



INSTITUTE OF HUMAN RESOURCES DEVELOPMENT
(Established by Government of Kerala)

COLLEGE OF APPLIED SCIENCE, KODUNGALLUR

[Affiliated to Calicut University]

Govt G.F.L.P. School Campus, Edavilangu.

Admission to
B.Sc Degree Programme in Computer Science
&
B.Com with Computer Applications
(Under Choice based Credit Semester System)

2010-2011



COLLEGE OF APPLIED SCIENCE, KODUNGALLUR
[Affiliated to Calicut University]
Admission to B.Sc. Programme in Computer Science
and B.Com with Computer Applications
2010-2011

College of Applied Science, Kodungallur, affiliated to University of Calicut and managed by the Institute of Human Resources Development (IHRD) is a Govt. of Kerala undertaking. Applications are invited for admission to the B.Sc. Degree Programme in Computer Science and B.Com with Computer Applications, conducted in the College of Applied Science functioning at Govt GFLP School Campus Edavilangu, Kodungallur under the institute with affiliation to Calicut University during the academic year 2010-2011. The details of the courses are furnished below.

Name of Course *	Duration	Annual Intake
a) B.Sc. Degree Programme in Computer Science	6 semesters spread over a period of 3 years	24
b) B.Com with Computer Applications	6 semesters spread over a period of 3 years	30

*Subject to final affiliation from the University of Calicut

Note: If the intake is enhanced during the academic year, selection for admission will be made from the candidates who have applied for admission in the current year.

** Only Malayalam and Hindi are offered at present as Common Courses for Languages other than English in the Colleges under IHRD.*

*** A per U.O GA1/A2/6135/1994 Vol II of the Calicut University dated one seat in each course In addition to the statutory maximum limit is reserved exclusively for students from Lakshwadweep island.*

**** As per G.O (Ms)No.110/2009/H.Edn.dated 25/07/2009 the Government has extended the benefit of tuition fee waiver scheme for the UG programme for the CAS under IHRD by providing 10% additional intake for each course of study.*

2. ELIGIBILITY FOR ADMISSION

- Those candidates who are “eligible for higher studies “ as per the HSE or a pass in the equivalent examination is the minimum criteria for admission to degree programmes unless otherwise specified. The grade/marks obtained in the plus two examinations will be converted to the corresponding Grade Point value (GPV) as given in section II – ‘Assessment of Merit for Degree Admission ‘. (U.O No. GA1/A2/1658/2007 dated 28.02.2008).
- B.Sc. Computer Science:** Candidates who have passed (eligible for higher studies) the HSE or an equivalent examination with mathematics/Statistics/Computer Science/ Computer Application etc. as one of the subjects are eligible for admission (U.O.No.GAI/J1/4756/1999 dated 11/01/2002)
- B.Com with Computer Applications (Bachelor of Commerce)** A pass (eligible for higher studies) in the HSE or its equivalent with at least one Commerce subject is the eligibility for admission to the B.Com degree programme. Candidates who have not taken at least one Commerce subject for Higher Secondary or an equivalent examination should get at least 24 GPV (in 6 subjects) in that examination to become eligible to seek admission to B.Com programme. A concession of 3 GPV will be given to OBC/OEC candidates. The Sc/ST candidates need get only a pass (eligible for higher studies) (U.O No. GA1/A2/1658/2007 dated 28/02/2008)

3. SELECTION OF CANDIDATES

1. For admission to Degree programme the grade obtained in the Plus two examinations conducted by the Board of Higher Secondary Examination is taken as the standard. Since marks in the range of 10 out of 100 is taken as grade in HSE, marks awarded in all other equivalent examinations will be converted to the grade system. For calculating the index marks, the grade obtained by the candidate for each subject will be converted to Grade point value (GPV) as follows.

Grade	Marks	GPV
A+	(90 and above)	9
A	80 - 89	8
B+	70 - 79	7
B	60 - 69	6
C+	50 - 59	5
C	40 - 49	4
D+	30 - 39	3
D	20 - 29	2
E+	10 - 19	1

2. In the case of admission to B.Sc. Computer Science, The applicants will be ranked as follows
 - i) The total GPV secured in part III subjects + GPV in mathematics in the case of Science Group students with mathematics as one of the subjects in the plus two exams.
 - ii) The GPV secured in Part III + GPV in computer science as the case may be in the case of other combinations without Mathematics as a subject in the qualifying examinations.
 - iii) If there is a tie in the index points priority will be given to the GPV of Mathematics/Computer Science as the case may be, If there is again a tie, the GPV of the second subsidiary subject, the GPV of the English, and then the GPV of the second language will be considered before going to the general conditions,
3. In the case of admission to B.Com, the applicants will be ranked as follows
 - i) A weightage of 2.5 points for each Commerce subject studied under the Plus Two level, CBSE or VHSE under Commerce stream, subject to a maximum of 5 points shall be added to the total GPV. The Management paper of Plus two, CBSE, VHSE or an equivalent examination can be considered as Commerce subject for indexing points for admission to the B.Com course.
 - ii) If there is a tie in the index points, those who studied commerce in the plus two course should get preference. If there is again a tie, the GPV in the commerce subjects will be considered first, then the GPV of English and then the GPV of II language will be considered. Finally the general conditions are applicable.
4. The ranking marks will be finally arrived at also by taking in to account the guidelines issued by the university regarding the award of bonus/weightage marks etc. however claims for bonus/weightage marks/special reservation etc. will be allowed only if the application is supported with attested copies of relevant certificates. Bonus/Weightage points will be added to the calculated GPV obtained in the qualifying examination to calculate the index points and for ranking in the selection list in the case of candidates who already possess the required minimum GPV prescribed.
 - i) A weightage of 1.5 points added to the total GPV shall be given in the case of ex serviceman, widows and children of jawan and ex serviceman and to the widows and children of BSF personnel killed or disabled in action,
 - 2) Students who have worked in Illiteracy eradication programme on voluntary basis in any capacity for at least one year will be allowed 1.5 bonus
 - 3) 1.5 points shall be awarded as bonus points to NSS/NCC cadets subject to their producing valid certificates issued by the Directorate of NSS/NCC. Students can avail this benefit under any one category, NCC. NSS. Cadets holding ABC Certificates are eligible for an additional weightage of 0.3, 0.5 and 1 point respectively. The additional weightage or bonus points will be given only in the case of those NCC certificates on the basis of which no grace marks have already been awarded. In respect of NCC applicants the bonus points will be awarded

on the basis of NCC certificates signed by the directorate and issued by the Directorate of NCC to the candidates who have secured at least 75% of attendance after having participated in its activities during the course of study immediately preceding the course for which admission is sought.

- 4) Bonus.Weightage of 1 point will be given to those who have got first place/A Grade in the Kerala State Higher Secondary/VHSE Arts festivals,
- 5) 1 point shall be deducted for every successive attempt taken to complete the qualifying exam, subject to a maximum of 2.5 points..Betterment of exam will not be considered as a chance.

6. Attested copies of the mark list must be enclosed with the application form.

7. General Conditions

- 1) In the case of candidates passing their qualifying examination other than +2 examination conducted by the Board of Higher Secondary Education, Govt. of Kerala, the total marks obtained shall be brought to the corresponding grade and the GPV is calculated as prescribed earlier.In the case of CBSE . where the number of papers is less, it shall be brought to the pattern of plus two examinations conducted by the State Board of HSE
- 2) The admission of the students who obtained the same index marks/points shall be decided first on the basis of age and then by name in alphabetical order unless otherwise stated.
- 3) While indexing marks for B.Com admission in the case of VHSE students, marks/grade secured in practical papers of commerce,VHSE management studies and Humanities should be excluded.Only the marks/points secured in written theory papers excluding the subject offered in lieu of second languages should be considered for indexing.
- 4) Once admitted, transfer from one college of applied Science to the other under IHRD will not be granted under any circumstances.

Note:

- 1 *The mode of selection is revised as per order no GA1/A2/1658/2007 dated 28/02/2008 of the university of calicut.*
- 2 *The caste reservation and special reservation will be observed as per the admission rules of the University of Calicut.*
- 3 *The selection of candidates for interview for admission will be on the basis of information furnished by the candidate in his/her application. The application form should be filled up carefully. Incomplete applications will be rejected without any intimation.*
- 4 *Copy of the mark list of the qualifying examination should be attached with the application form.*

8. Application form and prospectus can be obtained on cash payment of Rs.200/- (Rs.100/- for SC/ST) **Upto 15/09/2010** from the Office of the College functioning at Govt GFLP School Campus Edavilangu, Kodungallur. (This amount includes the registration fee).

Note: Cost of application form and registration fee once paid will not be refunded under any circumstances.

- 9
 1. The marks furnished by the candidate in column 16 of the application form should be got attested by the Head of Institution where the candidate has studied for the qualifying examination or by a gazetted officer.
 2. Duly filled up application should reach the Principal, CAS Kodungallur, Govt GFLP School Campus Edavilangu, on or before **15.09.10**. **The application will not be accepted in the IHRD HQ at Thiruvananthapuram.** Late and incomplete applications will not be accepted.

The application can also be downloaded from the IHRD Website: **www.ihrdkerala.org**, or **www.ihrd.ac.in**. In such case the filledup application should be accompanied by a DD for Rs 200/- (Rs 100/-) for SC/ST, drawn in favor of the Principal, CAS Kodungallur.

Note: The last date mentioned at para 8 & 10 above are subject to the changes in the University notification in this regard.

10 .FEES

Fees will be charged as follows:

- | | |
|--|---------------|
| 1. Admission fee (Payable at the time of admission) | -Rs. 300/- |
| 2. a Tuition fee for BSc Computer Science (Semester)
[The tuition fee may also be remitted in two equal instalments of Rs 3750 each at the commencement of the semester and towards the middle.] | -Rs. 7,500/- |
| b Tuition fee For B.Com with Computer Application
[The tuition fee may also be remitted in two equal instalments of Rs 2000 each at the commencement of the semester and towards the middle.] | Rs. 4,000/- |
| 3. a Special fee for BSc Computer Science (Semester) | Rs. 1,875/- |
| b Special fee For B.Com with Computer Application
(Payable at the time of admission or the day of commencement of semester/ course as the case may be) | Rs. 1000/- |
| 4. Student amenities [per year] (Payable alongwith 1 st , 3 rd and 5 th semester fee) | - Rs. 400/- |
| 5. Caution deposit (Payable at the time of admission) | - Rs. 1,000/- |
| 6. Internet fee per semester | Rs. 150/- |

Note:

- In addition, the student will have to remit the University affiliation and other fees as required by the University from time to time, including examination and CV camp fee.*
- The PTA fee as recommended by the college concerned will have to be remitted at the time of admission.*
- Fees once paid will not be refunded under any circumstances.*
- A student who discontinues his studies after closure of admission will have to remit the fee upto the semester in which last attended..*
- IHRD rules are applicable for the issue of TC of student after the closure of admission.*
- No educational concession will be available to the students of the B.Sc. Programme conducted by the IHRD except the SC/ST/OEC candidates. The SC/ST/OEC candidates are exempted from payment of the prescribed fee on condition that they will submit application for educational concession from the SC/ST Development Department in the prescribed form along with supporting documents within 15 days from the date of commencement of regular classes. If they fail to do so, they will have to pay the prescribed fee.
- The candidate shall produce the following documents at the time of interview for admission.
 1. Originals of Certificate and Mark list of the Qualifying examination.
 2. Originals of Community and Other certificate to claim reservation/bonus/weightage if applicable.
 3. A declaration of preference of programme of study.
- The seats will be filled up on the following formula.
 1. 15% of the total intake is reserved for candidates who pass the THSS Examination from Technical Higher Secondary Schools managed by the IHRD and 20% of the total intake is reserved for SC/ST candidates. The mode of selection will be as per clauses 4 and 6 above. The reservation may have changes according to the G.O provided then and there.
 2. Sports quota and quota for Physically handicapped will be as per university norms. Those seeking admission under sports quota shall also have to apply to the District Sports Council with a copy of the application, and admission for the sports quota will be based on their recommendations.
 3. The remaining seats will be filled up from the general category as per clauses 3 to 8 mentioned above.

Note:

- The seats unavailed by SC candidates will go to ST candidates and vice versa.*
- The seats unavailed by SC and ST candidates will go to OEC/OBC candidates based on merit.*
- If any seats reserved remain unfilled, the same will go to the open merit..*

11. GENERAL

- (i) Receipt of application will be acknowledged, allotting a register number. The registration number as shown in the receipt should be mentioned in all future correspondence concerning admission.
- (ii) Selection of candidates will be made by the Principals concerned, based on the information furnished in the application.
- (iii) The selection for admission will be provisional subject to verification of original documents and eligibility, by the Head of the Institute. If on verification any information given in the application is found to be false, the candidates will forfeit his/her claim for admission.
- (iv) The list of candidates called for interview will be published in the institution. Individual memo will also to be sent.
- (v) The candidates called for interview should bring the originals of all the certificates on the dates specified at their own expense. The T.C., conduct certificate etc., should be produced within a week from the date of provisional admission.
- (vi) A candidate who does not turn up for the interview as per the schedule at the place and time will forfeit his/her chance for admission and will not be considered for any future vacancies for admission irrespective of the rank secured. However, if a candidate is not able to attend the interview on genuine grounds, the parent/guardian or any authorised person can act as a proxy at the risk of the candidate.
- (vii) The candidate seeking admission to the course will have to abide by the campus rules and regulations issued from time to time. The campus rules now in force in the institution under IHRD are reproduced below.
 1. All students shall wear, the prescribed dress for Theory and Practical sessions as the case may be.
 2. Use of motorized vehicles by students within the campus is strictly prohibited. In any case, no personal conveyance other than bicycle will be allowed within the campus.
 3. Consumption of Alcohol, Drugs and Smoking is strictly prohibited within the campus. Students are advised to desist, from the habit of smoking drugs and drinking all together, as it is well known that smoking, drugs and drinking is injurious to health. Students found in intoxicated state in the campus will be suspended immediately and will face strict disciplinary action including dismissal if found guilty. Smoking is strictly prohibited within the campus.
 4. Students are requested to co-operate to maintain the building and the campus clean and spotless, as well as to keep the furniture, laboratory equipment and other institute properties without loss or damage. This is a collective responsibility of the students.
 5. The identity card issued by the Institute must be prominently displayed on the chest by each student. Mere possession of the card is not enough.
 6. Directions of the Principal and other staff in respect of academic matters and general discipline must be strictly complied with by all students.
 7. Leave of absence will be granted only on medical grounds. However, such leave will be considered only for the purpose of granting condonation of shortage of attendance.
 8. Hostel facilities are not available and hence the students will have to make their own arrangements for boarding and lodging.
 9. ***Use of mobile phones, performance of cinematic dance and fashion shows is strictly banned in the campus.***

- (viii) **RAGGING IS A COGNISABLE OFFENCE AND PUNISHABLE UNDER PROVISIONS OF KERALA PROHIBITION OF RAGGING ACT 1998.** The institution will take stern action against the offenders. The cardinal points contained in the act are furnished below for information of the concerned.

(1) SHORT TITLE AND EXTENT

- (i) The Act may be called the Kerala Prohibition of Ragging Act 1998.
(ii) It extends to the whole of the State of Kerala.

(2) DEFINITION

“Ragging” means display of disorderly conduct, doing any act which causes or is likely to cause physical or psychological harm or raise apprehension or fear or shame or embarrassment to a student in any educational institution and includes:-

- a) Teasing, abusing of, playing practical jokes on or causing hurt to such student; or
b) Asking the student to do any act or perform something which such student will not in the ordinary course willingly do.

(3) PROHIBITION OF RAGGING

Ragging within or without any educational institution is prohibited.

(4) PENALTY FOR RAGGING

Whoever directly or indirectly commits, participates in, abets or propagates ragging within, or without, any educational institution, shall, on conviction, be punished with imprisonment for a term which may extend to two years and shall also be liable to a fine which may extend to ten thousand rupees.

(5) DISMISSAL OF STUDENT

Any student convicted of an offence under section 4 shall also be dismissed from the educational institution and such student shall not be admitted in any other educational institution for a period of three years from the date of order of such dismissal.

(6) SUPENSION OF STUDENT

- (1) Whenever any student or, as the case may be, the parent or guardian or a teacher of an educational institution complains, in writing, of ragging to the head of the educational institution, the head of the educational institution shall, without prejudice of the on going provision, within seven days of the receipt of the complaint, enquire into the matter mentioned in the complaints and if, prima facie, it is found true, suspend the student who is accused of the offence, and shall immediately, forward the complaint to the police station jurisdiction over the area in which the educational institution is instituted for further action
(2) Where, on enquiry by the head of the educational institution, it is proved that there is no substance prima facie in the complaint received under sub-section (1), he shall intimate the fact, in writing, to the complainant.

Copy of the prohibition of Ragging Act 1998 will be available in the institution for reference.

1. The applicants as well as his/her parent/guardian are required to furnish declaration on the awareness of the provisions of the Act in the application form.
2. Any other details not specifically covered by this prospectus will be decided by the undersigned and such decisions will be final.

Thiruvananthapuram
06.09.2010

Sd/-
DIRECTOR