



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

No. SDE/PR-I/1/01/2015

Priyadarsini Hills  
Dated :17/10/2015

**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 2015-2016.

**FOR ONLINE SUBMISSION OF APPLICATION (PG FULL COURSE ONLY)**  
**REFER APPENDIX I[Page no4 to 14]**  
**For P G 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 56 of this notification.

For online submission of PG Course(Full Course) open the university web site [www.mgu.ac.in](http://www.mgu.ac.in) and click on the button Admission 2015 and click the link '**Online PG Private Registration Full Course 2015**'

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	Application form for Eligibility Certificate	Rs 25.00
6	Fee for Private Registration (P.G. Full course)	Rs 500.00
7	Fee for Dissertation	Rs 300.00
8	Fee for retrieval of documents before registration.	Rs 250.00
9	Students Affiliation Fee	Rs 300.00

5. Fees should be remitted either by way of pay-in-slip at the University Cash Counter, or Friends Janasevanakendra, Kottayam, Ernakulam, Painavu and Pathanamthitta or by way of SBT Chalan at all SBT branches (SBT Chalan available hereunder at Page No. 57). Fee once remitted will not be refunded. Candidates should note down the details of the fee remitted for further reference.

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	30/11/2015
b	With a fine of Rs.500/-	15/12/2015
c	With a Superfine of Rs.1,000/-	31/12/2015

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:

- I Semester not registered – Pvt. Regn. afresh to I Semester.
- I Semester Registered but II Semester not registered - Pvt. Regn. to II Semester
- II Semester registered but not registered for III Sem. - Pvt. Regn. to III Semester
- 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 **Director, School of Distance Education, Mahatma Gandhi University, Priyadarshini Hills P.O, Kottayam – 686 560.**

14. Telephonic enquiries regarding Private Registration may be made to the following numbers:

- 0481 2733427 ,0481 2733365 ,0481 2731020,0481 2733300
- 0481 2792133 (Director SDE)

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.**

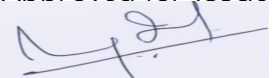
18. For further information, read carefully the General Rules & Regulations given hereunder as Appendix-II.

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

To

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

Approved for Issue

  
**SECTION OFFICER**

**APPLICATION FORMS FOR PRIVATE REGISTRATION(For Other than Full course), EXAMINATION, ELIGIBILITY, RECOGNITION & MATRICULATION ARE AVAILABLE HEREUNDER CAN ALSO BE USED REMITTING THE COST OF FORMS, GIVEN ON THE TOP OF EACH APPLICATION FORM > PAGE Nos. 41 onwards**

**REQUIREMENTS AND GUIDELINES FOR APPLYING ONLINE FOR PG PRIVATE REGISTRATION 2015 (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 2015. 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 2015.**

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 receipts:

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

Items	Amount	Remarks	Remarks on No of Receipts
Private registration fee+ Application fee	550		Paid at one receipt as the case may be
Affiliation fee	300		
Matriculation Fee	125	If not matriculated	
Fine (Applications from 1/12/2015 to 15/12/2015)	500	If applicable	
Fine (Applications from 16/12/2015 to 31/12/2015)	1000	If applicable	Paid at one receipt
Examination fee I semester	375		
Examination fee II semester	375		Paid at a separate receipt
Recognition fee +Application fee	175	Applicable only for those have passed their degree course from a university outside Kerala and not matriculated in this university	

#### 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 copies of X<sup>th</sup> Certificate.

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

## Guidelines

- Open the University Website [www.mgu.ac.in](http://www.mgu.ac.in) and click on the button **Admission2015** and then click on link **Online PG Private Registration Full course 2015.**
- 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 below.

### ❖ Course Details Section

MAHATMA GANDHI UNIVERSITY KOTTAYAM, KERALA, INDIA

Private Registration (PG) 2015

0481-2733365

Columns with the \* symbol are mandatory. Do not use Special Characters While Filling

— Course Details —

Select Course \* --SELECT--

CENTRE OF EXAMINATION\* --SELECT--

Whether opting optional paper in lieu of dissertation ☐ Yes ☒ No

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-Click 'No' if the candidate Opt general essay in the last semester ,otherwise candidate can select dissertation by clicking yes subject to the rule.*

#### ❖ Upload Photo Section

Upload Photo

Select Photo\*

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

Browse... No file selected

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

Personal Details

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

Sex\*

☐ Male
☐ Female

Date of Birth\*

Email\*

Mother Tongue\*

--Select--

Place of birth with State , District & Taluk

State\*

--SELECT--

Place\*

District\*

Taluk\*

(a) Name & Occupation of father or guardian

Name\*

Occupation

5. *Name of the candidate –Enter the Name **as entered as in the X<sup>th</sup> 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 **X<sup>th</sup> 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 Taulk.
11. Then Enter the name of Father ***as same as in the X<sup>th</sup> Certificate*** in Capital Letters.
12. Then Enter the Occupation of Father.

❖ Personal Details Section 2

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

13. Then Enter the name of mother ***as same as in the X<sup>th</sup> 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

<b>— Religion &amp; Caste —</b>	
Whether belongs to SC/ST/OBC/OEC.. specify the details and attach certificates, if any kind of concession is required	Religion* <input type="text" value="--SELECT--"/> Caste* <input type="text" value="--SELECT--"/> Category* <input type="text" value="--SELECT--"/>
	Deaf And Dumb <input type="radio"/> Yes <input checked="" type="radio"/> No (40% or more)



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

Education Details

The School/College and the University in which the candidate last studied

School/College Name\*

Name of Examination\*

University\*

--SELECT--

Whether the candidate has been matriculated for the last studying course

☐ Yes
☒ No

No. and date of the Private Registration

No

Memo already issued, if any

Date

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.

University\*

UNIVERSITY OF KERALA

Whether the candidate has been matriculated for the last studying course

☐ Yes
☒ No

Migration Certificate Details

Number\*

Date\*

University\*


UNIVERSITY OF KERALA

29. If the item no 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*	<input type="text" value="BCom"/>		
Register Number*	<input type="text"/>		
Month & Year*	<input type="text" value="--YEAR--"/>	<input type="text" value="--MONTH--"/>	
Name of the University/Board*	<input type="text" value="AMRITA VISWA VIDYAPPETHAM UNIVERSITY"/>		
Other State Board Details	Eligibility	<input type="text"/>	
	Certificate	(Eligibility Certificate should be obtained from Registrar	
	Number	- M .G University , before Registration)	
	Date	<input type="text"/>	

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 eligibility certificate number and issue date.
36. Then enter the name of Common course and core subjects of the degree examination passed in the box provided.

❖ Payment Details Section

**Payment Details**

Details of Pay-in-Slip enclosed (Private Registration fee/Matriculation fee/Affiliation fee)	Mode of Payment*	<input type="radio"/> SBT <input type="radio"/> Friends Janasevana Kendra <input type="radio"/> MGU Cash Counter
Pay-in-Slip No*	<input type="text"/>	
Date *	<input type="text"/>	
for Rs*	<input type="text" value="975"/>	
Details of Pay-in-Slip towards the Examination fee remitted	Mode of Payment*	<input type="radio"/> SBT <input type="radio"/> Friends Janasevana Kendra <input type="radio"/> MGU Cash Counter
Pay-in-Slip No*	<input type="text"/>	
Date*	<input type="text"/>	
for Rs*	<input type="text" value="790"/>	

Candidate should fill the details of the fee receipts here

37. Select the mode of payment(ie. SBT/Friends Janasevana Kendra/University Cash counter)
38. If the mode of payment is SBT or Friends Janasevana Kendra then name of branch will be asked .Select the branch
39. Then enter the Pay-in-Slip No
40. Then select date of payment clicking on the date tool.
41. Then enter the amount on the space provided.
42. Similarly give the fee details of *Pay-in-Slip towards the Examination fee remitted*  
Note-If the qualifying examination is from a university outside kerala and if not matriculated in this university ,Recognition fee will be asked before the examination fee details. Please give the details of recognition fee(Rs.175) as explained above.

#### ❖ Documents Details

— Document Details —

**Details of Documents Enclosed**

☐ 1. Degree Pass certificate/ Provisional Certificate

☐ 3. Fee Receipts

☐ 5. Eligibility Certificate (If needed)

☐ 7. Two Self Attested Copies of Xth Certificate

☐ 2. Transfer Certificate from last studied institution

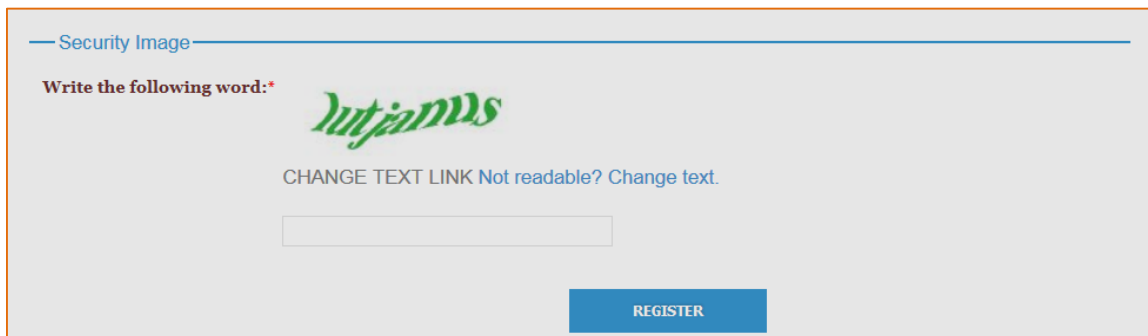
☐ 4. Migration Certificate (If needed)

☐ 6. Mark lists (If needed)

☐ 8. A4 Size Self addressed cover stamped Rs.52/-

43. 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	Original Provisional Certificate/Original Pass Certificate , Transfer Certificate, Fee Receipts, 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)	Original Provisional Certificate/Original Pass Certificate , Transfer Certificate, Migration Certificate ,Fee Receipts, Self Addressed 353 mm x 250 mm Size Cover Stamped Rs.52/-,One Self Attested Copy of X th Certificate
3	Any Other University	<b>Original Pass/Provisional Certificate</b> , Mark list, Migration Certificate, Transfer Certificate, Eligibility Certificate, Fee Receipts ,Self Addressed 353 mm x 250 mm Size Cover Stamped Rs.52/-,One Self Attested Copy of X th Certificate



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

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

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

If the mandatory fields are not filled then error message will be displayed. Read the error message carefully and fill the data required. If the required data is to be entered then 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 the details such as centre, course,second language, open course FOR FURTHER REFERENCE.**

Find the button at the bottom of the page DOWNLOAD NOW



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

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

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

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

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*Note: All the details provided for online application should be carefully given. But, if it is found that an unexpected error /error in details given for online application occurred during the online submission, then the applicant can edit online application using the link 'Click here to Edit application' available from **01/01/2016 to 15/01/2016** on the first page of online registration page. To use this link, the application number, date of birth of the applicant is to be used as user id, password respectively. Any other details to identify the applicant may be asked and should be given.*

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

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

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

Then send the following documents via **Registered** post in 353 mm x 250 mm size cover to ***The Director ,School of distance education , M.G. University , Kottayam – 686560.*** The name of course , centre , application id , name of university of qualifying exam should be noted on the cover.

- ★ Printed application after online Private registration (Signed And Photo Attested)
  - ★ Printed recognition application . (signed)(If needed)
  - ★Original Pass Certificate/Provisional Certificate
  - ★Original Transfer Certificate
  - ★Original Migration Certificate (If Applicable)
  - ★Original Eligibility Certificate (If Applicable)
  - ★All Original Fee Receipts.
  - ★Two self attested copies of X<sup>th</sup> certificate.
  - ★Self addressed A4 size cover stamped Rs . 52/-.
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## 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

#### 2.2. 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

### 2.3 FACULTY OF SCIENCE (M.Sc.)

12. M.Sc. Mathematics	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.
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### 2.4 FACULTY OF COMMERCE (M.Com.)

13. M.Com.	All B.Com, BBA, BBM Graduates
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## I 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 II<sup>nd</sup> 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) Chalan for Private Registration fee
  - ii) Chalan for Matriculation fee (if joining this University afresh)
  - iii) Application for Private Registration.
  - iv) Application for Matriculation (if joining this University afresh)
  - v) Self addressed stamped (Rs 52/-) envelope
  - vi) Chalan for Recognition fee (if applicable)
  - vii) Application form for Recognition
  - viii) Eligibility Certificate (if applicable)
  - ix) Migration Certificate (if applicable) .
  - x) TC
  - xi) Photocopy of SSLC (2 Nos)
  - xii) Provisional Certificate / Original Degree Certificate
  - xiii) Chalan for Exam fee
  - xiv) Application for Exam -photo copy of S.S.L.C.
7. Applications prepared in full conformity to rules and regulations may be sent/submitted directly to:

DIRECTOR  
School of Distance Education  
Mahatma Gandhi University  
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) MCRV Hostel Office campus, District Hospital Road, Ernakulam
  - vi) Panchayat Office buildings, Kattappana
  - vii) Newman College campus, Thodupuzha

## **1. 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 pay-in-slip/DD 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 by the same pay-in-slip/D.D. 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**

Candidates who have passed the qualifying examination from Universities/Boards outside the state should apply for Eligibility Certificate from the Registrar, Mahatma Gandhi University, Kottayam-686 560 by remitting the prescribed fee. Only after getting the eligibility certificate they shall acquire the eligibility to apply for private registration. Attested photocopies of pass certificates, marklists and Transfer Certificate should be produced for issuing the Eligibility Certificate.

**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.**

- a) The candidate should apply for notional registration within two months after the completion of the examination.
- b) Notional Registration shall be limited to the II, III and IV Semester examinations.
- c) Candidates should fulfil all the requirements (except attendance) for notional registration as in the case of regular students.
- d) Amount of fee should be thrice the amount of normal examination fee
- e) 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.
- f) 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).
- g) Second / Third/ Fourth Semester Registration (Applicable to prior to 2009-2010 admissions only.)

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-Ulra) 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.)**

6. 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.
7. M.A. Economics - Graduates in Economics, Mathematics, Statistics or B.Sc. degree in Co-operation and Banking from Kerala Agriculture University.

8. M.A. Philosophy - Graduates in Philosophy or graduates in Arts, Science or Social sciences.
9. M.A. Politics - Graduates in politics, History, Economics, Philosophy, Psychology, Sociology, Anthropology, Law, Journalism, Public Administration, Geography or any other Social Sciences.
10. M.A. Sociology - Graduates in the Faculties of Arts, Social Sciences, Science, Law or Commerce.
11. M.A. Islamic History - All Graduates in the Faculty of Social Sciences.

### **C. Faculty of Science (M.Sc.)**

12. 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 .)**

13. M.Com. - All B.Com., BBA or BBM Graduates

Note :1. 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.

2. 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.

**3. Candidates who have passed any examination from this University or from any other University, which is considered higher than M.A./M.Sc./M.Com. degree shall not be allowed to register for MA/M.Sc./M.Com degree examination under Private Registration. 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)**

4. 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.

5. 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.

6. Candidates who have passed Model II (Vocational) Degree Courses are eligible to apply for private registration subject to fulfillment of other eligibility criteria.

### III Fees

The prescribed fee for Private registration/Examination/Matriculation/Recognition/Eligibility Certificate/Cancellation etc. shall be remitted directly at the University Cash counter by way of pay-in-slip or at Friends Janasevana Kendras or by way of DD drawn in favor of 'Finance Officer, Mahatma Gandhi University, Kottayam, payable at SBT, M.G. University Campus Branch, Kottayam (Code No.669) and the pay-in-slips/receipts/D.D.s shall be attached with the applications. The name and address of the candidate and purpose of remittance shall be noted clearly in the pay-in-slip or on the reverse of the D.D. Fee once remitted on this account shall in no case be refunded. But candidates whose application for private registration and examination are rejected will be allowed to apply for private registration and examination for the immediate subsequent year with the same fee provided the defect is cleared and the memo showing the defects in the earlier application is produced.

#### Fee for Private Registration

Item	Fee	Application Fee
M.A./M.Sc./M.Com. (Full Course)	Rs. 500/-	Rs. 50/-
II/III/IV Semester M.A./M.Sc./M.Com	Rs. 350/-	Rs. 50/-
Renewal of private registration.	Rs. 500/-	Rs. 50/-
Students Affiliation fee	Rs. 300/-	--

#### Fee for Examination

Item	Fee	Application fee
Theory	Rs. 40 per paper; Rs. 50/- per paper for subsequent appearance.	Rs. 20/-
Marklist	Rs. 25/-	
Improvement/Betterment Registration fee	Rs. 50/-	

#### Other Fees

Item	Fee Rs.	Application fee Rs.
Matriculation/Re-matriculation	100/-	25/-
Recognition	150/-	25/-
Eligibility Certificate	100/-	25/-
Re-admission	300/-	25/-
Course discontinuation	500/-	--
Other Certificate	100/-	--

Cancellation of Private Registration & Exam.	250/-	--
Late fee for recognition/Matriculation (one year after normal admission)	50/-	--
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	250/-	--

Notes:

1. Separate pay-in-slip should be furnished for the private registration fee (including fine), examination fee, recognition fee etc.
2. Candidates registering as matriculates should remit the matriculation fee, affiliation fee and private registration fee by the same pay-in-slip
3. 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. Pay-in-slip for the prescribed examination fee.
- c. Pay-in-slip for the private registration and affiliation fees.
- d. Degree or equivalent pass certificate in original (If the original is not received the provisional certificate is to be attached)
- e. Marklist of the qualifying examination in respect of those applying for M.Sc. Mathematics.
- f. Transfer Certificate in original from the recognised Institution last attended by the candidate.
- g. Application for registration as a matriculate and the pay-in-slip for the prescribed matriculation fee, if not already matriculated in this University.
- h. Application for recognition of qualifying examination with the pay-in-slip for the prescribed fee, if the candidate has passed the qualifying examination from Universities/Boards outside the state.
- i. Migration Certificate in original, if the candidate has passed the qualifying examination from other Universities/Boards.
- j. 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.
- k. A self addressed stamped (Rs.52/-) envelope of sufficient size to return the certificates by registered post.

- l. Certificates, if any, required for availing concession in minimum marks.
- m. Pay-in-slip for the prescribed fee (Rs.300/-) for dissertation, if the candidate is opting for dissertation in lieu of paper No.XXI.
- n. 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 marklists 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. Pay-in-slip for the prescribed examination fee.
- c. Pay-in-slip for the Private registration fee & Affiliation fee.
- d. Marklist/Hall Ticket of the I 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 - Paper1 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 {} mNo\ kml nXyw(} Zyhpw KZyhpw)
- Paper 2 a² yI me I hnX
- Paper 3 `mj mi mk{Xw(kmam\y `mj mi mk{Xhpw  
{ZnhnU`mj mi mk{Xhpw)
- Paper 4 B [p\nl KZyw
- Paper 5 kwkI yX kml nXyw

#### **Semester II**

- Paper 6 kml nXy aoamwk(} uckvXyw)
- Paper 7 kml nXy aoamwk(} mY mXyw)
- Paper 8 Zyi y I em kml nXyw

Paper 9	I hñX \thm° m\L«w
Paper 10	B [p\ñl teml kml nXyw(] cñ mj )
<b>Semester III</b>	
Paper 11	hymI cWHPw `mj m Ncr(XhPw
Paper 12	t\mhÄ, I Y
Paper 13	B [p\ñl I hñX
Paper 14	\mtSmSn hnÜ m\w
Paper 15	kWkl mc ]T\w
<b>Semester IV</b>	
Paper 16 (Opt-I)	XmcXay kml nXyw
Paper 17 (Opt-II)	teml Çmkñi pl Ä(] cñ mj )
Paper 18 (Opt-III)	XI gr{(KÜ I ÄXy ]T\w)
Paper 19 (Opt-IV)	s^an\ñkñ(aebmfñ k(Xo cN\I sf ap³ \ñÄ- ñ)
Paper 20 (Opt-V)	XotbädPw kn\ñabPw
Paper 21 (Opt-VI)	Dissertation/ \ncWw I hñl Ä
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	} Candidates can select any set of Elective papers from the following list
Paper 17 Elective -II	
Paper 18 Elective-III	

Paper 19 Elective-IV  
Paper 20 Elective-V  
Paper 21 Dissertation/Elective-VI  
Viva Voce

## 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 (Vyangyasahitya)-with special reference to Harisankar parsaï
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 Nayarayanabhattathiri  
 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 V Vastuvidya  
 Paper 21 Dissertation/Optional Paper VI

Viva Voce

**M.A. SANSKRIT SPECIAL SAHITYA**

Semester I

- Paper I 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 Darsanas  
 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 Darsanas  
 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  
 Kauntabhatta)

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	
History of Darsanas and History of Paniniya School of Grammar	
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  
Paper 10 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 or  
Economic History of Modern India or  
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 Econo.mic Analysis-PI  
Paper 5 India Economic Issues-I

#### Semester II

- Paper 6 Micro Economic Theory-P II  
Paper 7 Macro Economic Theory and Policy-P II

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

- Management and organisation
- Administrative Law and Adjudication
- Cyber Politics

### Group B

- Gandhian Thought
- American Government and Politics
- Comparative Federalism
- Politics and the Environment
- Women and Politics
- India's Foreign Policy
- 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) 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	 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 17 Optional II	
Paper 18 Optional III	
Paper 19 Optional IV	
Paper 20 Optional V	
Paper 21	Dissertation/Optional VI

## **M.Com.**

### Semester I – Finance Stream

### Marks

		Internal	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
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
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
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
Fourth Semester – Optionals (Managing Stream)			
Paper 16	Management Concepts and strategies	25	75
Paper 17	Organisational Behaviour	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
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
	Project/Dissertation	25	75
	Viva Voce		
Fourth Semester – Elective (E-Commerce)			
Paper 16	Information Technology & Business	(3 hours/week)	
Paper 17	Electronic Commerce	(5 hours/week)	
Paper 18	Data Base Management System and Visual Programming	(4 hours/week)	
Paper 19	Internet & Web Page Designing	(4 hours/week)	
Paper 20	Software Lab	(7 hours)	

## VI. Centres of Examination

The name of the Centre of Examination and Subject selected by the candidates should be superscribed 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
M.A. English	Baselius College, Kottayam C.M.S. College, Kottayam St. Thomas College, Pala M.A. College, Kothamangalam U.C.College,Aluva Mar Thoma College, Thiruvalla St. Thomas College, Kozhencherry Catholicate College, Pathanamthitta N.S.S.H. College, Changanacherry Devamatha College, Kuravilangadu St. Peters College, Kolencherry Newman College, Thodupuzha
M.A. Malayalam	N.S.S. College, Changanacherry Govt. College, Kattappana D.B. College, Thalayolaparambu Devamatha College, Kuravilangadu St. Thomas College, Pala Nirmala College, Muvattupuzha U.C. College, Aluva Catholicate College, Pathanamthitta
M.A. Hindi	N.S.S. College, Changanacherry

M.A. Arabic	St. Thomas College, Pala Nirmala College, Muvattupuzha Catholicate College, Pathanamthitta St.Alberts College Ernakulam
M.A. Sanskrit	St.Alberts College Ernakulam S.S. College, Kalady Govt. Sanskrit College, Tripunithura
M.A. History	N.S.S. College, Changanacherry St.Alberts College Ernakulam S.S.V. College, Perumbavoor Catholicate College, Pathanamthitta U.C. College, Aluva
M.A. Economics	Govt. College, Kottayam K.E. College, Mannanam N.S.S. College, Changanacherry St. Thomas College, Pala S.D. College, Kanjirappally S.V.R.N.S.S. College, Vazhoor Baselius College, Kottayam B.K. College, Amalagiri (Women only) Nirmala College, Muvattupuzha M.A. College, Kothamangalam S.S. College, Kalady S.N.M. College, Maliankara St. Pauls College, Kalamassery St. Teresas College, Ernakulam (Woman only) U.C. College, Aluva Mar Thoma College, Thiruvalla St. Thomas College, Kozhencherry
M.A. Philosophy	St.Alberts College Ernakulam
M.A. Politics	Alphonsa College, Pala (Women only) N.S.S. College, Changanacherry St. Thomas College, Pala
M.A. Sociology	St.Alberts College Ernakulam C.M.S. College, Kottayam St.Alberts College Ernakulam
M.A. Islamic History	St.Alberts College Ernakulam
M.Sc. Mathematics	B.C.M. College, Kottayam C.M.S. College, Kottayam N.S.S. College, Changanacherry D.B. College, Thalayolaparambu St. Thomas College, Pala S.V.R. N.S.S. College, Vazhoor S.D. College, Kanjirappally

M.Com.

Bharata Matha College, Thrikkakara  
M.A. College, Kothamangalam  
St. Albert's College, Ernakulam  
St. Peter's College, Kolencherry  
St. Paul's College, Kalamasserry  
S.N.M. College, Maliankara  
U.C. College, Aluva  
Newman College, Thodupuzha  
St. Alosius College, Edathua  
Mar Thoma College, Thiruvalla  
Catholicate College, Pathanamthitta  
D.B. Pamba College, Parumala  
Baselius College, Kottayam  
C.M.S. College, Kottayam  
Devamatha College, Kuravilangadu  
K.E. College, Mannanam  
N.S.S. College, Changanacherry  
St. Thomas College, Pala  
SVR N.S.S. College, Vazhoor  
S.D. College, Kanjirappally  
Bharatha Matha College, Thrikkakkara  
Nirmala College, Muvattupuzha  
M.A. College, Kothamangalam  
S.S. College, Kalady  
St. Albert's College, Ernakulam  
St. Peter's College, Kolencherry  
St. Xavier's College, Aluva (Women only)  
Cochin College, Cochin  
Newman College, Thodupuzha  
Pavanatma College, Murickassery  
St. Alosius College, Edathua  
St. Thomas College, Kozhencherry  
B.A.M. College, Thuruthicadu  
Henry Baker College, Melukavu  
K.G. College, Pam pady  
U.C. College, Aluva  
Govt. College, Manimalakkunnu  
St. Thomas College, Ranny  
S.S.V. College, Perumbavoor  
Catholicate College, Pathanamthitta  
S.N.M. College, Maliankara

## 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 Director School of Distance Education, Mahatma Gandhi University, Kottayam 686 560 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.

## VIII. COST OF SYLLABUS

M.A. (English, Hindi, Arabic, Sanskrit, History, Economics, Philosophy, Politics and Sociology)	-	Rs. 25/- each
M.A. (Malayalam)	-	Rs. 50/-
M.Sc. (Mathematics)	-	Rs. 25/-
M.Com.	-	Rs. 30/-



Application Fee : Rs. 50/-

To be sent by Registered Post



**MAHATMA GANDHI UNIVERSITY**  
**SCHOOL OF DISTANCE EDUCATION**  
**APPLICATION FOR REGISTRATION AS A PRIVATE CANDIDATE FOR**  
**MA/MSc Maths/MCom EXAMINATION OF**  
**MARCH/APRIL, 201.....**

*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	
Details of documents enclosed (except pay-in-slip/DD/Receipt from Friends Janasevana Kendra)	
1.	5.
2.	6.
3.	7.
4.	8.
21. Details of Pay-in-Slip enclosed (Registration fee/Matriculation fee/and fine, if any)	Pay-in-Slip No.....Date..... of SBT...../Univ. Cash Counter/ Friends Janasevana Kendra (.....) for Rs.....
22. Details of recognition fee remitted (If Applicable)	Pay-in-Slip No.....Date..... of SBT...../Univ. Cash Counter/ Friends Janasevana Kendra (.....) for Rs.....
23. Details of Pay-in-Slip towards the Examination fee remitted	Pay-in-Slip No.....Date..... of SBT...../Univ. Cash Counter/ Friends Janasevana Kendra (.....) for Rs.....

**DECLARATION BY THE CANDIDATE**

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

Station:.....

Date :.....

Signature of the Candidate

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

Registration No.....

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

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

Name of the Candidate :.....

Date of Birth :.....

Full Address : .....

.....

.....

Identifying Officer's Name .....

Designation .....

Address .....

.....

.....

Signature of the Candidate

To be filled by the candidate

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

**(For Office Use only)**

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

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				
a) Amount		b) Pay in Slip No./Receipt No.		
b) Date of remittance		d) Uty. Cash Counter/SBT/Jana Sevana Kendra		
a) Religion and Community			Sub Division (If any)	
b) Whether belongs to SC/ST				
c) Whether eligible for fee	YES/NO			

Concession					
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 the University Cash Counter pay-in-slip 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) Theory - Rs. 40/- per paper + Rs. 25/- for marklist
  - b) For subsequent appearance Rs. 50/- per theory + Rs. 25/- for marklist.
  - c) Camp Valuation Fee - Rs. 30/- per paper subject to a maximum of Rs. 150/-
  - d) Viva voce Rs. 40/- + Rs. 100/- for Project/Dissertation.
6. The fee must be paid through pay-in-slip at M.G. University Cash Counter . 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  
.....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 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	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					
c) Amount		b) Pay in Slip No./Receipt No.			
d) Date of remittance		d) Uty. Cash Counter/STB/Jana Sevana Kendra			
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.....

1.....

2.....

2.....

3.....

3.....

4.....

4.....

5.....

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

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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.

Rs.25/-

Code 84

To be filled by the candidate



Name of SBT/MG University Cash Counter.....

Amount Rs.....

Chalan No.....

Date of payment.....

## MAHATMA GANDHI UNIVERSITY

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

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

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

Station.....

Date .....

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

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

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

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

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

Price Rs. 25/-



To be filled in by the candidate

Details of Payment Cash Counter Chalan/DD/  
Friends Kendra Receipt

Amount Rs.....

Chalan/DD/Receipt No.....

Date of Payment .....

## MAHATMA GANDHI UNIVERSITY

### Application for Eligibility/Equivalency Certificate

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

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

Enclosures to be submitted along with the application

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

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



M G. Univ: Cash Counter/ SBT.....  
 Pay-in- Slip/ DD No .....  
 Amount Rs.....  
 Date of Payment.....

## MAHATMA GANDHI UNIVERSITY

### APPLICATION FOR REGISTRATION AS A MATRICULATE

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

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



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

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



Students' / Remitter's Copy

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



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

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

University's Copy

(To be attached along with the relevant document)



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 <b>स्टेट बैंक ऑफ ट्रावन्कोर</b> <b>State Bank of Travancore</b> <i>A Long Tradition of Trust</i>	
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H	Other items of Fee (Specify) ..... .....
	Bank Charges
	20
Total	
Rupees(in words).....	
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SBT Branches be guided by C & I Circular No.28/2009 dated 08/12/2009

Bank's Copy

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G	Reimbursement from various Departments
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	Bank Charges
	20
Total	
Rupees(in words).....	
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