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COLLEGE ANTHEM

Hail Alma Mater, hail to thee:
St. Joseph's College, hail to thee:
Shap'd by the hands of 'Kuriakose',
Bright on the hills of Mannanam,
Ever thou our mother be:
Ever thou our mother be: Ever thou our mother be:
Hail Alma Mater, hail to thee:
St. Joseph's College, hail to thee:
A peaceful spring of learning great,
A joyful stream of culture good;
All through our lives we rejoice in thee
And sing those songs of joyous days-
Ever this our prayer be:
Ever this our prayer be: Ever this our prayer be:
Hail Alma Mater, hail to thee
St. Joseph's College, hail to thee:
Ever to we sing your beauty,
Ever in you we will see our duty.
Let's remember all that you taught us,
Seek we love and truth and goodness-
Ever this our motto be:
Ever this our motto be: Ever this our motto be:

02 CMI Educational Policy Statement

We, the Carmelites of Mary Immaculate, following the example of our Founder Saint Kuriakose Elias Chavara, consider education an integral part of the human development for the fulfillment of one's individual and social responsibilities.

Our educational endeavours aim at forming leaders who are intellectually competent, spiritually mature, morally upright, psychologically integrated, physically healthy, socially acceptable and God loving, who will champion the cause of justice, love, truth and peace and who are ever open to further growth.

The secret of the success of our educational institution is a community of teachers who are committed to their vocation, professionally competent, morally upright, just and humane in dealing and who grow in the true vision of education.

We aspire towards creating a just and humane society where dignity of the human person is respected, where unjust social structures are challenged, where our cultural heritage of ahimsa, religious harmony and national integration are upheld, and where the poor and marginalised are specially taken care of.

We aim at reaching out to the families, primarily of the students, to assist them in their needs, to share joys and sorrows and to help them experience love and freedom so that the students realize that our educational institution is an extension of their homes.

Our Institutions are open to all students irrespective of their caste and creed; they are accepted and cherished as they are; and helped to grow in their cultural, social and religious traditions. As they are privileged to be in our institutions, they will also have the right to get acquainted with the Person of Jesus Christ and His Gospel. The institutions being established by and for a minority community based on religion; they have a special concern for the faith formation of the Christian youth.

Our institutions are open to society at large by making their resources available for the ongoing education and non-formal teaching.

For the realization of these C.M.I. aims of education, we expect teachers, students and parents to share the vision and co-operate with us wholeheartedly.

03 CMI Institutions of Higher Education

- | | | | |
|-----|--------------|---|-----------------------|
| 1. | Arakulam | St. Joseph's College 682 591
(Moolamattam) | Ph: 0486-2252043 |
| 2. | Bangalore | Christ University 560 029 | Ph: 0805-5536280 |
| 3. | Bangalore | Christu Jayanthi College, 560 077 | Ph: 0808-465353 |
| 4. | Bhopal | Christ College, Anand Nagar
M.P.462 021 | Ph: 07552750538 |
| 5. | Calicut | St. Joseph's College,
Devagiri 673 008 | Ph: 0495-355901 |
| 6. | Chethipuzha | Kristu Jyoti College of Management
and Technology, Changanachery | Ph.0481-2720695 |
| 7. | Elthuruth | St. Aloysius College,
Thrissur 680 611 | Ph: 0487-360748 |
| 8. | Irinjalakuda | Christ College 680 125 | Ph: 0488-825258 |
| 9. | Jagdapur | Christ College | |
| 10. | Kalamassery | Rajagiri College of Social Science.
683 104 | Ph: 0484-555564 |
| 11. | Mannanam | Kuriakose Elias College
686 561 | <i>Ph:0481-597374</i> |
| 12. | Mannanam | St. Joseph's Training College
686 561 | Ph:0481-597347 |
| 13. | Punnapra | Carmel Polytechnic,
Alleppey 688 004 | Ph: 0477-257825 |
| 14. | Rajkot | Christ College 360 005 | Ph:0281-699336 |
| 15. | Sitapur | S. H. College, Naipalapur, U.P. | |
| 16. | Thevara | Sacred Heart College,
Ernakulam 682 013 | Ph: 0484-315380 |

04 The College

St. Joseph's Training College, Mannanam, is owned by St. Joseph's Monastery, of the Carmelites of Mary Immaculate (CMI) Religious Congregation, St. Joseph's Province, Thiruvananthapuram and is an integral part of the vast network of CMI Educational Institutions.

The College with the motto: "Lux et Virtus" (Light & Virtue) was established in 1957 as a minority community institution to train teachers for secondary schools. It was then affiliated to Kerala University and since 1983 to Mahatma Gandhi University. It comes under the jurisdiction of Deputy Director of Collegiate Education, Kottayam, recognised by the National Council for Teacher Education and is reaccredited (3rd cycle) by the National Assessment & Accreditation Council in 2014 with 'A' Grade.

Since 1986, the college has become a co-education institution. It offers B.Ed. and M.Ed. Courses, each of two years duration. The Degree of Bachelor of Education, (B.Ed.) is offered in five school subjects, viz., English, Mathematics, Natural Science, Physical Science and Social Science. The M.Ed. Course is offered with specialisation in English education, Mathematics education, Science education and Social Science education.

Vision

To nurture teachers who are globally competent who shall promote democratic and spiritual values to create a just and humane society.

Mission

- To form teachers who remain ever committed to excellence in academic standards.
- To form teachers who uphold and promote holistic development of the individuals.
- To form leaders of quality in all walks of life who serve their fellowmen with justice, truth and love.
- To form teachers who promote an appreciation of our cultural heritage and help to mould a just society.
- To form teachers who are sensitive to environmental issues.
- To form educators who are recognized for their contribution in the field of teaching, research, and extension.
- To form teachers who imbibe national, social, spiritual values and international understanding.

Core values

- Faith in God
- Integrity of character

- Respect for the dignity of the individual
- Commitment to the nation
- Global Competency
- Being Vision and Value led
- Field independence
- Fostering Positive Interdependence
- Quest for excellence

Aims and Objectives

St. Joseph's Training College, Mannanam, is established with clear goals in view, following the educational policy of the CMI Congregation. The college stands for academic excellence, good discipline, development of skills, and character formation based on the love of God and the service of mankind as modelled in the person of Jesus Christ. Accordingly, the Governing Body redefined the objectives of St. Joseph's Training College as follows:

- to form teachers who are intellectually competent, spiritually mature, morally upright, psychologically integrated, physically healthy and socially acceptable.
- to enable teacher trainees champion the cause of justice, love, truth and peace, and be ever open to further growth.
- to motivate the teacher trainees to serve the nation in general and the local community in particular.
- to form skillful, learned and dedicated teachers committed to the cause of national development and education.
- to develop healthy study habits and refined social relations.
- to instil the national values of dharma, ahimsa, spirituality, truth, tolerance, fraternity, democracy, secularism, national integration and International understanding and to uphold these even at the risk of their life.
- to conscientise teacher trainees on the need of eco-friendly and sustainable development.

05 The Campus

St. Joseph's Training College is situated at Mannanam in Kottayam District, adjacent to the famous Church where the tomb of Saint Kuriakose Elias Chavara is venerated. It attracts tourists as well as pilgrims from far and wide. It is the birthplace of the first indigenous religious congregation for men of the Catholic Church known as CMI. It has contributed much to the development of our country in the cultural, educational and spiritual spheres right from its inception in 1831.

The fact that the first Printing Press (1846) of the Catholic Church in India and the Sanskrit School (1846) sprouted at Mannanam adds reputation to the place as a Centre for dissemination of knowledge and spirituality.

Geographically, the college is on the north-east side of the summit of the Mannanam hills, facing the backwaters of Upper Kuttanad on the west, the hilly landscape of Kottayam Medical College on the east, the Mahatma Gandhi University campus on the north and Kudamaloor, the sacred birth place of Saint Alphonsa on the south. The Mother House of the CMI Congregation stands at the apex of the hills. The college atmosphere is always calm, serene and suited for intellectual and spiritual pursuit.

The scenery all around is enchanting. The gentle breeze far from the Arabian Sea in the west across the paddy fields and over the greenery of the long stretches of coconut and rubber trees, brings peace and solace to all those on the summit of Mannanam hills. There is a good network of transportation by road from all sides to Mannanam. The Water Transport Corporation operates daily boat service from Mannanam to Vaikom and Kannankara through the backwaters and Vembanad Lake, connecting Mannanam to Kumarakom Tourist Complex and Pathiramanal.

The College is visible from Mannanam junction. It is 10 Kms away from Kottayam Railway station, 6 Kms from Ettumanoor bus station, 1.5 Kms from Mahatma Gandhi University Campus, 3 Kms from Kottayam Medical College and 70 Kms from International Air Port Kochi, by road.

06 Sister Institutions

The Management owns several other institutions which are located near the College campus. They are:

1. St. Joseph's Church and Monastery,
Estd.1831 Ph: 2597237, 2598100
2. St. Joseph's Press, Estd. 1846 Ph: 2597296
3. St. Ephrem's High School, Estd. 1885,
upgraded to HSS in 1998 Ph: 2597719
4. St. Aloysius Boarding for Boys, Estd. 1887 Ph: 2597692
5. St. Joseph's L.P. School, Estd. 1890,
upgraded to U.P.S. 1998 Ph: 2594041
6. St. Joseph's Training College Hostel,
Estd.1957 Ph: 598370
7. Kuriakose Elias College, Estd. 1964 Ph: 2597374, 2597074
8. Pope John Hostel, Estd. 1966 Ph: 2597406
9. Sanjos Book Stall and Publications, Estd.1976 Ph: 2597050
10. St. Joseph's Computer Centre, Estd. 1988 Ph: 2598390
11. K. E. English Medium High School,
Estd.1991 Ph: 2597180, 2596170
12. Computer Point, K. E. College, Estd. 1998 Ph: 2590915
13. K. E. Offset Press, Estd. 1998 Ph: 2597296
14. K. E. English Medium Boarding, Estd. 1999 Ph: 2598190
15. St. Joseph's T.T.I, Estd. 2005 Ph:2598370

07 Pioneers

Rev. Fr. James Pallivathukkal CMI, with his vision and courage initiated the College. Rev. Fr. Thomas William Neriamparampil CMI, a well- known educationist and administrator, was the first Principal. Right from the inception, erudite and able administrators have served the college as Managers and Principals. The college has a team of talented and devoted faculty.

08 Managers

1.	Rev. Fr. James Pallivathukkal CMI	1957-59
2.	Rev. Fr. Colombiere Gnavally CMI	1959-63
3.	Rev. Fr. Fabian Kalam CMI	1963-66
4.	Rev. Fr. Christopher J.Thayil CMI	1966-69
5.	Rev. Fr. Thomas More Karikampally CMI	1969
6.	Rev. Fr. Maximin Parappally CMI	1969-72
7.	Rev. Fr. Romulus Mampuzhackal CMI	1972
8.	Rev. Fr. Isidore M. Vadakkan CMI	1972-75
9.	Rev. Fr. Dositheus Anithottathil CMI	1975-78
10.	Rev. Fr. Joseph Mathew Nedumparampil CMI	1978-79
11.	Rev. Fr. James Julian Padinjarechira CMI	1979-81, 87-90
12.	Rev. Fr. Probus Perumalil CMI	1981-84
13.	Rev. Fr. Alexander Koolipura CMI	1984-87
14.	Rev. Fr. John Menonkary CMI	1990-93
15.	Rev. Fr. Philip Pazhekari CMI	1993-96
16.	Rev. Fr. James Puthenparampil CMI	1996-99
17.	Rev. Fr. Joseph T. Muttathu CMI	1999-02
18.	Rev. Dr. Thomas Kalayil CMI	2002-2005
19.	Rev. Fr. James Thayil CMI	2005-2008
20.	Rev. Fr. Thomas Choolaparambil CMI	2008-2011
21.	Rev. Dr. Antony Edanad CMI	2011-2014
22.	Rev. Fr. Sebastian Chamathara CMI	2014-2017
23.	Rev. Fr. Scaria Ethirett CMI	2017-

09 Principals

1.	Rev. Fr. Thomas William Nerimparampil CMI M.A.; L.T.	1957-60
2.	Rev. Fr. Papias Mampra CMI, M.A.; B.Ed.	1960-61
3.	Rev. Fr. Isidore M.Vadakkan CMI, M.A.; B.Ed.	1961-70, 72-74
4.	Rev. Fr. Joseph James CMI, M.A.; M.A.T.	1970-72, 74-83
5.	Rev. Fr. Thomas V. Kalarickal CMI, M.A.; M.Ed.; Ph.D.	1983-85
6.	Rev. Fr. Sebastian P.Palathara CMI, M.A.; M.Ed., M.Sc.; M.Phil.; M.S. (U.S.A)	1985-94
7.	Rev. Sr. Sicily K.C. CMC, M.Sc.; M.Ed.	1994-2003

- | | | |
|-----|--|----------------|
| 8 | Rev. Fr. Ouseph P.V Puthenpura CMI
M.A.; M.Ed.; PGDCA | 2003-2004 |
| 9 | Dr. V.T. Mathew M.Sc.; M.Ed.; Ph.D.; PG.Dip.in PR&JM | 2005-2006 |
| 10 | Mr. Jose Augustine
M.A. (Eco.); M.A. (Psy); M.Ed.; M.Phil.; PG.Dip.in PR&JM | 2004-05, 06-08 |
| 11 | Mrs. Alice Mathew, M.A. (His.); M.A. (Eco.); M.Ed. | 2008 - 2010 |
| 12. | Fr. (Dr.) K.M. Rajan, M.Sc., M.Ed., Ph.D. (U.S.A.) | 2010-2012 |
| 13. | Dr. Varghese K. Cheriyan, M.Sc., M.Ed., M.Phil., Ph.D. | 2012- |

10 Faculty Members (B.Ed.)

Ph. Nos.

- | | | |
|----|---|----------------------------|
| 1 | Dr. Varghese K.Cherian
M.Sc; M.Ed.; M.Phil., Ph.D.
Asso. Professor in Mathematics | 9447353546
0481-2595649 |
| 2 | Fr. (Dr.) Thomas P.J.
M.A.(Eco.); M.A. (Socio.); M.Sc. (Appl. Psy.) M.Ed., Ph.D.
Asst. Professor in Education | 0481-2597237 |
| 3 | Dr. K.M.Benny, M.A.; M.P.Ed.; M.Phil.; Ph.D.
Asst. Professor in Physical Education | 9447129799 |
| 4 | Dr.Tessy Joseph Kallarackal
M.Sc.; M.Phil; M.Sc. (Appl. Psy.) M.Ed., Ph.D.
Asst. Professor in Natural Science | 9447407354 |
| 5. | Fr. (Dr.) Sibichen K.K.,
M.A., M.Sc. (Psy.), M.Ed., M.Phil., Ph.D.
Asst. Professor in Education | 944 682 0653, 2597237 |
| 6 | Mrs.Latha Joseph M.A.; M.Ed.
Asst. Professor in English | 9946256326 |
| 7 | Dr. Shaiju Francis M.A., M.Ed., M.Phil., Ph.D.
Asst. Professor in Social Science | 9497388910
9847466070 |
| 8 | Dr. Ronu Thomas, M.Sc., M.Ed., Ph.D.
Asst. Professor in Physical Science | 9446233800 |
| 9 | Dr. Anisha V. Gopalakrishnan,
M.Sc., M.Sc. (Psy.), M.Ed., M.Phil., Ph.D.
Asst. Professor in Natural Science | 9447135987 |

- | | | |
|----|--|------------|
| 10 | Mrs. Sunitha Susan Jose, M.A., M.Ed.
Asst. Professor in Social Science | 9447271756 |
| 11 | Mrs. Praveena Gopinath, M.Sc., M.Ed.
Asst. Professor in Mathematics | 9946980305 |
| 12 | Dr. Jisha Baby, M.Sc., M.Ed.; Ph.D.
Asst. Professor in Physical Science | 9645901990 |

Faculty Members (M.Ed.)

- | | | |
|---|---|------------|
| 1 | Mrs. Humsy Joshy MA. (Eco.) M.Ed. (Asst. Professor) | 9947167471 |
| 2 | Mrs. Bibitha A.B., M.Sc., M.Ed. (Asst. Professor) | 8281779663 |
| 3 | Mrs. Biji P. Thomas, M.Sc. M.Ed. (Asst. Professor) | 9539288815 |

11. Administrative Staff Members

Ph. Nos.

- | | | | |
|-----|----------------------|-----------------------|------------|
| 1 | Mr. Joseph Thomas | Junior Superintendent | 8281623911 |
| 2 | Sr. Jollymma Joseph | Head Accountant | 9495717034 |
| 3 | Mr. K.A. Thomas | U.D. Clerk | 9605364990 |
| 4 | Mrs. Jomol K. John | L.D. Clerk | 9446054393 |
| 5 | Mr. Jose K.S. | L.D. Clerk | 9847680021 |
| 6 | Mrs. Simi K.M. | L.D. Storekeeper | 9539207982 |
| 7 | Mr. Santhosh Joseph | L.D. Typist | 9947107289 |
| 8 | Mr. Kuriakose George | Library Asst. | 8547096113 |
| 9 | Mr. Benny K. Antony | Library Asst. | 9847223833 |
| 10 | Mr. Mathew Joseph | Office Attendant | 9496464459 |
| 11. | Mrs. Mini C.C. | Office Attendant | 9496539256 |
| 12. | Mr. Sibi K.J. | Office Attendant | 8606096347 |
| 13. | Mr. Joseph Joychan | Office Attendant | 9656271374 |

Librarian

Mr. Joshy Ryan	9037124685
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Administrator & Bursar

Rev. Fr. (Dr.) Thomas P.J., CMI	0481 2597237
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12. B.Ed. Degree Programme curriculum design

The B.Ed. programme is spread over four semesters (two years). The course consists of four components: (1) **Core Courses**, (2) **Pedagogic Courses**, (3) **Associate Courses** & (4) **Practical Courses**. Core Courses and Practical Courses are compulsory for all students; the Pedagogic Courses are the subject of specialization and Associate Courses are intended to enrich the B.Ed. programme with focus on any one area of education.

SEMESTER WISE PROGRAMME FRAME WORK

Semester 1

Category	Course Code	Course Name	Instructional Hours	Marks			Credit
				External	Internal	Total	
Theory	Core EDU101	Contemporary India and Education	100	80	20	100	5
	Core EDU102	Childhood and Growing Up	100	80	20	100	5
	Core EDU103	Development and Resources in Educational Technology	60	50	10	60	3
	Pedagogic EDU104	Understanding the Discipline of ----- Education	60	50	10	60	3
	Pedagogic EDU105	Learning to function as.....teacher	60	50	10	60	3
	Associate- EDU 106	Elective	60	50	10	60	3
Practical/ Engagem ent with the field	EDU 107.1	Core- EPC1, EPC2, EPC3, EPC4	40	--	40	40	2
	EDU 107.2	Pedagogic- EPC1, EPC2, EPC3, EPC4	80	--	80	80	4
	EDU 107.3	Health & Physical Education- EPC4	20	--	20	20	1
	EDU 107.4	Drama and Art in Education- EPC2	20	--	20	20	1
Semester Total			600	360	240	600	30

Semester II

Category	Course code	Course name	Instructional Hours	Marks			Credit
				External	Internal	Total	
Theory	Core EDU201	Knowledge and Curriculum	100	80	20	100	5
	Core EDU202	Learning and Teaching	100	80	20	100	5
	Core EDU203	Assessment for learning	60	50	10	60	3
	Pedagogic EDU204	Pedagogical Dimensions of... ..	60	50	10	60	3
	Pedagogic EDU205	Curriculum and Resource Development in...Education	60	50	10	60	3
Practical/ Engagement with the field (Includes School Internship- Phase I)	EDU206.1	Core- EPC1,EPC2,EPC3,E PC4	80	--	80	80	4
	EDU206.2	Pedagogic- EPC1,EPC2, EPC3,EPC4	100	--	100	100	5
	EDU206.3	Health& Physical Education- EPC4	20	--	20	20	1
	EDU206.4	Drama and Art in Education- EPC2	20	--	20	20	1
Semester Total			600	310	290	600	30

Semester III

Category	Course Code	Course name	Instructional Hours	Marks			Credit
				External	Internal	Total	
Theory	EDU 301	Language Across the Curriculum	60	50	10	60	3
Practical/ Engagement with the field(Includes School Internship- Phase II)	EDU302.1	Core- EPC1,EPC2,EPC3,EPC4	80		80	80	4
	EDU302.2	Pedagogic- EPC1,EPC2, EPC3,EPC4,	360		360	360	18
	EDU302.3	Health& Physical Education, EPC4	40		40	40	2
	EDU302.4	Drama and Art in Education- EPC2	20		20	20	1
		Viva-voce	40	40	----	40	2
Semester Total			600	90	510	600	30

Semester IV

Category	Course code	Course name	Instructional Hours	Marks			Credit
				External	Internal	Total	
Theory	Core EDU401	Gender, School and Society	100	80	20	100	5
	Core EDU402	Personality Dynamics in Education	100	80	20	100	5
	Pedagogic EDU403	Professional Development of..... Teacher	60	50	10	60	3
Practical/ Engagement with the field	EDU404.1	Core- EPC1,EPC2, EPC3,EPC4	140	--	140	140	7
	EDU404.2	Pedagogic- EPC1,EPC2, EPC3,EPC4,	120	--	120	120	6
	EDU404.3	Health& Physical Education- EPC4.	20	--	20	20	1
	EDU404.4	Drama and Art in Education- EPC2	20	--	20	20	1
	EDU404.5	Communicative English- EPC 1	40		40	40	2
Semester Total			600	210	390	600	30
Programme Total			2400	970	1430	2400	120

SCHEME OF ASSESSMENT

A . Internal evaluation of theory courses

a. Theory Courses with Credit 5

Title	No of Tasks @ course	Marks	Total Marks
Internal Test	2	10	20
Practicum	1	10	

b. Theory Courses with Credit 3

Title	No. of Tasks @ course	Marks	Total marks
Internal Test	2	5	10
Practicum	1	5	

NB: A detailed report of the Practicum is to be prepared by each student teacher for each course.

B. External evaluation of Theory Courses

Semester 1

Course Code	Course name	Duration of examination External (Hrs)	Marks		
			External	Internal	Total
Core EDU 101	Contemporary India and Education	3	80	20	100
Core EDU 102	Childhood and Growing up	3	80	20	100
Core EDU 103	Development and Resources in Educational Technology	2	50	10	60
Pedagogic EDU 104	Understanding the Discipline of ----- Education	2	50	10	60
Pedagogic EDU 105	Learning to function as ----- Teacher	2	50	10	60
Associate EDU 106	Elective	2	50	10	60

Semester II

Course Code	Course name	Duration of examination External (Hrs)	Marks		
			External	Internal	Total
Core EDU 201	Knowledge and Curriculum	3	80	20	100
Core EDU 202	Learning and Teaching	3	80	20	100
Core EDU 203	Assessment for Learning	2	50	10	60
Pedagogic EDU 204	Pedagogical Dimensions ofEducation	2	50	10	60
Pedagogic EDU 205	Curriculum and Resource Development in.....Education	2	50	10	60

Semester III

Course code	Course title	Hours	External marks	Internal marks	Total marks
Associate Course EDU 301	Language Across the Curriculum	2 hours	50	10	60

Semester IV

Course code	Course name	Duration of examination- External (Hrs)	Marks		
			External	Internal	Total
Core EDU 401	Gender, School and Society	3	80	20	100
Core EDU 402	Personality Dynamics in Education	3	80	20	100
Pedagogic EDU 403	Professional Development ofTeacher	2	50	10	60

16 College Rules

St. Joseph's Training College, Mannanam, intends to develop effective study habits, personal maturity and good social relations, and to promote family spirit and responsible freedom among the students. Hence, students are expected to observe the following rules and regulations.

16.1. Code of Behaviour

- (a) All are expected to be neat and simple in dress and appearance, to be punctual and regular in attendance and to be faithful and diligent in studies and special assignments allotted to each.
- (b) Our students are expected to uphold values, respect seniors and authorities, to be polite and courteous to all, and be ready to oblige and show decency and decorum in behaviour.
- (c) In the college campus male students are expected to wear Pants/ Dhothis and Shirts while the ladies wear Sarees/ Churidars. College uniform is insisted on stipulated days.
- (d) All are requested to keep the college campus and classrooms clean and tidy.
- (e) In the campus, students are expected to greet the teachers and friends respectfully.
- (f) Students who avail free time, should not loiter along the verandas but be in the reading room, library, classroom or computer lab.
- (g) Politics in any form is not allowed in the college campus. Students are not permitted to have active membership in any political and quasi-political organisations of any kind.
- (h) Students are forbidden to attend or organise any meeting, or collect money for any purpose, which is not previously approved by the Principal. They should not circulate any notice or petition among the students, or exhibit them anywhere in the premises without the signature of the Principal.
- (i) Students are not allowed to make a complaint in a body or to address any authority by a collective petition without the prior sanction of the Principal. Such a combined action is subversive of good order.
- (j) Students should not make any marks on the furniture or walls or on any part of the college premises, or pour ink on the floor or litter classrooms

and grounds.

- (k) Misconduct of a serious nature or neglect of work by a student makes one liable to be declared unfit by the Principal to become a teacher and the person will have to discontinue his/her studies in this college.
- (l) Use of mobile phone is strictly prohibited during the class hours.

16.2. Class Hours

- (a) Classes are conducted in the college in two sessions. The morning session starts at 9.30 a.m. and the afternoon session at 2 p.m. The students assemble in their respective classes at the second bell and conduct the prayers at the third bell. College Assembly will be conducted on Wednesdays. Tutorials are conducted before the morning session and after the afternoon session.
- (b) Tutorial : 9.00 a.m to 9.30 a.m
Morning session : 9.30 a.m. to 1.00 p.m.
Lunch interval : 1.00 p.m. to 2.00 p.m.
Afternoon session : 2.00 p.m. to 4.30 p.m.
Tutorial : 4.30 p.m. to 5.00 p.m.

16.3. Attendance and Leave

- (a) Each student is required to attend classes without fail.
- (b) The absence of a student without leave for any single period would result in the loss of attendance for the whole session.
- (c) A student, who needs leave, shall apply in the prescribed form (3.9) to the Principal with the prior permission and signature of the class teacher. Leave forms should be submitted usually on the previous working day. In unavoidable circumstances, the leave form shall be submitted on return after leave. Such cases should be reported by phone.
- (d) The Principal can demand the production of a medical certificate when the leave applied for is on medical grounds.
- (e) No leave will be granted in continuation of holidays, either before or after.
- (f) An absentee for 10 consecutive working days without leave application, will automatically be removed from the rolls of the college without no-

tice.

- (g) Shortage of attendance shall not be recommended for condonation.
- (h) The Certificate of Attendance and Progress Report required for admission to the University Examination will be granted only if:
- (i) a student has more than 80% of attendance in the college and 90% of attendance during Teaching Practice;
 - (ii) the student has completed the course to the satisfaction of the authorities concerned; and
 - (iii) the progress in studies and conduct in the college and outside have been satisfactory.

(i) **Leave form:**

St. Joseph's Training College, Mannanam
Application for Leave

1. *Name of the Student:*
2. *Optional Subject & Class number:*
3. *Residential address of the student*
4. *Date of leave sought:*
5. *Reasons for leave:*
6. *No. of days of leave already availed:*
7. *Signature of the student:*
8. *Date of application:*

*Signature of the
Parent*

*Recommended / not recommended
Class teacher*

*Granted / not granted
Principal*

P.S. The students should get the above form from the office.

16.4. Remittance of Fees

Fee Structure and Remittance of Fees

Tuition Fee	2000.00
Special Fee	
Admission Fee	50.00
Athletic Fee	50.00

Audio Visual Fee	10.00
Calendar Fee	30.00
College Union Fee	50.00
Excursion Fee	50.00
Laboratory Fee	50.00
Library Fee	100.00
Magazine Fee	50.00
Medical Inspection Fee	5.00
Stationery Fee	25.00
Teaching Practice Fee	50.00
Women Study	5.00
Students' Aid fund	5.00

University Fee

Life Insurance Fee	10.00
University Affiliation fee	300.00
University Sports Affiliation	150.00
University Union Fee	30.00
University Students welfare fee	10.00

Matriculation Fee	100.00
Recognition Fee	150.00
Caution Deposit	360.00

The Tuition fee, special fee, university fee and caution deposit etc shall be remitted in the college office at the time of admission. The fees except the Caution Deposit (CD) shall be remitted to the subsequent years at the beginning of the class.

SC/ST/OEC candidates have to remit Rs. 100/- as caution deposit in the college office.

- Absence from the college on any ground shall not be an excuse for non-payment of fees at the scheduled time.
- Fees are collected at the Office Counter during working hours (from 9.30 a.m. to 4.30 p.m.). Students are advised to keep the receipts for future reference, if needed.

- (c) If a student leaves the college at any time of the academic year, he / she will have to pay the full fees for the whole academic year, and the fees paid shall not be refunded.
- (d) Caution deposit: CD, after adjusting the dues, if any, is refunded on receipt of an application from the student in the prescribed form. The student shall be responsible to claim the refund immediately after the completion of the course.
- (e) Fee Concession: Students belonging to S.C / S.T. / O.E.C can avail fee concession if they produce caste and income certificate at the beginning of the course and apply in the prescribed form. Students belonging to O.B.C. are eligible for fee concession only if their annual income does not exceed the limit set by the Government.

16.5. Issue of Certificates

- (a) Documents submitted at the time of admission will not be returned before the completion of the course. Hence, sufficient number of attested copies of the documents shall be procured before submission. However, in urgent cases, certificates could be returned temporarily on payment of Rs. 200/- as security fee.
- (b) Transfer certificate shall be issued only after the payment of all dues to the college and the hostel.
- (c) A student who needs a certificate of transfer, character, conduct, age, marks, identification. etc. shall apply one day in advance to the Principal in writing, accompanied with a fee of Rs. 10/-, stating the year, the class number and home address. Conduct certificate will be issued only once and that will be at the end of the course,

17. Hostels

- (a) Management of the college runs St. Joseph's Hostel for male students. For female students few seats are available in Pope John, Holy Family and Suvividhya Hostels run by religious nuns.
- (b) The hostel Wardens, appointed by the Manager will look after the discipline and day today management of the hostels, as per the directives of the Manager.
- (c) Students can reside either at their houses or in any of the approved hostels during their training period. They are not permitted to reside in any private houses or with the relatives without the consent of their

parents.

- (d) Any change of residence or address during the training period shall be informed to the Principal immediately.
- (e) Students shall abide by the rules and regulations of the respective hostels. If they have any complaint, it can be reported to the Principal and his/her decision shall be final.

18. Facilities available

(a) Library

The college has more than 20000 books on different subjects, 49 sets of Encyclopedias and 68 Dictionaries. The college subscribes 31 Journals, 15 periodicals, 5 weeklies and 5 Newspapers. For ready reference digital collection of AERA journals published up to the period of December 2000 and 1,100 back volumes of different educational journals are kept in the library. The library is fully automated through ILS Koha, an open source automation software, with bar-coding and gateway registrar. The library also subscribes Inlibnet's NList membership for accessing E-resources. The library has internet and reprographic facilities. A good collection of educational DVD/CDs are also available in the library.

Library Rules

- (a) All students are members of the college library.
- (b) Students shall produce their identity cards for entering the library.
- (c) Silence is observed in the library.
- (d) Library is open from 9.00 a.m. to 5.00 p.m. on all working days. Library remains closed on Sundays and other public holidays.
- (e) Readers' tickets are issued to students. All such tickets shall be returned to the library at the end of the academic year. In case tickets are lost, the student has to pay a fine of Rs.50/- per ticket.
- (f) Requests for books must be made during the morning session. No books will be issued to messengers.
- (g) Students shall ordinarily be allowed to borrow 2 books at a time for a period of 10 days. A book may be renewed for a second time for a

period of 3 days.

- (h) Absence is not a cause for not returning the books on due dates. A fine of Rs.1/- per day per book is levied if books are not returned on the due date.
- (i) Marking or writing in books is forbidden. The last borrower is responsible for any defect or mutilation, which are not pointed out at the time of taking the books. A new copy of the same book shall be replaced for the book lost or mutilated within a month from the due date. Students may freely select books from the shelves. They can lay the books flat on the shelves after reference. Books shall not be misplaced. Library Catalogue index is given in the last section of this handbook.
- (j) Students are allowed to take only one notebook into the library. Other belongings should be kept in the shelves at the entrance.
- (k) The Librarian may reserve any book to the Reference Section of the Library at the direction of the Principal.
- (l) Reference Books can be consulted in the Library. They shall not be taken out of the Library.
- (m) Reading materials shall not be removed from the Reading Room without the permission of the Librarian.
- (n) The Librarian is authorised to carry out all the provisions of these rules including levying of fine.
- (o) Members of the teaching staff will ordinarily be allowed to borrow ten books at a time for a period up to 14 days.

(b) Educational Technology and Micro -teaching Laboratory

To acquire adequate knowledge and skill in the application of information technology in the teaching-learning situations the college has a well furnished educational technology laboratory equipped with Smart Board, Over Head Projector, Digital Video Camera, L.C.D, etc.

(c) Language Laboratory

To enhance the proficiency of communicative English the college has established Language laboratory with 15 computers having ORELL Language Lab Software and internet connection

- (d) Computer Laboratory:** The College has taken initiative in spreading

Computer literacy in this village since 1988. Computer Education is imparted to B.Ed. students in the Computer laboratory with internet and all other allied supporting systems required for a well-equipped and advanced Computer Centre. Training programmes for data analysis through thorough SPSS package is available in the computer laboratory.

- (e) **Psychology Laboratory:** As per the guidelines of the N.C.T.E the college has a Psychology Laboratory. Verbal, non-verbal and performance tests are available in the lab. Students are given practical sessions to familiarise themselves with various psychological tests and obtain practical skills in their administration, scoring and interpretation.
- (f) **Mathematics Laboratory:** The college has a well established Mathematics Laboratory for the use of student teachers of Mathematics. It is equipped with different types of models for teaching Mathematics. The descriptions of models and a software named 'learnersoft' describing the functioning of models through animations are also available in the laboratory. These models can be used by the teacher or the students to explore, to learn, to stimulate interest and develop favourable attitude towards Mathematics.
- (g) **Science Laboratory:** A well equipped science laboratory is functioning in the college. The laboratory is equipped with various apparatus for conducting experiments in Physics/Chemistry/Biology that are appropriate for high school classes. The teacher trainees can make use of the laboratory facilities for conducting demonstrations/experiments.
- (h) **Social Science laboratory:** The College has a well equipped social science laboratory. It is equipped with apparatuses and materials required for the subject, which helps in creating and maintaining a much needed congenial atmosphere for effective learning.
- (i) **Physical Education and Gymnasium:** Considering the importance of Physical health and physical education for teacher trainees, the physical education department organizes various indoor and outdoor

programmes. The Gymnasium of the college has necessary fitness equipments. The college ground has the facilities for basketball, volley ball and shuttle badminton. For other purposes the grounds of sister institutions are shared.

- (j) **Biology Museum:** The college has a unique biology museum with specimen of different Human developmental stages, organs, Coelenterates, Nemetodes, Annelides, Athropdes, Molluscs, Echinodermates, Fishes, Amphibians, Reptiles, Skeletal systems of different organisms, Stuffed specimens and Botanical specimens.
- (k) **Prayer Room:** The teacher trainees can make use of the prayer room for silent prayer, meditation and interreligious prayer meetings.
- (l) **Music Room:** Students talented in fine arts or desirous of developing their musical talents can make use of the music room in the college and quite a few instruments are available there.
- (m) **Rest Rooms:** The college has well furnished restrooms for gents and ladies

19. Co-Curricular Activities: Ample opportunities are provided in the college for the integral development of personality of our students as well as to train them as good teachers. Co-curricular activities are given great importance with a view to train student teachers to enrich their school life. College union, Cultural club, Debating club, Spiritual Animation Cell, Women's cell, Nature Club, Academic Extension Cell, Career/ Placement Cell, Sports Clubs etc., are geared to facilitate development of various skills and abilities of each student, under the guidance of the faculty members.

(a) College union

The general association of the college is the College Union. The Union Members shall be elected through the parliamentary election procedure and the union shall function as per the directives of the University and the Management. The Union members are expected to behave beyond narrow party politics. Principal can take any action, including dismissal,

against those not behaving as expected of a teacher trainee.

(b) Cultural club

The cultural club functions in the college to identify and promote the cultural and artistic talents of the student teachers and to inculcate the sense of belongingness, team work, coordination and amiability.

(c) Debating & Oratory club

The objectives of debating club are to equip the teacher trainees to respond creatively to the social issues and to improve their presentation skills and general knowledge.

(d) Spiritual Animation Cell

The purpose of spiritual animation cell is to impart a holistic vision of life, to reflectively review the success and failures of life and to develop an interior dimension among the teacher trainees.

(e) Women's cell

The objectives of the women cell of the college is to make women realise their equal rights and responsibility in building a just and humane society and to empower them with leadership qualities.

(f) Nature & Tourism Club

The Nature Club of this college functions with the motto: "Let us Live, Let the Earth Live." It aims at making the teacher trainees realise the dynamic relationship between Human beings and Nature.

(g) Social Extension Club

To impart a sense of social awareness and to understand the plight of less privileged people of the locality the college undertakes different Social extension activities like visit of special schools, houses of destitute and orphanages, free tuition for poor students of the locality, training for the peoples of the locality in vermiculture and mushroom cultivation

(h) Career/ Placement Cell

Career / placement cell functions in the college to impart information to the teacher trainees about the teaching opportunities in India and abroad

as well as to provide to qualify different competitive examination in teaching profession.

(i) Guidance and Counselling Cell

The Guidance and Counselling Cell in the college functions to provide guidance and counselling for the needy students.

(j) Film and Documentation Cell

Film and Documentation Cell documents all the events held in the college. The club also organizes film festivals.

Rules for the activities of association/clubs

- (a) The Principal shall be the ex-officio President of all the associations/ Clubs. Staff members shall be in charge of each association/ club. In all matters connected with the associations, the final decision shall rest with the Principal.
- (b) There shall be an Executive Committee for each Association, consisting of President, Vice-President, Secretary and Joint-Secretaries. Their duty shall be to plan and co-ordinate such programmes as would deem suitable to meet the curricular and co-curricular aims.
- (c) The Secretaries shall make arrangements for all ordinary and extra ordinary programmes subject to the prior approval of the Principal. They shall co-ordinate these programmes under the leadership of the College Union. The Secretary shall be responsible to keep a record and account of the activities of each association.
- 20 **Faculty Development programme:** The college organises Seminars workshops and Refresher courses for teachers in collaboration with U.G.C., M.G. University, KSCSTE and other professional organizations.
- 21 **Publications:** The College has published books for the benefit of students and teachers. It has published a few books under the Extension department. Dr. T.T. Joseph, Fr. (Dr.) K.M. Rajan, Dr. V.T. Mathew, Dr. K.M. Benny, Fr. (Dr.) Thomas P.J., Fr. (Dr.) Sibichen K.K., Dr. Anisha V. Gopalakrishnan and a few other members of the teaching faculty have published books. The college has published Proceedings of the U.G.C. sponsored National Seminars/workshops on Scientific Excellence of

Yoga: A Multi-Sectoral Dialogue, Pro-active Stress Coping Strategies for Developing Mental Well Being and In Pursuit of Excellence: Making Sense of Education in 2014-2015. Every year college publishes a News Letter. Since 2011 the college is publishing an academic journal titled: *The Ground Builder: An Attempt to Recast Quality Education with ISSN 2249 - 9911.*

22. Scholarships/Endowments

As a token of appreciation and act of encouragement to hardworking students, the Management has instituted several school- scholarships and awards for meritorious students.

- (a) **Fr. William Memorial Endowment:** It is instituted by the Staff, students and admirers of Rev. Fr. William CMI, the Founder Principal of the college, who passed away in 1965. It is set up to help the poor and needy students of the college through the students' Aid Fund.
- (b) **FOSSA Scholarship for Model Schools:** The Former Staff and Students' Association of the college (FOSSA), formed in 1979, has instituted a Scholarship in 1981, for the student who secures the highest mark in the SSLC examination each year from St. Ephrem's Higher Secondary School, our model School. Another Scholarship is instituted in 1999, for the student who secures the highest mark in the SSLC examination each year from K.E: English Medium School.
- (c) **FOSSA Endowment for B. Ed. Degree:** FOSSA has instituted another scholarship in 1980 for the student of the college who scores the highest mark in B.Ed. Degree Examination each year.
- (d) **Fr. Joseph James' Endowment for Value Education:** Rev. Fr. Joseph James CMI, former Principal of the college, has instituted an endowment for Value Education. A cash award from the interest of an endowment of Rs. 1000/- is given each year to the student who secures the highest mark for value education lesson plans.

The following Endowments are instituted in such a way that the bank interest of the amount be distributed as prizes to the concerned student who scores highest mark in the B.Ed. Degree examination held by the University every year.

- (e) **Prof. T. K. Thomas Endowment for the highest mark in Theory Part:** Prof. T.K. Thomas, Lecturer in English Department who took voluntary

retirement in 1980, has instituted an endowment for an amount of Rs1500/-

- (f) **Fr. Thomas Kalarickal Endowment for Educational Psychology:** The FOSSA has instituted a cash award from the interest of an endowment of Rs. 1000/- in the name of Rev.Fr. Thomas Kalarickar CMI, former Principal of the college.
- (g) **Dr. T. T. Joseph Memorial Scholarship for Physical Science:** Colleagues and students of Dr .T. T. Joseph, Lecturer in Physical Science till his death on 6-9-1982, have instituted a cash award from the interest of an endowment of Rs. 1001/- in his memory.
- (h) **Fr. Joseph James Award for Natural Science:** Rev. Fr. Joseph James CMI, former Principal, has instituted another cash award from the interest of an endowment of Rs. 1500/- for the student scoring highest mark in Natural Science.
- (i) **Prof. M.A. Alexander Endowment for Social Studies:** The students of batch 1987-88 have instituted a cash award from the interest of an endowment of Rs. 1500/- to perpetuate the services of Prof. M.A.Alexander who retired on 31-3-1988.
- (j) **Prof. C.K. Thomas Endowment for Mathematics:** Prof. C.K. Thomas, Lecturer in Mathematics, has instituted a cash award from the interest of an endowment of Rs.2001/- for the student scoring highest mark in Mathematics.
- (k) **Prof. Ignatius John Endowment** is awarded for both men and women champions of the college.
- (l) **Dr. V.T. Mathew Endowment for B.Ed. Practical Examination:** Dr. V.T. Mathew, former Principal, has instituted a cash award from the interest of an endowment of Rs. 2500/- for the student scoring highest mark in B.Ed. Practical Examination.
- (m) **Distribution of the Awards:** The Scholarships and Endowment prizes are awarded to the winners each year on the subsequent College Day celebrations. The winners are expected to be present personally to accept the award.

23. Parent- Teacher Association

- (a) "St. Joseph's Training College Parent- Teacher Association" is functioning effectively in the college. The aim of PTA is to establish better rap-

port between parents and teachers as well as between teachers and students. The main objectives of the association are:

- i. To promote healthy relations among the members of the Association;
 - ii. To promote co-curricular and cultural activities of the college;
 - iii. To improve the infrastructural facilities of the college;
 - iv. To provide better educational amenities to the students;
 - v. To provide scholarships, text books, note books and other essentials to deserving students;
 - vi. To introduce innovative and effective teacher training programmes; and
 - vii. To perform any other function that the Association may deem fit.
- (b) The ordinary membership of PTA is open to all the parents/guardians of all the students admitted in the college. The Manager or his nominee, the Principal and all the members of the faculty shall be the Executive members of the PTA.

24. FOSSA

The college has a Former Staff and Students Association called FOSSA. It has instituted the scholarships described in the 23(b) and 23(c) Every year an annual get together is organized and Jubilarians day is also organized along with this. Annual Meeting FOSSA will be held on the Second Saturday of December every year.

25. Grievance Redressal Cell

It is natural that grievances occur in social behaviour. To suppress them makes one unhealthy and weaker. Grievance Redressal Cell is functioning in the college to settle such grievances. It does justice in three tiers.

For students	Tier I	:	Class teacher
	TierII	:	Students' Advisor
	Tier III	:	Staff Council consisting of the Principal (Convenor), Students' Advisor/Senior Staff member and the concerned class teacher.
For Staff	Tier I	:	Staff Secretary/ Superintendent

- Tier II : Principal
- Tier III : Management Council consisting of the Manager (Convenor), Principal and Staff Secretary/Suptdt.

Any matter of complaint or act of indiscipline shall be submitted to the concerned class teacher. If the complainant is denied justice, he/she shall approach tier II. If justice is denied there, the third tier can be approached. Similarly, if there is any grievance that need justice for teaching and non-teaching staff, it shall be reported to Staff Secretary by the faculty or to the Office Superintendent by the Administrative staff.

26. Surprise inspection squads & Ethics Committee

Surprise inspection squads & Ethics Committee is functioning in the college in order to ban the use of mobile phone, obscene cinematic dances & fashion shows and to take strict action in this regard.

27. Anti-harassment Cell

Anti-harassment cell in the college works towards the prevention of any kind of harassment mental and physical, against women.

28. Tobacco Control Cell

The objective of the Tobacco control Cell is to prevent consumption of chewable tobacco such as pan masala, ghutka and other tobacco products.

29. Anti-ragging Cell

Anti-ragging Cell functions in this institution to prohibit, prevent & eliminate the scourge of ragging including any conduct by any student(s). On any reported incident of ragging, the Head of institution will file a First Information Report (FIR) within 24 hours of receipt of such information and report the occurrence of the incident of ragging to the District Level Anti-Ragging Committee & the Nodal Officer of M.G. University. The institution will also continue with its own enquiry and strict disciplinary action will be taken.

30. LIBRARY CATALOGUE INDEX

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21 BIOLOGY	574
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84	ENVIRONMENTAL PSYCHOLOGY	155.9
85	ENVIRONMENTAL SCIENCE	577.071
86	EXCEPTIONAL CHILDREN	155.45
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88	FIRST AID	616.0252
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91	GENERAL BIOGRAPHY	920

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94	GENERAL PSYCHOLOGY	150
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96	GENERAL SCIENCE	500
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183	PSYCHOLOGY DICTIONARY	150.3
184	PSYCHOLOGY OF ADOLESCENCE	155.5
185	PSYCHOLOGY OF ADULTS	155.61

186	PSYCHOLOGY OF LEARNING	155.413
187	PSYCHOLOGY PERIODICALS	150.5
188	PSYCHOTHERAPY	616.8914
189	RESEARCH IN EDUCATION	370.78
190	RESEARCH METHOD	001.42
191	RULES REGARDING PERSONNEL ADMINISTRATION	658.312
192	RUSSIAN HISTORY	947
193	SATIRE & HUMOR	827
194	SCHOOL MANAGEMENT & ORGANISATION	371
195	SCHOOL SUPERVISION	371.203
196	SCIENCE PROJECTS	500 P
197	SCIENCE TEXTBOOK	500 TB
198	SHORTHAND	653
199	SLOW LEARNERS [LEARNING DISABILITY]	371.926
200	SOCIAL PSYCHOLOGY	302
201	SOCIAL SCIENCE TEXTBOOK	300 TB
202	SOCIAL SCIENCES	300
203	SOCIALLY AND CULTURALLY DEPRIVED	371.967
204	SOCIOLOGY	301
205	SPACE SCIENCE	500.5
206	SPECIAL EDUCATION	371.9
207	SPEECHES	825
208	STATISTICAL ANALYSIS	519.5
209	STATISTICS IN EDUCATION	370.21
210	SUPW & WORK EXPERIENCE	370.116
211	SYNONYMS & ANTONYMS	423.1
212	TEACHER EDUCATION	370.71
213	TEACHING OF CHEMISTRY	540.7
214	TEACHING OF ENGLISH	420.7
215	TEACHING OF GEOGRAPHY	910.7
216	TEACHING OF HISTORY	907
217	TEACHING OF MATHEMATICS	510.7
218	TEACHING OF NATURAL SCIENCE	500.107
219	TEACHING OF PHYSICAL SCIENCE	500.207
220	TEACHING OF PHYSICS	530.7
221	TEACHING OF SCIENCE	507
222	TEACHING OF SOCIAL SCIENCE	300.7
223	TEACHING	371.102
224	TEXTS OF SERMONS	252
225	TOPOLOGY	514
226	TRANSATIONAL ANALYSIS	158.2
227	TRIGONOMETRY	516.24
228	VALUE EDUCATION	370.11
229	VISUALLY HANDICAPPED	371.911
230	WOMENS EDUCATION	376
231	WORLD HISTORY	909
232	YOGA	613.7046
233	ZOOLOGY	591

CALENDAR

2018 - 2019

JUNE 2018

1	Fri		
2	Sat		
3	Sun	H	
4	Mon		
5	Tue		World Environment Day
6	Wed		
7	Thu		
8	Fri		
9	Sat	H	Second Saturday
10	Sun	H	
11	Mon		
12	Tue		
13	Wed		
14	Thu		
15	Fri	H	Id-ul-Fiter
16	Sat		
17	Sun	H	
18	Mon		
19	Tue		
20	Wed		
21	Thu		
22	Fri		
23	Sat		
24	Sun	H	
25	Mon		
26	Tue		
27	Wed		
28	Thu		
29	Fri		
30	Sat		

JULY 2018

1	Sun	H	
2	Mon		
3	Tue	H	St. Thomas Day
4	Wed		
5	Thu		
6	Fri		
7	Sat		
8	Sun	H	
9	Mon		
10	Tue		
11	Wed		World population Day
12	Thu		
13	Fri		
14	Sat	H	Second Saturday
15	Sun	H	
16	Mon		
17	Tue		
18	Wed		
19	Thu		
20	Fri		
21	Sat		
22	Sun	H	
23	Mon		
24	Tue		
25	Wed		
26	Thu		
27	Fri		
28	Sat		
29	Sun	H	
30	Mon		
31	Tue		

AUGUST 2018

1	Wed		
2	Thu		
3	Fri		
4	Sat		
5	Sun	H	
6	Mon		Hiroshima Day
7	Tue		
8	Wed		
9	Thu		
10	Fri		
11	Sat	H	Second Saturday,
12	Sun	H	International Youth Day
13	Mon		
14	Tue		
15	Wed	H	Independence Day
16	Thu		
17	Fri		
18	Sat		
19	Sun	H	
20	Mon		
21	Tue		
22	Wed	H	Bakrid
23	Thu		
24	Fri	H	First Onam
25	Sat	H	Thiruvonam
26	Sun	H	Third Onam
27	Mon	H	Fourth Onam
28	Tue	H	Birthday of Ayyankali
29	Wed		
30	Thu		
31	Fri		

SEPTEMBER 2018

1	Sat		
2	Sun	H	
3	Mon		
4	Tue		
5	Wed		Teacher's Day
6	Thu	H	Sree Narayana Jayanthi
7	Fri		
8	Sat	H	Second Saturday, International Literacy Day
9	Sun	H	
10	Mon		
11	Tue		
12	Wed		
13	Thu		
14	Fri		
15	Sat		
16	Sun	H	World Ozon Day
17	Mon		
18	Tue		
19	Wed		
20	Thu	H	Muharam
21	Fri	H	Sree Narayana Samadhi
22	Sat		
23	Sun	H	
24	Mon		
25	Tue		
26	Wed		
27	Thu		
28	Fri		
29	Sat		
30	Sun	H	

OCTOBER 2018

1	Mon		
2	Tue	H	Gandhi Jayanthi
3	Wed		
4	Thu		World Food Day
5	Fri		
6	Sat		
7	Sun	H	
8	Mon		
9	Tue		World Post Day
10	Wed		World Mental Health Day
11	Thu		
12	Fri		
13	Sat	H	Second Saturday
14	Sun	H	
15	Mon		
16	Tue		
17	Wed		
18	Thu	H	Mahanavami
19	Fri	H	Vijayadasmi
20	Sat		
21	Sun	H	
22	Mon		
23	Tue		
24	Wed		UN Day
25	Thu		
26	Fri		
27	Sat		
28	Sun	H	
29	Mon		
30	Tue		
31	Wed		

NOVEMBER 2018

1	Thu		
2	Fri		
3	Sat		
4	Sun	H	
5	Mon		
6	Tue	H	Deepavali
7	Wed		
8	Thu		
9	Fri		
10	Sat	H	Second Saturday
11	Sun	H	
12	Mon		
13	Tue		
14	Wed		Children's Day
15	Thu		
16	Fri		
17	Sat		
18	Sun	H	Universal Children's Day
19	Mon		
20	Tue	H	Milad-i-Sherif
21	Wed		
22	Thu		
23	Fri		
24	Sat		
25	Sun	H	
26	Mon		
27	Tue		
28	Wed		
29	Thu		
30	Fri		

DECEMBER 2018

1	Sat		
2	Sun	H	
3	Mon		
4	Tue		
5	Wed		
6	Thu		
7	Fri		
8	Sat	H	Second Saturday
9	Sun	H	
10	Mon		Human Rights Day
11	Tue		
12	Wed		
13	Thu		
14	Fri		
15	Sat		
16	Sun	H	
17	Mon		
18	Tue		
19	Wed		
20	Thu		
21	Fri		
22	Sat		
23	Sun	H	
24	Mon		
25	Tue	H	Christmas
26	Wed		
27	Thu		
28	Fri		
29	Sat		
30	Sun	H	
31	Mon		

JANUARY 2019

1	Tue		
2	Wed		Mannam Jayanthi
3	Thu		Feast of St. Kuriakose Elias Chavara
4	Fri		
5	Sat	H	
6	Sun	H	
7	Mon		
8	Tue		
9	Wed		
10	Thu		
11	Fri		
12	Sat		National Youth Day (Birthday of Swami Vivekananda)
13	Sun	H	
14	Mon		
15	Tue		
16	Wed		
17	Thu		
18	Fri		
19	Sat		
20	Sun	H	
21	Mon		
22	Tue		
23	Wed		
24	Thu		
25	Fri		Indian Voters Day
26	Sat	H	Republic Day
27	Sun		
28	Mon		
29	Tue		
30	Wed		Martyrs Day (Mahatma Gandhi's Martyrdom)
31	Thu		

FEBRUARY 2019

1	Fri		
2	Sat		
3	Sun	H	
4	Mon		
5	Tue		
6	Wed		
7	Thu		
8	Fri		
9	Sat	H	Second Saturday
10	Sun	H	
11	Mon		
12	Tue	H	
13	Wed		
14	Thu		
15	Fri		
16	Sat		
17	Sun	H	
18	Mon		
19	Tue		
20	Wed		
21	Thu		
22	Fri		
23	Sat		
24	Sun		
25	Mon		
26	Tue		
27	Wed		
28	Thu		National Science Day

MARCH 2019

1	Fri		
2	Sat		
3	Sun	H	
4	Mon		
5	Tue		
6	Wed		
7	Thu		
8	Fri		
9	Sat		
10	Sun	H	
11	Mon		
12	Tue		
13	Wed		
14	Thu		
15	Fri		
16	Sat		
17	Sun	H	
18	Mon		
19	Tue		
20	Wed		
21	Thu		World Poetry Day
22	Fri		
23	Sat		World Health Day
24	Sun	H	
25	Mon		
26	Tue		
27	Wed		
28	Thu		
29	Fri		
30	Sat		
31	Sun		

APRIL 2019

1	Mon		
2	Tue		
3	Wed		
4	Thu		
5	Fri		
6	Sat	H	Second Saturday
7	Sun	H	
8	Mon		
9	Tue		
10	Wed		
11	Thu		
12	Fri		
13	Sat		
14	Sun	H	
15	Mon		
16	Tue		
17	Wed		
18	Thu		
19	Fri		
20	Sat		
21	Sun	H	
22	Mon		World Earth Day
23	Tue		
24	Wed		
25	Thu		
26	Fri		
27	Sat		
28	Sun		
29	Mon		
30	Tue		

MAY 2019

1	Wed		
2	Thu		
3	Fri		
4	Sat		
5	Sun	H	
6	Mon		
7	Tue		
8	Wed		
9	Thu		
10	Fri		
11	Sat		
12	Sun	H	
13	Mon		
14	Tue		
15	Wed		
16	Thu		
17	Fri		World Telecommunication Day
18	Sat		
19	Sun	H	
20	Mon		
21	Tue		
22	Wed		
23	Thu		
24	Fri		
25	Sat		
26	Sun		
27	Mon		
28	Tue		
29	Wed		
30	Thu		
31	Fri		

JUNE 2019

1	Sat		
2	Sun	H	
3	Mon		
4	Tue		
5	Wed		World Environment Day
6	Thu		
7	Fri		
8	Sat		
9	Sun	H	
10	Mon		
11	Tue		
12	Wed		
13	Thu		
14	Fri		
15	Sat		
16	Sun	H	
17	Mon		
18	Tue		
19	Wed		
20	Thu		
21	Fri		
22	Sat		
23	Sun	H	
24	Mon		
25	Tue		
26	Wed		
27	Thu		
28	Fri		
29	Sat		
30	sun		

32. TEACHERS-IN-CHARGE OF ACTIVITIES

Staff Secretary	Dr. Tessy Joseph
IQAC/QCI Coordinator	Mrs. Latha Joseph
Academic Coordinator & Course Coordinator	Dr. Shaiju Francis
UGC 13th Plan IQAC/QCI Secretary	Dr. Ronu Thomas
Affiliation (University), Recognition (NCTE), HEC & RUSA Coordinator	Fr. (Dr.) Thomas P.J.
Research Planning Committee	Dr. Anisha V. Gopalakrishnan
Library Advisory Committee	Dr. Ronu Thomas
Student Affairs- College Union	Dr. Jisha Baby
Cultural Club	Mrs. Praveena Gopinath
FOSSA	Dr. K. M. Benny
PTA	Dr. K. M. Benny
Nature & Campus beautification Club	Dr. Anisha V. Gopalakrishnan
Magazine & Literary Club	Mrs. Sunitha Susan Jose
Women Cell	Dr. Tessy Joseph
Debate & Oratory Club	Mrs. Sunitha Susan Jose
Spiritual Animation Cell	Fr. (Dr.) Thomas P.J.
Extension Cell	Dr. Shaiju Francis
Career & Placement Cell	Dr. K.M. Benny
Counseling & Mentoring Cell	Mrs. Latha Joseph
Film & Documentation Cell	Dr. Jisha Baby
Sports, Games & Tour	Dr. K.M. Benny
Anti-ragging Cell	Dr. Tessy Joseph
Tobacco Control Cell	Mrs. Praveena Gopinath

33. DISCIPLINE COMMITTEE

1. Dr. Varghese K. Cheriyan, Principal
2. Fr. (Dr.) Thomas P.J., Asst. Professor in Education
3. Dr. K.M. Benny, Asst. Professor in Physical Education
4. Mrs. Latha Joseph, Asst. Professor in English Education
5. Dr. Shaiju Francis, Asst. Professor in Social Science Education

PRAYER

“Lord,
make me an instrument of your peace.
Where there is hatred, let me sow love,
Where there is injury, pardon;
Where there is doubt, faith;
Where there is despair, hope;
Where there is darkness, light;
And where there is sadness, joy.

O Divine Master, grant that
I may not so much seek
to be consoled as to console,
to be understood as to understand,
to be loved, as to love.

For it is in giving that we receive,
It is in pardoning that we are pardoned,
and it is in dying that we are
born to eternal life.”

-Francis of Assisi