

# St. Joseph College of Teacher Education For Women

Ernakulam, Kochi - 682 035 (Recognized by NCTE) Re-accredited by NAAC with B Level Affiliated to Mahatma Gandhi University

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# HANDBOOK & CALENDAR 2019-2020

Name	
Subject - Optional	
Admission NoClass No.	



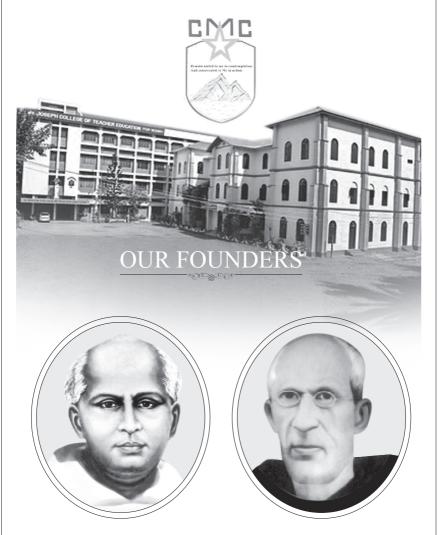
# TEACHER'S PRAYER

Almighty God, Our Loving Father, we your children, come to your gracious presence, with hearts filled with love and thanksgiving. You have called us to be teachers just like your beloved prophets and visionaries, to bear your light and to illumine the world around us. Help us in the task of setting right values, spreading the gospel of love and tolerance, nurturing the talents of young students and moulding the future of our nation. Let your holy presence be with us, to guide, guard and lead us through the path of righteousness.

St. Joseph, our Patron Saint, just as you fostered Child Jesus, intercede for us that we too may foster those entrusted to our care.

Amen.





St. Kuriakose Elias Chavara Our Founder

Fr. Leopold Beccaro O.C.D. Co-Founder



#### Vision

Keeping to the spirit of our founder Blessed Chavara Kuriakose Elias we dream of forming empowered teachers who lead a life imbued in faith in God, realizing their full potential and passionately contributing to build a learned society rooted in love and unity.

#### Mission

The college strives for the integral liberation of women through life oriented education, transforming them to responsible citizens who respond proactively to the global challenges with courage and commitment, build a just social order, and be stewards of this universe as modelled in the person of Jesus Christ

#### Goal

Together we form **JOSEPHITES** (Just, Obedient to the will of God, Socially committed, Evolving, Patriotic, Hardworking, Inspiring Teachers who are also Enthusiastic Stewards of nature).

#### Motto

#### LET LIGHT BE A SOURCE OF ENLIGHTENMENT

#### **Objectives**

- To provide holistic formation in the light of Christian Principles inculcating spiritual, cultural, social and ethical values
- To develop teachers who are sensitive to social issues and work for empowering the weaker sections of society, women, children and the marginalized
- To promote academic excellence in par with international standards
- To promote a research culture and thus be continuously engaged in the process of lifelong learning effecting improvement and growth.
- To foster an atmosphere for potential development of competencies and skills through innovative creative and entrepreneurial approaches
- To motivate students towards environmental issues and sustainable development
- · To instil patriotism in students
  - St. Joseph College of Teacher Education For Women, Ernakulam •

# കലാലയ ഗീതം

ജഖ ജഖ! വിദ്യാജക്കുത്രം ജല ജല । ജല തീര്ത്യ തീരം മെ ഒരു ! ഇന്റെ കോം വിക കരാലെ alemonate alosanase alem Isso alessal പാവനാത്മൻ പവന്നാല് പറക്കും ജാഹം ത്യാഗശീലം, രാജ്യസ്ജനുഹം, ജസവനവുജനാഭാവരുഗ വുദ്രിത പതാക്രജ്ഞ്ഞി വരുന്നു തെക്കുഗ സാരള്യസം<u>ജമാമ</u>ാനമാം സൗരഭ്യസംവാമാനമാം വെൺവുള്ളവും ലിലിച്ചുവുളപാലെ ലാലപ്പിക്കടെ ഒരു നല്ല കൈത്തിരിച്ചോൽ കത്തി നിത്യം ജ്വലിക്കോണം ക്തുമിരം മനസഭകളെ പൂത്തിരിമാക്കാൻ വിശ്യത്തിനു വശ്യാമമുഗ ഒര്ശനം കാളചവക്കാൻ ത്താനത്തിന്റെ താരതാലിക്ക വുഴക്കി നമ്പ് പ്രമ്യുസരാജ്, പ്രശാന്തരാജ്, പ്രഹുല്പരാജ്, പ്രഭീപ്തരാജ്, (പഗത്ഭരാജിറക്ക്യീടാം നല്ല നാളെജ്ഞാജ് കൃർഷഭാരതാം ബലുട്ടെ ഹർഷമങ്ങളാല് ഞങ്ങുഗ ഈ ഉല്ടിൽ കര്മ്പഭൂമിൽ കര്മം ചെല്തീടാൻ മെന്ത്തിടു, ജഗനായാ! പൊഴിഞ്ഞിടു വരവർകം കുറിഞ്ഞീടൂ, പാഴ്ത്തണ്ടിൽ നീ ജീവധാരലാഖ്!

# **COLLEGE ANTHEM**

Ring O Ring the blissful merry bells

Ring O ring in cheerful joy

Ring in rumble you bells of St Joseph ... St Joseph

Worthy dwelling that wisdom and purity, the great abode

Where Lord's spirit in gentle breeze

We with our unfurled banner with the seal of self denial and zeal

To serve with fidelity (St Joseph college of Teacher Education)

Like an ashen white Lily let our alma mater bloom

Radiate eternally its Simple elegant aroma

Let it blaze like a furnace igniting myriads of muted minds

That are sluggish frosty and feeble

Let us unveil to the World a brand new Inner vision

Instill in us through knowledge imparted everyday

As we step for a good morrow with excellence

Along with qualities of truthfulness righteousness and fortitude

(St Joseph college of Teacher Education)

O' divine artist mould us into your likeness and

Shower down your graces into these frail vessels

To act upon your will in this World of commotion

To be the authentic precious children of Mother India

(St Joseph college of Teacher Education)

# **COLLEGE EMBLEM**



The College Coat of Arms is in the form of a Shield. The Dove above the crest signifies peace, holiness and enlightenment and it symbolizes the Holy Spirit, the source of all wisdom.

The bunch of Lillies stands for purity which should be the chief characteristic of a true seeker of wisdom. The National Flag is a symbol of patriotism denoting Sacrifice, Purity and Service. It also signifies passionate love and unending compassion for humanity.

The emblem with the crown and cross at the centre signifies that there is no crown without crosses. The shaded and light region in the emblem represents the transition from the darknes to light - the light which is the source of enlightenment. In Indian tradition, prayer is a movement from darkness to the light.

The 3 stars represent the 3 cardinal values 'Truth, Love and Justice'.

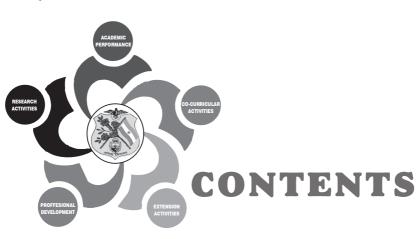
The words inscribed below convey our motto.

# ज्योतिर्व प्रकाशनाम

#### "LET LIGHT BE A SOURCE OF ENLIGHTENMENT"

# PERSONAL MEMORANDUM

Name Class No. Address Phone No Date of Birth Religion & Denomination **Blood Group** : Single /Married Marital Status Occupation of Father/Mother/Guardian Optional Subject **Educational Qualifications** Participation in Co-curricular Activities : Any Other achievement



1.	Teacher's Prayer	2
2.	Our Patron	3
3.	Our Founders	4
4.	Vision, Mission, Goal & Motto	5
5.	College Antham	6
6.	College Emblem	7
7.	Personal Memorandum	8
8.	The Pledge	12
9.	MG University	13
10.	Our Faculty a) B.Ed Staff b) M.Ed Staff	14
11.	The CMC and Education	18
12.	Landmarks in the annals of the College	19
13.	University Examination Results a) B.Ed b) M. Ed	20

14.	Syllabus	21
15.	Fees	33
16.	Raging Probhibition Act	34
17.	Rules of General Behaviour and Discipline	38
18.	Class Hours & Attendance	39
19.	Scholarship from other agencies	45
20. /	Associations Staff Council Executive Council P.T.A Alumnae Association Women's Cell Health & Red Cross Social Service Club Eco Club Anti Narcotic Cell Zeitgeist Sahithi Expressions Scientech Silent Spring Renaissance	46
21.	College Examinations	47
22.	Form of application for leave	48
23.	Calendar	49



#### THE PLEDGE

India is my country / All Indians are /
my brothers and sisters / I love my country /
and I am / proud of its/ rich and varied heritage /
I shall always / strive to be worthy of it./
I shall give my parents, / teachers/ and all elders /
respect and treat everyone with courtesy. /
To my country/ and my people / I pledge my devotion./
In their well - being and prosperity alone / lies my happiness.

Note: Classes begin everyday with prayer followed by taking of the pledge.





# **MAHATMA GANDHI UNIVERSITY** PRIYADARSHINI HILLS, ATHIRAMPUZHA

KOTTAYAM - 686 562

www.mguniversity.edu www.mgu.ernet.in

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Director of College Development	
Council	0481 - 2731013
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Public Relations Officer	0481 - 2732650



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# The CMC and Education

St. Joseph College of Teacher Education for Women, Ernakulam dedicated to St. Joseph is established, owned and run by the Vimala Province of the Congregation of the Mother of Carmel (CMC). "CMC is a religious and charitable association of a religious minority group within the purview of the constitution of India (CMC Con.No.002)." CMC is the first indigenous congregation for women in the Syro-Malabar Church founded on February 13th 1866.

#### **Education, the Chief Apostolate of CMC**

"From the beginning, education has been the chosen field of our apostolate (CMC Con. 097)". Our founder Blessed Chavara Kuriakose Elias and Co-founder Fr. Leopold Beccaro bequeathed to us the noble mission of dedicating ourselves for the upliftment and faith formation of our fellowmen especially of women and children. We ventured out into this field with the establishment of a school at Koonammavu on October 16,1876. The benefits of education were made available to more and more people in different places according to need. CMC Institutions are established on the basis of the right of minorities in our country to have Educational Institutions of their own for fostering their religious and cultural identity. Our specific aim is the formation of the young women of the Christian community according to the ideals and teachings of Jesus Christ.

#### Launching into the Teacher Education field

It is universally acknowledged that education is an effective means for social reconstruction and to a great extent; it offers solutions to the problems a society is faced with. Realizing the significance of teacher education, Vimala Province entered into this realm through the establishment of the St. Joseph Training College for Women in 1957. As women, we consider it as our special call to promote the status of women everywhere especially in our country. With this specific objective we started this college exclusively for women. CMC has invested money, manpower and materials mainly in the apostolate of education. Ever since its inception, the successive provincial superiors of the province have been pillars of this institution acting as the Educational Agency.

# LANDMARKS IN THE ANNALS OF THE COLLEGE



- June, College came into being
   Smt. Lilly Kurian, Principal
   Strength: 100 students
   Four optionals: English, Mathemtics, History, Geography
- 1959 Optional Malayalam introduced
- 1964 Physical Science and Natural Science introduced
- 1968 Strength increased to 120
- 1969 Sr. Lweina appointed as Principal
- 1982 Silver Jubilee Celebrations
  Blessings of the foundation stone of the new college building by the late His Eminence Cardinal Joseph Parecattil
- 1984 Construction began
- 1986 Sr. Maria Philip Neri appointed as Principal
- 1987 Strength increased to 150. General Class shifted to the new building
- 1988 All the classes including College office and Library started functioning in the new building.
- 1989 New Auditorium inaugurated by His Eminence Cardinal Antony Padiyara Prof. K.M. Kochuthresia appointed as Principal.
- 1990 Strength increased to 200
- 1992 Sr. Sergius appointed as Principal.
- 2000 Sr. Dr. Sophiamma Isaac appointed as Principal.
- 2003 Accredited by NAAC with B++ Level
- 2005 Elementary Teacher Training (D.Ed) courses introduced
- 2006 M.Ed course introduced Sr. Dr. Rosamma Lukose appointed as Principal
- 2007 Golden Jubilee Celebrations
- 2009 Renovation of the old college building
- 2010 Inaguration of Golden Jubilee Memorial Block. Sr. Leelamma K.J. appointed as Principal
- 2011 Re Accredited by NAAC with B Grade
- 2012 Sr. Dr. Mary Joseph Appointed as Principal
- 2015 Commencement of Two Year BEd & MEd programe. Streanght of BEd reduced to 50 & streanght of MEd increased to 50
- 2016 Streanght of BEd increased to 100.
- 2019 Sr. Dr. Alice Joseph Appointed as Principal incharge
  - St. Joseph College of Teacher Education For Women, Ernakulam •



# University Examination Results of B.Ed. Under Credit & Semester System with Grading

SI. No.		No. of Students appeared	No. of Students passed	No. of A+ Grade	No. of A Grade	Percentage of Pass
1.	2009-10	196	196	3A+	87A	100
2.	2010-11	187	187	-	79A	100
3.	2011-12	194	194	26A+	87A	100
4.	2012-13	196	196	16 A+	109 A	100
5.	2013-14	187	187	43 A+	102 A	100
6.	2014-15	195	193	71 A+	99 A	98.97
7.	2015-17	47	47	5A+	17A	100
8.	2016-18	97	97	10	48	100



# M.Ed. Result

Sl. No.	Year	No. of students appeared	No.of student passed	Ist class	% of pass
1	2005-06	25	24	19	96%
2	2006-07	24	24	24	100%
3	2007-08	24	22	21	92%
4	2008-09	24	21	20	88%
5	2008-09	20	17	17	85%
6	2009-10	20	14	14	70%
7.	2011-12	29	29	7 (A)	100%
8.	2012-13	32	32	5 (A)	100%
9.	2013-14	24	24	10 (A)	100%
10.	2014-15	36	36	14(A)	100%
11.	2015-17	08	08	04 (A)	100%



# TWO YEAR BACHELOR OF EDUCATION (B.Ed.) DEGREE PROGRAMME CREDIT AND SEMESTER SYSTEM WITH GRADING

#### LIST OF COURSES

### ( A.CORE COURSES

- EDU 101 Contemporary India and Education
- EDU 102 Childhood and Growing up
- EDU 103 Development and Resources in Educational Technology
- EDU 201 Knowledge and Curriculum
- EDU 202 Learning and Teaching
- EDU 203 Assessment for Learning
- EDU301 Language Across the Curriculum
- EDU401 Gender, School and Society
- EDU402 Personality Dynamics in Education

### (B. PEDAGOGIC COURSES

- EDU 104.1 1 Understanding the Discipline of English Education
- EDU 104.1 2 Understanding the Discipline of Malayalam Education
- EDU 104.1 6 Understanding the Discipline of Mathematics Education
- EDU 104.1 7 Understanding the Discipline of Physical Science education
- EDU 104.1 8 Understanding the Discipline of Natural Science Education
- EDU 104.1 9 Understanding the Discipline of Social Science Education
- EDU 105.11 Learning to function as English teacher
- EDU 105.1 2 Learning to function as Malayalam teacher
- EDU 105.1 6 Learning to function as Mathematics teacher
- EDU 105.1 7 Learning to function as Physical Science teacher
- EDU 105.1 8 Learning to function as Natural Science teacher
- EDU 105.1 9 Learning to function as Social Science teacher
- EDU 204.11 Pedagogical Dimensions of English
  - St. Joseph College of Teacher Education For Women, Ernakulam

EDU 204.12 Pedagogical Dimensions of Malayalam

EDU 204.16 Pedagogical Dimensions of Mathematics

EDU 204.17 Pedagogical Dimensions of Physical Science

EDU 204.18 Pedagogical Dimensions of Natural Science

EDU 204.19 Pedagogical Dimensions of Social Science

EDU 205.11 Curriculum and Resource Development in English Education

EDU 205.12 Curriculum and Resource Development in Malayalam Education

EDU 205.16 Curriculum and Resource Development in Mathematics Education

EDU 205.17 Curriculum and Resource Development in Physical Science Education

EDU 205.18 Curriculum and Resource Development in Natural Science Education

EDU 205.19 Curriculum and Resource Development in Social Science Education

EDU 403.11 Professional Development of an English teacher

EDU 403.12 Professional Development of Malayalam teacher

EDU 403.16 Professional Development of Mathematics teacher

EDU 403.17 Professional Development of Physical Science teacher

EDU 403.18 Professional Development of Natural Science teacher

EDU 403.19 Professional Development of Social Science teacher

### (C. ASSOCIATE COURSE –ELECTIVE)

EDU 106.11 Health and Physical Education

EDU 106.12 Guidance and Counselling

EDU 106.13 Elementary Education

EDU 106.14 Environmental Education

EDU 106.15 Special Education



# COURSE SUMMARY OF TWO YEAR B.Ed. PROGRAMME

#### Semester I

**CORE COURSES** 

EDU 101 Contemporary India and Education

EDU 102Childhood and Growing up

EDU 103Development and Resources in Educational Technology.

PEDAGOGIC COURSES

EDU 104.11 Understanding the Discipline of Optional Subject

EDU 105.11 Learning to function as Optional Subject teacher

ASSOCIATE COURSES

EDU 106 Elective

PRACTICAL COURSES

EDU107.1 Core

EDU 107.2 Pedagogic

EDU107.3 Health& Physical Education

EDU 107.4 Drama & Art in Education

#### Semester II

**CORE COURSES** 

EDU 201 Knowledge and Curriculum

EDU 202 Learning and Teaching

EDU 203 Assessment for Learning

PEDAGOGIC COURSES

EDU 204.11 Pedagogical Dimensions of Optional Subject

EDU 205.11 Curriculum and Resource Development in Optional Subject Education

PRACTICAL COURSES

EDU 206.1 Core

EDU 206.2 Pedagogic

EDU 206.3 Health & Physical Education

EDU 206.4 Drama & Art in Education

#### Semester III

ASSOCIATE COURSE

EDU 301 Language Across the Curriculum

PRACTICAL COURSES

EDU 302.1Core

EDU 302.2 Pedagogic

EDU 302.3 Health& Physical Education

EDU 302.4 Drama & Art in Education

#### Semester IV

**CORE COURSES** 

EDU 401 Gender, School and Society

EDU 402 Personality Dynamics in Education

PEDAGOGIC COURSE

EDU 403 Professional Development of Optional Subject teacher

PRACTICAL COURSES

EDU 404.1 Core

EDU 404.2 Pedagogic

EDU 404.3 Health& Physical Education EDU

404 4 Drama and Art in Education

EDU 404.5 Communicative English

### PROCEDURE OF ASSESSMENT

The performance of student teachers shall be evaluated by both external and internal assessment mechanisms. A student teacher portfolio showcasing all practical and practicum and its internal assessment shall be maintained by every student teacher. It shall be duly signed by course coordinator, college coordinator, and the principal and shall be made available for verification. A separate certificate for Competency Profile together with a college certified digital copy of the best class presented by the student teacher shall be given to him/her along with the University Certificate.

#### **External Evaluation:**

External evaluation of all theory courses shall be done by End Semester Examinations conducted by the university. External evaluation of practical courses in the III and IV semesters shall be done by the examination board constituted by the University from time to time. There shall be no external examination for practical courses in the I and II semesters.

The examination board shall evaluate the teaching competence of each student teacher by observing the classroom teaching in the III semester. The examination board shall evaluate all the documentary evidences in the form of records, reports, materials and soft copies in respect of the student teacher portfolio in the respective semesters.

#### Internal Evaluation

Internal evaluation of theory courses shall be done by class tests and the related practicum. Two class tests and one practicum shall be done by all students for every course. The detailed report of internal assessment shall be maintained in the college and shall be produced if needed. Internal evaluation of practical courses shall be done by means of appropriate instruments and suitable criteria designed and developed by teacher educators or by means of standardized instruments.





# SYLLABUS FOR CHOICE BASED CREDIT AND SEMESTER SYSTEM (CBCSS) OF TWO YEAR MASTER IN EDUCATION (M.Ed.) **PROGRAMME**

(Self-Financing)

Minimum Credits Required for successful	
completion of the Programme	80
Minimum credits required for Common core courses (11 courses) and field Internship	48
Minimum credits required for specialization	
courses (5 courses) and field Internship	24
Dissertation and Viva-Voce	JHI USIVERSITY
Minimum Attendance Required	80%
Minimum attendance required for internship	HINI E 90%_>

#### 10.1 Programme Structure KOTTAYAM-686 560

Two year programmes in four semesters.

Semester I

5 Common core courses 5 Courses  $5 \times 4 = 20 \text{ Credits}$ 

(includes 3 perspective courses, one tool course and one teacher education course)

Semester II

5 Courses 5 Common core courses 5 X 4 = 20 credits

(includes 3 perspective courses,

and a tool course)

Semester III

1 Common core course -4 Courses 1 X 4 = 4Credits

(Teacher Education Course)

3 Specialization courses  $3 \times 4 = 12 \text{ Credits}$ 

(includes one Specialisation core course and two Theme based Specialisation courses.)

Field Internship 4 Credits

TWO YEAR M Total RS IN EDUCATEON (20 Credits OGRAMME

Semester IV

2 Courses 2 Specialization courses  $2 \times 4 = 8 \text{ Credits}$ 

( one Specialisation core course

and one Theme based specialisation course.)

Field Internship 4 Credits Dissertation 6 Credits VivaVoce 2Credits

20 Credits Total

Total = 20 + 20 + 20 + 20 = 80 Credits

### Semester - 1

Course Code	Course type	Course Name	Credits	Internal marks	External marks	Total marks
EDU 901	Common Core Course - Perspective course (Taught course and Practicum)	Philosophy of Education	HI U	20 NIVE	80 RSIT	100
EDU 902	Common Core Course - Perspective course(Taught course and Practicum)	Advanced Educational Psychology- Learning and Development	1-686 56	20-20-0	80	100
EDU 903	Common Core Course - Perspective course(Taught course and Practicum)	Introduction to Education Studies	4	20	80	100
EDU 904	Common Core Course - Tool course (Taught course and Practicum)	Introduction to Educational Research and Statistics	4 m for	20	80	100
EDU 905	Common Core Course - Teacher Education course (Taught course	Theoretical Bases of Teacher Education	4 EMEST	20 ER SYST	80 EM (CBC	100
TWO	and Practicum)	Total	20	VI.Ed.) P	ROGRAI	500
		Inter Semeste				500

### Semester - II

Course Code	Course type	Course Name	Credits	Internal marks	External marks	Total marks
EDU 906	Common Core Course - Perspective course (Taught course and Practicum)	Sociology, History and Political Economy of Education	4 NIVE	20 RSI	80	100
EDU 907	Common Core Course - Perspective course (Taught course and Practicum)	Advanced Educational Psychology - Individual Differences	LLS 0	20	80	100

EDU 908	Common Core Course - Perspective course (Taught course and Practicum)	Curriculum Development and Transaction	4	4	20	80	100
EDU 909	Common Core Course - Tool course (Taught course and Practicum)	Advanced Educational Research and Statistics	4	4	20	80	100
EDU 910 CI	Common Core Course - Tool course (Taught course and Practicum-internal evaluation only)	ICT and Skill Development*  1)ICT 2)Communication Skill& Expository Writing 3) Academic Writing including Research Proposal 4) Self Development including Yoga	1 1 R S 1	1.) P	25 25 XEM (C 25 R 25 R		100
	To	otal	2	0			500
		Inter Semester Break					

<sup>\*</sup> Internal evaluation of each component course in ICT and Skill Development shall be done through workshops. Evaluation shall be made on the basis of theoretical (10 marks) and practical knowledge (15 marks) attained by the student in each component course.

#### Semester 3

Course	Course type	Course Name	Cre	Internal	External	Total
Code			dits	marks	marks	Marks
EDU 911	Common Core Course - Teacher Education Course (Taught course and Practicum)	Teaching, Research, Innovations and Issues in Teacher Education	4 VE	20 RSII	80	100
EDU 912	Core within Elementary Specialisation course (Taught course and Practicum)	Context and issues of Elementary education	S <sub>4</sub>	20	80	100
		Specialisation Course (one course from Thematic Cluster- A(913) shall be opted)				
		Thematic Cluster-A ( 913): Current Practices in Education				
EDU 913.1	Specialisation course (Taught course and Practicum)	Educational Evaluation	4	20	80	100
EDU 913.2	Specialisation course (Taught course and Practicum)	Educational Technology  Curriculum for	4	20	80	100
EDU 913.3	Specialisation course (Taught course and Practicum)	Guidance and Counselling	4	20	80	100

<sup>•</sup> St. Joseph College of Teacher Education For Women, Ernakulam •

EDU 913.4	Specialisation course (Taught course and	Knowledge and Learning Management	4 4	EM (CI 20	8CSS) 80	100
	Practicum)	Of				
EDU	Specialisation course	Comparative Education		• •	0.0	400
913.5	(Taught course and Practicum)	IN EDUCATION (M.E	d. 4 P	RO <sup>20</sup> RA	80	100
EDU	Specialisation course	Material and Instructional				
913.6	(Taught course and Practicum)	Design	4 20 80		80	100
EDU	Specialisation course	Early Childhood Care and				
913.7	(Taught course and Practicum)	Education 4 20 80		80	100	
EDU	Specialisation course	Higher Education				
913.8	(Taught course and Practicum)		4	20	80	100
		Specialisation Course (one course from Thematic Cluster- B(914) shall be opted)				
		Thematic Cluster-B(914).				
		Emerging issues in Education				
EDU	Specialisation course	Environmental Education				
914.1	(Taught course and Practicum)	Environmental Education	4	20	80	100
EDU _	Specialisation course	Inclusive Education				
914.2	(Taught course and Practicum)		4	20 80		100
EDU	Specialisation course	Non Formal Education	Ø.			
914.3	(Taught course and Practicum)	ADAKSHINI HILL	4	20	80	100
EDU	Specialisation course K	Education of the Marginalised				
914.4	(Taught course and Practicum)		4	20 80		100
EDU	Specialisation course	Educational Planning and				
914.5	(Taught course and Practicum)	Management	4	20	80	100
EDU	Specialisation course	Economics of Education		20	00	100
914.6	(Taught course and Practicum)	The state of the s	4 20 80		80	100
EDU	Specialisation course	Quality Assurance in		20	00	100
914.7	(Taught course and Practicum)	Education	4	20	80	100
EDU	Specialisation course	Human Rights and Value	١.			100
914.8	(Taught course and Practicum)	Education	4	20	80	100
EDU	Core Course -Field	Field Internship in primary				
915	Internship	schools & Primary Teacher Education Institutions and field	Ven	EM (CI	2000	
CIIC	ACE DASED CRE	site relevant to area of specialisation opted from thematic clusters A & B.	4	100		100
TWO	YEAR MASTERS	E ENT ENDERGO A PRICORT ON THE	20	ROGRA	MME	500
		Total Total	20	TO GIVE		500

#### Semester 4

Course Code	Course type	Course Name	Cre dits	Internal marks	External marks	Total Marks
EDU 916	Core within Secondary and Senior Secondary specialisation course (Taught course and Practicum)	Context and issues of Secondary and Senior Secondary Education	V <sup>4</sup> E	20	80	100
		Specialisation Course (one course from Thematic Cluster- C (917) shall be opted)	S			
		Thematic Cluster-C ( 917): Advanced Methodology and Pedagogical Practices of Optional subjects in Secondary and Senior Secondary Education				
EDU 917.1	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Language Education - English	4	20	80	100
EDU 917.2	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Language Education - Malayalam	4	20	80	100
EDU 917.3	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Language Education - Hindi	4ST	201 (CI	8088)	100
EDU 917.4 TWO	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Language Education - Sanskrit	4 d.) P.	20 ROGRA	80	100
EDU 917.5	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Language Education - Arabic	4	20	80	100
EDU 917.6	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Mathematics Education	4	20	80	100
EDU 917.7	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Science Education	4	20	80	100
EDU 917.8	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Social Science Education	4	20	80	100
EDU 917.9	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Commerce Education	4	20	80	100
EDU 917.10	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of IT and Computer Science Education	4	20	80	100

EDU 918	Core Course -Field Internship	Field Internship in Secondary and Senior Secondary schools & Secondary Teacher Education Institutions and field site relevant to the area of specialisation opted from Thematic cluster - C	VE 4 S	100	Y	100
EDU 919	Dissertation	Dissertation	6	150	150	150
EDU 920	Dissertation	Viva -Voce	2		50	50
		Total	20			500

#### 11. Scheme of Evaluation

The academic growth of the student is assessed through continuous internal evaluation and end semester examination

#### 11.1 Internal Evaluation

Components of the Internal Evaluation and their marks are shown below.

Component	Marks
Assignment/Seminar/Project/Survey	5
Practicum	5
Written Examination	10 KRS
Total	20

- a) Assignment/Seminar/Project/Survey: The student has to take a minimum of one assignment/seminar/project/survey per course.
- **b)Practicum**: Each student should take up a minimum of two items or do as per directions given in the section -Practicum of each course.
- c) Written Examination: A minimum of two class test is to be attended per semester and the average of the two marks to be taken .

#### 11.2 External Evaluation

#### 11.2.1 Theory

The external evaluation of all semesters shall be conducted by the University at the close of each semester. 20 percent marks is given for continuous internal evaluation and 80 percent marks for the end semester examination.

- 11.2.2 There will be no supplementary exams. For reappearance, students can appear along with the next batch.
- 11.2.3 Student who registers his/her name for the external examination for a semester will be eligible for promotion to the next semester.
- St. Joseph College of Teacher Education For Women, Ernakulam

#### 13. Grading

**13.1** The Internal and External examinations shall be evaluated using Indirect Grading System based on a 6-point scale as given below.

For all courses (theory) grades are given on a 6-point scale based on the total percentage of marks in both internal evaluation and external evaluation as given below.

Percentage of Marks	Grade	Grade point
90 and above	A+ Outstanding	10
80-89	A Excellent	9
70-79	B Very good	8
CHOIC60-69ASED CI	EDIT ACIGOOMESTE	R SYSTEM (CBCSS)
50-59	D Satisfactory	6
Below 50	E Failure	5

**Pass Requirement:** The minimum marks required for a pass in the M.Ed degree exam shall be 50 percent in the aggregate for theory, internship, dissertation and viva-voce. The minimum requirement for a pass in each paper shall be 40 percent and for a pass in internship, dissertation and vivavoce shall be 50 percent each. A student who fails to secure the minimum percentage of marks required for a pass in a theory paper/papers need to reappear for the examination in that particular paper/papers only and shall secure a minimum of 50 percent marks for each

paper. A student who fails to secure the minimum percentage of marks required for a pass in dissertation need to resubmit the same along with the examination of any of the subsequent batches and also he/she shall reappear for the viva-voce.

A student who could not successfully complete internship need to redo internship subsequently. Only after satisfactory completion of the internship and the requirements of internal evaluation in all semesters the student shall be allowed to appear for the fourth end semester examination.

A student who is absent or fails to secure the minimum percentage of marks in the viva-voce need to reappear for the same only along with any of the subsequent batches.

**Grievance Redressal Mechanism**: A student has all rights to know, how the teacher arrived at the grade. In order to redress the grievance of students, a three level Grievance Redressal mechanism is envisaged. A student can go to the upper level only if the grievance is not redressed at the lower level.

Rs. 2000/-



Annual Administration Fee

F

1	FEES -	B.Ed	M.Ed		
Α.	Tuition fee	: Rs. 2000/-	Rs. 18,000/-		
В.	Special fees	: Rs.933/-	Rs. 3,500/-		
C.	Caution Deposit	: Rs. 360/-	-		
D.	University affiliation fees	: Rs. 450/-	Rs. 450/-		
E.	M.Ed. University Fees	-	Rs. 403/-		

- Fees once paid will not be refunded unless sanctioned by the Government.
   If a student terminates her studies or leaves the College during the year she will be bound to pay the entire fees of that term also. If the fees are not paid, the certificates will not be returned.
- 2. All payments should be made to the College and receipt should be obtained and retained by the students.
- 3. It shall be the responsibility of the students to claim the refund of caution deposit paid by her immediately after the closing date of the college. The caution deposit amount will be refunded only if the connected receipt issued from the college is produced along with the application prescribed by the Government for the refund of the caution deposit.

<b>University Examination Fees</b>	B.Ed.	M.Ed.		
1st Semester	925	Rs. 925		
2nd Semester	975	Rs. 1525		
3rd Semester	1225	Rs. 1525		
4th Semester	1225	Rs. 1725		
For Recognition of an Examination				
of another university		Rs. 150		
For Registration as Marticulate	Rs. 150			
For Migration Certificate	Rs. 100			



# UGC REGULATION ON CURBING THE MENACE OF RAGGING IN HIGHER EDUCATIONAL INSTITUTIONS, 2009

It is brought to the notice of the Institutions, students and other various stakeholders that ragging is a criminal offence and UGC has framed regulations, on curbing the menace of ragging in higher educational institution, in order to prohibit, prevent and eliminate the scourge of ragging. The regulations have been notified vide No. F. 1-16/2009 (CPP-II) dated 21.10.2009 and are available on UGC website www.ugc.ac.in.

**Objective**: To eliminate ragging in all its forms from universities, deemed universities and other higher educational institutions in the country by prohibiting it under these Regulations, preventing its occurrence and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

What Constitutes Ragging: Ragging constitutes one or more of any of the following acts:

- a) Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
- b) Indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- c) Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
- d) Any act by a senior student that prevents, disrupts or disturbs theregular academic activity of any other student or a fresher.
- e) Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f) Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students
- g) Any act of physical abuse including all variants of it: sexual abuse,
  - St. Joseph College of Teacher Education For Women, Ernakulam

homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;

- h) Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.
- i) Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

**Measures For Prohibition Of Ragging:** There are a number of such measures at institution level, University Level, District level etc. Some of them that are important for students to know are as follows:

- No institution shall permit or condone any reported incident of ragging in any form; and all institutions shall take all necessary and required measures, including but not limited to the provisions of these Regulations, to achieve the objective of eliminating ragging, within the institution or outside.
- All institutions shall take action in accordance with these Regulations against those found guilty of ragging and/or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- Every public declaration of intent by any institution, in any electronic, audiovisual or print or any other media, for admission of students to any course of study shall expressly provide that ragging is totally prohibited in the institution, and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with these Regulations as well as under the provisions of any penal law for the time being in force.
- The telephone numbers of the Anti-Ragging Helpline and all the important functionaries in the institution, including but not limited to the Head of the institution, faculty members, members of the Anti-Ragging Committees and Anti-Ragging Squads, District and Sub-Divisional authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be published in the brochure of admission/instruction booklet or the prospectus.
- The application for admission, enrolment or registration must be accompanied by an Anti Ragging affidavit signed by a student in a prescribed format and another Anti Ragging Affidavit signed by a

Parent/Guardian. (Both these Affidavits can be downloaded from the Web )

- Any distress message received at the Anti-Ragging Helpline shall be simultaneously relayed to the Head of the Institution, the Warden of the Hostels, the Nodal Officer of the affiliating University, if the incident reported has taken place in an institution affiliated to a University, the concerned District authorities and if so required, the District Magistrate, and the Superintendent of Police, and shall also be web enabled so as to be in the public domain simultaneously for the media and citizens to access it.
- On receipt of the recommendation of the Anti Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Head of institution shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of the Anti-Ragging Committee authorised by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions.
- The Commission shall maintain an appropriate data base to be created out of affidavits, affirmed by each student and his/her parents/guardians and stored electronically by the institution, either on its or through an agency to be designated by it; and such database shall also function as a record of ragging complaints received, and the status of the action taken thereon.
- The Commission shall include a specific condition in the Utilization Certificate, in respect of any financial assistance or grants-in-aid to any institution under any of the general or special schemes of the Commission, that the institution has complied with the anti-ragging measures.
- Any incident of ragging in an institution shall adversely affect its accreditation, ranking or grading by NAAC or by any other authorised accreditation agencies while assessing the institution for accreditation, ranking or grading purposes.
- The Commission may accord priority in financial grants-in-aid to those institutions, otherwise eligible to receive grants under section 12B of the Act, which report a blemishless record in terms of there being no reported incident of ragging.

As per UGC regulation on curbing the menace of ragging in higher educational institutions, 2009 the institution has taken necessary steps for its implementation in to including the monitoring mechanism as per provisions provided in the above regulation and ensure its strict compliance.

The following preventive measures for Anti-Ragging are also strictly followed:-

- 1) The Institution has erected suitable hoardings/bill boards/banners in prominent places within the campus to exhort the students to prevent or not to indulge in ragging and also indicating therein the names of the officials and their telephone numbers to be contacted in case of ragging.
- 2) An Anti-Ragging-Committee and squads dedicated cadre of wardens and professional counselors are working to take adequate steps to prevent ragging or act in accordance with these regulations and to constantly monitor during the entire period of the academic session.
- 3) An affidavit is obtained from every Student, Parent/Guardian separately as per clause (m & n) of Regulation 6.2.
- 4) The Institution also undertakes other forms of campaign including film show on anti-ragging for prevention of ragging.
- 5) Any violation of UGC regulations as cited above or if any Students in distress owing to ragging related incidents can access the Anti Ragging Cell Officials.



### **Anti Ragging Cell Officials:**

Dr.Sr.Mary Joseph :Principal, Ph: 9745914503

Dr.Sr.Betty P.J. : Ph : 8281950569 Smt. Marin Jose : Ph : 9746251034





### RULES OF GENERAL BEHAVIOUR & DISCIPLINE

Students and Staff in the college shall co-operate with the college authorities to ensure peaceful atmosphere congenial to the academic activities and overall development of the students and for the maintenance of discipline in the campus.

Students shall always and everywhere behave with modesty and dignity. They are responsible to the principal for their conduct in the public, They should be courteous to all, especially to the staff members.

Students are expected to dress modestly. Tights, short tops, sleeveless and deep necklines will not be allowed.

Every student must make it a part of her personal duty to attend classes daily and punctually. Students are expected to be in classes at the first bell. Students who come late may enter the classroom only after obtaining the permission of the teacher. They shall be punctual in attending classes of any academic or co-curricular activities arranged for them. When teachers are on leave, students shall remain in the class and do the work assigned to them for the period.

Every student shall use the property of the college with care and preserve the cleanliness of the building and furniture. Loss or damage caused to building, furniture, tools and apparatus of the college due to careless handling of students will be made good by collecting fines on all the students of the college.

Students shall not carry or use mobile phones in the campus. The College Notice Board should be consulted daily.

Students are forbidden to organize any meetings or to collect money to any purpose or to circulate among them any notice or petition or to paste in the college notice board without the sanction of the Principal.

Matters not covered by the existing rules will be at the absolute discretion of the Principal.



### **CLASS HOURS & ATTENDANCE**

- 1. There will be two sessions a day the forenoon session from 8.30 a.m. to 12.20 p.m. and the afternoon session from 1.00 p.m. to 4.30 p.m. as per U.G.C. norms.
- 2. There shall be an assembly of all the students every morning before the regular class commences.
- 3. No student shall absent herself from a class without leave. As far as possible, leave should be obtained beforehand.
- 4. A student absenting herself without leave for more than ten consecutive working days, will have her name removed from the roll, and she may be readmitted only on payment of the re- admission fee of Rs. 500/- and the college fee dues if any.

#### Students Facilities

**Academic Facilities:** The philosophy of continuous improvement and the concept of excellence have guided the college from the very beginning. The race for excellence has resulted in the entire campus being networked and Management information System (MIS) being introduced.

Paradise of Knowledge: The institution's user friendly fully computerized library functions with a clear cut vision and mission. It has a spacious reference section, periodical section with open stacks, shelves displaying magazines, journals and newspapers, a corner for new arrivals, a stack room with a lending section, a postgraduate section, accession section-cum-staff corner, special sections for career guidance and value education, a digital library section with sufficient numbers of CD's, DVD's, a reprographic section and a property counter and a suggestion box. It also has a Book Bank facility. The library committee has instituted the 'Best Readers Award'. In addition to the main library, all optional classes have their own subject library.

### **Library Rules**

- 1. Strict silence should be observed in the library.
- Books and other personal belongings should be placed in the property counter at the entrance of the library. However, the students may take a note book with them.
- 3. Teachers can borrow 10 books at a time. The books will be issued for 30 days subject to renewal till the 31st of March every year. All the books taken by the staff must be returned on 31st March of the corresponding year.
- 4. Not more than two volumes may stand borrowed by any student at any time. Reference books are issued for a week. However, one renewal is allowed for the P.G students.
- The books should be returned on the prescribed date and also when called for.
- 6. A fine of Rs.1/- per day or parts thereof will be collected from the defaulter as overdue charges.
- 7. Readers will be responsible for any damage caused to a book. Scribbling will be treated as damage. To be safe, when a book is issued to a reader, she must point out to the librarian, any defect noted concerning the book.
- 8. The library follows open access system.
- 9. No student shall lend the library card or the books to a fellow student or outsider.
- 10. The library will be open from 8.30 a.m to 5.00. p.m on all days except public holidays.

**ICT Lab:** is equipped with 25 systems with internet connectivity and language lab facility is open for 8 and <sup>1</sup>/2 hours. The faculty members and students have free access to internet.

**Smart Board :** The institution has 7 interactive boards in the M.Ed seminar hall, B.Ed seminar hall and in the multipurpose hall.

**ET Room :** Institution has a well equipped educational technology room with provision for video conference.

**Method Lab:** is a distinctive feature of this institution. The main classroom of each optional subject serves the purpose of method lab. It is equipped with a computer with Net connectivity, CD and DVD writers, OHP, tape recorder-cum-radio, lectern, blackboard, flannel board, cupboards, almirahs and shelves to display the teaching aids prepared by the students.

In addition to this we have psychology lab and science lab.

**Fitness Centre & Sports Room** provides all the necessary facilities to keep the mind and body healthy.

**Holy spirit counseling center:** The counseling room is solace for troubled minds. A well trained counselor is appointed by the management.

**Prayer Room:** To root the students in faith in God, and to find a quiet space for themselves with the Almighty, there is a well, furnished prayer room.

**Placement cell:** is functioning in the institution which helps the trained teachers to get placed.

**Grievance Redressal Cell:** is functioning in the institution for the staff and students

College Hostel: The hostel is maintained by the Educational agency of St. Joseph College of Teacher Education for Women, Ernakulam. The hostel is under the direct control of the Principal of the College. For admission to the hostel, application must be made to the warden after admission has been secured in the college. The day to day administration of the hostel vests with the warden and she will be responsible for the maintenance of discipline of the inmates of the hostel. Complaints, if any, shall be brought to the notice of the authorities. Hostelers are not allowed to go out of the College premises without the sanction of the warden and hostelers who go out should return before 6 p.m. Hostelers may entertain their visitors in the parlour only. Visitors are not permitted to enter the rooms or the dining hall except with the permission of the warden. Hostelers should inform their parents, relatives and friends that they are not allowed to see them during working hours or after

6.30 p.m. Strict silence is to be maintained during study hours. The mess rates will vary according to the menu and the fluctuation in the price of provisions. The hostel mess is run on the division system managed by a student secretary, elected for the year by the students and a mess committee elected for every month. Students are not allowed to remain in the hostel during college working hours. Any student residing in the college hostel, shall not be entitled to get her certificates when she leaves the college unless she produces a certificate from the warden that her dues to the hostel have been fully paid up. Catholic students should attend the Holy Mass. Hostelers are to keep discipline and conduct themselves with decorum and modesty. Disciplinary action will be taken if hostelers violate the hostel rules.

#### SUPPORT SERVICES

**TMS through TMC:** Touch the Minds of the Students through Tutorial Mentoring and Counseling session.

**Tutorial Session is systematically implemented** to assist the academically weak students. Each 'tutor' acts with a high level of accountability and efficiency in transforming the academically weak students into integrated women who are capable of facing challenges of the educational front in particular and life in general.

**Mentor Teacher System** is in vogue in the institution. Teachers are the architects who train and strengthen character and academic competence of students that will not crumble when tested in the crucible of global challenges. Hence, the teachers take a lead role in preparing students for the task lying ahead of them and also in training them to face the challenges and succeed. Fifteen students are assigned to the care of a faculty member, who assumes the role of a mentor and guide to the students.

**Remedial Teaching programmes:** to ensure academic equity of the academically weak students, remedial teaching programmes are organized.

**SkiD** (Multi skill development programme): To equip the students to face the competitions in the global world, the institution strives to empower her students with the latest trends in education and to make all e-literate

**JET - Josephites Efficient in Technology:** With the goal of global employability which calls of core competencies in teaching methodology, the

institution has embarked upon the policy named JET. To effect this, student teachers are given opportunities for preparing technological aids and handling of technological devices such as computers, LCD Projectors, OHP and Slide projectors. Workshops are conducted on the preparation of teaching-aids. Training is also given in the preparation of powerpoint presentations.

JIC-'Josephites in the Community': Parallel to the intellectual pursuits, the creation of a just society respecting the individual dignity, nurturing secular values and religious harmony and reaching out to the needy without any discrimination predicate our institutional ethos. The Extension Service Unit organizes various activities of JIC (JOSEPHITES IN THE COMMUNITY) like outreach programmes, visits to special schools, blood donation camps, free eye camps, distribution of dress and food packets to the needy.

**Spiritual Renewal:** The institution organises periodic inter-religious prayer meetings, prayers during the morning assembly, occasional religious instruction by the faculty and experts from outside, retreats and renewal programmes for developing in the student teachers a habit of experiencing God in all events and to lead a life inbued in faith.

**UGC NET/SET Coaching:** The institution aims at making her students employable in the new millennium. To realize this dream, the institution organizes UGC NET Coaching for the PG Students. It is also open to the students from outside the institution. Members of the college faculty and resource persons from outside are also involved in this service.

**Excursion and Study Tours:** are conducted every year as part of the training programme.

Celebrations: Carmel day, St.Joseph's day, Talent's day, Keralapiravi, Independence day, Mother's day, Onam, Christmas, Environmental day, World Aids day, Republic day, Alumni day, Sports day, Arts day, College Day, Awards day, Hostel day etc. are celebrated with great enthusiasm. Competitions are also conducted in connection with these days and Prizes are awarded to the winners

**Medical Inspection:** Every year doctors from Carmel Hospital conduct a medical check up for our student teachers.

 $\textbf{House Activities:} \ There \ are \ 4 \ houses-Mahatma \ House, Nehru \ House, Tagore$ 

House and Radhakrishna House. Various inter-house competitions are held in connection with Arts Day, Sports Day and celebrations of important days. Judges are selected from among the 4 houses for each item.

**Economic support:** Scholarships are provided to economically backward students. The following awards are instituted to serve as an incentive to the students:

### **Endowments/ Scholarships**

- I. Cardinal Parekattil Silver Jubilee Memorial Prize instituted by him for the student securing Highest Mark in the University Examination.
- 2. P.T.A. (2001 -2002) Gold Medal and Certificate to the student who secures top mark in B.Ed. University Examination
- 3. P.T.A. (2001-2002) Cash Award of Rs. 500/- to each optional top scorers with certificates.
- 4. Late Mr. N. Sivasankara Pillai endowment instituted by Mrs Prasanna S Pillai for the student who gets highest mark in English Optional.
- 5. Cash awards to each subject topper by the alumnae of this college.
- 6. Golden Jubilee Memorial students' welfare fund Suvarna Rashmi instituted by the Management, PTA and Students (2006-07) to those who are eligible for it.
- 7. Cash award and special prizes instituted by PTA of each year.
- 8. Rev. Sr. Philip Neri Memorial Charitable Endowment instituted by Dr. Thampi to a deserving student.
- 9. Dr. Jessy Mathews Endowment to the student who secure highest grade point in Natural Science Education.





SI. No.	Name of Scholarship	Agencies
1	SC Educational Concession	District Development Office for Scheduled Caste, Civil Station, Kochi-682 030
2	ST Educational Concession	Tribal Development ST Development Moovattupuzha
3	OEC Educational Concession	District Development Office for Scheduled Caste, Civil Station, Kochi-682 032
4	OBC Educational Concession	District Development Office for Scheduled Caste, Civil Station, Kochi-682 033
5	MG University Merit Scholarship for B.Ed. Students	Mahatma Gandhi University, Kottayam
6	Labour Welfare Fund Scholarship	Office of the Labour Welfare Fund Commission, Vellayambalam, Trivandrum
7	Fisheries Education Concession to Fisherman Students	Brackish water and training, Ernakulam
8	Panchayath Raj Scholarship for Physically handicapped students	Panchayath Raj
9	District Merit Scholarship	Office of the District Social Welfare Officer Ernakulam, Civil Station, Kakkanad
10	Vimala Education Fund	Educational Agency, St. Joseph Training College
11	Lakshadweep Scholarship	Adiministration of the UT of Lakshadweep
12	Post Metric Scholarship to Minority Students	Directorate of collegiate education TVM
13	Muslim Girls Scholarship	Directorate of collegiate education TVM





**College Council:** to assist the Principal in the day to day functioning of the college through participatory decision making, a Staff Council functions in the college.

**Students Union:** It is constituted through election as per university rules. The members are representatives of M.Ed, and B.Ed, students. They co-operate with the principal and staff in all activities of the institution. They also render their service in the decision making process. They organize various co-curricular activities with the co-operation of different clubs, houses, and subject associations

**PTA- Parents Teachers Association**: the institution has a PTA which meets to discuss various academic and non- academic matters regarding the students. Necessary steps are taken based on the valuable suggestions and advice rendered by the PTA on the performance of the institution. There is also a PTA fund to award scholarships to the outstanding students of the year.

**Alumnae Association:** An alumnae association is functioning well in the institution. Every student who passes out of this institution is a member of the alumnae association. Every year the alumnae day is celebrated which provides an opportunity to the alumnae to get together. The college website keeps the alumnae informed about the activities of the college.

**Women's Cell:** of the institution aims at the overall development of her students in the college through making them aware of their special role in building the society, conscientising them on gender issues, bringing out the best in them, providing opportunities in the form of discussions, seminars and developing leadership qualities in them.

**Health & Red Cross:** provides opportunities to attend seminars, training programmes and social services that promote social concern.

**Social Service Club:** undertakes programmes to inculcate in the students cooperation, feeling of brotherhood, kindness and sensitivity through various activities like distribution of clothes, meals, visiting orphanages, conducting

awareness programmes and providing free tuitions.

**Eco Club:** undertakes programmes to inculcate an eco freindly approach, preserveation of natural resources and support of sustainable development.

Anti Narcotic Cell: Undertakes programmes to develop awareness against Narcotic Drugs and Psychotropic Substances (NDPS). The cell orgnizes awareness programmes against drug abuse in Shools, Colleges & Community.

**Zeitgeist:** the literary association of English Optional serves to develop the literary and aesthetic sense of the students. Their watch word 'pen is mightier than the sword' is proved through the various activities.

**Sahithi:** the association of the Malayalam optional, true to its motto 'Enrich our culture and literature and thus enrich Kairali' organizes activities to improve and enrich Malayalam language.

**Expressions:** Mathematics tries to express the world wide problems in the form of simple equations and solve them. It aims to make mathematics an interesting subject by correlating with other subjects and life.

**Scientech:** the Physical Science Association tries to develop vigour and enthusiasm in future science teachers and coming generations.

**Silent Spring**: The Natural Science assoication Silent Spring is formed with the motto 'Nurture Nature for future'

**Renaissance:** the vision of Social Science Association is the enlightenment of the society to a new age and leading the society on a new path that upholds values.





### COLLEGE EXAMINATIONS

There will be two mid-semester examinations and model examinations in each subject. Absence from examinations will be seriously dealt with.



### FORM OF APPLICATION FOR LEAVE

1.	Name	:
2.	Class Number	:
3.	Optional Subject	:
4.	No.of days of leave with date	:
5.	Reason	:
6.	No.of days of leave already availed	:
7.	Signature with date	:
8.	Recommendation of the Head of the Dept.	:
		Order of the Principal

#### **ECO FRIENDLY**

### June 2019

Date	Day	Particulars	No. of W.D : 22
1	Sat		
2	Sun		
3	Mon		
4	Tue		
5	Wed	World Enviornment Day	
6	Thu		
7	Fri		
8	Sat		
9	Sun		
10	Mon		
11	Tue		
12	Wed		
13	Thu		
14	Fri		
15	Sat	Id-Ul- Fitr	
16	Sun		
17	Mon		
18	Tue		
19	Wed	World Reading Day	
20	Thu		
21	Fri		
22	Sat		
23	Sun		
24	Mon		
25	Tue		
26	Wed	Anti Drugs Day & World Torture prevention day	
27	Thu		
28	Fri		
29	Sat		
30	Sun		



### FACULTY Development

Date	Day	Particulars	No. of W.D : 22
1	Mon	Commencement of B.Ed & M.Ed Course	
2	Tue		
3	Wed	St. Thomas Day	
4	Thu		
5	Fri		
6	Sat		
7	Sun		
8	Mon		
9	Tue		
10	Wed		
11	Thu	World Population Day	
12	Fri	Inaugural Holy mass	
13	Sat		
14	Sun		
15	Mon		
16	Tue		
17	Wed		
18	Thu		
19	Fri		
20	Sat		
21	Sun		
22	Mon		
23	Tue		
24	Wed		
25	Thu		
26	Fri		
27	Sat		
28	Sun		
29	Mon		
30	Tue		
31	Wed		

#### **HERITAGE**

### August 2019

Date	Day	Particulars	No. of W.D : 22
1	Thu	Commencement of Internship	
2	Fri		
3	Sat		
4	Sun		
5	Mon		
6	Tue	Hiroshima Day	
7	Wed		
8	Thu		
9	Fri		
10	Sat		
11	Sun	Karkidakavavu	
12	Mon		
13	Tue		
14	Wed	Feast Day (Educational Agency)	
15	Thu	Independence Day, Flaghosting	
16	Fri		
17	Sat		
18	Sun	College closed for Onam Holidays	
19	Mon		
20	Tue		
21	Wed		
22	Thu	Bakrid	
23	Fri		
24	Sat	Ist Onam	
25	Sun	Thiruvonam	
26	Mon		
27	Tue	Sree Narayana Guru Jayanthi	
28	Wed	Ayankali Jayanthi	
29	Thu	College Re- opened after Onam Holidays	
30	Fri		
31	Sat		

## September 2019

### MEDIA Publications

Date	Day	Particulars	No. of W.D : 22
1	Sun		
2	Mon	Sree Krishna Jayanthi	
3	Tue		
4	Wed		
5	Thu	Teacher's Day	
6	Fri		
7	Sat		
8	Sun	World Literacy Day	
9	Mon		
10	Tue	Theatre in Education Workshop	
11	Wed		
12	Thu		
13	Fri		
14	Sat	Election - College Union	
15	Sun	Edu Fest 2018	
16	Mon		
17	Tue	Class on Yoga	
18	Wed		
19	Thu		
20	Fru	Muharam	
21	Sat	International Peace Day, Sree Narayana Guru Samadhi	
22	Sun		
23	Mon		
24	Tue		
25	Wed		
26	Thu		
27	Fri		
28	Sat		
29	Sun		
30	Mon		

#### **CONSULTANCY**

## October 2019

Date	Day	Particulars	No. of W.D : 22
1	Tue		
2	Wed	Gandhi Jayanthi	
3	Thu		
4	Fri		
5	Sat		
6	Sun		
7	Mon		
8	Tue		
9	Wed		
10	Thu		
11	Fri		
12	Sat		
13	Sun		
14	Mon		
15	Tue		
16	Wed		
17	Thu		
18	Fri	Maha Navami	
19	Sat	Vijaya Dashami	
20	Sun		
21	Mon		
22	Tue		
23	Wed		
24	Thu	U.N. Day	
25	Fri		
26	Sat		
27	Sun		
28	Mon		
29	Tue		
30	Wed		
31	Thu		

## November 2019

### **EXTENSION**

Date	Day	Particulars	No. of W.D : 22
1	Fri	Kerala Piravi	
2	Sat		
3	Sun		
4	Mon		
5	Tue		
6	Wed	Diwali	
7	Thu		
8	Fri		
9	Sat		
10	Sun		
11	Mon	National Education Day, Birthday of Maulana Abdul Kalam Azad (Ist Educational Minister)	
12	Tue		
13	Wed		
14	Thu	Childrens Day	
15	Fri		
16	Sat		
17	Sun		
18	Mon		
19	Tue	B.Ed IInd years return to College after Internship	
20	Wed		
21	Thu		
22	Fri	Milad- Nabi	
23	Sat		
24	Sun		
25	Mon		
26	Tue		
27	Wed		
28	Thu		
29	Fri		
30	Sat		

#### **INCLUSION**

## December 2019

Date	Day	Particulars	No. of W.D : 22
1	Sun	World AIDS Day	
2	Mon		
3	Tue	International Disability Day	
4	Wed		
5	Thu		
6	Fri		
7	Sat		
8	Sun		
9	Mon		
10	Tue	Human Rights Day	
11	Wed		
12	Thu		
13	Fri		
14	Sat	World Energy Conservation Day	
15	Sun		
16	Mon		
17	Tue		
18	Wed		
19	Thu		
20	Fru		
21	Sat	Christmas Celebration, Christmas Holidays begins	
22	Sun		
23	Mon		
24	Tue		
25	Wed	Christmas	
26	Thu		
27	Fri		
28	Sat		
29	Sun		
30	Mon		
31	Tue	College Re-opened after Christmas Holidays	

### **Janaury 2020**

SOCIETY

Date	Day	Particulars	No. of W.D : 22
1	Wed	New Year	
2	Thu	Mannam Jayanthi	
3	Fri		
4	Sat		
5	Sun		
6	Mon		
7	Tue		
8	Wed		
9	Thu		
10	Fri		
11	Sat		
12	Sun	National Yuth Day	
13	Mon		
14	Tue		
15	Wed		
16	Thu		
17	Fri		
18	Sat		
19	Sun		
20	Mon		
21	Tue		
22	Wed		
23	Thu		
24	Fri		
25	Sat		
26	Sun	Republic Day	
27	Mon		
28	Tue		
29	Wed		
30	Thu	Gandhi Smarana	
31	Fri		

### February 2020

SOCIETY

Date	Day	Particulars	No. of W.D : 22
1	Sat		
2	Sun		
3	Mon		
4	Tue		
5	Wed		
6	Thu		
7	Fri		
8	Sat		
9	Sun		
10	Mon		
11	Tue		
12	Wed		
13	Thu		
14	Fri		
15	Sat		
16	Sun		
17	Mon		
18	Tue		
19	Wed		
20	Thu		
21	Fri		
22	Sat		
23	Sun		
24	Mon		
25	Tue		
26	Wed		
27	Thu		
28	Fri		
29	Sat		

## March 2020

SOCIETY

Date	Day	Particulars	No. of W.D : 22
1	Sun		
2	Mon		
3	Tue		
4	Wed	National Safey Day, Sivarathri	
5	Thu		
6	Fri	Womens Day	
7	Sat		
8	Sun		
9	Mon		
10	Tue		
11	Wed		
12	Thu		
13	Fri		
14	Sat		
15	Sun	Consumers Day	
16	Mon		
17	Tue		
18	Wed		
19	Thu	St. Joseph Day	
20	Fru	World Day for Water	
21	Sat		
22	Sun		
23	Mon		
24	Tue		
25	Wed		
26	Thu		
27	Fri		
28	Sat		
29	Sun		
30	Mon		
31	Tue		

### April 2020

SOCIETY

Date	Day	Particulars	No. of W.D : 22
1	Wed		
2	Thu		
3	Fri		
4	Sat		
5	Sun		
6	Mon		
7	Tue		
8	Wed		
9	Thu		
10	Fri		
11	Sat		
12	Sun		
13	Mon		
14	Tue	Palm Sundy	
15	Wed	Vishu, Dr. Ambedkar Day	
16	Thu		
17	Fri		
18	Sat	Maundy Thursday	
19	Sun	Good Friday	
20	Mon	Sree Sankara Jayanthi	
21	Tue	Easter	
22	Wed		
23	Thu		
24	Fri		
25	Sat		
26	Sun		
27	Mon		
28	Tue		
29	Wed		
30	Thu		

# May **2020**

SOCIETY

	LOLO		
Date	Day	Particulars	No. of W.D : 22
1	Fri	May Day	
2	Sat		
3	Sun		
4	Mon		
5	Tue		
6	Wed		
7	Thu		
8	Fri		
9	Sat		
10	Sun		
11	Mon		
12	Tue		
13	Wed		
14	Thu		
15	Fri		
16	Sat		
17	Sun		
18	Mon		
19	Tue		
20	Wed		
21	Thu		
22	Fri		
23	Sat		
24	Sun		
25	Mon		
26	Tue		
27	Wed		
28	Thu		
29	Fri		
30	Sat		
31	Sun		