Centre

The Department of Economics of EMEA College is the first department in the college started with a degree course in 1991-92. The department was elevated to the first Post Graduate Department in 1995-96.

Again, it became the first Research Centre at EMEA College with effect from 2016-17. The department offers three major programmes, namely MA Economics, BA Economics and Research facilities in Economics under the faculty of Social Sciences of the University of Calicut. BA Economics Programme started in 1991-92 and now it has an intake of 60 students, while MA in Economics started in 1995-96 with an intake of 30.

At present, there are five well-qualified and dedicated faculty working in the department. It has a large number of alumni who decorate many apex positions in academic and non-academic posts in various institutions and organizations across the world. The department promotes modern methodologies with a special thrust on ICT enabled technologies in teaching and learning processes.

A variety of activities like seminars, workshops, debates, discussions, invited lectures, quizzes, socio-economic surveys, and community extension programmes, study tours, etc are being carried out every academic year. Its special focus in the future will be upon research activities as it is the first ever research centre of the college. Mr Mohamed Najeeb PM heads the Department, and Dr. Abdulla MP and Dr Ibrahim Cholakkal are the research guides at the centre. Dr Shibinu S, HoD of Economics, PSMO College Thirurangadi, and Dr Muneer Babu. M, Assistant Professor of NMSM Govt. College, Kalpetta, are two research guides associated with the department. The department is located in the ground floor of the main building of the College.

Faculty

- 1 **Mohamed Najeeb PM, MA, BEd, NET**
Associate Professor & Head
- 2 **PM Abdurazaque, MA, MPhil, BEd, NET**
Associate Professor
- 3 **Dr Ibrahim Cholakkal, MA, BEd, MPhil, PhD**
Associate Professor
- 4 **Hussain V, MA (Eco.), MA (Soc.), MEd, MPhil, NET**
Assistant Professor
- 5 **Mohammed Nisar TV, MA, BEd, JRF (NET)**
Assistant Professor

Students Advisory Scheme

BA Economics

First year

Advisor : Mohammed Nisar TV, 9895250071

Mentors : 1) Mohammed Nisar TV, 9895250071 (Roll Number 1-35)
2) Askarali A, 9744407084 (Roll Number 36-60)

Second year

Advisor : Hussain V, 9495386262

Mentors : 1) Hussain V, 9495386262 (Roll Number 1-35)
2) Dr. Ashraf Valoor, 9544099080 ((Roll Number 36-67)

Third year

Advisor : Dr Ibrahim Cholakkal, 9946428776

Mentors : 1) Dr Ibrahim Cholakkal, 9946428776 (Roll Number 1-35)
2) PM Abdurazaque, 9847508011 (Roll Number 36-63)

MA Economics

First year

Advisor : Dr Rajasekharan KE, 9446992689

Mentor : Dr Rajasekharan KE, 9446992689 (Roll Number 1-30)

Second year

Advisor : Abdurazaque PM, 9847508011

Mentor : Mohamed Najeeb PM, 9447631864 (Roll Number 1-30)

Scheme of BA Economics

Course	Code	Title	Hours/ Week	Credit
SEMESTER I				
Common	A01	Transactions: Essential English Language Skills	4	3
	A02	Ways with Words: Literatures in English	5	3
	ARB1A07(1)	Language Skill in Arabic	4	4
	HIN1A07(1)	Prose and Drama		
	MAL1A07(1)	Malayala Sahithyam I		
Core	ECO1B01	Microeconomics-1	6	5
Complementary	HIS01C01	Modern Indian History 1857 to the Present India Under Colonial Rule and Early Resistance (1857-1885)	6	4
Total Credits				19
SEMESTER II				
Common	A03	Writing for academic and Professional Success	4	4
	A04	Zeitgeist: Readings on Contemporary culture	5	4
	ARB2A08	Appreciating Arabic Literature	4	4
	HIN2A08(1)	Grammar and Translation		
	MAL2A08(1)	Malayala Sahithyam II		
Core	ECO2B02	Macroeconomics I	6	5
Complementary	ICP 1 (2)C01	Indian Constitution and Politics: Basic Features & Governmental Structures	6	4
Total Credits				21
SEMESTER III				
Common	A05	Signatures: Expressing the Self	5	4
	HIN3A09	Poetry in Hindi	5	4
	ARB3A09	Reading Arabic Prose and Poetry		
	MAL3A09	Malayala Sahithyam III		
Core	ECO3B03	Quantitative Methods for Economic Analysis-1	5	4
	ECO3B04	Microeconomics II	4	4
Complementary	ICPA3C02	Federalism, Decentralization and Political Dynamics	6	4
Total Credits				20

Course	Code	Title	Hours/ Week	Credit
SEMESTER IV				
Common	A06	Spectrum: Literature and Contemporary Issues	5	4
	HIN4A10	Novel and Short Stories	5	4
	ARB3A10	Arabic Literature and Culture		
	MAL4A10	Malayala Sahithyam IV		
Core	ECO4B05	Quantitative Methods for Economics Analysis-II	5	4
	ECO4B06	Macroeconomics II	4	4
Complementary	ICP4C04	ICP – Federal Dynamics and De-centralisation	3	2
	HIS4 C01	Selected Themes in Contemporary India		
Total Credits				20
SEMESTER V				
Core	ECO5B07	Macroeconomics –I	6	4
	ECO5B08	India's Economic Development: National and Regional	5	4
	ECO5B09	Economics of Capital Market	5	4
	ECO2B10	International Economics	5	4
	ECO2B15	Project work	1	0
Open Course	EC5D01	Economics in Everyday Life	2	2
Total Credits				18
SEMESTER VI				
Core	ECO6B11	Macroeconomics –II	5	4
	ECO6B12	Mathematical Economics	5	4
	ECO6B13	Public Finance	5	4
	ECO6B14	Development Economics	5	4
Elective	ECO6B15	Project Work	4	2
	ECO6E03	Economics of Business and Finance	1	4
Total Credits				22

Scheme of MA Economics

Code	Title	Credit
SEMESTER I		
ECO1C01	Microeconomics: Theory and Applications-1	5
ECO1C02	Macroeconomics: Theories and Policies-1	5
ECO1C03	Indian Economy: Problems and Policy	5
ECO1C04	Quantitative Methods for Economics Analysis-I	5
Audit Course	Ability Enhancement Course	4
Total Credits		20
SEMESTER II		
ECO2C05	Microeconomics: Theory and Applications-II	5
ECO2C06	Macroeconomic: Theories and Policies-II	5
ECO2C07	Public Finance: Theory and Practice	5
ECO2C08	Quantitative Methods for Economics Analysis-II	5
Audit Course	Professional Competence Course	4
Total Credits		20
SEMESTER III		
ECO3C09	International Trade	5
ECO3C10	Growth and Development	5
ECO3C11	Basic Econometrics	5
(Elective I) ECO3E01	Banking: Theory and Practice	4
Total Credits		19
SEMESTER IV		
ECO4C12	International Finance	3
ECO4C13	Financial Market	3
(Elective II) ECO4E02	Business Economics	4
(Elective III) ECO4E10	Research Methodology and Computer Applications	4
ECO4P14	Project	4
ECO4V15	Comprehensive Viva Voce	4
Total Credits		22

Postgraduate Department of English

The Postgraduate Department of English is one of the major departments of EMEA College. It offers two popular programmes namely MA English and BA English Language and Literature. The faculty of department teach English in all other departments of the college. MA English started in unaided stream in 2014 and has an intake capacity of 30 students, while BA in English Language and Literature is in aided sector with a legacy of 20 years, having an intake capacity of 60. At present eleven well-qualified and dedicated faculty are working in the department. It has a number of alumni who decorate many apex positions in the academic and non-academic posts at various institutions and organizations. It promotes interactive methodologies with a special focus on the enhancement of the linguistic and literary sensibilities of the students. The department specializes in a variety of literary traditions: literary theories, Indian writings, different aspects of English Language Teaching including LSRW skills and different genres of creative writing. It has a special interest in showcasing the creative genius of students in both writing and performing arts. A plethora of activities like Literary Fest, Erudite Lectures, Seminars and Workshops, Film Fest, Debates, Community Extension Programmes, Quizzes, ASAP etc are carried out every academic year. It gives a special focus on research in its pursuit to be a recognized research centre in future. Presently, Mr Roy PP heads the department. It is located in the first floor of the main building of the College.

Faculty

- 1 **Roy PP**, MA, BEd, NET
Assistant Professor & Head
- 2 **Lt. Abdul Rasheed P**, MA, MPhil, BEd, MSc, MBA, TESOL, SET, NET
Assistant Professor
- 3 **Abidha KP**, MA, BEd, JRF (NET)
Assistant Professor
- 4 **Abdul Jaleel M**, MA, MPhil, UGC NET, PhD (Doing)
Assistant Professor
- 5 **Dr Afsal PC**, MA, PhD
Assistant Professor (On Contract)

- 6 **Irfana Parveen, MA, MPhil**
Assistant Professor (On Contract)
- 7 **Hajara P, MA, UGC NET**
Assistant Professor (On Contract)
- 8 **Nargees MK, MA, UGC NET**
Assistant Professor (On Contract)
- 9 **Faseela PA, MA, BEd, UGC NET**
Assistant Professor (On Contract)
- 10 **Lubna KT, MA, UGC-NET**
Assistant Professor (On Contract)
- 11 **Sajeera Cholakkal, MA, BEd, NET, SET**
Assistant Professor (On Contract)

Students Advisory Scheme

BA English

First Year

- Advisor** : Lt. Abdul Rasheed P, 9400600786
- Mentors** : 1) Lt. Abdul Rasheed P, 9400600786 (Roll Number 1-23)
2) Faseela PA, 9656239090 (Roll Number 24-46)
3) Sajeera Cholakkal, 9446035673 (Roll Number 47-68)

Second Year

- Advisor** : Abdul Jaleel M, 9492438013
- Mentors** : 1) Abdul Jaleel M, 9492438013 (Roll Number 1-23)
2) Dr Afsal PC, 9747216529 (Roll Number 24-46)
3) Ms Irfana Parveen, 9446406864 (Roll Number : 47-68)

Third Year

- Advisor** : Abidha K.P, 9847370984
- Mentors** : 1) Roy PP, 9847453870 (Roll Number 1-22)
2) Abidha KP, 9847370984 (Roll Number 23-44)

MA English

First Year

- Advisor** : Hajara P, 97444458017
- Mentor** : Hajara P, 97444458017 (Roll Number 1-30)

Second Year

- Advisor** : Nargees MK, 8129464852
- Mentor** : Nargees MK, 8129464852 (Roll Number 1-32)

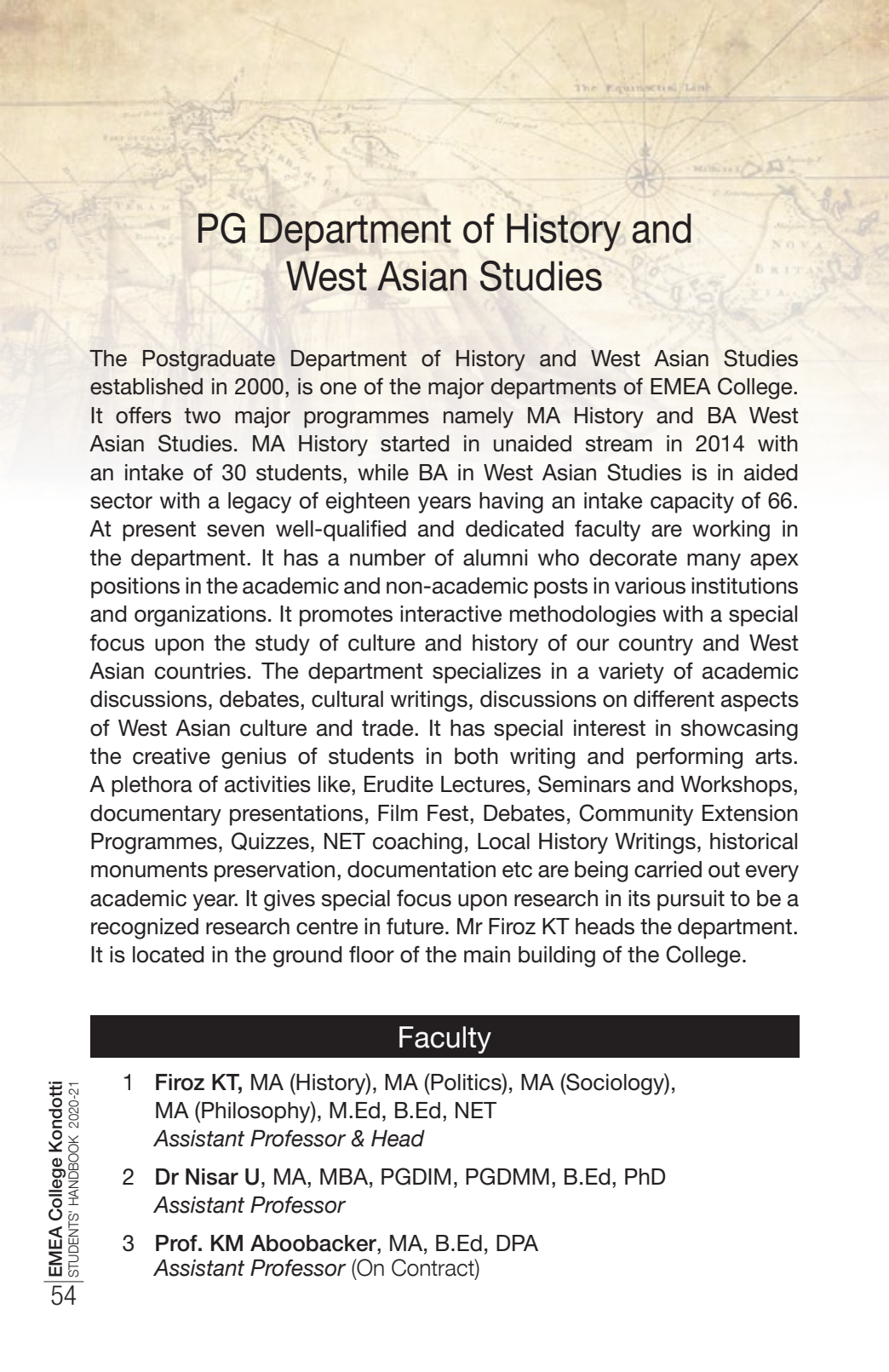
Scheme of BA English

Course	Code	Title	Hours/ Week	Credit
SEMESTER I				
Common	ENG1A01	Transaction: Essential English Language Skills	4	3
	ENG1A02	Ways with Words: Literature in English	5	4
	HIN1A07(1)	Prose and Drama	4	4
	ARB1A07	Language Skill in Arabic		
	MAL1A07(1)	Malayala Sahithyam I		
Core	ENG1B01	Introducing Literature	6	5
Complementary	POL1(2)C01	Political Science: Introduction to Political Science and Governmental Structures and Process	6	4
		AUDIT COURSES		
Total Credits				20
SEMESTER II				
Common	ENG2A03	Writing for Academic and Professional Success	4	3
	ENG2A04	Zeitgeist: Readings on Contemporary Culture	5	4
	HIN2A08(1)	Grammar and Translation	4	4
	ARB2A08	Appreciating Arabic Literature		
	MAL2A08(1)	Malayala Sahithyam II		
Core	ENG2B02	Appreciating Poetry	6	5
Complementary	JOU1(2)C01	Introduction to Communication and Journalism	6	4
		AUDIT COURSE		
Total Credits				19
SEMESTER III				
Common	ENG03A05	Signatures: Expressing the Self	5	4
	HIN3A09	Poetry in Hindi	5	4
	ARB3A09	Reading Arabic Prose and Poetry		
	MAL3A09	Malayala Sahithyam III		
Core	ENG3B03	Appreciating Prose	4	4
	ENG3B04	English Grammar & Usage	5	4
Complementary	JOU4(3)C01	Journalistic Practices	6	4
Total Credits				20

Course	Code	Title	Hours/ Week	Credit
SEMESTER IV				
Common	A06	Spectrum: Literature and Contemporary Issues	5	3
	HIN4A10	Novel and Short Stories	5	4
	ARB4A10	Arabic Literature and Culture		
	MAL4A10	Malayala Sahithyam IV		
Core	ENG4B05	Appreciating Fiction	5	4
	ENG4B06	Literary Criticism	4	4
Complementary	POL4(3)C04	Political Science: Political Ideas, Concepts and Ideologies	6	4
Total Credits				19
SEMESTER V				
Core	ENG5B01	Indian Writing in English	5	4
	ENG5B02	Language and Linguistics	5	4
	ENG5B03	Methodology of Literature	5	4
	ENG5B04	Informatics	5	4
	ENG5B05	Project	2	0
Open Course	EN5DO3	Applied Language Skills	3	2
Total Credits				18
SEMESTER VI				
Core	ENG6B01	Literary Criticism and Theory	5	4
	ENG6B02	Literature in English: American and Postcolonial	5	4
	ENG6B03	Women's Writing	5	4
	ENG6B04	Writing for Media	5	4
	ENG6B05	Project	2	0
Elective	EN6B5E1	World Classics in Translation	3	2
Total Credits				18

Scheme of MA English

Code	Title	Credit
SEMESTER I		
C01	British Literature from Chaucer to the 18th Century	5
ENG1C02	British Literature: 19th Century	5
ENG1C03	History of English Language	5
ENG1C04	Indian Literature in English	5
ENG1A01	Audit Course – Writing Skills	4
Total Credits		24
SEMESTER II		
ENG2C05	Twentieth Century British Literature up to 1940	5
ENG2C06	Literary Criticism and Theory Part 1 (Up to New Criticism)	5
ENG2C07	American Literature	5
ENG2C08	Postcolonial Writings	5
ENG2A02	Audit course - Translation Theory and Practice	4
Total Credits		24
SEMESTER III		
ENG3C09	20th Century British Literature Post 1940	5
ENG3C10	Literary Criticism and Theory (Part 2)	5
ENG3E03	Women's Writing	5
ENG3E04	Introduction to Linguistics	5
Total Credits		20
SEMESTER IV		
ENG4C11	English Literature in the 21st Century	4
ENG4C12	Dissertation/Project	4
EN4GC13	Comprehensive Viva-Voce	4
EN4GE14	Indian English Fiction	4
EN4GE16	Dalit Studies	4
Total Credits		20



PG Department of History and West Asian Studies

The Postgraduate Department of History and West Asian Studies established in 2000, is one of the major departments of EMEA College. It offers two major programmes namely MA History and BA West Asian Studies. MA History started in unaided stream in 2014 with an intake of 30 students, while BA in West Asian Studies is in aided sector with a legacy of eighteen years having an intake capacity of 66. At present seven well-qualified and dedicated faculty are working in the department. It has a number of alumni who decorate many apex positions in the academic and non-academic posts in various institutions and organizations. It promotes interactive methodologies with a special focus upon the study of culture and history of our country and West Asian countries. The department specializes in a variety of academic discussions, debates, cultural writings, discussions on different aspects of West Asian culture and trade. It has special interest in showcasing the creative genius of students in both writing and performing arts. A plethora of activities like, Erudite Lectures, Seminars and Workshops, documentary presentations, Film Fest, Debates, Community Extension Programmes, Quizzes, NET coaching, Local History Writings, historical monuments preservation, documentation etc are being carried out every academic year. It gives special focus upon research in its pursuit to be a recognized research centre in future. Mr Firoz KT heads the department. It is located in the ground floor of the main building of the College.

Faculty

- 1 **Firoz KT**, MA (History), MA (Politics), MA (Sociology), MA (Philosophy), M.Ed, B.Ed, NET
Assistant Professor & Head
- 2 **Dr Nisar U**, MA, MBA, PGDIM, PGDMM, B.Ed, PhD
Assistant Professor
- 3 **Prof. KM Aboobacker**, MA, B.Ed, DPA
Assistant Professor (On Contract)

- 4 **Muhammed Shafi. T, MA, BEd, NET, SET**
Assistant Professor (On Contract)
- 5 **Sehla Khansah P, MA, NET**
Assistant Professor (On Contract)
- 6 **Sabna K, MA, BEd, NET**
Assistant Professor (On Contract)

Students Advisory Scheme

BA West Asian Studies

First Year

- Advisor : **Dr Nisar U, 9745204910**
- Mentors : 1) **Dr Nisar U, 9745204910** (Roll Number 1-22)
2) **Amjad Sadeem, 9567754503**
(Roll Number 23-44)
3) **Dr Abdul Muneer V, 9446433438** (Roll Number 45-67)

Second Year

- Advisor : **Muhammed Shafi T, 8089250226**
- Mentors : 1) **Muhammed Shafi T, 8089250226** (Roll Number 1-20)
2) **Dr Shamsudheen E, 9846096921** (Roll Number 21-44)
3) **Dr Murshid Ahammed M, 9868320353**
(Roll Number 45-67)

Third Year

- Advisor : **Firoz KT, 9847587685**
- Mentors : 1) **Firoz KT, 9847587685** (Roll Number 1-30)
2) **Sabna K, 9544275905** (Roll Number 31-60)

MA History

First Year

- Advisor : **Sehla Khansah P, 9744532154**
- Mentor : **Sehla Khansah P, 9744532154** (Roll Number 1-30)

Second Year

- Advisor : **KM Aboobacker, 9745392780**
- Mentor : **KM Aboobacker, 9745392780** (Roll Number 1-20)

Scheme of BA West Asian Studies

Course	Code	Title	Hours/ Week	Credit
SEMESTER I				
Common	A01	Transactions: Essential English Language Skills	4	3
	A02	Ways with Words: Literatures in English	5	3
	HIN1A07(1)	Prose and Drama	4	4
	ARB1A07	Language Skills in Arabic		
	MAL1A07(1)	Malayala Sahithyam I		
Core	WAS1B01	Introduction to West Asia	6	4
Complementary	JOUI(2)C03	Mass Communication	6	4
Audit Course	AUD1E01	Environment Studies	3	2
Total Credits				18
SEMESTER II				
Common	A03	Writing for Academic and Professional Success	4	4
	A04	Zeitgeist: Readings on Contemporary Culture	5	4
	HIN2A08(1)	Grammar and Translation	4	4
	ARB2A08	Appreciating Arabic Literature		
	MAL2A08(1)	Malayala Sahithyam II		
Core	WAS2B02	History of Ancient Civilizations	6	5
Complementary	WAS1(2)C01	Microsoft Office and Adobe Page Maker	6	4
Audit Course	AUD2E02	Disaster Management	3	2
Total Credits				23
SEMESTER III				
Common	A05	Signatures: Expressing the Self	5	4
	HIN3A09	Poetry in Hindi	5	4
	ARB3A09	Reading Arabic Prose and Poetry		
	MAL3A09	Malayala Sahithyam III		
Core	WAS3B03	Informatics	4	4
	WAS3B04	Ancient Indian Culture	5	4
Complementary	WAS4(03)C01	Hardware and Networking Fundamentals	6	4
Audit Course	AUD3E03	Human Rights/Intellectual Property Rights/Consumer Protection (College can choose any one)	3	2
Total Credits				22

Course	Code	Title	Hours/ Week	Credit
SEMESTER IV				
Common	A06	Spectrum: Literature and Contemporary Issues	5	4
	HIN4A10	Novel and Short Stories	5	4
	ARB4A10	Arabic Literature and Culture		
	MAL4A10	Malayala Sahithyam IV		
Core	WAS4B05	Methodology of Historical Writing	4	4
	WAS4B06 (1)&(2)	History of Caliphates/ Arabic in Modern Living	5	4
Complementary	JOU4(3)C03	Mass Media in West Asia	3	2
Audit Course	AUD4E04	Gender Studies/Gerontology (College can choose any one)	3	2
Total Credits				20
SEMESTER V				
Core	WAS5B07	Social and Cultural History of Medieval India (C 1000-1800 AD)	5	4
	WAS5B08	Trends and Movements in Modern Age	5	4
	WAS5B09(1) & (2)	History of Indo Arab Relation/ Arabic for Correspondence	5	4
	WAS5B10	Major Concepts in International Politics	5	4
Open Course	WAS5DO1	Problems of Contemporary India	3	2
Total Credits				22
SEMESTER VI				
Core	WAS6B11	State System in West Asia	5	4
	WAS6B12	Growth of National Movements in India	5	4
	WAS6B13	Foreign Policy Issues in West Asia	5	4
	WAS6B14 (1)&(2)	Selected Themes in Historiography/ Business Arabic	5	4
	WAS6(PR)	Course Work - Local History/ Indo-West Asian Relations (Cultural, Economic and Political)	3	2
Elective	WAS6BE3	History of Medieval Kerala	3	4
Total Credits				20

Scheme of MA History

Code	Title	Type	Credit
SEMESTER I			
HISC01	Methods of Historical Research	Core	5
HISC02	Pre-Modern Kerala: Problems and Perspectives	Core	5
HIS1C03	Problems, Perspectives and Debates in Early Indian History	Core	5
HIS1C04	Early Bronze and Iron Age Civilizations	Core	5
HIS1A02	Travel and Tourism Management	Audit	4
	Total Credits		24
SEMESTER II			
HIS2C01	History and Theory	Core	5
HIS2C02	History of Modern Kerala: Problems and Perspectives	Core	5
HIS2C03	State and Society in Medieval Kerala	Core	5
HIS2C04	Selected Problems of Medieval and Modern World History	Core	5
HIS2A01	Indian Numismatics	Audit	4
	Total Credits		24
SEMESTER III			
HIS3C01	Perspectives on Colonialism in India	Core	5
HIS3C02	Discourses on Indian Nationalism	Core	5
HIS3E08	Group III - Economic History of Modern India	Elective	4
HIS3E09	Gender and Caste in Modern India	Elective	4
	Total Credits		19
SEMESTER IV			
HIS4C01	Problems and Debates in Contemporary India	Core	4
HIS4C02	Selected Themes in Pre-modern South India	Core	4
HIS4E01	Group I - Archaeology: Theory and Practice	Elective	3
HIS4E06	Indian Literature in Historical Perspectives	Elective	3
HIS4P01	Project		6
HIS4V01	Viva Voce		2
	Total Credits		22

PG Department of Commerce

PG Department of Commerce is the largest department in the College with two Undergraduate Programmes [B.Com (Co-operation) & B.Com (Computer Application)] and a Postgraduate Programme M.Com with Finance. All Programmes are in the aided stream. It is one of the earliest departments started along with the establishment of the college in 1982. The intake at PG is thirty and UG sixty. The objective of the department is to impart quality education in commerce subjects including Accounting, Management, Finance, Banking, Insurance, Statistics, Managerial Economics, Income tax, GST, Co-operation and Information Technology and thereby provide human capital to commercial, banking, trading, co-operative and governmental organisations.

Twelve faculty members are working under the department who are known for their expertise in finance, organizational behaviour, auditing, IT, company law and income tax. The department creates a stimulating environment for the academic growth. Commerce Club promotes leadership and entrepreneurship among students. We have a well-equipped computer lab to give practical training to the students. Text book library system of the department offers text books on concessional rate to all students of the department.

The department has a full-fledged alumni association consisting of Chartered Accountants, Cost & Management Accountants, academicians and well-known entrepreneurs. The department is functioning in the Commerce and Management Block.

Faculty

- 1 **Kamalam Edathil**, MCom, NET, MPhil
Associate Professor & Head
- 2 **AV Hassan**, BCom., LLB
Assistant Professor
- 3 **Aboobacker Siddeeq Kakkatuchali**, M.Com, JRF (NET), PGDTL, PGCTP, Diploma in GST
Assistant Professor

- 4 **Rafeeqe Ali Mundodan**, MCom., BEd, JRF (NET)
Assistant Professor (On Contract)
- 5 **Aneesath M**, MCom, BEd, SET, NET
Assistant Professor (On Contract)
- 6 **Balkees KS**, MCom, BEd, MPhil, DIFA, MBA, NET, SET
Assistant Professor (On Contract)
- 7 **Jaseena PP**, MCom, BEd, NET, SET
Assistant Professor (On Contract)
- 8 **Muhammed Faisal T**, MCom, PGDCA, BEd. NET, SET
Assistant Professor (On Contract)
- 9 **Nahas Sha AA**, MCom , NET, BEd, MBA, NET SET
Assistant Professor (On Contract)
- 10 **Moideen Shafeeqe A**, MCom, BEd, PGDCA, SET, NET
Assistant Professor (On Contract)
- 11 **Munavar Jasim P.K**, MCom, NET, PGDCA, SET, PGDFT, BEd
Assistant Professor (On Contract)

Students Advisory Scheme

UG Commerce

First Year Co-operation

- Advisor** : Moideen Shafeeqe A, 9747666192
- Mentors** : 1) Moideen Shafeeqe A, 9747666192 (Roll Number 1-22)
2) Renjitha OK, 9495732508 (Roll Number 23-44)
3) Lubna KT, 9539374638 (Roll Number 45-66)

First Year Computer Application

- Advisor** : Muhammed Faisal T, 9633798513
- Mentors** : 1) Muhammed Faisal T, 9633798513 (Roll Number 1-22)
2) Muhammed Sadiqu. PA, 9746268646 (Roll Number 23-47)
3) Dr Dhanya PS, 9645160418 (Roll Number 48-62)

Second Year Co-Operation

- Advisor** : Balkees KS, 8606503949
- Mentors** : 1) Balkees KS (Roll Number 1-22)
2) Adv. AV Hassan, 9895671297 (Roll Number 23-46)
3) Rafeeqe Ali Mundodan, 9947443399 (Roll Number 47-62)

Second Year Computer Application

Advisor : Munavar Jasim PK, 8089869477

Mentors : 1) Munavar Jasim PK, 8089869477 (Roll Number 1-20)
2) Kamalam Edathil, 9847673343 (Roll Number 21-46)
3) Aneesath M, 8129158545 (Roll Number 47-62)

Third Year Co-operation

Advisor : Rafeeque Ali. Mundodan, 9947443399

Mentors : 1) Balkees KS, 8606503949 (Roll Number 1-22)
2) Shiabudheen Paikarathodi, 9846990313
(Roll Number 23-46)
3) Aneesath M, 8129158545 (Roll Number 47-62)

Third Year Computer Application

Advisor : Nahas Sha AA, 9633789567

Mentors : 1) Nahas Sha A.A, 9633789567 (Roll Number 1-24)
2) Dr Dhanya PS, 9645160418 (Roll Number 25-40)
3) Rafeeque Ali Mundodan, 9947443399
(Roll Number 41-62)

PG Commerce

First Year

Advisor : Jaseena PP, 9656007384

Mentor : Jaseena PP, 9656007384 (Roll Number 1-30)

Second Year

Advisor : Aboobacker Sidheeque KC, 9745668667

Mentor : Aboobacker Sidheeque KC, 9745668667
(Roll Number 1-21)

Scheme of BCom Co-operation

Course	Code	Title	Hours/ Week	Credit
SEMESTER I				
Common	A01	Transactions : Essential English Language Skills	4	4
	A02	Ways with Words : Literatures in English	5	3
	HIN1A07(2)	Prose Forms in Hindi Literature	5	4
	ARB1A07(2)	Communicative Arabic		
	MAL1A07(2)	Malayala Sahithyapadanam I		
Core	BC1B01	Business Management	6	4
Complementary	BC1C01	Managerial Economics	5	4
Total Credits				19
SEMESTER II				
Common	A03	Writing for Academic and Professional Success	4	4
	A04	Zeitgeist: Readings on Contemporary Culture	5	3
	HIN2A08(2)	Poetry, Correspondence and Trans- lation	5	4
	ARB2A08(2)	Reading Arabic Prose and Poetry		
	MAL2A08(2)	Malayala Sahithya padanam II		
Core	BC2B02	Financial Accounting	6	4
Complementary	BC2C02	Marketing Management	5	4
Total Credits				19
SEMESTER III				
Common	BC3 A11	Basic Numerical Methods	5	4
	BC3 A12	Professional Business Skills	5	4
Core	BC3B03	Business Regulations	4	4
	BC3B04	Corporate Accounting	6	4
Complementary	BC3C03	Human Resource Management	5	4
Total Credits				20

Course	Code	Title	Hours/ Week	Credit
SEMESTER IV				
Common	BC4A13	Entrepreneurship Development	5	4
	BC4A14	Banking and Insurance	5	4
Core	BC4B05	Cost Accounting	6	4
	BC4B06	Corporate Regulations	4	4
Complementary	BC4C04	Quantitative Techniques for Business	5	4
Total Credits				20
SEMESTER V				
Core	BC5B07	Accounting For Management	4	4
	BC5B08	Business Research Methods	4	4
	BC5B09	Income Tax Law & Accounts	4	4
	BC5B10	Co-operative Theory and Practice	5	4
	BC5B11	Legal Environment for Co-operatives	5	4
Open Course	BC5D03	Basic Accounting	3	2
Total Credits				22
SEMESTER VI				
Core	BC6 B12	Income Tax and GST	6	4
	BC6 B13	Auditing & Corporate Governance	5	4
	BC6 B14	International Co-operative Movement	5	5
	BC6 B15	Co-operative Management and Administration	5	5
	BC6B16	Project	4	2
Total Credits				20

Scheme of BCom with Computer Application

Course	Code	Title	Hours/ Week	Credit
SEMESTER I				
Common	A01	Transactions: Essential English Language Skills	4	4
	A02	Ways with Words: Literatures in English	5	3
	HIN1A07(2)	Prose Forms in Hindi Literature	5	4
	ARB1A07(2)	Communicative Arabic		
	MAL1A07(2)	Malayala Sahithyapadanam I		
Core	BCM1B01	Business Management	6	4
Complementary	BCM1C01	Managerial Economics	5	4
Total Credits				19
SEMESTER II				
Common	A03	Writing for Academic and Professional success	4	4
	A04	Zeitgeist: Readings on Contemporary Culture	5	3
	HIN2A08(2)	Poetry, Correspondence and Translation	5	4
	ARB2A08(2)	Reading Arabic Prose and Poetry		
	MAL2A08(2)	Malayala Sahithyapadanam II		
Core	BCM2 B02	Financial Accounting	6	4
Complementary	BCM2C02	Marketing Management	5	4
Total Credits				19
SEMESTER III				
Common	BC3 A11	Basic Numerical Methods	5	4
	BC3 A12	Professional Business Skills	5	4
Core	BCM3B03	Business Regulations	4	4
	BCM3B04	Corporate Accounting	6	4
Complementary	BCM3C03	Human Resource Management	5	4
Total Credits				20

Course	Code	Title	Hours/ Week	Credit
SEMESTER IV				
Common	BCM4A13	Entrepreneurship Development	5	4
	BCM4A14	Banking and Insurance	5	4
Core	BCM4B05	Cost Accounting	6	4
	BCM4B06	Corporate Regulations	4	4
Complementary	BCM4C04	Quantitative Techniques for Business	5	4
Total Credits				20
SEMESTER V				
Core	BCM5B07	Accounting for Management	4	4
	BCM5B08	Business Research Methods	4	4
	BCM5B09	Income Tax Law & Accounts	4	4
	BCM5B10	Computer Applications in Business	5	4
	BCM5B11	Business Information Systems	5	4
Open Course	BCM5D03	Basic Accounting	3	2
Total Credits				22
SEMESTER VI				
Core	BCM6B12	Income Tax Law and Practice	6	4
	BCM6B13	Auditing	5	4
	BCM6B14	Office Automation Tools	5	5
	BCM6B15	Computerized Accounting with Tally	5	5
	BCM6B16 PR	3 Seeks Project & Viva Voce	4	2
Total Credits				20

Scheme of MCom

Code	Title	Type	Credit
SEMESTER I			
MCM1 C01	Business Environment & Policy		4
MCM1 C02	Corporate Governance & Business Ethics		4
MCM1 C03	Quantitative Techniques for Business Decisions		4
MCM1C04	Management Theory and Organizational Behaviour		4
MCM1C05	Advanced Management Accounting		4
Audit Course	Ability Enhancement Course (AEC)		
	Total Credits		20
SEMESTER II			
MCM2 C06	Advanced Corporate Accounting		4
MCM2 C07	Advanced Strategic Management		4
SMCM2 C08	Advanced Cost Accounting		4
MCM2 C09	International Business		4
MCM2 C10	Management Science		4
Audit Course	Professional Competency Course (PCC)		
	Total Credits		20
SEMESTER III			
MCM3C11	Financial Management		4
MCM3C12	Income Tax Law Practice and Tax Planning		4
MCM3C13	Research Methodology		4
MCM3EF01	Investment Management		4
MCM3EF02	Financial Markets and Institutions		4
	Total Credits		20
SEMESTER IV			
MCM4C14	Financial Derivatives and Risk Management		4
MCM4C15	Income Tax Law, Practice and Tax Planning II		4
MCM4EF03	Institutional Finance		4
MCM4EF04	Advanced Strategic Financial Management		4
MCM4PV01	Project Work and Comprehensive Viva Voce		4
	Total Credits		20

Department of Computer Science

The BSc Course in Computer Science started during the year 2001-02. The strength of a batch is forty eight. The department will offer its MSc Computer Science shortly. The well-equipped state of the art lab provides a stimulating ambience for innovative studies. The department has four permanent faculty members to teach core Computer Science Course, one permanent faculty for conducting Complementary Course in Computer Application and two faculty members for teaching Complementary Courses in Mathematics and Statistics.

The course equips the students to get deep knowledge in software development. Seminars on topic of current importance help the students update with the recent improvements in Computer Science and Applications. The department has a well-equipped computer lab with 30 systems for learning core practical papers and another lab with 45 systems for learning the complementary practical papers. These systems are fully networked. Presently BSc Computer Science has eighteen main papers and four subsidiary papers.

The Association of Computer Science organises seminars, workshops and other extension activities for students every year. It conducts an average of one seminar per month. The department conducts industrial visits for the students to different IT parks and software companies.

The department has an Alumni Association in which all students studied in the department are members. It has an administration with a secretary and a joint secretary. Most of the students completed their course have gone for MSc Computer Science and MCA courses. A bunch of alumni has achieved IT jobs and are well placed in various companies like Infosys, Wipro, IBM, TCS etc all over India as well as abroad.

Faculty

1. **Riyad AM**, MCA, MPhil in Software Engineering, MPhil in Data Mining, NET, DOA & FA (CDAC)
Assistant Professor and Head
2. **Dr Jamsheela O**, MSc, LLB, PGDIT (NITC), MPhil, PhD, NET
Assistant Professor
3. **Dr Shamsudeen E**, PGDCA, MCA, MPhil, PhD, NET
Assistant Professor
4. **Mohamed Jamshad K**, MSc, MPhil, NET
Assistant Professor
5. **Haulath K**, MCA, NET
Assistant Professor

Students Advisory Scheme

BSc Computer Science

First Year

Advisor : Dr Jamsheela O, 9495961272

Mentors : 1) Sunaina PA, 9947660896 (Roll Number 1-24)
2) Vasheeda KP, 9995906751 (Roll Number 25-48)

Second Year

Advisor : Muhammed Jamshad K, 9447808866

Mentors : 1) Muhammed Jamshad K, 9447808866 (Roll Number 1-19)
2) Dr Jamsheela O, 9495961272 (Roll Number 20-39)

Third Year

Advisor : Haulath K, 9495961272

Mentors : 1) Haulath K, 9495961272 (Roll Number 1-19)
2) Riyad AM, 9447100632 (Roll Number 20-38)

Scheme of BSc Computer Science

Course	Code	Title	Hours/ Week	Credit
SEMESTER I				
Common	A01	Transactions: Essential English Language Skills	5	4
	A02	Ways with Words: Literatures in English	4	3
	HIN1A07(3)	Prose and One act Play	4	4
	ARB1A07(3)	Basic Skills in Arabic		
	MAL1A07(3)	Malayala Bhashayum Sahithyavum I		
Core	BCS1B01	Computer Fundamentals & HTML	4	3
Complementary	MTS1C01	Mathematics I	4	3
	STA1C01	Introductory Statistics	4	3
Total Credits				20
SEMESTER II				
Common	A03	Writing for Academic and Professional Success	5	4
	A04	Zeitgeist: Readings on Contemporary Culture	4	3
	HIN2A08(3)	Poetry and Short Stories	4	4
	ARB2A08(3)	Reading Arabic Literature		
	MAL2A08(3)	Malayala Bhashayum Sahithyavum II		
Core	BCS2B02	Problem Solving Using C	2	3
	BCS2B03	Programming Laboratory I: HTML and Programming in C	2	2
Complementary	MTS2C03	Mathematics II	4	3
	STA2C02	Probability Theory	4	3
Total Credits				22
SEMESTER III				
Core	A11	Python Programming	4	4
	A12	Sensors and Transducers	4	4
	BCS3B04	Data Structures using C	3	3
Complementary	MTS3C03	Mathematics III	4	3
	STA2C03	Probability Distributions & Sampling Theory	4	3
Total Credits				20

Course	Code	Title	Hours/ Week	Credit
SEMESTER IV				
Core	A13	Data Communication and Optical Fibres	4	4
	A14	Microprocessors: Architecture and Programming	4	4
	BCS4B05	Database Management System and RDBMS	3	3
	BCS4B06	Programming Laboratory II: Data Structures and RDBMS	5	3
Complementary	MTS4C04	Mathematics IV	2	2
	STA4C04	Statistical Inference & Quality Control	5	3
Total Credits				19
SEMESTER V				
Core	BCS5B07	Computer Organization and Architecture	4	4
	BCS5B08	Java Programming	4	4
	BCS5B09	Web Programming Using PHP	3	3
	BCS5B10	Principles of Software Engineering	4	3
		Project	2	0
Open Course	BCS5D01	Introduction to Computers and Office Automation	5	3
Total Credits				20
SEMESTER VI				
Core	BCS6B11	Android Programming	5	4
	BCS6B12	Fundamentals of Operating System	5	4
	BCS6B13	Computer Networks	5	4
	BCS6B14	Programming Laboratory III: Java & PHP Programming	2	2
	BCS6B15	Programming Laboratory IV: Android & Linux Shell Programming	2	2
	BCS6B17	Project work	2	3
Elective	BCS6B16B	Microprocessor & Applications	4	3
Total Credits				22

PG Department of Microbiology

The PG Department of Microbiology was started in 1999 with the aim of uplifting the individuals of Malabar, and imparting scientific knowledge. The department was established with BSc Microbiology course. It also offers the Postgraduate Programme (MSc) in Microbiology. At present, the department has seven well-qualified and dedicated faculty who are well-known for their expertise in the area and with much teaching experience. Our faculty teach a wide portfolio of Microbiology courses at the postgraduate and graduate levels. Total intake capacity of the UG and PG programs is 48 and 20 respectively. The alumni of the department now occupy positions of great responsibility in different institutions in India and abroad. At present, Dr Shiji Thomas is the Head of the Department. The Water Potability Test Centre is working under the Department of Microbiology which aims to extend the possibilities of Microbiology to the service of society.

Faculty

1. **Dr Shiji Thomas**, MSc, MPhil, PhD, NET
Assistant Professor and Head
2. **Jisha PJ**, MSc, NET
Assistant Professor
3. **Dufaida.K.M**, MSc, MPhil, NET
Assistant Professor
4. **Yoonus Pariyarath**, MSc, BEd, NET
Assistant Professor (On Contract)
5. **Ashitha K Sanuj**, MSc, M.Phil
Assistant Professor (On Contract)
6. **Shabeera K**, MSc, MPhil, NET
Assistant Professor (On Contract)
7. **Dr Anusree Thampi**, MSc, PhD, NET, JRF
Assistant Professor (On Contract)

Students Advisory Scheme

BSc Microbiology

First Year

Advisor : Dufaida KM, 9895225505

Mentors : 1) Dufaida KM, 9895225505 (Roll Number 1-24)
2) Dr T Krishnakumar, 9495607426 (Roll Number 25-48)

Second Year

Advisor : Jisha PJ, 9995630221

Mentors : 1) Jisha PJ, 9995630221 (Roll Number 1-19)
2) Dr Anusree Thambi, 7902526153 (Roll Number 20-38)

Third Year

Advisor : Shabeera K, 9656460411

Mentors : 1) Shabeera K, 9656460411 (Roll Number 1-19)
2) Dr Shiji Thomas, 9447374684 (Roll Number 20-38)

MSc Microbiology

First Year

Advisor : Dr Anusree Thambi, 7902526153

Mentor : Ashitha K Sanuj, 8136904138 (Roll Number 1-20)

Second Year

Advisor : Ashitha K Sanuj, 8136904138

Mentor : Yoonus Pariyarath, 9847545044 (Roll Number 1-19)



Dr. B. Sandhya IPS inaugurating the Hair Donation Camp organised by SIP Unit of EMEA in connection with International Womens Day

Scheme of BSc Microbiology

Course	Code	Title	Hours/ Week	Credit
SEMESTER I				
Common	A01	Transactions: Essential English Language Skills	5	4
	A02	Ways With Words: Literatures In English	5	3
	HIN1A07(3)	Prose and One Act Play	5	4
	ARB1A07(3)	Basic Skills in Arabic		
	MAL1A07(3)	Malayala Bhashayum Sahithyavum I		
Core	MBG1B01	General Microbiology	3	3
Complementary	BCH1C01	Biochemistry-I	2	3
	BCH1C05	Biochemistry Practical-I	2	
	MBG 1C02	Biostatistics-I	4	2
Total Credits				19
SEMESTER II				
Common	A03	Writing for Academic and Professional Success	4	
	A04	Zeitgeist: Readings On Contemporary Culture	5	
	HIN2A08(3)	Poetry and short Stories	5	
	ARB2A08(3)	Reading Arabic Literature		
	MAL2A08(3)	Malayala Bhashayum Sahithyavum II		
Core	MBG2B02	Microbial Physiology and Taxonomy	2	
Complementary	BCH1C05	Biochemistry Practical -2	2	
	BCH2C02	Biochemistry-II	2	
	MBG2C04	Biostatistics-II	4	
Total Credits				20
SEMESTER III				
Core	A11	Biodiversity – Scope and Relevance	4	4
	A12	Research Methodology	4	4
	MBG3B03	Environmental and Sanitation Microbiology	4	4
	MBG4B05(P)	Microbial Physiology and EVS Microbiology	3	
Complementary	BCH3C02	Biochemistry-III	3	2
	BCH1C05	Biochemistry Practical-III	2	
	MBG3C06	Computer Application Fundamentals	2	2
	MBG4C10(P)	Computer Application Practical-I	2	
Total Credits				20

Course	Code	Title	Hours/Week	Credit
SEMESTER IV				
Common	A13	Natural Resource Management	4	4
	A14	Intellectual Property Rights	4	4
Core	MBG4B04	Soil and Agricultural Microbiology	4	4
	MBG4B05	Soil and Agricultural Microbiology -Practical	3	4
Complementary	BCH4C94	Biochemistry-IV	2	4
	MBG4C09	C Language, Database Management System and SQL	3	2
	MBG4C10(P)	Biostatistics Practical - L1	2	2
	BCH1C05	Biochemistry Practical IV		
Total Credits				20
SEMESTER V				
Core	MB5B06	Industrial Microbiology	4	4
	MB5B07	Food and Diary Microbiology	4	4
	MB6B12(P)	Practical IV - Industrial Food and Diary Microbiology	4	
	MB5B08	Immunology	4	4
	MB5B09	Medical Microbiology - I	4	4
	MB6B16(Pr)	Project Work	2	
Open Course	MB5D01/ D02 D03	For Other Department	3	4
Total Credits				22
SEMESTER VI				
Core	MB6B10	Genetics and Genetic Engineering	5	4
	MB6B12(P)	Microbiology Biology - Practical II	4	4
	MB6B11	Medical Microbiology II	5	4
	MB6B13(P)	Microbiology - Practical III	4	3
	MB6B14(P)	Microbiology - Practical IV		
	MB6B15(E1)	Cell and Tissue Culture	4	2
	MB6B15(E2)	Bio-instrumentation		4
	MBG6B15(E3)	Bio-safety and Bioethics		
	MBG6B16(PR)	Project work	3	3
Total Credits				20

Scheme of MSc Microbiology

Code	Title	Type	Credit
SEMESTER I			
MBG1C01	General Biochemistry and Microbial Metabolism		4
MBG1C02	Biophysics and Instrumentation		3
MBG1C03	Environmental and Sanitation Microbiology		3
MBG1C04	Agricultural Microbiology and Plant Pathology		2
MBG1L01	(MB1C01 and MB1C02) Practical I		4
MBG1L02	(MB1C03 and MB1C04) Practical II		4
Total Credits			20
SEMESTER II			
MBG2C05	Principles of Genetics		4
MBG2C06	Food and Dairy Microbiology		4
MBG2C07	Industrial Microbiology		4
MBG2C08	Immunology		4
MBG2L03	Practicals III		4
Total Credits			20
SEMESTER III			
MBG3C09	Medical Microbiology		4
MBG3C10	Molecular Biology		4
MBG3E01	Diagnostic Microbiology		
MBG3E02	Cell Biology		4
MBG3E03	Microbial Taxonomy		
MBG3L04	(MB2C06, MB2C08 & MB3 C09) Practical IV		4
MBG3L05	(MB2C05 & MB3C10) Practical V		4
Total Credits			20
SEMESTER IV			
MBG4C11	Biostatistics and Bioinformatics		4
MBG4E04	Microbial Biotechnology		
MBG4E05	Genetic Engineering		4
MBG4E06	Biosafety, Bioethics & IPR		
MBG4L06	(MB4C11)Practicals VI		4
MBG4Pr	Dissertation		8
Total Credits			20
AUDIT COURSES			
Audit Course I	Ability Enhancement Course (AEC)		4
Audit Course II	(PCC) Professional Competency Course		4

Department of Biochemistry

Department of Biochemistry was started in 2004 which offers BSc Biochemistry with Chemistry and Microbiology as complementary subjects. The intake capacity of the department is forty eight and the admission to the programme is based on merit (reservation as per the norms of Govt). At present, there are four faculty members in the department who are well-qualified, and committed to teaching. Biochemistry opens up opportunities in the fields like pharmaceuticals, agriculture, research and medicine in India and overseas. Since most of people in the area are abroad, the department helps meet the requirement of the huge demand for biochemists in food industries, hospitals, and pharmaceuticals in gulf countries. Moreover, the scope in research field is unlimited.

Biochemistry is one of the fascinating subjects as it deals with the chemical language of life. The main objective of this course is to teach the students the basic concepts of Biochemistry with special focus on animal metabolism.

Faculty

1. **Dr T Krishnakumar**, MSc, PhD, NET
Assistant Professor & Head
2. **Rajesh TK**, MSc
Assistant Professor (On Contract)
3. **N K Zaheera Banu**, MSc, MA, BEd, NET
Assistant Professor (On Contract)
4. **Sulfikar Ali M**, MSc
Assistant Professor (On Contract)

Students Advisory Scheme

First Year

Advisor : Rajesh TK, 9847438858

Mentors : 1) N K Zaheera Banu, 8136829049 (Roll Number 1-30)
2) Salva M, 956797106 (Roll Number 31-48)

Second Year

Advisor : NK Zaheera Banu, 8136829049

Mentors : 1) Sulfikar Ali M, 9746381148 (Roll Number 1-30)
2) Salva M, 956797106 (Roll Number 31-38)

Third Year

Advisor : Sulfikar Ali M, 9746381148

Mentors : 1) Rajesh TK, 9847438858 (Roll Number 1-30)
2) Salva M, 956797106 (Roll Number 31-38)



Learning Management System - National Workshop organised by the College IQAC

Scheme of BSc Biochemistry

Course	Code	Title	Hours/ Week	Credit
SEMESTER I				
Common	A01	Transactions: Essential English Language Skills	4	4
	A02	Ways With Words: Literatures In English	5	3
	HIN1A07(3)	Prose and One act Play	5	4
	ARB1A07(3)	Basic Skills in Arabic		
	MAL1A07(3)	Malayala Bhashayum Sahithyavum I		
Core	BCH1B01	Introduction to Biochemistry and Cell Biology	3	3
Comple- mentary	CCHE1C01	General Chemistry	2	3
	MBG1C01	General Microbiology	2	2
	MBG4C05	Practical		
Total Credits				20
SEMESTER II				
Common	A03	Writing for Academic and Professional Success	4	4
	A04	Zeitgeist: Readings On Contemporary Culture	5	3
	HIN2A08(3)	Poetry and Short Stories	5	4
	ARB2A08(3)	Reading Arabic Literature		
	MAL2A08(3)	Malayala Bhashayum Sahithyavum II		
Core	BCH2B02	Biomolecules	3	3
Comple- mentary	CHE2C05	Physical Chemistry	2	3
	MBG2C02	Applied Microbiology	2	3
	MBG4C05	Practical		
Total Credits				20
SEMESTER III				
Common	A11	Biodiversity – Scope and Relevance	4	4
	A12	Research Methodology	4	4
Core	BCH3B03	Techniques in Biochemistry	3	3
	BCH3B05	Practical I – (Carbohydrates, Lipids, Aminoacids, Proteins and Techniques)	3	
	BCH3C03	Enzymology	2	2
Comple- mentary	CHE3C09	Organic Chemistry	3	3
	MBG3C03	Food and Industrial Microbiology	3	2
	MBG4C05	Practical III		
Total Credits				19

Course	Code	Title	Hours/ Week	Credit
SEMESTER IV				
Common	A13	Natural Resource Management	4	4
	A14	Intellectual Property Rights	4	4
Core	BCH4B05	Intermediary Metabolism I	3	3
	BCH4B06	Intermediary Metabolism II	2	2
Complementary	BCH3B05 & BCH4B08	Practical 1 – (Carbohydrates, Lipids, Aminoacids, Proteins and Techniques)	3	4
	CHE4C05	Physical & Applied Chemistry		
	CHE4C05(P)	Chemistry Practical	3	2
	MB4C07	Medical Microbiology & Immunology	3	
	MB4C08(P)	Microbiology Practical	2	
Total Credits				20
SEMESTER V				
Core	BCH5B07	Intermediary Metabolism-I	3	3
	BCH5B08	Intermediary Metabolism -LI	2	2
	BCH5B09	Plant Biochemistry	3	3
	BCH5B10	Physiological Aspects of Biochemistry	4	4
	BCH5B11	Clinical and Nutritional Aspects of Biochemistry	4	4
	BCH5B12	Immunology	3	3
Open Course	BCHD02	Life Style Diseases	2	2
Total Credits				21
SEMESTER VI				
Core	BCH6B03	Classical Genetics and Molecular Biology	4	4
	BCH6B14	Recombinant DNA Technology	4	4
	BCH6B15	Molecular Endocrinology	3	3
	BCH6B16	Practical-II (Clinical and Enzymology)	3	3
	BCH6B17	Practical-III (Molecular Biology, Immunology and Nutritional Biochemistry)	3	4
	BCH6B18	Project	3	2
Total Credits				20



Department of Biotechnology

The Department of Biotechnology started functioning in 2002 to provide an appropriate platform for the students to learn the different aspects of Biotechnology. Presently, four well-qualified teaching faculty are working in the department. The department offers BSc Biotechnology programme in self-financing stream with Environmental Biotechnology and Chemistry as subsidiary subjects. The University has sanctioned forty eight seats in a batch. It has well-equipped laboratory for teaching and research. Though Biotechnology is an undergraduate department, the teachers and students get actively involved in research. The department has collaborated in research with international and national institutes like Zhejiang University, Hangzhou, China, University of Calicut etc and published many papers in the national and international journals. The department has a good record in conducting various national seminars and workshops on a regular basis. The students of the department have a very good academic record and rating in the results in university examinations and PG entrance examinations.

Faculty

1. **Dr K Mashhoor**, MSc, CSIR-UGC NET, PhD
Assistant Professor & Head (On Contract)
2. **Shillydas A**, MSc, PGDBPT, BEd
Assistant Professor (On Contract)
3. **Somy Soman**, MSc, MPhil
Assistant Professor (On Contract)
4. **Rameesa K**, MSc, MPhil
Assistant Professor (On Contract)

Students Advisory Scheme

BSc Biotechnology

First Year

Advisor : Dr K Mashoor, 9947869914

Mentors : 1) Dr K Mashoor, 9947869914 (Roll Number 1-30)
2) Rameesa K, 8129208654 (Roll Number 31-48)

Second Year

Advisor : Somy Soman, 9645099053

Mentors : 1) Somy Soman, 9645099053 (Roll Number 1-30)
2) Dr Murshid Ahammed M, 9868320353
(Roll Number 31-38)

Third Year

Advisor : Shillydas A, 9539938162

Mentors : 1) Shillydas A, 9539938162 (Roll Number 1-30)
2) Rameesa K, 8129208654 (Roll Number 31-38)

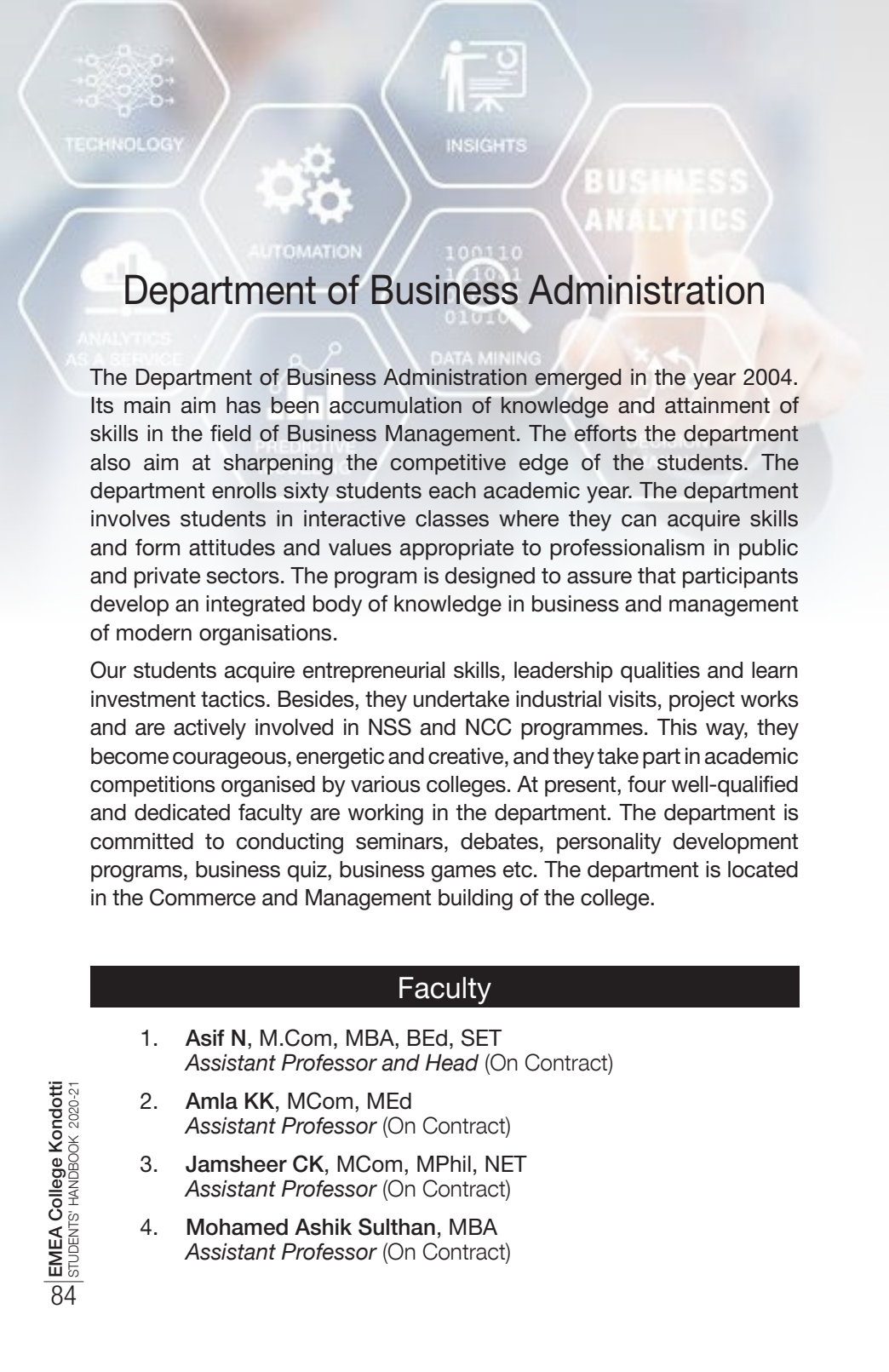


Four-day Premarital Counselling organised by College Counselling Centre

Scheme of BSc Biotechnology

Course	Code	Title	Hours/ Week	Credit
SEMESTER I				
Common	A01	Transactions: Essential English Language Skills	4	4
	A02	Ways With Words: Literatures In English	5	3
	HIN1A07(3)	Prose and One act Play	5	4
	ARB1A07(3)	Basic Skills in Arabic		
	MAL1A07(3)	Malayala Bhashayum Sahithyavum I		
Core	BTY1B01	Cell Biology	3	3
Complementary	CHEC01	General Chemistry	2	3
	BTY1C03	Environmental Biotechnology	2	3
Total Credits				20
SEMESTER II				
Common	A03	Writing for Academic and Professional Success	4	4
	A04	Zeitgeist: Readings On Contemporary Culture	5	3
	HIN2A08(3)	Poetry and Short Stories	5	4
	ARB2A08(3)	Reading Arabic Literature		
	MAL2A08(3)	Malayala Bhashayum Sahithyavum II		
Core	BTY2B02	General Microbiology	4	3
Complementary	CHE2C05	Physical Chemistry	2	3
	BTY2C02	Environmental Biotechnology	2	3
Total Credits				20
SEMESTER III				
Common	A11	Biodiversity – Scope and Relevance	5	4
	A12	Research Methodology	5	4
Core	BTY3B03	Biochemistry	3	3
	CHE3C09	Organic Chemistry	3	3
Complementary	BTY3C11	Environmental Biotechnology	3	3
Total Credits				17

Course	Code	Title	Hours/ Week	Credit
SEMESTER IV				
Common	A13	Natural Resource Management	5	
	A14	Intellectual Property and Rights	4	5
Core	BT5B07	Molecular Biology	4	3
	BT5B08	Immunology and Immunotechnology	4	3
	BT5B09	Bioprocess Technology	4	3
	BT5B10(P)	Practical in Molecular Biology	4	4
	BT5B11(P)	Immunology and Immunotechnology - Practical	4	4
Open course	BT5D01	Introduction to Biotechnology	3	2
Core	BT5B12	Bioprocess Technology (Practical)	4	2
	BT6B18	*Project Work		
Total Credits				21
SEMESTER V				
Core	BT6B13	Plant Biotechnology	4	3
	BT6B14	Animal Biotechnology	3	3
	BT6B15	Recombinant DNA Technology and Bioinformatics	3	3
	BT6B16(P)	Plant Biotechnology Practical	4	3
	BTY5B11(P)	Immunology	4	4
	BTY5B1	Project Work/Industrial Visit	2	
Elective	BT6B17	Medical Biotechnology	3	2
Project	BT6B18	Combined Project	4	4
Total Credits				19
SEMESTER VI				
Core	BTY6B13	Plant Biotechnology	4	3
	BTY6B14	Animal Biotechnology	3	3
	BTY6B15	Recombinant DNA Technology and Bio-informatics	3	3
	BT6B12(P)	Bioprocess Technology -Practical	4	2
	BTY6B16(P)	Plant Biotechnology Practical (P)	4	3
	BTY6B20	Project	4	4
Elective	BTY6B17	Medical Biotechnology	3	2
Total Credits				20



Department of Business Administration

The Department of Business Administration emerged in the year 2004. Its main aim has been accumulation of knowledge and attainment of skills in the field of Business Management. The efforts the department also aim at sharpening the competitive edge of the students. The department enrolls sixty students each academic year. The department involves students in interactive classes where they can acquire skills and form attitudes and values appropriate to professionalism in public and private sectors. The program is designed to assure that participants develop an integrated body of knowledge in business and management of modern organisations.

Our students acquire entrepreneurial skills, leadership qualities and learn investment tactics. Besides, they undertake industrial visits, project works and are actively involved in NSS and NCC programmes. This way, they become courageous, energetic and creative, and they take part in academic competitions organised by various colleges. At present, four well-qualified and dedicated faculty are working in the department. The department is committed to conducting seminars, debates, personality development programs, business quiz, business games etc. The department is located in the Commerce and Management building of the college.

Faculty

1. **Asif N**, M.Com, MBA, BEd, SET
Assistant Professor and Head (On Contract)
2. **Amla KK**, MCom, MEd
Assistant Professor (On Contract)
3. **Jamsheer CK**, MCom, MPhil, NET
Assistant Professor (On Contract)
4. **Mohamed Ashik Sulthan**, MBA
Assistant Professor (On Contract)

Students Advisory Scheme

Business Administration

First Year

Advisor : Jamsheer CK, 7025307693

Mentors : 1) Jamsheer CK, 7025307693 (Roll Number 1-28)
2) Asif N, 9746219413 (Roll Number 29-50)

Second Year

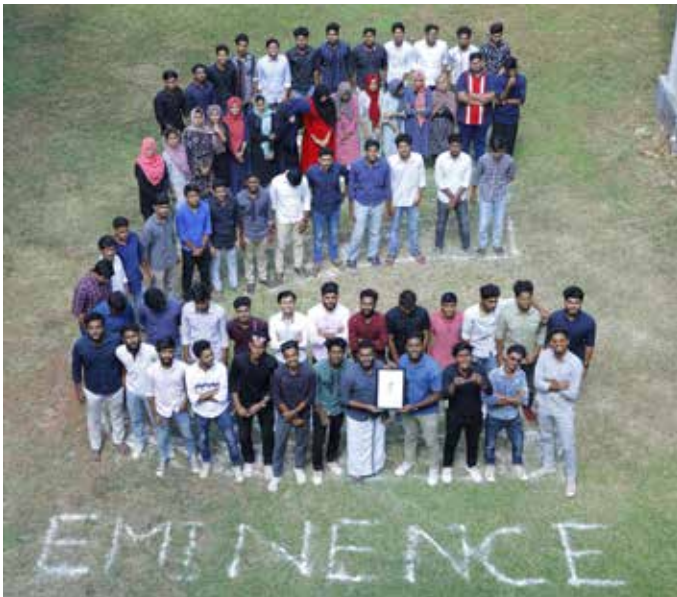
Advisor : Amla KK, 9633160071

Mentors : 1) Amla KK, 9633160071 (Roll Number 1-25)
2) Asif N, 9746219413 (Roll Number 26-37)
3) Lubna KT, 9539374638 (Roll Number 38-50)

Third Year

Advisor : Mohamed Ashik Sulthan, 7736749272

Mentors : 1) Mohamed Ashik Sulthan, 7736749272 (Roll Number 1-28)
2) Suja U (Hindi), 9526137147 (Roll Number 29-52)
3) Lubna KT, 9539374638 (Roll Number 53-62)



Logo Releasing Ceremony of EMINENCE - South Indian Management Meet organised by the Department of Business Administration

Scheme of Business Administration

Course	Code	Title	Hours/ Week	Credit
SEMESTER I				
Common	BBA1A01	Transactions: Essential English Language Skills	5	3
	BBA2A02	Ways With Words: Literatures In English	5	4
	HIN1A07(2)	Prose Forms in Hindi Literature	5	4
	ARB1A07(2)	Communicative Arabic		
	MAL1A07(2)	Malayala Sahithya Padanam I		
Core	BBA1B01	Management Theory and Practices	6	4
Complementary	BB1A07	Managerial Economics	5	4
Total Credits				19
SEMESTER II				
Common	BBAA03	Writing For Academic and Professional Success	4	4
	BBAA04	Zeitgeist: Readings on Contemporary Culture	5	3
	HIN2A08(2)	Poetry Correspondence and Translation	4	4
	ARB2A08(2)	Reading Arabic Prose and Poetry		
	MAL1A08(2)	Malayala Sahithya Padanam II		
Core	BBA2B02	Financial Accounting	5	4
Complementary	BBA2B03	Marketing	5	4
Total Credits				19
SEMESTER III				
Common	BBA3A11	Basic Numerical Methods	5	4
	BBA3A12	Professional Business Skills	5	4
Core	BBA3B04	Corporate Accounting	4	4
	BBA3B05	Financial Management	5	4
Complementary	BBA3C02	Business Regulation	5	4
Total Credits				20

Course	Code	Title	Hours/ Week	Credit
SEMESTER IV				
Common	BBA4A13	Entrepreneurship Development	5	4
	BBA4A14	Banking and Insurance	5	4
Core	BBA4B06	Cost and Management Accounting	4	4
	BBA4B07	Corporate Regulations	5	4
Complementary	BBA4C05	Quantitative Techniques for Business	5	4
Total Credits				20
SEMESTER V				
Core	BBVB07	Accounting for Management	5	4
	BBVB08	Business Research Methods	5	4
	BBVB09	Emerging Trends in Management	5	4
	BBVB10	Indian Financial System	2	2
	BBVB11	Investment Management	5	4
Open Course	BBVD01	E-Commerce	3	4
Total Credits				22
SEMESTER VI				
Core	BBVIB12	Operation Management	5	4
	BBVIB13	Organizational Behaviour	5	4
	BBVIB14	Income Tax	4	4
	BBVIB15	Working Capital Management	5	4
	BBVIB16	Project and Viva Voce	5	4
Total Credits				20

Department of Statistics

Faculty

1. **Dr Rajasekharan KE**, MPhil, PhD
Assistant Professor & Head
2. **Sunaina PA**, MSc, B.Ed
Assistant Professor (On Contract)

Department of Arabic

Faculty

1. **Dr Mohammed Haneefa P**, MA, MPhil, PhD, JRF (NET)
Associate Professor (On Deputation)
2. **Mohamed Sadiqu PA**, MA, BEd, NET
Assistant Professor & Head
3. **Dr Murshid Ahammed M**, MA, BEd, MPhil, PhD
Assistant Professor (On Contract)
4. **Amjed Sadeem K**, MA Arabic, MA Economics, Diploma in Arabic, Diploma in Functional Arabic, Diploma in Spanish
Assistant Professor (On Contract)

Department of Mathematics

Faculty

1. **Vasheeda KP**, MSc, BEd, SET
Assistant Professor & Head (On Contract)

Department of Hindi

Faculty

1. **Dr Dhanya PS**, MA, BEd, PhD, NET
Assistant Professor & Head
2. **Suja U**, MA, BEd
Assistant Professor (On Contract)

Department of Malayalam

Faculty

1. **Askarali A, MA, NET**
Associate Professor & Head
2. **Renjitha OK, MA, BEd, UGC NET,**
Diploma in Communicative Sanskrit
Assistant Professor (On Contract)

Department of Journalism

Faculty

1. **Dr Abdul Muneer V, MJC, NET, PhD**
Assistant Professor & Head

Department of Political Science

Faculty

- 1 Vacant

Department of Physical Education

Faculty

1. **Shihabudheen Paikarathodi, MPEd, MCom, NET, PGDSM**
Assistant Professor & Head

Department of Chemistry

Faculty

1. **Salva M, MSc Chemistry**
Assistant Professor & Head (On Contract)
2. **Muhsina Jasmine P, MSc, Chemistry**
Assistant Professor (On Contract)

Open Courses Offered for UG Programmes (V Semester)

Sl. No.	Course Code	Name of the Course	Name of the Department	Name of Teacher
1	PE5D03	Physical Activity Health and Wellness	Physical Education	Shihabudheen Paikarathodi
2	BT5D 01	Introduction to Biotechnology	Biotechnology	Dr Mashhoor K & Dr Somy Soman
3	BC5D03	Basic Accounting	Commerce	Aneesath M
4	BCS5D01	Introduction to Computers and Office Automation	Computer Science	Jamsheela O
5	BCH5D02	Lifestyle Diseases	Biochemistry	Rajesh TK & Zaheera Banu
6	BBAVD01	E-Commerce	Business Administration	Jamsheer CK
7	WAS5D03	Problems of Contemporary India	West Asian Studies	Muhammed Shafi T
8	MB5D02	Environmental Microbiology	Microbiology	Jisha PJ
9	EN5D03	Applied Language Skills	English	Lt. Abdul Rasheed P
10	EC5 D01	Economics in Everyday Life	Economics	Dr Ibrahim Cholakkal

Shihab Thangal Memorial Central Library and Research Centre



Central Library and Research Centre

The Central Library was instituted with the inception of the college in 1982, and is named after the late Jb. Sayyid Muhammedali Shihab Thangal. The primary aim of the library is to establish a learning environment for users and to encourage and support the professional and individual growth of EMEA community. The library promises to promote the mission of the college by empowering academic community of the College with enriching collections, innovative services, and state-of-art technologies as well as to discover, preserve, and disseminate knowledge. It acts as a centre for the collection of resources predominantly related to all subjects offered by the college. The college library which is an integral part of the higher educational institution plays a pivotal role in acquiring and providing access to books, periodicals and other media that meet the educational and informational needs of its users in a stimulating, scholarly environment conducive to academic pursuits.

The Central Library which is housed in an independent, two-storied building with a carpet area of over 6700 sq. ft is well-equipped with modern facilities and resources. The library area which is easily accessible for library users is segregated in various sections like Circulation Desk, Reading Room, Stack Room, Periodical Section, Reference Area and Digital Library Section. It is a fully automated Open Access Library, and KOHA, the web centric library management software is used for computerizing all the housekeeping operations. Library is modernized with barcoding based automation system that facilitates check-in, check-out and renewal of books. Apart from this, our library has a separate Digital Library which has been developed using D Space Software in the year 2019. Every functional unit in the library is equipped with a network of computers to enable smooth information flow. The college library has its own Library Website that acts as a knowledge resource portal for the user community. Library also maintains a Library Blog to disseminate information, make announcements and to deliver library news to the users in a timely manner.

Library Resources at a Glance

Resources	Total Collection
Volumes (Books)	23,650
Titles (Books)	17,550
Print Periodicals	56
E-Journals (N List Consortia)	6,000+
E-Books (N List Consortia)	1,64,300+ E-Books under N List & 6,00,000 E-Books through NDL
CDs/DVDs	286
Newspapers	11

Library User-oriented Services and Best Practices

- Reference Service
- Referral Service
- Book Reservation Service
- Bibliographic Compilation
- User awareness Service
- Serials Service
- Question Bank (print and online)
- CD-ROM Search Service
- New Arrivals Display
- Newspaper Clipping Service
- Bulletin Board Service
- Books for Competitive Exam / Career Guidance & Rare Books
- Back Issues of Journals for Reference

ICT-Enabled User Services

- Automated using KOHA Software with OPAC & Webopac
- Automated and Bar-coded Circulation
- E-Resources Access through N-LIST Service of INFLIBNET
- E-Resources Access through D space Institutional Repository
- Plagiarism checking service using URKUND software

Library Facilities

- Open Access Facility
- Reading Room Facility
- Separate Section for Post Graduate Students
- Reprographic Facility
- Barcode Based Issue/Return Facility
- 18 Computers in Digital Library/Knowledge Resource Center Section
- Broadband Internet surfing facility and printouts for students and staff
- Property Counter
- CCTV surveillance for security measures
- Card Catalogue Cabinet
- Toilet and Drinking Water Facility
- Wi-Fi Enabled Library

Library Membership

The Membership of the library is open for the teaching staff, students and non-teaching staff of the College. A non-member is not admitted to the library except with permission from the Principal. The Identify Card issued to the students from the College is also their Library Membership Card. Books are issued to the users on the production of a valid Identity Card. The members are supposed to be conversant with and agreeable to the Library rules.

Damage/Loss of Library Materials

- Users must ensure that the books they borrow are in good condition to avoid being held responsible for any damages noted while returning the books.
- Users will be held responsible for any damage or loss of library materials in their possession and will be required to meet the cost of replacement as per the government directives.
- Lost books must be reported to the librarian immediately and replaced or paid for within thirty days.
- Lost library books that are recovered, must be handed to the librarian as they remain the property of the college library.

Validity and Loss of Library Cards

Library Borrower Cards are valid for the entire duration of the course to access library facilities. At the end of the course, borrower cards shall be returned to the library.

Loss of Borrower Card should be reported to the librarian. Duplicate card may be issued against formal application and fine.

No Due Certificate

Each student shall obtain No Dues Certificate from the library after returning all the books issued, surrendering the Borrower's Cards and after paying outstanding dues, if any.

Library Advisory Committee

The College Library is administered by the Library Advisory Committee which is constituted by the Principal at the beginning of each academic year with senior faculty members representing the disciplines of Science, Humanities & Commerce which comprises of Chairman, Secretary and the Members from all departments. The committee acts as an academic supplementary body by formulating policies and strategies for the betterment of Library. The committee meets at least twice a year and informal meeting of the members are held as and when required.

General Rules

- Registration should be done to become a library member prior to using the library resource.
- Strict silence and discipline must be observed in and near the library premises.
- College identity card is compulsory for all users. This card is strictly non-transferable.
- Students are required to sign in the Gate register while entering and exit.
- Mobile phones must be set to 'silent mode' inside the library.
- Users are supposed to deposit their personal belongings at library property counter.
- Users are allowed to carry only blank sheets of paper/note book & pen with them to the library.

- The library follows open access system and the users should not carry books from one floor to another and should leave the books on the reading table after consulting.
- Newspapers, Magazines and Journals must be read only in the library on specific tables and should not be taken to any other reading areas.
- Students should not disturb the arrangements of the library furniture.
- Students should take care of cleanliness of the library.
- All members of the library team are available for any assistance you may need in using the library resources, facilities & services.
- Library will welcome any suggestion for better use of library facilities.

Library Facilitators

Dr Mahjabeen Aydeed, MLISc , UGC JRF-NET, PhD	Librarian
Rahila Athikkavil, BLISc	Library Assistant
Shibi E, MLISc	Library Assistant
Jasir Thangal	Office Assistant





ANNUAL PLAN 2020-21

Proposed Academic, Co-curricular Extra-curricular Activities 2020-21

Odd Semester

(June 1 to October 31, 2020-18 Weeks)

Date	Name of Activity	Department/ Clubs/ Association
WEEK - 1 (01-06-2020 to 05-06-2020)		
Jun-01	College Reopens	College
	Orientation on conducting online class	All Departments
	Course Allocation and Submission of Time Table to Principal's Office and College Office	College
	College Staff Meeting (Teaching)	College
	College Staff Meeting (Non Teaching)	College
	Department Meeting	All Departments
Jun-02	Uploading Course Outline (Specify, Internal Assessment, at least one LMS tool for teaching or learning to be included)	College
	College Council Meeting - 1	College
	Attendance through TCS starts	College
	Semester Teaching begins	Commerce
	Re-admission to Second Year opens	College
	Committees/ Clubs/ Association Meeting	College
Jun-03	Announcement of Coordinators/ Convenors of various clubs and associations	College
	Announcement of various committees	College
Jun-04	Duty of HISTOCLUB and Blog	West Asian Studies
Jun-05	Submission of Action Plan of Clubs and Association	College
	Workshop on Online Study Tools for Teachers and Students	College
	Environment Day Celebration - Planting trees	Nature Club

Jun-05	ECOVETA–2k20, Environmental Day observation – Planting Tree Sapling at home, Online Quiz Programme, Caption Writing Contest, Natural Photography Contest, Environmental Quotes Contest	NSS
	Submission of Department Action Plan	College
	World Environment Day programme	Commerce
	Students' Presentation	English
WEEK - 2 (08-06-2020 to 12-06-2020)		
Jun-08	Literary Club Coffee Talks	English
Jun-09	Dissertation Work Submission & Mock Viva	Commerce
	First phase of different team selection for first year sports quota degree admission-football team, volley ball team, handball team, weightlifting and baseball team	Physical Education
Jun-10	Campaigning of College Policy on discipline, anti-ragging, use of mobile phone etc., for students	College
	College Council Meeting - 2	College
	Walk and Talk with Prominent Alumni (Monthly Interaction)	West Asian Studies
June 11 & 12	Submission of Action Plan by NSS/NCC/SIP/ Research Committee etc.,	College
	Planting Saplings at Adopted Village and College	NSS
	JRF/NET Coaching for PG Students	Commerce
WEEK - 3 (15-06-2020 to 19-06-2020)		
Jun-16	Stress Management during Lockdown	IT Club
	College Council Meeting - 3	College
	Re-admission to second year classes	College
Jun-17	Skill Development Training for students (Training on different methods of textile painting)	Commerce
Jun-19	"Vayana Vasantham": Reading Day Online Programme	NSS
Jun-21	Yoga Observation on International Day of Yoga. Webinar Yoga at Home Yoga with Family	NSS

WEEK - 4 (22-06-2020 to 26-06-2020)

Jun-22	Internal Exam begins	College
Jun-23	Online Examination	NET/SET Coaching Centre
Jun-25	Attendance Report Submission (Monthly)	College
	Providing assistance in Home Care for the people in pain under Pain and Palliative Care Unit, Kondotty/Teaching differently abled students in the Pain and Palliative Care Unit, Kondotty	SIP
Jun-26	വായനാ വാരാചരണം വെബിനാർ	Library Club

WEEK - 5 (29-06-2020 to 03-07-2020)

Jul-01	Interaction with an entrepreneur	Business Administration
	First year UG admission starts	College
	Preparatory period: various conditioning of team-fitness training and preparing the students for various university, state, district championships	Physical Education
	Submission of Student Profile and Parent Profile through Google form at the time of admission	College
	വൈക്കം മുഹമ്മദ് ബഷീർ അനുസ്മരണം	Library Club
	Webinar	Microbiology
Jul-02	Releasing College Newsletter 2019-20	College
	First semester class begins	Commerce
	Career after Graduation	IT Club
Jul-03	Orientation for second year volunteers Platform – Google Meet	NSS
	Book Reading	English

WEEK - 6 (06-07-2020 to 10-07-2020)

Jul-07	Observance of International Co-operative Day	Commerce
Jul-08	Minor Research Project Proposal	Biotechnology
Jul-09	Students' Presentation	English
Jul-10	Walk and Talk with Prominent Alumni (monthly interaction)	West Asian Studies
	Advanced Learners (Principal Club) selection process begins	College
	Discussion on duty assigned and ratification of current records and proposal for new files if any	Computer Science

WEEK - 7 (13-07-2020 to 17-07-2020)		
Jul-13	Orientation for Advanced Learners	College
Jul-14	Online Examination	NET/SET Coaching Centre
	Announcement of Advanced Learners	College
Jul-15	Orientation Program for first year students	Economics
Jul-16	Webinars and Invited Lecture Series	West Asian Studies
Jul-17	Idea Registration Campaign	YIP
WEEK - 8 (20-07-2020 to 24-07-2020)		
Jul-20	Karkidaka Vavu Holiday	
Jul-21	College Diary Distribution	College
	Fresher's Day	College
	Department Meeting	All Departments
	First year PG admission starts	College
Jul-22	Nomination to PTA	College
	Entry level test to first semester UG students	Commerce
	Presentation of Result Analysis by the HoD	College
	Library Orientation to first year students	College
Jul-23	Distribution of Students' Profile	Economics
	Selection Trial to Games (various teams)	College
	PTA Meeting	College
	College Union Election (as per University notification)	College
	Department Level Parents Meeting	College
	Selection of WWS/SSP students	College
WEEK -9 (27-07-2020 to 31-07-2020)		
Jul-27	Orientation for first year PG students and parents	College
Jul-28	Zoom meeting of YIP facilitators organised by K-DISC	YIP
	Teacher Evaluation on Students begins	College
	Orientation for WWS/SSP students	College

Jul-29	Unitization of all subjects and file the same	Computer Science
	First Course Progress Report to HoD	College
	Course Progress Report to Principal by the HoD	College
Jul-30	Association Inauguration (after two weeks of Union Inauguration)	College
Jul-31	Bakrid/Eid-al-Adha Holiday	
WEEK - 10 (03-08-2020 to 07-08-2020)		
Aug-03	Orientation Class	Business Administration
Aug-04	Registration	NET/SET Coaching Centre
	College Union Inauguration	College
	Renewal Registration	Tourism Club
Aug-05	Parents Meeting	Business Administration
	Students' Evaluation on Teachers	English
	Career Guidance Programme for students by Dr Sanathanan Valluva (Head, Research Dept. of Economics, St. Joseph's College, Devagiri, Calicut	Economics
	How to Build Career in Data Science?	IT Club
	PoeTree	English
Aug-06	Students Counselling	Biotechnology
	Interaction with Parents	Biotechnology
	Students' Presentation	English
	College Team Selection for Various Zone, Interzone, District and State Championship	Physical Education
	Online Talk on Hiroshima Day	NSS
	Webinar	ED Club
Aug-07	Establishment of museum	West Asian Studies
	Webinar	Microbiology
	Advisory Meeting	NSS
	Walk and Talk with Prominent Alumni (monthly interaction)	West Asian Studies
	Freshers' Day and Orientation Programme for the first year students	West Asian Studies
Aug-9	Online Drawing Competition on Nagasaki day	NSS

WEEK -11 (10-08-2020 to 14-08-2020)		
Aug-10	Athma Nirbhar Bharath Pogramme	NCC
	Industrial Visit	Business Administration
	Webinar (Food Microbiology)	Microbiology
	Regular classes	NET/SET Coaching Centre
Aug-10	Quiz Competitions	Tourism Club
	First internal test for Third and Fifth Semester UG students	Commerce
Aug-11	Online class on Research Methodology	Biochemistry
	PTA	West Asian Studies
Aug-12	Orientation programme for first year students, Bridge course for first year students	All Departments
Aug-13	Webinar on Food Microbiology	Microbiology Club
Aug-14	First Internal Examination	Biochemistry
	Advisory scheme for slow learners and advanced learners	Biochemistry
	Food distribution to the needy people living in the street	SIP
Aug-15	NCC Mask Release and Distribution, Independence Day Programme	NCC
	Independence Day	
	Independence day Celebration Patriotic Song Competition Platform - Whatsapp	NSS
WEEK -12 (17-08-2020 to 21-08-2020)		
Aug-17	Advisory Scheme Distribution, Address first year students grievances	Computer Science
	CHARGE – Volunteers Empowerment Training	NSS
	Group Discussion on Impact of Covid 19 on Tourism - How to Overcome	Tourism Club
Aug-18	Online Lecture on Theatre	Theatre Club
	Week long Department Festival	College
	Management Club Activity	Business Administration
Aug-19	Association Inauguration	Any other (Computer Science)

Aug-20	Online Examination	NET/SET Coaching Centre
Aug-21	Online Tour (A journey through 29 States in India)	Tourism Club
WEEK -13 (24-08-2020 to 28-08-2020)		
Aug-26	PTA General Body Meeting (Immediately after first semester admission)	PTA
Aug-27	Inter-college Online Literary Quiz Competition	English Literacy Club
Aug-28	Online Quiz Competition	ED Club
WEEK -14 (31-08-2020 to 04-09-2020)		
Aug-29	Onam Celebrations	College
	NCC B and C lecture via Online	NCC
	Muhram	
Aug-30	First Onam	
Aug-31	Thiruvonam	
	Webinar on History of Flood in Kerala	NSS
Sep-01	Third Onam	
Sep-02	Fourth Onam & Sree Narayana Guru Jayanthi	
	Webinar/Seminar of YIP for the interested students (to give campaign for Idea registration –second phase)	YIP
	Motivation class	Business Administration
Sep-04	Morning Assembly	Music Club
	Department level students meeting	Biotechnology
	Webinar on Soft Skills	NCC
	Students' Presentation	English
	Participation in the Zone, Inter Zone, District and State Championships	Physical Education
	Orientation on Civil Service Examinations in Association with Summit IAS Academy, Calicut	Career Guidance & Placement Cell
	Stand-up Talks	English
	PTA	Biochemistry
	Internal exams	Computer Science
Sep-5	Pencil Drawing on Teachers Day	NSS

WEEK -15 (07-09-2020 to 11-09-2020)		
Sep-07	Waste disposal awareness to local people	Biotechnology
	Idea Registration	YIP
	Model practical examination for core and complementary students (II year)	Microbiology
Sep-09	Inter-department Management Quiz	Commerce Club
	Registration for Exam Begins	College
	Campaign for Blood Donation Awareness among the students of the college	SIP
	Submission of APC - Odd Semester	College
Sep-10	Sreekrishna Jayanthi Holiday	
Sep-11	Conducting Calicut University B Zone Football Championship	Physical Education
	NCC B and C lecture via Online	NCC
	College library user orientation programme for first year students	Library
	National Seminar Proposal	Biotechnology
	An Awareness on Mobile and Social Addiction	Counselling Centre
	Webinars and Invited Lecture Series	West Asian Studies
WEEK -16 (14-09-2020 to 18-09-2020)		
14 to 18 Sep	Internal Evaluation Week - Conducting class level internal Test Paper	Economics
Sep-15	Calicut University visit	Biochemistry
	Webinar on Democracy on International Day of Democracy	NSS
Sep-16	Ozone Day Observation – Intra-collegiate Online Essay Writing Competition on Environmental Pollution	NSS
Sep-17	PTA Executive Committee Meeting (Discussion on Year Plan, Shihab Thangal Fellowship etc.)	PTA
	Walk and Talk with Prominent Alumni (monthly interaction,)	West Asian Studies
Sep-18	NCC B and C lecture via Online	NCC
	Ozone Day Celebration	Biotechnology

WEEK -17 (21-09-2020 to 25-09-2020)		
Sep-21	Sree Narayana Guru Samadhi Holiday	
	'EMEA Oru Monjethi – 03' Swachh Bharath Packwada – Campus Cleaning	NSS
Sep-23	UG Induction Programme	Advisory Scheme
	Counselling on gender	Women Cell
	Distribution of scholarship handbooks for first semester students	PTA
	Online Examination	NET/SET Coaching Centre
	Blood Donation Camp at the Campus	NSS
	Two- Day Workshop on Research Methodology in Social Sciences	Economics
Sep-24	Product expo & workshop	ED Club
	NSS Day Celebration- Flag hoisting, poster making and Paraplegia Camp	NSS
	Students' Evaluation on Teachers	All Departments
	Awareness Programmes on Health and Hygiene	NCC
Sep-25	Inauguration of Biochemistry Association	Biochemistry
WEEK -18 (28-09-2020 to 02-10-2020)		
Sep-28	Green Consumer Day: An invited talk on "Problems of Consumerism and Impact on its Environment"	Bhoomithrasena Club
Sep-30	Coursera Course: Valedictory Session	Counselling Centre
	Tour	Biochemistry
Oct-01	Walk and Talk with Prominent Alumni (Monthly Interaction)	West Asian Studies
	muSick	English
Oct-02	Gandhijayanthi Holiday	
	<i>Kumminiparamba Ente Paramba – 03</i> Gandhi Jayanathi - Swachhata Hi Seva Cleaning Drive in the adopted village	NSS
Oct-03	Webinar: Master Your English	NCC
Oct-05	Industrial visit	Business Administration
	Blind Home Visit at Keezhuparamba, Areekode	NSS
October to February	Registered Idea related activities according to the instructions of K-DISC	YIP
Oct-06	Industrial and field visit to Delhi	Biotechnology

Oct-07	PG Induction Programme	Advisory Scheme
	Webinar on Sexual Minorities	English Literacy Club
	Students' Presentation	English
Oct-08	Inter college quiz	Microbiology Club
	Conducting Calicut University Interzone Volleyball Championship	Physical Education
	Online Examination	NET/SET Coaching Centre
Oct-09	Film Festival on World Mental Health Day	NSS
Oct-10	An orientation for the beginners	Debating Society
	NCC B and C lecture via Online	NCC
	Extension Activity	Microbiology
Oct-11	Economics Association Inauguration	Economics
	Executive committee meeting for planning Shihab Thangal Fellowship selection criterion, Scholarship amount per student etc.	PTA
	Days Calibration	West Asian Studies
	Extension activity	Computer Science
	National Library and Information Service Infrastructure for Scholarly Content/NLIST: an Online Orientation Programme for Academic Community.	Library
	Association Inauguration and National Seminar	West Asian Studies
	Submission of Second Year Course Progress Report	All Teachers
Oct-12	PTA meeting	Computer Science
	Department Meeting	All Departments
	NCC B and C lecture via Online	NCC
	Back to Agriculture: Farming in the College Campus	NSS
	Special meeting for the evaluation of syllabus covered and university results, Association Inauguration	Computer Science
	Department Seminar	Biochemistry

Oct-13	Association Day	Business Administration
	Webinar	Microbiology
	National level workshop on Introducing Literature	English
	University Model Examinations	Economics
Oct-14	Advanced Learners Test	Principal's Club
	PDP Programme - Teachers Edition	PDP
	Selling of different products like paper pens, cloth bags, umbrellas, floor mats etc., produced by differently abled people	SIP
	Product Expo	ED Club
	Clinical Training Programme	Biochemistry
	Model Exam for Third and Fifth Semester students	Commerce
Oct-15	NCC B and C lecture via Online	NCC
	Socio-Economic Survey in the Kumminiparamba Ward	Economics
	Certificate Course on Local History Writing: Theory and Practice /Archaeology –Methods and Techniques	West Asian Studies
	Establishing a Software Development Centre for students to work on live projects, and orientation for placement	Computer Science
	Conducting Calicut University B. Zone Volleyball	Physical Education
Oct-16	Food Distribution at Kondotty	NSS
Oct-22	Common Internal Exam for UG and PG students	All Departments
Oct-24	Mahanavami Holiday	
Oct-25	Blood Donors Directory Release	NSS
Oct-26	Vijayadhasami Holiday	
	Orientation for new NSS volunteers	NSS
Oct-29	Meelad E-sherif Holiday	
Oct-31	Unity Day (Rastrya Ekata Divas) Walkathon	NSS

Even Semester

(1 November, 2020 to 31 March, 2021-18 Weeks)

WEEK -1 (02-11-2020 to 06-11-2020)		
Nov-01	Kerala Piravi	Holiday
	Kerala Piravi Dinam - Face Painting Competition	NSS
Nov-02	Even Semester begins	College
	Women Empowerment Programme	Business Administration
	Walk and Talk with Prominent Alumni (Monthly Interaction)	West Asian Studies
	Students' Presentation	English
	Uploading Course Outline and Discussion	All Departments
Nov-03	Department Meeting - Even Semester	All Departments
	Submission of course allocation and Time Table to Principal's office and College Office	All Departments
	Department level PTA meeting	Economics
Nov-06	Annual Workshop for Principal's Club members	Principal's Club
	Meet and Greet the Elderly	NCC
	Collection of beneficiaries list from department HoDs	PTA
	Seminars /Webinars	Computer Science
	Invited Lecture Series: Subject to the availability of resource person, the department proposes to conduct two invited lectures this year	English
WEEK -2 (09-11-2020 to 13-11-2020)		
Nov-09	Evaluation and Assessment of Internal Examination Result	Microbiology
Nov-10	Cloud Computing Career Path	IT Club
Nov-12	Model Exam for First Semester UG students	Commerce
Nov-11	Workshop on "Effective Utilization of Google Scholar and Google Books"	Library
	Film Screening and Discussion	Movie Club
Nov-13	NCC B and C lecture via Online	NCC
	Dos and Donts for a Green Tomorrow	Bhoomithrasena Club
	Proposal for alumni association for the academic year	Computer Science
Nov-14	Children's Day & Deepavali Holiday	
	Children's Day Celebration at Kumminiparamba Anganavadi	NSS

WEEK - 3 (16-11-2020 to 20-11-2020)		
Nov-16	Department level PTA	All Departments
	Conducting a Boat Journey for the Paraplegia Patients	SIP
	Blind Home Visit at Keezhuparamba, Areekode	NSS
	Co-operative Week Celebration	Commerce
Nov-17	Webinar on "How can be successful in an interview?"	Computer Science
Nov-18	National/International conference (Offline or Online according to the current scenario)	Computer Science
Nov-19	Second Orientation for new NSS Volunteers	NSS
Nov-20	NCC B and C lecture via Online	NCC
WEEK - 4 (23-11-2020 to 27-11-2020)		
Nov-23	Department meeting, Paper Presentation by PG Students, Association Inauguration, Regional Webinar (Science Day)	Microbiology
	BLS and Trauma Management Programme	NSS
Nov-24	യാത്രാ വിവരണം	Library Club
Nov-25	Mentoring workshop on Students Advisors	Advisory Scheme
	Orientation Programme for Even Semester students	Economics
Nov-26	PDP Programme - Students Edition	PDP
	Observation of Constitutional Day and Ambedkar Jayanthi – Discussion on The Preamble	NSS
	Online and Offline Counselling for Slow Learners	Counselling Centre
Nov-27	Online Examination	NET/SET Coaching Centre
	Webinars and Invited Lecture series	West Asian Studies
	NCC B and C lecture via Online	NCC
	Proposal of National/State seminar	Biochemistry
WEEK - 5 (30-11-2020 to 04-12-2020)		
Nov-30	Medical Camp – Kidney Diagnostic in association with Snehasparsham, Kozhikkode	NSS
Dec-01	Seminar / Career Guidance Class	Business Administration
	Webinar on Online Jobs	Counselling Centre
	AIDS Day – Awareness Programme	NSS
	Submit proposal for Erudite lecture program to Kerala State Higher Education Council	Biotechnology
Dec-03	Film Club - Film Screening - Talk on Film Studies	English
	Workshop on Project Report Writing	Commerce Club
Dec-03	Analysis of University Results	All Departments

Dec-03	Cadet Orientation Programme	NCC
Dec-04	Distribution of Shihab Thangal Fellowship	PTA
	Walk and Talk with Prominent Alumni (Monthly Interaction)	West Asian Studies
	Orientation on Online Jobs and Employability	Career Guidance & Placement Cell
	National and International Seminar	West Asian Studies
WEEK - 6 (07-12-2020 to 11-12-2020)		
Dec-07	Internal exam	Business Administration
	Blood Donation Camp in the adopted village	NSS
	Nature Camp Activity	Nature Club
Dec-08	Internal test for First and Third Semester PG students	Commerce
	PTA	West Asian Studies
Dec-09	Programme for distributing research awards and incentives	College
	Singers of the Campus	Music Club
Dec-10	Skill Development Workshop	Women Cell
	AIDS Awareness in nearby schools	Microbiology Club
	Human Rights Day – Collage Making Competition	NSS
	Department Alumni Meet	Economics
	NCC B and C lecture via Online	NCC
Dec-11	Nature camp for first year students	Nature Club
	Conduct HACCP Training Program	Biotechnology
	AIDS Day Program	Microbiology
WEEK - 7 (14-12-2020 to 18-12-2020)		
Dec-14	Internal examination for UG and PG	Microbiology
Dec-15	Advisory Meeting	NSS
	National Seminar	Commerce
Dec-16	Meet Your Successful Alumni	Computer Science
Dec-17	Professional Development Programme	Economics
	PDP Programme - Teachers Edition	PDP
	Debate/A talk	Debating Society
Dec-18	Seminar on E-learning through SWAYAM	Library
	One day Tour Programme	Economics
	Pre Camp Meet	NSS
	NCC B and C lecture via Online	NCC

WEEK -8 (21-12-2020 to 25-12-2020)		
Dec-20 to 26	Seven-day Annual Special Camp	NSS
Dec-21	Inter-department quiz competition	Business Administration
Dec-22	Students' Presentation	English
Dec-23	National Energy Conservation Day "Ways to Save Energy" - Release of a YouTube video to remind the importance of energy conservation, produced and edited by the club members	Bhoomithrasena Club
Dec-25	Christmas Holiday	
WEEK -9 (28-12-2020 to 01-01-2021)		
Dec-28	Awareness on Ethics in Social Media	NCC
Dec-30	Two Day Premarital Counselling	Counselling Centre
	Online Examination	NET/SET Coaching Centre
Dec-31	Driving Tests for Continuing Batch	Counselling Centre
	Industry visit	Commerce
Jan-01	Inter college Business Quiz	Business Administration
	NCC B and C lecture via Online	NCC
	Seminars / Webinars	Computer Science
	Grand Alumni Meet	West Asian Studies
	Tour	English
	Visit to Cochin University of Science and Technology	Biochemistry
WEEK -10 (04-01-2021 to 08-01-2021)		
Jan-04	Old Age Home Visit	NSS
	Tour	Business Administration
Jan-05	Higher Education Tour Programme for Senior members of Principal's Club	Principal's Club
Jan-06	Students' Presentation	English
Jan-07	NCC B and C lecture via Online	NCC
	A Full Day Workshop on Theatre and Acting	Theatre Club
	International Seminar/ Conference, Department of Economics	Economics
	Club Activity	Microbiology

Jan-08	Celebration of Commerce Day	Commerce
	Webinars and Invited Lecture Series	West Asian Studies
	Seminar on Development Issues of Indian Economy	Economics
	Walk and Talk with Prominent Alumni (Monthly Interaction)	West Asian Studies
	Recent Technologies in IT field	IT Club
	January EKF	Library Club
WEEK -11 (11-01-2021 to 15-01-2021)		
Jan-11	Orientation for PG Entrance Examinations of various Central Universities	West Asian Studies
	Back to Agriculture: Farming at Adopted Village	NSS
Jan-12	NCC B and C lecture via Online	NCC
Jan-13	COMFEST	Commerce
	PDP Programme - Students Edition	PDP
Jan-14	Debate Club Workshop on Debate Skills Debate Competition	English
WEEK -12 (18-01-2021 to 22-01-2021)		
Jan-18	Sports Day	Physical Education
	Road Safety Awareness Programmes	NSS
Jan-19	Film Club Film Screening Talk on Film Studies	English
Jan-20	Fine Arts Day	College
Jan-21	Submit proposal for National Science Day Celebration 2019 to KSCSTE	Biotechnology
WEEK -13 (25-01-2021 to 29-01-2021)		
Jan-26	Republic Day Holiday	
	Republic Day Celebration	NSS
	Republic Day Programme	NCC
Jan-27	Online Examination	NET/SET Coaching Centre
	Invited Lecture on Literature (s)	English Literary Club
Jan-28	Seminar on Toxicology	Biochemistry
Jan-29	Extension Project: Recapturing History of Nedyirippu Swaroopam (UG &PG)	West Asian Studies
WEEK -14 (01-02-2021 to 05-02-2021)		
Feb-02	Career Guidance Program for final year batch	Biotechnology
	Debate/ A talk	Debating Society

Feb-03	Career Guidance Class	Business Administration
	College Research Committee Meeting	College
	Celebrate National Science Day	Biotechnology
	Submission of First Course Progress Report	All Teachers
Feb-04	Internal Test for Fourth and Sixth Semester Students	Commerce
	World Cancer Day Observation - Poster	NSS
	Talk on Possibilities of Higher Studies by Pathfinder	Career Guidance & Placement Cell
Feb-05	Awards will be distributed to the faculty, students and alumni who made achievements in various walks of life and competitive examinations	Applause
	Nature Camp Activity	Nature Club
	Interaction with research scholars	Biochemistry
WEEK -15 (08-02-2021 to 12-02-2021)		
Feb-08	Nature camp for second year students	Nature Club
	Orientation on Civil Service examination	West Asian Studies
	NCC B and C lecture via Online	NCC
Feb-09	Mock Exam for B	NCC
	Announcement of Research Awards and Incentives	College
	College Day Celebration	College
	Information Technology & Its Role Today	IT Club
Feb-10	Seminar on Carrier Planning	Commerce Club
Feb-11	Internal Test Paper	Economics
Feb-12	Department Meeting	Biotechnology
	Walk and Talk with Prominent Alumni (Monthly Interaction)	West Asian Studies
	Convocation	College
	Students Paper Presentation PG	Microbiology
WEEK -16 (15-02-2021 to 19-02-2021)		
Feb-15	NCC B and C lecture via Online	NCC
Feb-16	Students' Presentation	English
Feb-17	Orientation on the Possibilities of Higher Studies in association with Pathfinder	Career Guidance & Placement Cell
Feb-18	Advisory Meeting	NSS
	Online Examination	NET/SET Coaching Centre

Feb-19	PSC One Time Registration Camp	NSS
	Entrepreneurship Development Training Programme	Commerce
	Students' Evaluation on Teachers	All Departments
WEEK -17 (22-02-2021 to 26-02-2021)		
Feb-22	Seminar on Project Report	Commerce
	Workshop on Kerala Epigraphy	West Asian Studies
	Two Day End Semester Counselling: Face Your Exam	Counselling Centre
Feb-23	Knowledge Sharing	Computer Science
	Applause 2020	Applause
	PTA executive committee meeting: Evaluation of the committee programmes and performance	PTA
	Interaction with Alumni Research Scholars	Biochemistry
Feb-24	Drama Enactment by students of the club	Theatre Club
Feb-25	PDP Programme - External Expert: How to Make Excellent Academic Presentation	PDP
WEEK -18 (01-03-2021 to 05-03-2021)		
Mar-01	Students' Presentation	English
Mar-02	College Annual Sports Day and honouring the achievements of winners in Various Championships	Physical Education
Mar-03	PTA	West Asian Studies
Mar-04	Internal Exam	Microbiology
Mar-05	Model Exam	Business Administration
Mar-07	NCC C lecture via Online	NCC
Mar-08	Forum for Historical Discourse	West Asian Studies
	Women's Day Awareness Programme	NSS
	Women's Day Celebration	Women Cell
	Webinars and Invited Lecture Series	West Asian Studies
Mar-10	One Day Documentary Fest	Movie Club
Mar-15	NCC Message Day	NCC
	Submission of Second Course Progress Report	All Teachers
Mar-21	Forest Day online Poster Competition	NSS
Mar-22	'Urava thedunna paravalkkai Kudineeru': Setting water to birds in volunteers' house - Online	NSS
	Annual Reports	All Departments
Mar-24	Department Meeting	Economics
Mar-30	NCC Send Off	NCC

Internal Quality Assurance Cell (IQAC)

Internal Quality Assurance Cell (IQAC) is functioning in the college to develop a system for conscious and consistent action to improve the academic and administrative performance of the institution. It also promotes measures for quality, culture and institutionalisation of best practices towards quality enhancement. It develops quality parameters for various academic and administrative activities of the institution. The cell facilitates the creation of learner-centric environment conducive to quality education to adopt the required knowledge and technology for participatory teaching and learning processes. It takes feedbacks from students, parents and other stakeholders on quality related institutional processes.

IQAC acts as a nodal agency of the institution for coordinating quality related activities. It documents various programmes and activities leading to quality improvement and submits Annual Quality Assurance Report (AQAR) to National Assessment Accreditation Council (NAAC), Bangalore.

Committee

Dr Ayoob CP	Chairman
Dr Abdul Muneer V	Vice-chairman
Dr Ibrahim Cholakkal	Co-ordinator
Jb P.K Moosa alias Bappu	Manager
Ms Kamalam Edathil	Member
Mr Riyad AM	,,
Dr Shiji Thomas	,,
Dr Krishna Kumar T	,,
Mr KT Firoz	,,
Dr K Mashhoor	,,
Mr Abdurahim M, Superintendent	Administrative Staff Representative
Mr Musthafa K, Accountant	Administrative Staff Representative
College Union Chairman	Students Representative
Mr Muhammed Rafeeque PM	Local Society Representative
Mr Fabis	Alumni Representative
Mr Suhail CP	Employer Representative
Mr Siraj, Preethi Silk	Industrialist

Department Level Quality Assurance Committee (DQAC)

For the co-ordination and evaluation of departmental activities, IQAC constituted a Department Level Quality Assurance Committee. The main aim of the committee is to implement the decisions of IQAC. DQAC activities are co-ordinated by department level co-ordinators. List of co-ordinators is given below:

Name of the DQAC Coordinator	Name of the Department
Dr Ibrahim Cholakkal	Economics
Mr Aboobacker Sidheeque KC	Commerce
Mr Jamsheer CK	Business Administration
Dr Nizar U	West Asian Studies
Lt. Abdul Rasheed P	English
Mr Mohammed Jamshad K	Computer Science
Dr Mashhoor K	Biotechnology
Dr Krishna Kumar T	Biochemistry
Ms Jisha PJ	Microbiology

State Assessment and Accreditation Council (SAAC)

The State Assessment and Accreditation Centre (SAAC), the first State-level accreditation agency in the country, has been operationalized for higher education institutions in Kerala. Modelled on the lines of the National Assessment and Accreditation Council (NAAC), the agency incorporates State-specific parameters. The ten criteria for SAAC are Curricular Aspects, Teaching-Learning and Evaluation, Research, Innovations and Extension, Infrastructure and Learning Resources, Student Support and Progression, Governance, Leadership and Management, Institutional Values and Best Practices, Social Inclusiveness, Social Diversity and Minority and Non-Minority Representation.

Coordination Committee

Chairman	Dr Ayoob CP, Principal
Vice Chairman	Dr Abdul Muneer V, NAAC Coordinator
Vice Chairman	Dr Ibrahim Cholakkal, IQAC Coordinator
Coordinator	Lt. Abdul Raheed P (Asst. Professor, Dept. of English)
Criteria Coordinators and Members	
Curricular Aspects	Dr Afsal PC Members: Ms Balkees & Mr Jamsheer CK
Teaching-Learning and Evaluation	Mr Abdul Jaleel M Members: Mr Nahas Shah & Ms Nargees MK
Research, Innovation and Extension	Dr Mashhoor K Members: Dr Anushree Thampi & Ms Shilly Das
Infrastructure and Learning Resources	Ms Haulath K Members: Ms Suja U & Mr Rajesh TK
Student Support and Progression	Mr Firoz KT Members: Dr Nisar U & Mr Mohammed Nisar TV
Governance, Leadership and Management	Mr Aboobacker Siddeeqe Members: Mr Munavvar Jasim PK & Mr Mohamed Faisal T
Institutional Values and Best Practices	Mr Rafeeqali Mundodan Members: Mr Younus P & Ms Faseela PA
Social Inclusion	Mr Shihabudheen P Members: Mr Mohamed Shafi & Mr Asif N
Equity and Excellence	Ms Ashitha K Sanuj Members: Ms Hajara & Ms Shabeera
Secular Outlook and Scientific Temper	Ms Zaheera Banu NK Members: Ms Irfana Parveen & Ms Aneesath
Documentation:	Ms Abidha KP Members: Ms Sahla Khansa & Ms Somy Soman

Rashtriya Uchcharat Shiksha Abhiyan (RUSA)

Rashtriya Uchcharat Shiksha Abhiyan (RUSA) is a Centrally Sponsored Scheme (CSS), launched in 2013 which aims at providing strategic funding to eligible state higher educational institutions. The funding would flow from the central ministry through the state governments/ union territories to the State Higher Education Councils before reaching the identified institutions. The following are the primary components of RUSA that capture the key action and funding areas that must be pursued for the fulfillment of the targets like infrastructure grants to colleges, research, innovation and quality improvement, vocationalisation of Higher Education etc.

Project Monitoring Committee (PMC)

Chairman	Dr C.P. Ayoob , Principal
Institutional Level Coordinator, RUSA	Prof Abdurazaque PM (Associate Professor, Dept. of Economics)
Member, Technical Support Group, RUSA	Dr MP Abdulla (Former Principal)
Purchase Coordinator	Dr Krishna Kumar T (Head, Dept. of Biochemistry)
Renovation Coordinator	Dr Riyad AM (Head, Dept. of Computer Science)
Construction Coordinator	Mr Askarali A (Head, Malayalam)
Members	Mr Abduraheem M , Superintendent
	Mr K Muhammedali , Clerk
	College Union Chairman

National Institute Ranking Framework (NIRF)

The National Institutional Ranking Framework (NIRF) launched by the Ministry of Human Resource Development (MHRD) on 29 September 2015 outlines a methodology to rank institutions across the country. The methodology draws from the overall recommendations and broad understanding arrived at by a Core Committee set up by MHRD, to identify the parameters for ranking various universities and institutions. The parameters broadly cover Teaching, Learning and Resources,

Research and Professional Practices, Graduation Outcomes, Outreach and Inclusivity, and Perception. EMEA College of Arts and Science is a participating institution in NIRF.

Coordinator **Dr Abdul Muneer V** (Dept. of Journalism)

Joint Coordinator: **Dr Ibrahim Cholakkal**, IQAC Coordinator

Ms Abidha KP

Members: **Mr Aboobacker Sidheeque K**

Ms Ashitha K Sanuj

The College Planning Board

Chairman **Jb PK Moosa alias Bappu**, Manager

Vice Chairman **Dr Ayoob CP** Principal

Members: **Mr Mohamed Najeeb PM**, HoD, Dept. of Economics

Ms Kamalam Edathil, HoD, Dept. of Commerce

Dr Krishnakumar T, HoD, Dept. of Biochemistry

Dr Shiji Thomas, HoD, Dept. of Microbiology

Mr Roy PP, Head Dept. of English

Mr Riyad AM, HoD, Dept. of Computer Science

Mr Firoz KT, HoD, Dept. of West Asian Studies

Dr Mashhoor K, HoD, Dept. of Biotechnology

Mr Asif. N, HoD, Dept. of BBA

Mr Shihabudheen P, HoD,
Dept. of Physical Education

Dr Mahajabeen Aydeed, Librarian

Dr Ibrahim Cholakkal, IQAC Coordinator

Dr Abdul Muneer V, NAAC Coordinator

Rules and Regulations

Admission

U.G. Course/PG Course

Except for management and sports quotas, applications for U.G. and P.G. admissions are submitted through the centralised online platform of the University of Calicut. Candidates who have passed Plus Two or equivalent examination recognized by the University of Calicut are eligible for Degree admission and candidates who have passed degree or equivalent examination recognized by University of Calicut are eligible for PG admission. Those who seek admission in Management/Sports quotas should submit separate applications along with printouts of the online applications with supporting documents.

For registration and details visit <http://www.cuonline.ac.in>

Collection of Fees

1. The tuition fee will be collected once in every year.
2. The special fee, caution deposit etc. should be paid along with the first installment of tuition fee on the day of admission. Students of senior classes should remit the same within seven days from the re-opening of the College.
3. If any student fails to pay the fees on the due date, he/she shall be liable to pay a fine of Rs. 5/- along with the fees on or before the 10th day after the due date. If the 10th day happens to be a holiday, the next working day will be counted as the 10th day.
4. If the fees with a fine of Rs.5/- is not paid on or before the 10th day after the due date, a fine of Rs. 10/-will have to be paid.
5. If the fees and fine are not paid before the last opportunity, the name of the student will be removed from the rolls of the College. One will not be eligible for attendance until he/she is re-admitted. If one is to be re-admitted, he/she has to apply for the special permission of the Principal and remit Rs.50/- as re-admission fee.

6. Full fee concession is granted to students belonging to the Scheduled Castes, Scheduled Tribes and Other Eligible Communities as per the Govt. of Kerala rule. Students belonging to Other Backward Communities and Forward Castes shall produce necessary Income, Nativity and Community Certificates at the time of admission.
7. Other Backward Community students who leave the College during the middle of the academic year are not eligible for fee concession and they have to pay all fees due at the time of their leaving.
8. Students from other Universities shall pay the matriculation and recognition fee at the time of admission and apply for recognition of the qualifying examination.

Fee and Finance

Students who are not eligible for fee concession have to remit the tuition fee in lump sum or in installments as detailed below:

- Students who got admission in General Merit and with an income of less than One Lakh Rupees only are eligible for fee concession
- Online fee remittance facility is provided to the students

Bank Account Details for Online Payment of Fees QR Code/UPI ID

Name : Principal, EMEA College

Account No : 67387078901

IFSC Code : SBIN0070311



UPI ID: emeacollege1.491@sbi

Merchant Name: EMEA College

Note: Those who remit fees through bank or by online means should send bank slip/ Screen shot/ Reference Number and Admission Number to the following WhatsApp numbers:

Schedule of Tuition Fee Remittance

UG PROGRAMMES					
Programme	Semester	Rate Rs.	Without Fine	With Fine Rs. 5/-	With Fine Rs. 10/-
BSc Computer Science	I and II	₹ 3000/-	At the time of Admission 05-6-2020	11-6-2020	25-6-2020
BSc Computer Science	III and IV	₹ 3000/-	05-6-2020	11-6-2020	25-6-2020
BSc Computer Science	V and VI	₹ 3000/-	05-6-2020	11-6-2020	25-6-2020
BSc Microbiology BA English BA Economics BA West Asian Studies	I and II	₹ 1000/-	At the time of Admission		
BSc Microbiology	III and IV	₹ 1000/-	05-6-2020	11-6-2020	25-6-2020
BA English					
BA Economics					
West Asian Studies					
BSc Microbiology	V and VI	₹ 1000/-	05-6-2020	11-6-2020	25-6-2020
BA English					
BA Economics					
BA West Asian Studies					

PG PROGRAMMES					
Programmes	Semester	Rate Rs.	Without Fine	With Fine Rs 5/-	With Fine Rs 10/-
MA Economics MCom	1 and II	₹ 800/-	At the Time of Admission		
MA Economics MCom	III and IV	₹ 1800/-	05-6-2020	11-6-2020	25-6-2020

SELF FINANCING PROGRAMMES

Name of Course	Number of Seats	1 st Year Fee (1 st & 2 nd Semester)
BBA	60	₹25600/- (Tuition fee with exam fee)
BSc Biochemistry	48	₹40000/- (Tuition fee with exam fee)
BSc Biotechnology	48	₹40000/- (Tuition fee with exam fee)
MA English	30	₹39000/- (Tuition fee with exam fee)
MA History	30	₹39000/- (Tuition fee with exam fee)
MSc Microbiology	20	₹86000/- (Tuition fee with exam fee)

* To be Paid in lump sum (June & November) at the beginning of each Semester/Year

SPECIAL FEES

I BA Economics	₹975/-
II BA Economics	₹895/-
III BA Economics	₹895/-
I BA English	₹975/-
II BA English	₹895/-
III BA English	₹895/-
I BSc Computer Science	₹1225/-
II BSc Computer Science	₹1145/-
III BSc Computer Science	₹1145/-
I B Com	₹975/-
I MA Economics	₹1050/-
II MA Economics	₹895/-
I M Com	₹1050/-
II M Com	₹895/-

DETAILS OF OTHER FEES

		UG	PG
1	Special		
2	Admission	₹ 75/-	₹ 150/-
3	Library	₹ 100/-	₹ 100/-
4	Medical	₹ 5/-	₹ 5/-
5	Calendar	₹ 30/-	₹ 30/-
6	Stationary	₹ 50/-	₹ 50/-

7	Magazine	₹ 50/-	₹ 50/-
8	Association	₹ 50/-	₹ 50/-
9	Games	₹ 100/-	₹ 100/-
10	Students aid fund	₹ 5/-	₹ 5/-
11	Visual education	₹ 25/-	₹ 25/-
12	University Union	₹ 85/-	₹ 85/-
13	Sports Affiliation	₹ 280/-	₹ 280/-
Laboratory			
14	BSc Computer Science	₹ 250/-	
15	BSc Microbiology	₹ 400/-	
16	Women Study	₹ 5/-	₹ 5/-
17	Caution Deposit	₹ 360/-	₹ 600/-
18	College Union Fee	₹ 115/-	₹ 115/-

* (3 & 4 only for those who have not done PUC under the University of Calicut)

Fee for foreign Students

Under graduate Courses \$ 300

Post Graduate Courses \$ 1150 (Including \$50 Caution Deposit)

Caution Deposit

1. Students who leave the college after completing the course or before are eligible for the refund of caution deposit remitted at the time of admission.
2. The receipt issued for remittance of the caution deposit is to be produced along with the application for the refund. Undue delay in applying for the same will forfeit the amount.
3. The caution deposit will be refunded (after deducting dues, if any) to the students only after the completion of the course or when the students leave the institution. They should produce the original receipt issued at the time of admission.
4. All claims for refund of caution deposit shall be preferred before the re-opening date of the next academic year. After this time limit the names of those who have not claimed the deposit will be published in the dailies and if the claim for refund is not preferred within two months from the publication, the whole amount due to the student shall be permanently forfeited and the same will be remitted to the Government.

Transfer Certificate

1. Application for Transfer Certificate should be made in the prescribed form at least two days in advance.
2. Conduct Certificate will be issued only along with the Transfer Certificate when the student has completed the course.
3. A late fee of Rs.50/- will be collected from those who apply for TC after one year of his / her leaving the College. The date of leaving the College will ordinarily be the last day of his attending the College.
4. A fine of Rs.100/- will have to be paid for the issue of duplicate TC
5. Duplicate TC will be issued only on the production of an affidavit signed before a Judicial Magistrate of First Class.

Attendance and Leave

1. Attendance shall be marked at the beginning of each lecture hour, practical and tutorials.
2. Students should neither leave the classroom nor come late without the permission of the concerned teacher.
3. **Students absent themselves without leave permission 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 fee due before they are readmitted.**
4. Application to condone the shortage of attendance should be accompanied by an explanatory statement of absence for each day. If absence is on account of ill-health and exceeds five working days at a time, leave application signed by the parent along with a medical certificate from a registered medical practitioner should be furnished immediately on attending regular classes.
5. In no case will exemption be granted by the University if the shortage of attendance exceeds 23 days. Exemption will be granted only once during the period of a course.
6. No application for exemption will be recommended by the Principal unless he is satisfied that the shortage of attendance was due to causes beyond the control of the students.
7. No student shall absent himself/herself from a class without leave.

8. A student who is availing the leave should obtain prior permission from the Principal/Head of the Department (through the Class Advisor) in all the possible cases. If it is not done, he/she should submit the leave application to the class advisor in the very next day of the date of leave. No other leave application will be entertained.
9. Benefits of leave may be granted only to students who attend the approved activities of the College.
10. The maximum leave that can be sanctioned to students who are participating for various extra-curricular activities is restricted to the norms prescribed by the University and the College Council from time to time.
11. Teachers in charge of the extra-curricular activities should give the class wise list of selected students to the Principal soon after the selection procedure is completed. The Principal will give a copy of the same to all the HoDs. This will give an understanding to the department about their students who are selected for various extracurricular activities.
12. Each department will be given a separate Movement Register/File to mark students' special leaves.
13. Details of leave sanctioned/availed should be entered in the Register/File either prior to or immediately on the very next working day of the leave. Request for leave will not be considered after this time limit.
14. Class Advisor shall put his/her signature in the Register/Request as a token of his /her approval and has to file the copy of the certificate produced.
15. Head of the Department will validate the leave by placing his/her signature in the Movement Register/File.
16. Principal will countersign the Leave Register/File once in every month.
17. Principal will be given his assent to collect the Register/File in each month from the departments. The Register will be collected from the departments and students' attendance will be updated in the TCS software based on the details given in the Register by the end of every month. This attendance should be used for providing internal marks to students at the end of each semester.

18. Attendance will be given only to candidates during student union election for election campaigning.
19. The Class Advisor will intimate the student when leave quota is exhausted. Students are not eligible to avail leave beyond this prescribed limit for extracurricular activities.
20. Aggregate attendance shall be considered to determine the eligibility to attend the end semester examination and to calculate internal marks.

Test Papers and APC

- Students who fail to attend Terminal Exam, Internal Exam and Class Tests without proper reason and those who are found engaged in malpractices in the exams will be removed from the roll and will not be allowed to attend university examinations.
- As per the university order, the distribution of marks for the internal assessment will be based on the performance in the Unit Tests, Terminal Examinations, class room assessments, seminars, attendance etc.
- APC (Attendance, Progress and Conduct) certificate issued by the Principal is necessary to appear for the university examinations.

APC of the students on whom disciplinary actions have been taken will not be sent to the university and thereby they will be disqualified for the university exams as per the university norms.

Misconduct and Disciplinary Action

1. Students are bound to obey the directions issued from time to time by the Principal, teachers and the authorities. Disobedience to such directions would amount to serious misconduct.
2. Any student who is found to have conducted himself/herself in any indecent or disorderly manner inside or outside the classroom or in the college premises is liable to be punished as deemed fit by the Principal.
3. A teacher may send a student out of the class if the student misbehaves in the class. If any student is sent out of the class, both the teacher and the student shall report the matter to the Principal.

4. The Principal shall have the power to inflict punishments such as imposing fine, cancellation of attendance, withholding the term certificate, forfeiting educational concession and scholarship, suspension, compulsory issue of TC without the application from the student or guardian and expulsion from the college.

Issue of Certificates

1. Application for any certificate should be made at least two days in advance.
2. Course and conduct certificates are ordinarily issued only with TC when the student leaves the college after the completion of the course.
3. A late fee will be collected from those who apply for TC after one year of his/her leaving the college.
4. No certificate will be issued from the college unless the Principal is satisfied with the reasons stated by the applicant for such certificates.
5. A student applying for any certificate from the college, must have cleared all his/her dues to the college.
6. The qualifying certificate submitted by the student will be returned along with their Transfer and Conduct certificates after the completion of their courses.
7. Qualifying certificates and other testimonials have to be claimed at least within six months after leaving the college. The college will not be responsible for any damage or loss of certificates left unclaimed by student indefinitely.
8. For acts of misbehavior, the Principal may impose such punishments as fines, cancellation of attendance, withholding of terms certificate, forfeiture of educational concession and scholarship, suspension and expulsion.

Disciplinary Rules

Students are instructed to strictly follow the disciplinary rules of the college. Ignorance of rules is not an excuse. Students are expected to read the notice board on a day to day basis. It is the duty of every student to abide by the rules and regulations of the college and conduct himself/herself with decency and decorum. Violation of the rules will result in disciplinary action against the offenders and imposition of punishment including dismissal.

Campus Discipline

- Students must observe strict discipline in the campus, and behave properly to the principal, faculty members, office staff, fellow students and visitors.
- No student shall use or keep in possession alcoholic drinks, drugs, cigarettes or similar intoxicants in the campus.

Identity Cards

All students admitted to the college shall compulsorily wear their identity cards whenever they are present in the college campus. All payments, issue of certificates, mark lists etc., will be made only on production of the identity card. The identity card shall be surrendered to the office at the time of claiming the refund of caution deposit or issuing of Transfer Certificate/Qualifying Certificate whichever is earlier. Identity Card is valid till the completion of the course of study.

Mobile Phone

Use of mobile phones by the students inside the campus is strictly restricted. Violating this rule will be met with disciplinary action. Mobile phones which are brought and used by the students against the policy framed by the College Council from time to time will be confiscated and disciplinary action will be taken against the defaulters. The college has instituted a committee to strictly monitor the High Court order regarding the use of mobile phones.

Dress Code

Students should wear decent dress on all days. Dhoti will not be permitted in the campus. Students entering the campus in special dress code for functions or ceremonies is also prohibited. Sleeveless, round neck T shirts and those with pictures and slogans are not allowed in the campus.

Outsiders Not Permitted

Outsiders are not permitted to meet any of the staff or students in the college campus without the permission of the principal. Students shall not bring any outsiders except the parents/guardians to the college for any purpose whatsoever without the permission of the principal.

Ragging: A Serious Criminal Offence

Honourable Supreme Court has made it clear that ragging in any forms should be sternly and effectively prevented. Whenever a criminal offence is committed in the name of ragging, whether within the campus of an educational institution or in a hostel or otherwise, the Principal/Warden will report the nearest Police Station and not wait until a complaint in this regard is received from the person affected. Appropriate disciplinary action will also be taken against the culprits. The Government & Supreme Court made it clear that any lapse in this regard will be seriously viewed. It will be the personal responsibility of the officer in-charge of the institution to strictly enforce these rules.

General Rules

1. Unofficial meetings, strikes and fund collection are strictly prohibited.
2. Political organisations are not allowed to enter the campus. Students are strictly prohibited from organising, attending or participating in any activity or agitation without prior permission from the Principal.
3. The college being a centre of learning and an exclusive academic zone, nobody should respond to any call for any form of strike or agitation including slogan shouting, dharna or any other activity which may harm the peaceful atmosphere of the institution.
4. They shall not post notices or display posters anywhere in the

- campus and compound walls without the permission of the principal.
5. Strict silence shall be observed while moving about in the campus. During official meetings held in the college, strict discipline must be maintained.
 6. Students are strictly directed to spend their leisure time in the library or reading room. They shall not leave the class without the permission of the tutor or until the class is dispersed.
 7. Students shall not enter any class other than their own.
 8. The principal shall have power to inflict punishments such as fine, denial of attendance, suspension, compulsory issue of TC, etc., to any student according to his discretion.
 9. Students are advised to consult their respective tutorial advisors on matters including their personal problems in the campus.
 10. The properties and equipment of the college are to be handled with extreme care.
 11. Students shall keep the campus and the class room clean and tidy without writing on or disfiguring the walls, furniture, doors, windows etc.
 12. Damages caused to them will have to be adequately compensated, failing which disciplinary action will be taken with the principal's discretion.
 13. The students shall not enter the departments if a teacher is not present. They shall seek the teacher's permission to enter the department.
 14. Students who go over to other college or institutions and engage in acts of indiscipline such as demonstration or strikes will be punished.
 15. No meetings shall be held without the prior permission of the Principal.
 16. In order to monitor and supervise the functioning of the hostels, separate committees for hostels will be constituted by the College Council with five members. The Head of the Institution shall be the Chairman/Chairperson and Hostel Warden the Convenor.
 17. If any complaint is received from hostel inmates or from the public to the Head of the Institution about the misbehavior of students and about activities like keeping weapons, consuming alcohol, using drugs in campus/hostel rooms etc, steps will be taken as per the rules in force. The committee intended for hostels must be vigilant and effective. Room of

- security personnel is located near to the entry gate.
18. CCTV Cameras are installed in selected common places such as entrance and exit gates of the college and hostels.
 19. Public, including former students, will be allowed to enter the college campus only for genuine reasons. They will not be allowed to enter the class rooms and hostel rooms in any case.
 20. Programmes by external agencies/professional groups/paid programmes such as DJ musical events shall not be permitted inside the campus. Any type of fund raising from the students shall not be permitted, as these practices lead to extortion and misuse of fund. Technical festivals should be limited to technical activities. There is no restriction for students' programmes.
 21. Bike race/motor car race/elephant procession or similar activities should not be permitted inside the campus/hostels.
 22. In the interest of security of students, police may be informed in advance about all festival celebrations.
 23. Counseling service/Social work service may be arranged to cope with problems of students. Individual/group counselling may be arranged. Anti-ragging awareness programmes will be conducted. Activities like NSS/ NCC/Yoga/Sports may be encouraged.
 24. For all students' programme in the campus, presence of teachers is mandatory. The students' programme should not be permitted beyond 9 p.m.

Organisational Activities of the Students

- As per the Judgment by the Honorable High Court of Kerala, the university syndicate has permitted the management to stall organizational activities of students in the campus.
- Students are forbidden to attend or organise any meeting in the college or to collect money for any purpose without the permission of the Principal.
- All celebrations in the campus, including union activities, should be held only after getting prior permission from the Head of the Institution. Celebrations of any type should be communicated to the Head of the Institution through concerned Staff Advisor at least five working days prior to the event, with programme details, guests attending, source of funds, expenditure estimates etc. The Discipline Committee should monitor and supervise the celebration in the college.

- Students' Union activities should be supervised by a committee chaired by the Head of the Institution with Staff Advisor as Convenor, and HoDs and Discipline Committee members.
- No type of vehicle should be used during celebrations inside the campus.
- Students are prohibited from indulging in anti-institutional, anti-national, anti-social, communal and immoral activities.
- Students who are charged in criminal offence or those who are under suspension will not be allowed to enter the college campus without the permission of the principal.
- Any student who is persistently insubordinate, repeatedly mischievous, guilty of fraud or malpractice in connection with the examinations will be removed from the rolls.
- The students are directed to uphold moral and ethical values of our society while they are inside and outside the college campus.

Parking Regulations

Students are not allowed to bring vehicles inside the campus. But permission is granted to students on certain conditions. They have to avail a parking permit in advance and park the vehicle at the allotted place at their own risk according to the direction given by the security staff. Violation of the parking regulations will be considered as a serious act of indiscipline.

1. Special parking permits will be issued to the disabled. They can park at the designated areas specified to them. This permit is not transferable from person-to-person or from vehicle-to-vehicle.
2. No vehicle shall ever park in such a manner as to block or obstruct another vehicle, front gate, walkway, doorway, or driveway, at any time for any reason.
3. The operation of any motorized or non-motorized vehicle, including roller skates/blades and bicycles, are prohibited in the college buildings and verandas.
4. Motorcycles and bicycles shall park only in areas designated as "Two Wheelers Only". They shall not park in areas or spaces intended for other vehicles. No vehicle shall park in any area not specifically designated for parking.
5. No vehicle shall park in any designated "No Parking" area.
6. All vehicles shall be parked completely within the designated space. Vehicles shall not be parked stretching to more than one designated space.

7. Vehicles remaining on campus property for more than twenty-four (24) hours will be considered abandoned and will be reported to the police by the authorities.
8. Vehicles or motorcycles shall not be parked on campus overnight without prior approval of the Principal.
9. No person or organization shall distribute posters or leave any leaflet, advertisement, literature or other printed material on any vehicle parked or driven inside the campus.

Laboratory Rules

The following are the general rules to be followed in the Computer, Biosciences and Language labs:

- Students should involve in the lab work in the most disciplined fashion. They should realize that lab hours are the stepping stones to an intimate understanding of the subject and future research.
- Students should maintain silence and cleanliness inside the lab.
- All equipments should be handled with care and utmost responsibility.
- No equipment should be displaced from its original position and order.
- Strict action will be taken if any article is stolen from the lab.
- If any equipment or apparatus is broken out of carelessness, the student responsible will have to pay fine.
- Students should sign the log book at the commencement of the lab hour.

Student Support Services

Prizes and Awards for Academic Excellence

1. **Shihab Thangal Memorial Fellowship** – Instituted by college PTA for the top scorers of each department (TEN Departments).
2. **PG Commerce Topper Award** – This is a cash award instituted by Prof. Mohamed Basheer Nalakath, Perinthalmanna, former faculty of the PG Department of Commerce, for the student from the college who scores highest mark/grade in the University MCom Examinations.

3. **Nishad Memorial Best Performer Award** - This is a cash award instituted by the BCom 2002-'05 Batch in the name of their class mate late Mr. Nishad, for the students who scores highest mark/ grade from this college, in the University Examination of Commerce (BCom Cooperation).
4. **Aseem Memorial Top Scorer Award** - This is a cash award instituted by the BCom 2003-'06 Batch in the name of their class mate late Mr. Aseem, for the student who scores highest mark/ grade from this college, in the University Examination of Commerce (BCom Computer Application).
5. **Top Scorer Award in BSc Computer Science** – This is cash award instituted by Prof. Muhammed Palenegara, former Principal and faculty of the department of Computer Science, for the student who scores highest mark/grade from this college, in the University examination of BSc Computer Science.
6. **Best Outgoing Student Award in West Asian Studies** – This is a cash award instituted by Prof. Kunharu, former faculty of the Department of West Asian Studies, for the Best Outgoing Student of West Asian Studies Department.
7. **Best Outgoing Student Award** - This is a cash award instituted by Dr. Moideen Kutty, Relief Hospital & Trauma Centre, Kondotty, to the best outgoing student of the college.
8. **Advocate Faizal Memorial Award for Economics Topper** – This is a cash award instituted by the B A (Economics) 1995-'98 Batch in the name of their class mate late Mr. Faizal, for the student who scores highest mark/ grade from this college, in the University Examination of BA Economics.
9. **Best Student Award** - This is a cash award instituted by OSAEMEA Jeddah Chapter, for the best student of the college.
10. **Topper Award** - This is a cash award instituted by OSAEMEA Dubai Chapter, for the topper of the college.
11. **NV Ibrahim Master Memorial Excellency Award** – This is a prestigious Gold Medal Award of EMEA College, instituted by former Principal, Prof. Suhadu in the name of her father late NV Ibrahim Master (He was an active member of the Management Committee and master mind of EMEA Institutions), for the student on the basis of the overall performance.

Students Aid Fund (SAF)

For helping needy and financially backward students, a general fund is raised from staff and students in the form of donation. Selected students will get financial assistance from SAF.

Coordinator: **Ms Haulath K** (Dept. of Computer Science)

Tutorial System

The tutorial system is designed to help the intellectually disadvantaged students who need extra help and guidance to keep themselves abreast of other classmates. Special evening remedial hours are handled by teachers on a structured basis.

Coordinator: **Mr Abdul Jaleel M** (Dept. of English)

Advisory System

Advisory Scheme

An Advisory Committee is formed with the Principal as Chairperson and three other members including advisors to review the implementation of various schemes and programmes for the betterment of the academic ambience. It includes programmes like Advanced Learners (Principal's Club). The committee is committed to identifying students who need special assistance in their academics. It also extends its care to other related activities undertaken by the college as well as implementation of reservation policy in admission and recruitment for SC, ST, PH, OBC (non-creamy layer) and others, if any. The committee holds its meeting at least once in every month, and actions taken on decisions are reviewed in the subsequent meetings.

Duties of the advisor in the college

- I. Oversee/monitor various welfare schemes/programmes sponsored by the Government of India/State Government/UGC or any agency/organization as well as those devised by the college/affiliating university for the disadvantaged groups for their effective implementation
- II. Be responsible for the effective functioning of SC/ST Cell and other such Cells/Centres dealing with the problems of different socially disadvantaged groups.
- III. Convene the meetings of incharge of other Committees/Programmes dealing with social issues such as Gender

Sensitization Committee against Sexual Harassment (GSCASH), National Service Schemes (NSS) etc., to review their activities.

- IV. The Advisor shall submit the progress/review report to the Principal. The Coordinators of SC/ST Cell, Remedial Coaching and other schemes/Women's Study Centre, Population Education Cell etc. shall be closely associated with the Equal Opportunity Centre.

Co-ordinator: **Dr Abdul Muneer V** (Dept. of Journalism)

Canteen

A canteen is functioning in the college campus for providing refreshment to the students and staff, at reasonable prices.

Convenor: **Prof. Aboobacker KM** (Dept. of History)

Co-operative Society

A registered co-operative society is functioning in the college. The membership is open to all students and staff. Books, stationery and provisions are made available to the members in the store operated by the Society.

Secretary : **Mr Aboobacker Sidheeque** (Assistant Professor, Dept. of Commerce)

Reprographic Centre

Facilities like printing, copying, binding, project work, ect., are provided in the co-operative store premises.

SC/ST, Minority Coaching Centre

An SC/ST, Minority Coaching Centre, assisted by UGC, is functioning in the college since 1996. It offers intensive coaching for various competitive examinations for entry in service. The centre is extending the facility of remedial classes to those disadvantaged students of Degree and PG classes. Remedial classes are held on working days before/after the regular classes.

Directors:

- 1) **Mr Rafeeque Ali Mundodan**
(Dept. of Commerce) - Remedial Coaching
- 2) **Mr Mohamed Shafi T**
(Dept. of West Asian Studies) - Entry in Service

Career Counseling Cell

It is a centre for career advancement and placement. It is devoted to guiding students towards advanced studies; prepare them to appear for competitive exams, help them find suitable job opportunities, to establish linkage with job market and to locate career opportunities. It provides suitable exposure and experience to students in facing interviews.

Co-ordinator: **Dr Afsal PC** (Department of English)

NET/SET Coaching Centre

The centre conducts coaching classes for preparing students to appear in competitive examinations including NET and SET. For this, question papers of various examinations are collected and discussed. Latest text books, and other course materials are provided and model tests are conducted every week.

Co-ordinators:

1. **Mr Rafeeqe Ali Mandodan** (Dept. of Commerce)
2. **Ms Abida KP** (Dept. of English)
3. **Mr Subair Wafy** (Office in charge)

Equal Opportunity Centre (EOC)

As per the guidelines of UGC, College has set up an Equal Opportunity Centre for the benefit of disadvantaged sections of students. This includes guidance and counselling with respect to academic, financial and other matters.

Main functions of EOC are:

- To ensure equity and equal opportunity to the community at large in the college and bring about social inclusion
- To enhance the diversity among the students, teaching and non-teaching staff population and at the same time eliminate the perception of discrimination
- To create a socially congenial atmosphere for academic interaction and for the growth of healthy interpersonal relationships among the students coming from various social backgrounds
- To make efforts to sensitize the academic community regarding the problems associated with social exclusion as well as aspirations of the marginalized communities
- To help individuals or a group of students belonging to the disadvantaged section of society to contain the problems related to discrimination

- To look into the grievances of the weaker section of society and suggest amicable solution to their problems
- To disseminate the information related to schemes and programmes for the welfare of the socially weaker section as well as notifications/memorandum, office orders of the Government, or other related agencies/organizations issued from time to time
- To prepare barrier free formalities/procedures for admission/registration of students belonging to the disadvantaged groups of society
- To establish coordination with the Government and other agencies/organizations to mobilize academic and financial resources to provide assistance to students of the disadvantaged groups
- To organize periodic meetings to monitor the progress of different schemes
- To adopt measures to ensure due share of utilization by SC/ST in admissions, recruitments (teaching and non-teaching posts) and to improve their performances
- To sensitize the college on the problems of SC/ST and other disadvantaged groups

Scholarships for UG/PG Programmes

Central and State Governments offer various scholarships for talented and financially backward students. Brief descriptions of scholarships are given below: Please visit official website of collegiate education www.dcescholarship.kerala.gov.in for details. Since the scholarships are distributed through the banks, students are requested to open a savings bank account which is linked with aadhar in a nationalized, scheduled or commercial banks with IFSC code. The attested copy of the same should be submitted with the application. A student can apply for any number of scholarships, but if selected the student can avail only one scholarship at a time that ensures maximum amount. PTA circulates a Handbook of Scholarship at the time of admission.

Scholarship Officer: **Mr Mohammed Sadique PA** (Dept. of Arabic)

Assistant Officer: **Mr Subair Wafi** (Office Assistant)

e-Grants

The SC/ST department offers fee concession to students studying in Plus Two, Degree, Post Graduation, Polytechnic courses belonging to OBC, KPCR with annual income below 1 lakh. There is no income limit

for SC/ST, OEC students for receiving fee concession. The students should apply online for the E-Grants from the Akshya Centers and the copy of the same along with Income Certificate, Community Certificate, copy of the savings bank passbook and Adar card should be submitted to the head of the institution.

Details of Scholarships Availed by Students		
Scholarship		Website
Blind / PH Scholarship		www.dcescholarship.kerala.gov.in
District Merit Scholarship (DMS)		
Hindi Scholarship (HS)		
Muslim Nadar Girls Scholarship (MNS)		
Post Metric Scholarship (PMS)		
State Merit Scholarship (SMS)		
Suvarna Jubilee Merit Scholarship (SJMS)		
Central Sector Scholarship		www.pfmas.nic.in
Higher Education Scholarship		www.kshsec.kerala.gov.in
INSPIRE Scholarship		www.online-inspire.gov.in
Prathibha Scholarship (STARS)		www.kscste.kerala.gov.in
C.H. Mohammed Koya Scholarship		www.minoritywelfare.kerala.gov.in
UGC Scholarship Indira Gandhi PG Scholarship for Single Girl Child	PG Scholarship for University Rank Holders	www.ugc.ac.in
CBSE Scholarship Single Girl Child Scholarship	Central Sector Scholarship	
Scholarship for the welfare of Forward Caste		www.kswcfc.org
Other Scholarships	Sitaram Jindal Foundation Scholarship	www.sitaramjindalfoundation.org
	ONGC Scholarship	http://www.ongcindia.com
	Fair and Lovely Scholarship	www.fairandlovely.in
	LIC Golden Jubilee Scholarship	www.lic.in
Snehapoorvam Programme		www.socialsecuritymission.gov.in

Co-ordinators: **Mr Mohammed Sadiq PA & Mr Subair Wafy**

Civil Services Guidance Centre

The Civil Services Guidance Centre of EMEA College started functioning in 2018-19. It provides orientation, guidance and coaching for PSC/UPSC and other competitive examinations. The Centre aims at ensuring placement and excellence of its aspirants in various government services at the national level, including the prestigious IAS/IPS and other coveted posts of the UPSC.

The Centre imparts proper orientation, guidelines, current and up to date materials, systematic preparation strategies to clear the competitive examinations in the very first attempt. The Centre equips the students and nurtures their traits of hard work to realise their long cherished dreams of government services. The Centre also runs the “Hindu Readers’ Forum” to inculcate the reading culture, analytical & writing skills of the aspirants, and conducts various programs like debate, quiz, paper presentation and invited talks by experts sponsored by The Hindu Daily.

Co-ordinator: **Dr Afsal PC** (Dept. of English)

ASAP

Our college is a Training Partner Institution (TPI) of Additional Skill Acquisition Programme (ASAP) since 2013. ASAP is an initiative of Higher Education and General Education Departments, Govt. of Kerala, which aims to equip students with employable skills along with their regular studies. It comprises of a Foundation Course that constitutes modules on communication skills in English and Information Technology and moreover a Skill Course chosen by the student for specialization. The college has also been selected as Training Partner Institution of Communicative English Trainer (CET) Programme which is another initiative of ASAP for the selected graduate and postgraduate students from different colleges across Kerala.

Co-ordinator- **Roy PP** (Dept. of English)

Walk With a Scholar (WWS)

Walk With a Scholar (WWS) is a dream project of Government of Kerala for the students. The mentoring programmes provide guidance and help students build a bright career. The scheme introduces the idea of mentoring and build capacities on the concept of the mentor as a guide and friend. The programme has both internal and external mentors who design various lessons identifying the needs of their mentees.

Co-ordinator: **Mr Firoz KT**

Scholar Support Program (SSP)

The college offers special attention to the weaker students. Remedial coaching sessions are provided throughout the year by the Scholar Support Programme (SSP). Weaker students are identified by the respective tutors and special coachings are given on Saturdays and college off time.

Co-ordinator: **Mr Hussain V**

Language Lab

Language Lab focuses on the improvement of communication skills. The lab is equipped with 24 computer systems and other hi-tech facilities.

Coordinator: **Lt. Abdul Rasheed P** (Dept. of English)

Campus Wi-Fi (Internet Facility)

College has become a Wi-Fi campus with high speed Internet connectivity. All forty classrooms are ICT-enabled smart classrooms with uninterrupted Internet facility. EMEA College Digital Library, UGC Network Resource Center and Digital Language Lab, Audio Visual Theatre and Seminar Hall are well-equipped with computers exclusively set aside for browsing. To promote the use of Internet for academic purpose, students are allowed Wi-Fi access to Internet in their laptop or tablet free of cost. Internet can be accessed on the campus from 8.30 am to 3.30 pm on all days except Sundays and holidays.

Coordinator: **Mr Naseel Ismail** (Computer Technician, Dept. of Computer Science)

Total Campus Solution (TCS)

The college administration is completely automated through TCS (Total Campus Solution), an online software which provides facilities like office administration, attendance recording, study material uploading, downloading etc. Teachers, office staff, students and parents can login to the site by using their user name and password.

Coordinator : **Mr Naseel Ismail** (Computer Technician, Dept. of Computer Science)

Statutory Bodies

Anti-Ragging Cell

The Anti-Ragging Cell is headed by the Principal and includes representatives of faculty members, parents, students and non-teaching staff. It shall consider the recommendations of the Anti-Ragging Squad and take appropriate decisions.

Coordinator: **Mr Riyad AM** (HoD, Computer Science)

Anti- Ragging Squad

The Anti-ragging squad shall be nominated by the Principal and shall consist of representatives of faculty members, parents, students and non-teaching staff. The squad has vigil, oversight and patrolling functions. The Squad shall investigate incidents of ragging and make recommendations to the Ant-Ragging Cell.

Convenor: **Mr Roy PP** (Dept. of English)

Board for Adjudication of Student Grievances (BASG)

This cell looks at the grievances of students in the campus and also investigates into multifarious issues like internal evaluations, external examinations and other problems connected with curricular and extracurricular activities. This has three levels. First at the level of teacher concerned, second at the level of department committee and third at the level of college committee.

The BASG committee is constituted to provide meaningful and effective intervention against any act of discrimination on the basis of age, sex, marital status, sexual orientation, religion, caste, creed, disability and complaints pertaining to harassment, ragging, misbehavior or any other offensive acts from the part of staff and students.

Coordinator: **Ms Kamalam Edathil** (HoD, Commerce)

Committee against Sexual Harassment

This committee looks into various types of complaints from the part of girl students/female staff, and suggests various procedures for its prevention

and continually monitors the well being of girls inside and outside the campus.

Coordinator: **Ms Abdiha KP** (Dept. of English)

Women Development Cell (WDC)

Gender Cell is a platform for the concerted effort of the students as well as the teachers to tune a democratic conscience among the student community inside and outside the campus. At an hour of gender inequality and violence, this cell aims at convening programmes and openings for the student community to equip them to engage in the cultural needs of the time.

Coordinator: **Ms Jisha PJ** (Dept. Microbiology)

Dropout Management Cell

As mentioned in NAAC report, the number of dropout students is increasing every year. To reduce the number of dropout students, a Dropout Prevention Cell is formed to look into the problems of such students and to give them proper counseling and motivation.

Convenor: **Ms Dufaida** (Dept. of Microbiology)

Examinations and Test Papers

There will be periodic test papers and two internal examinations in each semester. Progress Cards will be issued to the parents in the class wise PTA meeting convened by the class advisor after the internal examinations. No student is permitted to abstain himself or herself from these examinations. Students who fail to apply for the university examinations or not having sufficient Attendance, Progress and Conduct (APC) cannot write university examinations.

Chief Controller: **Mr Mohamed Jamshad K** (Dept. of Computer Science)

Additional Controllers: 1. **Mr Muhammed Nisar TV** (Dept. of Economics)
2. **Mr Nahas Shaha AA** (Dept. of Commerce)

University Examinations

Chief Supdt. : **Mr Askerali A** (HoD, Malayalam)

Assistant Supdt. : **PM Abdurazaque** (Dept. of Economics)

Scholarship Statistics 2019-20

SL. NO	SCHOLARSHIP NAME	UG					
		FRESH			RENEWAL		
		AMOUNT	NOS	TOTAL	AMOUNT	NOS	TOTAL
1	Post Metric Scholarship	5000	187	935000	5000	79	395000
2	Central Sector Scholarship	10000	32	320000	10000	5	50000
6	Suvarna Jubilee Scholar Ship	10000	15	150000	10000	41	410000
7	Blind & Ph Scholarship	4000	7	28000			0
8	Blind & Ph Scholarship	6030	1	6030			0
9	Pr. Joseph Mundasheri Scholarship	15000	2	30000			0
10	Fisher Man Scholarship	29000	1	29000			0
11	Ch Muhammed Koya Scholarship	5000	74	370000	5000	160	800000
12	Ch Muhammed Koya Scholarship For Hostellers	13000	9	117000	13000	17	221000
13	Higher Education Scholarship I Year	12000	5	60000			0
14	Higher Education Scholarship Ii Year			0	18000	2	36000
15	Higher Education Scholarship Iii Year			0	24000	1	24000
	Total	0	333	2045030	0	305	1936000

PG						TOTAL
FRESH			RENEWAL			
AMOUNT	NOS	TOTAL	AMOUNT	NOS	TOTAL	FRESH & RENEAL
6000	60	360000	6000	17	102000	1792000
		0			0	370000
		0			0	560000
4000	1	4000			0	32000
		0			0	6030
		0			0	30000
10000	1	10000			0	39000
6000	39	234000	6000	34	204000	1608000
0	0	0	13000	3	39000	377000
40000	2	80000			0	140000
		0	60000	1	60000	96000
		0			0	24000
0	103	688000	0	55	405000	5074030

Old Students Association of EMEA (OSAMEA)

The purpose of the OSA of EMEA is to actively support the mission and educational objectives of the EMEA College and to maintain a relationship with its alumni. Also, the Old Students Association operates as a charitable trust.

The aim of the Old Students Association is to encourage the alumni to maintain links with the college and with each other in order to promote the welfare and interests of the college.

The association involves in activities which contribute to improvement of infrastructure and academic activities of the college. It also has instituted different endowments and scholarships. The first Mega OSAMEA Meet conducted in 2017 was a stunning success. The association takes initiatives to help meritorious students with financial assistants. It identifies those alumni who have made outstanding contributions to their profession or society, and honours their achievements. Moreover, it keeps a keen eye upon the possibilities of making use of and available the resource persons of the alumni for benefit of the current generation in the college.

President	: Mr Baheer Thottiyam	9947444402
General Secretary	: Mr Mohamad Saleem	9895432891
Treasurer	: Mr Abdurazaque PM	9847508011
Coordinator	: Mr Firoz KT	9847587685

College Union

The College Union is constituted according to the instructions issued from the University from time to time.

The Union Council

The objective of the College Union is (i) to train students of the College in the duties and rights of citizenship, (ii) to promote opportunities for the development of character, leadership, efficiency, knowledge and spirit of service among students, (iii) to organise sports, arts and other cultural and recreational activities and (iv) to take all such other activities that are relevant and incidental to the objectives of the University Union.

There shall be a Union Executive Committee comprising of the following offices:

Principal, Staff Advisor, Chairman, Vice Chairman, General Secretary, UUC 1, UUC 2, Fine Arts Secretary, Student Editor and General Captain.

The Union Secretary shall act as the Secretary of the Executive Committee. The Union Council shall meet at the beginning of the academic year and formulate its activities for the year. It shall also meet subsequently whenever necessary. The Staff Advisor will provide advice for the effective and smooth functioning of the College Union. Secretary/Staff Advisor shall keep the minutes of all meeting in the Union Register Book.

The union consists of both faculty and elected student representatives. The college principal is the president of the union and a staff advisor is nominated by the principal. All other offices like Chairman, Vice Chairman, Secretary, Joint Secretary, Fine Arts Secretary, Student Editor, General Captain and University Union Councilors are decorated by the elected candidates.

College Magazine

There shall be an Editorial Board consisting of the Staff Editor nominated by the Principal, Student Editor and a few other members. A magazine, which is the mouth piece of the college, is published every year. Students are the major contributors. This brings out young talents into the limelight. In an attempt to develop social commitment, the students are encouraged to prepare inquisitive reports on various issues of the society and are included in the magazine. The college magazine is published annually. The Principal is the final authority in all matters concerning the magazine. Our college magazines stand out and have won many awards at University and State level competitions.

Staff Editor: **Mr Hussain V** (Dept. of Economics)

Parent Teachers Association

The Parent Teacher Association (PTA) of the College provides remarkable support to the activities of the institution. The PTA assists the overall development of students by extending financial and other supports to the curricular, co-curricular and extracurricular activities of students.

General Secretary: **Mr Mohamed Sadiqu PA**

PTA Executive Committee 2019-20

President	Dr CP Ayoob Keyi Principal	9447108960
Vice President	Mr KP Musthafa Thangal Pallikkal PO, Pallikkal Bazar	9847980100
Secretary	Prof. Mohammed Sadique PA Dept. of Arabic	9746268646
Joint Secretary	Mr Ashraf Madan Kondotti	9447318341
Treasurer	Prof. Asif N Dept. of Business Administration	9746219413
Executive Members	Dr Mashhoor K Dept. of Biotechnology	9947869914
	Dr Anusree Thambi Dept. of Microbiology	7902526153
	Mr Sulfiker Ali Dept. of Biochemistry	9746381148
	Mr Abdul Jaleel M Dept. of English	9492438013
	Ms Vasheeda KP Dept. of Computer Science	9995906751
	Mr Mohammed Nisar TV Dept. of Economics	9895250071
	Dr Nisar U Dept. of West Asian Studies	9745204910
	Mr Moideen Shafeeq A Dept. of Commerce	9747666192

Skill Development Centre (SDC-EMEA)

EMEA College has become a Training Partner of National Skill Development Corporation (NSDC) which fall under the Ministry of Skill Development & Entrepreneurship, to impart Skill Education to the students by partnering with KELTRON, a Government of Kerala undertaking 2018-19. Having this responsible mission in mind, EMEA has signed a memorandum of undertaking (MoU) with KELTRON in March 2019. Skill development programmes thus introduced in the campus came under the broad platform of Skill Development Centre of EMEA (SDC-EMEA).

A student of SDC-EMEA is entitled to obtain dual certification on the successful completion of the programme, one from KELTRON and the other from NSDC, subject to the NSDC examination rules stipulated by the NSDC from time to time. The key advantage of the SDC-EMEA skill development programme is that it is a part of the Industry Institute Linkage Training Programme (IILTP) which is meant to connect the studies with the Industry leaders of the respective service or technology. Moreover, these certification programmes are recognized by the Kerala State Public Service Commission. This gives students tremendous exposure and hands-on practical experience as they are carried out in the computer lab.

SDC-EMEA offers three courses in different technology and service to the degree program students according to their area of interest. SDC-EMEA has identified that providing skill development education can certainly enhance the employability of the youth as it would pave way for their economic wellbeing.

Courses Offered are:

Name of Programme	Category
Computerised Financial Accounting – Tally and MS Office	BCom., and BBA Students
Word Processing and Data Entry	BA and BSc., (Except BSc CS) Students
Basic Android Applications	BSc Computer Science Students

Director: **Dr Shamsudheen E**

Co-Curricular Activities

National Cadet Corps (NCC)

The NCC unit of EMEA College, established in 2013, commanded by Lt. Abdul Rasheed. P of the Post Graduate Department of English, comes under the 29 Kerala Battalion with a strength of 54 cadets for three years (A, B & C certificates), splitting the intake capacity 18 cadets each year. Within a short span of time, EMEA NCC unit has brought laurels to the college and to the district as well, hosting National Integration Camp two times in 2013 and 2015, unprecedented in the history of Malappuram District and 29 Kerala Battalion, that more than 800 cadets from all states of India came and camped at college upholding the unity in diversity to reiterate the national integrity. EMEA College was honored when it was adjudged as one of the best venues for NIC of NCC India. Each year EMEA NCC cadets take part in various camps including NICs, CATs, ATCs, Trekking, Thal Sainik Camps, Republic Camps, ALCs, and BLCs conducted throughout India. NCC helps groom the personality, character, discipline and responsibility among the youth and guiding them achieve success in any circumstance. NCC A, B, & C certificate holders are eligible for grace marks in each semester of UG, and reservation at various University examinations including UPSC and PSC. In 2017, NCC won the Best Institution State Level Award and received the trophy from the Chief Minister.

NCC Officer: Lt. Abdul Rasheed P (Dept. of English)

National Service Scheme (NSS)

The main objectives of National Service Scheme (NSS) are:

- Understand the community in which they work. Understand themselves in relation to their community. Identify the needs and problems of the community and involve them in problem solving.
- Develop among themselves a sense of social and civic responsibility. Utilize their knowledge in finding practical solutions to individual and community problems

- Develop competence required for group-living and sharing of responsibilities. Gain skills in mobilizing community participation. Acquire leadership qualities and democratic attitudes. Develop capacity to meet emergencies and natural disasters and practice national integration and social harmony.

In 2017, NSS won the Best Institution Award at State and District level. Mr K.T. Firoz achieved the Best Programme Officer Award in the state.

Programme officers:

Unit 102: **Dr Dhanya PS** (HoD, Hindi)

Unit 115: **Mr Muhammed Shafi T** (Dept. of History)

Fine Arts Samithi

The Samithi envisages an overall development of the potential of the students in the field of art and literature. The Samithi is assigned the following tasks to accomplish the objectives:

1. To monitor the smooth conduct of the college arts festival
2. To prepare the students to attend various competitions in and around the campus
3. To provide ample support to the students for participating zonal competitions

Director: **Mr Mohammed Jamshad K** (Dept. of Computer Science)

Coordinators

1. **Mr Abdul Jaleel M** (Dept. of English)
2. **Mr Rajesh TK** (Dept. of Microbiology)
3. **Ms Aneesath M** (Dept. of Commerce)

Students Initiative in Palliative (SIP)

Students Initiative in Palliative (SIP) is a sub organisation of Palliative Care. It aims to encourage active participation of the students in the sacred works of the palliative care. The key motto of the SIP is to provide able care and attention to the bed ridden patients and encourage them to show positive attitude toward life. Each volunteer of the SIP is actively involving the programmes of a palliative care and provide enough confidence and energy to the suffering.

Coordinators: 1) **Mr Shihabudheen Paikarathodi**
(Dept. of Physical Education)

2) **Mr Mohamed Shafi T** (Dept. of History)

Human Rights Cell

Human Rights Cell of the college aims at:

- Promoting equality, dignity, non-discrimination and respect to each member of the college community.
- Empowering students and staff to become active members of a global community.
- Enabling the students to reach their full potential through education, in particular those who are marginalized due to their gender, color, caste, religion and status.
- Protecting all members of the college community by making safety and security a shared priority and responsibility

Coordinator: **Dr Jamsheela O** (Dept. of Computer Science)



Principal Dr. CP Ayoob Keyi honouring NCC Cadet CPL Preethu Raj, who won a Silver Medal at TSC, Delhi

Clubs and Associations

Literary Club

Literary Club is an initiative of the PG Department of English of the college. The club aims at enhancing the creative abilities of the students and providing them with necessary inputs and facilities. Literary Club organizes various programmes such as Invited Lectures, Reading Sessions, Writing Workshops and Litvanza - The annual Literary and Cultural Fest. The club has founded Ambedkar Study Circle - a platform for discussing and debating contemporary socio-political issues.

Coordinators: **Ms Abidha KP & Mr Abdul Jaleel M**

Bhoomitra Sena Club

Environmental education has become an inevitable tool in creating awareness on imperatives of environmental sustainability. Bhoomitra Sena Club is an idea conceived by the Directorate of Environment & Climate Change under Department of Environment and Climate Change. Agencies like Kerala State Pollution Control Board, Kerala State Biodiversity Board and Kerala Suchitwa Mission extend support to this programme. The Bhoomithra Sena Club of EMEA College is aimed at encouraging college students to appreciate the environment and to react positively to environmental issues. The club organizes Seminars, Debates, Lectures and talks on environmental issues. It also arranges visits to Wildlife Parks and environmentally degrading areas etc. Other activities include cleaning and maintaining the polluted or environmentally degraded sites, planting and maintaining trees in the campus, etc.

Co-ordinator: **Mr Sulfikerali M**

Tourism Club

Tourism in Kerala is going through a significant phase of growth and development. The sustained efforts of the department of tourism over a period of several years have played a crucial role in achieving this

momentum and direction. The department of tourism is committed to preserving this trend and working towards long-term goals of establishing tourism as a major development factor in the state. It is with this objective that the Department of Tourism is envisaging a massive awareness campaign in the state. Setting up of tourism clubs in colleges and schools is aimed at creating proper awareness about tourism among the youth.

Coordinator: **Mr Rafeeqe Ali Mundodan**

Red Ribbon Club

The RRC aims at directing the potential of the youth by equipping them with correct information on HIV/ AIDS prevention, Care and Support and Treatment. It also aims in building their capacities as peer education in spreading message on positive health behaviour in an enabling environment and increasing voluntary blood donation from among youth.

Coordinator: **NSS Officers**

Theatre Club

The purpose of Theatre Club is to foster attitudes, understandings, skills and enjoyment. So, each student's artistic potential may be developed. In developing their potential, students will realize that lifelong participation in the arts is a valuable part of a life fully lived.

Co-ordinator: **Mr Abdul Jaleel M**

Nature Club

Nature Club is an initiative towards pitching conservation efforts at societal level, which would have direct bearings upon decisions that we make as individuals, in the interest of the environment of which we all form different parts. The Nature Club successfully specializes in helping youngsters of our college to take the first step towards the conservation of nature.

Coordinator: **Mr Mohammed Nisar TV**

Debating Society

Debating is regarded as an educational tool for developing students' analytical and communication skills. Since debating is largely about

developing arguments that are stronger than the arguments of the other side of the debating. But it's not just the quality of the argument; it's also the delivery, Hence, developing communication skills in general is possible. The language of debating is English, which for most of us is not the first language, and using one's language skills in such a dynamic way is sure to improve them. It's also very important to remember the improvement one can notice in thinking skills after debating for time. Because people will often have to debating against their own personal opinions, debating inevitably improves critical thinking skills. One has be able to question one's own opinions and see different points of view to an issue. Also, because the preparation time for the debating is very short, only 15 minutes, and one might be asked unexpected questions during the debating, one also learns to think fast, and think well.

Coordinator: **Ms Irfana Parveen**

Music Club

The Club focuses on bringing out the musical talents (both vocal and instrumental) of the students and providing them a stage to perform.

Coordinator: **Ms Aneesath M**

IT Club

IT Club aims to sharpen the ideas and expertise of the students in various fields of Information Technology. The main objective of the club is total IT literacy. Moreover, the club aims to horn the IT skills of students which will be beneficial for them in their studies and career. With this project in mind, the club is actively involved with many IT related activities.

Coordinator: **Dr Jamsheela O**

Entrepreneurial Skill Development Club (ED Club)

The Entrepreneurial Skill Development Club (ED Club) is a student-run organisation that is committed to bring together the people and ideas to foster an interactive learning environment of entrepreneurship. Our mission is to foster the spirit of entrepreneurship and the entrepreneurial way of thinking and to help students find the contacts, resources and real world experiences necessary to launch or grow a successful enterprise.

Co-ordinator: **Mr Muhammed Faisal T**

Film Club

Awareness among students about social and youth related issues is created through screening of movies followed by discussions.

Coordinator: Mr Abdul Jaleel M

Commerce Club

Commerce Club strives to make the students to go beyond the classroom learning and to confidently face the ever changing demands of the commercial world and to prove themselves as the best business leaders.

Coordinator: Mr Nahas Sha AA



Jb MP Abdussamad Samadani MP inaugurating EKF 2020, an Intercollegiate Knowledge Fest of Art, Culture & Media organised by the Dept. of West Asian Studies and Library Club

Students' Accommodation

College Hostels

The college hostel for girls functions in a permanent building in the college campus. Hostel accommodation is available for a limited number of students only. Those who wish to join the hostel shall submit separate application after obtaining admission in the college and shall pay the fixed establishment charges and caution deposit at the time of admission. The mess dues and rent are to be paid monthly. Admission to the hostel is not the right of students. It will be offered to students based on the availability of seats, the academic merit and need of the applicants.

Principal is the chief warden and he is the final authority to grant admission/re-admission. Residents of the hostels shall strictly adhere to the directions/rules framed by the College authorities from time to time. Violation of such rules will entail the expulsion from the hostel/dismissal from the college.

Hostel Rules

1. Hostel is a “home away from home” and therefore, hostellers should maintain a cordial and healthy relationship with all the inmates.
2. Students should abide by the decisions of the hostel warden and co-operate in the enforcement of the hostel rules failing which strict disciplinary action may be taken.
3. Students should follow the general timetable fixed for the hostel.
4. Students must keep their rooms neat and clean. They should keep their belongings in proper order.
5. Students should sleep only in their own allotted rooms.
6. Students are accountable for their belongings and shall avoid wearing costly ornaments. The hostel authorities will not be responsible for any loss of cash or other valuables from the room.

7. Students should keep their rooms locked when they leave the hostel.
8. Save water and electricity. Use them as per requirement only.
9. Allotment of rooms is at the discretion of the Warden. Students should refrain from defacing walls and furniture with drawings and writings.
11. The hostel warden/deputy warden/matron has the right to check the room at any time for maintaining discipline in the hostel.
12. Students cannot bring outsiders into the hostel. Guest may be allowed on prior written permission from the warden.
13. Consumption of alcohol, smoking and use of drugs and other intoxicants in the hostel and its premises are strictly prohibited. Anyone found violating the rules will be subjected to serious disciplinary action.
14. Hostellers desiring to go out of the campus shall obtain prior permission from the warden and register their whereabouts in the movement register. They shall reach the hostel before 5.30 pm in the normal working days.
15. Admission to the hostel is on an annual basis and may not be renewed for lack of compliance with the hostel discipline. Serious breach of hostel discipline will invite dismissal from college also.
16. Financial commitments of the hostel shall be met on time and failure to do so will invite dismissal.
17. No fund shall be collected or meetings organized in the hostel without prior consent of the warden.
18. Mess due will be published on the first week of every month and inmates shall remit the dues before 15th of every month without fine.
19. Students will be permitted to go home during holidays/vacations with their parents/guardians/authorized persons who should produce an identity card while taking the ward from the hostel. However, in special cases/occasions a written request to the principal from parent/guardian will be honoured and inmate may be permitted to go home alone or with other neighbouring students.
20. Principal as chief warden reserves the right to dismiss a student from the hostel on the specific reasons noted or reported.

Office Bearers 2020-'21

Secretary, College Council		Prof. Mr Mohamed Najeeb PM
IQAC Coordinator		Dr Ibrahim Cholakkal
NAAC Coordinator		Dr Abdul Muneer V
RUSA Coordinator		Mr Abdurazaque PM
SAAC Coordinator		Lt. Abdul Rasheed P
Public Information Officer		Mr Roy PP , Head Dept. of English Ph: 8547679457
Additional Public Information	Officer	Mr Abdurahim M Office Superintendent
	Member	Mr Musthafa KT , LD Clerk
Appellate Authority		Dr Ayoob CP , Principal Ph: 0483 713530
Nodal Officer - Admission PG & UG (University)		Mr Riyad AM
Examination (University Level) Chief Supdt	Chief Supdt.	Mr Askarali A
	Addl. Chief Supdt.	Mr PM Abdurazaque
NCC Officer		Lt. Abdul Rasheed P
NSS Officers	Unit 102	Dr Dhanya PS
		Mr Shihabudheen P
	Unit 115	Mr Muhammed Shafi T
ASAP Coordinator		Mr Roy PP
WWS Coordinator		Mr Firoz KT
SSP Coordinator		Mr Hussain V
Anti-Ragging Cell Coordinator		Mr Riyad AM
Anti-Ragging Squad Coordinator		Mr Roy PP
Internal Committee for Welfare of Students with Disabilities Coordinator		Mr Shihabudheen Paikarathodi

RUSA Research Network Group (PRNG) Coordinators	Science	Dr Rajashekharan K
	Social Science	Dr Abdul Muneer V
Board for Adjudication of Students Grievance (BASG) Coordinator		Ms Kamalam Edathil
Committee Against Sexual Harassment Coordinator		Ms Abidha KP
Dropout Management Cell Coordinator		Ms Jisha PJ
Research Advisory Committee Coordinator		Dr Krishnakumar K
Infrastructure and Timetable Committee Convenor		Mr Askarali A
FLAIR Coordinator		Dr Rajashekaran KE
National Institute Ranking Framework (NIRF) Co-ordinator		Dr Abdul Muneer V
Human Rights Cell Coordinator		Adv. Hassan AV
Energy & Environment Conservation Club Coordinator		Dr Mashhoor K
Hygiene Maintenance Committee Coordinator		Prof. Aboobacker KM
Intellectual Property Rights (IPR) Cell for the Academic Coordinator		Mr Jamsheer CK
Minority Cell		Dr Dhanya PS
OBC Cell		Ms Dufaidha KM
SC/ST Cell		Dr Dhanya PS
PTA Secretary		Mr Mohamed Sadiqu PA
Staff Advisor to College Union		Lt. Abdul Rasheed P
Counselling Centre Coordinator		Lt. Abdul Rasheed P
College Calendar Coordinator		Dr Afsal PC
College University Linkage Coordinator		Dr Dhanya PS

E-Learning Coordinator		Dr Mahjabeen Aydeed
College Union Election	Returning Officer	Mr Mohamed Sadiqu PA
	Members	Mr Asif N
		Mr Shihabudheen P
Skill Development Centre (SDC EMEA)	Director	Dr Shamsudheen E
	Assistant Director	Mr Mohamed Faisal T
Centralised College Portal (University of Calicut) Nodal Officer		Mr PM Abdurazaque
All India Survey of Higher Education (AISHE) Nodal Officer		Mr Mohammed Jamshad K
Public Fund Management System (PFMS) Nodal Officer		Dr Rajashekaran KE
National Scholarship Program (INO-NSP) Nodal Officer		Mr Mohamed Sadiqu PA
Young Innovators Programme (YIP) Nodal Officer		Mr Hussain V
SWAYAM Mentor		Mr Aboobacker Siddeeq KC
Controller of Internal Examination (College Level)	Convenor	Mr Mohammed Jamshad K
	Members	Mr Mohamed Nisar TV
		Mr Nahas Sha AA
		Mr Asif N
Girls Hostel Warden		Ms Dufaida KM
Internal Marks, APC & Registration	Coordinator	Dr Jamsheela O
	Joint Coordinator	Ms Jisha PJ
Students Advisory Scheme	Coordinator	Dr Abdul Muneer V
	Joint Coordinator	Mr Abdul Jaleel M

Fine Arts	Convenor	Mr Mohamed Jamshad K
	Asst. Convenors	Mr Abdul Jaleel M
		Mr Rajesh TK
		Ms Aneesath M
Staff Editor		Mr Hussain V
Staff Club	President	Mr Ashkarali A
	Secretary	Ms Haulath K
Professional Development Program (PDP) Coordinator		Dr Abdul Muneer V
Career Guidance & Placement Cell Coordinators		Dr Afsal PC Mr Rafeeqe Ali Mundodan
Co-operative Store Secretary (Adhoc)		Mr Aboobacker Sidheeque KC
Quiz Club Coordinator		Ms Zahira Banu NK
Principal's Club Coordinator		Mr Abdul Jaleel M
Student Welfare Dean		Mr Mohamed Najeeb PM
Scholarship Coordinator		Mr Mohamed Sadiqu PA
Social Media Campaign (SMC)		Mr Mohamed Jamshad
Discipline Committee Convenor		Dr Shamsudheen E
Remedial Coaching Convenor		Mr Nahas Shah AA
Tutorial Programme Coordinator		Ms Balkees KS
College Website	Coordinator	Dr Jamsheela O
	Joint Coordinator	Mr Naseel Ismail C, Technician
Student Initiative in Palliative (SIP) Convenors		Mr Shihabudheen Paikarathodi Mr Mohamed Shafi
Students with Special Needs Coordinator		Mr Muhammed Shafi T
Equal Opportunity Centre	Co-ordinator	Mr Mohammed Sadiqu PA
	Joint Co-ordinator	Mr Subair Wafy
News Bulletin Coordinator		Dr Afsal PC
Learning Enhancement Centre Coordinator		Dr Nizar U

Legal Matters Coordinator		Adv. AV Hassan
Laisoning Officer (Administration) Coordinator		Mr PM Abdurazaque
Post Graduate Programme Co-ordinator		Prof. KM Aboobacker
Life Long Learning Centre	Co-ordinator	Lt. Abdul Rasheed P
	Jt. Co-ordinator	Ms Haulath K
Nature Club Co-ordinator		Mr Mohammed Nisar TV
Tourism Club Co-ordinator		Mr Rafeeque Ali Mundodan
Theatre Club Co-ordinator		Mr Abdul Jaleel M
Music Club Co-ordinator		Ms Aneesath M
Movie Club Co-ordinator		Mr Abdul Jaleel M
Readers Forum Co-ordinator		Mr Firoz KT
Red Ribbon Club Co-ordinators		NSS Officers
ED Club Coordinator		Mr Muhammed Faisal T
Debating Society Co-ordinator		Ms Irfana Parveen
NET/SET Coaching Centre	Co-ordinator	Mr Rafeeque Ali Mundodan
	Joint Co-ordinator	Mr Subair Wafy
Student Aid Fund and Internal Scholarship Coordinator		Ms Haulath K
Bhoomithrasena Club Coordinator		Mr Sulfikarali M
English Literary Club	Co-ordinator	Mr Abdul Jaleel M
	Joint Co-ordinator	Ms Abidha KP
IT Club Coordinator		Dr Jamsheela O
Commerce Club Coordinator		Mr Nahas Sha AA
Women Cell Coordinator		Ms Jisha PJ
Library Club	Coordinator	Mr Firoz KT
	Joint Coordinator	Ms Zaheera Banu NK
Microbiology Club Coordinator		Ms Ashitha K Sanuj

Committee for the Academic Year

NAAC Steering Committee	
Chairman	Dr Ayoob CP, Principal
Vice-chairman	Mr Mohamed Najeeb PM
Co-ordinator	Dr Abdul Muneer V
Assist. Co-ordinator	Mr Abdurazaque PM
Assist. Co-ordinator	Dr Ibrahim Cholakkal
Criteria Co-ordinators	Dr Afsal PC
	Mr Abdul Jaleel
	Ms Houlath K
	Dr K Mashhoor
	Mr KT Firoz
	Mr Aboobacker Siddeeqe K
	Mr Rafeeqe Ali Mundodan
Internal Quality Assurance Cell (IQAC)	
Chairman	Dr Ayoob CP, Principal
Vice-chairman	Dr Abdul Muneer V
Co-ordinator	Dr Ibrahim Cholakkal
Assist. Co-ordinators	Mr KT Firoz
	Dr K Mashhoor
Members:	Jb Balathil Bappu, Manager
	Dr Mohammed Haneefa P
	Mr Askarali A
	Ms Shiji Thomas
	Mr Riyad AM
	Mr Roy PP
	Dr Krishnakumar T
	Mr Abdurahim M
	Mr Abdul Latheef KM
	Mr Aboobacker Siddeequ KC

Discipline Committee

Chairman	Dr Ayoob CP, Principal
Convenor	Dr Shamsudheen E
Joint Convenor	Mr Muhammed Jamshad K
Members	Lt. Abdul Rasheed P
	Mr Firoz KT
	Mr Mohammed Nisar TV
	Mr Aboobacker Sidheequ K C
	Mr Yoonus P
	Dr K Mashhoor
	Mr Shihabudheen PT
	Mr Asif N
	Mr Sulfikar Ali M

Anti – Ragging Squad

Chairman	Dr Ayoob CP, Principal
Convenor	Mr Roy PP
Members	Mr Mohamed Jamshad K
	Ms Jisha PJ
	Dr Ibrahim Cholakkal
	Ms Haulath K
	Mr Rafeeque Ali Mundodan
	Mr Moideen Shafeeque A
	Dr Mashhoor K
	Mr Asif N
	Mr Sulfikar Ali M
	Mr Muhammed Shafi T
	Mr Abdul Jaleel M
Mr Yoonus P	

Anti Ragging Monitoring Cell

Chairman	Dr Ayoob CP, Principal
Convenor	Mr Riyad AM
NGO Representative	Mr Mohammed Rafeeque PM
Ex-officio members	Sub-Inspector of Police, Karipur
	PTA Vice President
	Village Officer, Karipur Village
	Co-ordinator, IQAC
	Chairman, College Union

Ethics Committee

Chairman	Dr Ayoob CP, Principal
Convenor	Mr. Mohamed Jamshad K
Members	Mr PM Mohamed Najeeb
	Dr Ibrahim Cholakkal (Co-ordinator, IQAC)

Fine Arts Committee

Chairman	Dr Ayoob CP, Principal
Fine Arts Advisor	Mr Mohammed Jamshad K
Jt. Advisor	Mr Rajesh TK
Jt. Advisor	Ms Aneesath M
Members	Mr Firoz KT (Staff Advisor)
	Dr Dhanya PS
	Mr Abdul Jaleel M
	Mr Asif N
	Ms Zaheera Banu NK
	Dr Afsal PC
	Mr Shihabudheen P
	Mr Mohamed Shafi T
	Student Representatives
	Fine Arts Secretary
	College Union Chairman
College Union Secretary	

Admission Committee	
Chairman	Dr Ayoob CP
University Nodal Officer	Mr Riyad AM
Members	Mr Yoonus Pariyadath
	Mr Abduraheem M, Superintendent

Research Committee	
Chairman	Dr Ayoob CP
Convenor	Dr Krishnakumar T
Members	Dr Mohammed Haneefa P
	Dr Abdul Muneer V, Coordinator NAAC
	Ms Kamalam Edathil
	Dr Shiji Thomas
	Dr Ibrahim Cholakkal
	Dr K Mashhoor
	Dr Rajasekharan KE
	Mr Riyad AM
Ex-officio members	Co-ordinator, IQAC
	Editorial Board Members, IJARED

Grievance Redressal Cell	
Chairman	Dr Ayoob CP, Principal
Convenor	Ms Kamalam Edathil (HoD, Commerce)
Members	Mr Mohamed Sadiqu PA (Asst. Professor, Arabic)
	Dr Shiji Thomas (HoD, Microbiology)
	Mr Muhammed Shafi T (NSS Officer)
	Mr Firoz KT (Staff Advisor)
	PTA Vice President
	Member, Pallikkal Grama Panchayath
Ex-officio member	Dr. Abdul Muneer V

Library Advisory Committee

Chairman	Dr Ayoob CP, Principal
Secretary	Dr Mahjabeen Aydeed
Jt. Secretary	Dr Rajasekharan KE
Members	Dr Abdul Muneer V
	Ms Kamalam Edathil
	Mr Askerali A
	Dr Ibrahim Cholakkal (Co-ordinator, IQAC)
	Ms Jisha PJ
	Mr Firoz KT
	Ms Abidha K P
	Dr Murshid Ahmmed M
	Ms Zaheera Banu NK
	Ms Ashitha Sanuj A
College Union Chairman	

Committee For Sports & Games

Chairman	Dr Ayoob C P
Convenor	Mr Shihabedheen Paikkarathodi
Members	Dr Shamsudheen E
	Mr Mohammed Nisar TV
	Prof. KM Aboobacker
	Mr KT Firoz
	Ms Zaheera Banu NK

PSC Coaching

Convenor	Mr Rafeeque Ali Mundodan
Members	Dr Afsal PC
	Dr Nisar U

Student Advisory Committee

Chairman	Dr Ayoob CP
Coordinator	Dr Abdul Muneer V
Jt. Coordinator	Mr Abdul Jaleel M

Members	Mr Aboobacker Siddique K
	Dr Murshid Ahammed M
	Mr Sulfiker Ali M
	Ms Zaheera Banu NK
	Mr Moideen Shafeeque A
	Mr Jamsheer CK
	Ms Sehla Khansah P
Ex. Officio members	IQAC Coordinator
	RUSA Coordinator
	WWS Coordinator
	SSP Coordinator

NSS Advisory Committee

Chairman	Mr Roy PP
NSS Officers	Dr Dhanya PS
	Mr Muhammed Shafi T
Members	Mr KT Firoz
	Mr Mohammed Sadiqu PA
	Mr Abdurazaque PM
	Mr Mohammed Najeeb PM
	Pallikkal Panchayat Ward Member
	Pallikkal Panchayat Agricultural Officer
	Pallikkal Panchayat Health Inspector

Cooperative Store

President	Dr Ayoob CP, Principal
Secretary (Honorary)	Mr Aboobacker Siddeeqe K Asst. Professor, Dept. of Commerce
Directors	Mr Mohamed Najeeb PM, Associate Professor and Head Dept. of Economics
	Dr Dhanya PS, Head, Dept. of Hindi
	Dr Mahjabeen Aydeed, Librarian
	Ms Abidha KP Asst. Professor, Dept. of English
	Mr Abduraheem M, Superintendent

Women Cell	
Chairman	Dr Ayoob CP, Principal
Coordinator	Ms Jisha PJ
Members	Ms Kamalam Edathil
	Dr Shiji Thomas
	Ms Haulath K
	Ms Abida KP
	Dr Mahjabeen Aydeed, Librarian
	Student Representatives
	Vice Chairman, College Union
	Joint Secretary, College Union
	Ladies Hostel Secretary
One PG II Year Student	

Committee for Students with Disabilities	
Chairman	Dr Ayoob CP, Principal
Convenor	Mr Shahabudheen P
Jt. Convenor	Mr Mohamed Shafi T
Members	Mr Abdul Jaleel M
	Mr Hussain V
	Mr Mohamed Nizar TV

Sexual Harassment Committee	
Chairman	Dr Ayoob CP, Principal
Coordinator	Ms Abidha KP
Members	Dr Shiji Thomas
	Lt. Abdul Rasheed P
	Ms Dufaidha KM
	Mr Shihabudheen P
	Ms Amla K

Intellectual Property Rights (IPR) Cell

Chairman	Dr Ayoob CP, Principal
Coordinator	Adv. Hassan AV
Members	Mr Asif N
	Ms Jaseena PP
	Ms Munavar Jasim PK

Minority Cell

Chairman	Dr Ayoob CP, Principal
Coordinator	Dr Dhanya PS
Members	Adv. Hassan AV
	Ms Kamalam Edathil
	Ms Dufaidha KM
	Ms Jisha PJ

OBC Cell

Chairman	Dr Ayoob CP, Principal
Coordinator	Dr Nisar U
Members	Mr Nahas Shah AA
	Mr Yoonus P
	Ms Jaseena PP
	Ms Hajara P

SC/ST Cell

Chairman	Dr Ayoob CP, Principal
Coordinator	Dr Dhanya PS
Members	Adv. Hassan AV
	Ms Suja U
	Ms Sehla Khansah P
	Dr Anusree Thampi

Regulations for Choice Based Credit and Semester System for UG Curriculum-2019

Refer to University Website

Useful Websites

National Repository of Open Educational Resources	: http://nroer.gov.in/home
INFLIBNET Subject Gateway for Indian Electronic Resources	: http://infoport.inflibnet.ac.in
Free E-books Library	: http://ebooksgo.org
Free E-books	: http://www.gutenberg.org
Digital Library of India	: http://www.dli.ernet.in
World Digital Library	: http://www.wld.org/en
National Programme for Technology	: http://nptel.ac.in
Enhanced Learning National Mission on Education through ICT	: http://vwww.nmeict.iitkgp.ernet.in
MHRD-E-contents	: http://mhrd.gov.in/e-contents
GOI Directory	: http://goidirectory.nic.in/intex.php
Internet Public Library	: http://www.ipl.org/
Online encyclopedia	: http://www.encyclopeida.com
Power points	: www.slideshare
Ph.D.Thesis (shodhganga)	: http://shodhganga.inflibnet.ac.in
Ph.D. Synopsis (shodhgangotri)	: shodhgangotri.inflibnet.ac.in : googleacademia.edu

Former Faculties

Name	Designation & Department	Date of Retirement	Contact Number
Prof. T.P. Mohammed Kunhi (Late)	Principal	31-10-1985	
Prof. P.A. Ali Kunju	Principal	07-01-1991	9446167908
Dr Abdul Latheef	Principal	18-11-1998	9447081118
Mohamed Musthafa K	SI Gr Lecturer- Malayalam	31-05-2001	9447161454
Kunharu K	SI Gr Lecturer-History	31-03-2005	9400748551
Dr TP Ahamed	Principal/Economics	31-05-2006	9447113530
Mohamed Musthafa K	SI Gr Lecturer English	31-03-2007	9745321485
Suhadu NV	Principal/ Arabic	31-03-2007	9447189994
Mohammed Ismail TU	SI Gr Lecturer History	31-03-2008	8547060879
Jameela Pullambalavan	Associate Professor- Hindi	31-03-2011	9567140064
Dr Abdul Hameed K	Principal/ Economics	31-03-2012	9745025574 0483-2713530
Kunhimohammed K	Principal/ Islamic History	30-06-2013	9400625044 0483-2125044
Hamza K	Associate Professor- Economics	31-05-2014	9446470486 0483-2773484
Mohamed A	Associate Professor - English	31-03-2014	9048390893 0495-2441647
Muhammed Basheer Nalakath	Associate Professor- Commerce	30-04-2015	9447128150 04933-228150
Mohamed Ashref M	Associate Professor - Commerce	31-05-2015	9446881845 04933-283828
Mohamed Palengara	Associate Professor- Mathematics	31-05-2016	9846883457 0483-2105791
Dr Abdurahiman PA	Associate Professor - Commerce	31-03-2017	9605508494, 0494-2120070
Dr Abdulla MP	Principal/Economics	30-04-2018	0483-2712030
Dr Ummer EK	Assistant Professor- Economics	31-05-2019	9847988526

Staff Moved to Other Institutions

Sl. No	Name	Relieving Date	Name of Institution joined with designation	Contact Details (Phone number & mail id)
1	Dr Mohamed Basheer K	28-08-1995	Sullamussalam Arts & Science College, Areacode; Former V.C., University of Calicut	9895586590 basheerprinci@gmail.com
2	Dr Abdul Saleem	26.09.2001	Govt. College Attingal, Trivandrum	9446476187 abdulsalim01@gmail.com
3	Dr Y.C Ibrahim	26.09.2001	Govt. College Malappuram	9446156983, ycibrahim@gmail.com
4	Dr. Shaheed Ramzan CP	26.09.2001	Associate Professor of Economics, Govt. Arts and Science College, Kozhikkode	cpsramzan@gmail.com 9745866606
5	Mr Abdul Latheef K	04-03-2005	Govt. College, Kondotty	8592063007
6	Dr Bindhu PP	09.07.2008	Assistant Professor of Statistics, Govt. Arts and Science College, Kozhikkode	ppbindukannan@gmail.com
7	Dr. Zabeena Hameed P	12.03.2009	Assistant Professor of Economics, Dept. of Economics, University of Calicut, Dr. Jhon Mathai Centre, Thrissur	zabeena73@gmail.com 9446480002
8	Mr. Ameen Das	19.09.2012	Govt; College Attappadi	9447938073 ameendasap@yahoo.com
9	Dr. Sakkeer Hussain	18.06.2015	Director, Physical Education, University Of Calicut	9447383611
10	Mr. Lalith	04.06.2018	Govt. Brennan College, Thalassery	9446542563, lalith2026@gmail.com
11	Mr. Jahfar Odakkal	19.06.2018	Sri. Achuthamenon Govt. College, Thrissur	9895142839, jahfarodakkal@gmail.com
12	Dr. Premkumar	01.08.2019	Resigned from the service	9447337058
13	Dr Zackaria TV	08.09.2020	Principal at Amal College, Nilambur	9995042688 zackariatv@yahoo.com

Former Supporting Staff

Name	Designation	Date of Retirement	Contact Number
Komukutty M (Late)	L D C HG	30-06-2003	
Mossankutty	Peon II Higher Grade	30-06-2003	0483 2772704
Chekutty A (Late)	Head Accountant	31-05-2004	
Kunhi Mohamed KP	U D Store keeper Higher	31-12-2005	0494 2401436, 2400606
Mohamed KV (Late)	Sanitation worker II	30-04-2006	
Shahul Hameed Koya Thangal KP (Late)	Peon II Higher Grade	31-01-2007	
Ayamu P	Peon II Higher Grade	31-05-2007	0483 2713509
Ibrahim A	Peon III Higher Grad)	31-03-2011	0483 2772292
Ismayil Cheemadan (Late)	Head Accountant	03-07-2011	
Mohammedali Kunnummal Mekkat	Junior Superintend	30-09-2012	0483 2712913
Abdul Gafoor Kalappurath	Watchman-IV HG	31-06-2014	0483 2711696
Mohamed Haneefa C	U D Typist HG	30-04-2016	0483 2776077
Mammed M	Librarian UGC	31-05-2016	0483 2772265, 2711109
Zainudhin K	Lab Assistant	31-05-2017	0483 2714430
Muhamed TK	L D C	31-05-2017	0494 2401761
Mammedisa UK	Lib Assistant	31-05-2018	0483 2710630
Abdul Azeez.P	Lab Assistant	28-02-2019	0483 2712046
Abdul Latheef KM	U D C	31-05-2019	0483 2773363, 2773829
Cheakutty T	L D C	31-05-2019	0483 2725313
Abdul Latheef Puthenveetil	Lib Assistant	31-07-2019	0483 2712732
Muthukoya Thangal KP	Head Accountant	30-09-2019	0483 2790124

EMEA College, Kondotti

Application for Leave

Name of the Student:.....

Semester, Course and Core Subject:

Class No:

Date of Leave:

Total number of days on leave:

Reason for leave:

.....

.....

.....

.....

.....

Dated Signature of the Applicant

Dated Signature of the Parent/ Guardian

Name and Signature of the Teacher in Charge

(In Case of Extra curricular activities):

Signature of the Tutor :

Principal's Orders:

.....

- * Medical Certificates should be attached in case of leave on medical grounds
- * The leave application should be forwarded by the teacher-in-charge in case of leave on account of participation in extracurricular activities



TB Eradication Programme organised by NSS Units



Farewell to Dr. Zacaria TV, Head of the Dept. of Political Science and NAAC Coordinator. He has been appointed as the Principal of Amal College, Nilambur.



Dr Hussain Randathani, Chairman, Mahakavi Moyinkutty Vydhyar Mappila Kala Academy, Kondotty, delivering the keynote address at the International Seminar on 'Travel, Trade and Tradition: Malabar and West Asia' organised by the PG Dept. of History and West Asian Studies



OSAEMEA, UAE chapter, handing over Merit Scholarship



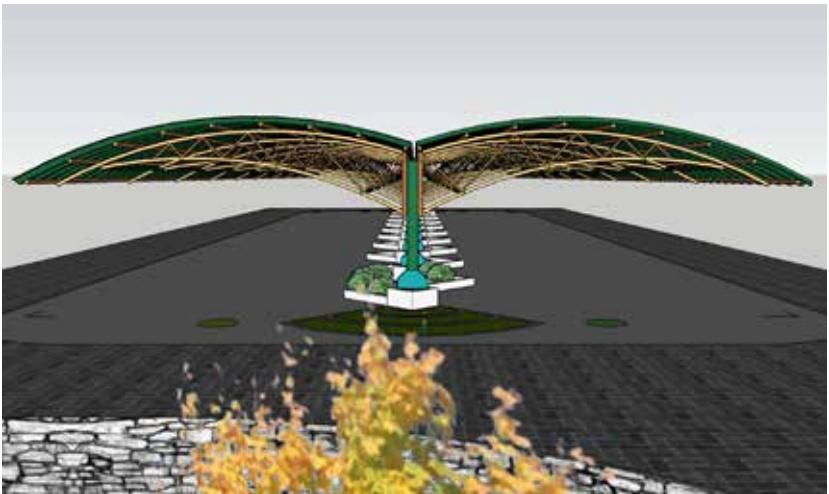
Girls Hostel



Sports Hostel



Proposed Auditorium



Proposed Staff Car Parking

Time Table (Odd Semester)

Days	I Hour	II Hour	III Hour	IV Hour	V Hour	VI Hour
Mon						
Tue						Tutorial UG (I Sem) & PG (I & III Sem)
Wed						Tutorial UG (III & V Sem)
Thu						Certificate Course
Fri						

Time Table (Even Semester)

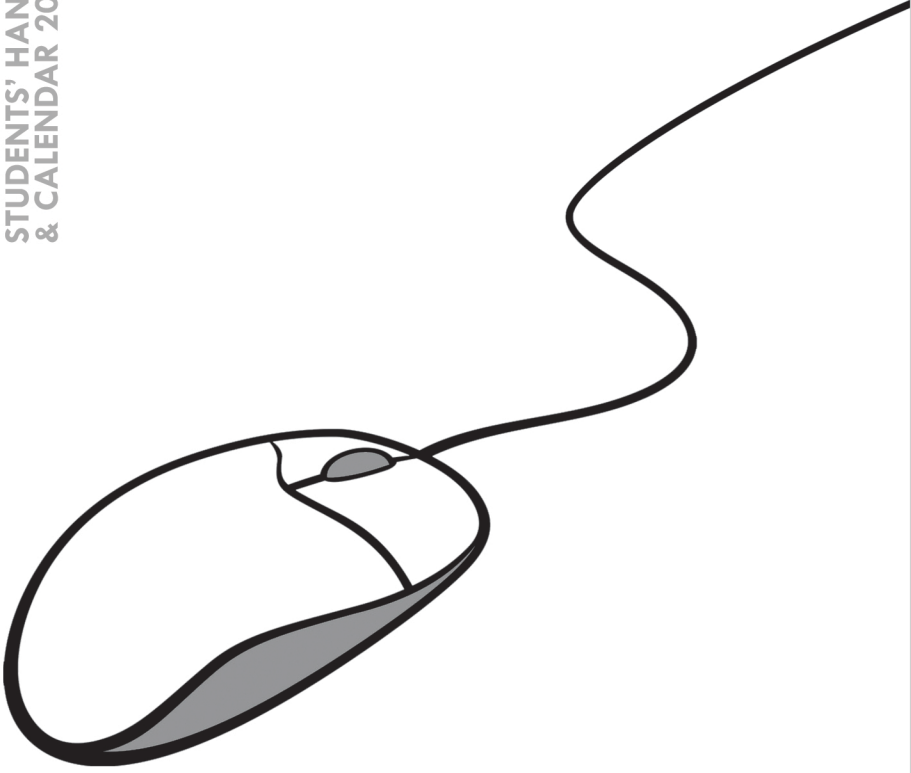
Days	I Hour	II Hour	III Hour	IV Hour	V Hour	VI Hour
Mon						
Tue						Tutorial UG (II Sem) & PG (II & IV Sem)
Wed						Tutorial UG (IV & VI Sem)
Thu						Certificate Course
Fri						


THE INTERZONE FOOTBALL CHAMPIONS 2019-20

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STUDENTS' HANDBOOK
& CALENDAR 2020-21



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