



**MAHATMA GANDHI UNIVERSITY**  
**SCHOOL OF DISTANCE EDUCATION**

No. **SDE/PR-1/1/02/UG/2016**

Priyadarsini Hills  
Dated: **06/10/2016**

**NOTIFICATION**

1. It is hereby notified that applications for Undergraduate Programmes (Full Course) by **online submission** and for all other Undergraduate Programmes/Courses in the prescribed form are invited for Private Registration and Examination for the Academic Year 2016-2017.

**FOR ONLINE SUBMISSION OF APPLICATION (UG FULL COURSE ONLY)**  
**Refer Appendix I [Page no.6 to 20]**

I. Undergraduate Programmes under New CBCSS (Model I) Scheme: Refer '**Appendix-II**' (Page Nos. 21 to 68) hereunder for Detailed Instructions

Sl. No.	Course	Mode of submission of application
1	B.A./B.Com. Full course(CBCSS Only)	<b>By Online Submission only</b>
2	B.A./B.Com. for Professional Graduates (CBCSS Only)	<b>By Online Submission only</b>
3	B.A for B.Com. Graduates(CBCSS Only)	<b>By Online Submission only</b>

**FOR SUBMISSION OF APPLICATION**  
**(UG PROGRAMME/COURSE OTHER THAN FULL COURSE)**  
**Refer Appendix II**

1.	II,III,IV,V and VI Semester B.A./B.Com(CBCSS Only)	<b>In the prescribed form only</b>
2.	B.Com. Additional Optional/Elective(CBCSS/ Pre CBCSS )	
3.	II language change for B.A/B.Sc/B.Com. graduates(CBCSS/Pre CBCSS)	
4.	II language change for B.A/B.Sc/B.Com. failed candidates(CBCSS Only)	
5.	Additional degree for B.A/B.Sc. graduates(CBCSS/Pre CBCSS)	
6.	Optional/Faculty change for B.A/B.Sc. failed candidates(CBCSS Only)	
7.	Faculty change for IV th Semester B.Sc/B.A discontinued candidates(CBCSS Only)	
8.	Additional degree for postgraduates(CBCSS/Pre CBCSS)	
9.	Common Course I & II Registration for B.Com. Graduates(CBCSS/Pre CBCSS)	

2. The Subjects under the different faculties for which Private Registration is allowed for B.A/B.Com. (Full Course) UG Programmes are :

## Faculty of Social Sciences

- a) History                      b) Politics                      c) Economics  
d) Islamic History      e) Sociology                      f) Philosophy

## Faculty of Language and Literature

- a) English                      b) Sanskrit                      c) Malayalam  
d) Hindi                      e) Arabic

## Faculty of Commerce

- a) Commerce

3. For the B.A/B.Com. UG Programmes, the candidates will be permitted to choose only those Complementary course/ Second languages/Additional Language (Common course)/Optional under the Core, as per the list furnished hereunder:

1. B.A. English Language & Literature
2. B.A. Malayalam
3. B.A. Sanskrit Language & Literature (General)
4. B.A. Arabic
5. B.A. Political Science
6. B.A. Sociology
7. B.A. Philosophy
8. B.A. Economics
9. B.A. Islamic History
10. B.A. Hindi
11. B.A. History
12. B.Com. (Co-operation)
13. B.Com. (Finance & Taxation)
14. B.Com. (Travel & Tourism)

## 4. HOW TO APPLY:

4.1 The application forms for **the UG Programmes (CBCSS)** other than full course listed above are available at the page no 69 to 104 of this notification.

4.1.1 For the *online submission* of UG Programmes (Full course) open the University Website [www.mgu.ac.in](http://www.mgu.ac.in) and click on the button 'Admission2016' and then on the link **Online UG Private Registration Full course 2016**

4.2 **Rules & Regulations** regarding Private Registration for UG Programmes (Full course) under CBCSS is given hereunder as **Appendix II** (Page No. 21 to 68). Application forms for Private Registration, Semester Examinations, are available from Page No. 69 to 105 hereunder which can be used for applying for Private Registration other than Full Course. However, they shall remit the cost of application forms (given on the top of each application form) along with other fees.

5. The printouts of application obtained after online registration/the filled in application forms should be accompanied by a self addressed stamped envelope for Rs.52/-of the size 24x32 cm. to return the certificates by registered post. **Candidates are advised to keep one copy of the duly filled in /downloaded application after online registration in their custody for future reference.**

6. The application forms should be addressed to The Director, School of Distance Education, Mahatma Gandhi University, Priyadarsini Hills P.O., Kottayam - 686 560.

7. The last date for the online submission for UG Programme (full course) and receipt of filled in applications for all other programmes/courses in the University office without fine is 30.11.2016, with a fine of Rs.500/- is 15.12.2016 with a superfine of Rs.1,000/- is 30.12.2016. The last date for the receipt of filled in applications for Optional/Faculty/II language change/Additional Optional/Part I and Part II (B.A. syllabus) for B.Com. Graduates of this University is 30.11.2016 (without fine), with a fine of Rs.500/- is 15.12.2016, and with a superfine of Rs.1,000/- is 30.12.2016.

8. The last date for the receipt of applications for II,III,IV,V,VI<sup>th</sup> Semester(CBCSS) is without fine 30.11.2016, with a fine of Rs. 500/- is 15.12.2016 and a Superfine of Rs. 1,000/- is 30.12.2016.

9. All correspondence regarding Private Registration should be addressed to The **Director, School of Distance Education, Mahatma Gandhi University, Priyadarsini Hills P.O., Kottayam – 686 560.**

**10. Telephonic enquiries regarding Private Registration may be made to the following number:**

- **0481 2733365**
- **0481 2731020**
- **0481 2733258**
- **0481 2792133 (Director SDE)**

**The enquiries at any other numbers will not be entertained.**

11. **The Core Course/Second Language/Additional Language (Common Course)/Complementary Course chosen will in no case be permitted to get changed before the completion of the course.**

12. But candidates applying for private Registration will be permitted to correct the Optional/Language selected by applying for the same before 16.01.2017. A correction fee of Rs.100/- will be levied in this case. B.A/B.Com. Candidates are permitted to change their Optional up to one month before the commencement of III Semester examination, by remitting the prescribed fee. Similarly B.A/B.Com candidates are also permitted to change their open course up to one month before the commencement of III/V Semester examination by remitting the prescribed Fee (Refer Rules & Regulations below).

13. Candidates applying for private registration for UG Programmes under CBCSS shall study the curriculum of CBCSS (Model-I) and the same is available in the Rules & Regulations given under Appendix II.

14. **Fee once remitted will not be refunded.**

15. **Candidates who obtain Readmission for a course should register for the next immediate regular examination of the year to which the candidate was admitted. He/She cannot register for a supplementary examination in his/her first attempt.**

16. Candidates who have passed the qualifying examination from Mahatma Gandhi University alone will be allowed to register under private registration for Optional/Faculty/Second Language change, Additional optional, II,III,IV,V,VI<sup>th</sup> Semester(CBCSS), Additional degree for P.G. holders, B.Com. additional optional registration for Post graduates and B.A. Part I and II registration for B.Com Graduates under CBCSS Scheme.

17. Candidates applying for private registration should give only their residential address in the column provided for the purpose in the application form and also in the self-addressed cover. **Communications in the address of the parallel institutions in which they are studying will not be entertained.**

18. The request to return the documents submitted along with the applications for Private Registration, for some reasons, by those candidates who have submitted their applications for private registration by registered post will be attended to. But the request from those candidates who have submitted their applications and other documents in the University office directly or by ordinary post will in no case be attended to before granting the private registration for the course concerned. Rs. **250/-** will be charged against retrieval of documents before registration.

19. The centre of examination and subject selected by the candidate and type of registration should be super scribed both on the private registration application and on the envelope.

20. T.C., and the qualifying certificates will be returned to the applicant after private registration is granted.

21. Candidates should note down the details of the fee remitted for further reference. They are also advised to take the attested photocopies of the original documents submitted by them including a copy of the filled up application.

22. Candidates applying for Private Registration should ensure that their name entered in the **T.C./Pass Certificate/Application** etc. are same as entered in their SSLC Book/10<sup>th</sup> Certificate. If any corrections in this regard should be corrected before submitting the application.

23. All candidates other than UG Programme Full Course should affix passport size photograph duly attested upon the Private Registration order form.

**24. The application submitted by UG Programme Full Course candidate without online registration will be summarily rejected.**

**25. FOR DETAILED GUIDELINES FOR ONLINE SUBMISSION OF UG FULL COURSE, REFER APPENDIX-I and ALL OTHER DETAILED INSTRUCTIONS, PLEASE REFER 'GENERAL RULES & REGULATIONS REGARDING PRIVATE REGISTRATION' GIVEN HEREUNDER AS 'APPENDIX-II'**

26. For further information if any, **The Director, School of Distance Education , Mahatma Gandhi University, Priyadarsini Hills P.O., Kottayam 686 560** may be contacted.

**S/d  
Director  
School of Distance Education**

To

1. The PRO for arranging wide publicity through Press/AIR/ Doordarshan/and other Malayalam channels
2. Joint Registrar – III (Exams)
3. DR I/II/III/IV/V/VII/AR I/IV/X//XV/AR Mon. Cell
4. All BA/B.Sc./B.Com. Tabulation Sections
5. Ac. AI/III Sections/ PR Sections/ Enquiry
6. P.S. to V.C./ P.V.C./ P.A. to Registrar/ FO/CE
7. Store Keeper (Exams), Store Keeper (General)
8. General Cash II, III, IV, V, VI
9. Information Centres, Ernakulam/ Tiruvalla/ Kattappana/ Thodupuzha/ N.Paravoor/Adimali/Vaikom.
10. Pool Officer (Exam)/Tapal III Section for receiving and storing the applications and the documents.
11. Friends Janasevana Kendram, Kottayam/ Ernakulam/ Pathanamthitta/Painavu.
12. Stock File/ File Copy

Guidelines for UG Full Course (Online) >	Page Nos. 6 to 20
Application form for Private Registration >	Page Nos. 69 to 71
Application forms for Examinations >	Page Nos. 72 to 99
Application form for Recognition >	Page Nos. 100-101
Application form for Eligibility	
Certificate/Equivalency Certificate >	Page Nos. 102-103
Application form for Matriculation >	Page No. 104
List of Open Courses (Compulsory) >	Page No. 59
SBT Chalan >	Page No. 105

*Approved for Issue,*



**SECTION OFFICER**

**REQUIREMENTS AND GUIDELINES FOR APPLYING ONLINE FOR UG PRIVATE REGISTRATION 2016 (FULL COURSE ONLY) IN MAHATMA GANDHI UNIVERSITY**

**Requirements**

I. Computer system:

The computer system used for applying online should have the following facilities

- a) Internet – should have an internet connection
- b) Browser – should have a browser , Recommended browsers are Mozilla Firefox, Google Chrome and internet explorer only.
- c) Pdf reader – should have a pdf reader like , Adobe pdf reader or foxit reader.
- d) Printer – the printout of all pages of application should be taken in laser printer / inkjet printer in A4 **white paper only**.

II. Email ID:

Candidate should possess a valid email id. Keep this Email id live and secure till the end of the admission process, UG Private Registration 2016. If you do not have an email id, a new email id must be created before applying online. Candidate should not provide the email id to others, under any circumstances. A valid e-mail id is to be given in the online application. **Email id is mandatory for applying Private registration 2016.**

III. Mobile Phone Number:

Give a 10 digit number of your or your parent's mobile phone. The number should not be prefixed with country code or Zero. The mobile phone number provided by you facilitates the office to communicate any special information through messages or by calling.

IV. Photograph:

For applying online, the candidates must have scanned / digital image of his/her photograph in *jpeg* format. The specification of photograph image should be as follows:

1. Size of the photograph should be passport size **taken within 6 months**
2. Photograph must be in color with a light color background, white is preferable
3. Face of the candidate should be **straight and clear**
4. Photo wearing dark glasses will be rejected
5. Scanned image file should be in jpg(jpeg) format only
6. Dimensions of the photograph should be **150 pixels width and 200 pixels height**
7. Size of the image file should be between **15 kb and 50 kb**.
8. **If the face in the photograph is unclear, your application is liable to be rejected.**

## V. Fee receipts:

Candidates should possess original fee receipts paid at *Friends Janasevana Kendra* or State Bank of Travancore through Chalan(See the last page of the Notification for the SBT Chalan) or at University Cash counter. The fee structure is given below

Items	Amount	Remarks	Remarks on No of Receipts
Private registration fee+ Application fee	1050		Paid at one receipt as the case may be (Normally Rs.1475 without fine)
Affiliation fee	300		
Matriculation Fee	125	If not matriculated	
Fine (Applications from 1/12/2016 to 15/12/2016)	500	If applicable	
Fine (Applications from 16/12/2016 to 30/12/2016)	1000	If applicable	
Examination fee I semester	445	For B.Com , BA Malayalam. BA Sanskrit, BA Arabic& BA Hindi	Paid at one receipt (Total Rs.890)
Examination fee II semester	445		
Examination fee I semester	395	For BA English, Political Science, Sociology, Philosophy, Economics, Islamic History, History	Paid at one receipt (Total Rs.790)
Examination fee II semester	395		
Recognition fee +Application fee	175	Applicable only for NIOS, Other state board Candidates	Paid at a separate receipt

## VI. Original Certificates:

Candidates should possess the following original documents before the online registration

- Original pass certificate of the qualifying examination/original provisional certificate+ Mark list of the qualifying examination

Note:-All Applicants ,Who have passed their plus two examination from CBSE/ Council for ISCE , should produce **Pass Certificate** besides Mark list, Transfer Certificate & Migration Certificate. If the Pass Certificate is not obtained, Contact the principal of the concerned School.

- Original Transfer Certificate

- Original migration certificate(If the qualifying examination is not Kerala State plus two or Pre-degree in Mahatma Gandhi university)
- Eligibility certificate(if the qualifying examination is of NIOS, or other State Boards)
- Cancellation Memo(If the candidates have registered for any other U.G Course )
- One self attested copies of X<sup>th</sup> Certificate.

Note: Eligibility certificate should be obtained from The Registrar, Mahatma Gandhi University, Kottayam. (Application Form for Eligibility Certificate is given in the last portion of the notification)

### **Guidelines**

- Open the University Website [www.mgu.ac.in](http://www.mgu.ac.in) and click on the button *Admission2016* and then click on link **Online UG Private Registration Full course 2016.**
- Then a page containing the guideline will be available. Click on the link ‘Click here to Register’.
- Then the page used for the registration will be available.
- Carefully read each item and fill the items without spelling mistake.
- **Items with the red star is a mandatory field.**
- **Do not use Special Characters in the keyboard while filling the online Application.**
- The Applicant should be very careful while selecting the centre of Examination, Course, Main / Elective Subject, Second language, Open course and also all other details. The data provided here will be used for processing the application. Any mistake in filling this page or providing false/incomplete/wrong information may end up in the rejection of the application.
- Each frame in the page is described below.
  - ❖ Course Details Section

— Course Details —

Select Course *	--SELECT--
CENTRE OF EXAMINATION*	--SELECT--
Second Language selected/Common Course (II Language for BA/BCom)*	--SELECT--
Open Course (for BA/BCom)	--SELECT--

1. *Select Course*-Carefully Select one of Courses from the list –

B.A English Language and Literature Model I	B.A Economics
B.A Hindi Language and Literature	B.A Sociology
B.A Malayalam Language and Literature	B.A Islamic History
B.A Sanskrit General	B.A Philosophy
B.A Arabic Language and Literature	B.Com Co-Operation
B.A History	B.Com Finance & Taxation
B.A Political Science	B.Com Travel & Tourism

2. *Centre of Examination*-Carefully Select the centre of examination.  
3. *Complementary Course selected*-Select the Complementary course.  
4. *Second Language selected*-Select any one of the following 1)Malayalam or 2)Arabic or 3)Tamil or 4)Hindi,5)Sanskrit(Sanskrit is allowed only for BA Sanskrit)(For BA Arabic, Arabic or Tamil is allowed as second language).  
5. *Open course*-Select any one open course from the list(Note: The list generated contains selectable list of open courses depending on the main subject of their course.).

❖ Upload Photo Section

— Upload Photo —

Select Photo\*  No file selected

(Dimension : 150W X 200 H (in Pixels),  
File size 15 KB - 50 KB)


6. *Select Photo*-Click on the browse button. Then Select the file of the photograph saved and click open. If the photograph posses the requirements then it will be uploaded and the preview will be shown on the page.

❖ Personal Details Section 1

— Personal Details —

Name of the candidate in English (in block letters)  
(As entered in 10th Certificate,Use Space to Separate Initials)\*

Sex\*  Male  Female

Date of Birth\*  

Email\*

Mother Tongue\*

Place of birth with State , District & Taluk

State\*

Place\*

District\*

Taluk\*

(a) Name & Occupation of father or guardian

Name\*

Occupation

7. *Name of the candidate* –Enter the Name **as same as in the X<sup>th</sup> Certificate** in Capital Letters. Use Space to separate initials.
8. *Sex* -Click on the item male or female to select the sex.
9. *Date of birth*- Click on the red marked tool on the right side of date of birth box. Then select Year , Month and date of birth.Date of Birth should be same as in the **X<sup>th</sup> Certificate**.
10. *E mail*-Enter the valid email id of the candidate carefully. *Please check the spelling and format of the email id* .Candidate with invalid Email id will not get information after registration for further reference.
11. *Mother Tongue*-Select the mother tongue from the list.
12. *Place of Birth*-Then Select state of Place of birth and enter name of District, Place and Taulk.
13. Then Enter the name of Father **as same as in the X<sup>th</sup> Certificate** in Capital Letters.
14. Then Enter the Occupation of Father.

❖ Personal Details Section 2

(b) Name & Occupation of Mother	Name*	<input type="text"/>
	Occupation	<input type="text"/>
Permanent Address in full (in block letters) Please Hit Enter key after entering Home name,Place,Post Office,District	Address*	<input type="text"/>
	Pincode*	<input type="text"/>
Address to which communications are to be sent (in block letters) Please Hit Enter key after entering Home name,Place,Post Office,District	<input type="checkbox"/> same as above	
	Address*	<input type="text"/>
	Pincode*	<input type="text"/>
Contact No	Mobile*	<input type="text"/>
	Land Line	<input type="text"/>

15. Then Enter the name of mother **as same as in the X<sup>th</sup> Certificate** in Capital Letters.
16. Then Enter the Occupation of mother, if any.
17. Permanent Address –Enter the name of Home, then hit enter key ,then enter the name of place and hit enter key, then enter the name of post office in Capital letters, and finally enter the name of District.
18. *Pin code*-Enter 6 digit pin code of the post office of permanent Address.
19. *Same as above*-If the communication address is same as that of the permanent address ,then tick the box ‘Same as above’.
20. If the communication address is different from the permanent address ,then Enter the communication address in the box provided.

21. Mobile Number-**Carefully** Enter the 10 digit mobile phone number of the applicant or his/her parent. The number should not be prefixed with country code or Zero.
22. Land line-Please provide landline phone number, if any. The number should be prefixed by the STD code without space or symbol.

❖ Religion & Caste Section

**— Religion & Caste —**

Whether belongs to SC/ST/OBC/OEC.. specify the details and attach certificates, if any kind of concession is required

Religion\*

Caste\*

Category\*

Deaf And Dumb  Yes  No  
(40% or more)

23. Religion-Please Select the Religion of the Applicant
24. Caste-Then Please Select the Caste. The Caste is displayed in alphabetical order. If you cannot find a particular caste name, then the corresponding general category can be selected.
25. Category-Then Please Select the Category .Please read the list populated while clicking, before selecting the category. The Category should be corresponding to the Religion & Caste.
26. Deaf & Dumb- If the Applicant is Deaf & Dumb(40% or more),then Select 'Yes'. Please attach the copy of the valid Medical Certificate in this regard.

❖ Examination Details

**— Examination Details —**

**Details Regarding the Qualifying Examination Passed**

Name of the University/Board\*

Name of Examination\*


Register Number\*

Month & Year\*

Name of Language & Subjects



Language

Subjects



Other State Board Details	Eligibility Certificate Number	<input type="text"/>	(Eligibility Certificate should be obtained from Registrar - M.G University , before Registration)
	Date	<input type="text"/>	

27. *Name of the University/Board*-Select the Name of board of the plus two examinations. If the Name of board is National Institute of Open schooling /Other State board, then the Eligibility Certificate no. and date of certificate should be entered in the box shown as below. Click on the date tool to pick the date.
28. *Name of Examination*-Select the name of examination.
29. *Register Number*-Please refer the plus two pass certificate to get the register number. Then Enter the number correctly.
30. *Month & Year*-Please refer the plus two pass certificate to get the month & year. Then select month & year correctly.(Note:-If the month & year of passing plus two examination is above September 2016,then Such applicants are not eligible to apply for the private registration 2016.)
31. *Name of Language & subjects*-Then Enter the name of Language studied in the plus two examinations in the box provided. Also enter the name of other subjects in the second box provided.

#### ❖ Examination Details

<b>Education Details</b>			
The School/College and the University in which the candidate last studied	School/College Name*	<input type="text"/>	
	Course Name*	Higher Secondary Examination	
	University*	--SELECT--	
Whether the candidate has been matriculated for the last studying course	<input type="radio"/> Yes <input checked="" type="radio"/> No		
No. and date of the Private Registration Memo already issued, if any	No	<input type="text"/>	
	Date	<input type="text"/>	

32. *School/College*-Please Enter the name of School/College the applicant last studied. Do not use the special Characters while filling the name of school/College.
33. *Course Name*-If the last examination attended is not of plus two examinations, then enter the name of course name last studied here.
34. *University*- If the last examination attended is not of plus two examinations, then Select the university/Board of the course last studied here
35. *If the board of plus two examination is CBSE/Council for ISCE/NIOS / Other Stat Boards /University other than M.G University*, then Migration Certificate No and date of the certificate will be asked as shown below.

Whether the candidate has been matriculated for the last studying course	<input type="radio"/> Yes <input checked="" type="radio"/> No		
Migration Certificate Details	Number*	<input type="text"/>	
	Date*	<input type="text"/>	
	University*	--SELECT--	

Please enter the migration certificate number. Please pick the date tool to select the date.

36. *Whether the candidate has been matriculated for the last studying course-*If the applicant's last studied course is of Mahatma Gandhi University, then Select ' Yes' here. Then Year of Matriculation will be asked. Please enter the Year of registering the course.

37. *No. and Date of the private Registration memo already issued if any-*If the applicant has registered as private candidate for any U.G Courses earlier in Mahatma Gandhi university, then only give no and date of PR Memo issued here.

### ❖ Payment Details Section

— Payment Details —

Details of Pay-in-Slip enclosed (Private Registration fee/Matriculation fee/Affiliation fee)

Mode of Payment\*

SBT

Friends Janasevana Kendra

MGU Cash Counter

Friends Janasevana Kendra \* --SELECT--

Pay-in-Slip No\*

Date \*

for Rs\* 1475

Details of Pay-in-Slip towards the Examination fee remitted

Mode of Payment\*

SBT

Friends Janasevana Kendra

MGU Cash Counter

of SBT\* --SELECT--

Pay-in-Slip No\*

Date\*

for Rs\*

Candidate should fill the details of the fee receipts here

38. Select the mode of payment (ie. SBT/Friends Janasevana Kendra/University Cash counter)
39. If the mode of payment is SBT or Friends Janasevana Kendra then name of branch will be asked. Select the branch
40. Then enter the Pay-in-Slip No
41. Then select date of payment clicking on the date tool.
42. Then enter the amount on the space provided.
43. Similarly give the fee details of *Pay-in-Slip towards the Examination fee remitted*. If the qualifying examination of plus two is National Institute Open Schooling or Other State boards then additional fee information (Recognition fee) will be asked before the examination fee details. Please give the details of recognition fee (Rs.175) as explained above.

## ❖ Documents Details

Document Details

**Details of Documents Enclosed**

1. Pass certificate/ Provisional Certificate + Mark list

2. Transfer Certificate/Migration Cum Transfer Certificate

3. Eligibility Certificate

4. Fee Receipt

5. Migration Certificate

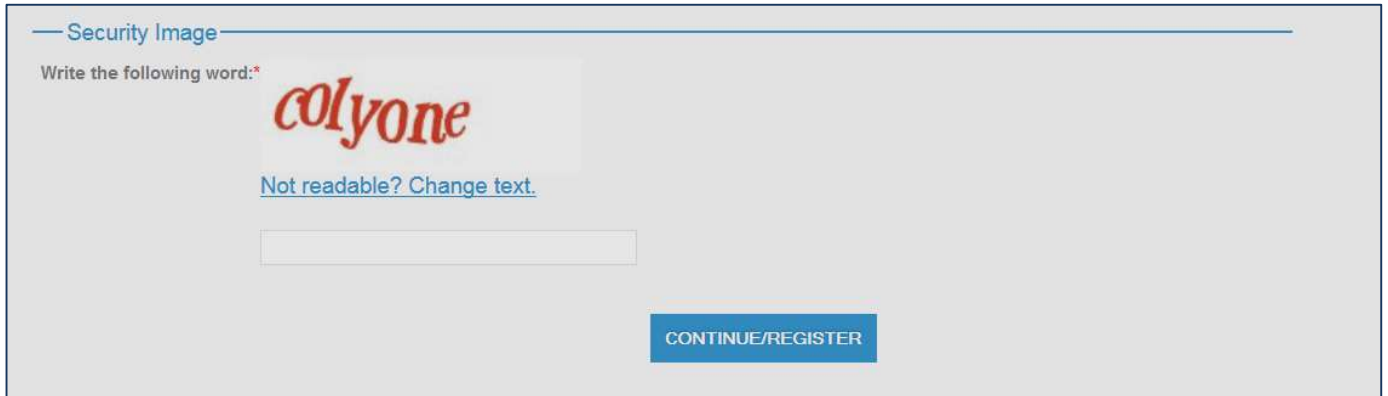
6. Two Self Attested Copies of Xth Certificate

7. A4 Size Self addressed cover stamped Rs.52/-

44. Then click the documents ready to be sent with hard copy of online application.  
 Note:-The List of Documents is given below. Please carefully read the list and send the documents needed in order to **avoid the defect in your application.**

No	Board /University of Plus two Examination	Documents Needed
1	Board Of Higher Secondary Examination, Kerala	<b>Pass Certificate</b> , Transfer Certificate, Fee Receipts ,Self Addressed 353 mm x 250 mm Size Cover Stamped Rs.52/-,One Self Attested Copies of X th Certificate
2	Board Of Vocational Higher Secondary Examination	
3	Kerala State Open School	
4	Pre Degree of Mahatma Gandhi University, Kerala	
5	DCP of Board of Technical Education, Kerala	
6	Central Board Of Secondary Education	<b>Pass Certificate</b> , Transfer Certificate, <b>Mark list</b> , Migration Certificate, Fee Receipts ,Self Addressed 353 mm x 250 mm Size Cover Stamped Rs.52/-,One Self Attested Copies of X the Certificate
7	Council For The Indian School Certificate Examination	<b>Pass Certificate</b> , Transfer Certificate, Migration Certificate, Fee Receipts ,Self Addressed 353 mm x 250 mm Size Cover Stamped Rs.52/-,One Self Attested Copies of X the Certificate
8	Pre Degree of University of Kerala, Kerala	<b>Pass Certificate</b> , Transfer Certificate, Migration Certificate, Fee Receipts ,Self Addressed 353 mm x 250 mm Size Cover Stamped Rs.52/-,One Self Attested Copies of X the Certificate
9	Pre Degree of University of Calicut, Kerala	<b>Pass/Provisional Certificate</b> , Mark list, Migration/Transfer Certificate, Mark list, Migration Certificate, Eligibility Certificate, Fee Receipts ,Self Addressed 353 mm x 250 mm Size Cover Stamped Rs.52/-,One Self Attested Copies of X the Certificate
11	National Institute of Open Schooling & Other State Boards	<b>Pass/Provisional Certificate</b> , Mark list, Migration/Transfer Certificate, Mark list, Migration Certificate, Eligibility Certificate, Fee Receipts ,Self Addressed 353 mm x 250 mm Size Cover Stamped Rs.52/-,One Self Attested Copies of X the Certificate

❖ Payment Details Section



— Security Image —

Write the following word:\*

*colyone*

[Not readable? Change text.](#)

CONTINUE/REGISTER

45. Then security image will be asked read the letters of the image and then enter the same letters in the box provided. If the text is not readable ,then click on change text .

**PLEASE CHECK WHETHER ALL MANDATORY DATA ARE FILLED/SELECTD**

**Then press Register or Register/Continue button**

If the mandatory fields are not filled then error message will be displayed. Read the error message carefully and fill the data required. If the required data is to be entered then a green background will be displayed in that part.

If the data are completely filled then a message box will be displayed as follows.



Your Centre of Examination is Government Sanskrit College, Tripunithura  
Your Course is B.A English Language and Literature Model I  
Your Second Langauage is Hindi  
Your Open Course is HUMAN RIGHTS IN INDIA (PS5D07UG)

Are You sure The details are correct .Click Ok to register Cancel to edit

OK Cancel

## **CHECK WHETHER THE DETAILS ARE SAME AS YOU OPTED**

Clicking Ok Button, the candidate will be registered for those candidates other than those of NIOS and other state boards. Click Cancel button to edit the details

For those candidates who have passed their plus two examinations from NIOS and other state board ,additional form for APPLICATION FOR THE RECOGNITION OF EXAMINATION OF OTHER UNIVERSITIES/ BODIES will be displayed as shown below.

---

### Personal Details

Name of Applicant (in block letters)

Name of Father or Guardian

Date and Place of Birth

Date :

Place :

---

### Examination Details

Examination passed and which is sought to be recognised (Name of the University or Board which conducted the examination to be given)

Name of Examination passed :

University

Subjects taken for the Examination

Whether the examination was taken as a collegiate student or after private study

Private  Regular

46. Here Enter the Subjects taken for the Plus two Examination in the box provided.
47. Then Select Private/Regular according to the nature of the Plus two course Studied.

**Course Details**

The college where the applicant studied last ( A certificate from the Principal should be enclosed)

The length of course of the examination passed which is sought to be recognised\*

The (equivalent) examination of the University to which it is sought to be recognised.

Reasons for pursuing his previous studies at the University from which he migrates.

Reasons for seeking admission in the University.\*

The course for which admission is sought together with optional and second language if any, to be taken and the year of admission

Course

Optional

Second Language:

Year

48. Enter the length of course of plus two examination in the box provided in terms of months or years.

49. Then Enter the Reason for Seeking admission to the university as 'Private Registration to UG Course 2016'

**Document Details**

Whether the following documents have  Yes  No been enclosed.

(i) Pass certificate (original)

(ii) Migration certificate from the University or  Yes  No the Board where the applicant studied last and passed the examination.

(iii) Treasury/Bank receipt for Rs:175/- being  Yes  No the fee for considering the application (No. and date of receipt to be specified)

**Contact Details**

Address to which Communications are to be sent

**REGISTER**

50. Then Select Yes/No button according to the Documents ready to be attached with the hardcopy of the online applications.
51. Then Press the button REGISTER. If the details are incomplete then a message box specifying the data required will be shown. A green background will be shown against data required. Please fill the data required.

Then a page showing the guideline for further action needed will be displayed with the details .

**THE APPLICATION NUMBER WILL BE DISPLAYED ON THIS PAGE. PLEASE NOTE THIS APPLICATION NUMBER and the details such as centre, course,second language, open course FOR FURTHER REFERENCE.**

Find the button at the bottom of the page DOWNLOAD NOW



Clicking on that button, the .pdf file containing Private registration application, Application for recognition (If applicable) will be generated.

Then save the .pdf file and take print out of all these application forms in A4 Size white paper in **photo quality**.

(An Email will be sent to the candidate's mail box. If the .pdf file is not saved and not printed, then open this mail and use the link or the link available in the first page of the online registration )

*Note: If the page showing the pdf file of the applications is unexpectedly closed or the computer system is unexpectedly turned off ,then applicant can download the pdf file of already registered application using the link 'Click Here to download already registered application' available on the first page of online registration page. To use this link, the application number, date of birth of the applicant is to be used as user id, password respectively.*

*Note: All the details provided for online application should be carefully given. But, if it is found that an unexpected error /error in details given for online application occurred during the online submission, then the applicant can edit online application using the link 'Click here to Edit application' available from **01/01/2017 to 16/01/2017** on the first page of online registration page. To use this link, the application number, date of birth of*

*the applicant is to be used as user id, password respectively. Any other details to identify the applicant may be asked and should be given.*

*The applicant should remit Rs.100 as correction fee. The exact correction fee receipt no and date should be given in the page available. Then the applicant can edit the details. After editing the details, the applicant should download all applications and should fill declaration, sign and attest the photo. Then send the hard copy of edited application with the original correction fee receipt no to the address given below.*

**Applicants are directed to read the hard copy of the private registration applications obtained after the online private registration and then should fill the declaration given at the end of the private registration application in his/her own hand writing ,specifying the centre of the examination,name of course, Second language in the declaration.Then applicant should put his/her full signature in the below of the declaration.**

Applicant should put his/her signatures in the spaces provided in the private registration form , application for recognition ( only for NIOS & other state boards ) .

**The applicant need not paste the photograph above the printed photograph before attestation. The photographs shown in the downloaded applications are to be attested.**

The two photographs in the printed applications after online registration should be attested by any one of the following:

- a) Principals of affiliated colleges
- b) Heads of the university department of study and research
- c) Headmasters and headmistress of high school
- d) Members of the senate
- e) Members of the academic council
- f) Syndicate members
- g) **Gazatted** officers

Then send the following documents via **Registered** post in **A4 size cover** to **The Director ,School of distance education , M.G. University , Kottayam – 686560**. The name of course , centre , application id , name of university of qualifying exam should be noted on the cover.

★ **Printed application after online Private registration (Signed And Photo Attested)**

★ **Printed recognition application . (signed)(only for NIOS and other state board candidate)**

★**Original Pass Certificate/Provisional Certificate+ Mark List**

★**Original Transfer Certificate/Migration cum Transfer Certificate**

★**Original Migration Certificate (If Applicable)**

★**Original Eligibility Certificate (If Applicable)**

★**All Original Fee Receipts.**

★One self attested copy of X<sup>th</sup> certificate.

★Self addressed A4 size cover stamped Rs . 52/-.

Note: In order to facilitate the process of the application, the documents may be arranged as follows before sending.

Set 1. Staple or Pin together in the order.

Downloaded Private Registration Application  
Private registration +Matriculation +Affiliation fee receipt  
One Self attested copy of X<sup>th</sup> Certificate.  
Migration certificate (If applicable)  
Self addressed 353 mm x 250 mm size cover stamped Rs . 52/-.

Set 2. Staple or Pin together in the order

Printed recognition application. (only for NIOS and other state board candidate)  
Recognition Fee receipt.(only for NIOS and other state board candidate)  
Eligibility certificate (only for NIOS and other state board candidate)  
**Original Pass certificate/Provisional certificate of Plus two & Mark list of plus two (if any)**  
**Transfer certificate/Migration cum Transfer certificate**

Then Staple/Pin Set1, Set2 together and put into a 353 mm x 250 mm Size cover and send via registered post to

**The Director**  
**School of distance Education ,**  
**Mahatma Gandhi University,**  
**Priyadarsini Hills PO, Kottayam – 686560**

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**MAHATMA GANDHI UNIVERSITY**

**GENERAL RULES & REGULATIONS REGARDING PRIVATE REGISTRATION FOR  
UNDERGRADUATE PROGRAMMES**

**1. Single Registration under the CBCSS (Semester Scheme)**

- a) Candidates will be allowed to appear for B.A./B.Com. Degree Examination under the CBCSS (Semester scheme) implemented vide UO No. 2848/L/Acad/2012 dtd. 08.6.2012, as Private candidates without undergoing the regular course of study by attending a college affiliated to the University provided that the subjects offered for the examination do not involve practicals.
- b) There shall be single registration for a Programme. Candidates who have appeared for the examination after being registered as Private Candidates but have failed in the examination may appear for the next session of examination without registering again as Private Candidates. Such candidates shall, however, be required to register to the concerned examination on payment of the prescribed fee.
- c) First and Second semester exams shall be conducted at the end of Second semester, Third and Fourth semester exams at the end of Fourth Semester and Fifth and Sixth semester at the end of Sixth Semester respectively.

**2. Selection of Subjects**

- a) Candidates shall be permitted to choose only those Core courses, Complementary courses, Common courses and Additional Languages and Optional course under the Core Course of the Undergraduate Programme as under III 'Courses offered'.
- b) Candidates shall be permitted to choose only those Complementary course which are permitted for the Core course chosen by them as under III 'Courses offered'.

**3. Correction/Change of optional courses/Additional Language/Open Course**

Candidates are permitted to correct/change their optional Course/Common course, Additional Language/Open Course/II Language/Complementary course already chosen. Hard copies of the edited Application with such change, if any, shall be submitted before 16<sup>th</sup> January 2017, accompanied by a pay-in-slip for Rs. 100/- towards correction fee.

B.Com. candidates are permitted to correct/change their optional as follows:

- a) Upto one month prior to the II Sem. exam : by remitting Rs. 500/-
- b) Upto one month prior to the III Sem. exam : by remitting Rs. 1000/-

B.A./B.Com Candidates are permitted to correct/change their open courses as follows

- a) Upto one month prior to the IV Sem. exam : by remitting Rs. 500/-
- b) Upto one month prior to the V Sem. exam : by remitting Rs. 1000/-

#### **4. Registration**

a) All the students who satisfy the minimum eligibility conditions can register through School of Distance Education, in different programmes.

**b) A student who register for the programme shall complete the programme within 6 years from the year of registration.**

c) Those students who have followed the UG courses in annual pattern can cancel their earlier registration and can register afresh for Choice Based Credit Semester System – UG – School of Distance Education programme in the same discipline or a different one.

#### **5. Change from private study for regular study:**

A student registered under Choice Based Credit Semester System-UG-School of Distance Education mode may be permitted to change to Choice Based Credit Semester System-UG-Regular mode in the same programme only subject to condition as per UO no 5693/AIII/UG Pvt/Conv/Acad dated 05/10/2015.

#### **6. Change from regular study to private study**

A student registered under Choice Based Credit Semester System-UG-Regular pattern can change over to the Choice Based Credit Semester System-UG-School of Distance Education mode in the same core programme, if that programme is offered under the CBCSS-UG-SDE and continue his studies from where he had stopped subject to condition as per UO no 5693/AIII/UG Pvt/Conv/Acad dated 05/10/2015 &UO no 2739/Ac.AIII/(EE I/3/Conversion of Grades/2015)/2016 dated 12/05/2016.

#### **7. Prohibition of simultaneous study**

Candidates who have been given private registration for any Programme of study as per these regulations shall not be allowed to undergo any other Programme of study either by Private Registration or as a regular student before they take the examination for which Private Registration is granted.

#### **8. Equivalency**

The regulation relating to minimum qualification for admission, scheme of examination, Pass minimum and classification of successful candidates for the B.A./B.Com. Degree Examinations shall be applicable to the Private candidates also.

#### **9. Private Registration Memo Number**

Private registration number given to the candidate shall be quoted for future correspondence with regard to his/her Private registration. The number can be seen in

the Private registration seal of the University affixed on the reverse side of the Qualifying certificate and Transfer Certificate.

## **10. UG Programme discontinuation and re-admission**

Candidates who have registered for UG Programme under private registration scheme and those who have registered/appeared for the I/II/III/IV/V<sup>th</sup> Semester are permitted to discontinue their Programme/Course for joining another U.G.C. sponsored/Professional/Vocational course. The application for UG Programme discontinuation should be accompanied by the pay-in-slip for the prescribed fee, Qualifying Certificate, Transfer Certificate and a Non-malpractice certificate from the Principal concerned that is the principal of the college where the candidate has appeared for the examination. Under no circumstances a candidate who has secured Private Registration for a UG Programme be allowed to join a new model I course of this University without cancelling earlier course.

Candidates who have thus discontinued and registered for the examination of the prescribed new UG Programme shall not be re-admitted in the same academic year under any circumstances. Discontinued candidates will have to obtain a Re-admission Order from the University before rejoining.

Candidates who have registered as Private students and not registered for the III/IV Semester and also not registered for the V/VI<sup>th</sup> Semester examination should obtain a Re-admission Order from the University for continuing their studies.(U.O No 5658/Ac.AIII/(SDE/PRI/1/01/2014)/Pvt.Regn./2014 dated 11/11/2014). The application for readmission should be accompanied by prescribed fee and photocopy of last Hall ticket/marklist.

## **11. Matriculation**

Candidates, who have been matriculated under the University at present, need not apply for matriculation again. Candidates who are in need of matriculation in the University shall apply for such registration by paying the prescribed fee. In such cases, both the matriculation fee and private registration fee should be remitted by means of the same pay-in-slip.

Candidates who have obtained migration certificate from this University and now wish to apply for Private Registration should re-matriculate in this University by paying the prescribed fee and should furnish the details concerned in the application form and submitting it along with the Migration Certificate.

## **12. Recognition**

Candidates who have passed the Qualifying examination of the Universities/Boards outside the state shall be required to apply for recognition of the qualifying examination

passed by them, by duly filled in application after paying the prescribed fee. Candidates who have qualified under CBSE and ISE need not apply for recognition.

Candidates applying for recognition of the qualifying examination shall submit, along with their application, the Qualifying Certificate, Migration Certificate, Eligibility Certificate and Transfer Certificate.

Candidates who have passed the qualifying examination from any of the Universities within the State of Kerala are exempted from individual recognition if the examination passed by them is recognized by the University. However, they shall be required to produce a No Objection Certificate/Migration Certificate as the case may be. The candidates who have passed the Higher Secondary School Examination/Vocational Higher Secondary School Examination/Diploma in Commercial Practice of Kerala State are exempted from producing Migration Certificate and also individual recognition.

### **13. Eligibility certificate**

Candidates who have passed the qualifying examination from Universities/Boards outside the state should obtain Eligibility Certificate from the Registrar, Mahatma Gandhi University, Kottayam – 686 560 by remitting the prescribed fee. Such candidates attain eligibility for private registration only after producing the Eligibility Certificate issued by the Registrar of the University, along with other documents required. (Attested photocopies of Pass Certificate, marklists and Transfer Certificate should be produced while applying for the Eligibility Certificate to the Academic Section).

### **14. Cancellation of Private Registration/Examination**

Candidates who have been granted Private Registration will be allowed to cancel the Private registration granted to them and join any affiliated college of the University as a regular student for the respective course, provided the cancellation is made thirty days prior to the date of commencement of examination.

Candidates who have obtained private registration for any UG Programme under this University and registered/appeared for the examination shall be allowed to cancel their private registration along with the examinations taken by them in order to join afresh any course.

Candidates applying for cancellation before the date of publication of the result of the last examination should produce a 'Non-malpractice Certificate' from the Principal concerned i.e., the Principal of the college where the candidate has appeared for the examination.

### **15. Change of II Language/Additional Language under Common course**

A person who has passed the B.A./B.Sc./B.Com. Degree examination of this University is permitted to take a different additional language examination (CBCSS Syllabus) by Private registration extending for a period of one year subsequent to his/her passing the degree examination. **This facility will be available only under the CBCSS Scheme.**

**Candidates who have passed B.A./B.Sc./B.Com in the pre-CBCSS Scheme are permitted to apply for the above subject to the condition that no consolidation will be allowed with his/her previous B.A./B.Sc./B.Com Course.**

Candidates who have passed Common Course, Core Course of the B.A./B.Sc./B.Com. Degree examination and fails in Second Language/Additional Language of the examination shall be permitted to appear for Second Language/Additional Language exam (CBCSS Syllabus-in **two/four** Semesters) by Private registration extending for a period of one academic year. This facility will be available under the CBCSS Scheme for the CBCSS UG Programme holders only.

#### **16. B.Com. Additional Optional/Elective**

Candidates, who have passed the B.Com. degree examination(Pre CBCSS/CBCSS Scheme) of the Mahatma Gandhi University with one Optional subject will be allowed to register as Private candidates for another Optional/Elective Subject(under CBCSS Scheme). They shall take all the courses of the new Elective/Optional at one sitting by private registration extending a period of one academic year. P.G. Degree holders of any University can also avail this facility provided they are B.Com. graduates of this University. **Candidates who have passed the B.Com with one optional in the Pre CBCSS scheme will be allowed to register for another optional in the CBCSS Scheme subject to the condition that no consolidation will be allowed with his/her previous B.Com Course.**

#### **17. Additional B.A. Degree for B.Com. graduates**

A candidate who has passed the B.Com. Degree Examination(Annual/CBCSS Scheme) will be allowed to register as Private candidate for B.A. UG Programme. He shall undergo the prescribed programme of study for the B.A. UG Programme for not less than 6 semesters and take the I & II Semester examination at the end of the II semester, III & IV semester examination at the end of the fourth semester and the V & VI semester examination at the end of the VI Semester.

#### **18. B.A./B.Com. for professional graduates**

Candidates who have passed the Bachelor's Degree Examination in the Professional faculties will be allowed to register as private candidates for B.A./B.Com. UG Programme provided they undergo the Six semester programme and appear for all the examinations provided they are qualified to join the B.A./B.Com. UG Programme as per their pass in the Pre-Degree/+2 examination.

#### **19. Additional degree (in the different set of optional subjects) through private registration.**

a) A person who has qualified for the B.A./B.Sc. degree(Under CBCSS/Pre CBCSS) of this University will be permitted to appear for a different optional under Core Course & Complementary course examination in four semesters (III & IV Sem. Core, complementary and I & II Core and Complementary at the end of IV Sem. and V & VI

Sem. Core at the end of VI Sem. Study) by private registration extending for a period of two academic years after qualifying the degree. Such candidate shall be allowed to choose a different set of optional subjects for the new course under the following conditions, subject to the condition that ① a candidate need not appear for common course in the new set.②Candidate should appear for all courses - core/complementary/open courses.③No consolidation will be allowed with his/her previous BA/B.Sc Course.

i) **Candidate must study /opt the compulsory Complementary Course**, if any, assigned for the particular programme.

ii) Those candidates under the category of optional change will be exempted from appearing for the examinations in a particular Complementary course if he/she has already passed in that subject earlier (UO No. Ac.AIII/1/498/PR/01 dt. 18.10.2003).

b) Candidates who have qualified for the UG Programme B.A./B.Sc. degree of this University(CBCSS/Pre CBCSS) and who wish to appear for the Core course & Complementary course of the B.Com. degree examination shall be allowed to do so. They shall be required to take the Core Course and Complementary course of the B.Com. UG Programme examination at four semesters by Private registration extending for a period of two years. (I to IV semesters/I & II years B.Com. Course/Paper after one year study and V & VI Semester/III year B.Com. course at the end of next year) subject to the condition that

a) Candidates need not appear for common course in the new set.

b) Candidates should appear for the all courses Core/Complementary/Open course.

**c) No consolidation will be allowed with his/her previous B.A/B.Sc Course.**

**Those who have taken degree from other Universities can take another degree in different subject in six semesters.**

20. Continuation of the degree study with a different optional under Core & Complementary for UG Programme will be enforced for private registration from 2013-14 academic year and is restricted to the students admitted under CBCSS UG Programme only.

a) A candidate for the Bachelor of Arts Degree Examination or the Bachelor of Science degree examination of this University who passes the examination in Common courses and fails in Core & Complementary examination will be permitted to appear for Core & Complementary course, B.A./B.Com. UG Programme examination in four sitting offering a new optional group by private registration extending for a period of two years (I,II,III & IV Semester B.A./B.Com. course after one year study and V & VI semester B.A./B.Com. course at the end of the next year). This provision is applicable to candidates of regular B.A./B.Sc. (CBCSS) & All Private registration candidates under CBCSS (Full Course).

b) A candidate for the B.Sc. UG Programme who discontinued the programme after appearing for the IV semester examination and has passed common course examination will be permitted to complete the programme through private registration by joining for B.A./B.Com. UG Programme. Such candidates shall be permitted to appear for any

optional under Core course of the B.A./B.Com. UG Programme examination by private registration extending for a period of two years and they have to take the whole Core course & Complementary examination in four semesters. Such candidates are exempted from appearing for the Common course of the B.A./B.Com. UG Programme examination (I to IV sem. B.A./B.Com. course after one year study and V & VI sem course B.A./B.Com. course at the end of next year).

c) As in case (b) B.A. candidates who have discontinued their studies in the V & VI semesters and have passed common course will be admitted to the IIIrd semester B.Com. UG Programme.

21. Simultaneous change of Additional Language/Second Language in Common Course and Core & Complementary course of the B.A./B.Sc. examination – for CBCSS Only.

Candidates for the B.A./B.Sc. examination who pass Common Course (English) and fails in Second Language/Additional Language in Common course and Core course & Complementary course shall be permitted to appear for Additional Language in Common Course and Core course & Complementary course of the examination by choosing a new language under Second Language/Additional Language in Common Course and a new group of optional under Core & Complementary by Private Registration extending for a period of two academic years. They have to take the Core & Complementary examination in four semesters as in the case of faculty change.

## 22. **Additional Degree for post graduates**

Post graduate degree holders of any University will be permitted to take Bachelors degree in a different subject by private registration extending for a period of four semesters, provided they are graduates under **Pre CBCSS/CBCSS UG Programme** of this University subject to the condition that

- a) Candidates need not appear for common course in the new set.
- b) Candidates should appear for the all courses Core/Complementary/Open course.
- c) No consolidation will be allowed with his/her previous B.A./B.Sc Course.**

They have to take the Core & Complementary course examination in four semesters as in the case of faculty change.

23. **Common Course I & II** (10 Common syllabus of 6 English Core & 4 Second Language/Additional Language of B.A./B.Sc. UG Programme) Registration for B.Com. degree holders under Pre CBCSS/CBCSS UG Programme.

**B.Com. degree holders (Model I & II) of this University will be permitted to appear for the 10 common course syllabus in (6 English core & 4 second language/Addl. Language courses) prescribed for B.A./B.Sc. UG Programme at one academic year through private registration so as to enable them to pursue higher studies in the language concerned subject to the condition that no consolidation will be allowed with his/her previous B.Com.**

**As per UO no 5005/AIII/1/487/2014/Acad dated 25/08/2015 Pre CBCSS BCom Graduates are also eligible to register for Common Course I/Common Course II or both.**

Application for private registration should be accompanied by:

1. Fee for B.A. Common Course applied for.
2. Fee for private registration
3. B.Com. Degree/Provisional Certificate
4. T.C. in Original
5. Application for B.A. Common Course exam (Semester)
6. Self addressed Rs. 52/- stamped envelope.

## II. QUALIFICATION/ELIGIBILITY

Persons who are permanent residents of/or domiciled in Kerala and who have passed the Pre-degree examination of this University/Higher Secondary examination (Kerala Govt.) or any other examination recognized by this University as equivalent thereto are eligible to apply for Degree (Full course) private registration.

**No minimum marks is prescribed to apply for Private registration of UG Programme.**

Those who have obtained the diploma in Commercial practice (Govt. of Kerala) will be permitted to register for B.Com. (Full course).

Private registration scheme for Optional/Faculty/Second Language change, Additional optional/elective, II to VI Semester B.A./B.Com. UG Programme registration, Additional degree for P.G. Degree holders and V & VI semester B.A./B.Com. UG Programmes registration are **restricted to those who have passed the qualifying examination from Mahatma Gandhi University only.**

Candidates who have passed the qualifying examination from Universities/Boards outside the state should obtain the Eligibility certificate from the Registrar, Mahatma Gandhi University before applying for private registration.

Candidates who have passed the qualifying examination through liberalized scheme of any University/Board will not be eligible to apply for private registration.

Candidates debarred by the University from appearing for any of the University examinations or candidates under disciplinary action by the Principal of the college in which they studied shall not be eligible to apply for private registration as a private candidate before such actions or the periods of debar are over.

**Sahityacharya diploma holders** (Kerala Hindi Prachar Sabha) who have passed Part I (Part A) of the Pre-degree/HSE course are eligible to join B.A. Hindi UG Programme.

Candidates who have passed **Afzal-ul-ulama Preliminary examination** of Calicut university are eligible to apply for **BA Arabic Course only** under the private registration. (As per U.O No. 2416/AC.d/2014/Academic dated 17/05/2014)

The interval between the date of passing the qualifying examination and the date of examination for which registration is applied for shall not be less than the normal period prescribed for the course, i.e., candidates who have passed the qualifying examination on or before the last March session only are eligible to apply for Private Registration in the current year. However, candidates who have passed the 'SAY' examination conducted by the Board of Higher Secondary Education, Govt. of Kerala or other compartmental examinations before the date of closing of admission to regular degree courses are eligible to apply for Degree (Full course) registration.

### III. FACULTY

DETAILS OF DEGREE PROGRAMMES / COURSES UNDER THE SCHOOL OF DISTANCE EDUCATION -  
PRIVATE REGISTRATION  
(AS RECOMMENDED BY THE CHAIRPERSONS OF VARIOUS BOARD OF STUDIES)  
SCHEME OF VARIOUS UNDERGRADUATE PROGRAMMES

#### Faculty of Language and Literature

#### 1) B.A. English Language & Literature (Model-I)

	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
SEMESTER - I	ENCN1	Common Course – English-1 : Communication Skills in English	4	1	3
	ENCN2	Common Course – English-2 : Reading Literature in English	4	1	3
		<i>Common Course - Second Language 1 :</i> Malayalam : <b>കഥ, നോവൽ</b> Hindi : Prose and One Act Play Arabic : Literary appreciation Tamil : History of Tamil Literature	4	1	3
	ENCR1	Core-1 : Methodology of Humanities And Literature	4	1	3
		<i>1 Complementary 1 – Politics : An Introduction to Political Science</i>	4	1	3
		<i>TOTAL CREDITS IN SEMESTER – I</i>	20		
	SEMESTER - II	ENCN3	Common Course – English-3 : Critical Thinking, Academic Writing & Presentation	4	1
ENCN4		Common Course – English-4 : Musings on Vital Issues	4	1	3
		Common- Second Language 2: Malayalam: <b>കവിത</b> Hindi : Translation, Communication Skills and Applied Grammar Arabic : Translation & Communication	4	1	3

		Tamil : Communicative Skills in Tamil			
	ENCR2	Core-2 : Introduction to the Study of Language and Literature	4	1	3
		1 Complementary 2 – Politics : Governmental Machinery and Process	4	1	3
		TOTAL CREDITS IN SEMESTER – II	20		

	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
SEMESTER - III	ENCN5	Common Course – English-5 : Reflections on Indian Polity, Secularism & Sustainable Environment	4	1	3
		<i>Common- Second Language 3 :</i> <i>Malayalam: അരങ്ങും പൊരുളും</i> Hindi : Poetry and Fiction Arabic : Quran & Hadith Texts Tamil : Translation & Communication	4	1	3
	ENCR3	Core-13: Literature and Informatics	4	1	3
	ENCR4	Core-4: Reading Prose	4	1	3
	ENCY1	2 Complementary 1 : English : Evolution of Literary Movements: The Shapers of Destiny	4	1	3
		<i>TOTAL CREDITS IN SEMESTER – III</i>	20		
	SEMESTER - IV	ENCN6	Common Course – English-6 : Evolution of the Philosophy of Science: Literary Perspectives	4	1
		<i>Common – Second Language 4:</i> <i>Malayalam : ഗദ്യം, രചനാ പരിചയം</i> <i>Hindi : Culture and Civilization of India</i> Arabic : Indian Culture & Civilization Tamil : Culture & Civilization	4	1	3
ENCR5		Core-5: Reading Poetry	4	1	3
ENCR6		Core-6 : Reading Fiction	4	1	3
ENCY2		2 Complementary 2 : English : Evolution of Literary Movements: The Cross-currents of Change	4	1	3
		<i>TOTAL CREDITS IN SEMESTER – IV</i>	20		

	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
SEMESTER - V	ENCR7	Core-7 : Reading Drama	4	1	3
	ENCR8	Core-8 : Language and Linguistics	4	1	3
	ENCR9	Core-9 : Literary Criticism: Theory and Practice	4	1	3
	ENCR10	Core-10 : Postcolonial Literatures	4	1	3
	ENOG3	<i>Open Course</i>	4	1	3

		<i>TOTAL CREDITS IN SEMESTER – V</i>	20		
SEMESTER - VI	ENCR11	Core-1 1: Women’s Literature	4	1	3
	ENCR12	Core-12 : Indian Writing in English	4	1	3
	ENCR13	Core-13 : Comparative Literature	4	1	3
	ENCR14	Core-1 4: American Literature	4	1	3
	ENOF2	Core-15 : <i>Choice Based Course (Frontier Areas)</i> – Regional Literatures in Translation	4	1	3
		<i>TOTAL CREDITS IN SEMESTER – VI</i>	20		

CREDIT DETAILS

Common Course – I : English	24
Common Course – II : Malayalam/Hindi/Arabic/Tamil	16
Complementary Course – 1 : Politics	08
Complimentary Course-2 : English	08
Core Course	60
Open Course	04
TOTAL	120

2) B.A. Hindi Language & Literature :

	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
SEMESTER - I	ENCN1	Common Course – English-1 : Communication Skills in English	4	1	3
	ENCN2	Common Course – English-2 : Reading Literature in English	3	1	3
		<i>Common Course - Second Language 1 :</i> Malayalam : കഥ, നോവൽ Hindi : Prose and One Act Play Arabic : Literary Appreciation Tamil : History of Tamil Literature	4	1	3
		Core-1 : A General perspective of the stream and its Methodology (Development of Hindi Language)	3	1	3
		I Complementary : Journalism	3	1	3
		2 Complementary : Functional Hindi and Technical Terminology	3	1	3
		TOTAL CREDITS FOR SEMESTER – I	20		
	SEMESTER - II	ENCN3	Common Course – English-3 : Critical Thinking, Academic Writing & Presentation	4	1
ENCN4		Common Course – English-4 : Musings on Vital Issues	3	1	3
		<i>Common- Second Language 2:</i> Malayalam: കവിത Hindi : Translation, Communication Skills and	4	1	3

		Applied Grammar Arabic : Translation & Communication Tamil : Tamil : Communicative Skills in Tamil			
		Core Course II - Development of Hindi Literature upto RitiKal	3	1	3
		1 Complementary :News & Editing	3	1	3
		2 Complementary : Indian Administrative System & Hindi	3	1	3
		TOTAL CREDITS FOR SEMESTER – II	20		
SEMESTER - III	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
	ENCN5	Common Course – English-5 : Reflections on Indian Polity, Secularism & Sustainable Environment	4	1	3
		<i>Common- Second Language 3 :</i> Malayalam: അരങ്ങും പൊരുളും Hindi : Poetry and Fiction Arabic : Quran & Hadith Texts Tamil : Translation & Communication	4	1	3
		Core III : Information Technology, Mass Communication & Public Relation	4	1	3
		1 Complementary :Journalism Rules & Regulations	4	1	3
		2 Complementary :Noting and Drafting	4	1	3
		TOTAL CREDITS FOR SEMESTER – III	20		
SEMESTER - IV	ENCN6	Common Course – English-6 : Evolution of the Philosophy of Science: Literary Perspectives	4	1	3
		<i>Common – Second Language 4:</i> <i>Malayalam : ഗദ്യം, രചനാ പരിചയം</i> <i>Hindi : Culture and Civilization of India</i> Arabic : Indian Culture & Civilization Tamil : Culture & Civilization	4	1	3
		Core IV : Development of Modern Hindi Language & Literature	4	1	3
		1 Complementary Journalism& Electronic Media	4	1	3
		2 Complementary Computer& Hindi	4	1	3
		TOTAL CREDITS FOR SEMESTER – IV	20		

SEMESTER - V	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
		Core V : Hindi Language and Literature prose	4	1	3
		Core VI : Authentic study of Hindi poetry	4	1	3
		Core-VII : Literary Criticism	4	1	3
		Core-VIII : Feminist Literature in Hindi	4	1	3

		<i>Open Course</i>	4	1	3
		TOTAL CREDITS FOR SEMESTER – V	20		
SEMESTER - VI		Core –IX : Comparative Literature	4	1	3
		Core-X : Fiction (Novel and short stories)	4	1	3
		Core –XI : Drama and One Act Plays	4	1	3
		Core-XII: Theoretical and Applied Grammar	4	1	3
		Core-XII : Choice Based Course : Lyrical Poetry of Hindi with Special reference to BHRAMAR GEETH And MADHUSHALA	4	1	3
		TOTAL CREDITS FOR SEMESTER – VI	20		

CREDIT DETAILS :

Common Course – I : English	22
Common Course – II : Malayalam/Hindi/Arabic/Tamil	16
Complementary Course – 1 : Complimentary Course-2 :	14, 14
Core Course	50
Open Course	04
TOTAL	120

3) B.A. MALAYALAM LANGUAGE & LITERATURE

	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
SEMESTER-I	ENCN1	Common Course – English-1 : Communication Skills in English	4	1	3
	ENCN2	Common Course – English-2 : Reading Literature in English	3	1	3
		<i>Common Course - Second Language 1 :</i> Malayalam : കഥ, നോവൽ Hindi : Prose and One Act Play Arabic : Literary appreciation Tamil : Communicative Skills in Tamil	4	1	3
		<b>കോർ കോഴ്സ് 1 : കവിതാ സംക്രമം</b>	4	1	3
		<b>കോപംളിമെന്ററി കോഴ്സ് 1 ഫോക് ലോർ പഠനം</b>	3	1	3
		<b>കോപംളിമെന്ററി കോഴ്സ് 2 നാടകവും സിനിമയും</b>	3	1	3
		TOTAL CREDITS FOR SEMESTER-I	21		
SEMESTER-II	ENCN3	Common Course – English-3 : Critical Thinking, Academic Writing & Presentation	4	1	3
	ENCN4	Common Course – English-4 : Musings on Vital Issues	3	1	3
		<i>Common- Second Language 2:</i> Malayalam: കവിത Hindi : Translation, Communication Skills and Applied Grammer	4	1	3

	Arabic : Translation & Communication Tamil : Communicative Skills in Tamil			
	<b>കോർ കോഴ്സ് 2 ചെറുശ്ലോകമുതൽ കവിത്രയം വരെ</b>	4	1	3
	<b>കോപംളിമെന്റ് റി കോഴ്സ് 3 ലോകകാവ്യ മാതൃകകൾ</b>	3	1	3
	<b>കോപംളിമെന്റ് റി കോഴ്സ് 4 മലയാള പഠനത്തിന്റെ രീതി ശാസ്ത്രം</b>	3	1	3
	<b>TOTAL CREDITS FOR SEMESTER-II</b>	21		

	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
SEMESTER-III	ENCN5	Common Course – English-5 : Reflections on Indian Polity, Secularism & Sustainable Environment	4	1	3
		<i>Common- Second Language 3 :</i> Malayalam: അരങ്ങും പൊരുളും Hindi : Poetry and Fiction Arabic : Quran & Hadith Texts Tamil : Translation & Communication	4	1	3
		<b>കോർ കോഴ്സ് 3 സമൂഹപരിണാമവും സംസ്കാരവും ആധുനിക പുർവ കേരളം</b>	4	1	3
		<b>കോപംളിമെന്റ് റി കോഴ്സ് 5 കേരളത്തിന്റെ വൈജ്ഞാനിക പാരമ്പര്യവും ആദ്യകാല വൈജ്ഞാനിക സാഹിത്യവും</b>	3	1	3
		<b>കോപംളിമെന്റ് റി കോഴ്സ് 5 സംസ്കൃതം 1 Poetry &amp; Grammar</b>	4	1	3
		<b>TOTAL CREDITS FOR SEMESTER-III</b>	19		
SEMESTER-IV	ENCN6	Common Course – English-6 : Evolution of the Philosophy of Science: Literary Perspectives	4	1	3
		<i>Common: Malayalam : ഗദ്യം, രചനാ പരിചയം</i> Hindi : Culture & Civilization of India Arabic : Indian Culture & Civilization Tamil : Culture & Civilization	4	1	3
		<b>കോർ കോഴ്സ് 4 സംസ്കാരം ചരിത്രം ആധുനിക കേരളം</b>	4	1	3
		<b>കോപംളിമെന്റ് റി കോഴ്സ് 7 ഒരു സാഹിത്യകാരൻ/സാഹിത്യ കാരി ലളിതാംബിക അന്തർജനം</b>	3	1	3
		<b>കോപംളിമെന്റ് റി കോഴ്സ് 6 സംസ്കൃതം 2 kavya vruththa alankaram theories of poetics</b>	4	1	3
	<b>TOTAL CREDITS FOR SEMESTER-IV</b>	19			

SEMESTE R-V	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
		<b>കോർ കോഴ്സ് 5 സാമാന്യ ഭാഷാ ശാസ്ത്രം</b>	4	1	3
		<b>കോർ കോഴ്സ് 6 ഭാരതീയ സാഹിത്യ സിദ്ധാന്തങ്ങൾ</b>	4	1	3

		കോർ കോഴ്സ് 7 ഭാരതീയേതര സാഹിത്യ സിദ്ധാന്തങ്ങൾ	4	1	3
		കോർ കോഴ്സ് 8 കേരളീയ രംഗകല	4	1	3
		<i>Open Course</i>	4	1	3
		TOTAL CREDITS FOR SEMESTER-V	20		
SEMESTER-VI		കോർ കോഴ്സ് 9 കഥാ സാഹിത്യം	4	1	3
		കോർ കോഴ്സ് 10 ഗദ്യ സാഹിത്യം നിരൂപണം	4	1	3
		കോർ കോഴ്സ് 11 പ്രാചീന മലയാളം -പദ്യവും, ഗദ്യവും	4	1	3
		കോർ കോഴ്സ് 12 വ്യാകരണം ഭാഷാ ചരിത്രം	4	1	3
		Choice Based Course : ഇലക്ട്രോണിക് മാധ്യമങ്ങളും ഭാഷയും	4	1	3
		TOTAL CREDITS FOR SEMESTER-VI	20		

CREDIT DETAILS :

Common Course – I : English	22
Common Course – II :	16
Complementary Course – 1 : Malayalam	18
Complimentary Course-2 : SANSKRIT	08
Core Course	52
Open Course	04
TOTAL	120

4) SANSKRIT (GENERAL)

	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
SEMESTER-I	ENCN1	Common Course – English-1 : Communication Skills in English	4	1	3
	ENCN2	Common Course – English-2 : Reading Literature in English	3	1	3
		<i>Common-1 : Literature in Sanskrit Language : Poetry, Drama and Alankara</i> <i>Malayalam : കഥ, നോവൽ</i> Arabic : Literary appreciation Tamil : History of Tamil Literature	4	1	3
		<i>Core Course-1 : Methodology of Sanskrit General</i>	3	1	3
		<i>Complementary-1 : Linguistics Part I : Upto Phonology</i>	3	1	3
		<i>Complementary-2 : Nyaya, Tharkasamgraha</i>	3	1	3
		<b>TOTAL CREDITS FOR SEMESTER – I</b>	20		
	SEMESTER-II	ENCN3	Common Course – English-3 : Critical Thinking, Academic Writing & Presentation	4	1
ENCN4		Common Course – English-4 : Musings on Vital Issues	3	1	3
		Common Course -2 : <i>Communication skills in Sanskrit Language</i> <i>Malayalam : കവിത</i>	4	1	3

		Arabic : Translation & Communication Tamil : Communicative Skills in Tamil			
		Core Course -2: <i>Methodology specific to Sanskrit Language &amp; Literature</i>	3	1	3
		Complementary-3 : <i>Linguistic Part II- Semantics and Morphology</i>	3	1	3
		Complementary-4 : <i>Vedic Literature</i>	3	1	3
		<b>TOTAL CREDITS FOR SEMESTER – II</b>	20		
SEMESTER-III	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
	ENCN5	Common Course – English-5 : Reflections on Indian Polity, Secularism & Sustainable Environment	4	1	3
		Common- Second Language 3 : Translation and Communication Malayalam : അരങ്ങും പൊരുളും Arabic : Quran & Hadith Texts Tamil : Translation & Communication	4	1	3
		Core Course -3 : <i>Informatics</i>	4	1	3
		Complementary-5 : <i>Functional Sanskrit</i>	4	1	3
		Complementary-6 : <i>Cultural heritage of India</i>	4	1	3
		<b>TOTAL CREDITS FOR SEMESTER – III</b>	20		
SEMESTER-IV	ENCN6	Common Course – English-6 : Evolution of the Philosophy of Science: Literary Perspectives	4	1	3
		Common- Second Language 4 : <i>Historical Survey of Sanskrit Literature &amp; Kerala Culture</i> Malayalam : ഗദ്യം, രചനാ പരിചയം Arabic : Indian Culture & Civilization Tamil : Culture & Civilization	4	1	3
		Core Course -4 : <i>Vyakarana Part I – Lakhusiddhantha Kaumudi</i>	4	1	3
		Complementary-7: <i>Lyrics</i>	4	1	3
		Complementary-8: <i>Ayurvedic Tradition of Kerala</i>	4	1	3
		<b>TOTAL CREDITS FOR SEMESTER – IV</b>	20		
	SEMESTER-V		Core Course -5 : <i>Prose and Applied Grammar</i>	4	1
		Core Course -6 : <i>Poetry</i>	4	1	3
		Core Course -7 : <i>Drama, Alankara &amp; Vrta</i>	4	1	3
		Core Course -8 : <i>Vyakarana Part II Siddhanta Kaumudi &amp; Mahabhasya</i>	4	1	3
		Open Course	4	1	3
		<b>TOTAL CREDITS FOR SEMESTER – V</b>	20		
SEMESTER-VI		Core Course -9 : <i>Early Texts – Smrti &amp; Upanishads</i>	4	1	3
		Core Course -10 : <i>Astika Darsanas</i>	4	1	3

		Core Course -11 : <i>Nastika Darsanas</i>	4	1	3
		Core Course -12 : <i>Poetics</i>	4	1	3
		Choice Based Course : <i>Polity &amp; Administration in Arthasastra</i>	4	1	3
		<b>TOTAL CREDITS FOR SEMESTER – VI</b>	<b>20</b>		

CREDIT DETAILS :

Common Course – I : English	22
Common Course – II :	16
Complementary Courses	28
Core Course	50
Open Course	04
<b>TOTAL</b>	<b>120</b>

5) ARABIC

	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
SEMESTER-I	ENCN1	Common Course – English-1 : Communication Skills in English	4	1	3
	ENCN2	Common Course – English-2 : Reading Literature in English	3	1	3
		<i>Common-1</i> : Additional Language –1 : Arabic : Literary Appreciation Tamil : Culture & Civilization	4	1	3
		<i>Core Course-1</i> : Applied Syntax and Morphology	3	1	3
		Complimentary course 1- Modern Arab World	3	1	3
		Complimentary Course 2-Document Translation	3	1	3
		<b>TOTAL CREDITS FOR SEMESTER-I</b>	<b>20</b>		
	SEMESTER-II	ENCN3	Common Course – English-3 : Critical Thinking, Academic Writing & Presentation	4	1
ENCN4		Common Course – English-4 : Musings on Vital Issues	3	1	3
		Common Course : Additional Language – 2: Translation and Communication Arabic : Tamil : Communicative Skills in Tamil	4	1	3
		Core Course-2 –Informatics in Arabic	3	1	3
		Complimentary course 3- Use of Language	3	1	3
		Complimentary Course 4-Threequl Islam -1	3	1	3
		<b>TOTAL CREDITS FOR SEMESTER-II</b>	<b>20</b>		

	Course Code	Title of Course		WEIGHTAGE	
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			Credit	Int.	Ext.
SEMESTER-III	ENCN5	Common Course – English-5 : Reflections on Indian Polity, Secularism & Sustainable Environment	4	1	3
		Common Course - : Additional Language- 3 Arabic : Quran and Hadith Texts Tamil : Translation & Communication	4	1	3
		Core Course- 3 : Methodology of Humanities in Arabic	3	1	3
		Core Course- 4 Applied Syntax and Morphology –II	3	1	3
		Complimentary Course- 5 THAREEKHUL ISLAM- II	4	1	3
		Complimentary Course- 6 Indian Writings in Arabic	2	1	3
		TOTAL CREDITS FOR SEMESTER-III	20		
SEMESTER-IV	ENCN6	Common Course – English-6 : Evolution of the Philosophy of Science: Literary Perspectives	4	1	3
		Common Course - : Additional Language- 3 Arabic : Indian Culture and Civilisation Tamil : Culture & Civilization	4	1	3
		Core Course 5 : Classical Arabic Prose	4	1	3
		Complimentary Course 7 : Contribution of Kerala to Arabic Language and Literature	4	1	3
		Complimentary Course- 8 History of Arab-Muslim Sciences	4	1	3
		TOTAL CREDITS FOR SEMESTER-IV	20		

	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
SEMESTER-V		Core Course 6 : History of Arabic Literature -I	4	1	3
		Core Course 7 : Rhetoric and Poetics	4	1	3
		Core Course 8 : Arabic Literary Criticism	4	1	3
		Core Course- 9 Classical Arabic Poetry	4	1	3
		<i>Open Course</i>	4	1	3
		TOTAL CREDITS FOR SEMESTER-IV	20		
SEMESTER-VI		Core Course 10 : History of Arabic Literature –II	4	1	3
		Core Course 11 :	4	1	3

	Arabic Drama and Film studies			
	Core Course 12 : Modern Arabic Poetry	4	1	3
	Core Course-13 Arabic Short story and Novel	4	1	3
	Choice Based Core –Women writings in Arabic	4	1	3
	TOTAL CREDITS FOR SEMESTER-IV	20		

CREDIT DETAILS :

Common Course – I : English	22
Common Course – II :	16
Complementary CourseS	26
Core Course	52
Open Course	04
TOTAL	120

b. Faculty of Social Science :

1. History :

SEMESTER-I

Course Code	Title of Course	Credit	WEIGHTAGE	
			Int.	Ext.
ENCN1	Common Course – English-1 : Communication Skills in English	4	1	3
ENCN2	Common Course – English-2 : Reading Literature in English	4	1	3
	<i>Common Course - Second Language 1 :</i> Malayalam : <b>കഥ, നോവൽ</b> Hindi : Prose and One Act Play Arabic : Literary appreciation Tamil : History of Tamil Literature	4	1	3
HYC 01	<i>Core Course-1 :</i> Methodology and Perspectives of Social Science	4	1	3
	Complimentary course 1- Economics : Principles of Economics	4	1	3
	TOTAL CREDITS FOR SEMESTER-I	20		

SEMESTER-II

Course Code	Title of Course	Credit	WEIGHTAGE	
			Int.	Ext.

ENCN3	Common Course – English-3 : Critical Thinking, Academic Writing & Presentation	4	1	3
ENCN4	Common Course – English-4 : Musings on Vital Issues	4	1	3
	<i>Common- Second Language 2:</i> Malayalam: <b>കവീത</b> Hindi : Translation, Communication Skills and Applied Grammar Arabic : Translation & Communication Tamil : Communicative Skills in Tamil	4	1	3
HYC 02	Core- 2- Cultural Transitions in Pre-modern Kerala	4	1	3
	Complimentary course 1- Economics : Basic Economic Studies	4	1	3
	TOTAL CREDITS FOR SEMESTER-II	20		

### SEMESTER-III

Course Code	Title of Course	Credit	WEIGHTAGE	
			Int.	Ext.
ENCN5	Common Course – English-5 : Reflections on Indian Polity, Secularism & Sustainable Environment	4	1	3
	<i>Common- Second Language 3 :</i> Malayalam: <b>അരങ്ങും പൊരുളും</b> Hindi : Poetry and Fiction Arabic : Quran & Hadith texts Tamil : Translation & Communication	4	1	3
HYC 03	Core -3- Making of Modern Kerala	4	1	3
HYC 04	Core- 4-Informatics	4	1	3
	Complimentary Course- 2 : Politics : An Introduction to Political Science	4	1	3
	TOTAL CREDITS FOR SEMESTER-III	20		

### SEMESTER-IV

Course Code	Title of Course	Credit	WEIGHTAGE	
			Int.	Ext.
ENCN6	Common Course – English-6 : Evolution of the Philosophy of Science: Literary Perspectives	4	1	3
	<i>Common – Second Language 4:</i> Malayalam : <b>ഗദ്യം, രചനാ പരിചയം</b> Hindi : <i>Culture and Civilization of India</i> Arabic : Indian Culture & Civilization Tamil : Culture & Civilization	4	1	3
HYC 05	Core- 5-Understanding the Past	4	1	3

HYC 06	Core -6- Early Societies in India (2010 Admission)	4	1	3
	Complimentary Course-2 : Politics : Governmental Machinery and Process	4	1	3
	TOTAL CREDITS FOR SEMESTER-IV	20		

### SEMESTER-V

Course Code	Title of Course	Credit	WEIGHTAGE	
			Int.	Ext.
HYC 07	Core-7- Institutions in the Pre-colonial India	4	1	3
HYC 08	Core-8- State and Societies in the Ancient World	4	1	3
HYC 09	Core-9- India: Nation in the Making	4	1	3
HYC 10	Core-10- Trends in Historical Writings	4	1	3
	<i>Open Course</i>	4	1	3
	TOTAL CREDITS FOR SEMESTER-V	20		

### SEMESTER-VI

Course Code	Title of Course	Credit	WEIGHTAGE	
			Int.	Ext.
HYC 11	Core-11-Issues in Contemporary India	4	1	3
HYC 12	Core-12-Situating Medieval World	4	1	3
HYC 13	Core-13-Understanding Modern World	4	1	3
HYC 14	Core-14- Capitalism and Colonialism	4	1	3
HYC 15	Choice Based Core – Archaeology in India	4	1	3
	TOTAL CREDITS FOR SEMESTER-VI	20		

#### CREDIT DETAILS :

Common Course – I : English	24
Common Course – II :	16
Complementary CourseS	16
Core Course	60
Open Course	04
TOTAL	120

## 2. Political Science

### SEMESTER-I

Course Code	Title of Course	Credit	WEIGHTAGE	
			Int.	Ext.
ENCN1	Common Course – English-1 : Communication Skills in English	4	1	3
ENCN2	Common Course – English-2 : Reading Literature in English	4	1	3
	<i>Common Course - Second Language 1 :</i>	4	1	3

	Malayalam : <b>കഥ, നോവൽ</b> Hindi : Prose and One Act Play Arabic : Literary appreciation Tamil : History of Tamil Literature			
(PS1B01UG)	Core Course- 1: Methodology and Perspectives of Social Sciences	4	1	3
(PS1C01UG)	Complementary 1 : Economics : Principles of Economics	4	1	3
	TOTAL CREDITS FOR SEMESTER-I	20		

### SEMESTER-II

Course Code	Title of Course	Credit	WEIGHTAGE	
			Int.	Ext.
ENCN3	Common Course – English-3 : Critical Thinking, Academic Writing & Presentation	4	1	3
ENCN4	Common Course – English-4 : Musings on Vital Issues	4	1	3
	<i>Common- Second Language 2:</i> Malayalam: <b>കവിത</b> Hindi : Translation, Communication Skills and Applied Grammar Arabic : Translation & Communication Tamil : Communicative Skills in Tamil	4	1	3
(PS2B02UG)	Core Course-2 : Introduction to Indian Political System	4	1	3
(PS2C02UG)	Complementary 2 : Economics : Basic Economics Studies	4	1	3
	TOTAL CREDITS FOR SEMESTER-II	20		

### SEMESTER-III

Course Code	Title of Course	Credit	WEIGHTAGE	
			Int.	Ext.
ENCN5	Common Course – English-5 : Reflections on Indian Polity, Secularism & Sustainable Environment	4	1	3
	<i>Common- Second Language 3 :</i> Malayalam: <b>അനുഭൂതി പൊതുശാസ്ത്രം</b> Hindi : Poetry and Fiction Arabic : Quran & Hadith Texts Tamil : Translation & Communication	4	1	3

(PS3B03UG)	CoreCourse-3 : Issues in Indian Political System	4	1	3
(PS3B04UG)	Core Course- 4 : Political Theory	4	1	3
	Complimentary Course- 3 : History : Historical Roots of Modern World	4	1	3
	TOTAL CREDITS FOR SEMESTER-III	20		

### SEMESTER-IV

Course Code	Title of Course	Credit	WEIGHTAGE	
			Int.	Ext.
ENCN6	Common Course – English-6 : Evolution of the Philosophy of Science: Literary Perspectives	4	1	3
	<i>Common – Second Language 4:</i> <i>Malayalam : ഗദ്യം, രചനാ പരിചയം</i> <i>Hindi : Culture and Civilization of India</i> Arabic : Indian Culture & Civilization Tamil : Culture & Civilization	4	1	3
(PS4B05UG)	Core Course- 5 : Political Thought	4	1	3
(PS4B06UG)	Core Course 6 : Introduction to Comparative Politics	4	1	3
	Complimentary Course- 4 : History : Transition to the Contemporary World	4	1	3
	TOTAL CREDITS FOR SEMESTER-IV	20		

### SEMESTER-V

Course Code	Title of Course	Credit	WEIGHTAGE	
			Int.	Ext.
(PS5B07UG)	Core Course 7 : Comparative Political Systems	4	1	3
(PS5B08UG)	Core Course 8 : Research Methods in Political Science	4	1	3
(PS5B09UG)	Core Course- 9 : Introduction to Public Administration	4	1	3
(PS5B10UG)	Core Course 10 : Human Rights	4	1	3
	<i>Open Course</i>	4	1	3
	TOTAL CREDITS FOR SEMESTER-V	20		

### SEMESTER-VI

Course Code	Title of Course	Credit	WEIGHTAGE	
			Int.	Ext.
(PS6B11UG)	Core Course 11 : Elements of International Politics	4	1	3
(PS6B12UG)	Core course – 12 : Society and Politics in Kerala	4	1	3
(PS6B13UG)	Core Course- 13 : Issues in International	4	1	3

	Politics			
(PS6B14UG)	Core Course 14: Theories and Principles of Public Administration	4	1	3
(PS6B15UG)	Core Course- 15: Choice Based Course – Gandhian Ideas and Applicable Techniques	4	1	3
	TOTAL CREDITS FOR SEMESTER-VI	20		

CREDIT DETAILS :

Common Course – I : English	24
Common Course – II :	16
Complementary CourseS : Economics	08
History	08
Core Course	60
Open Course	04
TOTAL	120

3. Economics

SEMESTER-I

Course Code	Title of Course	Credit	WEIGHTAGE	
			Int.	Ext.
ENCN1	Common Course – English-1 : Communication Skills in English	4	1	3
ENCN2	Common Course – English-2 : Reading Literature in English	4	1	3
	<i>Common Course - Second Language 1 :</i> Malayalam : കഥ, നോവൽ Hindi : Prose and One Act Play Arabic : Literary appreciation Tamil : History of Tamil Literature	4	1	3
	Core Course- 1: Methodology of Social Sciences with Special Reference to Economics	4	1	3
	Complementary 1 : History : Social Formation in Pre-Modern India.	4	1	3
	TOTAL CREDITS FOR SEMESTER-I	20		

SEMESTER-II

Course Code	Title of Course	Credit	WEIGHTAGE	
			Int.	Ext.
ENCN3	Common Course – English-3 : Critical Thinking, Academic Writing & Presentation	4	1	3
ENCN4	Common Course – English-4 : Musings on	4	1	3

	Vital Issues			
	<i>Common- Second Language 2:</i> Malayalam: <b>കവീത</b> Hindi : Translation, Communication Skills and Applied Grammar Arabic : Translation & Communication Tamil : Communicative Skills in Tamil	4	1	3
	Core Course-2 : Development and Environmental Economics	4	1	3
	Complementary 2 : History : Transition to the Contemporary world	4	1	3
	TOTAL CREDITS FOR SEMESTER-II	20		

### SEMESTER-III

Course Code	Title of Course	Credit	WEIGHTAGE	
			Int.	Ext.
ENCN5	Common Course – English-5 : Reflections on Indian Polity, Secularism & Sustainable Environment	4	1	3
	<i>Common- Second Language 3 :</i> Malayalam: <b>അരങ്ങും പൊരുളും</b> Hindi : Poetry and Fiction Arabic : Quran & Hadith Texts Tamil : Translation & Communication	4	1	3
	CoreCourse-3 : Principles of Micro Economics	4	1	3
	Core Course- 4 : Modern Banking	4	1	3
	Complimentary Course- 3 : Politics : An Introduction to Political Science OR Economics : Mathematical Economics	4	1	3
	TOTAL CREDITS FOR SEMESTER-III	20		

### SEMESTER-IV

Course Code	Title of Course	Credit	WEIGHTAGE	
			Int.	Ext.
ENCN6	Common Course – English-6 : Evolution of the Philosophy of Science: Literary Perspectives	4	1	3
	<i>Common – Second Language 4:</i> Malayalam : : <b>ഗദ്യം, രചനാ പരിചയം</b> Hindi : <i>Culture and Civilization of India</i> Arabic : Indian Culture & Civilization Tamil : Culture & Civilization	4	1	3
	Core Course- 5 : Micro Economic Analysis	4	1	3

	Core Course 6 : Public Economics	4	1	3
	Complimentary Course- 4 : Politics : Governmental Machinery and Process OR Economics : Mathematics for Economic Analysis	4	1	3
	TOTAL CREDITS FOR SEMESTER-IV	20		

### SEMESTER-V

Course Code	Title of Course	Credit	WEIGHTAGE	
			Int.	Ext.
	Core Course 7 : Quantitative Techniques for Economic Analysis	4	1	3
	Core Course 8 : Principles of Macro Economics	4	1	3
	Core Course- 9 : Indian Economy	4	1	3
	Core Course 10 : Economics of Financial Markets	4	1	3
	<i>Open Course</i>	4	1	3
	<i>TOTAL CREDITS FOR SEMESTER – V</i>	20		

### SEMESTER-VI

Course Code	Title of Course	Credit	WEIGHTAGE	
			Int.	Ext.
	Core Course 11 : Quantitative Economics	4	1	3
	Core course – 12 : Macro Economic Analysis	4	1	3
	Core Course- 13 : Development Issues of the Indian Economy	4	1	3
	Core Course 14: International Economics	4	1	3
	Core Course- 15: Choice Based Course – Marketing Management	4	1	3
	TOTAL CREDITS FOR SEMESTER- VI	20		

#### CREDIT DETAILS :

Common Course – I : English	24
Common Course – II :	16
Complementary Course : History :	08
Politics/	08
Mathematics :	
Core Course	60

Open Course	04
TOTAL	120

#### 4. Sociology

	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
SEMESTER-I	ENCN1	Common Course – English-1 : Communication Skills in English	4	1	3
	ENCN2	Common Course – English-2 : Reading Literature in English	4	1	3
		<i>Common Course - Second Language 1 :</i> Malayalam : <b>കഥ, നോവൽ</b> Hindi : Prose and One Act Play Arabic : Literary Appreciation Tamil : History of Tamil Literature	4	1	3
	I B-01	Core Course- 1: Methodology and Perspectives of Social Sciences	4	1	3
		Complimentary-1 : Economics : Principles of Economics	4	1	3
		TOTAL CREDITS FOR SEMESTER-I	20		
SEMESTER-II	ENCN3	Common Course – English-3 : Critical Thinking, Academic Writing & Presentation	4	1	3
	ENCN4	Common Course – English-4 : Musings on Vital Issues	4	1	3
		<i>Common- Second Language 2:</i> Malayalam: <b>കവിത</b> Hindi : Translation, Communication Skills and Applied Grammar Arabic : Translation & Communication Tamil : Communicative Skills in Tamil	4	1	3
	II B-02	Core Course-2: The Essence of Sociology	4	1	3
		Complimentary-2 : Economics : Basic Economic Studies	4	1	3
		TOTAL CREDITS FOR SEMESTER-II	20		
SEMESTER-III	ENCN5	Common Course – English-5 : Reflections on Indian Polity, Secularism & Sustainable Environment	4	1	3
		<i>Common- Second Language 3 :</i> <i>Malayalam: അരങ്ങും പൊരുളും</i> Hindi : Poetry and Fiction Arabic : Quran & Hadith Texts Tamil : Translation & Communication	4	1	3
	III B-03	Core Course- 3: Social Research Methods	4	1	3
	III B-04	Core Course- 4: Foundations of Sociological Thought	4	1	3

		Complimentary-3 : History : Roots of the Modern World	4	1	3
		TOTAL CREDITS FOR SEMESTER-III	20		
SEMESTER-IV	ENCN6	Common Course – English-6 : Evolution of the Philosophy of Science: Literary Perspectives	4	1	3
		<i>Common – Second Language 4:</i> <i>Malayalam : ഗദ്യം, രചനാ പരിചയം</i> <i>Hindi : Culture and Civilization of India</i> Arabic : Indian Culture & Civilization Tamil : Culture & Civilization	4	1	3
	IV B-05	Core Course- 5: Social Stratification	4	1	3
	IV B-06	Core Course – 6 : Environment and Society	4	1	3
		Complimentary-4 : History : Transition to the Contemporary World	4	1	3
		TOTAL CREDITS FOR SEMESTER-IV	20		

SEMESTER-V	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
	V B-07	Core Course 7 : Modern Sociological Theories	4	1	3
	V B-08	Core Course 8 : Perspectives on Indian Society	4	1	3
	V B-09	Core Course- 9 : Culture and Personality	4	1	3
	V B-10	Core Course 10 : Industry and Society	4	1	3
	V B- O-01	<i>Open Course</i>	4	1	3
		TOTAL CREDITS FOR SEMESTER-IV	20		
SEMESTER-VI	V I B-11	Core Course 11 : Crime and Society	4	1	3
	V I B-12	Core course – 12 : Gerontology	4	1	3
	V I B-13	Core Course- 13 : Sociology of Development	4	1	3
	V I B-14	Core Course 14: Tribal Society in India	4	1	3
	V I B-15	Core Course- 15: Choice Based Course – Urban Sociology	4	1	3
		TOTAL CREDITS FOR SEMESTER-IV	20		

CREDIT DETAILS :

Common Course – I : English	24
Common Course – II :	16
Complementary Courses : Economics :	08
History	08
Core Course	60
Open Course	04
TOTAL	120

## 5. Islamic History

	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
SEMESTER-I	ENCN1	Common Course – English-1 : Communication Skills in English	4	1	3
	ENCN2	Common Course – English-2 : Reading Literature in English	4	1	3
		<i>Common Course - Second Language 1 :</i> Malayalam : കഥ, നോവൽ Hindi : Prose and One Act Play Arabic : Literary appreciation Tamil : History of Tamil Literature	4	1	3
	IH-1 - B-01	Core Course- 1: Methodology and Perspectives of Social Sciences	4	1	3
		Complimentary-1 : Economics : Principles of Economics	4	1	3
		<b>TOTAL CREDITS FOR SEMESTER-I</b>	20		
	SEMESTER-II	ENCN3	Common Course – English-3 : Critical Thinking, Academic Writing & Presentation	4	1
ENCN4		Common Course – English-4 : Musings on Vital Issues	4	1	3
		<i>Common- Second Language 2:</i> Malayalam: കവിത Hindi : Translation, Communication Skills and Applied Grammar Arabic : Translation & Communication Tamil : Communicative Skills in Tamil	4	1	3
IH-2 - B-02		Core Course- 2: Pre-Islamic Arabia And the Emergence of Islam	4	1	3
		Complimentary-2 : Economics : Basic Economic Studies	4	1	3
		<b>TOTAL CREDITS FOR SEMESTER-II</b>	20		
SEMESTER-III		ENCN5	Common Course – English-5 : Reflections on Indian Polity, Secularism & Sustainable Environment	4	1
		<i>Common- Second Language 3 :</i> <i>Malayalam: അറബുവും പൊതുജനവും</i> Hindi : Poetry and Fiction Arabic : Quran & Hadith Texts Tamil : Translation & Communication	4	1	3
	IH-3 - B-03	Core Course- 3: Glorious Caliphate And the Umayyads	4	1	3
	IH-3 - B-04	Core Course- 4: Informatics	4	1	3
		Complimentary-3 : History - Roots of the Modern World	4	1	3

		TOTAL CREDITS FOR SEMESTER-III	20		
SEMESTER-IV	ENCN6	Common Course – English-6 : Evolution of the Philosophy of Science: Literary Perspectives	4	1	3
		<i>Common – Second Language 4:</i> <i>Malayalam : ഗദ്യം, രചനാ പരിചയം</i> <i>Hindi : Culture and Civilization of India</i> Arabic : Indian Culture & Civilization Tamil : Culture & Civilization	4	1	3
	IH-4 - B-05	Core Course- 5: History And Culture of the Abbasids	4	1	3
	IH-4 - B-06	Core Course – 6 : Muslims in Europe	4	1	3
		Complimentary-4 : History : Transition to the Contemporary World	4	1	3
		TOTAL CREDITS FOR SEMESTER-IV	20		

	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
SEMESTER-V	IH-5 - B-07	Muslim Histiography	4	1	3
	IH-5 - B-08	Core Course 8 : The Ottomans And Turkish Republic	4	1	3
	IH-5 - B-09	Core Course- 9 : Muslim Rule in India	4	1	3
	IH-5 - B-10	Core Course 10 : History And Culture of Kerala Muslims	4	1	3
	IH-5 - O-01	<i>Open Course</i>	4	1	3
		TOTAL CREDITS FOR SEMESTER-V	20		
	SEMESTER-VI	IH-6 - B-11	Core Course 11 : Political Thought in Islam	4	1
IH-6 - B-12		Core course – 12 : Human Rights in Islam	4	1	3
IH-6 - B-13		Core Course- 13 : Contemporary Muslim World	4	1	3
IH-6 - B-14		Core Course 14: Revivalist Movement in Islam	4	1	3
IH-6 - B-15		Core Course- 15: Choice Based Course – Indo-Muslim Culture	4	1	3
		TOTAL CREDITS FOR SEMESTER-VI	20		

CREDIT DETAILS :

Common Course – I : English	24
Common Course – II :	16
Complementary Course : Economics :	08
History :	08
Core Course	60
Open Course	04

TOTAL	120
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## 6) B.A. PHILOSOPHY PROGRAMME

	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
SEMESTER-I	ENCN1	Common Course – English-1 : Communication Skills in English	4	1	3
	ENCN2	Common Course – English-2 : Reading Literature in English	4	1	3
		<i>Common Course - Second Language 1 :</i> Malayalam : <b>കഥ, നോവൽ</b> Hindi : Prose and One Act Play Arabic : Literary appreciation Tamil : History of Tamil Literature	4	1	3
	PH1B01	Core Course-1 : Introduction to Philosophical Methods	4	1	3
	PH1C01	Complimentary-1 : Western Aesthetics	4	1	3
		<b>TOTAL CREDITS FOR SEMESTER-I</b>	20		
SEMESTER-II	ENCN3	Common Course – English-3 : Critical Thinking, Academic Writing & Presentation	4	1	3
	ENCN4	Common Course – English-4 : Musings on Vital Issues	4	1	3
		<i>Common- Second Language 2:</i> Malayalam: <b>കവിത</b> Hindi : Translation, Communication Skills and Applied Grammar Arabic : Translation & Communication Tamil : Communicative Skills in Tamil	4	1	3
	PH2B02	Core Course-2 : Traditional Logic	4	1	3
	PH2C02	Complementary– 2 : Indian Aesthetics	4	1	3
	<b>TOTAL CREDITS FOR SEMESTER-II</b>	20			
SEMESTER-III	ENCN5	Common Course – English-5 : Reflections on Indian Polity, Secularism & Sustainable Environment	4	1	3
		<i>Common- Second Language 3 :</i> <i>Malayalam: അനുഭൂതി പൊതുജ്ഞാനം</i> Hindi : Poetry and Fiction Arabic : Quran & Hadith Texts Tamil : Translation & Communication	4	1	3
	PH3B03	Core Course-3 : Symbolic Logic	4	1	3
	PH3B04	Core Course-4 : Philosophy of Informatics	4	1	3
	PH3C03	Complementary – 3 : Socio-Political Thought	4	1	3
		<b>TOTAL CREDITS FOR SEMESTER-III</b>	20		
SEMESTER-IV	ENCN6	Common Course – English-6 : Evolution of the Philosophy of Science: Literary Perspectives	4	1	3

		<i>Common – Second Language 4:</i> <i>Malayalam : ഗദ്യം, രചനാ പരിചയം</i> <i>Hindi : Culture and Civilization of India</i> Arabic : Indian Culture & Civilization Tamil : Culture & Civilization	4	1	3
	PH4B05	Core Course 5 : Ancient and Medieval Western philosophy	4	1	3
	PH4B06	Core Course 6 : Beginnings of Indian Philosophy	4	1	3
	PH4C04	Complementary – 4 : Peace Studies	4	1	3
		<b>TOTAL CREDITS FOR SEMESTER-IV</b>	<b>20</b>		
SEMESTER-V	PH5B07	Core Course 7 : Modern Western Philosophy	4	1	3
	PH5B08	Core Course 8: Systems of Indian Philosophy	4	1	3
	PH5B09	Core Course 9 : Fundamentals of Ethics	4	1	3
	PH5B10	Core Course 10 : Modern Indian Thought	4	1	3
	29	Open Course –	4	1	3
		<b>TOTAL CREDITS FOR SEMESTER-V</b>	<b>20</b>		

SEMESTER-VI	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
	PH6B11	Core Course 11 : Philosophy of Gender	4	1	3
	PH6B12	Core Course 12 : Recent Trends in Western Philosophy	4	1	3
	PH6B 13	Core Course 13 : Applied Ethics	4	1	3
	PH6B14	Core Course 14 : Eco Philosophy	4	1	3
	PH6D01	Core Course 15 : Crime and Punishment	4	1	3
		<b>TOTAL CREDITS FOR SEMESTER-V</b>	<b>20</b>		

CREDIT DETAILS :

Common Course – I : English	24
Common Course – II :	16
Complementary Courses	16
Core Course	60
Open Course	04
<b>TOTAL</b>	<b>120</b>

III. Faculty of Commerce :

B.Com PROGRAMME (CO-OPERATION)

☞	Course Code	Title of Course	WEIGHTAGE
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			Credit	Int.	Ext.
	ENCN1	Common Course – English-1 : Communication Skills in English	4	1	3
	Common-2	Language-Second Language Malayalam : കഥയും കവിതയും Hindi : Prose and Applied Hindi Arabic : Commercial Arabic & Translation Tamil : History of Tamil Literature	4	1	3
	M01BAA01	Business Statistics	3	1	3
	CM01BAA02	Modern Banking	3	1	3
	CM01BAA03	Business Regulatory Frame work	3	1	3
	CM01BA901	Perspectives and Methodology of Business Studies	4	1	3
		TOTAL CREDITS FOR SEMESTER-I	21		
SEMESTER II	ENCN3	Common Course – English-2 : Critical Thinking, Academic Writing & Presentation	4	1	3
	Common-4	Language-Second Language Malayalam : ഗദ്യം-കവിതയും പ്രയോഗവും Hindi : Poetry, Communication Hindi & Translation Arabic : Function Arabic Tamil : Communicative Skills in Tamil	4	1	3
	CM02BAA01	Quantitative Techniques for Business Research	3	1	3
	CM02BAA02	Principles of Insurance	3	1	3
	CM02BAA03	Corporate Regulations & Governance	3	1	3
	CM02BA901	Business Communication and Management Information System	4	1	3
		TOTAL CREDITS FOR SEMESTER- II	21		

	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
SEMESTER III		Common Course – English-3 : Perspectives in Literature	3	1	3
	CM03BAA01	Marketing Management	4	1	3
	CM03BAA02	Financial Accounting	4	1	3
	CM03BAA03	E-Commerce and General Informatics	4	1	3
	CM03BAA04	Business Management	2	1	3
		<i>Optional Course Paper-I</i>			
	CM03BBA03	_Basics of Co-Operation	3	1	3

		TOTAL	20		
SEMESTER IV		Common Course – English-4 : Reflexions of Vital Issue	3	1	3
	CM04BAA01	Capital Market	4	1	3
	CM04BAA02	Corporate Accounting	4	1	3
	CM04BA901	Entrepreneurship Development and Project Management	4	1	3
	CM04BAA03	Financial Services	2	1	3
		<i>Optional Course Paper-II</i>			
	CM04BBA03	Co-Operative Management and Administration	3	1	3
		TOTAL CREDITS FOR SEMESTER-IV	20		
SEMESTER V	CM05BAA01	Cost Accounting	4	1	3
	CM05BAA02	Special Accounting	4	1	3
	CM05CAA01	Complimentary : Advertising and Sales promotion	4	1	3
	CM03BBA01	Open Course	4	1	3
		<i>Optional Course Paper-III</i>			
	CM05BBA03	Co-Operative Legal System	3	1	3
		TOTAL	19		
SEMESTER VI	CM06BAA01	Applied Cost Accounting	4	1	3
	CM06CAA01	Complimentary : Principles of Business Decisions	4	1	3
	CM06BAA02	Practical Auditing	4	1	3
	CM06BAA03	Accounting for Managerial Decisions	4	1	3
		<i>Optional Course Paper-IV</i>			
	CM06BBA03	Co-Operative Accounting	3	1	3
		TOTAL	19		

#### CREDIT DETAILS

Common Course – I : English	14
Common Course – II : (Mal/Hindi/Arabic/Tamil)	08
Complementary Courses :	
Advertising and Sales Promotion :	04
Principles of Business Decisions :	04
Core Course	86
Open Course	04
TOTAL	120

B.Com PROGRAMME (FINANCE AND TAXATION)

	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
SEMESTER I	ENCN1	Common Course – English-1 : Communication Skills in English	4	1	3
	Common-2	Language-Second Language Malayalam : : കഥയും കവിതയും Hindi : Prose and Applied Hindi Arabic : Commercial Arabic & Translation Tamil : History of Tamil Literature	4	1	3
	M01BAA01	Business Statistics	3	1	3
	CM01BAA02	Modern Banking	3	1	3
	CM01BAA03	Business Regulatory Frame work	3	1	3
	CM01BA901	Perspectives and Methodology of Business Studies	4	1	3
		TOTAL	21		
	SEMESTER II	ENCN3	Common Course – English-2 : Critical Thinking, Academic Writing & Presentation	4	1
Common-4		Language-Second Language Malayalam : ഗദ്യം - രചനയും പ്രയോഗവും Hindi : Poetry, Communication Hindi & Translation Arabic : Functional Arabic Tamil : Communicative Skills in Tamil	4	1	3
CM02BAA01		Quantitative Techniques for Business Research	3	1	3
CM02BAA02		Principles of Insurance	3	1	3
CM02BAA03		Corporate Regulations & Governance	3	1	3
CM02BA901		Business Communication and Management Information System	4	1	3
		TOTAL	21		
SEMESTER iii		Common Course – English-3 : Perspectives in Literature	3	1	3
	CM03BAA01	Marketing Management	4	1	3
	CM03BAA02	Financial Accounting	4	1	3
	CM03BAA03	E-Commerce and General Informatics	4	1	3
	CM03BAA04	Business Management	2	1	3
		<i>Optional Course Paper-I</i>			
	CM03BBA01	Financial Management	3	1	3

		TOTAL	20		
SEMESTER IV		Common Course – English-4 : Reflexions of Vital Issue	3	1	3
	CM04BAA01	Capital Market	4	1	3
	CM04BAA02	Corporate Accounting	4	1	3
	CM04BA901	Entrepreneurship Development and Project Management	4	1	3
	CM04BAA03	Financial Services	2	1	3
		<i>Optional Course Paper-II</i>			
	CM04BBA01	Value added Tax- Concepts and Practice	3	1	3
		TOTAL	20		
SEMESTER V	CM05BAA01	Cost Accounting	4	1	3
	CM05BAA02	Special Accounting	4	1	3
	CM05CAA01	Complimentary : Advertising and Sales promotion	4	1	3
	CM05BBA05	Open Course	4	1	3
		<i>Optional Course Paper-III</i>			
	CM05BBA01	Income Tax-Law and Practice	3	1	3
		TOTAL	19		
SEMESTER VI	CM06BAA01	Applied Cost Accounting	4	1	3
	CM06CAA01	Complimentary: Principles of Business Decisions	4	1	3
	CM06BAA02	Practical Auditing	4	1	3
	CM06BAA03	Accounting for Managerial Decisions	4	1	3
		<i>Optional Course Paper-IV</i>			
	CM06BBA01	Income Tax-Assessment &Procedure	3	1	3
		TOTAL	19		

### CREDIT DETAILS

Common Course – I : English	14
Common Course – II (Mal/Hindi/Arabic/Tamil)	08
Complementary Courses :	
Advertising and Sales Promotion :	04
Principles of Business Decisions :	04
Core Course	86
Open Course	04
TOTAL	120

## B.Com PROGRAMME (TRAVEL AND TOURISM)

	Course Code	Title of Course	Credit	WEIGHTAGE		
				Int.	Ext.	
SEMESTER I	ENCN1	Common Course – English-1 : Communication Skills in English	4	1	3	
	Common-2	Language-Second Language Malayalam : : <b>കഥയും കവിതയും</b> Hindi : Prose and Applied Hindi Arabic : Commercial Arabic & Translation Tamil : History of Tamil Literature	4	1	3	
	M01BAA01	Business Statistics	3	1	3	
	M01BAA02	Modern Banking	3	1	3	
	M01BAA03	Business Regulatory Frame work	3	1	3	
	M01BA901	Perspectives and Methodology of Business Studies	4	1	3	
		TOTAL	21			
	SEMESTER II	ENCN3	Common Course – English-2 : Critical Thinking, Academic Writing & Presentation	4	1	3
		Common-4	Language-Second Language Malayalam : <b>ഗദ്യം-ചെറിയും പ്രയോഗവും</b> Hindi : Poetry, Communication Hindi & Translation Arabic : Functional Arabic Tamil : Communicative Skills in Tamil	4	1	3
CM02BAA01		Quantitative Techniques for Business Research	3	1	3	
CM02BAA02		Principles of Insurance	3	1	3	
CM02BAA03		Corporate Regulations & Governance	3	1	3	
CM02BA901		Business Communication and Management Information System	4	1	3	
		TOTAL	21			
SEMESTER III			Common Course – English-3 : Perspectives in Literature	3	1	3
	CM03BAA01	Marketing Management	4	1	3	
	CM03BAA02	Financial Accounting	4	1	3	
	CM03BAA03	E-Commerce and General Informatics	4	1	3	
	CM03BAA04	Business Management	2	1	3	

		<i>Optional Course/Paper-I</i>			
	CM03BBA04	Fundamentals of Tourism	3	1	3
		TOTAL	20		
SEMESTER IV		Common Course – English-4 : Reflexions of Vital Issue	3	1	3
	CM04BAA01	Capital Market	4	1	3
	CM04BAA02	Corporate Accounting	4	1	3
	CM04BA901	Entrepreneurship Development and Project Management	4	1	3
	CM04BAA03	Financial Services	2	1	3
		<i>Optional Course Paper-II</i>			
	CM04BBA04	Marketing of Tourism	3	1	3
		TOTAL	20		

	Course Code	Title of Course	Credit	WEIGHTAGE	
				Int.	Ext.
SEMESTER V	CM05BAA01	Cost Accounting	4	1	3
	CM05BAA02	Special Accounting	4	1	3
	CM05CAA01	Complimentary : Advertising and Sales promotion	4	1	3
	CM05BBA05	Open Course	4	1	3
		<i>Optional Course Paper-III</i>			
	CM05BBA04	Travel and Tourism Infrastructure	3	1	3
		TOTAL	19		
	SEMESTER VI	CM06BAA01	Applied Cost Accounting	4	1
CM06CAA01		Complimentary : Principles of Business Decisions	4	1	3
CM06BAA02		Practical Auditing	4	1	3
CM06BAA03		Accounting for Managerial Decisions	4	1	3
		<i>Optional Course Paper-IV</i>			
CM06BBA04		Hospitality Management	3	1	3
		TOTAL	19		

### CREDIT DETAILS

Common Course – I : English	14
Common Course – II (Mal/Hindi/Arabic/Tamil)	08
Complementary Courses : Advertising and Sales Promotion :	04

Principles of Business Decisions :	04
Core Course	86
Open Course	04
TOTAL	120

## LIST OF OPEN COURSES

### OFFERING FACULTY

### COURSE OFFERED

ENGLISH  
HINDI  
MALAYALAM  
SANSKRIT  
ARABIC  
HISTORY  
POLITICS

ENGLISH FOR CAREERS  
FILM STUDIES  
**പരിസ്ഥിതിയും സാഹിത്യവും**  
Kudiyattam – A Study  
A PACKAGE IN GULF ARABIC  
ENVIRONMENTAL HISTORY IN INDIAN CONTEXT  
HUMAN RIGHTS IN INDIA (PS5DO7UG)

ECONOMICS

OUTLINE OF ECONOMIC THOUGHT (EC6B14.1U)

SOCIOLOGY  
ISLAMIC HISTORY  
PHILOSOPHY

MEDIA AND SOCIETY  
ISLAMIC ECONOMICS AND BANKING  
YOGA AND PERSONALITY DEVELOPMENT

Note : BA Students should not select Open Course of their own programme. Eg. Students belonging to English – Language and Literature should select any courses other than the one offered by the English Department – ie., ENGLISH FOR CAREERS. B.Com. students can select their open courses any one from the above list.

The Chairperson, BoS, Hindi has recommended some omissions in the Prescribed Text for Common courses as detailed below :

### 1. COMMON COURSES

#### A) BA Hindi Language and Literature

Semester	Course
I	Common Course- 1 : Prose and One act Play Prescribed Text Book :GADYA GAGAN ( MG University Publication)
II	Common Course- 2 : Translation, Communication Skills And Applied Grammar

	<p>Prescribed Text :SAMVAAD THADA SANRACHANA (M G University Publication)  Omission : Bhoomika Page 70-75  Passages 4&amp; 5 from Solved passages page 78-90 ( English to Hindi)  Passages 4,5,6,7,8,9,10 From Unsolved Passages ( Hindi to English)  Page 81-83  Samuchaya Bodhak Page 169-176  SahayakKriyaem Page 127-135</p>																						
III	<p>Common Course – 3 : Poetry and Fiction</p> <p>Prescribed Text : AHITHYA MANJUSHA (M G University Publication)</p> <p><u>Lessons to be studied from PART I :Poetry</u>  Kabeer : First 4 Doha  Tulasi : First 4 Doha  MeeraBaiFirst Pada  Nirala :SarojSmriti  Ajney :Naach  VijayaDev Narayan Sahi :KhamoshDhadkanem  Anamika :Sthriyaam  BadriNarayan :PremPatru</p> <p><u>Lessons to be studied from PART II : Stories</u>  Premchand :Aansuvom Ki Holi  MannuBhandaari :RaaniMaamKachaboothara  Udayaprakaash :Aparaadhi</p> <p>Novel : AKELI AWAAZ – RajendraAwasti ( RajPal and Sons .New Delhi Publication)</p>																						
IV	<p>Common Course – 4 : SAANSKRITIK VIRASAT (MG University Publication)  <u>Lessons to be studied</u></p> <table border="1"> <tr> <td>1. Sanskrithik ki Kahani</td> <td>Bhagvath Sharan Upadhyaya</td> </tr> <tr> <td>2. Bharatiya Sanskrithi</td> <td>Dr. Rajendra Prasad</td> </tr> <tr> <td>3. Lokthantha Ek Dharm hai</td> <td>Dr. Radakrishnan</td> </tr> <tr> <td>4. Mahaanom ka Manwandar</td> <td>Mukthibodh</td> </tr> <tr> <td>5. Sabhyatha ka Rahasya</td> <td>Premchand</td> </tr> <tr> <td>6. Sanskrithi aur Apasanskrithi</td> <td>Kishan Patnatik</td> </tr> <tr> <td>7.Ham Sanskrithi me Nahi Vikriti me vikasith ho rahe hei</td> <td>Sundarlal Bahuguna</td> </tr> <tr> <td>8.Athangavad aur hum</td> <td>Ram Saranan Joshi</td> </tr> <tr> <td>9.Keral: IthihaskeJharoke se</td> <td>Dr. K.K. N Kurup</td> </tr> <tr> <td>10.Samajik Kranthi ke Agradooth Sree Narayana Guru</td> <td>Dr. Iqbal Ahammad</td> </tr> <tr> <td>11.Dalith Anthonlan aur Ayyankali</td> <td>Dr. R. Sasidhran</td> </tr> </table>	1. Sanskrithik ki Kahani	Bhagvath Sharan Upadhyaya	2. Bharatiya Sanskrithi	Dr. Rajendra Prasad	3. Lokthantha Ek Dharm hai	Dr. Radakrishnan	4. Mahaanom ka Manwandar	Mukthibodh	5. Sabhyatha ka Rahasya	Premchand	6. Sanskrithi aur Apasanskrithi	Kishan Patnatik	7.Ham Sanskrithi me Nahi Vikriti me vikasith ho rahe hei	Sundarlal Bahuguna	8.Athangavad aur hum	Ram Saranan Joshi	9.Keral: IthihaskeJharoke se	Dr. K.K. N Kurup	10.Samajik Kranthi ke Agradooth Sree Narayana Guru	Dr. Iqbal Ahammad	11.Dalith Anthonlan aur Ayyankali	Dr. R. Sasidhran
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## B) B.Com – HINDI – COMMON COURSES

Semester	Course
I	<p>Common Course 1 : Prose &amp; Applied Hindi Prescribed Text SahityaDarpan( Mg university publication) RachanaKaSach( Mg university publication)</p> <p>Prose Section from SahityaDarpan VyavasayikPatravayavahaar and Technical terminology from RachanaKasach</p>
II	<p>Common Course 2 : Poetry, Communicative Hindi &amp; Translation</p> <p>Poetry section from Sahityadarpan From RachanaKaSach Part II – Samvaad ,ShabdhSangrah Part III – Translation <u>Omission</u> : Pages 123-131 Solved Passage 3 Page 137 Unsolved passage 5 Page 140 Solved Passage 1 Page 141 Unsolved Passage 1 Page 142</p>

Students under Private Registration / SDE stream need to study the above portions only for Common Course – Hindi.

### IV.FEES

Candidates should remit the fee either in pay-in-slip at the cash counter at the University Office or friends Janasevana Kendra or by remitting through prescribed SBT Chalan (available at Page No. 106 hereunder). The name and address of the candidate and the purpose of remittance shall be noted clearly in the pay-in-slip. Fee once remitted on this account shall in no case be refunded. But candidates whose application for private registration and examination are rejected will be allowed to apply for private registration and examination for the immediate subsequent year with the same pay-in-slip provided the defect is cleared and the memo showing the defects in the earlier application is produced.

### FEE FOR VARIOUS TYPES OF PRIVATE REGISTRATION

1. B.A./B.Com . (Full Course)	>	Rs. 1000/-
2. B.A./B.Sc. Faculty change	>	Rs. 1000/-
3. B.A. Optional change	>	Rs. 500/-
4. B.A./B.Sc./B.Com . Part II change	>	Rs. 500/-

5. Registration for II <sup>nd</sup> to VI <sup>th</sup> Semester. B.A./B.Com.	>	Rs. 500/-
6. Registration for V <sup>th</sup> to VI <sup>th</sup> Semester Yr, B.A./B.Com .	>	Rs. 500/-
7. B.Com. additional optional/elective	>	Rs. 500/-
8. Change of Open Course		
a) upto one month before IV Sem. exam	>	Rs. 500/-
b) upto one month before V Sem. exam	>	Rs. 1000/-
8. Correction of Optional/Second Language (upto 16 <sup>th</sup> Feb., 2015)	>	Rs. 100/-
9. Correction of B.Com. Optional		
a) upto one month prior to II Sem. exam	>	Rs. 500/-
b) upto one month prior to III Sem. Exam	>	Rs. 1000/-
10. Affiliation fee	>	Rs. 300/-

The following is the rate of fee for B.A./B.Com examination fee:

Rs. 50/-per paper (CBCSS StreamRs. 25/- per paper for Annual Scheme); Rs.30/-per paper for subsequent appearance (for Annual Scheme).

11. CV Camp fee	>	Rs. 100/-
Fee for Marklist	>	Rs. 25/-
Cost of application forms		
B.A./B.Com. Private registration	>	Rs. 50/-
B.A./B.Com . Examination	>	Rs. 20/-
Improvement registration fee	>	Rs. 50/-

	Fee (Rs.)	Application Form (Rs.)
Matriculation/Re-matriculation	100	25
Retrieval of documents before Registration	250	---
Recognition	150	25
Eligibility certificate	100	25
Cancellation (Thirty days prior to the date of commencement of examination)	150	---
Cancellation (Both Private registration and examination)	250	---
Cancellation of II/III & I to VI Sem. CBCSS year B.A./B.Com. Pvt. Regn. & Examination to join another University	500	---
Pre-Degree pass certificate	75	25
Remittance Certificate from Uty. cash counter	5	
For defect-rectification (communicated by post)	50	---
Change from private to regular study		---
Re-admission	250	---

Duplicate private registration order, (for Optional/faculty change categories)	250	50
Other certificate	100	---
Course discontinuation	500	---
Fee for equivalence certificate	125	---

Note:- 1. **Separate pay-in-slips should be furnished towards the private registration fee (including fine) , examination fee and Recognition Fee (If needed)**

2. Candidates shall remit Matriculation fee (if required) and Private Registration fee in a single Pay-in-slip.

3. There will be no fine for the examination fee remitted by the private registration candidates.

#### V. DOCUMENTS TO BE ATTACHED WITH THE APPLICATION FOR PRIVATE REGISTRATION

##### 1. II,III,IV Sem. UG Programmes B.A./B.Com

Application for private registration should be accompanied by:

- Application for admission to the II Semester (Page no 72-75) and for III & IV Semester (Page No. 80-83) B.A./B.Com. degree examination.
- Pay-in-slip for the prescribed examination fee.
- Pay-in-slip for the **prescribed** private registration fee
- Marklist/Hall ticket of I/II/III Sem. **B.A./B.Com. UG Programme** examination conducted by this University (attach a certificate from the Principal stating that he/she has not involved in any malpractice, if only Hall ticket is produced)
- Transfer Certificate from the college last attended.
- Self addressed stamped (Rs. 52/-) envelope of the size 24 cm x 32 cm.
- Certificate from the principal of the college as to whether the candidate has already registered or not for II & III year B.A./B.Com
- Copy of SSLC (in duplicate)

##### 2. V & VI Sem. UG Programmes

Application for private registration should be accompanied by:

- Application for admission to the V & VI Sem. **BA/B.Com. UG Programme** examination (Page No. 92-95)
- Pay-in-slip for the prescribed examination fee.
- Pay-in-slip for the Private Registration fee.
- Marklist/Hall ticket of II, III, IV, V Sem. **B.A./B.Com UG Programme** examination conducted by this University (if hall ticket is produced, attach a certificate from the Principal stating that he/she has not involved in any malpractice.)
- Transfer Certificate from the college last attended.
- A self addressed stamped (Rs. 52/-) envelope of the size 24cm x 32cm

- g) Certificate from the principal of the college as to whether the candidate has already registered or not for IV/V Sem. B. A/B.Com.
- h) Copy of SSLC (in duplicate)
- i)

### **3. Second language change for B.A./B.Sc./B.Com. Graduates**

Application for Private registration should be accompanied by

- a) Application for admission to the III & IV Sem. of the examination.(Page No-84-87)
- b) Pay-in-slip for the prescribed examination fee
- c) Pay-in-slip for the prescribed private registration fee
- d) B.A./B.Sc./B.Com. Degree/Provisional certificate
- e) Transfer Certificate in original
- f) Self addressed stamped (Rs.52/-) envelope of the size 24 cm x 32cm
- g) Copy of SSLC (in duplicate)

### **4. Second Language change for B.A./B.Sc./B.Com. failed candidates**

Application for Private registration should be accompanied by

- a) Application for admission to the III & IV Sem. examination(Page No-84-87)
- b) Pay-in-slip for the prescribed examination fee
- c) Pay-in-slip for the prescribed private registration fee.
- d) I,II,III,IV,V & VI Sem. BA/B.Sc/B.Com. marklist showing the pass in Common course
- j) Transfer Certificate in original
- k) Self addressed stamped (Rs.52/-) envelope of the size 24cm x 32 cm
- g) Copy of SSLC (in duplicate)

### **5. B.A. Degree for B.Com. graduates or B.Com. discontinued candidates.**

Application for Private registration should be accompanied by

- a) Application for admission to the 1<sup>st</sup> and 2<sup>nd</sup> Sem. UG BA examination . (Page No-72-75)
- b) Pay-in-slip/D.D.for the prescribed examination fee b.
- c) Pay-in-slip for the prescribed private Registration fee '
- d) B.Com. Degree/Provisional Certificate; Pre-Degree & UG Programme marklist in case Discontinued candidates.
- e) Transfer Certificate in original
- f) Self addressed stamped (Rs.52/-) envelope of the sufficient size
- g) Course discontinuation memo in case of B.Com. discontinued candidates.
- h) Copy of SSLC (in duplicate)

**6. B.A./B.Com. for Professional graduates Application for Private registration** should be accompanied by documents required for B.A./B.Com. ( Full course) Registration [See Case (1)]

**7. Additional Optional/Elective for B.Com. Degree holders under Annual/CBCSS Scheme of this University**

Application for Private registration should be accompanied by

- a) Application for admission to the Semester examinations in the prescribed from (Page no.96-99)
- b) Pay-in-slip for the prescribed examination fee
- c) Pay-in-slip for the prescribed Private Registration fee
- d) B.Com. Degree/Provisional Certificate/PG Degree/Provisional certificate in case of PG holders.
- e) Transfer Certificate in original
- f) Self addressed stamped (Rs.52/-) envelope of the sufficient size
- g) Copy of SSLC (in duplicate)

**8. Optional/Faculty change for B.A./B.Sc./graduates (Additional degree) under CBCSS Scheme of this University**

Application for Private registration should be accompanied by

- a) Application for admission to the Semester examinations in the prescribed from (Page no.88-91)
- b) Pay-in-slip for the prescribed examination fee
- c) Pay-in-slip for the prescribed fee for Optional change/Faculty change (if the new optional belongs to another faculty, it is a faculty change)
- d) B.A./B.Sc. Degree/Provisional Certificate
- e) Transfer Certificate in original
- f) Self addressed stamped (Rs.52/-) envelope of the sufficient size
- g) Copy of SSLC (in duplicate)

**9. Optional/Faculty change for B.A./B.Sc. Discontinued Candidates .**

This facility shall be availed only to the students discontinued under **CBCSS Scheme of this University**

Application for Private registration should be accompanied by

- a) Application for admission to the Semester examinations in the prescribed from (Page no.84-87)
- b) Pay-in-slip for the prescribed examination fee
- c) Pay-in-slip for the prescribed fee for Faculty change
- d) I to IV Sem. B.Sc./B.A. marklist

- e) Transfer Certificate in original
- f) Self addressed stamped (Rs.52-) envelope of the sufficient
- g) Copy of SSLC (in duplicate)
- h) Course Discontinuation Certificate

### **10. Optional/Faculty change for B.A./B.Sc. failed Candidates**

This facility shall be availed only to the students discontinued under **under CBCSS Scheme of this University**

Application for Private registration should be accompanied by

- a) Application for admission to the Semester examinations in the prescribed form (Page no.84-87)
  - a) Pay-in-slip for the prescribed examination fee.
  - b) Pay-in-slip for the prescribed fee for Optional/Faculty change (in the changed optional belongs to another faculty, it is a faculty change)
  - c) I to VI Sem. UG mark list or VI Sem. Mark list/Hall ticket if not appeared for the examination.
  - d) Transfer Certificate in original
  - e) Self addressed stamped (Rs. 52/-) envelope of the sufficient size.
  - f) Copy of SSLC (in duplicate).
  - g) Course Discontinuation Certificate.

### **11. Additional Degree for Post Graduate Degree Holders**

Application for Private registration should be accompanied by

- a) Pay-in-slip for the prescribed fee for Optional/Faculty Change.
- b) BA/BSc Degree/Provisional Certificate and PG Degree Provisional Certificate.
- c) Transfer Certificate in original
- d) Self-addressed stamped (Rs. 52/-) envelope of the sufficient size.
- e) Application for admission to the Semester examinations in the prescribed form (Page no.88-91)
- f) Pay-in-slip for the prescribed examination fee.
- g) Copy of SSLC (in duplicate)

### **12. ADDITIONAL OPTIONAL FOR B.COM. GRADUATES**

Eligibility: B.Com. Graduates of this University (including postgraduates) can take additional optional subjects by Private Registration. B.Com (Vocational) Model-II and Model-III (UGC sponsored programme) graduates are also eligible for this registration to write Co-operation as an 'additional elective' (UO No. 5105/Ac.AIX/2011 dated 15.9.2011).

Private registration application should be accompanied by:

- a. Application for III Year B.Com. Examination (Page No.88-91)
- b. Examination fee.
- c. Private registration fee.

- d. B.Com. Degree/Provisional certificate & P.G. degree/  
provisional certificate in case of P.G. Holders.
- e. Transfer Certificate
- f. Self addressed stamped (Rs.52/-) envelope
- g. Self attested copies of SSLC should be attached along with both  
in the Private Registration Application Form and in the  
Examination Application Form.

## VI. SCHEME OF EXAMINATION

The Theory examination of each course will be of 3 hours duration. It shall contain two parts (Internal and External). For Internal Examination, 20 multiple type choice questions should be answered in main answer book for each UG Programme. The model questions are to be set by the question paper setters for each course by the exam branch as is done in other courses (UO No. 4224/Ac.A-IX/2012 dated 27.7.2012).

The external question paper may contain objective, short answers type, paragraph type and essay type questions.

Different types of questions shall possess different weightage to quantify their range. Weightage can vary from course to course depending on their comparative importance. But a general pattern may be followed by the Board of Studies as follows:

Correct answer to	Grade Awarded
16-20 questions	A
11-15 questions	B
06-10 questions	C
01-05 questions	D
0 question	E

## VII. CENTRES OF EXAMINATION

Candidate can opt any one of the affiliated Colleges/Centers of this university mentioned in the list available in the online application as the centre of the examination; but male students should not opt for women's colleges and **centre change should not be allowed after the correction date(16/01/2017)**. The University reserves the right to change the centre of Exam. selected by the candidate, due to practical reasons.

### VIII. MISCELLANEOUS INSTRUCTIONS

Candidates applying for private registration cum examination can collect the Hall ticket and time table from the concerned centre of examination three days prior to the date of commencement of examination. No separate intimation will be sent to the candidates. Candidates applying for private registration should give only their residential address in the column provided for the purpose in the application form and also on the self addressed stamped envelope. Communications in the address of the private institution in which they are studying will not be entertained. Interim requests to return the documents submitted along with the application for Private registration, will be attended only if the application is sent by registered post. Candidates should note down the details of the fee remitted for further reference. **They are also advised to keep attested photocopies of the original documents along with hard copies of duly filled/downloaded online application submitted by them.** Proper care should be taken in applying online/filling the application forms. All details called for therein should be furnished. The application for private registration with all the documents should be submitted directly or by registered post to the Director, School of Distance Education, Mahatma Gandhi University, Priyadarsini Hills, Kottayam-686 560.

The Centers of examinations, Core & Complementary and the type of Registration (Full course/Addl. optional/ Optional change etc.) should be clearly noted on the top of the cover containing the application. **Applicants who have passed the qualifying examinations from boards outside Kerala should super scribe 'OB' upon the cover.**

The conditions stipulated in the Notification regarding registration and examinations are subject to modification in accordance with the amendments in the scheme, regulations and syllabus from time to time. Candidates should avoid lamination of documents submitted by them for private registration.

- DOWNLOADED APPLICATION FORMS CAN BE USED FOR APPLYING FOR VARIOUS UG PROGRAMMES (CBCSS) OTHER THAN FULL COURSE. HOWEVER, **COST OF APPLICATION FORMS** HAS TO BE REMITTED ALONG WITH OTHER FEES. COST OF FORMS ARE GIVEN ON THE TOP OF EACH APPLICATION FORM

**Application not submitted in strict conformity with the above instructions will be summarily rejected.**

Application Fee : Rs. 50/-

To be sent by Registered



**MAHATMA GANDHI UNIVERSITY**  
SCHOOL OF DISTANCE EDUCATION

**APPLICATION FOR REGISTRATION AS A PRIVATE  
CANDIDATE(OTHER THAN FULL COURSE) FOR  
UG Programme B.A./B.Com. EXAMINATION OF  
MARCH/APRIL/JUNE/JULY, 2016**

*Recent Passport  
size Photograph  
of the candidate  
to be affixed here*

CENTRE OF EXAMINATION :

Examination for which Registration is sought (Tick the applicable)

BA / BCom.					
I/II/III/ IV Semester	V & VI Semester.	Optional/Faculty change	Addl. Opt.	Addl. Degree/ UG Programme	II Language/ Addl. Language change

1. Name of the candidate in English (in block letters) (As entered in SSLC)					
In Mother Tongue				Sex	
2. Age and Date of Birth					
3. Place of birth with District & Taluk					
4. (a) Name & Occupation of father or guardian					
(b) Name & Occupation of Mother					
5. (a) Permanent Address in full (in block letters)		(b) Address to which communications are to be sent (use PIN Code)			
6. Telephone No. if any with STD code/Mobile No.					
7. Whether employed at present. If so, name & address of the employer (Attach Employment Certificate if any concession in minimum marks is required)					
8. MAIN SUBJECT SELECTED/Name of Programme					
9. Second Language selected/Common Course (II Language (for BA/BCom)					
10. Subsidiary Subjects/Complementary Course selected for BA)		Subsidiary/Complementary :			
Open Course (for BA/BCom) (Compulsory)		1. Title.....			
Optional Course/paper under part III (for B.Com.)		2. Title.....			
		Title .....			
		Optional.....			
11. No. and date of the Private Registration Memo already issued, if any					

12. The School/College and the University in which the candidate last studied	
13. The course for which the candidate attended the College/University last	
14. Whether the qualifying examination has been recognized by the University. If yes, give details	
15. Details of Eligibility Certificate submitted (Kerala/CBSC and ISC are exempted)	
16. Whether the candidate has been matriculated. If so the year and the college through which matriculated (in case of private study, give the PR No. & year)	
17. Whether belongs to SC/ST/OBC/OEC..... specify the details and attach certificates, if any kind of concession is required	
18. Details regarding the Qualifying Examination passed	
a) Name of Examination	
b) Register Number	
c) Month & Year	
d) Name of the University/Board	
e) Name of Language & Subjects	
Details of documents enclosed (except pay-in-slip/Receipt from Friends Janasevana Kendra)	
1.	5.
2.	6.
3.	7.
4.	8.
20. Details of Pay-in-Slip enclosed (Registration fee/Matriculation fee/and fine, if any)	Pay-in-Slip No.....Date..... of SBT...../Univ. Cash Counter/ Friends Janasevana Kendra (.....) for Rs.....
21. Details of recognition fee remitted (If Applicable)	Pay-in-Slip No.....Date..... of SBT...../Univ. Cash Counter/ Friends Janasevana Kendra (.....) for Rs.....
22. Details of Pay-in-Slip towards the Examination fee remitted	Pay-in-Slip No.....Date..... of SBT...../Univ. Cash Counter/ Friends Janasevana Kendra (.....) for Rs.....

**DECLARATION BY THE CANDIDATE**

I have read the Rules and Regulations of Private Registration and I hereby declare that the entries made above are correct and they have been made in my own hand writing.

Station:.....

Date :.....

Signature of the Candidate

**MAHATMA GANDHI UNIVERSITY**  
**SCHOOL OF DISTANCE EDUCATION**  
**PRIVATE REGISTRATION MEMO**

Registration No.....

*Recent Passport  
size Photograph  
of the candidate  
to be affixed here*

Identifying  
Officer to sign on  
the Photograph  
and affix his seal  
here >

Name of the Candidate :.....

Date of Birth :.....

Full Address : .....

.....

.....

Identifying Officer's Name .....

Designation .....

Address .....

.....

.....

Signature of the Candidate

To be filled by the candidate

*(Principals of affiliated colleges, Heads of the University Department of Study and Research, Headmasters and Headmistresses of High School and Members of the Senate, Academic Council, Syndicate and Gazetted Officers are authorised to sign this identification form)*

**(For Office Use only)**

Ref: His/Her application dated.....for Private Registration, Shri/Smt..... has been granted registration as private candidate for admission to the ..... Exam. Of March/April/June/July, 2016..... with the following Subjects.

(A) B.A./B.Com.

Part II Second Language/Common Course (II Language) .....

Part III Main Subject/Core Course.....

Open course : Title .....

Subsidiary/Complementary Course Title 1 : .....

Title 2 : .....

Optional Paper (for B.Com.).....

Centre of Examination chosen by the candidate is.....

Kottayam

Date.....

Asst.

S.O.

Assistant Registrar/Deputy Registrar for Director

Application Fee : Rs. 20/-

First & Second Semester



Details of Fee remitted to University Fund:

Rs.....Univ. Cash  
Counter Chalan No. No./ Friends Janasevana  
Kendram Receipt  
No.....Date.....

## MAHATMA GANDHI UNIVERSITY

APPLICATION FOR REGISTRATION

FIRST & SECOND SEMESTER B.A./B.Com. Degree Examination -----20----

EVERY COLUMN EXCEPT REGISTER NUMBER TO BE CAREFULLY FILLED IN BY THE CANDIDATE

<b>Private Registration Number:</b>		<b>REGISTER NUMBER</b>	
Centre and place of Examination (in Block Letters) (Change of Centre will not be permitted)			
Name of Programme (B.A./B.Com.)			
Stream		Module	
Name of Candidate (As per Qualifying Certificate) (Women Candidates should add the word "women" after their names)	In English (In Block letters)		
	In Mother-tongue		
Age and Date of Birth		Place of birth with District and Taluk	
Name, occupation & annual income of father or guardian			
Community with sub-division, if any		Religion	
Permanent Address with Telephone/Mobile No. (in BLOCK letters)	Address to which communications are to be sent with Telephone/Mobile No. (in BLOCK letters)		Passport Size Photograph (must to be pasted here)
Name & Designation of the Identifying Officer	Dated Signature of the Identifying Officer (To be signed on the Photograph)		
The year in which and the college through which the candidate was registered as a Matriculate of the Mahatma Gandhi University.			
Date of passing the Plus Two / Pre-Degree Examination, Reg. No. and Name of the Board/University			

Candidates who have passed their qualifying Examination from a University other than this University should state whether recognition has been granted by this University, and if so state sanction No. and date of granting recognition		
College or Colleges at which the candidate has studied for the BA/BCom Degree Examination and time (From year.....to year .....)		
In case the candidate is appearing for the first time after private study, the No. and date of the order of exemption granted by the University to take the I BA/BCom. Examination (original exemption order should be enclosed with this)		
Common course selected under II Language		
Subjects selected under Part III (Main)/Core Course	First Semester	Second Semester
	Title	Title
	1.....	1.....
	2.....	2.....
	3.....	3.....
	4.....	4.....
5.....	5.....	
Name of Subjects selected under Part III Subsidiary/Complementary Course	First Semester	Second Semester
	Subsidiary/Complementary	Subsidiary/Complementary
	1.....	1.....
	2.....	2.....

Station:.....

Date :.....

*Signature of the Candidate*

# HALL TICKET

## MAHATMA GANDHI UNIVERSITY



FIRST & SECOND SEMESTER B.A./B.Com. Degree Examination

-----20-----

1. Centre of Examination :	Register Number	
2. Name of Programme	<i>B.A. / B.Com.</i>	
3. Core (BA)/Optional (B.Com.)		
4. Name of Candidate (in Block Letters)		
Papers/Courses of the <b>First Semester</b> Examination for which the candidate appears	Papers/Courses of the <b>Second Semester</b> Examination for which the candidate appears:	Passport Size Photograph (recent) to be pasted here)
1. Common Course (English)	Common Course (English)	
Title (.....)	Title (.....)	
Title (.....)	Title (.....)	
2. Common Course (II Language)	Common Course (II Language)	
Title (.....)	(Title.....)	
3. Core Course	Core Course	
Title (1.....)	Title (1.....)	
Title (2.....)	Title (2.....)	
Title (3.....)	Title (3.....)	
Title (4.....)	Title (4.....)	
Title (5.....)	Title (5.....)	
4. Complementary course/Subsidiary	Complementary course/Subsidiary	
Title (1.....)	Title (1.....)	
Title (2.....)	Title (2.....)	

*Signature of the Candidate*  
(To be signed in the presence of the identifying Officer)

Name & Designation of the Identifying Officer  
Dated signature of the Identifying Officer  
(To be signed on the photograph)

Office of the Mahatma Gandhi University  
Kottayam

CONTROLLER OF EXAMINATIONS

## INSTRUCTIONS TO CANDIDATES

The fee for the Examination is Rs. 50/- for each paper + Rs. 50/- for Improvement registration fee (If required)+ Rs. 25/- and Rs. 100/- for mark list and CV. Camp respectively. (Separate remittance should be made for each Programme) The fee must be paid through Pay-in-slip at M.G. University cash counter/Friends Janaseva Kendra /Pay in slip at S.B.T. M.G. University Campus Branch (code No. 669). No application will be registered unless the prescribed fee has been paid. **The fee, once paid will not be refunded or held over for a subsequent examination.** The mark list of all candidates will be sent to the Principals of the respective colleges where the candidates appear for the examination.

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**Candidates should take their seats in the examination hall at least five minutes before the commencement of the examination. Candidates presenting themselves more than half an hour after the appointed time will not be admitted to the examination hall. Candidates who are undoubtedly suffering from infectious diseases of any kind will not be admitted. Candidates should bring with them to the examination hall each day of the examination their hall tickets for inspection by the Chief Superintendent. Candidates are prohibited from writing on their hall tickets or question papers. They are also prohibited from writing their names on any part of the answer books. Candidates should write their register number in words as well as in figures in the space provided for the purpose on the outer cover of the answer book. For eg., if the Reg. No. of the candidate is 27380, the candidate shall write in letters "Two Seven Three Eight Zero". They are strictly prohibited from writing their Register Numbers on any other page of their answer books. Violation of this rule will involve rejection of answer books. No candidate will be allowed to leave the examination hall before the expiry of at least half an hour after question paper has been given and no candidate who leaves the room during the period allotted for a paper will be allowed to return within that period. Candidates are prohibited from introducing into the examination hall any book, slate, manuscript or paper of any description, from communicating with or copying from each other and from communicating with any person outside the examination hall. Any candidate detected in the violation of these rules will be sent out of the hall forthwith and will not be permitted to sit for the remaining papers of the Examination. Violation of these rules may involve cancellation of the examination taker by a candidate and his/her rustication for a period to be decided by the University. When a candidate has finished writing his/her answers and wishes to hand over his/her answer book or at the end of the period prescribed for each particular part of the examination, he/she shall stand up in his/her place and remain standing until one of the Superintendents has gone up to him/her and has received his/her answer book from him/her. He/she should not leave the hall leaving the answer book in his/her seat.**

(Sd/-)  
CONTROLLER OF EXAMINATIONS

Application Fee : Rs. 20/-

First & Second Semester



Details of Fee remitted to University Fund:  
 Rs.....Univ. Cash  
 Counter Chalan No. No./ Friends Janasevana  
 Kendram Receipt  
 No.....Date.....

## MAHATMA GANDHI UNIVERSITY

APPLICATION FOR REGISTRATION  
 FIRST & SECOND SEMESTER B.A./B.Com. Degree Examination -----, 20-----  
**(IMPROVEMENT & REPEAT)**

*EVERY COLUMN EXCEPT REGISTER NUMBER TO BE CAREFULLY FILLED IN BY THE CANDIDATE*

<b>Private Registration Number:</b>	<b>REGISTER NUMBER</b>
-------------------------------------	------------------------

Centre and place of Examination (in Block Letters) (Change of Centre will not be permitted)			
Name of Programme (B.A./B.Com.)			
Stream		Module	
Name of Candidate (As per Qualifying Certificate) (Women Candidates should add the word "women" after their names)	In English (In Block letters)		
	In Mother-tongue		
Age and Date of Birth		Place of birth with District and Taluk	
Name, occupation & annual income of father or guardian			
Community with sub-division, if any		Religion	
Permanent Address with Telephone/Mobile No. (in BLOCK letters)	Address to which communications are to be sent with Telephone/Mobile No. (in BLOCK letters)		Passport Size Photograph (must to be pasted here)
Name & Designation of the Identifying Officer	Dated Signature of the Identifying Officer (To be signed on the Photograph)		
The year in which and the college through which the candidate was registered as a Matriculate of the Mahatma Gandhi University.			
Date of passing the Plus Two / Pre-Degree Examination, Reg. No. and Name of the Board/University			

Register Number of appearance, at the First & Second Semester BA/B.Com Examination and the College/Center of Exam through which appeared	Regno	Year	Core Course	Exam Centre
Details of Parts or Part of the First and Second Semester Examination for Which the candidate appears now	Common Course English	Common Course II English	Core Course Complementary Course	Exam.Centre
Common course selected under II Language				
Subjects selected under Part III (Main)/Core Course	First Semester		Second Semester	
	Title		Title	
	1.....		1.....	
	2.....		2.....	
	3.....		3.....	
	4.....		4.....	
	5.....		5.....	
Name of Subjects selected under Part III Subsidiary/Complementary Course	First Semester		Second Semester	
	Subsidiary/Complementary		Subsidiary/Complementary	
	1.....		1.....	
	2.....		2.....	

Station:.....

Date :.....

*Signature of the Candidate*

# HALL TICKET



## MAHATMA GANDHI UNIVERSITY

FIRST & SECOND SEMESTER B.A./B.Com. Degree Examination

-----20-----

**(IMPROVEMENT & REPEAT)**

1. Centre of Examination :		Register Number			
2. Name of Programme		B.A. / B.Com.			
3. Core (BA)/Optional (B.Com.)					
4. Name of Candidate (in Block Letters)					
Papers/Courses of the <b>First Semester</b> Examination for which the candidate appears <b>IMPROVEMENT</b>	Papers/Courses of the <b>Second Semester</b> Examination for which the candidate appears: <b>IMPROVEMENT</b>	Passport Size Photograph (recent) to be pasted here)			
1	1				
2	2				
<b>REPEAT</b>	<b>REPEAT</b>				
1	1				
2	2				
3	3				
4	4				
5	5				
6	6				
<i>Signature of the Candidate</i> (To be signed in the presence of the identifying Officer)					
Name & Designation of the Identifying Officer Dated signature of the Identifying Officer (To be signed on the photograph)					

Office of the Mahatma Gandhi University  
Kottayam

CONTROLLER OF EXAMINATIONS

## INSTRUCTIONS TO CANDIDATES

The fee for the Examination is Rs. 50/- for each paper + Rs. 50/- for Improvement registration fee (If required)+ Rs. 25/- and Rs. 100/- for mark list and CV. Camp respectively. (Separate remittance should be made for each Programme) The fee must be paid through Pay-in-slip at M.G. University cash counter/Friends Janaseva Kendra /Pay in slip at S.B.T. M.G. University Campus Branch (code No. 669). No application will be registered unless the prescribed fee has been paid. **The fee, once paid will not be refunded or held over for a subsequent examination.** The mark list of all candidates will be sent to the Principals of the respective colleges where the candidates appear for the examination.

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**Candidates should take their seats in the examination hall at least five minutes before the commencement of the examination. Candidates presenting themselves more than half an hour after the appointed time will not be admitted to the examination hall. Candidates who are undoubtedly suffering from infectious diseases of any kind will not be admitted. Candidates should bring with them to the examination hall each day of the examination their hall tickets for inspection by the Chief Superintendent. Candidates are prohibited from writing on their hall tickets or question papers. They are also prohibited from writing their names on any part of the answer books. Candidates should write their register number in words as well as in figures in the space provided for the purpose on the outer cover of the answer book. For eg., if the Reg. No. of the candidate is 27380, the candidate shall write in letters "Two Seven Three Eight Zero". They are strictly prohibited from writing their Register Numbers on any other page of their answer books. Violation of this rule will involve rejection of answer books. No candidate will be allowed to leave the examination hall before the expiry of at least half an hour after question paper has been given and no candidate who leaves the room during the period allotted for a paper will be allowed to return within that period. Candidates are prohibited from introducing into the examination hall any book, slate, manuscript or paper of any description, from communicating with or copying from each other and from communicating with any person outside the examination hall. Any candidate detected in the violation of these rules will be sent out of the hall forthwith and will not be permitted to sit for the remaining papers of the Examination. Violation of these rules may involve cancellation of the examination taker by a candidate and his/her rustication for a period to be decided by the University. When a candidate has finished writing his/her answers and wishes to hand over his/her answer book or at the end of the period prescribed for each particular part of the examination, he/she shall stand up in his/her place and remain standing until one of the Superintendents has gone up to him/her and has received his/her answer book from him/her. He/she should not leave the hall leaving the answer book in his/her seat.**

(Sd/-)  
CONTROLLER OF EXAMINATIONS

Application Fee : Rs. 20/-

THIRD & FOURTH Semester



Details of Fee remitted to University Fund:	
Rs.....	Univ. Cash
Counter Chalan No. No./	Friends Janasevana
Kendram Receipt	
No.....	Date.....

## MAHATMA GANDHI UNIVERSITY

APPLICATION FOR REGISTRATION

THIRD & FOURTH SEMESTER B.A./B.Com. Degree Examination -----20----

EVERY COLUMN EXCEPT REGISTER NUMBER TO BE CAREFULLY FILLED IN BY THE CANDIDATE			
<b>Private Registration Number:</b>		<b>REGISTER NUMBER:</b>	
Centre and place of Examination (in Block Letters) (Change of Centre will not be permitted)			
Name of Programme		B.A. / B.Com.	
Core (for B.A.)/Optional (for B.Com.)			
Name of Candidate (As per Qualifying Certificate) (Women Candidates should add the word “women” after their names)		In English (In Block letters)	
		In Mother-tongue	
Age and Date of Birth		Place of birth with District and Taluk	
Name of father or guardian			
Community with sub-division, if any		Religion	
Candidates eligible for exemption from payment of Examination Fee should state whether they belong to Scheduled Caste, Scheduled Tribes or Other Backward Community and if so whether they are appearing for the first, second or third consecutive chance			
Permanent Address with Telephone/Mobile No. (in BLOCK letters)		Address to which communications are to be sent with Telephone/Mobile No. (in BLOCK letters)	
Name & Designation of the Identifying Officer		Dated Signature of the Identifying Officer (To be signed on the Photograph)	
The year in which and the college through which the candidate was registered as a Matriculate of the Mahatma Gandhi University.			

Passport  
Size  
Photograph (must  
to be pasted  
here)

Register Number and Year of appearance, at the First & Second Semester B.A./B.Com. Examination and the college through which appeared	Reg. No.	Year	Core Course	Exam. Centre
Details of Parts or Part of the Third/Fourth Semester Examination for which the candidate appears now	Common Course English	Common Course II Language	Core Course Complementary course	Exam Centre
Common course selected under II Language				
Common course (II Language), if appearing for the examination				
Subjects selected under Part III (Main)/Core Course, Complementary course, if appearing for the examination	Third Semester		Fourth Semester	
	Core		Core	
	1.....		1.....	
	2.....		2.....	
	3.....		3.....	
	4.....		4.....	
	5.....		5.....	
	Complementary(For BA)/Elective (For B.Com)		Complementary(For BA)/Elective (For B.Com)	
1.....		1.....		
2.....		2.....		
If the candidate has already passed in any part/course at the second year/Third & Fourth semester examination, state the Register Number, year of passing and Grade obtained		Reg. No. & year	Grade obtained	Centre of Examination
	Common course English			
	Common course II Language			
	Choice Based Core Course/Main			
	Complementary course/Subsidiary			
Year/Semester or Years/Semesters if any, in which the candidate has already appeared for the second year/Third & Fourth Semester examinations, centre of examination and Reg. No. with years of all appearances		Reg. No. & year	Grade obtained	Centre of Examination
	Common course English			
	Common course II Language			
	Complementary course/ Subsidiary			
	Core			

Station:.....

Date :.....

*Signature of the Candidate*

(All Entries except Register Number are to be made in by the Candidate)

## HALL TICKET



### MAHATMA GANDHI UNIVERSITY

THIRD & FOURTH SEMESTER B.A./B.Com. Degree Examination

-----20-----

1. Centre of Examination :		Register Number	
2. Name of Programme		B.A. / B.Com.	
3. Core (for BA)/Optional (for B.Com.)			
4. Name of Candidate (in Block Letters)			
Papers/Courses of the <b>Third Semester</b> Examination for which the candidate appears	Papers/Courses of the <b>Fourth Semester</b> Examination for which the candidate appears:	Passport Size Photograph (recent) to be pasted here)	
1. Common Course (English) Title (.....) Title (.....)	Common Course (English) Title (.....) Title (.....)		
2. Common Course (II Language) Title (.....)	Common Course (II Language) (Title.....)		
3. Core Course Title (1.....) Title (2.....) Title (3.....) Title (4.....) Title (5.....)	Core Course Title (1.....) Title (2.....) Title (3.....) Title (4.....) Title (5.....)		
4. Complementary course Title (1.....) Title (2.....)	Complementary course Title (1.....) Title (2.....)		
5. Optional Course-I/Elective Paper-I (for B.Com.) Title.....	5. Optional Course-II/Elective Paper-II (for B.Com.) Title.....		
Signature of the Candidate (To be signed in the presence of the identifying Officer)			
Name & Designation of the Identifying Officer Dated signature of the Identifying Officer (To be signed on the photograph)			

Office of the Mahatma Gandhi University  
Kottayam

CONTROLLER OF EXAMINATIONS

## INSTRUCTIONS TO CANDIDATES

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(Sd/-)  
CONTROLLER OF EXAMINATIONS

Application Fee : Rs. 20/-



THIRD & FOURTH Semester

Details of Fee remitted to University Fund:

Rs. .... Univ. Cash Counter Chalan  
 No. No./ Friends Janasevana Kendram Receipt  
 No. .... Date. ....

**MAHATMA GANDHI UNIVERSITY**

APPLICATION FOR REGISTRATION  
 THIRD & FOURTH SEMESTER B.A./B.Com. Degree Examination -----20-----  
**(IMPROVEMENT /REPEAT/INTERNAL REDO CANDIDATES ONLY)**

EVERY COLUMN EXCEPT REGISTER NUMBER TO BE CAREFULLY FILLED IN BY THE CANDIDATE

<b>Private Registration Number:</b>		<b>REGISTER NUMBER:</b>	
Centre and place of Examination (in Block Letters) (Change of Centre will not be permitted)			
Name of Programme		B.A. / B.Com.	
Core (for B.A.)/Optional (for B.Com.)			
Name of Candidate (As per Qualifying Certificate) (Women Candidates should add the word "women" after their names)	In English (In Block letters)		
	In Mother-tongue		
Age and Date of Birth		Place of birth with District and Taluk	
Name, occupation & annual income of father or guardian			
Community with sub-division, if any		Religion	
Candidates eligible for exemption from payment of Examination Fee should state whether they belong to Scheduled Caste, Scheduled Tribes or Other Backward Community and if so whether they are appearing for the first, second or third consecutive chance			
Permanent Address with Telephone/Mobile No. (in BLOCK letters)	Address to which communications are to be sent with Telephone/Mobile No. (in BLOCK letters)		Passport Size Photograph (must to be pasted here)
Name & Designation of the Identifying Officer	Dated Signature of the Identifying Officer (To be signed on the Photograph)		
The year and the course in which and the college/Exam Centre through which the candidate was registered as a Matriculate of the Mahatma Gandhi University.			

Register Number and Year of appearance, at the Second & Third Semester B.A./B.Com. Examination and the college/Centre through which appeared	Reg. No.	Year	Core Course	Exam. Centre
Details of Parts or Part of the Third/Fourth Semester Examination for which the candidate appears now	Common Course English	Common Course II Language	Core Course Complementary course	Exam Centre
Common course selected under II Language				
Common course (II Language), if appearing for the examination				
Subjects selected under Part III (Main)/Core Course, Complementary course, if appearing for the examination	Third Semester		Fourth Semester	
	Core		Core	
	1.....		1.....	
	2.....		2.....	
	3.....		3.....	
	4.....		4.....	
	5.....		5.....	
	Complementary(For BA)/Elective (For B.Com)		Complementary(For BA)/Elective (For B.Com)	
1.....		1.....		
2.....		2.....		
If the candidate has already passed in any part/course at the second year/Third & Fourth semester examination, state the Register Number, year of passing and Grade obtained		Reg. No. & year	Grade obtained	Centre of Examination
	Common course English			
	Common course II Language			
	Choice Based Core Course/Main			
	Complementary course/Subsidiary			
Year/Semester or Years/Semesters if any, in which the candidate has already appeared for the second year/Third & Fourth Semester examinations, centre of examination and Reg. No. with years of all appearances		Reg. No. & year	Grade obtained	Centre of Examination
	Common course English			
	Common course II Language			
	Complementary course/ Subsidiary			
	Core			

Station:.....

Date :.....

*Signature of the Candidate*

(All Entries except Register Number are to be made in by the Candidate)



## HALL TICKET

### MAHATMA GANDHI UNIVERSITY

THIRD & FOURTH SEMESTER B.A./B.Com. Degree Examination  
-----, 20-----

(IMPROVEMENT /REPEAT/INTERNAL REDO CANDIDATES ONLY)

1. Centre of Examination :		<b>Register Number</b>	
2. Name of Programme		<i>B.A. / B.Com.</i>	
3. Core (for BA)/Optional (for B.Com.)			
4. Name of Candidate (in Block Letters)			
Papers/Courses of the <b>Third Semester</b> Examination for which the candidate appears	Papers/Courses of the <b>Fourth Semester</b> Examination for which the candidate appears:	Passport Size Photograph (recent) to be pasted here)	
<b><u>I. IMPROVEMENT</u></b> 1----- 2-----	<b><u>I.IMPROVEMENT</u></b> 1----- 2-----		
<b><u>II .REPEAT</u></b> 1----- 2----- 3----- 4----- 5----- 6-----	<b><u>II .REPEAT</u></b> 1----- 2----- 3----- 4----- 5----- 6-----		
<i>Signature of the Candidate</i> (To be signed in the presence of the identifying Officer) Name & Designation of the Identifying Officer Dated signature of the Identifying Officer (To be signed on the photograph)			

Office of the Mahatma Gandhi University  
Kottayam

CONTROLLER OF EXAMINATIONS

## INSTRUCTIONS TO CANDIDATES

The fee for the Examination is Rs. 50/- for each paper + Rs. 50/- for Improvement registration fee (If required)+ Rs. 25/- and Rs. 100/- for mark list and CV. Camp respectively. (Separate remittance should be made for each Programme) The fee must be paid through Pay-in-slip at M.G. University cash counter/Friends Janaseva Kendra /Pay in slip at S.B.T. M.G. University Campus Branch (code No. 669). No application will be registered unless the prescribed fee has been paid. **The fee, once paid will not be refunded or held over for a subsequent examination.** The mark list of all candidates will be sent to the Principals of the respective colleges where the candidates appear for the examination.

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(Sd/-)  
CONTROLLER OF EXAMINATIONS

Application Fee : Rs. 20/-



## MAHATMA GANDHI UNIVERSITY

### APPLICATION FOR REGISTRATION

FIRST ,SECOND,THIRD & FOURTH SEMESTER B.A./B.Com. Degree Examination -----20-----  
**(FOR ADDITIONAL DEGREE/ADDITIONAL OPTIONAL/FACULTY CHANGE CANDIDATES ONLY)**

<i>EVERY COLUMN EXCEPT REGISTER NUMBER TO BE CAREFULLY FILLED IN BY THE CANDIDATE</i>				
<b>Private Registration Number:</b>		<b>REGISTER NUMBER:</b>		
Centre and place of Examination (in Block Letters) (Change of Centre will not be permitted)				
Name of Programme		B.A. / B.Com.		
Core (for B.A.)/Optional (for B.Com.)				
Name of Candidate (As per Qualifying Certificate) (Women Candidates should add the word “women” after their names)		In English (In Block letters)		
		In Mother-tongue		
Age and Date of Birth		Place of birth with District and Taluk		
Name of father or guardian				
Community with sub-division, if any		Religion		
Candidates eligible for exemption from payment of Examination Fee should state whether they belong to Scheduled Caste, Scheduled Tribes or Other Backward Community and if so whether they are appearing for the first, second or third consecutive chance				
Permanent Address with Telephone/Mobile No. (in BLOCK letters)		Address to which communications are to be sent with Telephone/Mobile No. (in BLOCK letters)		Passport Size Photograph (must to be pasted here)
Name & Designation of the Identifying Officer		Dated Signature of the Identifying Officer (To be signed on the Photograph)		
The year and the course in which and the college/Exam Centre through which the candidate was registered as a Matriculate of the Mahatma Gandhi University.				
Register Number and Year of appearance, at the Second & Third Semester B.A./B.Com.	Reg. No.	Year	Core Course	Exam. Centre

Examination and the college/Centre through which appeared(For Optional/Faculty Change candidates)					
Common course selected under II Language					
Subjects selected under Part III\ (Main) /Core Course, Compl ementary course, if appearing for the examination	First Semester	Second Semester	Third Semester	Fourth Semester	
	Core	Core	Core	Core	
	1.....	1.....	1.....	1.....	
	2.....	2.....	2.....	2.....	
	3.....	3.....	3.....	3.....	
	4.....	4.....	4.....	4.....	
	5.....	5.....	5.....	5.....	
	Complementary(For BA)	Complementary(For BA)	Complementary(For BA)/Elective (For B.Com)	Complementary(For BA)/Elective (For B.Com)	
	1.....	1.....	1.....	1.....	
	2.....	2.....	2.....	2.....	
If the candidate has already passed in any part/course at the First & Second semester examination, state the Register Number, year of passing and Grade obtained			Reg. No. & year	Grade obtained	Centre of Examination
		Common course English			
		Common course II Language			
		Complementary course			
Year/Semester or Years/Semesters if any, in which the candidate has already appeared for the Third & Fourth Semester examinations, centre of examination and Reg. No. with years of all appearances			Reg. No. & year	Grade obtained	Centre of Examination
		Common course English			
		Common course II Language			
		Complementary course/ Subsidiary			

Station:.....

Date :.....

*Signature of the Candidate*

(All Entries except Register Number are to be made in by the Candidate)



# HALL TICKET

## MAHATMA GANDHI UNIVERSITY

FIRST, SECOND, THIRD & FOURTH SEMESTER B.A./B.Com. Degree Examination  
-----, 20-----

(FOR ADDITIONAL DEGREE/ADDITIONAL OPTIONAL/FACULTY CHANGE CANDIDATES ONLY)

1. Centre of Examination :	Register Number	
2. Name of Programme	B.A. / B.Com.	
3. Core (for BA)/Optional (for B.Com.)		
4. Name of Candidate (in Block Letters)		
Papers/Courses of the <b>First Semester</b> Examination for which the candidate appears <b>I. CORE</b> 1----- 2----- 3----- 4----- <b>II .COMPLEMENTARY</b> 1----- 2-----	Papers/Courses of the <b>Third Semester</b> Examination for which the candidate appears <b>I. CORE</b> 1----- 2----- 3----- 4----- <b>II .COMPLEMENTARY</b> 1----- 2----- <b>III . ELECTIVE PAPER I (For B.Com)</b> 1-----	Passport Size Photograph (recent) to be pasted here)
Papers/Courses of the <b>Second Semester</b> Examination for which the candidate appears <b>I. CORE</b> 1----- 2----- 3----- 4----- <b>II .COMPLEMENTARY</b> 1----- 2-----	Papers/Courses of the <b>Fourth Semester</b> Examination for which the candidate appears <b>I. CORE</b> 1----- 2----- 3----- 4----- <b>II .COMPLEMENTARY</b> 1----- 2----- <b>III . ELECTIVE PAPER II (For B.Com)</b> 1-----	
Signature of the Candidate (To be signed in the presence of the identifying Officer)		
Name & Designation of the Identifying Officer		
Dated signature of the Identifying Officer (To be signed on the photograph)		

Office of the Mahatma Gandhi University  
Kottayam

CONTROLLER OF EXAMINATIONS

## INSTRUCTIONS TO CANDIDATES

The fee for the Examination is Rs. 50/- for each paper + Rs. 50/- for Improvement registration fee (If required)+ Rs. 25/- and Rs. 100/- for mark list and CV. Camp respectively. (Separate remittance should be made for each Programme) The fee must be paid through Pay-in-slip at M.G. University cash counter/Friends Janaseva Kendra /Pay in slip at S.B.T. M.G. University Campus Branch (code No. 669). No application will be registered unless the prescribed fee has been paid. **The fee, once paid will not be refunded or held over for a subsequent examination.** The mark list of all candidates will be sent to the Principals of the respective colleges where the candidates appear for the examination.

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**Candidates should take their seats in the examination hall at least five minutes before the commencement of the examination. Candidates presenting themselves more than half an hour after the appointed time will not be admitted to the examination hall. Candidates who are undoubtedly suffering from infectious diseases of any kind will not be admitted. Candidates should bring with them to the examination hall each day of the examination their hall tickets for inspection by the Chief Superintendent. Candidates are prohibited from writing on their hall tickets or question papers. They are also prohibited from writing their names on any part of the answer books. Candidates should write their register number in words as well as in figures in the space provided for the purpose on the outer cover of the answer book. For eg., if the Reg. No. of the candidate is 27380, the candidate shall write in letters "Two Seven Three Eight Zero". They are strictly prohibited from writing their Register Numbers on any other page of their answer books. Violation of this rule will involve rejection of answer books. No candidate will be allowed to leave the examination hall before the expiry of at least half an hour after question paper has been given and no candidate who leaves the room during the period allotted for a paper will be allowed to return within that period. Candidates are prohibited from introducing into the examination hall any book, slate, manuscript or paper of any description, from communicating with or copying from each other and from communicating with any person outside the examination hall. Any candidate detected in the violation of these rules will be sent out of the hall forthwith and will not be permitted to sit for the remaining papers of the Examination. Violation of these rules may involve cancellation of the examination taker by a candidate and his/her rustication for a period to be decided by the University. When a candidate has finished writing his/her answers and wishes to hand over his/her answer book or at the end of the period prescribed for each particular part of the examination, he/she shall stand up in his/her place and remain standing until one of the Superintendents has gone up to him/her and has received his/her answer book from him/her. He/she should not leave the hall leaving the answer book in his/her seat.**

(Sd/-)  
CONTROLLER OF EXAMINATIONS

Application Fee : Rs. 20/-



FIFTH & SIXTH Semester B.A./B.Com.

Details of Fee remitted to University Fund:

Rs.....Univ. Cash Counter  
Chalan No. No./ Friends Janasevana Kendram Receipt /SBT  
Chalan No.....Date.....

## MAHATMA GANDHI UNIVERSITY

### APPLICATION FOR REGISTRATION

FIFTH & SIXTH SEMESTER B.A./B.Com. Degree Examination -----, 20---

<i>EVERY COLUMN EXCEPT REGISTER NUMBER TO BE CAREFULLY FILLED IN BY THE CANDIDATE</i>				
<b>Private Registration Number:</b>			<b>REGISTER NUMBER:</b>	
Centre and place of Examination (in Block Letters) (Change of Centre will not be permitted)				
Name of Programme			B.A. / B.Com.	
Core (for B.A.)/Optional (for B.Com.)				
Name of Candidate (As per Qualifying Certificate) (Women Candidates should add the word "women" after their names)		In English (In Block letters)		
		In Mother-tongue		
Age and Date of Birth		Place of birth with District and Taluk		
Name, of father or guardian				
Community with sub-division, if any			Religion	
Permanent Address with Telephone/Mobile No. (in BLOCK letters)		Address to which communications are to be sent with Telephone/Mobile No. (in BLOCK letters)		Passport Size Photograph (must to be pasted here)
Name & Designation of the Identifying Officer		Dated Signature of the Identifying Officer (To be signed on the Photograph)		
Specify whether appearing for the V/VI or both Semester Examinations together				
Register Number and Year of appearance, at the Fourth & Fifth Semester B.A./B.Com. Examination and the College /Centre through which appeared			Reg. No.	Year
			Core Course	Exam. Centre

	Fifth Semester	Sixth Semester
<p>Details of the core Course, Complementary course, Open Course and Optional Course of the Fifth &amp; Sixth Semester Examinations for the Candidate appeared now</p>	Core Course	Core Course
	1.....	1.....
	2.....	2.....
	3.....	3.....
	4.....	4.....
	5.....	5.....
	6.....	6.....
	Complementary Course( <b>For B.Com</b> )	Complementary Course( <b>For B.Com</b> )
	1.....	1.....
	Open Course	
	1.....	
	Optional Course/Elective Paper III ( <b>For B.Com</b> )	Optional Course/Elective Paper IV ( <b>For B.Com</b> )
1.....	1.....	

Station:.....

Date :.....

*Signature of the Candidate*

(All Entries except Register Number are to be made in by the Candidate)

## HALL TICKET



### MAHATMA GANDHI UNIVERSITY

FIFTH & SIXTH SEMESTER B.A./B.Com. Degree Examination

-----,20-----

1. Centre of Examination :		<b>Register Number</b>	
2. Name of Programme		B.A. / B.Com.	
2. Optional Course/Elective Paper			
4. Name of Candidate (in Block Letters)			
Papers/Courses of the <b>Fifth</b> Semester Examinations for which the Candidate Appears: I. Core Course Title (1.....) Title (2.....) Title (3.....) Title (4.....) Title (5.....) Title (6.....) II. Complementary course( <b>for B.Com.</b> ) Title (1.....) III. Open Course Title(1.....) IV. Optional Course/Elective Paper-III ( <b>for B.Com.</b> ) Title(1.....)	Papers/Courses of the <b>Sixth</b> Semester Examination for which the candidate appears: I. Core Course Title (1.....) Title (2.....) Title (3.....) Title (4.....) Title (5.....) Title (6.....) II. Complementary course( <b>for B.Com.</b> ) Title (1.....) III. Optional Course/Elective Paper-IV ( <b>for B.Com.</b> ) Title.....	Passport Size Photograph (recent) to be pasted here)	
Signature of the Candidate (To be signed in the presence of the identifying Officer) Name & Designation of the Identifying Officer Dated signature of the Identifying Officer (To be signed on the photograph)			

## INSTRUCTIONS TO CANDIDATES

The fee for the Examination is Rs. 50/- for each paper + Rs. 50/- for Improvement registration fee (If required)+ Rs. 25/- and Rs. 100/- for mark list and CV. Camp respectively. (Separate remittance should be made for each Programme) The fee must be paid through Pay-in-slip at M.G. University cash counter/Friends Janaseva Kendra /Pay in slip at S.B.T. M.G. University Campus Branch (code No. 669). No application will be registered unless the prescribed fee has been paid. **The fee, once paid will not be refunded or held over for a subsequent examination.** The mark list of all candidates will be sent to the Principals of the respective colleges where the candidates appear for the examination.

---

**Candidates should take their seats in the examination hall at least five minutes before the commencement of the examination. Candidates presenting themselves more than half an hour after the appointed time will not be admitted to the examination hall. Candidates who are undoubtedly suffering from infectious diseases of any kind will not be admitted. Candidates should bring with them to the examination hall each day of the examination their hall tickets for inspection by the Chief Superintendent. Candidates are prohibited from writing on their hall tickets or question papers. They are also prohibited from writing their names on any part of the answer books. Candidates should write their register number in words as well as in figures in the space provided for the purpose on the outer cover of the answer book. For eg., if the Reg. No. of the candidate is 27380, the candidate shall write in letters "Two Seven Three Eight Zero". They are strictly prohibited from writing their Register Numbers on any other page of their answer books. Violation of this rule will involve rejection of answer books. No candidate will be allowed to leave the examination hall before the expiry of at least half an hour after question paper has been given and no candidate who leaves the room during the period allotted for a paper will be allowed to return within that period. Candidates are prohibited from introducing into the examination hall any book, slate, manuscript or paper of any description, from communicating with or copying from each other and from communicating with any person outside the examination hall. Any candidate detected in the violation of these rules will be sent out of the hall forthwith and will not be permitted to sit for the remaining papers of the Examination. Violation of these rules may involve cancellation of the examination taker by a candidate and his/her rustication for a period to be decided by the University. When a candidate has finished writing his/her answers and wishes to hand over his/her answer book or at the end of the period prescribed for each particular part of the examination, he/she shall stand up in his/her place and remain standing until one of the Superintendents has gone up to him/her and has received his/her answer book from him/her. He/she should not leave the hall leaving the answer book in his/her seat.**

(Sd/-)  
CONTROLLER OF EXAMINATIONS

Application Fee : Rs. 20/-



FIFTH & SIXTH Semester B.A./B.Com.

Details of Fee remitted to University Fund:

Rs.....Univ. Cash Counter  
Chalan No. No./ Friends Janasevana Kendram Receipt /SBT  
Chalan No.....Date.....

## MAHATMA GANDHI UNIVERSITY

APPLICATION FOR REGISTRATION

FIFTH & SIXTH SEMESTER B.A./B.Com. Degree Examination -----, 20---

**(For Failed/Repeat/Additional Elective)**

*EVERY COLUMN EXCEPT REGISTER NUMBER TO BE CAREFULLY FILLED IN BY THE CANDIDATE*

<b>Private Registration Number:</b>		<b>REGISTER NUMBER:</b>		
Centre and place of Examination (in Block Letters) (Change of Centre will not be permitted)				
Name of Programme		B.A. / B.Com.		
Core (for B.A.)/Optional (for B.Com.)				
Name of Candidate (As per Qualifying Certificate) (Women Candidates should add the word "women" after their names)	In English (In Block letters)			
	In Mother-tongue			
Age and Date of Birth		Place of birth with District and Taluk		
Name, of father or guardian				
Community with sub-division, if any		Religion		
Permanent Address with Telephone/Mobile No. (in BLOCK letters)	Address to which communications are to be sent with Telephone/Mobile No. (in BLOCK letters)		Passport Size Photograph (must to be pasted here)	
Name & Designation of the Identifying Officer	Dated Signature of the Identifying Officer (To be signed on the Photograph)			
Specify whether appearing for the V/VI or both Semester Examinations together				
Register Number and Year of appearance, at the Fourth & Fifth Semester B.A./B.Com. Examination and the College /Centre through which appeared	Reg. No.	Year	Core Course	Exam. Centre

	Fifth Semester		Sixth Semester		
	Core Course 1..... 2..... 3..... 4..... 5..... Complementary Course( <b>For B.Com</b> ) 1..... Open Course 1..... Optional Course/Elective Paper III ( <b>For B.Com</b> ) ..... .....		Core Course 1..... 2..... 3..... 4..... 5..... Complementary Course( <b>For B.Com</b> ) 1..... Optional Course/Elective Paper IV ( <b>For B.Com</b> ) ..... <b>For Add Elective Candidates only</b> Elective Paper I ( <b>For B.Com</b> ) ----- Elective Paper II( <b>For B.Com</b> ) -----		
Details of the core Course, Complementary course, Open Course and Optional Course of the Fifth & Sixth Semester Examinations for the Candidate appeared now			Reg. No. & year	Grade obtained	Centre of Examination
	1				
	2				
	3				
	4				
	5				
	6				

If the candidate has already passed in any part/course at <b>Fifth</b> semester examination, state the Register Number, year of passing and Grade obtained			Reg. No. & year	Grade obtained	Centre of Examination
	1				
	2				
	3				
	4				
	5				
	6				

If the candidate has already passed in any part/course at <b>Sixth</b> semester examination, state the Register Number, year of passing and Grade obtained			Reg. No. & year	Grade obtained	Centre of Examination
	1				
	2				
	3				
	4				
	5				
	6				

Station:.....

Date :.....

*Signature of the Candidate*

(All Entries except Register Number are to be made in by the Candidate)

## HALL TICKET



### MAHATMA GANDHI UNIVERSITY

FIFTH & SIXTH SEMESTER B.A./B.Com. Degree Examination

-----,20-----

**(FOR FAILED/REPEAT/ADDITIONAL ELECTIVE)**

1. Centre of Examination :		Register Number	
2. Name of Programme		B.A. / B.Com.	
3. Optional Course/Elective Paper			
4. Name of Candidate (in Block Letters)			
Papers/Courses of the <b>Fifth</b> Semester Examinations for which the Candidate Appears: I. Core Course Title (1.....) Title (2.....) Title (3.....) Title (4.....) Title (5.....) II. Complementary course( <b>for B.Com</b> ) Title (1.....) III. Open Course Title (1.....) IV. Optional Course/Elective Paper-III( <b>for B.Com.</b> ) Title.....	Papers/Courses of the <b>Sixth</b> Semester Examination for which the candidate appears: I. Core Course Title (1.....) Title (2.....) Title (3.....) Title (4.....) Title (5.....) II. Complementary course( <b>for B.Com</b> ) Title (1.....) III. Optional Course/Elective Paper-IV ( <b>for B.Com.</b> ) Title..... <b>IV. For Add Elective Candidates only</b> Elective Paper I (For B.Com) Title----- Elective Paper II(For B.Com) Title-----	Passport Size Photograph (recent) to be pasted here)	
Signature of the Candidate (To be signed in the presence of the identifying Officer) Name & Designation of the Identifying Officer Dated signature of the Identifying Officer (To be signed on the photograph)			

Office of the Mahatma Gandhi University  
Kottayam

CONTROLLER OF EXAMINATIONS

## INSTRUCTIONS TO CANDIDATES

The fee for the Examination is Rs. 50/- for each paper + Rs. 50/- for Improvement registration fee (If required)+ Rs. 25/- and Rs. 100/- for mark list and CV. Camp respectively. (Separate remittance should be made for each Programme) The fee must be paid through Pay-in-slip at M.G. University cash counter/Friends Janaseva Kendra /Pay in slip at S.B.T. M.G. University Campus Branch (code No. 669). No application will be registered unless the prescribed fee has been paid. **The fee, once paid will not be refunded or held over for a subsequent examination.** The mark list of all candidates will be sent to the Principals of the respective colleges where the candidates appear for the examination.

---

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(Sd/-)  
CONTROLLER OF EXAMINATIONS

Rs.25/-

Code 84

To be filled by the candidate



Name of SBT/MG University Cash Counter.....
Amount Rs.....
Chalan No.....
Date of payment.....

# MAHATMA GANDHI UNIVERSITY

## APPLICATION FOR THE RECOGNITION OF EXAMINATION OF OTHER UNIVERSITIES/ BODIES

1. (a) Name of Applicant (in block letters)	
(b) Name of Father or Guardian	
(c) Date and Place of Birth	
2. (a) Examination passed and which is sought to be recognised (Name of the University or Board which conducted the examination to be given)	
(b) Subjects taken for the Examination	
(c) 1. Whether the examination was taken as a collegiate student or after private study	
2. The college where the applicant studied last ( A certificate from the Principal should be enclosed)	
(d) The length of course of the examination passed which is sought to be recognised	
3. The (equivalent) examination of the University to which it is sought to be recognised.	
4. Reasons for pursuing his previous studies at the University from which he migrates.	
5. Reasons for seeking admission in the University.	
6. The course for which admission is sought together with optional and second language if any, to be taken and the year of admission	
7. Whether the following documents have been enclosed.	
(i) Pass certificate (original)	
(ii) Migration certificate from the University or the Board where the applicant studied last and passed the examination.	

(iii)A certificate or certificates in support of items 2(b) c(1 ),(2)and (d) from the Principal of the college where the applicant studied for the examination sought to be recognised.	
(iv)Treasury/Bank receipt for Rs:20/- being the fee for considering the application (No. and date of receipt to be specified)	
8. Address to which Communications are to be sent	
9. Signature of the applicant	
10. Endorsement of the Principal of the college where the applicant has joined provisionally or proposes to join (recommendations and conditions if any of admission may be stated here)	Forwarded ..... ..... ..... ..... ..... Signature ..... Principal ..... College.....

Station.....

Date .....

Note:2 (b) If the Pass certificate contains this information the certificate from the Principal required in this behalf under column 7 (iii) need not be produced.

(c) & (d) apply only in the case of examinations sought to be recognised as equivalent to the intermediate, Pre-University/ Pre- degree or Degree Examination of the University.

7 (ii) applies in the case of examination of Universities and Boards and, School Leaving Certificate examinations in respect of which the University or Board concerned issues migration certificates. Applications should be made through the Principal of the College where the applicant seeks admission, Pending decision of the application the Principal may admit the applicant *Provisionally*, and at the applicant's risk.

Applications should be made in the prescribed form and should be accompanied by all the enclosures specified therein. Delay in the submission of any of the particulars may entail delay in the decision of the applications and the applicants will run the risk of the applications being rejected.

Last date of the receipt of the application without fine is 30th September of the Succeeding year, failing which a fine of Rs:50/-has to be paid.



Details of Payment Cash Counter Chalan/  
Friends Kendra Receipt

Amount Rs. ....

Chalan/Receipt No. ....

Date of Payment .....

**MAHATMA GANDHI UNIVERSITY**  
**Application for Eligibility/Equivalency Certificate**

1. Name of the applicant (in Block Letters)	
2. Sex (Male/Female)	
3. Purpose for which the certificate is required	<p>Higher Studies <input type="checkbox"/></p> <p>Employment <input type="checkbox"/></p> <p>(Tick whichever is applicable)</p>
4. If Higher Studies, specify the course to which the applicant is seeking admission	
5. Name of the examination passed by the candidate and percentage of marks secured	
6. Name of the University/Board which conducted the examination	
7. Whether the examination was taken as a Regular/ correspondence/Private candidate	
8. Month & Year of passing the examination	

9. Duration of the course	
10. Address to which communications are to be sent  Telephone No. Mobile Phone No./E-mail	
11. Signature of the applicant	

Enclosures to be submitted along with the application

1. Chalan receipt for Rs. 100/-
2. Copies of the following certificates attested by a Gazetted Officer:
  - a) Degree/Provisional Certificate
  - b) Mark Lists
  - c) TC/Course Certificate from the institution where the applicant studied for the course for which eligibility is required.

Price: Rs.25/- (Rupees Twenty-five Only)



M G. Univ: Cash Counter/ SBT.....
Pay-in- Slip .....
Amount Rs.....
Date of Payment.....

## MAHATMA GANDHI UNIVERSITY

### APPLICATION FOR REGISTRATION AS A MATRICULATE

1 . Name	a) As entered in the S.S.L.C. or other qualifying certificate if any	
	b) In Block Letters	
2. Name of Father or Guardian		
3. Age and date of birth as entered in the S.S.L.C. or equivalent certificate (in Christian Era)		
4. Religion and Community		
5. Mother Tongue		
6. a) School where educated		
b) Register Number and year of S.S.L.C. or other qualifying certificate		
c) Authority issuing such certificate		
7. College or other institution under this University in which the applicant first studied and the date of admission.		
8. College or other institution in which the applicant last studied and the date of admission with course of study		
9. a) Course for which he/she is studying in Mahatma Gandhi University		
b) Qualifying Examination passed for admission to the course		
10. Institution in which he/she is studying with year of admission.		
11. Signature of the applicant.		
*12. The above details have been verified with the original documents and found correct.		Signature :  Designation :



Prescribed fee of Rs. 100/- should be remitted at University Cash Counter.

A fine of Rs. 50/- shall be remitted for late applications.

\* This column should be countersigned by the Principal of a college or a Gazetted officer. In the case of Ph. D. candidates column should be countersigned by the Principal/Director of the research centre.

Students'/ Remitter's Copy

**Separate Chalan shall be used for more than one purpose of remittance**



 <b>स्टेट बैंक ऑफ़ त्रावन्कोर</b> <b>State Bank of Travancore</b> <i>A Long Tradition of Trust</i>	
 <b>MAHATMA GANDHI UNIVERSITY</b> <b>In Pursuit of Excellence</b>	
<b>Pay – in- Slip</b> Paid to the credit of Mahatma Gandhi University A/c No. 67114059391 at SBT MG University Campus Branch, Kottayam	
<b>Name of Course:</b>	
<b>Pay – in- Slip</b>	
A	Affiliation Fee Viz. Course affiliation /College affiliation / Student's affiliation
B	Annual Administration Fee
C	Registration Fee Examination/Entrance Examination/Matriculation
D	Application Form Fee
E	Certificates Fee..... Degree/Provisional/Duplicate/Migration/Other Certificates
F	Fee to University Teaching Departments/Hostels/Library
G	Reimbursement from various Departments
H	Other items of Fee (Specify) ..... .....
	Bank Charges <span style="float: right;">20</span>
<b>Total</b> Rupees(in words).....	
Particulars of the Candidate for whom the remittance is made Name:..... Address:..... ..... Phone/Mobile No:..... Remitter's Signature:..... Bank Txn Journal No:.....	

SBT Branches be guided by C & I Circular No.28/2009 dated 08/12/2009

University's Copy

(To be attached along with the relevant document)



**Separate Chalan shall be used for more than one purpose of remittance**

 <b>स्टेट बैंक ऑफ़ त्रावन्कोर</b> <b>State Bank of Travancore</b> <i>A Long Tradition of Trust</i>	
 <b>MAHATMA GANDHI UNIVERSITY</b> <b>In Pursuit of Excellence</b>	
<b>Pay – in- Slip</b> Paid to the credit of Mahatma Gandhi University A/c No. 67114059391 at SBT MG University Campus Branch, Kottayam	
<b>Name of Course:</b>	
<b>Pay – in- Slip</b>	
A	Affiliation Fee Viz. Course affiliation /College affiliation / Student's affiliation
B	Annual Administration Fee
C	Registration Fee Examination/Entrance Examination/Matriculation
D	Application Form Fee
E	Certificates Fee..... Degree/Provisional/Duplicate/Migration/Other Certificates
F	Fee to University Teaching Departments/Hostels/Library
G	Reimbursement from various Departments
H	Other items of Fee (Specify) ..... .....
	Bank Charges <span style="float: right;">20</span>
<b>Total</b> Rupees(in words).....	
Particulars of the Candidate for whom the remittance is made Name:..... Address:..... ..... Phone/Mobile No:..... Remitter's Signature:..... Bank Txn Journal No:.....	

SBT Branches be guided by C & I Circular No.28/2009 dated 08/12/2009

Bank's Copy

**Separate Chalan shall be used for more than one purpose of remittance**

 <b>स्टेट बैंक ऑफ़ त्रावन्कोर</b> <b>State Bank of Travancore</b> <i>A Long Tradition of Trust</i>	
 <b>MAHATMA GANDHI UNIVERSITY</b> <b>In Pursuit of Excellence</b>	
<b>Pay – in- Slip</b> Paid to the credit of Mahatma Gandhi University A/c No. 67114059391 at SBT MG University Campus Branch, Kottayam	
<b>Name of Course:</b>	
<b>Pay – in- Slip</b>	
A	Affiliation Fee Viz. Course affiliation /College affiliation / Student's affiliation
B	Annual Administration Fee
C	Registration Fee Examination/Entrance Examination/Matriculation
D	Application Form Fee
E	Certificates Fee..... Degree/Provisional/Duplicate/Migration/Other Certificates
F	Fee to University Teaching Departments/Hostels/Library
G	Reimbursement from various Departments
H	Other items of Fee (Specify) ..... .....
	Bank Charges <span style="float: right;">20</span>
<b>Total</b> Rupees(in words).....	
Particulars of the Candidate for whom the remittance is made Name:..... Address:..... ..... Phone/Mobile No:..... Remitter's Signature:..... Bank Txn Journal No:.....	

SBT Branches be guided by C & I Circular No.28/2009 dated 08/12/2009