



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

**Admission to M.Sc Degree course in Electronics at
College of Applied Science, Mavelikkara, managed by IHRD
and affiliated to University of Kerala during 2013-2014**



INSTITUTE OF HUMAN RESOURCES DEVELOPMENT
Admission to M.Sc. Degree Courses in Electronics

in the seats to be filled up by the College of Applied Science, Mavelikkara,
under University of Kerala, 2013-2014

The INSTITUTE OF HUMAN RESOURCES DEVELOPMENT (IHRD) is a Government of Kerala undertaking established mainly for the development of manpower in the field of Electronics, Computers, Information Technology and allied areas. With a view to provide advanced skills in the above fields, the Institute offers Post Graduate course in Electronics, newly allotted in the Colleges of Applied Science, at Mavelikkara, during the academic year 2013-2014. The above course consists of 4 semesters spread over a period of 2 years and is affiliated to the University of Kerala. The scheme and syllabus for the course will be as followed in the University of Kerala.

1. COLLEGE, COURSE & ANNUAL INTAKE

College	Course	Seats filled up by CAP	Seats filled up by College	Total Seats
1. College of Applied Science, Govt. BHSS, Compound, Mavelikkara P O, Alappuzha – 679 101. Ph: 0479-230 4494 casmvk@gmail.com	1. M.Sc. Electronics	-	12	12

Note : 1. This course is newly allotted by University of Kerala and all the allotted seats will be filled up by the college for the academic year 2013-14.

2. This prospectus is applicable only for admission to seats allotted to and filled up by the College.

2. ELIGIBILITY FOR ADMISSION

Eligibility for admission is as specified by the University of Kerala for admission to each Programme.

2.1 Nativity: Candidate should be an Indian citizen. Candidates seeking admission to PG courses will be categorized as Keralite and Non-Keralite.

a. Keralite: A candidate of Kerala origin will be categorized as a Keralite. Children of All India Service Officers allotted to Kerala Cadre are deemed to be Keralites as per G.O. (Rt) No.822/08/H.Edn. Dated 9-5-2008. But they will not be eligible for communal/special reservation.

b. Non-Keralite: A candidate who does not come under Keralite category will be categorized as Non-Keralite. Such a candidate will be eligible for admission only after all the applicants of Keralite origin are ranked and allotted.

2.2 In order to prove that a candidate is an Indian citizen of Kerala origin for the limited purpose of eligibility for admission, he/she has to produce any one of the following certificates.

a. In the case of candidates who have undergone College studies in Kerala, a Course Certificate from the Head of the educational institution last attended in Kerala, certifying that the candidate has undergone his/her studies in Kerala for not less than 3 (three) years within a continuous period of 12 (twelve) years, immediately prior to the completion of the Bachelor's Degree or equivalent examination. OR

b. A certificate from the Village Officer/ Tahsildar to show that he/she or his/her mother/father was born in Kerala. OR

c. Certificate from the Village Officer/Tahsildar to the effect that the candidate has been a resident of Kerala State for a period of five years within a continuous period of twelve years OR

d. The true copy of relevant page of Secondary School Leaving Certificate showing the Place of Birth in Kerala of the candidate. OR

e. The true copy of the relevant page of the Secondary School Leaving Certificate showing Place of Birth in Kerala of either of the parents of the candidate with corroborative certificate to establish the relationship between the parent and the candidate. OR

f. The true copy of the relevant page of the Passport issued by the Government of India of the candidate, showing Place of Birth in Kerala or of either of the parents of the candidate showing Place of Birth in Kerala with corroborative certificate to establish the relationship between the parent and the candidate.

2.3 Non-Keralites should furnish a copy of the Certificate of nativity from the revenue authority or local body concerned.

2.4 Academic Eligibility for M.Sc Electronics

ij) CBCS Pattern

A pass in B.Sc. Electronics (Career Related)/ B.Sc.Electronics as one of the subject with in the dual Degree Scheme with 2 CGPA(s) out of 4 from a recognized university.

ii) Annual Scheme/Other Pattern

A pass in B.Sc.Electronics / B.Sc Electronics as one of the subject with in the dual Degree Scheme with 50% marks from recognized university.

Note: 1. Candidates whose degree "is accepted as equivalent there to by the University of Kerala" are alone eligible to apply.

2. Relaxation in Grade Points/Marks in the Qualifying examination for SC/ST candidates:

The minimum mark in the qualifying examination for PG Degree course(Annual scheme) of study is 35%. A pass in the Qualifying Examination under CBCSS pattern.(CGPA of 1.5 and overall letter Grade C in seven point scale)

3. All grades will be converted into Percentage of marks for preparation of rank list.

3. ADMISSION PROCEDURE

Candidates have to submit duly filled prescribed application form to the concerned College. Rank list will be prepared on the basis of merit and selection will be made accordingly in the College as per the criteria specified by the University of Kerala.

The rank list for PG Degree courses will be prepared on the basis of marks/CGPA obtained in the qualifying examination in Part III Subjects/Core and Complimentary Courses, (including weightage/deduction where ever applicable), unless otherwise mentioned. The rank list will be prepared based on the total marks/Percentage of CGPA obtained by the candidate out of 1000.

3.1 Seat Reservation

Seat Reservation	% of Reservation
1. Open Quota (Including SEBC reservation)	80
2. Scheduled Caste	15
3. Scheduled Tribe	05

Note: Eligibility of SEBC reservation will be as specified in 4.1.2 of the prospectus for 2013-14 of the CAP of the University of Kerala.

4. RESERVATION

All the statutory reservation seats are available as specified in *the Prospectus for CAP2013 of the University of Kerala.* (<http://admissions.keralauniversity.ac.in/pg>). All the reservation seats available will be filled up by the College during the academic year 2013-14.

5. HOW TO APPLY

Application form and prospectus can be obtained on cash payment from the College of Applied Science, Mavelikkara on payment of Rs. 300/- (Rs.150/- for SC/ST candidates) up to last date specified by the University of Kerala. This amount includes the registration fee also. Application forms can also be downloaded from the IHRD website www.ihrd.ac.in. In such cases, the filled in application should be accompanied by a D.D. for Rs.300/- (Rs.150/- for SC/ST candidates) drawn in favour of the Principals concerned.

Note : *The cost of application form and registration fee once paid will not be refunded under any circumstances. Last date of application is as insisted by the University.*

Application for admission to M.Sc. Electronics duly filled up should reach the Principal of the concerned College on or before the last date specified by the University. The application for admission to the M.Sc course will not be accepted in the IHRD, Thiruvananthapuram. Applications received later than the time specified above will not be accepted on any account.

6. FEES

*Fee Particulars for M.Sc Electronics per Semester	(Rs.)
1. Tuition Fee	19,000
2. Student Amenities Fee	250
3. Internet Fee	250
4. Lab Fee	500
5. Library Fee	500
6. Admission Fee (<i>payable at the time of admission</i>)	1,000
7. Caution deposit (<i>refundable</i>)	1,000
8. University Fees	<i>As per University rates</i>
9. PTA membership fee (<i>payable at the time of admission</i>)	<i>As per PTA rules</i>

*Fee remittance details	(Rs.)
Amount to be paid at the time of admission(<i>1st Installment Fee of S1</i>) and PTA membership fee	13,000 + PTA membership fee
Amount to be paid during December 2013 (<i>2nd Installment Fee of S1</i>)	9,500
Semester fee for remaining Semesters (<i>single Installment to be paid at the beginning of each semester</i>)	20,500

Note:

- (1) In addition to the fee stated above, the students will have to remit the affiliation and other fees as required by the University from time to time.
- (2) Fees once paid will not be refunded under any circumstances.
- (3) No educational concession will be available to the students of the M.Sc course conducted by the IHRD except the SC/ST/OEC candidates. The SC/ST/OEC candidates are exempted from payment of the prescribed fee on condition that they will submit application for educational concession from the SC Development Department in the prescribed form along with supporting documents within 15 days from the date of commencement of regular classes. If they fail to do so, they should pay the prescribed fees. In case, the educational concession is not sanctioned by the SC development department the student is liable to remit the entire fee. Sanctioning of educational concessions is also subject to the orders of SC Development Department from time to time.
- (4) The Candidates should produce the following documents in original at the time of interview for admission.
 - a) Matriculation Certificate.
 - b) Certificates and Mark list of the qualifying examination.
 - c) Community/Income Certificates, if applicable.
 - d) T.C. and Conduct Certificate from the institution last studied.

7. Rules for the Issue of Transfer Certificate.

The Issue of Transfer certificate & other documents to the students admitted to the PG courses conducted at the Applied Science Colleges under IHRD, before the completion of the course will be as per the following rules.

- a) If a student applies for TC before the commencement of first semester classes, the TC and other documents will be issued with a refund of 90% of Tuition fee & Special fee paid at the time of admission. All other fees paid at the time of admission are non-refundable.
- b) If a student applies for TC during the period from date of commencement of classes and date of closure of admission(both days inclusive & irrespective of whether the student has attended any classes or not), TC and other documents will be issued only after clearing the fees dues for first semester if any. All the fees paid at the time of admission are non-refundable.

- c) If a student applies for TC during first year of study after the closure of admission and before the commencement of third semester classes (irrespective of whether the student has attended any classes or not), he/she is required to remit the entire course fee for the current semester and next one semester for the issue of TC and other documents .
- d) If a student applies for TC after the commencement of third semester classes (irrespective of whether the student has attended any classes or not), he/she is required to remit the entire course fee for all the remaining semesters of the course for the issue of TC and other documents.
- e) If a student applies for TC to join higher option allotted by the centralized allotment process of the University, the TC and other documents will be issued as per the University guidelines.
- f) In case of Inter College transfer between CAS under IHRD within the same University and course, TC will be issued on payment of Rs. 2000/- towards processing fee.

The above rules 7(a) to 7(f) are applicable for all students admitted in the college.

8. GENERAL INSTRUCTIONS

- 8.1 Candidates should appear for Interview/Admission at their own cost.
- 8.2 The Candidates should produce the following documents in original at the time of interview for admission.
 - 1. Matriculation Certificate.
 - 2. Mark list & Certificate/Provisional of the Degree examination.
 - 3. Community/Income Certificates, if applicable for SC/ST/OEC candidates.
 - 4. T.C. and Conduct Certificate from the institution last studied.
- 8.3 If any candidate who is provisionally selected for admission fails to report to the Principal on or before the specified date and time or if he/ she fails to pay the fees indicated in the admission memo his/her selection will stand cancelled.
- 8.4 Late applications will not be considered under any circumstances.
- 8.5 Candidates from Universities other than University of Kerala should produce migration Certificate and pass certificate at the time of interview/admission.
- 8.6 The applicant whose qualifying examinations other than a degree of the University of Kerala should submit an eligibility certificate from the University of Kerala at the time of admission.
- 8.7 Receipt of application will be acknowledged allotting a register number. The registration number as shown in the receipt should be mentioned in all future correspondence concerning admission.
- 8.8 Selection of Candidates will be made by the Principal as detailed in clause 3. Admission procedure.
- 8.9 The selection for admission will be provisional subject to verification of original documents and eligibility by the Head of the Institution. On verification, if any information given in the application is found to be false, the candidate will forfeit his/her claim for admission.
- 8.10 The list of candidates called for interview will be published in the institution. **Selection memo will be sent by email only. Hence providing valid email-id and a contact telephone number is mandatory. However, if a student wish to get memo by ordinary post, he/she must attach a separate request to the Principal along with the application form.**
- 8.11 The candidates called for interview should bring the originals of all the Certificates on the date specified at their own expense. T.C. should be produced within a week from the date of provisional admission.
- 8.12 A candidate who does not turn up for the interview as per the schedule and at the place and time will forfeit his/her chance for admission and will not be considered for any future vacancies for admission irrespective of the rank secured. However, if a candidate is not able to attend the interview on genuine grounds, the parent/ guardian or any authorised person can act as a proxy at the risk of the candidate.
- 8.13 The candidate seeking admission to the course will have to abide by the campus rules and regulations issued from time to time. Copy of the campus rules now in force in the institutions under IHRD are available in the office of the Colleges, for reference.

9. RAGGING IS A COGNISABLE OFFENCE AND PUNISHABLE UNDER PROVISIONS OF KERALA PROHIBITION OF RAGGING ACT. 1998.

The institution will take stern action against the offenders. The cardinal points contained in the act are furnished below for information of the concerned.

(i) SHORT TITLE AND EXTENT

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

(ii) DEFINITION

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

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

(iii) PROHIBITION OF RAGGING

Ragging within or outside any educational institution is prohibited.

(iv) PENALTY FOR RAGGING

Whoever directly or indirectly commits, participates in, abets or propagates ragging within, or outside, any educational institution, shall, on conviction, be punished with imprisonment for a term which may extent to two years and shall also be liable to a fine which may extend to ten thousand rupees.

(v) DISMISSAL OF STUDENT

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

(vi) SUSPENSION OF STUDENT

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

(vii) Copy of the prohibition of Ragging act 1998 will be available in the institution for reference. The applicants as well as his/her parent/guardian are required to furnish declaration on the awareness of the provisions of the Act in the application form.

10. Any other details not specifically covered by this prospectus will be decided by the undersigned and such decision will be final.

Thiruvananthapuram,
05/11/2013.

**Sd/-
DIRECTOR**