



## **INSTITUTE OF HUMAN RESOURCES DEVELOPMENT**

*(Established by Government of Kerala)*

**Admission to Under Graduate Programmes  
(B.Sc. Computer Science, B.Sc. Electronics  
B.Com with Computer  
Application/Co.Operation & B.A English  
with Journalism) in  
the Colleges of Applied Sciences managed by IHRD  
and affiliated to Kannur University during  
**2022-2023****



**2022 - 2023**

**College of Applied Science, Cheemeni College  
of Applied Science, Koothuparamba  
College of Applied Science, Manjeshwaram  
College of Applied Science, Pattuvam  
College of Applied Science, Payyannur (Neruvambram)  
College of Applied Science, Pinarayi  
P.K.Kalan Memorial College of Applied Science,  
Mananthavady  
EMS Memorial College of Applied Science, Iritty  
Model College Madikai, Nileshwaram**

*(Prospectus issued for previous years are not valid for 2022-23)*

**Admission to the seats under the Kannur  
University Choice Based Credit & Semester  
System(CBCSS) Under Graduate  
Programmes  
(2022-2023)**

Online Applications are invited for admission to the following CBCSS Programmes conducted at the Colleges of Applied Science, affiliated to the Kannur University during the academic year 2022-2023. The link for online application is

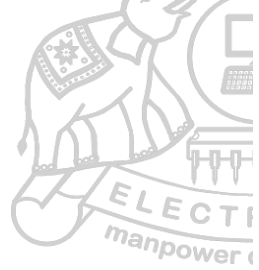
*<http://www.ihrdadmissions.org>*

- **B.Sc. Computer Science**
- **B.Sc. Electronics**
- **B.Com with Computer Application**
- **B Com Co -Operation**
- **B.A English with Journalism**

The above programmes are of 6 semesters spread over a period of 3 years and are affiliated to the Kannur University. The scheme and syllabi for the programmes will be as followed in the Kannur University.

The details of the programmes are given below.

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# COLLEGES & COURSES WITH INTAKE

<b>Colleges</b>	<b>Programmes</b>	<b>Seats admitted By University</b>	<b>Seats to be filled up by the College/ IHRD</b>	<b>Total Seats</b>
<b>1.</b> College of Applied Science, Pattuvam, Kayyambhadam, Ariyil P.O, Thaliparamba, Kannur 670143 Ph:0460-2206050, 8547005048 E mail: caspattuvam.ihrd@gmail.com caspattuvam@ihrd.ac.in	a) B.Sc Computer Science	20	20	40
	b) B.Sc Electronics	20	20	40
	c) B. Com with Computer Application	30	30	60
<b>2.</b> College of Applied Science, Cheemeni, Pallippara, Pettikkund P.O, Cheruvathur, Kasargod 671313, Ph: 0467-2257541, 8547005052 E mail : cascheemeni@ihrd.ac.in cascheemeni.ihrd@gmail.com	a)B.Sc Computer Science	18	17	35
	b)B. Com with Computer Application	25	25	50
	c)B Com Co Operation	20	20	40
<b>3.</b> College of Applied Science, Koothuparamba, (P.O) Kottayam Malabar, Kannur 670643, Ph: 0490-2362123, 8547005051 E mail: caskoothuparamba@ihrd.ac.in caskoothuparamba.ihrd@gmail.com	a) B.Sc Computer Science	13	12	25
	b) B.Sc Electronics	13	12	25
	c) B. Com with Computer Application	20	20	40
<b>4.</b> College of Applied Science, Payyannur, Neruvambram, Ezhome P O, Kannur , PIN-670334 Ph: 0497-2877600,8547005059 E mail: caspayyannur@ihrd.ac.in caspayyannur.ihrd@gmail.com	a) B.Sc Computer Science	20	20	40
	b) B. Com with Computer Application	25	25	50
	d) B Com Co Operation	20	20	40
	e) BA English with Journalism	15	15	30
<b>5.</b> College of Applied Science, Manjeswaram, Kumbala P.O, Kasaragod. – 671321 Ph: 04998-215615, 8547005058 E mail: casmanjeswaram@ihrd.ac.in casmanjeswaram.ihrd@gmail.com	a) B.Sc Computer Science	13	12	25
	b) B. Com with Computer Application	25	25	50
	c) BA English with Journalism	15	15	15

* 6. P K Kalan Memorial College of Applied Science Mananthavady, Govt.College Campus, Nallooradu P.O Mananthavady, Wayanad- 670645 Ph: 04935-245484,8547005060 Email:casmananthavady.ihrd@gmail.com cas mananthavady@ihrd.ac.in	a) B.Sc Computer Science	0	25	25
	b) B. Com with Computer Application	0	40	40
	c) B Com Co Operation	0	40	40
7. E M S Memorial College of Applied Science, Iritty. Kiliyanthara P O, Kunnoth, Iritty, Kannur- 670706 Ph: 0490-2423044, 8547003404 Email: casiritty@ihrd.ac.in casiritty.ihrd@gmail.com	a) B.Sc Computer Science	18	18	36
	b) B. Com with Computer Application	25	25	50
8.College of Applied Science, Pinarayi Pinarayi P O, Thalassery, Kannur-670741 Ph: 0490 – 2384480, 8547005073 E mail :caspinarayi@ihrd.ac.in caspinarayi.ihrd@gmail.com	a) B. Sc Computer Science	13	12	25
	b) B.Sc Electronics	13	12	25
	c) B. Com with Computer Application	20	20	40
9. Model College,Madikkai, NileshwaramKanhirapoi P O, Anandashram (via), Kanhangad- 671531 Ph: 0467 – 2240911, 8547005068 E mail: casnileshwaram@ihrd.ac.in	a) B. Sc Electronics	13	12	25
	b) B. Com with Computer Application	25	25	50
	c) B.A English with Journalism	20	20	40

## NOTE

1. At P K Kalan Memorial College of Applied Science, Mananthavady, 50%of the total intake will be reserved for ST candidates, 30% for SC and 20% for candidates from General category. 50% of the total seats will be reserved exclusively for candidates from Wayanad district.
2. 50%of the total seats including the seats reserved for SC/ST/SEBC/EWC will be filled up through Centralized Admission Process (CAP) by the University. Please refer University CAP website (<http://admission.kannuruniversity.ac.in>) for more information.
3. The Colleges of Applied Science under IHRD offer only Malayalam or Hindi (Also Kannada in CAS-Manjeswaram) as second language for all the U.G programmes other than English as the first language.
4. Only those who have registered for the CAP of Kannur University are eligible to apply for the 50%seats to be filled by IHRD Colleges and would have to produce valid proof of their registration and ID number provided by the University.
5. If the intake is enhanced during the academic year due to permanent /marginal increase, selection for admission will be made from the candidates who have applied for admission in the current year.
  1. Students admitted through CAP of the University and the 50% seats filled by the College have to pay the same fees as described in para6.
6. In any matters of contest or doubt about the eligibility/selection/assessment of merit of the applicant University rules prevailing from time to time will be final and binding.
7. 15% of the seats allocated to IHRD Colleges for B.Sc Computer Science, & B.Sc. Electronics are reserved for the candidates who have passed the THSS examination from the Technical Higher Secondary Schools managed by IHRD
8. Student admitted through University CAP and through IHRD admission portal have to pay the same fee as shown in para 5.



# ELIGIBILITY FOR ADMISSION

Those candidates who are “Eligible for Higher Studies” as per the Higher Secondary Examination or a pass in the equivalent examination is the minimum criteria for admission to degree programmes, unless otherwise specified. However, candidates who have qualified the HSE and VHSE of the Government of Kerala under „SAY’ scheme and Compartmental Examination of CBSE are also eligible for admission to first year degree programmes in the same academic year.

Programme	Eligibility for Admission	Mode of calculation of index Mark
1. B.Sc. Computer Science	A Pass in Higher Secondary Examination of the state or an Examination accepted by the University as equivalent thereto with Mathematics as one of the major subjects under science stream. (Ref. the University Prospectus UG CAP 2022-23)	a) For Computer Science: Total marks of the qualifying examination+ marks for Mathematics +20% of the marks for Computer Science/Electronics (Ref the University Prospectus UG CAP 2022-23)+ grace marks- handicaps marks
2. B.Sc. Electronics	A pass in Higher Secondary Examination of the state or an Examination accepted by the University as equivalent thereto under science stream(Ref. the University Prospectus UG CAP 2022-23)	a) For Electronics : Total marks of the qualifying examination+ marks for Mathematics +20% of the marks for Computer Science/Electronics(Ref the University Prospectus UG CAP 2022-23)+ grace marks - handicaps marks

3. B.Com (Computer Applications)	A pass (Eligible for higher studies)in the Higher Secondary Examination of the State or an Examination accepted by the University as equivalent there to provided candidates coming from Non- Commerce group should have at least 45% of the aggregate marks.( Ref. the University Prospectus UG CAP 2022-23)	Total marks of the qualifying examination + A weightage of 25 marks for each commerce subjects such as Accounting, Business studies, Management Studies, Auditing, Computer Application, Banking, Income Tax and Economics taken by the candidate subject to a maximum of 75 marks (Ref. the University Prospectus UG CAP 2022-23) + grace marks-handicaps.
4. B.A English with Journalism	A pass (Eligible for higher studies) in the Higher Secondary Examination of the State or an examination accepted by the University as equivalent there to. Those who have Afsal UI Ulama (Preliminary)(Regular) certificate from Calicut University are also eligible.	Total marks for Higher Secondary/ equivalent + double the percentage of marks for General English. A weightage of 20 marks will be given to those who have studied English as optional at the qualifying examination+ Grace mark - Handicap mark
5. B.Com Co-operation	A pass (Eligible for higher studies)in the Higher Secondary Examination of the State or an Examination accepted by the University as equivalent there to provided candidates coming from Non- Commerce group should have at least 45% of the aggregate marks.( Ref. the University Prospectus UG CAP 2022-23	Total marks of the qualifying examination + A weightage of 25 marks for each commerce subjects such as Accounting, Business studies, Management Studies, Auditing, Computer Application, Banking, Income Tax and Economics taken by the candidate subject to a maximum of 75 marks (Ref. the University Prospectus UG CAP 2022-23) + grace marks- handicaps marks

*Any changes to the above eligibility/indexing rules announced by the University even after publishing of the Prospectus will be binding in the process of Admissions to all the abovecourse.*





# PROCEDURES

## ADMISSION PROCEDURE

Candidates have to submit duly filled up online application at the portal <http://www.ihrdadmissions.org>. The College, on the basis of merit as given below, will prepare rank list.

### ASSESSMENT OF MERIT - FOR DEGREE ADMISSION

The Marks obtained in the Plus Two examinations have to be taken in to account and the total index marks are calculated as follows (UO No. GA1/A2/1658/2007 dated 28.02.2008). The merit of the candidate shall be assessed for ranking on the basis of marks obtained by him/her in the qualifying examination for admission to the particular programme, subject to such criteria as may be prescribed by the University. For admission to Degree programmes, the marks obtained in the Plus Two examination conducted by the State Board of Higher Secondary Examination is taken as the standard.

### BONUS /WEIGHTAGE MARKS

1. Bonus/weightage marks will be added to the total Marks obtained in the qualifying examination to calculate the index marks and for ranking in the selection list in the case of candidates who already possess the required minimum marks prescribed.
2. A weightage of 15 marks added to the total shall be given in the case of ex-serviceman, widows and children of Jawan and ex-serviceman.
3. 15 marks shall be awarded as bonus marks to N.S.S/N.C.C/SPC cadets subject to the fulfillment of the following conditions, for the purpose of ranking.
4. The admission of the students who obtained the same index marks shall be decided first on the basis of age and then by name in alphabetical order unless otherwise specified. (U.O. No. GA1/A2/7226/200 dated 04-05-2001)
5. In the case of VHSE candidates Index mark is calculate by considering Vocational theory(excluding practical) in the place of Part.II second language in HSE

## Note

1. *The selection of candidates for interview for admission will be on the basis of information furnished by the candidate in his/her application. The online application form should be filled up carefully and ranking will be based on the order of preference given by the candidate. Incomplete applications will be rejected without any intimation.*
2. *Self-attested copy of the mark list of the qualifying examination, University CAP registration receipt, and SSLC certificate and other documents should be sent along with the printout of the online application duly filled to the college where the applicant desires admission and also to be uploaded with the application form at the time of online submission.*
3. *The College is managed by IHRD, a Govt. of Kerala undertaking. Admissions for all seats are made purely on merit basis and strictly as per Govt. /University rules.*
4. *Canvassing in any form is illegal and strictly prohibited*



# HOW TO APPLY

## APPLICATION FORM

Application form for admission to various degree courses in College of Applied Sciences against IHRD/College quota seats is to be completed online through the website of IHRD <http://www.ihrdadmissions.org> The print out of the online application along with the remittance details of required registration fee and documents are to be submitted to the Principal of concerned colleges strictly following the time schedule notified by the University. Separate online application should be submitted for seeking admission to different Applied Science Colleges under IHRD.

## APPLICATION REGISTRATION FEE

The application Registration fee will be Rs. 750/- (Rs.250/- for SC/ST candidates). Candidates can submit application in various IHRD colleges under Kannur University by paying the above fee amount. Application Registration fee payment will be accepted only through SBI collect as per details in the IHRD admission portal. Application Registration fee once remitted shall not be refunded under any circumstances. The details of application Registration fee remitted should be entered in the admission portal while submitting the online application. Applications without application Registration fee will be summarily rejected.

## SUBMISSION OF APPLICATION

The print out taken after submitting online application along with supporting documents shall be submitted to the Principal of concerned Applied Science Colleges (Please see para 1, for the communication address of the Applied Science Colleges) before the stipulated time limit\*. Applications will be considered only if he/she has furnished the relevant certificates prescribed in this Prospectus. IHRD will not be responsible for non-receipt / late receipt of applications under any circumstances. Late and incomplete applications / applications not in the prescribed form / applications without supporting documents and registration fee will be summarily rejected. The candidates who wish to secure admission in the college quota also need to furnish the University CAP registration number in the application form, after completing the online registration procedure provided in the admission portal of Kannur University.

## DOCUMENTS TO BE SUBMITTED ALONG WITH PRINT OUT OF THE ONLINE APPLICATION

1. Self-attested copy of the SSLC/equivalent certificate to prove the date of birth of the applicant.
2. Self-attested copy of the mark list of the qualifying examination.
3. Self-attested copy of relevant certificate obtained from competent authority for claiming grace marks for NSS, NCC, SPC, Ex-service men dependency.
4. Self-attested copy of relevant certificate for claiming THSS reservation.

\*The last date of receipt of application is subject to change in the University notification in this regard.

### ***NOTE***

*The Application registration fee once paid is non-refundable.*

# FEES

## FEES

### DETAILS OF FEES FOR EACH SEMESTER OF B.SC/ B.COM/B.A

FEE PARTICULARS	BSc/ BCA (Rs.)	B.Com (Rs.)	BBA /B. A (Rs.)
Tuition fee	*17,270	*13,035	*8,470
Fee payable at the time of admission only			
Admission fee	*330	*330	*330
Caution deposit (refundable)	1,000	1,000	1,000

\*Subject to approval from Government

- I. In addition, the student will have to remit the University affiliation/administration and other mandatory fees as required by the University from time to time, including examination and Camp Valuation fee.
- II. The PTA fee, Magazine, Association fees as recommended by the College concerned has to be remitted at the time of admission.

## **FEE CONCESSION/CAUTION DEPOSIT**

- I. All students are required to pay Caution Deposit irrelevant of category including SC/ST/OEC candidates.
- II. No educational concession will be available to the students of the Degree programmes conducted in the Colleges of Applied Sciences under IHRD except the SC/ST/OEC candidates and any other category as directed by the Govt. /University. The SC/ST/OEC candidates or any other category as prescribed by the Govt. from time to time are exempted from payment of the prescribed fee on condition that they will submit application for educational concession to the SC/ST Development Department in the prescribed form along with supporting documents within 15 days from the date of admission. 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/ Government from time to time.
- III. All students including those eligible for any type of Educational Concession from various Departments/Welfare Agencies, except the SC/ST/OEC or any other category as prescribed by the Govt. from time to time should remit the entire fee as per the schedule. But the actual amount sanctioned towards the educational concession to the eligible students by the Department/ Welfare agencies will be reimbursed to them by the Principal, as and when it is received in the institution.



# RULES FOR ISSUE OF TRANSFER CERTIFICATE

1. Any student who gets admission to Degree programmes later discontinues his/her study from any one of the College of Applied Science, managed by IHRD, TC will be issued as per conditions specified in the G.O.(MS)no. 319/2017/H.Edn.(J) dated 29-12-2017. ie. In the event of a student withdrawing before the starting of the Course, the entire fee collected from the student, after a deduction of the processing fee of Rs.1,000/- (Rupees One thousand only) will be refunded by the College. If a student leave after joining the Course (date of commencement of classes) and if the vacated seat is consequently filled by another student by the last date of admission, the College will refund the fee collected after a deduction of the processing fee of Rs. 1,000/- (Rupees One thousand only) and proportionate deductions of monthly fee and proportionate hostel rent, where applicable. In case the vacated seat is not filled, the candidate is eligible to get refund of the Caution deposit only. All such refund will be processed only after closure of Degree admission 2020- 21 by the University. Fee for the candidates getting admission in any of the College of Applied Science, managed by IHRD, during the same admission year will be adjusted after deducting the admission fee.
2. If a student applies for TC to join Higher Option allotted by the University Centralized Allotment Process (CAP) for the degree admission of the University, the TC and other documents will be issued as per the University guidelines in time to time.
3. In case of Inter College transfer between CAS under IHRD within the same University and programme after the date of closure of admission, TC will be issued on payment of Rs. 2000/- (Rupees Two Thousand Only) towards processing fee. In such cases, the applicant is eligible to get refund of 75% of the tuition fee only through inter institutional transfer.

The rules 7(1, 2 & 3) given above is applicable for all students admitted, including those admitted through Centralized Admission Process of University.



# INSTRUCTIONS

## GENERAL INSTRUCTIONS

1. Receipt of application will be acknowledged, allotting a registration number. The registration number as shown in the receipt should be mentioned in all future correspondence concerning admission.
2. Selection of candidates will be made by the Principals concerned, based on the information furnished in the application
3. The selection for admission will be provisional subject to verification of original documents and approval of University. If on verification any information given in the application is found to be false or the University rejects the admission due to any other reason, the candidates will forfeit his/ her claim for admission.
4. The list of candidates called for interview and the interview schedule will be published concerned college notice board, and/or the concerned College website. **Selection memo will be sent by email only. Hence providing valid email-id and a contact telephone number is mandatory.** It will be mandatory for the candidates to check their position from the list published in the institution/website and appear for the interview.
5. The candidates called for interview should bring the originals of all the certificates on the dates specified at their own expense.
6. A candidate who does not turn up for the interview as per the schedule at the place and time will forfeit his/her chance for admission and will not be considered for any future vacancies for admission irrespective of the rank secured. However, if a candidate is not able to attend the interview on genuine grounds, the parent / guardian or any authorized person can act as a proxy at the risk of the candidate.
7. The candidate seeking admission to the programme will have to abide by the campus rules and regulations issued from time to time. The campus rules now in force in the institution under IHRD are reproduced below.
  - I. No student will be permitted to enter the campus without being in proper uniform. The Uniform prescribed for the CAS UG students is as follows.

**Girls:** Grey Pajama, White Kurta, Grey Coat and black shoes.

**Boys:** White Half Sleeve Shirt, Grey Pants with black shoes.

**\*(Jeans and low waist pants/Jeans are strictly prohibited)**



- II.* Use of motorized vehicles by students with in the campus is strictly prohibited. In any case, no personal conveyance other than bicycle will be allowed within the campus.
- III.* Consumption of Alcohol, Drugs and Smoking is strictly prohibited within the campus. Students are advised to desist, from the habit of smoking, drugs and drinking all together, as it is well known that smoking, drugs and drinking is injurious to health. Students found in intoxicated state in the campus will be suspended immediately and will face strict disciplinary action including dismissal if found guilty. Smoking is strictly prohibited within the campus.
- IV.* Students are requested to co-operate to maintain the building and the campus clean and spotless, as well as to keep the furniture, laboratory equipment and other institute properties without loss or damage. This is a collective responsibility of the students. The heads of institutions are authorized to collect appropriate fine and take action against those students who deliberately damage the institutional property.
- V.* The identity card issued by the Institute must be prominently displayed on the chest by each student. Mere possession of the card is not enough.
- VI.* Directions of the Principal and other staff in respect of academic matters and general discipline must be strictly complied with by all students.
- VII.* Leave of absence will be granted only on medical grounds. However, such leave will be considered only for the purpose of granting condonation of shortage of attendance.
- VIII.* Hostel facilities are not available and hence the students will have to make their own arrangements for boarding and lodging.
- IX.* Use of mobile phones, performance of cinematic dance and fashion shows is strictly prohibited in the campus as per Govt. rules. Mobile phones if caught during use in the campus will be confiscated and will be returned only on payment of necessary fine as prescribed by the concerned Institution.
- X.* The head of institution is empowered to take appropriate disciplinary action including dismissal from the institution, against students found guilty as per campus rules.



# ANTI 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.

## SHORT TITLE AND EXTENT

1. The Act may be called the Kerala Prohibition of Ragging Act 1998.
2. It extends to the whole of the State of Kerala.

## 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.

1. Teasing, abusing of, playing practical jokes on or causing hurt to such student;
2. Asking the student to do any actor perform something which such student will not in the ordinary programme willingly do.

## PROHIBITION OF RAGGING

Ragging within or outside any educational institution is prohibited.

## **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 extend to two years and shall also be liable to a fine which may extend to ten thousand rupees.

## **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.

## **SUSPENSION OF STUDENT**

1. Whenever any student or, as the case may be, the parent or guardian or a teacher of an educational institution complains, in writing, of ragging to the head of the educational institution, the head of 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.
2. Where, on enquiry by the head of the educational institution, it is proved that there is no substance prima facie in the complaint received under sub-section (1), he shall intimate the fact, in writing, to the complainant.

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

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

**Thiruvananthapuram**

**11.07.2022**

Sd/-

**DIRECTOR**

Sd/-

**DIRECTOR**

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