



MAHATMA GANDHI UNIVERSITY

PRIVATE REGISTRATION SECTION

No. **PR-1/02/PG-Notif./2018**

Priyadarsini Hills
Dated: **23/10/2018**

NOTIFICATION

1. It is hereby notified that applications for Postgraduate Course (Full Course) by **online submission** and for all other Postgraduate Courses in the Pre CSS II,III & IV Semester in the prescribed form are invited for Private Registration and Examination for the Academic Year 2018-2019.

FOR ONLINE SUBMISSION OF APPLICATION (PG FULL COURSE ONLY)

REFER APPENDIX I [Page no 5 to 14]

For PG COURSES OFFERED AND ELIGIBILITY CRITERIA

REFER APPENDIX II (Page no 15 to 40)

2. The subjects under the different faculties for which the private registration is allowed for M.A/M.Com/MSc Mathematics Full Course are

FACULTY OF LANGUAGE AND LITERATURE (M.A.)

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

FACULTY OF SOCIAL SCIENCE (M.A.)

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

FACULTY OF SCIENCE

- a) M.Sc Mathematics

FACULTY OF COMMERCE

- a) M.Com

3. HOW TO APPLY-The applications for private registration to II,III & IV Semester examination of PG Courses (Pre CSS) are available at *page no 41 to 54* of this notification.

For online submission of PG Course (Full Course) open the university web site **www.mgu.ac.in** and click on the button Admission 2018 and click the link '**Online PG Private Registration Full Course 2018**'

4. The Fee details are

1	Application fee for Private Registration	Rs 50.00
2	Application form for Examination	Rs 20.00
3	Application form for Matriculation	Rs 25.00
4	Application form for Recognition	Rs 25.00
5	Fee for Private Registration (P.G. Full course)	Rs 2000.00
6	Fee for Dissertation	Rs 300.00
7	Fee for retrieval of documents before registration.	Rs 500.00
8	Students Affiliation Fee	Rs 650.00

5. Mode of Fee Payment

a) Mode of Payment for Online submission of Application for PG Full Courses.

Mode of Fee Payment

PAYMENT INTEGRATED ONLINE APPLICATION through the link 'Online PG Private Registration Full Course 2018' available in www.mgu.ac.in

M G University has provided a '**Payment Integrated Online Application System**' for the Academic year 2018-19. Candidate should remit the fees ONLY THROUGH THE ONLINE INTEGRATED PAYMENT SYSTEM built-in the 'Online PG Private Registration Full Course 2018' link available in M G University website www.mgu.ac.in, at the time of Online Registration itself. There is provision for Payment of Fee Online through Credit/Debit Cards/Net Banking by using online payment Gateway Integrated. After successful completion of Online Payment students will be provided with an Application number and a Transaction ID.

b) Mode of Fee Payment for Offline Submission of Applications for PG Courses other than Full Courses (i.e Registration through prescribed Application Forms)

Mode of Fee Payment

Fee remittance through the M.G.U E-Payment portal <http://epay.mgu.ac.in>

Candidate should download the application form from the website, duly fill it and submit it along with necessary supporting documents. Fee should be remitted through the E-Payment portal of M G University – <http://epay.mgu.ac.in>. Students are advised to take a print out of the *E-Receipt* once the transaction is complete and attach it along with the Application form. The details of *E-Receipt* such as Chalan number, date and amount should be entered in the Application form.

For Assistance please contact the email address & phone number given below.

Email: epayhelp@mgu.ac.in

Phone numbers: 0481-2733434, 2733535

For detailed instructions please visit – <http://epay.mgu.ac.in>

6. The last date for the online submission/submission of filled in application for M.A./M.Com./M.Sc.Mathematics in the University Office is as follows:

Full Course & PG Other than First Semester

a	Without fine	25/11/2018
b	With a fine of Rs.1,000/-	06/12/2018
c	With a Superfine of Rs.2,000/-	17/12/2018

7. Candidates who have passed B.Com. (Triple Main), B.Com. (Electronic Data Processing and Computer Application of Kerala University) and B.Com. (Triple Main), B.Com. Model-II, BBA, BBM students of other approved Universities are eligible for M.Com. admission.
 8. **Candidates applying for Private Registration should avoid lamination of documents submitted by them (if laminated, a square seal size of lamination from the backside of TC and QC should be removed before submission).**
 9. Only those Candidates who have passed the qualifying examination on or before the last April/May Annual Session are eligible to apply for Private Registration in the current year.
 10. The printout of application obtained after the online registration /the filled in application forms should be accompanied by a self addressed envelope for Rs.52/- of the size 24x32 cm to return the certificates by registered posts. **Candidates are advised to keep one copy of duly filled in /downloaded application after online registration in their custody for future reference.**
 11. **Regular students who have discontinued their studies can pursue it by changing over to private registration as detailed below:** (Admission As per UO no 6104/Ac AIII/(SDE/PR1/1/01/2015)/2015 dated 13/10/2015)
 - a. I Semester not registered – Pvt. Regn. afresh to I Semester.
 - b. I Semester Registered but II Semester not registered - Pvt. Regn. to II Semester
 - c. II Semester registered but not registered for III Sem. - Pvt. Regn. to III Semester
 - d. III Semester registered but not registered for IV Sem. – Pvt. Regn. to IV Semester
 12. The Name of the Centre for Examination and Subject selected by the candidates should be superscribed on the envelope containing the application. Change of Centre of Examination once selected will not be considered.
 13. All correspondence regarding Private Registration should be addressed to **The Professor in - Charge of Private Registration, Mahatma Gandhi University, Priyadarsini Hills P.O, Kottayam-656 560.**
 14. Telephonic enquiries regarding Private Registration may be made to the following numbers:
 - **0481-2733427, 2733365, 2731020, 2733258**
 - **0481 2730491 (Professor in - Charge of Private Registration)**
- The enquiries to any other numbers will not be entertained.
15. **Applications for full course not submitted through online registration will be rejected.**
 16. Candidates who are given admission under Private Registration will also be given a Registration number and the same shall be quoted for all future correspondence with regard to his/her Private Registration.

17. Candidates applying for Private Registration and Examination should give only their residential address in the column provided for the purpose in the application forms and also in the self addressed cover. **Communication in the address of the Private Institutions in which they are studying will not be entertained.**
18. For further information, read carefully the General Rules & Regulations given hereunder as Appendix-II.

Sd/-
Professor in - Charge of Private Registration

To

1. The PRO - for arranging wide publicity through Press/ AIR/Doordarshan and other Malayalam Channels
2. Joint Registrar – I/ II (Exams)
3. DR IV/V/VII/AR VIII/IX/XI/AR Mon. Cell
4. EH Sections
5. The Ac.AI/III/IX Sections/ PR Sections/Enquiry
6. P.S. to V.C./ P.V.C./ P.A. to Registrar/ FO/ Controller of Exams.
7. Information Centres, Ernakulam/Tiruvalla/Kattappana/ Thodupuzha/ N. Paravoor/Adimali/Vaikom
8. Pool Officer(Exams.), Tappal III Sn. for receiving and storing the applications and the documents.
9. Stock File/File Copy.

APPLICATION FORMS FOR PRIVATE REGISTRATION (**For Other than Full course**) EXAMINATION, RECOGNITION AND MATRICULATION AVAILABLE HEREUNDER CAN ALSO BE USED BY REMITTING THE COST OF FORMS. > PAGE Nos. 41 onwards

Approved for Issue



Section Officer

Appendix - I

REQUIREMENTS AND GUIDELINES FOR APPLYING ONLINE FOR PG PRIVATE REGISTRATION 2018 (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, PG Private Registration 2018. 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 2018.**

III. Mobile Phone Number:

Provide a 10 digit phone number either of the candidate or of the candidate's parent's. 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 colour with a light colour background, white is preferable
3. Face of the candidate should be **straight and clear**
4. Photos taken 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:-

The fee structure is given below

Registration fee					
Sl. No.	Items	Amount	Remarks	Total Amount	(₹)
1	Private Registration fee+ Application fee	2050		1+2= 	2700/-
2	Affiliation fee	650			
3	Matriculation Fee (200+25)	225	If not matriculated in M G University	1+2+3= 	2925/-
4	Recognition fee +Application fee	175	Applicable only for those who have passed their degree course from a University outside Kerala and not matriculated in this University	1+2+3+4= 	3100/-
5	Fine (Applications from 26/11/2018 to 06/12/2018)	1000	If applicable		3700/- or 3925/- or 4100/-
6	Fine (Applications from 07/12/2018 to 17/12/2018)	2000	If applicable		4700/- or 4925/- or 5100/-
Examination fee					
7	Examination fee I semester	820	Per paper 100/- + C.V Camp fee @ 40/- per paper (max.200/-) + Mark list fee 100/- per semester + application form fee 20/-	7+8= 	1620/-
8	Examination fee II semester	800			

VI. Original Certificates:-

Candidates should possess the following original documents before the online registration

- Original provisional certificate/Original Pass certificate of the qualifying examination
- Original Transfer Certificate
- Original migration certificate (If the qualifying examination is passed from a university other than Mahatma Gandhi university)
- Eligibility certificate (For those who have passed their degree course from a university outside Kerala and not matriculated in this university)
- Cancellation Memo (If the candidates have registered for any other P.G Course)
- One self attested copy of Xth Certificate.

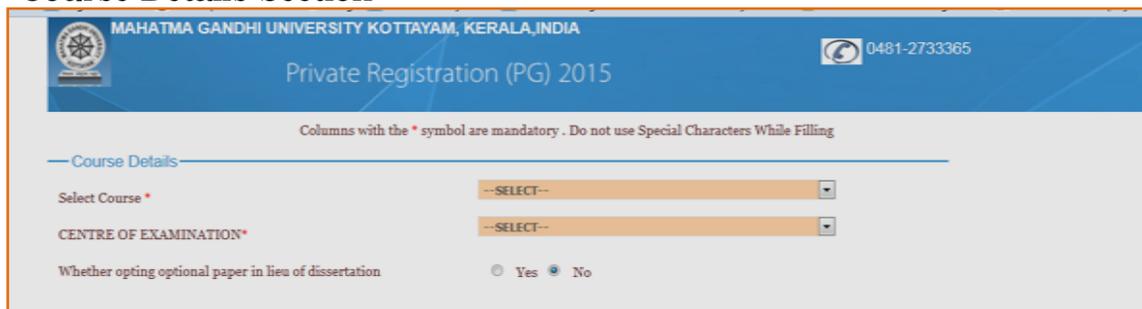
Note: Eligibility certificate **(through online only)** should be obtained from The Registrar, Mahatma Gandhi University, Kottayam. Please visit <http://certificates.mgu.ac.in>

VII. Guidelines

- Open the University Website www.mgu.ac.in and click on the button *Admission2018* and then click on link **Online PG Private Registration Full course 2018.**
- Then a page containing the guideline will be available. Click on the link '*Click here to Register*'.
- Then the page 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 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 in the model shown below.

❖ Course Details Section



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

a) M.A. English
b) M.A. Malayalam
c) M.A. Hindi
d) M.A. Arabic
e) M.A. Sanskrit General
f) M.A. Sanskrit Special Sahitya
g) M.A. Sanskrit Vyakarana
h) M.A. Sanskrit Special Nyaya
i) M.A. Sanskrit Special Vedanta
j) M.A. History
k) M.A. Economics
l) M.A. Philosophy

m) M.A. Politics
n) M.A. Sociology
o) M.A. Islamic History
p) MCom Finance
q) MCom Marketing
r) MCom Banking
s) MCom Management
t) MSc Mathematics

- 2) *Centre of Examination-Carefully Select the centre of examination.*
- 3) *Whether Opting Optional paper in lieu of dissertation-Select 'Yes' if the candidate Opt general essay in the last semester, otherwise candidate can select dissertation by clicking 'No' subject to the rule and should pay Rs.300 for dissertation fee.*

❖ Upload Photo Section

- 4) *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

- 5) *Name of the candidate –Enter the Name **as entered as in the Xth Certificate** in Capital Letters. Use Space to separate initials.*
- 6) *Sex -Click on the item male or female to select the sex.*
- 7) *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 **Xth Certificate.***

- 8) *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.
 - 9) *Mother Tongue*-Select the mother tongue from the list.
 - 10) *Place of Birth*-Then Select state of Place of birth and enter name of District, Place and Taluk.
 - 11) Then Enter the name of Father **as same as in the Xth Certificate** in Capital Letters.
 - 12) Then Enter the Occupation of Father.
- ❖ Personal Details Section 2

- 13) Then Enter the name of mother **as same as in the Xth Certificate** in Capital Letters.
- 14) Then Enter the Occupation of mother, if any.
- 15) 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.
- 16) *Pin code*-Enter 6 digit pin code of the post office of permanent Address.
- 17) *Same as above*-If the communication address is same as that of the permanent address, then tick the box ‘Same as above’.
- 18) If the communication address is different from the permanent address ,then Enter the communication address in the box provided.
- 19) **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.**
- 20) 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

- 21) *Religion*-Please Select the Religion of the Applicant
- 22) *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.
- 23) *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.
- 24) *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.

Education Details

- 25) *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. If it is private study, just enter private study
- 26) *Course Name*-Select the last studied course. If it is not in the list ,select 'other' then enter the name of the course.
- 27) *University*- Select the university from which last studied course completed.
- 28) *Whether the candidate has been matriculated for the last studying course*-If the applicant's last studied course is of Mahatma Gandhi University(as item 27), then 'Yes' will be activated there., then Year of Matriculation will be asked. Please enter the Year of registering the course. Otherwise 'No' will be activated there.

- 29) If the item number 27 is a university other than Mahatma Gandhi University then the Migration Certificate details will be asked .Enter the migration certificate number and date.
- 30) *No. and Date of the private Registration memo already issued if any*-If the applicant has registered as private candidate for any P.G Courses earlier in Mahatma Gandhi university, then only give No and date of PR Memo issued here.

❖ Examination Details

Details Regarding the Qualifying Examination Passed

Course Name*

Register Number*

Month & Year*

Name of the University/Board*

Other State Board Details

Eligibility

Certificate (Eligibility Certificate should be obtained from Registrar
Number - M .G University , before Registration)

Date

- 31) Course Name-Please select the name of qualifying course here.
- 32) *Register Number*-Please refer the Degree provisional certificate/Degree Pass certificate to get the register number. Then enter the number correctly.
- 33) *Month & Year*-Please refer Degree provisional certificate/Degree Pass certificate to get the month & year. Then select month & year correctly.
- 34) Name of the university-Select the university from which the degree is qualified
- 35) Other University Details-If the university as item 34 is a university outside Kerala then enter the number and date of eligibility certificate issued from Mahatma Gandhi University.
- 36) Then enter the name of Common course and core subjects of the degree examination passed in the box provided.

❖ Payment Details Section

Mode of Payment for Online submission of Application for PG Full Courses.

Mode of Fee Payment

PAYMENT INTEGRATED ONLINE APPLICATION through the link 'Online PG Private Registration Full Course 2018' available in www.mgu.ac.in

M G University has provided a '**Payment Integrated Online Application System**' for the Academic year 2018-19. Candidate should remit the fees ONLY THROUGH THE ONLINE INTEGRATED PAYMENT SYSTEM built-in the 'Online PG Private Registration Full Course 2018' link available in M G University website www.mgu.ac.in, at the time of Online Registration itself. There is provision for Payment of Fee Online through Credit/Debit Cards/Net Banking by using Online payment Gateway Integrated. After successful completion of Online Payment students will be provided with an Application number and a Transaction ID.

Mode of Fee Payment for Offline Submission of Applications for PG Courses other than Full Courses (i.e Registration through prescribed Application Forms)

Mode of Fee Payment

Fee remittance through the M.G.U E-Payment portal <http://epay.mgu.ac.in>

Candidate should download the application form from the website, duly fill it and submit it along with necessary supporting documents. Fee should be remitted through the E-Payment portal of M G University – <http://epay.mgu.ac.in>. Students are advised to take a print out of the *E-Receipt* once the transaction is complete and attach it along with the Application form. The details of *E-Receipt* such as Challan number, date and amount should be entered in the Application form.

❖ **For Assistance please contact the email address & phone number given below.**

❖ **Email: epayhelp@mgu.ac.in**

❖ **Phone numbers: 0481-2733434, 2733535**

❖ **For detailed instructions please visit – <http://epay.mgu.ac.in>**

➤ **The Fee once paid will not be refunded or held over for a subsequent examination.**

Fees remitted before the last date prescribed alone will not be considered as a claim for acceptance of application.

❖ Documents Details

— Document Details —

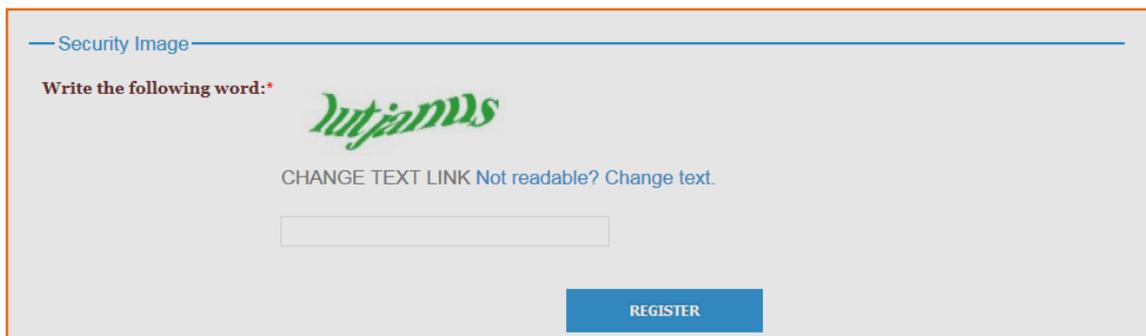
Details of Documents Enclosed

<input type="checkbox"/> 1. Degree Pass certificate/ Provisional Certificate	<input type="checkbox"/> 2. Transfer Certificate from last studied institution
<input type="checkbox"/> 3. Fee Receipts	<input type="checkbox"/> 4. Migration Certificate (If needed)
<input type="checkbox"/> 5. Eligibility Certificate (If needed)	<input type="checkbox"/> 6. Mark lists (If needed)
<input type="checkbox"/> 7. Two Self Attested Copies of Xth Certificate	<input type="checkbox"/> 8. A4 Size Self addressed cover stamped Rs.52/-

37) 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	University of Degree Examination	Documents Needed
1	Mahatma Gandhi University, Kerala	Printout of application obtained after online registration, Original Provisional Certificate/Original Pass Certificate , Transfer Certificate, Self Addressed 353 mm x 250 mm Size Cover Stamped Rs.52/-,One Self Attested Copy of X th Certificate
2	University of Kerala, University of Calicut, CUSAT etc(A university in Kerala other than M.G University)	Printout of application obtained after online registration, Original Provisional Certificate/Original Pass Certificate , Transfer Certificate, Migration Certificate , Self Addressed 353 mm x 250 mm Size Cover Stamped Rs.52/-,One Self Attested Copy of X th Certificate
3	Any Other University	Printout of application obtained after online registration, Original Pass/Provisional Certificate , Mark list, Migration Certificate, Transfer Certificate, Eligibility Certificate, Self Addressed 353 mm x 250 mm Size Cover Stamped Rs.52/-,One Self Attested Copy of X th Certificate



- 38) 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/SELECTED

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 coloured background will be displayed in that part.

If the qualifying examination is from a university outside Kerala, then additional form for the recognition application form will be displayed, then enter the data required such as length of course, private/ regular, fee details then Click Register button.

If the data are completely filled then a message box will be displayed showing the name of the course and the centre of examination

CHECK WHETHER THE DETAILS ARE SAME AS YOU OPTED

THE APPLICATION NUMBER WILL BE DISPLAYED ON THIS PAGE. PLEASE NOTE THIS APPLICATION NUMBER and other details such as Examination centre, 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: Candidates are permitted to rectify mistakes, if any, occurred during the online submission process. The request for such corrections along with correction fee E-Receipt for Rupees 500/- shall be submitted to the Private Registration sections within one month from the last date for receipt of filled in Application in the University Office as per the Notification.

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 in the declaration. Then applicant should put his/her full signature below the declaration.

Applicant should put his/her signature in the spaces provided in the private registration form, application for recognition (if needed)

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 photograph in the printed application obtained 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 **353 mm x 250 mm size cover** to **The Professor in - Charge of Private Registration, Mahatma Gandhi University, (Tapal Section - Room No.49) Priyadarsini Hills P.O, Kottayam-656 560**. 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)(If needed)

★ Original Pass Certificate/Provisional Certificate

★ Original Transfer Certificate

★ Original Migration Certificate (If Applicable)

★ Original Eligibility Certificate (If Applicable)

★ Self attested copy of Xth certificate.

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

APPENDIX-II

GENERAL RULES AND REGULATIONS REGARDING PRIVATE REGISTRATION OF POSTGRADUATE COURSES

ELIGIBILITY CRITERIA

1) FACULTY OF LANGUAGE AND LITERATURE (M.A.)

1. M.A. English	Graduates with English under Part III or all graduates in the Faculties of Arts, Science, Social Sciences, Oriental Studies or Fine Arts who have taken not less than three papers under Part I (English)/6 course in English Common course
2. M.A. Malayalam	B.A. with Malayalam under Part III or B.A./B.Sc. with Malayalam under Part II (Additional Language)/4 course II Language/Additional Language in Malayalam Common course
3. M.A. Hindi	B.A. with Hindi under Part III or B.A./B.Sc. with Hindi Under Part II (Additional Language) or B.A./B.Sc. with Rashtrabasha Praveen of Dakshin Bharath Hindi Prachar Sabha/4 course II Language/Additional Language in Hindi Common course
4. M.A. Arabic	B.A. with Arabic under Part III or BA with Arabic as one of the subsidiaries or B.A./B.Sc. with Arabic under Part II or B.A. POT (Afzal-ul-Ulama) of Calicut University under Part II/4 course II Language/Additional Language in Arabic Common course
5. M.A. Sanskrit	BA with Sanskrit under Part III or BA/B.Sc. with Sanskrit under Part II (Additional Language)/ 4 course II Language/Additional Language in Sanskrit Common course

2) FACULTY OF SOCIAL SCIENCE (M.A.)

6. M.A. History	All graduates in the Faculties of Social Science or Graduates with English Language and Literature as the main subject under the Faculty of Arts.
7. M.A. Economics	Graduates in Economics, Mathematics, Statistics or B.Sc. in Co-operation and Banking from Kerala Agricultural University
8. M.A. Philosophy	Graduates in Philosophy, Arts, Social Science, Sciences
9. M.A. Politics	Graduates in Politics, History, Economics, Philosophy, Psychology, Sociology, Anthropology, Law, Journalism, Public Administration, Geography, Archaeology, English or other Social Sciences
10. M.A. Sociology	Graduates in the Faculties of Arts, Social Science, Science, Law and Commerce
11. M.A. Islamic History	All Graduates in the Faculty of Social Science

3) FACULTY OF SCIENCE (M.Sc.)

12. M.Sc. Mathematics	<p>Graduates with Mathematics or Statistics as Optional/Main/Core subject under Part III with 45% marks for Part III or 1.8 Grade Point in Maths under CBCSS Core group or B.Tech. graduates with not less than 45% marks in Maths (aggregate of all the 4 papers in Maths) and a total of 45% marks for the entire course or B.Sc. Computer application graduates with not less than 45% marks in the concerned optional subjects including Computer Application and Statistics/1.8 Grade Point in Computer Application under CBCSS Stream. Candidates belonging to SC/ST are exempted from minimum marks restriction and OBC will be allowed a concession of 2% marks. Bonafide teachers employed on the date of application in Govt./Aided Schools in the Kerala State shall be exempted from the required minimum marks, on production of an employment certificate from the AEO/DEO/Principal concerned.</p>
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4) FACULTY OF COMMERCE (M.Com.)

13. M.Com.	All B.Com, BBA, BBM Graduates
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GENERAL RULES AND REGULATIONS

- a. Single Registration under semester Scheme
 - b. Selection of Subjects
 - c. Prohibition of Simultaneous study
 - d. Scheme and Syllabus
 - e. Private Registration Memo Number
 - f. Course Discontinuation and Re-admission
 - g. Matriculation
 - h. Recognition
 - i. Eligibility Certificate
 - j. Cancellation of Private Registration/Examination
 - k. Renewal of Private Registration
 - l. Second year Registration
 - II. Courses Offered and Eligibility Criteria
 - III. Fees
 - IV. Mode of Applying & Documents To Be Attached
 - V. Scheme and Syllabi at a Glance
 - VI. Centres Of Examination
 - VII. Miscellaneous Instructions
 - VIII. Cost of Syllabus
 - IX. Important Telephone Numbers for Contact
- The following scheme will be adopted for changing over to private registration. (Applicable only to prior to 2009-10 admissions)
- a) I Semester not registered - Private registration afresh to I Semester.
 - b) I Semester registered and appeared but not registered for IInd Semester - Private registration to II semester.

- c) II Semester registered but not registered for III Semester -Private registration to III semester.
- d) III Semester regd. but not regd. for IV Semester. -Private registration to IV semester.

Candidates availing this facility shall appear for the respective examinations along with the regular students.

General Procedures to be observed:

1. In order to select the centre of examination, the list of subjects and centres given in the Handbook/Regulations given hereunder may be referred to.
2. The Number entered upon the private registration seal (stamped at the back of Qualifying Certificate &TC) is called Private registration memo number; this is necessary in all the future correspondences.
3. Documents like Qualifying Certificate and TC should not be laminated. If it is already laminated, a square-seal-space should be cleared to stamp Private Registration Seal.
4. Hall tickets for examination should be collected from the centre of examination two days before the commencement of the exam. Absence of hall ticket should be brought to notice immediately.
5. 'OB" Students are candidates qualified from Bodies outside Kerala state. They must submit Eligibility Certificate, Application form and fee for Recognition, Application form and fee for Matriculation etc. in addition to other documents.
6. Documents should be arranged in the order given below:
 - i) Private Registration fee (Paid through Online Integrated Payment/E-Pay)
 - ii) Matriculation fee (if joining this University afresh) (Paid through Online Integrated Payment/E-Pay)
 - iii) Application for Private Registration.
 - iv) Application for Matriculation (if joining this University afresh)
 - v) Self addressed stamped (Rs 52/-) envelope
 - vi) Recognition fee (if applicable) (Paid through Online Integrated Payment/E-Pay)
 - vii) Application form for Recognition
 - viii) Eligibility Certificate (if applicable)
 - ix) Migration Certificate (if applicable) .
 - x) TC
 - xi) Photocopy of SSLC
 - xii) Provisional Certificate / Original Degree Certificate
 - xiii) Exam fee (Paid through Online Integrated Payment/E-Pay)
 - xiv) Application for Exam
7. Applications prepared in full conformity to rules and regulations may be sent/submitted directly to:

The Professor in - Charge of Private Registration

Mahatma Gandhi University

P.D Hills P.O, (Tapal section-Room No.49)

Kottayam -686 560

8. Information can be had from the MG University information Centres at:
 - i) Municipal buildings, Tiruvalla
 - ii) Near SNDP Training College, Adimaly
 - iii) Municipal Shopping Complex, North Paravur
 - v) STAS Building, Edapally.
 - vi) Panchayat Office buildings, Kattappana
 - vii) Newman College campus, Thodupuzha

I. GENERAL RULES AND REGULATIONS

a. Single Registration under Semester Scheme

Candidates will be permitted to appear for M.A./M.com./ M.Sc. (Maths) Degree examinations as private candidates without undergoing the regular course of study by attending a college affiliated to the University provided the subjects offered for the examination do not involve practicals. The interval between the date of passing the qualifying examination and the date of examination for which registration is sought shall not be less than the normal period prescribed for the course. Semester Examinations are conducted annually under this stream ie, I & II semester examinations at the end of the II semester and III & IV semester exams at the end of the IVth semester.

b. Selection of Subjects

Candidates shall be permitted to choose only those group/optionals/electives/streams which are offered for the concerned examinations in any of the affiliated colleges under the University.

c. Prohibition of Simultaneous Study

Candidates who have been given private registration for any course of study shall not be allowed to undergo any other course of study either by private registration or by regular study before they appear for the examination for which private registration is granted.

d. Scheme and Syllabus

The new scheme and syllabi in the Semester Pattern, is being followed for the candidates under private registration scheme from 2002 admission onwards.

e. Private Registration Number

The Private Registration Number given to the candidates shall be quoted for future correspondence with regard to his/her private registration. The number can be seen in the Private Registration Seals of the University affixed on the reverse side of the Qualifying Certificate and Transfer Certificate.

f. Course Discontinuation and Re-Admission

Candidates who have registered for PG course under private registration scheme and those who have registered/appeared for the first year (I & II Semester) examination are permitted to discontinue their course for joining another course. The application for Course discontinuation should be accompanied by the MGU E-Receipt for the prescribed fee, T.C, Qualifying Certificate and a Non-Malpractice Certificate from the Principal / Chief Superintendent Concerned. Candidates who have thus discontinued and registered for the examination of the prescribed new Course shall not be re-admitted in the same academic year under any circumstances. Discontinued candidates will have to obtain re-admission order from this University before rejoining. The candidate discontinued themselves without obtaining prior sanction from the university and join another course shall not be given re-admission. They can continue their study by taking fresh registration. Candidates who have registered as private students and appeared/registered for first and second semester examination but not registered for the third and fourth semester examination should obtain re-admission order from the Registrar of this University for continuing their studies.

g. Matriculation

Candidates, who have been matriculated under this University at present, need not apply for further matriculation. Candidates who have not matriculated in this University shall apply for such registration in the prescribed form paying the prescribed fee. In such cases, both the matriculation fee and private registration fee should be remitted through Integrated Online Payment System. Candidates who have already obtained migration certificate from this University and wish to apply for private registration should re-matriculate in this University by paying the prescribed fee and submitting the application for matriculation along with the Migration certificate.

h. Recognition

Candidates who have passed the qualifying examination from Universities/Boards outside the state shall be required to apply for recognition of the qualifying examination passed by them, in the prescribed form paying the prescribed fee. Such candidates applying for recognition of the qualifying examination shall submit along with their application, the qualifying certificate, migration certificate and eligibility certificate. Candidates who have passed the qualifying examination from the Universities within the State of Kerala are exempted from individual recognition if the examination passed by them is recognised by this University. However, they have to produce a No Objection Certificate / Migration Certificate from the Universities concerned.

i. Eligibility Certificate (through online only)

Candidates who have passed the qualifying examination from Universities/Boards outside the state should apply online for Eligibility Certificate from the Registrar, Mahatma Gandhi University, Kottayam-686 560. (For more information please visit **<http://certificates.mgu.ac.in>**) Only after getting the eligibility certificate they shall acquire the eligibility to apply for private registration.

j. Cancellation of Private Registration/Examination

Candidates can cancel their P.G registration in this University to join other courses, or to join afresh a P.G Course in the same/different subject either by regular or by private study. Those who cancel and join afresh a P.G. Course in the same subject shall not be considered for ranking. Cancellation fee prescribed for such cases is Rs.250/- only.

k. Notional Registration to private Candidates - Notional registration common to all private candidates as per the following conditions.

- i. The candidate should apply for notional registration within two months after the completion of the examination.
- ii. Notional Registration shall be limited to the II, III and IV Semester examinations.
- iii. Candidates should fulfill all the requirements (except attendance) for notional registration as in the case of regular students.
- iv. Amount of fee should be thrice the amount of normal examination fee.

- v. Notional registration shall be allowed only for a single chance during the entire course; i. e. no consecutive notional registration shall be granted to a single Semester.
- vi. Notional registration shall not be allowed to candidates who are punished for malpractice to appear for the University examination till a final decision is taken in their malpractices cases. (Please refer U. O. No.614/AIII/3/2010/Acad. dt.08.02.11 issued by Academic A III section, Mahatma Gandhi University).
- vii. Second / Third/ Fourth Semester Registration are allowed only for Pre CSS regular students w.e.f 2001 admission onwards (U.O No.6104/Ac. AIII/ (SDE/ PRI/1/01/2015)/2015 dated 13/10/2015.)

Regular candidates of the colleges under this University who discontinued their post graduate studies after appearing for the first/second/third semester examination can apply for private registration for II/III/IV Semester examination in the scheme and syllabus in force. The academic section may be contacted for details.

II. COURSES OFFERED AND ELIGIBILITY CRITERIA

A. Faculty of Language and Literature (M.A.)

1. **M.A.English** - Graduates with English under part III or all Graduates in the Faculties of Arts, Science, Social Sciences, Oriental Studies or Fine Arts who have taken not less than three papers in the examination under part-1 English/Six course in English Common course.
2. **M.A. Malayalam** - B.A. with Malayalam under part III or B.A /B.Sc. with Malayalam under part II Additional Language/Four course II Language/Additional Language in Malayalam Common course.
3. **M.A. Hindi** - B.A. with Hindi under part III or B.A. /B.Sc. with Hindi under Part II Additional Language or B.A./B.Sc. with Rashtrabhasha Praveen of Dakshin Bharath Hindi Prachar Sabha/Four course II Language/Additional Language in Hindi Common Course.
4. **M.A. Arabic** - B.A. with Arabic under part III or B.A. with Arabic as one of the subsidiaries or B.A./B.Sc.with Arabic under Part II or B.A.P.O.T. (Affzal-UI-Ulrna) of Calicut University/ Four course II Language/Additional Language in Arabic Common Course.
5. **M.A. Sanskrit** - B.A. with Sanskrit under part III or B.A/B.Sc. with Sanskrit under part II-Additional Language/ Four course II Language/Additional Language in Sanskrit Common Course.

B. Faculty of Social Sciences (M.A.)

1. **M.A. History** - All graduates in the Faculty of Social Sciences or graduates with English Language and Literature as the main subject under the Faculty of Arts.
2. **M.A. Economics** - Graduates in Economics, Mathematics, Statistics or B.Sc. degree in Co-operation and Banking from Kerala Agriculture University.
3. **M.A. Philosophy** - Graduates in Philosophy or graduates in Arts, Science or Social sciences.
4. **M.A. Politics** - Graduates in politics, History, Economics, Philosophy, Psychology, Sociology, Anthropology, Law, Journalism, Public Administration, Geography or any other Social Sciences.
5. **M.A. Sociology** - Graduates in the Faculties of Arts, Social Sciences, Science, Law or Commerce.
6. **M.A. Islamic History** - All Graduates in the Faculty of Social Sciences.

C. Faculty of Science (M.Sc.)

1. **M.Sc. Mathematics** - Graduates in Mathematics or Statistics as main optional/core course under Part III with 45% marks for III/1.8 Grade point in Maths or B-Tech graduates with not less than 45% marks in Mathematics (aggregate of all the 4 Mathematics papers) and a total of 45% marks for the entire Course or B.Sc. Computer application graduates with not less than 45% marks/1.8 Grade point in the concerned optional subjects including Computer application and statistics, Candidates belonging to SC/ST are exempted from minimum marks restriction and OBC candidates are allowed a concession of 2% marks. Bona-fide teachers employed as on the date of applications in Govt./Aided Schools in the Kerala State shall be exempted from the minimum marks requirement on production of an employment certificate from the AEO/DEO/Principals concerned.

D. Faculty of Commerce (M.Com .)

1. **M.Com.** - All B.Com., BBA or BBM Graduates

Note :

- i. Persons who are permanent residence of or domiciled within Kerala State and who have passed the B.A./B.Sc./B.Com. examinations of this University or any equivalent Degree recognised by this University are eligible to apply for Private Registration.
- ii. Candidates debarred by the University from appearing for any of the University examinations or candidates undergoing disciplinary proceedings initiated by the Principal of the College in which they study shall not be eligible to apply for Private Registration before the period of debar is over.
- iii. M.Phil/ Ph.D Degree holders of this university are allowed to take additional PG Degree provided the marks secured by such candidates in the additional PG Degree examination will not be considered for Ranking.(U.O NO. AcAIII/1/1185/97 dated 14/09/1998)
- iv. Candidates who have passed the qualifying examinations from Universities/Boards outside the state should obtain the Eligibility Certificate from the Registrar, Mahatma Gandhi University before applying for private registration.
- v. Candidates who have passed the qualifying examination through liberalized scheme of any University/Board, except B.A./B.Com. of Calicut University, will not be eligible to apply for Private Registration.
- vi. Candidates who have passed Model II (Vocational) Degree Courses are eligible to apply for private registration subject to fulfillment of other eligibility criteria.

E.REGISTRATION FOR PG COURSES TO CANDIDATES WHO HAVE HIGHER QUALIFICATIONS

As per UO no 1131/AIII/1/1927/2015 dated 24/02/2016 of Academic Section Candidates who wish to register for any PG examination of Mahatma Gandhi University under private/regular stream can be allowed to do so even though he/she passed any examination from other universities or this university which is considered to be higher than for which he/she desires to register for ,with the following conditions.

1. Candidates who have been awarded a PG Degree by Mahatma Gandhi University in a particular subject shall not be permitted to register for the same subject.
2. The Marks/Grade Scored by such candidates will not be considered for determining up to the 10th Position.
3. He/ She should have fulfilled the eligibility conditions for admission to courses for which he/she wishes to register for the examinations.

III Fees

Fee for Private Registration

Item	Fee	Application Fee
M.A./M.Sc./M.Com. (Full Course)	Rs. 2000/-	Rs. 50/-
II/III/IV Semester M.A./M.Sc./M.Com	Rs. 1500/-	Rs. 50/-
Renewal of private registration.	Rs. 500/-	Rs. 50/-
Students Affiliation fee	Rs. 650/-	--

Examination Fee (M.A/M.Sc/M.Com)

- | | | |
|------------------------------------|---|--|
| a) Application Fee | > | Rs.20/- |
| b) Each theory Paper | | |
| i) First appearance | > | Rs.100/- |
| ii) Improvement/ Supplementary | > | Rs.150/- |
| c) Mark list fee | > | Rs.100/- |
| d) CV Camp fee | | |
| i) First appearance | } | Rs. 40/- per paper subject to a maximum of 200/- |
| ii) Improvement/ Supplementary | > | |
| e) Viva voce | > | Rs.100/- |
| f) Project/Dissertation Evaluation | > | Rs.250/- |

Other Fees

Item	Fee Rs.	Application fee Rs.
Matriculation/Re-matriculation	200/-	25/-
Recognition of Qualifying examination through exam branch- EK-III	150/-	25/-
Eligibility Certificate (Online only)	300/-	--
Re-admission	300/-	--
Course discontinuation	500/-	--
Other Certificate	150/-	--
Cancellation of Private Registration & Exam.	250/- or 500/-	--
Late fee for recognition/Matriculation (one year after normal admission)	200/-	--
Rectification of defects communicated by post	50/-	--
Dissertation Fee (In the case of candidates opting dissertation in lieu of paper No.XXI)	300/-	--
Fee for retrieval of documents before Registration	500/-	--

Notes:

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

IV. MODE OF APPLYING & DOCUMENTS TO BE ATTACHED

Printout of Application obtained after online registration (For full course)/Filled in application forms (other than Full course) for private registration should be attached with the following documents.

A. M.A./M.Sc./M.Com. (Full Course)

Application for Private Registration shall be accompanied by:

- a) Online downloaded application for admission to the I & II Semester examination.
- b) Degree or equivalent pass certificate in original (If the original is not received the provisional certificate is to be attached)
- c) Marklist of the qualifying examination in respect of those applying for M.Sc. Mathematics.
- d) Transfer Certificate in original from the recognised Institution last attended by the candidate.
- e) Application for registration as a matriculate, if not already matriculated in this University.
- f) Application for recognition of qualifying examination, if the candidate has passed the qualifying examination from Universities/Boards outside the state.
- g) Migration Certificate in original, if the candidate has passed the qualifying examination from other Universities/Boards.
- h) Eligibility Certificate from the Registrar, M.G. University, if the candidate has passed the Qualifying Examination from Universities/Boards outside the State or the qualifying examination has not been recognised by M.G. University.
- i) A self addressed stamped (Rs.52/-) envelope of sufficient size to return the certificates by registered post.
- j) Certificates, if any, required for availing concession in minimum marks.
- k) Copy of SSLC Book. (First page)

Note: Candidates applying for M.A. English on the basis of their pass in Part I English/6 course in English common course should submit mark lists to prove that they have taken not less than three papers under Part I English/6 course in English common course for their Degree Course.

B. III and IV Semester M.A./M.Sc./M.Com.

Application for private registration shall be accompanied by :

- a. Application for admission to the P.G. III and IV Semester Examination.
- b. MGU E-Receipt for the prescribed examination fee.
- c. MGU E-Receipt for the Private registration fee & Affiliation fee.
- d. Mark list/Hall Ticket of the 1 and II Semester M.A./M.Sc./M.Com. examination conducted by this University.
- e. Transfer Certificate in original.
- f. A Self addressed stamped (Rs.52/-) envelope of sufficient size
- g. Qualifying Certificate in original.

V. SCHEME & SYLLABI AT A GLANCE

With effect from 2009-10 admissions (2009-2010 academic year), the private registration candidates for post Graduate Examination (M.A./M.Sc./M.Com) shall follow the Restructured Syllabi in the semester, Pattern. There will be no internal evaluation component in their Scheme of Examination. The Marks secured by them for the theory examination (Maximum marks-75) will be computed proportionately to 100 in order to maintain uniformity. The distribution of paper is given below: First Semester - Paper 1 to Paper 5 (5 Papers) x 100 marks = 500 marks

Second Semester- Paper 6 to Paper 10 (5 Papers) x 100 marks = 500 marks Total for I & II Semester = 1000 marks

Third Semester- Paper 11 to Paper 15 (5 Papers) x 100 marks = 500 marks

Fourth Semester- Paper 16 to Paper 20 (5 Papers) x 100 marks = 500 marks

Paper No XXI (Dissertation or optional paper in lieu of dissertation) = 100 marks

Viva-Voce = 100 marks

Total for III & IV Semester = 1200 marks

Grand Total = 2200 marks

The pass minimum for each paper will be 40 marks out of 100. There shall be no aggregate pass minimum. Students will be allowed to re-appear paper-wise for the failed paper(s).

Pattern of improvement will continue as earlier. Paper wise improvement will be allowed only for the failed papers, Otherwise the candidates will have to appear for all the first year papers for improvement of marks. The chance for betterment of the whole course will be limited to one.

Dissertation in Lieu of Optional Paper No. XXI

The privately, registered Post Graduate students will have the option to choose Dissertation in lieu of optional paper No. XXI. Candidate opting dissertation can do that under the guidance of teachers of P.G. Classes in the centre of Examination selected by them. Candidates opting dissertation should remit Rs.300/- towards the fee for dissertation in addition to the Examination fee for that paper. Students opting dissertation will be informed of their guide and the work to be done at the beginning of the final year.

SCHEME OF EXAMINATION

(Applicable to Candidates Registering for P.G. (Full Course)

Under the new Syllabus)

M.A. ENGLISH

Semester I

Paper 1 Chaucer and the English Renaissance

Paper 2 Renaissance English Drama

Paper 3 Revolution and Restoration

Paper 4 Phonetics and the History of English

Paper 5 Literary Criticism

Semester II

Paper 6 Literature of the Eighteenth Century

Paper 7 The Romantic Tradition

Paper 8 Literature of the Late Nineteenth Century

Paper 9 Linguistics

Paper 10 American Literature

Semester III

- Paper 11 Modernism in Context
- Paper 12 Post-War Literature
- Paper 13 Literary Theory
- Paper 14 Indian English Literature
- Paper 15 Politics of Narration

Semester IV

- Paper 16 (Opt-I) Modern Indian Literature in Translation
- Paper 17 (Opt-II) World Classics in Translation
- Paper 18 (Opt-III) African Literature
- Paper 19 (Opt-IV) English Language Teaching
- Paper 20 (Opt-V) Stylistics
- Paper 21 (Opt-VI) Dissertation/Comprehensive paper
- Viva Voce

M.A. MALAYALAM

Semester I

- Paper 1 (പ്രാചീന സാഹിത്യം(പദ്യവും ഗദ്യവും)
- Paper 2 മദ്ധ്യകാല കവിത
- Paper 3 ഭാഷാശാസ്ത്രം(സാമാന്യ ഭാഷാശാസ്ത്രവും ദ്രാവിഡഭാഷാശാസ്ത്രവും)
- Paper 4 ആധുനിക ഗദ്യം
- Paper 5 സംസ്കൃത സാഹിത്യം

Semester II

- Paper 6 സാഹിത്യ മീമാംസ(പൗരസ്ത്യം)
- Paper 7 സാഹിത്യ മീമാംസ(പാശ്ചാത്യം)
- Paper 8 ദൃശ്യ കലാ സാഹിത്യം
- Paper 9 കവിത നവോത്ഥാനഘട്ടം
- Paper 10 ആധുനിക ലോകസാഹിത്യം(പരിഭാഷ)

Semester III

- Paper 11 വ്യാകരണവും ഭാഷാ ചരിത്രവും
- Paper 12 നോവൽ, കഥ
- Paper 13 ആധുനിക കവിത
- Paper 14 നാടോടി വിജ്ഞാനം
- Paper 15 സംസ്കാര പഠനം

Semester IV

- Paper 16 (Opt-I) താരതമ്യ സാഹിത്യം
- Paper 17 (Opt-II) ലോക ക്ലാസിക്കുകൾ(പരിഭാഷ)
- Paper 18 (Opt-III) തകഴി(ഗ്രന്ഥ കർതു പഠനം)
ഘടനീയസം(മലയാളി സ്ത്രീ രചനകളെ മുൻനിർത്തി)
- Paper 20 (Opt-V) തിയേറ്ററും സിനിമയും
- Paper 21 (Opt-VI) Dissertation/ നിരണം കവികൾ
- Viva Voce

M.A. HINDI

Semester I

- Paper 1 Ancient Hindi Poetry (a) Early Period (b) Riti Period
Paper 2 Prose I
Paper 3 History of Hindi Literature (a) Aadikal (b) Mad hyakal
Paper 4 Short Story
Paper 5 Grammatical Structure

Semester II

- Paper 6 Ancient Poetry-Bhakti Period
Paper 7 Modern Poetry (Upto and including Chhayavad)
Paper 8 Drama and one act plays
Paper 9 Theory of Literature
Paper 10 History of Hindi Literature (Modern Period)

Semester III

- Paper 11 Prose II
Paper 12 Novel
Paper 13 Modern Poetry (Post Chhayvad)
Paper 14 History of Hindi Language and Linguistics
Paper 15 Indian Literature

Semester IV

- Paper 16 Elective-I
Paper 17 Elective -II
Paper 18 Elective-III
Paper 19 Elective-IV
Paper 20 Elective-V
Paper 21 Dissertation/Elective-VI
Viva Voce

Candidates can select
any set of Elective papers
from the following list

LIST OF ELECTIVES

1. Special Authors (1) Yashpal (2) Bheeshmasahni (3) Naresh Mehta
2. Translation-Theory and Practice
3. Journalism
4. Dalit Literature
5. Feminist Literature
6. Satire (Vyangyasahity)-with special reference to Harisankar parsai
7. Anchalik upanyas - with special reference to Phaniswarnath 'Renu'
8. Study of Modern Hindi Drama with special reference to Sankar Sesh.

M.A. ARABIC

Semester I

- Paper 1 Functional Arabic
Paper 2 Short Story
Paper 3 Drama
Paper 4 Modern Poetry
Paper 5 Translation - Theory and Practice

Semester II

Paper 6 Advanced Grammar
Paper 7 Modern Essay
Paper 8 Indian Arabic Literature
Paper 9 Novel
Paper 10 Rhetoric, Prosody & Linguistics

Semester III

Paper 11 Classical Prose
Paper 12 Classical Poetry
Paper 13 Literary Criticism
Paper 14 Terminology & Specialized translation
Paper 15 Creative writing

Semester IV

Paper 16 Journal Arabic
Paper 17 Contemporary Arab World
Paper 18 Special Study-Thoufeeq -al-Hakeen
Paper 19 Special Study-Mahjar literature
Paper 20 Special Study-Najeeb Mahafouz
Paper 21 Dissertation/Optional paper-Development of Arabic Studies in Kerala
Viva Voce

M.A. SANSKRIT (GENERAL)

Semester I

Paper 1 Early Texts
Paper 2 Later Texts
Paper 3 Vyakarana I
Paper 4 History of Classical Sanskrit Literature
Paper 5 Special Subject : Sahitya

Semester II

Paper 6 History of Darsanas
Paper 7 Special Subject : Sahitya II
Paper 8 Linguistics
Paper 9 Technical Literature
Paper 10 Special Subject: Vyakarana II

Semester III

Paper 11 Nyaya Mimamsa and Vedanta
Paper 12 Literary Criticism- Eastern and Western Theories
Paper 13 Study of Sanskrit Drama with Malayalam and English Translations.
Paper 14 Special Subject: Sahitya III
Paper 15 Special Subject: Vyakarana III

Semester IV

Paper 16 Optional I Study on an Author-Melpattur Nayarayanabhattachari
Paper 17 Optional II Contribution of Malayalam writer to Sanskrit Literary Studies-
Kuttikrishna Marar
Paper 18 Optional III Translation
Paper 19 Optional IV Manuscriptology
Paper 20 Optional IV Vastuvidya
Paper 21 Dissertation/Optional Paper VI
Viva Voce

M.A. SANSKRIT SPECIAL SAHITYA

Semester I

Paper 1	Linguistics
Paper 2	Sankhya and Yoga
Paper 3	Vedic Studies
Paper 4	Sahitya I
Paper 5	Sahitya II

Semester II

Paper 6	Nyaya
Paper 7	Vyakarana
Paper 8	Vedanta and Mimamsa
Paper 9	Sahitya III
Paper 10	Sahitya IV

Semester III

Paper 11	History of Darśanas
Paper 12	History of Kerala Sanskrit Literature and History of Paniniyan School of Grammar
Paper 13	Sahitya V
Paper 14	Sahitya VI
Paper 15	Sahitya VII

Semester IV

Paper 16	Optional I Study on a poet-Kalidasa
Paper 17	Optional II Study of an Aesthetician-Rajasekhara
Paper 18	Optional II Astangahridaya of Vagbhata
Paper 19	Optional IV Contribution of a Malayalam writer to sanskrit literary Studies- Kuttikrishna Marar
Paper 20	Optional V Translation- Theory and Practice.
Paper 21	Dissertation/ Optional Paper VI
Viva Voce	

M.A. SANSKRIT (VYAKARANA)

Semester I

Paper 1	Linguistics
Paper 2	Sankhya and Yoga
Paper 3	Vedic Studies
Paper 4	Vyakarana I
Paper 5	Vyakarana II

Semester II

Paper 6	Nyaya
Paper 7	Sahitya
Paper 8	Vedanta and Mimamsa
Paper 9	Vyakarana III
Paper 10	Vyakarana IV

Semester III

Paper 11	History of Darśanas
Paper 12	Eastern Literary Theories and History of Kerala Sanskrit Literature
Paper 13	Vyakarana V
Paper 14	Vyakarana VI
Paper 15	Vyakarana VII

Semester-IV

- Paper 16 Optional I Study on an author- Bhattojideekshitar
paper 17 Optional II Study on a Topic-Karakas with reference to
Prabandhamanorama
Paper 18 Optional III Astangahridaya of Vagbhata
Paper 19 Optional IV Jyothisha
Paper 20 Optional V Translation
Paper 21 Dissertation/Optional VI (Vaiyakaranabhushanasara of Kauntabhata)
Viva Voce

M.A.SANSKRIT SPECIAL (NYAYA)**Semester I**

- Paper 1 Linguistics
Paper 2 Sankhya and Yoga
Paper 3 Vedic Studies
Paper 4 Nyaya I Prachina Nyaya
Paper 5 Nyaya II: Vaisesika

Semester-II

- Paper 6 Vyakarana
Paper 7 Sahitya
Paper 8 Vedanta and Mimamsa
Paper 9 Nyaya III: Vyutpathivada and Bhusanasara
Paper 10 Nyaya IV: History of Indian Logic

Semester III

- Paper 11 History of Darsanas and History of Paniniya School of
Grammar
Paper 12 Eastern Literary Theories and History of Kerala Sanskrit
Literature
Paper 13 Nyaya V: Nyaya nyaya
Paper 14 Nyaya VI Prakarana Grandha
Paper 15 Nyaya VII: Nyaya and Vaisesika

Semester IV

- Paper 16 Optional I Study on an author- Gautama
Paper 17 Optional II Study on Topic-Concept of Atman
Paper 18 Optional III Astangahridaya of Vagbhata
Paper 19 Optional IV Jyothisha
Paper 20 Optional V Translation
Dissertation/Optional VI (Nyayakusumanjali of Udayana)

Viva Voce

M.A. SANSKRIT SPECIAL VEDANTA**Semester I**

- Paper 1 Linguistics
Paper 2 Sankhya and Yoga
Paper 3 Vedic Studies
Paper 4 Vedanta I
Paper 5 Vedanta II

Semester II

Paper 6	Vyakarana
Paper 7	Sahitya
Paper 8	Nyaya
Paper 9	Vedanta III
Paper 10	Vedanta IV

Semester III

Paper 11	History of Darsanas and History of Paniniya School of Grammar
Paper 12	Eastern Literary Theories and History of Kerala Sanskrit Literature
Paper 13	Vedanta V
Paper 14	Vedanta VI
Paper 15	Vedanta VII

Semester IV

Paper 16	Optional I Study on an author Sri Sankara
Paper 17	Optional II Study on a Book- Drigdrishyaviveka of Swamy Vidyaranya
Paper 18	Optional III Comparative Study-Advaita and Vishistadvaita
Paper 19	Optional IV Study on a Topic-Pramanas according to Advaita
Paper 20	Optional V Deviations in Philosophy of Srinarayana Guru for Traditional Advaitas
Paper 21	Dissertation/ Optional Paper No. VI (Advaita and Modern Interpretations)
Viva-Voce	

M.A.HISTORY**Semester I**

Paper 1	Approaches to History
Paper 2	Transition from prostate to state societies in
Paper 3	Social formation in Kerala till the end of the Perumal rule
Paper 4	Revenue Administration in India from c.A.D 1000 to 1800
Paper 5	History of social revolutions in the World

Semester II

Paper 6	History of Social Institutions and structures
Paper 7	Social formation of Kerala c.A.D 1200 to 1800
Paper 8	Agriculture, Crafts Production and Exchange in India from c.A.D 1000 to 1800
Paper 9	Perspectives of Women's History and the History of gender in India
Paper10	Making of Indian Nation-Historical Antecedent

Semester III

Paper 11	History and Social Theory
Paper 12	History of Revolts and Protest Movements in colonial Kerala
Paper 13	State and Society in India c.A.D. 1000-1800
Paper 14	Methods or Techniques of Research
Paper 15	Knowledge Systems in Pre-Modern India

Semester IV

Paper 16	Optional I	Ancient Civilizations of west Asia or Ancient Society
Paper 17	Optional II	India: The making of colony <i>or</i> Economic History of Modern India <i>or</i> History of Democratic Institutions and Movements in England
Paper 18	Optional III	Rise of Modern China or Rise of Modern Japan
Paper 19	Optional IV	History of Capitalist World Trade or Diplomatic History of USA
Paper 20	Optional V	Contemporary India: Society and Economy
Paper 21	Dissertation/Optional Paper VI	
Viva Voce		

M.A. ECONOMICS

Semester I

Paper 1	Micro Economic Theory- PI
Paper 2	Macro Economic Theory and policy-PI
Paper 3	Development Economics-PI
Paper 4	Quantitative tools for Economic Analysis-PI
Paper 5	India Economic Issues-I

Semester II

Paper 6	Micro Economic Theory-PII
Paper 7	Macro Economic Theory and Policy-PII
Paper 8	Development Economics-PII
Paper 9	Quantitative Tools for Economic Analysis-PII
Paper 10	Indian Economic Issues-P-II

Semester-III

Paper 11	International Trade Theory and policy
Paper 12	Public Economics PI
Paper 13	Monetary Theory & Policy
Paper 14	Economics of Population
Paper 15	Economics of Health and Education

Semester IV

Paper 16	Public Economics-PII
Paper 17	Global Trading and Monetary System
Paper 18	Economics of Agriculture
Paper 19	Economics of Industry
Paper 20	Theories of Industry and Agriculture
Dissertation/Optional-VI/Research Methodology for Economics	
Viva Voce	

M.A. PHILOSOPHY

Semester I

Paper 1	Indian Philosophy I
Paper 2	Western Philosophy
Paper 3	Moral Philosophy I
Paper 4	Logic and Language
Paper 5	Modern Political Thought

Semester II

Paper 6	Indian Philosophy II
Paper 7	Kant and Hegel
Papa 8	Moral Philosophy II
Paper 9	Symbolic Logic-I
Paper 10	Research Methodology

Semester III

Paper 11	Contemporary Indian Philosophy
Paper 12	Analytic Philosophy
Paper 13	Applied Ethics
Paper 14	Symbolic logic II
Paper15	Philosophy of science

Semester IV

Paper 16	Optional I Advaita
Paper 17	Optional II Gandhian Philosophy-A Contemporary Perspective
Paper 18	Optional III Philosophy of Mind
Paper 19	Optional IV Philosophy of Language and Meaning
Paper 20	Optional V Phenomenology and Existentialism
Paper 21	Dissertation/Optional VI Philosophy of Dr. Ambedkar
Viva Voce	

M.A.POLITICS**Semester I**

Paper 1	Greek and Medieval Political Thought
Paper 2	Theories and Concepts of Public Administration
Paper 3	Indian Government and Politics
Paper 4	Modern Political Analysis
Paper 5	Theory and Practice of International Politics

Semester II

Paper 6	Modern Western Political Thought
Paper 7	Issues in Indian Administration
Paper 8	Issues in Indian Politics
Paper 9	Issues in International Politics
Paper 10	Comparative Politics

Semester III

Paper 11	Indian Political Thought
Paper 12	Government and Politics of Kerala
Paper 13	Human Rights in India
Paper 14	Decentralization and Participatory Planning
paper 15	Research Methodology

Semester IV

Paper 16	Elective- I
Paper 17	Elective-II See Note (1)
Paper 18	Elective-III
Paper 19	Elective-IV
Paper 20	Elective-V
Paper 21	Dissertation/Elective-VI
Viva Voce	

ELECTIVE COURSES

Group A

- a. Management and organisation
- b. Administrative Law and Adjudication
- c. Cyber Politics

Group B

- a. Gandhian Thought
- b. American Government and Politics
- c. Comparative Federalism
- d. Politics and the Environment
- e. Women and Politics
- f. India's Foreign Policy
- g. UN and World peace

Note (1): Private candidates can opt 5 papers giving representation to both Group A and Group B provided those papers should be offered in Affiliated Colleges.

M.A.SOCIOLOGY

Semester - I

- | | |
|---------|---|
| Paper 1 | Sociological analysis |
| Paper 2 | Indian Social System: Continuity and Change |
| Paper 3 | Classical Sociological Perspectives |
| Paper 4 | Social Demography |
| Paper 5 | Social Research |

Semester II

- | | |
|----------|------------------------------------|
| Paper 6 | Advanced Sociological Perspectives |
| Paper 7 | Agrarian Social Structure |
| Paper 8 | Social Movements |
| Paper 9 | Cultural Anthropology |
| Paper 10 | Statistics for Sociology |

Semester III

- | | |
|----------|-----------------------------------|
| Paper 11 | Current Sociological Perspectives |
| Paper 12 | Sociology of Development |
| Paper 13 | Globalisation and Society |
| Paper 14 | Urban Sociology |
| Paper 15 | Environmental Sociology |

Semester IV

- | | |
|----------|---|
| Paper 16 | Optional I Gender Studies |
| Paper 17 | Optional II Industrial Sociology |
| Paper 18 | Optional III Sociology of Kerala Society |
| Paper 19 | Optional IV Sociology of Education |
| Paper 20 | Optional V Personality and Counselling |
| Paper 21 | Dissertation / Optional VI: Either Social Work and Welfare or Sociology of Crime |

Viva Voce

M.A. ISLAMIC HISTORY

Semester I

- Paper 1 Arab Historiography I
Paper 2 History of Arab Life and Culture in 5th & 6th Century A.D.
Paper 3 The Life and Teaching of Prophet Muhammad (610- 632 A.D)
Paper 4 Polity and Society under the Pious Caliphs (632-661 A.D)
Paper 5 The Political and Cultural History of the Umayyads (661-750 A.D.)

Semester II

- Paper 6 Arab Historiography-II
Paper 7 History of the Early Abbasids(750-840 AD)
Paper 8 Cultural and Social History of the Mughals (1526-1800A.D)
Paper 9 Political and Cultural History of the Muslims in Spain and North Africa
Paper 10 The History of Muslim Heritage in Kerala

Semester III

- Paper 11 Cultural History of the Later Abbasids (840- 1258 A.D.)
Paper 12 History of Reform Trends in Islam
Paper 13 History of the Development of Mysticism and Philosophy in Islam
Paper 14 History of the Middle East in the Colonial Age-1
Paper 15 Economic Principles and Practices in Islam

Semester IV

- Paper 16 Optional I History of Middle East in the Colonial Age-II
Paper 17 Optional II Islamic reformist trends in India
Paper 18 Optional III History of development of Islamic theology and Jurisprudence
Paper 19 Optional IV History of the Ottoman Empire
Paper 20 Optional V Islam in the Global Village
Paper 21 **Dissertation**/Optional VI
Viva Voce

M.Sc.MATHEMATICS

Semester -I

- Paper 1 Linear Algebra
Paper 2 Measure & Integration
Paper 3 Topology I
Paper 4 Partial Differential Equation
Paper 5 Graph Theory

Semester II

- Paper 6 Abstract Algebra
Paper 7 Real Analysis
Paper 8 Topology II
Paper 9 Complex Analysis
Paper 10 Functional Analysis I

Semester III

- Paper 11 Functional Analysis II
Paper 12 Differential Geometry
Paper 13 Optimization Technique
Paper 14 Object Oriented Programming with C"
Paper 15 Complex Analysis II

Semester IV

Paper 16 Optional I
 Paper 17 Optional II
 Paper 18 Optional III
 Paper 19 Optional IV
 Paper 20 Optional V

Candidate can select six optional papers, (Including the optional paper in lieu of dissertation) from the following (Fuzzy Mathematics, Algorithmic Graph Theory, Coding Theory, Mathematical Statistics, Analytic Number Theory, Internet & Java Programming, Operations Research, Mathematical Economics)

Paper 21

Dissertation/Optional VI

M.Com.**Semester I – Finance Stream**

	Internal	Marks External
Paper 1 Advanced Financial Accounting	25	75
Paper 2 Business Management	25	75
Paper 3 Financial Management	25	75
Paper 4 Quantitative Techniques	25	75
Paper 5 Research Methodology	25	75

Semester II

Paper 6 Financial Management Strategies	25	75
Paper 7 Human Resources Management	25	75
Paper 8 Management Accounting	25	75
Paper 9 Operation Research	25	75
Paper 10 Project Management	25	75

Semester III

Paper 11 Advanced Cost Accounting	25	75
Paper 12 International Business	25	75
Paper 13 Direct Taxes – Law and Practice	25	75
Paper 14 Management Information System	25	75
Paper 15 Investment Management	25	75

Semester IV (Finance Stream)

Paper 16 Business Environment	25	75
Paper 17 Financial Services	25	75
Paper 18 Security Analysis and Port Folio Management	25	75
Paper 19 Direct Taxes – Assessment and Procedures	25	75
Paper 20 Higher Accounting	25	75
Paper 21 General Essay Viva voce	-	100

Third Semester (Management) Core Papers

Paper 11 Operation Management	25	75
Paper 12 Participative Management	25	75
Paper 13 Personality and Managerial performance	25	75
Paper 14 Management of Co-operation	25	75
Paper 15 Business Policy	25	75

Fourth Semester – Optional (Management Stream)

Paper 16 Management Concepts and strategies	25	75
Paper 17 Organizational Behavior	25	75
Paper 18 Personal Management & industrial Relations	25	75
Paper 19 Information Technology for Management	25	75
Paper 20 Tax planning and Management	25	75
Paper 21 General Essay	-	100
Viva voce		

Semester IV (Marketing Stream)

Paper 16 Marketing Management	25	75
Paper 17 Market Research	25	75
Paper 18 Marketing Services	25	75
Paper 19 Direct Taxes – Assessment and Procedure	25	75
Paper 20 Higher Accounting	25	75
Paper 21 General Essay	-	100
Viva voce		

Fourth Semester (Banking Stream)

Paper 16 Bank Management	25	75
Paper 17 Foreign Exchange Management	25	75
Paper 18 International Banking and Finance	25	75
Paper 19 Direct Taxes – Assessment and Procedures	25	75
Paper 20 Higher Accounting	25	75
Paper 21 Project/Dissertation or General essay	-	100
Viva Voce		

VI. Centers of Examination

The name of the Centre of Examination and Subject selected by the candidates should be super scribed on the envelope containing the application. Change of the centre of examination once selected will not be permitted. But the University reserves the right to change the centre of examination selected by the candidates. A Private Registration candidate can select a centre of examination even when the particular Stream/Module/Optional/Elective paper is not available at the particular centre for regular study.

Course of Study**Name of Centre**

Course of Study	Name of Centre
MA English	1 Baselius College, Kottayam
	2 Bishop Speechly College ,Pallom
	3 Catholocate College, Pathanamathitta
	4 Devamatha College, Kuravilangad
	5 Siena College of Professional Studeis, Edakochi
	6 Ilahia College of Arts & Science Muvattupuzha
	7 Marthoma College, Kuttapuzha P.O, Tiruvalla
	8 NSS Hindu College, Changanacherry
	9 Newman College , Thodupuzha
	10 Kristhu Jyoti College of Mangement and Technology Changanacherry

	11	Nirmala College Mulanthuruthy
	12	ILM College of Arts & Science Perumbavoor
	13	St.Peter's College, Kolencherry
	14	St. Thomas College, Palai
	15	St.Thomas College, Kozhenchery
	16	UC College, Aluva
	17	CET College of Management Science & Technology, Airapuram
	18	St. Thomas Arts & Science College, Puthencruz
MA Economics	1	Siena College of Professional Studeis,Edakochi
	2	Ilahia College of Arts & Science Muvattupuzha
	3	Mar Thoma College, Thiruvalla
	4	N.S.S. Hindu College, Changanacherry
	5	Nirmala College, Muvattupuzha
	6	S.N.M. College, Maliankara
	7	S.S. College, Kalady
	8	S.D. College, Kanjirappally
	9	St. Pauls College, Kalamassery
	10	ILM College of Arts & Science Perumbavoor
	11	St. Thomas College, Kozhencherry
	12	U.C. College, Aluva
	13	Nirmala College Mulanthuruthy
	14	CET College of Management Science & Technology, Airapuram
	15	St. Thomas Arts & Science College, Puthencruz
	16	St. Thomas College, Palai
MA Philosophy	1	Siena College of Professional Studeis,Edakochi
	2	Ilahia College of Arts & Science Muvattupuzha
	3	Mar Thoma College, Thiruvalla
	4	N.S.S. Hindu College, Changanacherry
	5	Nirmala College, Muvattupuzha
	6	S.N.M. College, Maliankara
	7	S.S. College, Kalady
	8	S.D. College, Kanjirappally
	9	St. Pauls College, Kalamassery
	10	ILM College of Arts & Science Perumbavoor
	11	St. Thomas College, Kozhencherry
	12	U.C. College, Aluva
	13	Nirmala College Mulanthurthy
	14	St. Thomas Arts & Science College, Puthencruz
MA Malayalam	1	Catholicate College, Pathanamthitta
	2	Devamatha College, Kuravilangadu
	3	D.B. College, Thalayolaparambu
	4	Govt. College, Kattappana

	5	Siena College of Professional Studeis,Edakochi
	6	Nirmala College, Muvattupuzha
	7	N.S.S. Hindu College, Changanacherry
	8	St. Thomas College, Pala
	9	U.C. College, Aluva
	10	Kristhu Jyoti College of Mangement and Technology Changanacherry
MA Sociology	1	Bishop Speechly College ,Pallom
	2	ILM College of Arts & Science Perumbavoor
MA Arabic	1	Siena College of Professional Studeis,Edakochi
MA Sanskrit-General MA Sanskrit-Special MA Sanskrit-Vedanta	1	Siena College of Professional Studeis,Edakochi
	2	Govt Sanskrit College Tripunithura
	3	Sree Sankara College,Kalady
MA History	1	Catholicate College, Pathanamthitta
	2	N.S.S. Hindu College, Changanacherry
	3	Siena College of Professional Studeis,Edakochi
	4	S.S.V. College, Perumbavoor
	5	U.C. College, Aluva
MA Islamic History	1	Siena College of Professional Studeis,Edakochi
MA Hindi	1	Catholicate College, Pathanamthitta
	2	N.S.S.Hindu College, Changanacherry
	3	St. Thomas College, Pala
	4	Siena College of Professional Studeis,Edakochi
	5	Nirmala College, Muvattupuzha
M.A. Politics	1	N.S.S.Hindu College, Changanacherry
	2	St. Thomas College, Pala
	3	Siena College of Professional Studeis,Edakochi
MCom	1	Baselius College, Kottayam
	2	Bishop Speechly College ,Pallom
	3	Devamatha College,Kuravilangad
	4	Kuriakose Elias College, Mannanam
	5	NSS Hindu College, Changanacherry
	6	Kristhu Jyoti College of Mangement and Technology Changanacherry
	7	St. Thomas College, Palai
	8	SVR NSS College ,Vazhoor

	9	St. Dominic's College, Kanjirappally
	10	K G College ,Pamapady
	11	Bharata Matha College, Trikkakara
	12	Nirmala College, Muvattupuzha
	13	Ilahia College of Arts & Science Muvattupuzha
	14	Nirmala College Mulanthuruthy
	15	St.Peter's College, Kolencherry
	16	SNM College, Maliankara
	17	Pavanathma College,Murickassery
	18	TMJM Govt College,Manimalakunnu
	19	Cochin College, Cochin
	20	Chinmaya Vidyapeedam,Ernakulam
	21	Sree Sankara College, Kalady
	22	St.Thomas College, Kozhenchery
	23	St. Thomas College, Ranni
	24	Newman College , Thodupuzha
	25	UC College, Aluva
	26	St.Xavier's College for Women, Aluva
	27	St.Aloysius College, Edathua
	28	Bishop Abraham Memorial College,Thurithicad
	29	Catholicate College, Pathanamathitta
	30	St. Paul's College, Kalamassery
	31	St.Anns College Angamaly
	32	MES College,Kunnukara
	33	St.Thomas College, Puthencruz
MSc Mathematics	1	Baselius College, Kottayam
	2	Bishop Speechly College ,Pallom
	3	Catholicate College,Pathanamthitta
	4	DB Pampa College,Parumala
	5	Ilahia College of Arts & Science Muvattupuzha
	6	Marthoma College,Thriuvalla
	7	NSS Hindu College,Changanacherry
	8	Newman College,Thodupuzha
	9	SNM College, Maliankara P.O
	10	Chinmaya Vidyapeedam,Ernakulam
	11	St. Paul's College, Kalamassery
	12	St. Thomas College, Palai
	13	UC College, Aluva
	14	Siena College of Professional Studies, Edakochi

VII MISCELLANEOUS INSTRUCTIONS

Semester examinations are conducted by the University in annual basis.

Candidates applying for Private Registration should avoid lamination of documents submitted by them. The conditions stipulated in the Regulation herein regarding registration and examinations are subject to modification in accordance with the amendments in the scheme and syllabus from time to time.

Candidates under private registration will strictly follow the approved scheme and syllabus of the University.

Candidates applying for private registration cum examination can collect their Hall Tickets 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.

Only residential address should be given in the column provided for the purpose and also in the self addressed stamped envelope.

Communications in the address of private institutions will not be entertained. Applications without mentioning the **STREAM** will summarily be rejected.

Interim requests to return the documents submitted will be considered only if the application is submitted by registered post.

Candidates should note down the details of fees remitted for future reference. They should keep attested photocopies of the documents submitted as well.

All details called for in the application form should be furnished with proper care and attention. The application for private registration and examination with all the documents should be submitted directly or by registered post to **The Professor in - charge of Private Registration, Mahatma Gandhi University, (Tapal Section Room No.49) Priyadarsini Hills P.O, Kottayam-656 560** so as to reach him not later than the last date notified. Application not submitted in conformity with the above instructions will be summarily rejected. Candidates who have passed B Com. (Triple Main) and B Com. (Electronic data processing and Computer Application) of Kerala University and B Com. (Triple Main), B.Com. Model II, BBA and BBM degrees of other approved Universities are eligible for M Com. admission. Those parts of the Hand Book/Regulations given herein, which have a bearing upon eligibility criteria for admission to M.Com. course, hereby stand revised to this extent.

Application Fee : Rs. 50/-

To be sent by Registered Post



MAHATMA GANDHI UNIVERSITY
PRIVATE REGISTRATION SECTION
APPLICATION FOR REGISTRATION AS A PRIVATE CANDIDATE FOR
MA/MSc Maths/MCom EXAMINATION OF
MARCH/APRIL, 2018

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

CENTRE OF EXAMINATION :

Examination for which Registration is sought (Tick the applicable)

MA/MSc Maths/MCom.

II SEMESTER	III SEMESTER	IV SEMESTER
-------------	--------------	-------------

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. A) Optional paper/Elective/Module/Stream/Group (for PG) B) Whether opting optional paper in lieu of dissertation	YES/NO (Tick the applicable)		
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	
19. Whether the candidate has taken not less than three papers under Part – 1 English/Six Common Course in English (for CBCSS candidates) (Applicable for candidates applying for MA English on the basis of their pass in Part I English	
20. Details of documents enclosed.	
1.	5.
2.	6.
3.	7.
4.	8.
21. Details of MGU E-Receipt enclosed (Registration fee/Matriculation fee/and fine, if any)	<u>MGU E-Receipt details</u> Challan No: Date : Amount :
22. Details of recognition fee remitted (If Applicable)	<u>MGU E-Receipt details</u> Challan No: Date : Amount :
23. Details of MGU E-Receipt towards the Examination fee remitted	<u>MGU E-Receipt details</u> Challan No: Date : Amount :

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
PRIVATE REGISTRATION SECTION
PRIVATE REGISTRATION MEMO

Registration No.....

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

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

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

*(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, 201..... with the
following Subjects.

(A) Post Graduate

Main

Subject:.....

Optional Paper :

Elective/Module/Stream/Group.....

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

Kottayam

Date.....

Asst.

S.O.

Assistant Registrar/Deputy Registrar
for The Professor
in - charge of Private Registration

Cost of Application Form : Rs. 20/-



**MAHATMA GANDHI UNIVERSITY
KOTTAYAM**

APPLICATION FOR M.A./M.Sc./M.Com. DEGREE

.....SEMESTER EXAMINATION

.....201.....

Optional Subject.....

Reg. No.

*Separate Application fee to be remitted for each Semester Examination.
Read the instructions carefully before filling the application*

Centre of Examination					
Name of the Candidate (IN BLOCK LETTERS)				Male/Female	
(a) Main Subject taken: Specify the Optional/Stream etc.			Optional papers meant to be taken at the exam		
	Semester I		Semester II		
(b) Optional Papers	1.		1		
(c) Failed or Supplementary candidates should specify the paper No. & title of the papers they intend to appear. (Both Theory & Practical)	2.		2.		
	3.		3.		
	4.		4.		
(d) Betterment Candidates should Write 'Betterment' against this column <input type="text"/>	5.		5.		
Details of appearances:					
Semester Specify the Stream / Optional, if any		Register No.	Month & Year	Centre of Examinations	Specify the paper No. and Title of the papers passed
Details of fee remitted		MGU E-Receipt details			
		Challan No:			
		Date :			
		Amount :			
a) Religion and Community			Sub Division (If any)		
b) Whether belongs to SC/ST					

c) Whether eligible for fee Concession		YES/NO			
Age & Date of Birth					
For I Semester First Appearance Candidates					
Details of qualifying Examination passed					
i) Name of Examination		ii) Reg. No.		iii) Month & Year	iv) Name of the University and College
Marks/Grade obtained in the qualifying examination					
Part I/Common course	Part II/Common course	Part III (Main)/Core	Sub I/Complementary	Sub II/Complementary	Open Course
For Re-admission candidates No. & Date of re-admission order					
a) Name of Father/Guardian					
b) Occupation & Annual Income of Father/Guardian					
Address of the candidate					
Permanent Address		Present Address		<i>Passport Size photograph to be pasted and attested by a gazetted officer in the case of Private/Failed Candidates</i>	
Telephone No.		Telephone No.			

(Dated Signature of the identifying Officer is necessary across the photograph)

12. Name & designation of the Identifying Officer with Seal

13. DECLARATION OF THE CANDIDATE

I hereby certify that the entries made above are correct to the best of my knowledge and belief and that they have been made in my own handwriting.

Station:.....

Date :.....

Signature of the Candidate

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

HALL TICKET



MAHATMA GANDHI UNIVERSITY

POST GRADUATE EXAMINATIONS

M.A...../M.Sc...../M.Com.....

Semester Examination.....201.....

Reg. No.
For office use only

Centre of Examination :

Name of Candidate

Male /
Female

Main Subject.....

I Semester.....

Paper(s) meant to be taken in the examination

1.....

2.....

3.....

4.....

5.....

II Semester

Paper(s) meant to be taken in the
examination

1.....

2.....

3.....

4.....

5.....

*Passport size
photograph
to be pasted
here
The
photograph
should be
attested
by a Gazetted
Officer*

Signature of the Candidate
(to be signed in the presence of Identifying Officer)

Name & Designation and office seal of Identifying Officer
(in the case of Private/Failed/subsequent appearance
Candidate's photograph is necessary)

University Office Seal

Controller of Examinations

INSTRUCTIONS TO CANDIDATES

1. Every Column of the application should be carefully filled in by the candidate.
2. APPLICATIONS WHICH ARE DEFECTIVE IN ANY RESPECT, INCOMPLETE AND THOSE RECEIVED AFTER THE LAST DATE PRESCRIBED WILL BE SUMMARILY REJECTED. The last date prescribed is the last date of receipt of applications in the University office and not the date of remittance of fees.
3. Applications for admissions to the Examination, together with MGU E-Receipt for the remittance of fees must be forwarded to the Controller of Examinations not later than the last date prescribed.
4. Enquiries from candidates, as to the receipt of their applications in the University office will not receive attention. Each application, if accompanied by a self addressed Post Card, will however be acknowledged by the return of the card with the University Stamp affixed thereon. Candidates are advised to send their applications by Registered post with acknowledgement due, so that they may have a ready means of knowing that their applications have been received in the office.
5. The fee for the examination is as follows:

a) Application Fee	>	Rs.20/-
b) Each theory Paper		
i) First appearance	>	Rs.100/-
ii) Improvement/ Supplementary	>	Rs.150/-
c) Mark list fee	>	Rs.100/-
d) CV Camp fee		
i) First appearance	>	Rs. 40/- per paper subject to a maximum of 200/-
ii) Improvement/ Supplementary	>	Rs.200/-
e) Viva voce	>	Rs.100/-
f) Project/Dissertation Evaluation	>	Rs.250/-
6. The fee must be paid through MGU E-Receipt. 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.
7. Candidates submitting their applications directly to the University should write in block letters at the left hand top corner of the envelope containing the applications : APPLICATION FOR REGISTRATION P. G. Semester/Semester Improvement examination.
8. The chances for betterment of the whole programme (course) will be limited to one.
9. Each candidate appearing for the first time must forward his/her application along with his/her Qualifying Certificate/Provisional certificate and Marklists. In the case of Bachelors from Universities outside the state a copy of the communication granting recognition of the Examination should also be submitted. APPLICATIONS WITHOUT CERTIFICATE AND MARKLISTS WILL NOT BE CONSIDERED FOR REGISTRATION.
10. No candidate appearing for the first time will be allowed to select a centre for his/her examinations other than the college in which he/she has studied except for satisfactory reasons and on the recommendation of the Principal of his/her College.
11. The marklist of the candidates will be sent to the Principals of the respective colleges where the candidates appeared for the examination.
12. The marklist of Candidates who fail to produce the Original Qualifying certificate and Qualifying Marklists at the University office for verification will not be released.

INSTRUCTION TO CANDIDATES APPEARING THE UNIVERSITY EXAMINATIONS

1. 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.
2. 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.
3. 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 paper will be allowed to return within that period.
4. Candidates are prohibited from introducing into the examination hall any book or portion of book, mobile phone, 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 taken by a candidate and his/her rustication for a period to be decided by the University.
5. 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.

Cost of Application Form : Rs. 20/-



**MAHATMA GANDHI UNIVERSITY
KOTTAYAM**

APPLICATION FOR M.A./M.Sc./M.Com. DEGREE

.....SEMESTER EXAMINATION
.....20.....

Optional Subject.....

Reg. No.

*Separate Application fee to be remitted for each Semester Examination.
Read the instructions carefully before filling the application*

Centre of Examination				
Name of the Candidate (IN BLOCK LETTERS)				Male/ Female
(a) Main Subject taken: Specify the Optional/Stream etc.			Optional papers meant to be taken at the exam	
	Semester III		Semester IV	
(b) Optional Papers	1.		1	
(c) Failed or Supplementary candidates should specify the paper No. & title of the papers they intend to appear. (Both Theory & Practical)	2.		2.	
	3.		3.	
	4.		4.	
(d) Betterment Candidates should Write 'Betterment' against this column <input type="text"/>	5.		5.	
			6.	
				7.
Details of appearances:				
Semester Specify the Stream / Optional, if any	Register No.	Month & Year	Centre of Examinations	Specify the paper No. and Title of the papers passed

Details of fee remitted		MGU E-Receipt details			
		Challan No:			
		Date :			
		Amount :			
a) Religion and Community				Sub Division (If any)	
b) Whether belongs to SC/ST					
c) Whether eligible for fee Concession		YES/NO			
Age & Date of Birth					
For I Semester First Appearance Candidates					
Details of qualifying Examination passed					
i) Name of Examination		ii) Reg. No.		iii) Month & Year	iv) Name of the University and College
Marks/Grade obtained in the qualifying examination					
Part I/Common course	Part II/Common course	Part III (Main)/Core	Sub I/ Complementary	Sub II/ Complementary	Open Course
For Re-admission candidates No. & Date of re-admission order					
a) Name of Father/Guardian					
b) Occupation & Annual Income of Father/Guardian					
Address of the candidate					
Permanent Address		Present Address		<i>Passport Size photograph to be pasted and attested by a gazetted officer in the case of Private/ Failed Candidates</i>	
Telephone No.		Telephone No.			

(Dated Signature of the identifying Officer is necessary across the photograph)

12. Name & designation of the Identifying Officer with Seal

13. DECLARATION OF THE CANDIDATE

I hereby certify that the entries made above are correct to the best of my knowledge and belief and that they have been made in my own handwriting.

Station:.....

Date :.....

Signature of the Candidate

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

HALL TICKET

MAHATMA GANDHI UNIVERSITY

POST GRADUATE EXAMINATIONS



M.A...../M.Sc...../M.Com.....

Semester Examination.....201.....

Reg. No.
For office use only

Centre of Examination :

Name of Candidate

Male /
Female

Main Subject.....

IV Semester

III Semester.....

Paper(s) meant to be taken in the
examination

Paper(s) meant to be taken in the examination

- 1.....
- 2.....
- 3.....
- 4.....
- 5.....
- 6.....
- 7.....

Passport size
photograph
to be pasted
here
The
photograph
should be
attested
by a Gazetted
Officer

Signature of the Candidate
(to be signed in the presence of Identifying Officer)

Name & Designation and office seal of Identifying Officer
(in the case of Private/Failed/subsequent appearance
Candidate's photograph is necessary)

University Office Seal

Controller of Examinations

INSTRUCTIONS TO CANDIDATES

1. Every Column of the application should be carefully filled in by the candidate.
2. APPLICATIONS WHICH ARE DEFECTIVE IN ANY RESPECT, INCOMPLETE AND THOSE RECEIVED AFTER THE LAST DATE PRESCRIBED WILL BE SUMMARILY REJECTED. The last date prescribed is the last date of receipt of applications in the University office and not the date of remittance of fees.
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**MGU E-Receipt details**

Challan No:

Date :

Amount :

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) MGU E-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.

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



MGU E-Receipt details

Challan No:

Date :

Amount :

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 should be remitted through MGU E-Receipt.

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