

**PROSPECTUS FOR ADMISSION TO MBA PROGRAMMES
IN UNIVERSITY TEACHING DEPARTMENTS
2020-21**



**OFFICE OF THE CREDIT & SEMESTER SYSTEM
UNIVERSITY OF KERALA**
(Re-accredited by NAAC with 'A' Grade)
(Ranked 22 in NIRF ranking)

Prospectus for Admission to Master of Business Administration Programmes in Institute of Management in Kerala, University of Kerala for the Academic year 2020-21

IMPORTANT DATES

Notification of Admissions: 01.02.2020

Last Date for Online application: 01.04.2020

Dates of Group Discussion and Personal Interview: 22.04.2020, 23.04.2020 & 24.04.2020

Publication of Rank List: 11.05.2020

Counseling Starts: 25.05.2020

Classes Starts: 01.06.2020

Admission Closes: 08.06.2020

1. INTRODUCTION

1.1 Prospectus: Prospectus for admission to the Master of Business Administration Programmes of the University of Kerala, for the academic year **2020-21**, as approved by the University of Kerala, is published herewith. It contains general information and rules relating to the admission to MBA Degree (Credit and Semester System) Programmes of the University of Kerala offered at the Institute of Management in Kerala (IMK). The Prospectus issued by the University during the previous years for PG admissions in IMK is not valid for the year 2020-21.

1.2 About the University: One of the first 16 Universities in India, the University of Kerala was founded as the University of Travancore in the erstwhile princely state of Travancore (now southern part of Kerala) in 1937. In 1954, the unified state of Kerala came into being. The Kerala University Act was brought into force in 1957 and the University of Travancore was renamed University of Kerala (a name which was considered even in 1937) with jurisdiction all over the state of Kerala. The Vice-Chancellor, appointed by the Governor of Kerala, is the Chief Executive Officer of the University. The Pro-Vice-Chancellor assists the Vice-Chancellor. The University has three important bodies which make policy decisions and execute it.

The Senate and the Academic Council, two large bodies with wide-based representation, are the supreme bodies on general policy matters and academic matters respectively. The Senate, "the Supreme Authority of the University", which is reconstituted every four years, has 117 members (24 ex-officio, 78 elected and 15 nominated). It represents a cross section of the society, with its members drawn from different walks of social life. The Academic Council is the supreme academic body of the University. It is also a large body like the Senate, with its members drawn from different spheres of academic spectrum. The Academic Council has the power to make regulations and to advise the Senate and the Syndicate on all academic matters, to prescribe the programmes of studies in the University, to prescribe the qualifications of teachers, to make provision for the admission of students to the various programmes etc. The Syndicate, the chief executive body of the University, has a strength of 25. The Syndicate, which meets ordinarily once in a month, has executive powers including the general superintendence and control over the institutions of the University. Teaching and Research in the

University of Kerala has its own departments of teaching and research (housed in University campuses) and also maintains a number of affiliated colleges, spread over four southern districts (Thiruvananthapuram, Kollam, Pathanamthitta and Alappuzha) of the state. The forty three departments of teaching and research are organized as eleven schools, and most of them are housed in the Karyavattom campus. Teaching, research and knowledge extension are the mandates of the departments. They primarily focus on post-graduate (masters) programmes, MPhil programmes (1-year research degree started in 1973) and doctoral (PhD) programmes and post-doctoral programmes. Affiliated colleges run large number of bachelor's programmes and lesser number of masters and doctoral programmes. University's research activities are also going on in select affiliated colleges and other recognized research centres. The total number of full-time students in the University departments is above 2000, including research students. The University has also established 10 University Colleges of Teacher Education (UTECE) and 17 University Institute of Technology (UIT), both of which offer under-graduate programmes (B.Ed. in UTECEs and BSc (Computer Science/IT/Electronics) and BBA in UITs), although masters programmes are available in select UITs. The University College of Engineering at Karyavattom offers Engineering education at Undergraduate level. These institutions together have student strength of more than 6000. The Institute of Distance Education has student strength of approximately 30,000, which is spread across the country. The University has over 150 affiliated colleges with an enrollment of over 1,30,000. Thirty six departments are situated in the Karyavattom Campus. This sprawling green campus (359 acres) is close to Kazhakuttom, on the National Highway 47, towards north. The famous Trivandrum Techno park is adjacent to the University Campus and Greenfield Stadium is part of the University.

The University has a 3-tier academic system. Each subject of study has a Board of Studies to design syllabus and propose action on all academic matters. Group of related subjects are grouped together and defined as a faculty. The University has 16 faculties. Finally Academic Council is the supreme academic body. The University follows the Choice based Credit and Semester System for all post-graduate (masters) programmes and under-graduate (bachelors) level. Semesters typically fall during the months of August-January and February-July. Masters programmes are typically of two year duration and have four semesters with 5 to 6 courses offered each semester. The final semester has a project and thesis requirement. MPhil programmes are post-masters research degree, offered under credit and semester system since 2016.

In the National Institutional Ranking Framework 2019 (NIRF), University of Kerala is ranked no.22 among all universities in India.

In the QS World ranking 2020, University of Kerala is ranked at 49 among all universities in India.

Higher education review magazine has rated University of Kerala as one of the top 25 universities in India in 2019.

Some of the highlights of the university: 1639 Computers in Campus, A tier- three data center (1st established in Kerala), Wi-Fi enabled campus, Inter connected Optical Fiber Network (1Gbps), OFC backbone terminated to all departments and office sections, High Performance Computing (HPC) facility (with 120 nodes), Video Conference Facility, Smart Class rooms- 38, Campus Computing Facility (CCF), High speed internet connectivity in Departments, IT training centre at SH Campus, Biometric attendance, Campus wide CCTV network, Office automation (2010), e-tendering (2013), Digitally signed certificates (2009), Finance Portal (2010), Research Portal (2012), Online admission system (2011), Online certificate verification (2012), Online portal for examinations (2012), Online portal for placements (2012), e- Governance initiated (2013)

The Master of Business Administration Programmes in University Department are MBA General and

MBA Tourism.

The University bagged the Indira Gandhi National Award for the best NSS activities in 2005, and the UNESCO-NLM award for literacy in 2005, State Govt's award for eGovernance in 2010 and the first Chancellor's Award for the best University in the State of Kerala, in 2015. The University is re-accredited by NAAC with 'A' grade since 2015.

1.3 Admissions to the seats of the MBA programmes shall be carried out as per the directives of the Admission Supervisory Committee/ Fee Regulatory Committee for Professional Colleges (ASC Kerala). In the preparation of rank list, 80% weightage is assigned to the score in the Entrance examination approved by ASC Kerala such as Kerala Management Admission Test (KMAT) conducted by the ASC during November 2019, Common Management Admission Test (CMAT) conducted by AICTE and Common Admission Test(CAT) conducted by IIMs. The Group Discussion and Personal Interview conducted by the University of Kerala carry weightage of 10% each in the preparation of Rank List.

IMPORTANT INFORMATION

- **All candidates who wish to apply for MBA Programmes (irrespective of Category) should strictly register online.**
- **After completion of the online registration, the candidate should take printout of the same and keep it with himself/herself. DO NOT SEND HARD COPIES OF THE PRINT OUT OF ONLINE APPLICATION TO THE UNIVERSITY. The hard copy of the online application with supporting documents should be kept by the candidate and it has to be submitted at the time of admission to Institute of Management in Kerala..**
- **The candidates who come under the PWD (Persons with Disability) category should specifically mention the same at the time of online registration.**
- **Candidates coming under SC/ST/OEC/SEBC are not eligible for BPL reservation. Only the general category candidates belonging to the Forward communities, who are economically backward, are eligible for BPL reservation. A certificate from the revenue authorities to that effect has to be produced at the time of admission.**
- **No memo will be sent by post in the case of defective applications. But edit option will be provided for a stipulated period and no corrections or changes will be allowed after the stipulated period.**
- **Appearance of a candidate in the Entrance Examination, or inclusion of a candidate in the rank lists or allotment does not entitle him/her for admission to a Programme, unless the rules regarding eligibility for admission, as laid down in the Prospectus under various Clauses, are satisfied.**

2. DEPARTMENT, PROGRAMMES AND SEATS

2.1 Details of Programmes and Duration: The programme leads to Master of Business Administration Degree MBA (General)/ MBA (Tourism). The programme extends for a period of four semesters. The programme of study shall be by regular attendance for the requisite number of lectures, practical training and other means.

2.2 Institution and Subjects for the MBA Programmes: The programmes are offered at Institute of Management in Kerala. The *approved number of seats in* MBA (General) and MBA (Tourism) are 40 each.

2.3 Categorization of Seats: Seats available in University Department are mainly classified as Merit Seats and Reservation seats.

- a. Merit Seats:** The seats that are to be filled by the University for the Departments are classified as "Merit Seats".
- b. Reservation Seats:** The seats in the Departments of the University that are earmarked for SC/ST/SEBC/BPL/PWD are classified as "Reservation Seats."

3. RESERVATION OF SEATS

3.1 Types of Reservations: Seats will be reserved for the following categories in the University Departments for various PG programmes.

- a. Mandatory Reservation
- b. Special Reservation

3.1.1 Mandatory Reservation: The seats for each programme in the University Departments will be distributed as per the U.O (MS) No.107/08/H.Edn. dated 30.8.08 and corresponding U.O AcB/I/Admns BC/2008 dated 20.9.2008.

Sl.No	Seat Reservation	% of
I	Merit (On the basis of merit)	50
II	Socially and Educationally Backward Classes (SEBC)	20
	(a) Ezhava (EZ) 8%	
	(b) Muslim (MU) 7%	
	(c) Latin Catholic /SIUC (LC) 1%	
	(d) Other Backward Christian (BX) 1%	
	(e) Other Backward Hindu (BH) 3%	
III	*Economically backward among forward communities (BPL)	10
IV	Scheduled Castes/ Scheduled Tribes	20
	Scheduled Castes 15%	
	Scheduled Tribes 5%	

Lists of eligible communities for reservation are given in Annexures I, II, III and IV

*Candidates who enjoy communal reservation such as SEBC, SC/ST who have **BPL endorsement in the Ration Card are not eligible for BPL reservations.** Only candidates belonging to **Forward Communities**, who are Economically Backward, are eligible for BPL reservations. Such candidates must produce **BPL certificate from the Village Officer/Revenue Authority concerned.**

Note: (a) Thiyya and Billava will be considered as Ezhava Community for reservation.

3.1.2 Special Reservation for Foreign, Non-Kerala, Persons with Disabilities (PWD), Sponsored Candidates and Sports Persons

For each PG programme, there shall be super-numerary seats for

- (a) One candidate who is in the rank list and who is not a native of Kerala, in case no such student has secured admission in the programme in the concerned year through the rank list.
- (b) One foreign candidate eligible as per relevant regulations for foreign students.
- (c) **Arts Quota:** Students who have won the titles of Kalathilakam or Kalaprathibha in University Youth Festivals in their Bachelors Programme, in any programme of their choice provided that he/she is eligible for admission to that programme.
- (d) One Sponsored candidate from Govt./R&D Institutions/Industries, with minimum of 2 years of work experience.
- (e) **Persons with Disabilities (PWD):** One student with disability of 40% or above when the sanctioned seats are below 25 and two students, if the sanctioned seats are above 25 (the acceptability as related to subjects in science and technology stream shall be decided by CSSAC based on recommendations of the respective Department Council).

As per Clause 2 (t), Chapter I of the Persons with Disabilities Act 1995, "Person with disability" means a person suffering from not less than 40% of any disability as certified by a Medical Board constituted for this purpose. Candidates who have a minimum of 40% disability alone will be eligible to apply for this quota.

Candidates seeking admission under PWD category should attach "Certificate of disability,

issued not earlier than 12 months prior to the admission, by the District Medical Board or bodies of higher status, certifying the degree of percentage of disability.

- **PWD candidates should register online.**
- **The selection of candidates under this category will be based on the rank in the inter-se merit list and not on the basis of the degree of disability.**
- **No reservation of seats is allowed for blind candidates for Science subjects.**
- **Blind candidates should get prior permission from the Registrar, University of Kerala to accompany scribes with them for the entrance examination.**

(f) **Sports Quota:** One seat shall be given for sports persons over and above the sanctioned strength in each subject for the First Post Graduate Degree Programme. Admission to such seats shall be made as per the procedure for admission under sports quota. If the required number of sports persons is not available, the seats should be kept vacant and shall not be filled by other candidates.

Norms for Admission to the Seats Reserved Under Sports Quota for Post Graduate Courses

1. Representing the country and winning the I/II/III in the International Competitions (Olympics, Approved World Competitions, Approved World University Competitions, Commonwealth Games, Asian Games, Afro-Asian games, SAF Games and South Asian Championships.)
2. Representing the country in International Competitions (Olympics, Approved World Competitions, Approved World University Competitions, Commonwealth Games, Asian Games, Afro-Asian Games, SAF Games, South Asian Championships.)
3. Winning the I/II/III in the Senior National Championships.
4. Winning the I/II/III/IV in the All India Inter -University Competitions.
5. Representing Senior State in National Championships.
4. Winning the I/II/III/IV in the All India Inter -University Competitions.
5. Representing Senior State in National Championships.
6. Winning the I/II/III in the Junior/Youth National Championships.
7. Winning the I/II/III/IV in the Zonal Inter-University Competitions.
8. Representing Senior State in South Zone Championship.
9. Representing University in Inter -University Competitions.
10. Representing the state in the Junior/Youth National Championships.
11. Representing the state in the Junior/Youth Zone Championships.
12. Winning the I/II/III place in the All Kerala Inter-Collegiate (College Games) organized by Kerala Sports Council.
13. Winning the I/II/III place in the Senior/Junior Inter District Championships.

14. Participating in the State Championships.

15. Winning I/II/III place of University Intercollegiate competition.

Candidates claiming reservation under Clause 3.1.2 should submit separate application in hard copies, along with relevant documents to the Deputy Registrar, Credit and Semester system on or before the last date of submission of online application.

4. CLAIMS FOR MANDATORY RESERVATION AND CERTIFICATES TO BE PRODUCED

Claims for Mandatory Reservations must be made by a candidate at the time of submission of online application. Candidates should also mention the item of reservation claimed in the relevant columns in the online application. Candidates should also satisfy the eligibility conditions as per Clause 5 of the Prospectus. **The claims for mandatory reservation once made in the application cannot be altered by the candidate under any circumstances.**

4.1. Merit Seats: The seats under the Merit category will be filled purely on merit basis irrespective of the Category/Community to which the candidates belong.

4.2 Community Reservation:

4.2.1. Claim for Communal reservation under 'Socially and Educationally Backward Classes' (SEBC): Reservation of seats to the Socially and Educationally Backward Classes will be in accordance with the provisions contained in G.O. (P) 208/66/Edn. Dated 2.5.1966, as amended from time to time.

Candidates belonging to Ezhava, Muslim, Other Backward Hindus, Latin Catholic/SIUC and Other Backward Christian communities, claiming reservation under SEBC Quota should invariably obtain Non Creamy Layer certificate from the Village Officer/Thahsildar and should submit it at the time of admission. U.O.No.Ad.A.5.3.57643(a)/2017 dated 06.10.2017. Only the claims of the candidates of those communities that are included in the list of communities will be considered.

(U.O.No.Ac.BI/UG Adms. BC/2011, dated 11.01.2012).

4.2.2 Claim for Reservation under Scheduled Castes/Scheduled Tribes Quota

a. Candidates claiming reservation under Scheduled Castes/ Scheduled Tribes quota should obtain the Caste/Community Certificate from the Tahsildar. ***Those who produce false SC/ST Certificate for claiming reservation under SC/ST quota shall be liable for penalties as per rules.***

b. **Claim of OEC candidates against the un-availed seats of SC/ST candidates:** Other Eligible Community (OEC) candidates who claim allotment to the un-availed seats, if any, under SC/ST quota should furnish Community and Income certificates obtained from the Village Officer concerned. Those OEC candidates whose annual family income is up to Rs. 6 lakhs (Rupees six lakhs only) alone are eligible for such seats. OEC seats will be filled as per rules laid by the Govt.

c. **Scheduled caste converts do not come under the SC/ST category. They will be only considered under OEC category.**

4.3 Other General Rules for Mandatory Reservation

4.3.1 Claim for fee concession to OEC candidates: Candidates belonging to Other Eligible Communities are exempted from payment of fee at the time of admission to *PG Degree programmes* irrespective of annual family income as per G.O (MS) No. 36/07/SCSTDD, dated: 03.07.2007.

They should provide the Community Certificate from the Village Officer/ Tahsildar at the time of admission.

5. ELIGIBILITY FOR ADMISSION

5.1 Nativity: Candidate should be an Indian citizen. For foreign candidates, relevant regulations apply.

5.2 Indulgence in Ragging as disqualification: If an applicant for admission is found to have indulged in ragging in the past or if it is noticed later that he/she had indulged in ragging, admissions shall be denied or he/she shall be expelled from the institution. The student at the time of admission should give an undertaking as per the provisions of anti-ragging verdict by the Hon'ble Supreme Court of India (Annexure VI).

5.3 Academic Eligibility

The candidate should have passed the degree from any Indian University, under the regular stream, recognized by the University of Kerala and shall be in the 10+2+3 pattern (or in 10+2+4 pattern). In all the cases the student should have passed the degree examination with not less than 50% marks/equivalent grade (no rounding off allowed) in Part III /core plus complimentary in BA, B.Sc., B.Com. etc., or 50% marks/equivalent grade (no rounding off allowed) in aggregate in case of B.E/ B.Tech, B.Sc. (Agri.) and other 4/5 year degree courses. The candidates, who have passed MA/M.Sc./M.Com. or any other PG Degree recognized by the University of Kerala with 50% of marks/equivalent grade in aggregate, are also eligible for admission. SC/ST candidates shall be given relaxation as per University rules.

6. Relevant Aspects of Admission process

- 6.1 The candidates should possess a valid score from any one of the entrance examinations, K-MAT, C-MAT or CAT. The scores obtained during the year 2019, 2020 alone be considered.
- 6.2 Those students who are appearing for their final year/final semester degree examination are also eligible to apply.
- 6.3 All registered candidates who have provided valid score card will be invited through SMS/email to participate in the Group Discussion and Interview to be held at Institute of Management In Kerala, University of Kerala, Kariavattom Campus
- 6.4 In the preparation of rank list, 80% weightage is assigned to the score in the Entrance examination approved by ASC Kerala such as Kerala Management Admission Test (KMAT), Common Management Admission Test (CMAT) and Common Admission Test(CAT). The Group Discussion and Personal Interview conducted by the University of Kerala carry weightage of 10% each in the preparation of Rank List. Those who have qualified score sheet only be admitted in case of KMAT.
- 6.5 Those who are awaiting final semester/final year results will be given admission based on an undertaking that they will produce the results before registration to first semester examination.
- 6.6 Candidates who have passed their Degree or Master's Degree from other Universities should produce the Eligibility Certificate issued by the University of Kerala (Course Equivalency Certificate) at the time of admission. Only those candidates who produce eligibility certificate and mark lists of Degree or Master's Degree, at the time of counselling, will be considered for admission.
- 6.7 The counseling for admission will be held at IMK, Kariavattom Campus. In the absence of eligible SC/ST candidates, the same will be filled by candidates belonging to OEC category and subsequently by SEBC candidates and finally by General candidates.

7. Resolving of Tie

In the case of more than one candidate obtaining equal index marks, the candidate who has scored more marks in the Entrance Examination will be placed higher in ranking.

HOW TO APPLY

8.1 (a) Any candidate who wishes to join MBA Programme at IMK should compulsorily register online at <http://admissions.keralauniversity.ac.in>. On successful completion of the online registration, the candidate should take the printout of the same.

(b) The site is optimized with the latest versions of Mozilla firebox, Google chrome etc,

(c) The candidates are advised to enable "JavaScript" before proceeding with the Registration

(d) Read the instructions carefully before proceeding with the registration.

(e) Do not press "back" button during the process of registration.

The registration fee for the admission is

Rs.600/- (Rupees Five Hundred only).

SC/ST: Rs.300/- (Rupees two hundred and Fifty only)

Note: The Registration fee once remitted will not be refunded under any circumstances.

8.2 Submission of Application: The candidates have to go through the mandatory steps given below for the successful submission of online application:

a. *Register his/her name* in the website by providing some basic information.

b. Online Registration of Personal data

c. Download the chalan from the candidate's page. Remit the Registration Fee mentioned in the chalan in any branch of *State Bank of Travancore* (SBI).

d. Log onto the candidate's page by providing application number and password (date of birth will be the default password).

e. Enter the Fee details in the website.

f. Download the application from the candidate's page.

8.2.1. Registration Fee remittance: The Registration Fee is to be remitted as per the method mentioned in clause (7.2). The original Chalan Receipt (University's copy) has to be submitted at the time of admission for verification.

8.2.3. Online Registration of Personal Details and Options Chosen: Facility for online registration will be provided at <http://www.admissions.keralauniversity.ac.in>. A candidate can proceed to the second stage of online application only after entering the details of Registration Fee remittance in *the* candidate's page.

The procedure for online application consists of the following mandatory steps:

Step 1: Registering in the site

Step 2: Entering Personal Details, Qualifying Examination details and Options for various programmes.

Step 3: Pay online the fees

Step 4: Uploading of photograph and signature

Step 5: Option for verifying the application

Step 6: Printout of the Application.

Candidates can submit their applications from any computer having Internet facility within the time schedule specified.

Step 1: Registering in the Site: Click on the link, 'Click Here to Register' in the home page of CSS–Admissions 2016 and provide the basic information (name, date of birth and community). On successful completion of this first step, Login to the site using the application number and password. It is advised to change the password immediately to prevent any type of intrusion by any unauthorized person. The candidate should note down the password and application number carefully for login into his/her page later.

Step 2: Entering Personal Details, Qualifying Exams and Options for various Programmes: The candidates should give their personal and reservation details in this page. The candidate has to produce all supporting documents for the reservations claimed; or else, the claims for reservations will be discarded. After entering the personal and reservation details, the candidate can enter the details of qualifying examinations. The candidates, registering their options, should satisfy all the eligibility conditions with regard to nativity and academic qualifications stated in the Prospectus. The allotment to programmes, which do not satisfy the eligibility conditions, will be cancelled at the time of admission. In such cases the candidature of the applicant will be cancelled without any further intimation. Fill the details carefully and click the button 'Save Information' for the next step.

Note: The site will be opened at a later date for those candidates who have appeared for the entrance examinations for entering the details of marks/grade of the qualifying examination. Please note that only those candidates who provide the details of mark/grade in the qualifying examination will find a place in the rank list to be prepared. The dates on which the site will be open will be announced by the university in the website. Candidates who have passed the Qualifying Degree from Universities other than Kerala, should enter their Qualifying Marks in percentage. No memo will be sent by post in the case of defective applications. But edit option will be provided for a stipulated period and no corrections or changes will be allowed after the stipulated period.

Step 3: Pay online the fees

Step 4: Photo and signature uploading: Upload the scanned photo and signature in the prescribed format given in the site.

Step 5: Option for verifying the application: Here the candidates can verify the application and edit the details.

Step 6: Printout of the Application: The candidate must take the print out of the application form for future reference. This must be produced at the time of admission. This is a mandatory step.

The Hard Copy application is not to be sent to the University.

Note:(i) The date and time of Personal Interview and Group Discussion shall be intimated via sms and e-mail based on details given at the time of registration.

To claim any fee concession/scholarship: Candidates who are not eligible for communal reservation benefit and who wish to be considered for any fee concession/scholarship/any other benefit based on the annual family income, that may be announced by the Government/University at any time after the submission of application should have income certificate from revenue authorities.

9. ADMISSION ACTIVITIES

9.1. Reporting at the University Department: Candidates need to report for admission before the Head of the Department concerned only when the announcement regarding the same is made by the University. He/she should report with the following documents in original:

- (a) The Admission Memo.
- (ii) Receipt of University fee remitted in the bank.
- (iii) Certificate to prove date of birth.
- (iv) Transfer Certificate (T C) from the Institution last attended and Conduct Certificate.

- (v) Mark lists of the Degree examination and Provisional/Degree Certificate.
- (vi) Eligibility Certificate from University of Kerala, in case of candidates who have passed their qualifying examination from other Universities.
- (vii) Migration Certificate in case of candidates who have passed their qualifying examination from other Universities.
- (viii) Any other documents required to be produced by the Head of Institution.

9.2. Verification of Documents: The Head of the Department shall be responsible for verification of original documents and satisfaction of the correctness of the records produced by the candidate at the time of admission. The Head of the Department will have the right to deny an admission, if he/she finds any relevant mismatch in the original documents and online data that has affected the ranking process.

9.3. Failure to report for Admission: Candidates who do not take admission on the prescribed date and time in the University Department will lose his/her claim for admissions.

10. Fee to be paid to the University on admission: At the time of admission, the candidate has to remit the requisite fee in the University department. The Details of fee will be provided in the admission memo.

10.1. Candidates belonging to SC/ST communities allotted against merit seats or against the seats reserved for them are exempted from payment of fee.

10.2. Claim for fee concession to OEC candidates: Candidates belonging to Other Eligible Communities (OEC) are exempted from payment of fee at the time of admission to Post Graduate programmes, irrespective of annual family income as per G.O. (MS) No. 36/07/SCSTDD, dated: 03.07.2007. They should provide Community Certificate from the Village Officer along with the acknowledgement.

10.3. SC/ST/OEC candidates will have to pay the "Caution Deposit" as per rules.

11. OTHER ITEMS

11.1. The process of admission to the MBA programmes 2020-21 will be done by the University of Kerala, as per provisions of the regulation for PG Programmes in the teaching departments of the University of Kerala (2017) and the directives of the Admission Supervisory Committee/ Fee Regulatory Committee for Professional Colleges (ASC Kerala).

11.2. The University of Kerala will not entertain any request for change of any date fixed for the Admission from time to time.

11.3. All disputes pertaining to the allotment for admission shall fall within the jurisdiction of the Hon'ble High Court of Kerala.

11.4. Any other items not specifically covered in this Prospectus will be decided by the University of Kerala and the decision shall be final.

Thiruvananthapuram

REGISTRAR

ANNEXURE - I

LIST OF SCHEDULED CASTES (SC)

[As Amended by The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002 (Act 61 of 2002) Vide Part VIII – Kerala -Schedule 1 Notified in the Gazette of India dated 18.12.2002, The Constitution (Scheduled Castes) Order (Amendment) Act 2007]

1	Adi Andhra	38	xxx
2	Adi Dravida	39	Moger (other than Mogeayar)
3	Adi Karnataka	40	Mundala
4	Ajila	41	Nalakeyava
5	Arunthathiyar	42	Nalkadaya
6	Ayyanavar	43	Nayadi
7	Baira	44	xxx
8	Bakuda	45	Pallan
9	xxx	46	Palluvan
10	Bathada	47	Pambada
11	xxx	48	Panan
12	Bharathar (Other than Parathar), Paravan	49	xxx
13	xxx	50	Paraiyan, Parayan, Sambavar, Sambavan, Sambava, Paraya, Paraiya, Parayar
14	Chakkiliyan	51	xxx
15	Chamar, Muchi	52	xxx
16	Chandala	53	xxx
17	Cheruman	54	Pulayan, Cheramar, Pulaya, Pulayar, Cherama, Cheraman, Wayanad Pulayan, Wayanadan Pulayan, Matha, Matha Pulayan
18	Domban	55	xxx
19	xxx	56	Puthirai Vannan
20	xxx	57	Raneyar
21	xxx	58	Samagara
22	Gosangi	59	Samban
23	Hasla	60	Semman, Chemman, Chemmar
24	Holeya	61	Thandan (excluding Ezhuvas and Thiyyas who are known as Thandan, in the erstwhile Cochin and Malabar areas) and (Carpenters who are known as Thachan, in the erstwhile Cochin and Travancore State)
25	Kadaiyan	62	Thoti
26	Kakkalan, Kakkan	63	Vallon
27	Kalladi	64	Valluvan
28	Kanakkan, Padanna, Padannan	65	xxx
29	xxx	66	xxx
30	Kavara (other than Telugu speaking or Tamil speaking Balija Kavarai, Gavara, Gavarai, Gavarai Naidu, Balija Naidu, Gajalu Balija or Valai Chetty)	67	Vetan
31	Koosa		
32	Kootan, Koodan		
33	Kudumban		

34 Kuravan, Sidhanar, Kuravar, Kurava, Sidhana 35 Maila 36 Malayan [In the areas comprising the Malabar District as specified by Sub-section (2) of Section 5 of the State Re-organization Act. 1956 (37 of 1956)]. 37 Mannan (എമ്മി), Pathiyan, Perumannan, Vannan, Velan	68 Vettuvan, Pulaya Vettuvan (in the areas of eastwhile Cochin State only). 69 Nerian
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ANNEXURE - II

LIST OF SCHEDULED TRIBES (ST)

[As Amended by The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002 (Act 10 of 2003)
Vide Part -VII

1 Adiyan 2 Arandan [Arandan]	23 Malakkuravan
3 Eravallan	24 Malasar
4 Hill Pulaya, Mala Pulayan, Kurumba Pulayan, Kuravazhi Pulayan, Pamba Pulayan	25 [Malayan, Nattu Malayan, Konga Malayan (excluding the areas comprising the Kasaragod, Kannur, Wayanad and Kozhikode Districts)
5 Irular, Irulan	26 Malayarayar
6 Kadar [Wayanad Kadar]	27 Mannan (എമ്മി)
7 xxx	28 xxx
8 Kanikkaran, Kanikkar	29 Muthuvan, Mudugar, Muduvan
9 Kattunayakan	30 Palleyan, Palliyan, Palliyar, Paliyan
10 [Kochuvelan]	31 xxx
11 xxx	32 xxx
12 xxx	33 Paniyan
13 Koraga	34 Ulladan, [Ullatan]
14 xxx	35 Uraly
15 Kudiya, Melakudi	36 Mala Vettuvan(in Kasaragod & Kannur districts)
16 Kurichchan [Kurichiyar]	37 Ten Kurumban, Jenu Kurumban
17 Kurumans, Mulla Kuruman, Mulla Kuruman, Mala Kuruman	38 Thachanadan, Thachanadan Moopan
18 Kurumbas, [Kurumbar, Kurumban]	39 Cholanaickan
19 Maha Malasar	40 Mavilan
20 Malai Arayan [Mala Arayan]	41 Karimpalan
21 Malai Pandaram	42 Vetta Kuruman
22 Malai Vedan [Malavedan]	43 Mala Panikkar

ANNEXURE -I11
LIST OF OTHER ELIGIBLE COMMUNITIES (OEC)

1 Chemman/Chemmar	13 Pathiyan (other than Dhobies)
2 Madiga	14 Allar (Alan)
3 Pulluvan	15 Malavettuvan
4 Thachar (other than Carpenter throughout Stat excluding the erstwhile Malabar area)	16 Malamuthan
5 Chakkamar	17 KunduVadiyan
6 Varnavar	18 Thachanadan Moopan
7 Kudumbi	19 Wayanad Kadar
8 Dheevera/Dheeveran, Arayan, Valan, Nulayan, Mukkuvan, Arayavathi, Valinjar, Paniakkal,	20 Kalanadi
9 Mokaya, Bovi, Mogayar and Megavirar	21 Chingathan
Peruvannan	22 Malayalar
10 Scheduled Castes converts.	23 Malapanicker
11 Kusavan including Kusavar, Kulalan, Kumbaran, Velaan, Odan, Andhra Nair, Anthru Nair	24 Urindavan
12 Malayan, (Konga-Malayan, Pani Malayan (in the erstwhile Malabar area alone)	25 Marati
	26 Pulaya Vettuvan (except in the areas of eastwhile Cochin State)

ANNEXURE - IV

LIST OF SOCIALLY AND EDUCATIONALLY BACKWARD CLASSES (SEBC)

[Vide G.O. (P) 208/66/Edn. dated 02.05.1966] & G.O. (Ms) No. 95/08/SCSTDD dated 06.10.2008]

I. Ezhavas including Ezhavas, Thiyyas, Ishuvan, Izhuvan, Illuvan and Billava	36. Kannadiyans
II. Muslims (all sections following Islam)	37. Kavuthiyan
III. Latin Catholics other than Anglo-Indians	38. Kavudiyaru
IV. Other Backward Christians	39. Kelasi or Kalasi Panicker
(a) SIUC	40. Koppala Velamas
(b) Converts from Scheduled Castes to Christianity	41. Krishnanvaka
V. Kudumbi	42. Kuruba
VI. Other Backward Hindus, i.e.	43. Kurumba
1. Agasa	44. Maravan (Maravar)
2. Arayas including Valan, Mukkuvan, Mukaya, Mogayan, Arayan, Bovies, Kharvi, Nulayan, and Arayavathi	45. Madivala
3. Aremahrati	46. Maruthuvar
4. Arya including Dheevera/Dheeveran, Atagara, Devanga, Kaikolan, (Sengunthar), Pattarya, Saliyas (Padmasali, Pattusali, Thogatta,	47. Mahratta (Non-Brahman)
	48. Melakudi (Kudiyan)
	49. Mogaveera
	50. Moili
	51. Mukhari
	52. Modibanda

<p>Karanibhakatula, Senapathula, Sali, Sale, Karikalabhakulu, Chaliya) Sourashtra, Khatri, Patnukaran, Illathu Pillai, Illa Vellalar, Illathar</p> <p>5. Bestha</p> <p>6. Bhandari or Bhondari</p> <p>7. Boya</p> <p>8. Boyan</p> <p>9. Chavalakkaran</p> <p>10. Chakkala (Chakkala Nair)</p> <p>11. Devadiga</p> <p>12. Ezhavathi (Vathi)</p> <p>13. Ezhuthachan, Kadupattan</p> <p>14. Gudigara</p> <p>15. Galada Konkani</p> <p>16. Ganjam Reddies</p> <p>17. Gatti</p> <p>18. Gowda</p> <p>19. Ganika including Nagavamsom</p> <p>20. Hegde</p> <p>21. Hindu Nadar</p> <p>22. Idiga including Settibalija</p> <p>23. Jangam</p> <p>24. Jogi</p> <p>25. Jhetty</p> <p>26. Kanisu or Kaniyar-Panicker, Kaniyan, Kanisan, Kannian or Kani, Ganaka</p> <p>27. xxx</p> <p>28. Kalarikurup or Kalari Panicker</p> <p>29. Kerala Muthali</p> <p>30. Kusavan including Kulala, Kumbaran, Odan, Oudan (Donga) Odda (Vodde or Vadde or Veddai) Velaan, Andhra Nair, Anthuru Nair.</p> <p>31. Kalavanthula</p> <p>32. Kallan including Isanattu Kallar</p> <p>33. Kabera</p> <p>34. Korachas</p> <p>35. Kammalas including Viswakarmala, Karuvan, Kamsalas, Viswakarmas, Pandikammala, Malayal- Kammala, Kannan, Moosari, Kalthachan, Kallasari, Perumkollen, Kollan, Thattan, Pandithattan, Thachan, Asari, Villasani, Vilkurup, Viswabrahmins, Kitara, Chaptegara.</p>	<p>53. Moovari</p> <p>54. Moniagar</p> <p>55. Naicken including Tholuva Naicker and Vettilakkara Naicker</p> <p>56. Padyachi (Villayankuppam)</p> <p>57. Palli</p> <p>58. Panniyar or Pannayar</p> <p>59. Parkavakulam (Surithiman, Malayaman, Nathaman, Moopanan and Nainar)</p> <p>60. Rajapuri</p> <p>61. Sakravar (Kavathi)</p> <p>62. Senaithalaivar, Elavania, Senaikudayam</p> <p>63. Sadhu Chetty including Telugu Chetty or 24 Manai Telugu Chetty and Wynadan Chetty</p> <p>64. Tholkolan</p> <p>65. Thottiyar</p> <p>66. Uppara (Sagara)</p> <p>67. Ural Goundan</p> <p>68. Valaiyan</p> <p>69. Vada Balija</p> <p>70. Vakkaliga</p> <p>71. Vaduvan(Vadugan)</p> <p>72. Veera Saivas (Pandaram, Vairavi, Vairagi, Yogeaswar, Matapathi and Yogi)</p> <p>73. Veluthedathu Nair including Vannathan, Veluthedan and Rajaka</p> <p>74. Vilakkithala Nair including Vilakkathalavan, Ambattan Pranopakari, Pandithar and Nusuvan</p> <p>75. Vaniya including Vanika, Vanika Vaisya, Vaisya Chetty, Vanibha Chetty, Ayiravar Nagarathar, Vaniyan</p> <p>76. Yadava including Kolaya, Ayar, Mayar, Maniyani, Eruman, Golla and Kolaries</p> <p>77. Chakkamar</p> <p>78. Mogers of Kasaragod Taluk</p> <p>79. Maratis of Hosdurg Taluk</p> <p>80. Paravans of Malabar area excluding Kasaragod Taluk</p> <p>81. Peruvannan (Varnavar)</p>
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ANNEXURE - V

**Undertaking from the Students as per the provisions of anti-ragging verdict
by the Hon'ble Supreme Court of India**

I, Mr./Ms., Roll No..... Program:
..... Student of do hereby undertake on this day
Month year, the following with respect to above subject and Office Order No:
.....

- 1) That I have read and understood the directives of the Hon'ble Supreme Court of India on anti-ragging and the measures proposed to be taken in the above references.
- 2) That I understand the meaning of Ragging and know that the ragging in any form is a punishable offence and the same is banned by the Court of Law.
- 3) That I have not been found or charged for my involvement in any kind of ragging in the past. However, I undertake to face disciplinary action/legal proceedings including expulsion from the Institute if the above statement is found to be untrue or the facts are concealed, at any stage in future.
- 4) That I shall not resort to ragging in any form at any place and shall abide by the rules/laws prescribed by the Courts, Govt. of India and Institute authorities for the purpose from time to time.

Signature of Student

I hereby fully endorse the undertaking made by my child/ward.

Signature of Mother/Father and or Guardian

Witness:

Annexure VI

UNDERTAKING

I (Name).....Appln No Rank
No.....understand that I will forfeit my seat in the MBA (General/ Tourism) Programme of the IMK
Kariavattom admission for the year 2020-21, if I fail to submit the following:

1. In case I fail to submit either Provisional/Original Degree Certificate on or before registering for the 1st Semester MBA examination.
2. In case I fail to secure 50% marks for the qualifying examination.
3. In case I fail to submit my eligibility certificate/Course Equivalency Certificate issued by the University of Kerala on or before registering for the 1st Semester MBA examination.

Signature :

Name:

Reg.No:

Address:

Kariavattom

Dt.