

UG



Prospectus
2021-2022

CMS College Kottayam (Autonomous)
www.cmscollege.ac.in

PREFACE

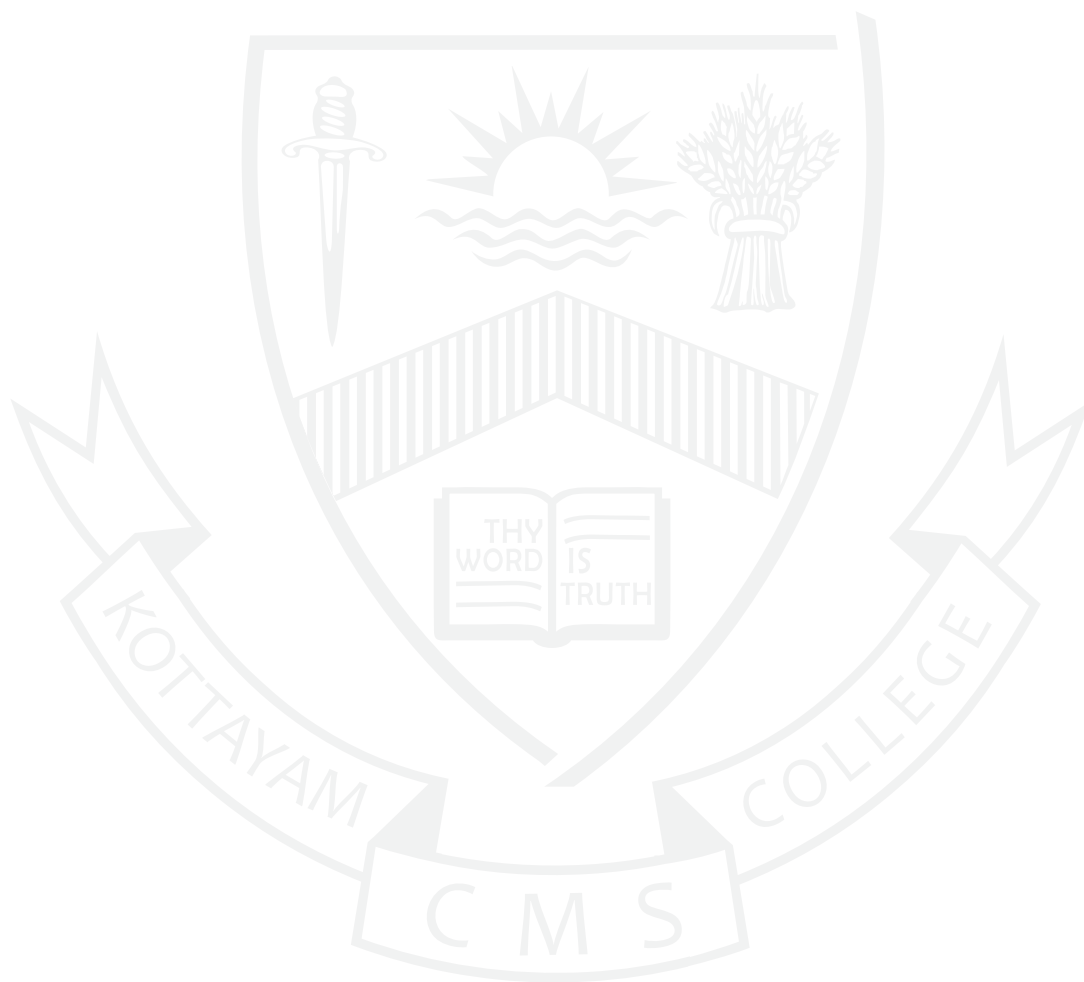
‘The College *Cotym*’ which later came to be known as CMS College Kottayam, was established in the year 1817 by the Church Missionary Society, England at the initiative of Colonel Munro, the then Diwan and with the patronage of the Royal Family of Travancore. In its early years, the curriculum included the study of Mathematics, History, and Geography, besides English, Malayalam, Sanskrit and Syriac.

Since its inception, the College has been a torch bearer in the area of higher education, not only as a centre of ‘knowledge dissemination’ but also as a centre of ‘knowledge creation’. Rev. Benjamin Bailey, the father of printing in Kerala, was the first principal of the College. He established the first printing press in the state in 1821 and designed the present round-shaped Malayalam font. He formulated the middle path Malayalam prose style which is the forerunner of modern Malayalam prose. He is also credited with bringing out the first dictionary in Malayalam, a bi-lingual Malayalam – English dictionary, titled ‘A Dictionary of High and Colloquial Malayalam and English’ in 1846.

In 1857, when the University system started in India, the College was affiliated to the University of Madras. ‘The *Cotym* College Quarterly’, the first college magazine in South India was published by the College in 1864. The college was later affiliated to Travancore University in 1937, then to Kerala University and finally to Mahatma Gandhi University, Kottayam in 1983. In 2014, the College was re-accredited by the National Assessment and Accreditation Council with A Grade and 3.27 GPA. It is recognized as a College with Potential for Excellence by the UGC and is conferred with Special Heritage status. In the year 2016, the UGC granted the status of academic autonomy for the college.

Luminaries like Dr. K. R. Narayanan, former President of India, Sri. K. P. S. Menon, former Indian Ambassador to the U. S. S. R., Padmavibhooshan Dr. George Sudarshan, the world renowned Physicist, Padmabhooshan Kavalam Narayana Panicker, Padmabhooshan Justice K. T. Thomas, Film Directors John Abraham, Aravindan, Jayaraj etc are some of the illustrious alumni of the College.

The college started its bicentenary celebrations in 2016. The President of India, Sri. Pranab Mukherjee inaugurated the bicentenary programmes on 6th February, 2016. Various schemes and programmes were introduced and executed as part of the celebrations. The valedictory function of the bicentenary was held on 2nd September 2019. The Most Rev. and Right Honourable Justin Welby, the Archbishop of Canterbury was the guest of honour.



ESTD:1817

FROM THE PRINCIPAL'S DESK



Dr. Varghese C. Joshua

Dear Prospective Student,

Thank you for your interest in CMS College, Kottayam (Autonomous)

The CMS college over the past 200 years has been focussing on the education of mind, body, and soul of every student by involving them in both scholastic and co-scholastic activities. At CMS, you will get the chance to develop original approaches, ask new questions, realize your ambitions and take advantage of its incredible resources.

COVID-19 should not deprive you of the best of opportunities. The college shall support the actualization of your dreams through relevant and innovative undergraduate and post-graduate programmes across various disciplines, each with a unique offering. Our prospectus shall guide you in the selection of a suitable programme.

I wish you success in all your endeavours.

Warmest Regards,

Dr. Varghese C. Joshua

Principal

CMS College does not discriminate on the basis of sex, race, color, religion or national origin in the administration of admissions and educational policies, financial aid or other college-related activities.

Sl No	CONTENTS	Page No
1	UNDERGRADUATE PROGRAMMES	6
2	CLASSIFICATION/CATEGORIZATION OF SEATS	7
3	RESERVATION OF SEATS	7
4	CLAIMS FOR MANDATORY RESERVATION	17
5	ELIGIBILITY FOR ADMISSION	18
6	PREPARATION OF RANK LIST	20
7	ALLOTMENT PROCESS (AP)	24
8	SPECIAL NOTICE ON PREVENTION OF SEXUAL HARASSMENT	26
9	SPECIAL NOTICE ON RAGGING AS A CRIMINAL OFFENCE	26
10	APPENDIX- Reservation Categories	27

ESTD:1817

IMPORTANT POINTS

1. **Admission to CMS College is not through the M.G. University CAP Portal.** Candidates must apply online through the Admission Portal in the college website: www.cmscollege.ac.in.
2. **Application fee is Rs.400** for general candidates and **Rs.150** for SC/ST candidates. Fee must be paid **online** using debit card, credit card or internet banking.
3. The candidate should read the prospectus carefully before submitting the application form.
4. Every candidate can give priority of **three programmes** in an application. Interchange of priority will not be permitted once the application is submitted. Selection of second language may be changed at the time of admission.
5. Verify the correctness of your personal as well as academic details carefully before final submission.
6. Candidates applying under **Sports/Cultural Quota** must **first apply online**. A copy of the application form along with self-attested copy of relevant documents should be sent through email on or before the closing date and time of application to the following email id:
Sports Quota – sports@cmscollege.ac.in
Cultural Quota – cultural@cmscollege.ac.in
7. Application for **Management Quota** should be submitted **online**. A copy of the application form along with the Testimonial of the Sponsor must be sent through email at mq@cmscollege.ac.in on or before the closing date and time of application.
8. For **Community Merit** seats, apply **online** by selecting CSI MKD Quota in the general application form. Church membership certificate and recommendation by the Parish Priest must be produced at the time of admission.
9. Candidates seeking admission in the General/Community quota **need not send/submit** the print out of the online application to the college.
10. Rank/allotment lists and admission details will be published in the college website and college notice board.
11. All intimations will be given as SMS and e-mail to the registered phone number and e-mail id respectively.

** For admission related general queries please contact : 9400131806 and for technical queries please contact : 9400131805 (10:00 a.m. - 5.00 p.m.) or send an email to admissioninfo@cmscollege.ac.in*

1. UNDERGRADUATE PROGRAMMES			
Sl.No	Programmes	Stream	Seats
1	B.A English Language and Literature Model I	Aided	50
2	B.A English Literature ,Communication and Journalism Model III (Triple Main)	Self-Financing	30
3	B.A Malayalam Language and Literature Model II Copy Editing	Aided	24
4	B.A Economics Model I	Aided	40
5	B.A History Model I	Aided	50
6	B.Sc. Mathematics Model I	Aided	50
7	B.Sc. Physics Model I	Aided	48
8	B.Sc. Chemistry Model I	Aided	48
9	B.Sc. Botany Model I	Aided	48
10	B.Sc. Botany and Biotechnology (Double Main)	Self-Financing	30
11	B.Sc. Zoology Model I	Aided	48
12	B.Sc. Family & Community Science Model I	Aided	36
13	B.Com Model I Finance & Taxation	Aided	50
14	B.Com Model I Finance &Taxation (2 Batches)	Self-Financing	90
15	Bachelor of Computer Application (B C A)	Self-Financing	30
16	B. Voc. (Travel, Tourism and Logistics Management)	Self-Financing	50
17	B. Voc. (Information Technology)	Self-Financing	50

2. CLASSIFICATION/CATEGORIZATION OF SEATS

Seats available in the College are classified as Merit Seats, Reservation Seats, Community Seats and Management Seats.

3. RESERVATION OF SEATS

A. Aided Programmes:

Types of Reservation - Out of the total Merit Seats available in the college under various UG Programmes, seats are reserved for different categories under the following main items.

- i.Reservation for International Students
- ii.Reservation for Nominees
- iii.Reservation for Persons with Disabilities
- iv.Reservation for Transgender candidates
- v.Special Reservation
- vi.Mandatory reservation

i.Reservation for International Students: An additional 10 percentage of seats (over and above the sanctioned strength) is earmarked for foreign students for each UG programme . International students admission process will be through International Students Admission Committee(ISAC) co-ordinated by University Center for International Cooperation(UCIC – www.ucicmgu.org, email – ucicmgu@gmail.com, Mobile - 9446224240). They can apply either on self or through the Indian Council for Cultural Relations (ICCR) attached to the Ministry of External Affairs, Government of India.

The ICCR offers a number of scholarships to enable International students to pursue higher studies in Universities and other recognized institutions of higher learning in India. The international students (except Govt. of India sponsored scheme) are required to submit the application online (through admission portal www.ucica.mgu.ac.in) by paying the application fee of US\$ 100 (equivalent Indian Rupees on the date of payment) through international payment facility before the stipulated time(see schedule) attaching the following documents(all in English Version).

- a. Curriculum vitae.
- b. Copies of Degree Certificates, Pass Certificates, mark lists, transcripts of all examinations undergone.
- c. Proof for credibility of the University/Institution where the candidate has undergone the Qualifying examination including the recognition of the institution in Association of Indian

Universities/Association of Commonwealth Universities/International Association of Universities or such accredited institutions of Higher learning.

d. Two copies of recent passport size photographs.

e. Conduct certificate from the Head of the Institution last studied.

f. Reference letters from two persons from respective countries, who have intimate knowledge of the academic capabilities of the applicant.

g. Medical Certificate from competent Authority from the country concerned.

h. Copy of Passport.

ii. **Reservation for Nominees:** An additional seat for each programme in the College shall be created exclusively for the purpose of accommodating students sponsored by the Union Territory of Lakshadweep. This seat shall not be filled up by other candidates. Such applicants should apply online and upload the relevant document.

iii. **Reservation for Persons with Disabilities (PD):** 5% seats of the sanctioned strength shall be created over and above in all affiliated institutions exclusively for candidates with benchmark disability (as per clause 32 (1) of chapter VI, The Rights of Persons with Disabilities Act, 2016). If candidates are not available in a particular category, the seats shall not be filled from any other categories. The selection of candidates under this category will be based on the rank in the inter-se merit list and physical suitability, and not on the basis of the degree of disability.

A 'person with disability' means a person suffering from not less than 40% of any disability as certified by a Medical Board constituted for this purpose. Candidates who have a minimum of 40% disability alone will be eligible for this quota. A relaxation of 5% of marks in the qualifying examination from the prescribed minimum is allowed.

Candidates seeking admission under PD category should submit the 'Certificate of disability', issued not earlier than 5 years prior to the submission of application, by the District Medical Board or bodies of higher status, certifying the degree of percentage of disability. The Permanent Disability Card issued by the State Government is also considered. Based on the details furnished in the online application, candidates will be provisionally included under the PD category. No reservation of seats is allowed for Blind candidates in Science subjects.

Candidates seeking admission under PD category should apply online, and upload an attested copy of the 'Certificate of disability' issued by a District Medical Board or bodies of higher status, certifying the degree or percentage of disability.

iv. **Reservation for Transgender candidate:** - Two seats shall be created over and above the sanctioned strength in all courses exclusively for admitting Transgender students. (G.O.(Ms)No.295/2021/HEdn dated 07.07.2021). Such students should apply online and upload a scanned copy of relevant documents (self-attested) .

v. **Reservation of Seats for Malayalee students from Andaman & Nicobar Islands:-** : An additional seat for each programme shall be created exclusively for the purpose of Malayalee

students from Andaman & Nicobar Islands. This seat shall not be filled up by other candidates (U.O. No. 6199/AI/2016/Acad dated 23.11.2016).

vi. **Special Reservation:** - The seats reserved under Sports Quota and Cultural Quota come under this category.

a. Sports quota: - Two seats in each programme (Interchangeable) shall be reserved for candidates with outstanding records in Sports & Games . However, not more than 20% of seats reserved for the general quota seats of a particular programme shall not be filled for sports quota when applying interchangeability for a particular programme. The applicant for admission to the sports reservation quota should have won a minimum of Third position (Bronze Medal) in the school sub district competition (inter -School) in addition to his /her satisfying the academic eligibility..

Age Limit: Upper age limit for applying through Sports quota is 25 years.

The following guidelines shall be followed in determining merit in sports for admission to the U.G. Programmes. Marks shall be awarded for the Sports merit certificates as detailed in the appended Table.

a. The minimum eligibility for admission of a candidate to Under Graduate Programme (sports quota) will be winning a minimum of third position in the school sub district competition (inter -School) in addition to his /her satisfying the academic eligibility.

b. Performance in any year during the Plus Two Programme will be taken into consideration.

POINTS FOR VARIOUS CATEGORIES

.No	Item	Points
1	Representing India in approved world Championships/Olympics and winning Gold Medal	250
2	Representing India in approved world Championships/Olympics and winning Silver Medal	245
3	Representing India in approved world Championships/Olympics and winning Bronze Medal	240
4	Representing India in approved world Championships/Olympics	235
5	Representing India in Commonwealth games/ Asian Games/Asian Championship etc. and winning Gold medal	230

6	Representing India in Commonwealth games/ Asian Games/Asian Championship etc. and winning Silver medal	225
7	Representing India in Commonwealth games/ Asian Games/Asian Championship etc. and winning Bronze medal	220
8	Representing India in Commonwealth games/ Asian Games/Asian Championship etc.	215
9	Representing India in World School Games/ World University games and winning a Gold medal	210
10	Representing India in World School Games/ World University games and winning a Silver medal	205
11	Representing India in World School Games/ World University games and winning a Bronze medal	200
12	Representing India in World School Games/ World University games	195
13	Representing India in Regional Championship such as SAF Games and winning a Gold medal	190
14	Representing India in Regional Championship such as SAF Games and winning a Silver medal	185
15	Representing India in Regional Championship such as SAF Games and winning a Bronze medal	180
16	Representing India in Regional Championship such as SAF Games	175
17	Representing Kerala State in National Championship for Senior / Junior/Youth and winning Gold medal	170
18	Representing Kerala State in National Championship for Senior / Junior/Youth and winning Silver medal	165
19	Representing Kerala State in National Championship for Senior / Junior/Youth and winning Bronze medal	160
20	Representing Kerala State in National Championship for Senior / Junior/Youth championship	155
21	Representing a University in All India / South Zone Inter University Competition and winning a Gold medal	150
22	Representing a University in All India / South Zone Inter University Competition and winning a Silver medal	145

23	Representing a University in All India / South Zone Inter University Competition and winning a Bronze medal	140
24	Representing Kerala State/ Combined CBSE/ICSE/Jawahar Navodaya /Kendriya Vidyalaya Team in All India School Games (SGFI) and winning a Gold Medal	135
25	Representing Kerala State/ Combined CBSE/ICSE/ Jawahar Navodaya /Kendriya Vidyalaya Team in All India School Games (SGFI) and winning a Silver Medal	130
26	Representing Kerala State/ Combined CBSE/ICSE/ Jawahar Navodaya /Kendriya Vidyalaya Team in All India School Games (SGFI) and winning a Bronze Medal	125
27	Representing Kerala State in South Zone Championship for Senior/Junior/Youth and Winning Gold Medal	120
28	Representing Kerala State in South Zone Championship for Senior/Junior/Youth and winning Silver Medal	115
29	Representing Kerala State in South Zone Championship for Senior/Junior/Youth and Winning Bronze Medal	110
30	Representing Kerala State in South Zone Championship for Senior/Junior/Youth	105
31	1 Representing University in All India / South Zone Inter University Championship	100
32	Representing combined (All India) Jawahar Navodaya, Kendriya Vidyalaya/CBSE/ICSE/team at the National School Games (SGFI participation)	95
33	Representing State in all India Rural Sports/ women's Sports and winning a Gold Medal	90
34	Representing State in all India Rural Sports/ women's Sports and winning a Silver Medal	85
35	Representing State in all India Rural Sports/ women's Sports and winning a Bronze Medal	80
36	Representing Kerala State in All India Rural Sports/Women's Sports	75
37	Representing District in Inter- District Championship for Seniors / Juniors/youth and winning a Gold medal	70

38	Representing District in Inter- District Championship for Seniors/ Juniors/youth and winning a Silver medal	65
39	Representing District in Inter- District Championship for Seniors / Juniors/youth and winning a Bronze medal	60
40	Representing District in Inter- District Championship for Seniors / Juniors/youth /Students selected for KSSC Sports hostel scheme	55
41	Representing a college in the Inter Collegiate championship and winning a Gold Medal	45
42	Representing a college in the Inter Collegiate championship and winning a Silver Medal	40
43	Representing a college in the Inter Collegiate championship and winning a Bronze Medal	35
44	Representing the Zone/ Revenue District in the Kerala State School Championship and winning Gold Medal	30
45	Representing the Zone/ Revenue District in the Kerala State School Championship and winning Silver Medal	28
46	Representing the Zone/ Revenue District in the Kerala State School Championship and winning Bronze Medal	26
47	Representing a college in the Inter Collegiate	24
48	Representing the Zone/ Revenue District /Sports School/Sports Hostel/ School in the Kerala State School Championship	22
49	Winning a Gold Medal in the National Level (Inter- State/ Inter- Region) Championship of the CBSE/ICSE/ISC/Jawahar Navodaya/Kendriya Vidyalaya Competitions	20
50	Winning a Silver Medal in the National Level (Inter- State/ Inter- Region) Championship of the CBSE/ICSE/ISC/Jawahar Navodaya/Kendriya Vidyalaya Competitions	18
51	Winning a Bronze Medal in the National Level (Inter- State/ Inter- Region) Championship of the CBSE/ICSE/ISC/Jawahar Navodaya/Kendriya Vidyalaya Competitions	16
52	Representing the CBSE/ICSE/ISC/Jawahar Navodaya/Kendriya Vidyalaya in the National Level (Inter- State/Inter- Region) Championship	14

53	Winning Gold in the sub- district championship for senior/ junior/youth/school games	10
54	Winning Silver in the sub- district championship for senior/ junior/youth/school games	08
55	Winning Bronze in the sub- district championship for senior/ junior/youth/school games	05

Addendum

- i. Achievements in those sports disciplines/events in MG University Sports calendar shall only be considered for UG Sports quota admissions.
- ii. An approved world competition means the competitions organized by the International Apex Bodies of the concerned discipline and in which the national Teams are sponsored by the National Apex Bodies and cleared by Sports Authority of India/ Government of India.
- iii. The National Championship means the championships conducted by the National Apex Bodies of the concerned discipline. District Competition means revenue district competition conducted by district associations in respective sports.
- iv. Individual games /event means a game/event in which individual performs alone.
- v. When a candidate has number of achievement in a sports /different disciplines his/ her best achievement will be taken into consideration.
- vi. All competitions where an upper age limit is fixed (Youth/Junior/Sub-Junior) would be treated as Junior event provided it is not classified as senior event by the concerned National Federation.
- vii. Priority will be given for students having achievements in senior level competitions than junior and youth category competitions.
- viii. Resolving of Tie:

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

 - a. A person can score points only in one category.
 - b. The highest score will be counted
 - c. Where bracketed, scores in other categories will be counted
 - d. Where still bracketed, Priority will be given in the order of merit i.e.; 1st , 2nd , and 3rd place respectively.

- e. Those with a more number of achievements in the same level will be placed above the others (more number of 1st places, more number of 2nd places and so on).
 - f. Individual achievements will be ranked above team achievements.
 - g. A new record is created; he/she will be given priority.
 - h. If the tie could not be resolved by any of the above mentioned sports achievements, the index marks based on the qualifying examination shall be considered for breaking the tie.
- ix. Performance in any year during the Plus One/Plus Two level will be taken into consideration.
- x. The students admitted in Sports quota shall mandatorily be available to represent the University in the Inter University competitions unless specifically exempted by the Vice-Chancellor/Director of Physical Education, Mahatma Gandhi University.
- xi. Team events are uploaded in the admission portal, where the candidates can choose the events.
- xii. If any discrepancy is noted during the verification of original certificates, the candidate shall not be considered for admission under sports quota.

****** If vacancies arise due to discontinuation of candidates under Sports quota, the next eligible candidate in the Rank List shall be admitted. No candidates under any circumstances shall be allowed to apply after the last date specified for the sports quota admissions as the seats are deducted from general merit quota seats***

b. Cultural Quota: - One seat for each degree programme (interchangeable) shall be reserved for students who excel in Youth Festival recognized by the Director of Public Instruction (DPI). The selection shall be made from among the applicants for the cultural quota on merit as detailed in Table 3.2.

Table 3.2			
	Points of Participation		
	A Grade	B Grade	C Grade
Kerala School Kalolsavam	20	10	5
Revenue District Level Youth Festival	10	5	0

A person can score points only in one category. The highest score will be counted where bracketed scores in other categories will be counted

If vacancies arise due to discontinuation of candidates under Sports/Cultural quota, the next eligible candidate in the Rank List shall be admitted. In case there is no next eligible candidate, the vacant seat shall be merged with the general merit quota.

vi. Mandatory Reservation: - The seats for each aided programme will be distributed as per the existing pattern given in Table 3.3

Sl. No	Seat Reservation	Seat Distribution (in Percentage)
1	Open Quota	50
2	Scheduled Caste	15
3	Scheduled Tribe	05
4	Community Quota	10
5	Management Quota	20

The seats under community quota are reserved for members of **Madhya Kerala Diocese, Church of South India (CSI)** community and such seats shall be filled on the basis of merit.

The seats under management quota shall be filled by the management from among candidates of their choice.

B. Self-Financing Programmes:

In the self-financing programmes, 50% of the total seats shall be General Merit. The remaining 50% of the seats shall be filled by the management from among candidates of their choice, provided they satisfy the eligibility conditions. The general merit seats shall be distributed and filled as detailed in Table 3.4.

Distribution of 50% seats earmarked under Merit	Percentage of Reservation
Category	
Open Quota	65
Scheduled Caste	8
Scheduled Tribe	2
Ezhava, Thiyya & Billava	9
Muslims	8
Latin Catholics other than Anglo Indians	2
Other Backward Christians	1
Other Backward Hindus	5

The open quota seats will be filled purely on the basis of merit irrespective of the category/community to which the candidate belongs.

4. CLAIMS FOR MANDATORY RESERVATION AND CERTIFICATES TO BE PRODUCED

Claims for Mandatory Reservations must be made by a candidate at the time of submission of application. The claims for mandatory reservation once made in the Application form cannot be altered by the candidate under any circumstances.

i. Claim for Communal reservation under ‘Kerala Socially and Educationally Backward Classes’ (KSEBC):- Reservation of seats to the Socially and Educationally Backward Classes will be in accordance with the provisions contained in G.O. (P) 208/66/Edn. dated 2.5.1966, as amended from time to time.

a. Candidates belonging to Socially and Educationally Backward Classes as per G.O. (P) 02/ 2019/BCDD dated 08.03. 2019, who belong to the non-creamy layer are eligible for reservation under this category. The non-creamy layer certificate should have been issued not earlier than 12 months prior to the submission of application. Only the claims of the candidates of those communities that are included in the list of communities appended in the Prospectus will be considered.

b. Candidates belonging to Ezhava, Muslim, Other backward Hindus, Latin Catholic other than Anglo Indians and Other backward Christian communities, claiming reservation under SEBC Quota should invariably produce both ‘Community’ and ‘Income Certificates’/non-creamy layer certificate obtained from the Village Officer concerned. Candidates who belong to the non-creamy layer are eligible for reservation. The seats un-availed by SEBC category candidates will be allotted under open quota.

ii. Claims for Reservation under Kerala Scheduled Castes/Scheduled Tribes Quota:-Candidates claiming reservation under Kerala Scheduled Castes/Scheduled Tribes Quota should obtain caste/community certificate from the Village Offices concerned.

iii. Other General Rules for Mandatory Reservation:-The seats un-availed by the SC candidates will go to ST candidates and vice versa. The un-availed seats reserved for SC/ST shall be re-notified twice through print media and a special allotment shall be conducted exclusively for filling up vacant seats of SC/ST candidates. If such seats are remaining vacant even after re-notification, these shall be filled as detailed below:-

The unfilled seats shall be filled up from candidates belonging to OEC and in their absence, candidates belonging to SEBC. The seats that further remain unfilled will go to the open quota.

iv. Claim of OEC candidates against the un-availed seats of SC/ST candidates: Other Eligible Community (OEC) candidates who claim allotment to the un-availed seats, if any, under SC/ST quota should furnish community and income certificates/non-creamy layer certificate obtained from the Village Officer concerned. Those OEC candidates whose annual income is upto Rs. 6, 00,000/ alone are only eligible for such seats.

6. ELIGIBILITY FOR ADMISSION

- i. Academic eligibility as prescribed by Mahatma Gandhi University should be satisfied as on the last date of submission of academic data.
- ii. In the case of candidates who have passed examinations of other Boards/Institutes/Governments, except CBSE/ICSE, they shall be admitted only if these examinations have been declared equivalent to the qualifying examinations of MG University.
- iii. If an applicant for admission is found to have indulged in ragging or any other misconduct in the past or if it is noticed later that he/she had indulged in ragging, admissions shall be denied or he/she shall be expelled from the educational institution.
- iv. No candidate shall be admitted to the degree programme unless he/she possesses the qualifications and minimum requirements thereof.

A. Minimum Requirements for Admission to UG Programmes

i. Programmes under the faculties of Language & Literature and Social Sciences

- a. BA English Language and Literature (Aided)
- b. BA Economics (Aided)
- c. BA History (Aided)
- d. BA (Voc.) Malayalam (Aided)
- e. B.A English Literature, Communication and Journalism -Triple Main- (Self Financing)

Admission to all BA Degree Programmes shall be open only to candidates who have passed Plus Two or equivalent examination or an examination recognised by this University as equivalent thereto.

ii. Programmes under the Faculty of Sciences

The B.Sc. Degree programmes shall be open only to candidates who have passed the Plus Two or equivalent examination or an examination recognized by MG University as equivalent thereto with the Main subject they propose to offer for the B.Sc. programme as one of the subjects.

The eligibility criteria for admission to various programmes are given below:

- a. **B.Sc. Botany:** Candidates should have passed the Plus Two/equivalent examination with Biology as one of the optional subjects at Plus Two level.
- b. **B.Sc. Chemistry:** Candidates should have passed the Plus Two/equivalent examination with Chemistry as one of the optional subjects at Plus Two level.

- d. **B.Sc. Physics:** Candidates should have passed the Plus Two/equivalent examination with Physics as one of the optional subjects.
- e. **B.Sc. Zoology:** Candidates should have passed the Plus Two/equivalent examination with Biology as one of the optional subjects.
- f. **B.Sc. Family and Community Science:** Candidates should have passed the Plus Two or equivalent examination or an examination recognised by the University as equivalent thereto.
- g. **B.Sc. Botany and Biotechnology Double Main (Self financing):** Candidates shall be required to have passed the Plus Two/equivalent examination with Biology as one of the optional subjects at Plus Two level.
- h. **Bachelor of Computer Applications (BCA):** Candidates shall be required to have passed the Plus Two/equivalent examination in **Science Stream** with Mathematics/Computer Science/Informatics Practices as optional.

iii. Programmes under the Faculty of Commerce

- a. **B.Com Finance and Taxation (Aided)**
- b. **B.Com Finance and Taxation (Self- financing) – (2 batches)**

Admission to the B.Com Degree Programmes shall be open only to candidates who have passed the Plus Two or equivalent examination recognized by this University with Book-Keeping and Accountancy and any two of the following subjects, viz., (1) Commerce (2) Commercial Correspondence and Commercial Geography (3) Economics (4) Life Insurance with Salesmanship (5) Banking with Secretarial Practice (6) Business Studies (7) Mathematics (8) Computer Science/ Computer applications (9) Informatics Practice & Management , (10) Informatics Practice , (11) Management, (12) Accountancy as optional under Part III of the Examination.

OR

Have passed Plus Two or equivalent examination recognized by this University with other subjects under Part III optional subjects provided they have secured 45% of the aggregate marks.

** For SC/ST applicants only a pass minimum is required and for SEBC and OEC applicants 3% and 5% relaxation of marks respectively are allowed.*

iv. Vocational Degree Programmes

- a. **B. Voc (Travel, Tourism and Logistics Management):** The eligibility condition for admission to B.Voc. programme shall be 10+2 or equivalent, in any stream.
- b. **B. Voc (Information Technology):** The eligibility condition for admission to B.Voc. programme shall be 10+2 or equivalent, in any stream.

6. PREPARATION OF RANK LIST

The Rank List shall be prepared on the basis of ranking marks arrived at as follows:

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

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

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

- a. The candidate who has scored higher marks in the concerned elective subject shall be placed senior in the rank list. For B.Com. programme, Business Studies (Commerce) shall be considered as the Elective subject.
- b. The candidate who has scored higher marks for Part III Subjects (or the Subjects other than Languages, if Part is not specified) taken together shall be placed senior in the rank list.
- c. The candidate who has scored higher marks in Part I (English if Part is not specified) shall be placed senior in the rank list.
- d. The candidate who has scored higher marks in Part II (Second Language if Part is not specified) shall be placed senior in the rank list.
- e. By giving residential weightage (at District/State Levels)
- f. Preference shall be given to candidates who are elder, and the age difference shall be calculated in completed years only, rounding off fractions. (As candidates having difference in age less than one year happen to be admitted in the same class).

ESTD:1817

Bonus Marks

The Bonus Marks Will Be Awarded As Follows:

- a. Bonus of 15 marks shall be awarded to applicants with NCC (National Cadet Corps) or NSS (National Service Scheme) Certificates at **'Plus Two level'** for admission to all programmes. In respect of NCC candidates, the bonus marks will be awarded on the basis of NCC Certificates signed by the Director and issued by the Directorate of NCC to candidates who have secured atleast 75% attendance after having participated in its activities during the programme of study **immediately preceding the programme for which admission is sought**. An additional bonus mark of 5 marks will be given to 'B' Certificate in proof of their high proficiency.
- b. In respect of NSS candidates, the bonus marks will be awarded on the basis of NSS Certificates issued by the competent authority.
- c. Bonus of 15 marks shall be awarded to the Ex-servicemen applicants and widows and children of Jawans and Ex-servicemen seeking admission to the Degree Programmes. Applicants to this category should invariably produce along with the application form an attested copy of certificate issued not earlier than six months from the last date of submission of application from the military authorities or state/Zilla Sainik Welfare Officer to the effect that he/she is the son/daughter of an ex-service man or an ex service man himself/herself. In the absence of the above certificate claim will not be considered.

** The benefit of bonus marks can be scored by a candidate only under one category i.e., either NSS or NCC.*

***Bonus marks shall be added only if the candidate has obtained the prescribed minimum qualifying marks in the qualifying examination while calculating the index marks.*

INDEXING OF MARKS

Programmes under the faculties of Language & Literature and Social Sciences

BA English Language and Literature	Total marks obtained in the qualifying examination less handicap marks plus twice the marks secured in Part I English of the Plus Two/equivalent examination plus weightage of 50 marks to those who have taken English as one of the optional for the qualifying exam plus bonus marks if any.
BA Malayalam (Vocational)	Total marks obtained in the qualifying examination less handicap marks plus twice the marks secured in Part II Second Language concerned at the qualifying Languages examination plus weightage of 50 marks to those who have taken the language concerned as the optional for the qualifying exam plus bonus marks if any.
BA Economics	Total marks obtained in the qualifying examination less handicap marks plus the marks obtained for Optional concerned at the qualifying examination plus a subject weightage of 50 marks in the case of those who have taken the subject concerned at the qualifying exam* plus bonus marks if any. *Weightage of 50 marks for Economics.
BA History	Total marks obtained in the qualifying examination less handicap marks plus the marks obtained for Optional concerned at the qualifying examination plus a subject weightage of 50 marks in the case of those who have taken the subject concerned at the qualifying exam* plus bonus marks if any. *Weightage of 50 marks for History

Programmes under the Faculties of Science

Total marks obtained in Part III of the qualifying examination less handicap marks plus marks obtained for the particular subject concerned for which admission is sought plus bonus marks, if any.

Bachelor of Computer Applications (BCA)

Total marks obtained in Part III less handicap marks plus marks obtained for **Mathematics/Computer Science (best of two)** plus bonus marks, if any.

Programmes under the Faculty of Commerce

Marks obtained in Part III Optional at Plus Two or equivalent exam, less handicap marks plus a weightage of 50 marks in each of the three subjects of Commerce combination subject to a maximum of 150 marks plus bonus marks, if any. The Optional subjects concerned under Part III will be Commerce, Commercial Correspondence and Commercial Geography, Accountancy, Book-keeping and Accountancy, Economics, Life Insurance and Salesmanship, Banking with Secretarial Practice, Business Studies, Mathematics, Computer Science/Computer Application, Informatics Practice, Management, Informatics Practice & Management.

B. Voc. (Travel, Tourism and Logistics Management)

Total marks obtained in the qualifying examination less handicap marks plus bonus marks if any.

B. Voc. (Information Technology)

Total marks obtained in the qualifying examination less handicap marks plus bonus marks if any.

** Marks obtained for the subject in other stream viz., CBSE, ICSE etc. shall be standardized to that of Kerala Higher Secondary i.e., 200 marks per paper (200 marks x 6 = 1,200 i.e., total marks). Index marks shall be calculated as mentioned above.*

*** But the marks obtained for vocational subjects in VHSE/THSE, etc., are to be excluded while calculating index marks.*

7. ALLOTMENT PROCESS

Mode of Submission of Application

The candidates can submit application through online. For online submission of application the candidates must visit the website www.cmscollege.ac.in and click on the button “**Admissions**”.

Before submitting the application, candidates are advised to verify the details of academic programmes in the college including **hostel facilities** through the website of the college, in addition to the information given in this prospectus. Before selecting a programme the applicant shall satisfy himself/herself that he/she possesses the prescribed qualification for applying for the programme.

Application Fees for UG Programmes

For all applicants except SC/ST	Rs. 400/-
For SC/ST candidates	Rs. 150/-

Application under Special Quota

Necessary documents in support of applications for admission in sports, cultural and physically challenged quota should reach to the admission office via email on or before the last date of submission of application.

Late Application

After the last day of submitting application, late application may be submitted after getting special sanction from the Principal.

ESTD:1817

At the time of admission please note the following:

Candidates coming for admission should be accompanied by their parents.

Selected candidates will have to pay the required fees at the time of admission.

Documents to be submitted

- 1** Class X mark list (Original and two copies)
- 2** Class XII mark list (Original and two copies)
- 3** Transfer Certificate (TC) and Conduct Certificate (issued not earlier than six months) from the Institution last attended.
- 4** Eligibility Certificate from Mahatma Gandhi University, in the case of candidates who have passed their qualifying examination from other Boards/Institutes/Govts except CBSE/ICSE/Kerala State.
- 5** Migration Certificate (if applicable)
- 6** Candidates seeking admission under Sports/cultural/physically disabled quota should bring the relevant certificates in original, to verify their claims for the special quota.
- 7** Caste Certificate for admission in the SC/ST /OBC/OEC/SEBC quota.
- 8** Original and copies of relevant certificates for claiming bonus marks under Ex-service/NSS/NCC category
- 9** Church Membership Certificate and recommendation from the parish priest for admission under CSI Community Merit
- 10** Community Certificate along with non-creamy layer certificate (as per the Government rules) from the Village Officer concerned in the case of SEBC candidates who claim reservation under SEBC Category. The non-creamy layer certificate should not have been issued earlier than 12 months prior to the submission of application.
- 11** Cancellation Certificate, if already joined for any Degree programme in the previous years.

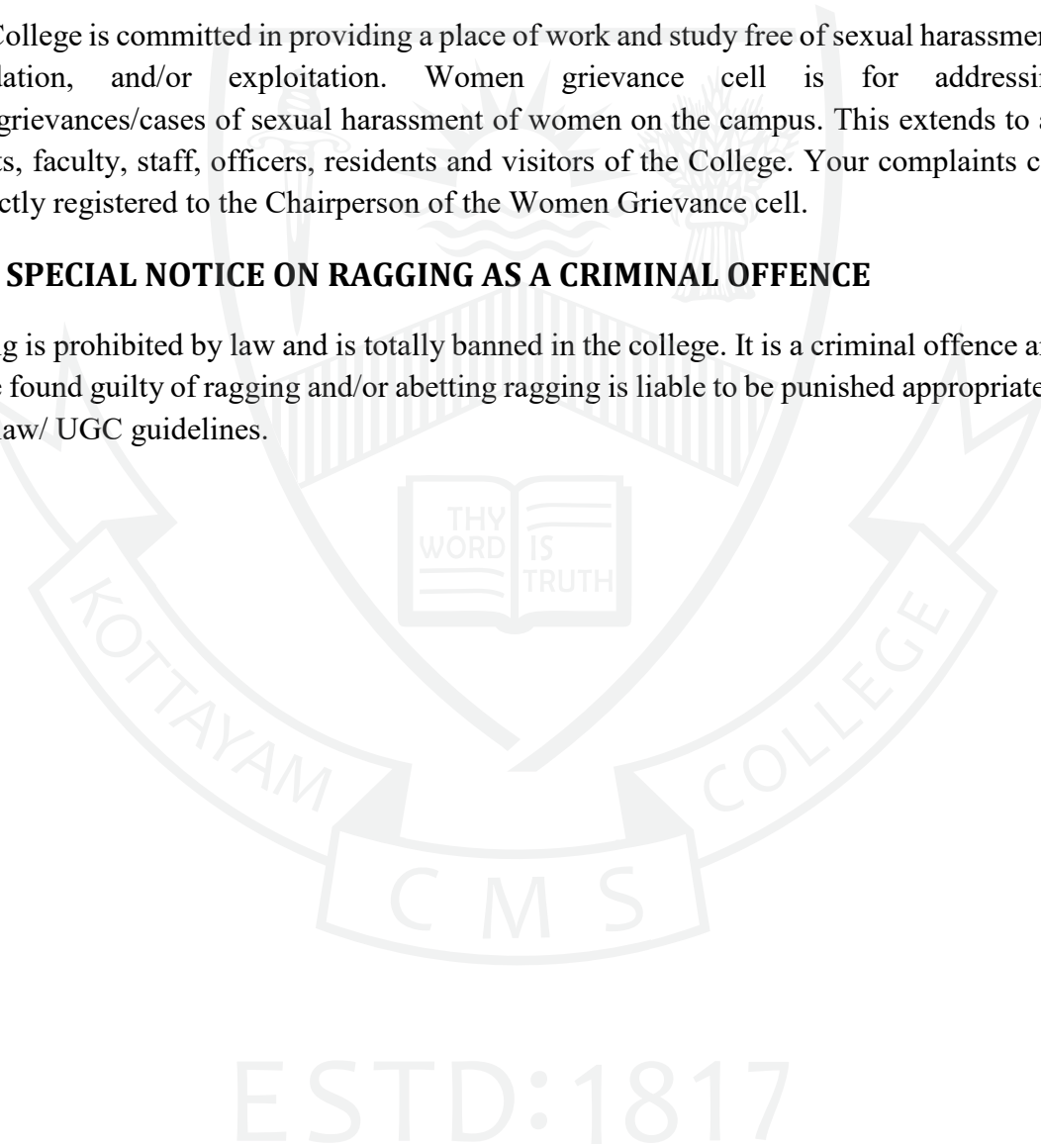
**** The details furnished in application form in respect of the candidate will be compared with the original documents produced by the candidate at the time of admission. Any discrepancy shall result in the invalidation of the allotment and admission shall be denied to such applicants.***

8. SPECIAL NOTICE ON UGC (PREVENTION, PROHIBITION AND REDRESSAL OF SEXUAL HARASSMENT OF WOMEN EMPLOYEES AND STUDENTS IN HIGHER EDUCATIONAL INSTITUTIONS) REGULATIONS, 2015

CMS College is committed in providing a place of work and study free of sexual harassment, intimidation, and/or exploitation. Women grievance cell is for addressing issues/grievances/cases of sexual harassment of women on the campus. This extends to all students, faculty, staff, officers, residents and visitors of the College. Your complaints can be directly registered to the Chairperson of the Women Grievance cell.

9. SPECIAL NOTICE ON RAGGING AS A CRIMINAL OFFENCE

Ragging is prohibited by law and is totally banned in the college. It is a criminal offence and anyone found guilty of ragging and/or abetting ragging is liable to be punished appropriately as per law/ UGC guidelines.



10. APPENDIX LIST OF RESERVATION CATEGORIES

[As Amended by the Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002
[Act 61 of 2002) Vide Part VIII - Kerala Schedule 1 Notified in the Gazette of India dated
18.12.2002, The Constitution (Scheduled Castes) Order (Amendment) Act 2007] [See Clause
5.4.3 (a)]

- | | | |
|-----|---|--|
| 1. | Adi Andhra | Velan |
| 2. | AdiDravida | 38. xxx |
| 3. | Adi Karnataka | 39. Moger (other than Mogeyar) |
| 4. | Ajila | 40. Mundala |
| 5. | Arunthathiyar | 41. Nalakeyava |
| 6. | Ayyanavar | 42. Nalkadaya |
| 7. | Baira | 43. Nayadi |
| 8. | Bakuda | 44. xxx |
| 9. | xxx | 45. Pallan |
| 10. | Bathada | 46. Palluvan |
| 11. | xxx | 47. Pambada |
| 12. | Bharathar (Other than Parathar), Paravan | 48. Panan |
| 13. | xxx | 49. xxx |
| 14. | Chakkiliyan | 50. Paraiyan, Parayan, Sambavar, Sambavan,
Sambava, Paraya, Paraiya, Parayar |
| 15. | Chamar, Muchi | 51. xxx |
| 16. | Chandala | 52. xxx |
| 17. | Cheruman | 53. xxx |
| 18. | Domban | 54. Pulayan, Cheramar, Pulaya, Pulayar, Cherama,
Cheraman, WayanadPulayan, WayanadanPulayan,
Matha, MathaPulayan |
| 19. | xxx | 55. xxx |
| 20. | xxx | 56. PuthiraiVannan |
| 21. | xxx | 57. Raneyar |
| 22. | Gosangi | 58. Samagara |
| 23. | Hasla | 59. Samban |
| 24. | Holeya | 60. Semman, Chemman, Chemmar |
| 25. | Kadaiyan | 61. Thandan (excluding Ezhuvas and Thiyyas who
are known as Thandan, in the erstwhile Cochin and
Malabar areas) and (Carpenters who are known
Thachan, in the erstwhile Cochin and Travancore
State) |
| 26. | Kakkalan, Kakkan | 62. Thoti |
| 27. | Kalladi | 63. Vallon |
| 28. | Kanakkan, Padanna, Padannan | 64. Valluvan |
| 29. | xxx | 65. xxx |
| 30. | Kavara (other than Telugu speaking or Tamil
speaking BalijaKavarai, Gavara, Gavarai, Gavarai Naidu,
Balija Naidu, GajaluBalija or ValaiChetty) | 66. xxx |
| 31. | Koosa | 67. Vetan |
| 32. | Kootan, Koodan | 68. Vettuvan, PulayaVettuvan (in the areas of
eastwhile Cochin State only) |
| 33. | Kudumban | 69. Nerian |
| 34. | Kuravan, Sidhanar, Kuravar, Kurava, Sidhana | |
| 35. | Maila | |
| 36. | Malayan [In the areas comprising the Malabar
District as specified by Sub-section (2) of Section 5 of
the State Re-organization Act. 1956 (37 of 1956)] | |
| 37. | Mannan (, Pathiyan, Perumannan, Vannan, | |

LIST OF SCHEDULED TRIBES

[As Amended by The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002 (Act 10 of 2003)

Vide Part-VII –Kerala - Second Schedule Notified in the Gazette of India dated 8.1.2(03)

[See Clause 5.4.3 (a)]

- | | |
|---|---|
| 1. Adiyar | 23. Malakkuravan |
| 2. Arandan [Arandanar] | 24. Malasar |
| | 25. [Malayan, Nattu Malayan, Konga Malayan
(excluding the areas comprising the Kasaragod,
Kannur, Wayanad and Kozhikode Districts)] |
| 3. Eravallan | |
| 4. Hill Pulaya, Mala Pulayan, KurumbaPulayan, | |
| 5. Irular, Irulan | 27. Mannan () |
| 6. Kadar [Wayanad Kadar] | 28. xxx |
| 7. xxx | 29. Muthuvan, Mudugar, Muduvan |
| 8. Kanikkar, Kanikkar | 30. Palleyan, Palliyan, Palliyar, Paliyan |
| 9. Kattunayakan | 31. xxx |
| 10. (Kochuvelan) | 32. xxx |
| 11. xxx | 33. Paniyan |
| 12. xxx | 34. Ulladan, [Ullatan] |
| 13. Koraga | 35. Uraly |
| | 36. Mala Vettuvan(in Kasaragod& Kannur |
| 15. Kudiya, Melakudi | 37. Ten Kurumban, JenuKurumban |
| 16. Kurichchan [Kurichiyar] | 38. Thachanadan, ThachanadanMoopan |
| 17. Kurumans, MullaKuruman, MullaKuruman, | |
| 18. Kurumbas, [Kurumbar, Kurumban) | 40. Mavilan |
| 19. MahaMalasar | 41. Karimpalan |
| 20. MalaiArayan [Mala Arayan) | 42. VettaKuruman |
| 21. MalaiPandaram | 43. Mala Panikkar |
| 22. MalaiVedan [Malavedan) | 44. Maratis of Kasargod and HosdurgTaluk |

LIST OF OTHER ELIGIBLE COMMUNITIES (OEC) [See Clause 5.4.3(f)]

LIST OF OTHER ELIGIBLE COMMUNITIES (OEC)

[See Clause 5.4.3(f)]

1. XXX
2. Madiga
3. Pulluvan
4. Thachar (other than Carpenter throughout State excluding the erstwhile Malabar area)
5. Chakkamar
6. Varnavar
7. Kudumbi
8. Dheevara/Dheevaran, Arayan, Valan, Nulayan, Mukkuvan, Arayavathi, Valinjar, Paniakkal,
9. Mokaya, Bovi, Mogayar and MegavirarPeruvannan
10. Scheduled Castes converts.
11. Kusavan including Kusavar, Kulalan, Kumbaran, Velaan, Odan, Andhra Nair, Anthru Nair
12. Malayan, (Konga-Malayan, Pani Malayan (in the erstwhile Malabar area alone)
13. Pathiyam (other than Dhobies)
14. Allar (Alan)
15. Malavettuvan
16. Malamuthan
17. KunduVadiyan
18. ThachanadanMoopan
19. Wayanad Kadar
20. Kalanadi
21. Chingathan
22. Malayalar
23. Malapanicker
24. Urindavan
25. Marati
26. PulayaVettuvan (except in the areas of erstwhile Cochin State)

LIST OF SOCIALLY AND EDUCATIONALLY BACKWARD CLASSES (SEBC)

[Vide G.O (P) 208/66/Edn. dated 02-5-1966] [See Clause 5.4.2] and G.O
(MS)No.10/2014/SEBC Dev.Dept dated 23.05.2014

- I. Ezhavas including Ezhavas, Thiyyas, Ishuvan, Izhuvan, Illuvan and Billava
- II. Muslims (all sections following Islam)
- III. Latin Catholics other than Anglo-Indians
- IV. Other Backward Christians
 - a) SIUC
 - b) Converts from Scheduled Castes to Christianity
- V. Other Backward Hindus i.e.
 1. Agasa
 2. Arayas including Valan, Mukkuvan, Mukaya, Mogayan, Arayan, Bovies, Kharvi, Nulayan, and Arayavathi
 3. Aremahrati
 4. Arya including Dheevera/Dheeveran, Atagara, Devanga, Kaikolan, (Sengunthar) Pattarya, Pattaryas, Saliyas (Padmasali, Pattusali, Thogatta, Karanibhakatula, Senapathula, Sali, Sale, Karikalabhakulu, Chaliya) Sourashtra, Khatri, Patnukaran, Illathu Pillai, Illa Vellalar, Illathar
 5. Bestha
 6. Bhandari or Bhondari
 7. Boya
 8. Boyan
 9. Chavalakkaran
 10. Chakkala (Chakkala Nair)
 11. Devadiga
 12. Ezhavathi (Vathi)
 13. Ezhuthachan, Kadupattan
 14. Gudigara
 15. Galada Konkani
 16. Ganjam Reddies, Reddiar (through the state except malabar area)
 17. Gatti
 18. Gowda
 19. Ganika including Nagavamsom
 20. Hegde
 21. Hindu Nadar
 22. Idiga including Settibalija
 23. Jangam
 24. Jogi
 25. Jhetty, Chetty, Chetties
 26. Kanisu or Kaniyar-Panicker, Kaniyan, Kanisan, Kannian or Kani, Ganaka
 27. Kudumbi
 28. Kalarikurup or Kalari Panicker
 29. Kerala Muthali
 30. Kusavan including Kulala, Kumbaran, Odan, Oudan (Donga) Odda (Vodde or Vadde or Veddai) Velaan, Andhra Nair, Anthuru Nair.
 31. Kalavanthula
 32. Kallan including Isanattu Kallar
 33. Kabera
 34. Korachas
 35. Kammalas including Viswakarmala, Karuvan, Kamsalas, Viswakarmas, Pandikammala, Malayal-Kammala, Kannan, Moosari, Kalthachan, Kallasari, Perumkollen, Kollan, Thattan, Pandithattan, Thachan, Asari, Villasan, Vilkurup, Viswabrahmins, Kitara, Chaptegara.
 36. Kannadiyans
 37. Kavuthiyar
 38. Kavudiyaru
 39. Kelasi or Kalasi Panicker
 40. Koppala Velamas
 41. Krishnanvaka
 42. Kuruba
 43. Kurumba
 44. Maravan (Maravar)
 45. Madivala
 46. Maruthuvar
 47. Mahratta (Non-Brahman)
 48. Melakudi (Kudiyan)
 49. Mogaveera
 50. Moili
 51. Mukhari
 52. Modibanda
 53. Moovari
 54. Naicken including Tholuva Naicker and Vettillakkara Naicker
 55. Padyachi (Villayankuppam)
 56. Palli
 57. Panniyar or Pannayar
 58. Parkavakulam (Surithiman, Malayaman, Nathaman, Moopanan and Nainar)
 59. Rajapuri
 60. Sakravar (Kavathi)
 61. Senaithalaivar, Elavania, Senaikudayam
 62. Sadhu Chetty including Telugu Chetty or 24 Manai
 63. Thottiyar
 64. Uppara (Sagara)
 65. Ural Goundan
 66. Valaiyan
 67. Vada Balija
 68. Vakkaliga
 69. Vaduvan (Vadugan)
 70. Veera Saivas (Pandaram, Vairavi, Vairagi, Yogeeswar, Matapathi and Yogi)
 71. Veluthedathu Nair including Vannathan, Veluthedan and Rajaka
 72. Vilakkithala Nair including Vilakkathalavan, Ambattan Pranopakari, Pandithar and Nusuvan
 73. Vaniya including Vanika, Vanika Vaisya, Vaisya Chetty, Vanibha Chetty, Ayiravar Nagarathar, Vaniyan
 74. Yadava including Kolaya, Ayar, Mayar, Maniyani, Eruman, Golla and Kolaries
 75. Chakkamar
 76. Mogers of Kasaragod Taluk
 77. XXX
 78. Paravans of Malabar area excluding Kasaragod Taluk
 79. Peruvannan (Varnavar)