CMS COLLEGE KOTTAYAM
(Autonomous)

PG Prospectus 2016

About CMS College

'The College *Cotym*' which later on came to be known as the CMS College, was established in the year 1817 by the Church Missionary Society, England at the initiative of Colonel Munro, the then Diwan and with the patronage of The Royal Family of Travancore .In its early years, the curriculum included the study of Mathematics, History, and Geography, besides English, Malayalam, Sanskrit and Syriac.

The College was a torchbearer in the higher education arena, not only as a centre of 'knowledge dissemination' but also as a centre of 'knowledge creation', from the early years onwards. Rev. Benjamin Bailey, the father of printing in Travancore, was the first Principal of the College. He brought out the first English - Malayalam and Malayalam - English dictionaries and also gave Malayalam its modern round-type for printing. 'The *Cotym* College Quarterly', the first college magazine in South India was published by the College in 1864.

In 1857, when University system started in India, the College was affiliated to the Madras University. The college was affiliated to Travancore University in 1937, later on to Kerala University and in 1983 to Mahatma Gandhi University, Kottayam. It is recognized as a College with Potential for Excellence by UGC. In 2014, the College was reaccredited by National Assessment and Accreditation Council with A Grade and 3.27 GPA.

Luminaries like Dr. K. R. Narayanan, former President of India, Sri. K. P. S. Menon, former Indian Ambassador to the U. S. S. R., Padmavibhooshan Dr. George Sudarshan, the world renowned Physicist., Padmabhooshan Kavalam Narayana Panicker, Padmabhooshan Justice K. T. Thomas, Film Directors John Abraham, Aravindan etc are some of the illustrious alumni of the CMS College.

The college completes its 200 years of existence in 2017 and Shri. Pranab Mukherjee, Honourable President of Indiainauguratedthe bicentenary celebrations in February 2016. The College aims to be a centre of excellence for imparting value based liberal education for promoting inclusive and holistic growth of the learner with thrust on real time needs.

Applying and Admissions

1. For admissions to PG Programme apply directly to the College, in the prescribed format which is available in the office or online at www.cmscollege.ac.in. Cost of application and processing fee for registration is Rs.300/- and Rs.150/- for SC/ST

   - Availability of offline application from the college office **:12-07-2016**
   - Online registration for admission will be active from :**12-07-2016**
   - Last date for remittance of application fee :**23-07-2016**
   - Last date for submission of application*(either online & offline)* :**23-07-2016**

2. For Merit seats under **Sports / Cultural / PD** Quotas, apply directly to the College office, with copies of relevant certificates (***application forms are available at the College office)***.
3. For **CSI Merit** seats, apply through online / offline byselecting CSI Quota in the general application form) (*Preference will be given to Candidates from Madhya Kerala Diocese*). Church membership certificate and recommendation by the Parish Priest must be produced at the time of interview. ***The seat allotted will be rejected if the candidate fails to produce the Church membership certificate at the time of interview.***
4. For **Management** Quota, apply directly to the College office along with the Management Quota form and recommendation by a competent person of the CSI Madhya Kerala Diocese or a Public Servant of repute.(***separate application forms are available at the college office)***
5. For eligibility for admission to different undergraduate programmes, the candidate should read the prospectus carefully. (Prospectus is available on the college website)
6. Rank list under each category will be prepared strictly as per the guidelines of the Mahatma Gandhi University including bonus marks, weightage and handicap marks in relevant cases. Rank lists will be published and the shortlisted candidates will be informed as per the notification.
7. Every candidate can give priority of four programmes in an application. Interchange of priority will not be permitted once the application is submitted. **(Please note. Candidate must mention 'Aided' or ' Self Financing' along with the choice of programme)**
8. All the shortlisted candidates will be informed about their position in the rank list and date of the interview through College web site / College notice board. Selected candidates should report for admission on the assigned date at the stipulated time, with all necessary documents and fees. There will be no guarantee of seats for late comers

IMPORTANT POINTS

- Candidates should apply for admissions to PG programmes for the academic year-2016-17 either offline through the college office or online on or before the last date stipulated in the admission schedule
- Online registration can be made by accessing the website www.cmscollege.ac.in
- While registering, the category (SC/ST or Others) selected, cannot be altered in any further stages of the process.
- For offline application payment of application fees can be made directly in the college office
- For online application, payment of application fee can be done using debit card, credit card or internet banking through 'SBT collect' link
- Verify your personal as well as academic details carefully before final submission.
- Candidates are directed to complete the final submission of application after fee payment.
- Ensure that you get the confirmation sms / e-mail of registration with the application number after the completion of registration.
- Fake registration by any person / institution will be viewed seriously and will be liable for punitive action.
- Candidates claiming any reservation/bonus marks should produce relevant certificates during the verification process.
- The college will do verification of original documents at the time of admission.
- Candidates under PD quota/SC/ST quota/Cultural quota/Sports quota should attach relevant certificates mentioned in the prospectus, along with the application form.
- Applicants should report for admission at the college with a printout of the admission letter sent to your mail
- All candidates who secure allotment should pay the requisite fee in the college office
- Candidates can view the status of their allotment by accessing the 'Ranklist' link (www.cmscollege.ac.in / admission / ranklist) on the college web site. No memo will be sent by post from this office in any case.

TABLE OF CONTENTS

1.	PG ADMISSION SCHEDULE -2016	5
2.	PROGRAMMES OFFERED – UNDERGRADUATE	6
3.	CLASSIFICATION/CATEGORIZATION OF SEATS	7
4.	RESERVATION OF SEATS	7
5.	CLAIMS FOR MANDATORY RESERVATION AND CERTIFICATES TO BE PRODUCED	11
6.	ELIGIBILITY FOR ADMISSION	12
7.	PREPARATION OF RANK LIST	17
8.	ALLOTMENT PROCESS (AP)	20
9.	FEE SCHEDULE	22
10	SPECIAL NOTICE ON RAGGING AS A CRIMINAL OFFENCE	23

CMS COLLEGE KOTTAYAM (AUTONOMOUS) ESTD:1817

1. PG ADMISSION SCHEDULE 2016– 2017

1	Notification for admission to PG Programmes	12-07-2016	10.00 AM
2	Availability of online application and prospectus	12-07-2016	10.00 AM
3	Last date for remittance of fee for registration of application	23-07-2016	05.00 PM
4	Last date for submitting application (on line / offline)	23-07-2016	05.00 PM
5	Publication of rank list for special quota admissions (Sports/Cultural/ PD)	23-07-2016	05.030 PM
6	Admission under special quota (Sports/Cultural/ PD)	25-07-2016	10.00 AM
7	Publication of merit rank list	25-07-2016	05.30 PM
8	Admission to various PG programmes begins from	27-07-2016	10.00 AM
9	Commencement of Classes	01-08-2016	10.00 AM
10	Special allotment for SC/ST candidates – I	01-08-2016	11.00 AM
11	Special allotment for SC/ST candidates –II	03-08-2016	10.00 AM
12	Closing of PG Admissions	31-08-2016	05.00 PM

Note:

- If seats remain vacant even after the date of Second Special Allotment, spot admission based on merit will be conducted in the College, after notifying the date.
- Candidates who apply through offline mode may do so directly through the College office before the last date of submission of application form.

2. PROGRAMMES OFFERED – POSTGRADUATE

The college offers 15 programmes at postgraduate level

No	Programmes	Mode	Seats
1	M.A English Language and Literature	Aided	25
2	M.A. Malayalam	Aided	15
3	M.Sc. Mathematics	Aided	25
4	M.Sc. Physics (*Electronics*)	Aided	15
5	M.Sc. Applied Physics	Aided	10
6	M.Sc. Chemistry	Aided	15
7	M.Sc. Analytical Chemistry	Aided	15
8	M.Sc. Applied Chemistry	Aided	15
9	M.Sc. Zoology (*Elective: Entomology*)	Aided	10
10	M.Sc. Botany (*Elective : Biotechnology*)	Aided	10
11	M.Sc. Biotechnology	Self Financing	22
12	M.Sc. Food Service Management & Dietetics	Self Financing	25
13	M.A. Sociology	Aided	25
14	M.A History	Self Financing	19
15	M.Com. (*Elective: Finance*)	Aided	19

CMS COLLEGE KOTTAYAM (AUTONOMOUS) ESTD:1817

3.CLASSIFICATION/CATEGORIZATION OF SEATS

Seats available in the College are classified as Merit Seats, Management Seats and Community Seats.

4.RESERVATION OF SEATS

A. Aided Programmes:

4.1 Types of Reservation - Out of the total Merit Seats available in the college under various PG Programmes, seats are reserved for different categories, namely, Reservation for Nominees, Reservation for Persons with Disabilities, Special Reservation and Mandatory reservation

a. Reservation for Nominees: An additional seat for each programme in the College shall be created exclusively for the purpose of accommodating students sponsored by the Union Territory of Lakshadweep. This seat shall not be filled up by other candidates. Such applicants should apply directly to the college office.

b. Reservation for Persons with Disabilities (PD): 3% of the seats are reserved for candidates with disabilities for all programmes. 1% (one percent of the seats in UG Programmes) of seats shall be reserved for each of the three sections of Persons with Disabilities category (Blind, Deaf and Orthopedically Challenged) with provision for interchange of seats, if candidates are not available in a particular category in a year. The selection of candidates under this category will be based on the rank in the inter-se merit list and physical suitability, and not on the basis of the degree of disability.

'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 for this quota. A relaxation of 5% of marks in the qualifying examination from the prescribed minimum is allowed.

Candidates seeking admission under PD category should attach with their application form, an attested copy of the 'Certificate of Disability' issued by a District Medical

Board or bodies of higher status, certifying the degree or percentage of disability. No reservation of seats is allowed for Blind candidates for Science subjects.

c. Special Reservation: - The seats reserved under Sports Quota and Cultural Quota come under this category.

I. The following norms are prescribed for admission under sports quota.

1. One seat for every 20 seats for M.A., M.Sc., M.Com programmes with permission for interchangeability
2. Where the number of seats is less than 20 for a subject, the seats may be pooled together, M.A., M.Sc., and M.Com being treated separately. Where the number of seats, after pooling, exceeds multiples of 20, an additional seat can be earmarked, if the excess number is 15 or more.
3. Where the number of seats is still less than 15 after such pooling, all PG programmes may be pooled together.
4. After such pooling, if the number of seats exceeds multiples of 20 an additional seat can be earmarked if the excess number is 15 or more.
5. A minimum of one seat may be given if there are no sufficient seats.

The applicant for admission to the Sports quota should have represented at least the District Sports Zone. Preference shall be given to Sportsmen who have represented the State/University over the sportsmen who have represented the District/College. The applicant will produce the Certificate from the Honorary Secretary of the State Association of the event concerned to prove District representation. The following guidelines shall be followed in determining merit in sports and athletics for admission to the PG programmes

Points shall be awarded to the Ist (Winner or the Winning Team), Second (Runners up or Runners up team), third (third place) and participation as :.

Table 4.1

Sl. No	Tournaments	Points for respective positions			
		First	Second	Third	Participation
1	International Meet of Universities	100	80	60	40
2	Combined Indian Universities Team	75	50	25	15
3	National/Inter-State/All India Inter-University	40	20	15	10
4	South Zone Inter University	25	15	10	5

II. The following norms are prescribed for admission under cultural quota.

1. One seat for every 20 seats for M.A., M.Sc., M.Com programmes with permission for interchangeability
2. Where the number of seats is less than 20 for a subject, the seats may be pooled together, M.A., M.Sc., and M.Com being treated separately. Where the number of seats, after pooling, exceeds multiples of 20, an additional seat can be earmarked, if the excess number is 15 or more.
3. Where the number of seats is still less than 15 after such pooling, all PG programmes may be pooled together.
4. After such pooling, if the number of seats exceeds multiples of 20 an additional seat can be earmarked if the excess number is 15 or more.
5. A minimum of one seat may be given if there are no sufficient seats.

The selection shall be made from among the applicants for the cultural quota on merit as follows:

Table 4.2

Sl. No	Tournaments	Points for respective positions			
		First	Second	Third	Fourth
1	National Inter University Youth Festival/Competition of Association of Indian Universities	100	80	60	40
2	Zonal Inter University Youth Festival/Competition of Association of Indian Universities	75	50	25	15
3	Annual University Youth Festival of any University in Kerala	40	20	15	10

In the absence of applicants who do not secure 1st , 2nd and 3rd and 4th places candidates with 'A' grade shall be considered for admission.

Candidates who possess 'A Grade'

i. A person can score points only in one category.
ii. The highest score will be counted
iii. Where bracketed, scores in other categories will be counted.
iv. Where still bracketed, person who was the University athletic champion will be given 3 extra points.
v. Performance in any year during the Degree course in Mahatma Gandhi University will be taken into consideration.

d. Mandatory Reservation: - The seats for each programme will be distributed as per the existing pattern given in Table 4.3

Table 4.3

Sl. No	Seat Reservation	Seat Distribution (in Percentage)
1	Open Quota	50
2	Scheduled Caste	15
3	Scheduled Tribe	05
4	Community Quota	10
5	Management Quota	20

The seats under community quota are reserved for members of the Church of South India (CSI) community and such seats shall be filled on the basis of merit. The seats under management quota shall be filled by the management from among candidates of their choice. Preference shall be given to members of CSI Madhya Kerala Diocese

B. Self-Financing Programmes:

In the self financing programmes 50% of the total seats shall be filled by the management from among candidates of their choice provided they satisfy the eligibility conditions. The remaining seats (50%) shall be distributed and filled as detailed in Table 4.4.

Table 4.4

Distribution of 50% seats earmarked under Merit category	Percentage of Reservation
Open Quota	65
Scheduled Caste	8
Scheduled Tribe	2
Ezhava, Thiyya & Billava	9
Muslims	8
Latin Catholics other than Anglo Indians	2
Other Backward Christians	1
Other Backward Hindus	5

The open quota seats will be filled purely on the basis of merit irrespective of the category/community to which the candidate belongs.

5.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 application. The claims for mandatory reservation once made in the Application form cannot be altered by the candidate under any circumstances.

5.1.1. 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. The names of the castes and communities under SEBC are given in Annexure I (d)

(a) **Candidates belonging to Socially and Educationally backward Classes** as per G.O.(P)08/66/Edn. dated 2.5.1966, whose annual family income (i.e, annual income of all members of the family from all sources taken together) is upto Rs.6 lakhs per annum (Rupees. Six lakhs only per annum) are eligible for reservation under this category. The certificate should have been issued not earlier than 12 months prior to the submission of application. Only the claims of the candidates of those communities that are included in the list of communities appended in the prospectus will be considered.

(b) Candidates belonging to Ezhava, Muslim, Other backward Hindus, Latin Catholic other than Anglo Indians/SIUC and Other backward Christian communities, claiming reservation under SEBC Quota should invariably produce both '**Community**' and '**Income Certificates**' obtained from the Village Officer concerned. The self attested copy of the certificates should be attached with the application. Candidates whose annual family income is above Rs.6 lakhs (Rs. Six Lakhs) are not eligible for reservation. The seats unavailed by SEBC category candidates will be allotted under open quota.

5.1.2. Claim for Reservation under Kerala Scheduled Castes/Kerala Scheduled Tribes Quota

(a) Candidates claiming reservation under Kerala Scheduled Castes/ Kerala Scheduled Tribes Quota should obtaincaste/community certificate from the revenue authorities concerned. The names of castes and communities are given inAnnexure I (a) & I (b). The candidates who are reconverted to Hinduism from Christianity of Scheduled caste origin shouldproduce community certificate from Village Officer along with a copy of the gazette notification.

(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 revenue authorities concerned. Those OEC candidates whose annual family income is upto Rs.6 lakhs alone are eligible for such seats.They are exempted from payment of fee at the time of allotment to PG Degree Programmes under Government/Community quota

irrespective of annual family income as per G.O (Ms) No.36/07/SCSTDD dated 03.07.2007. They should produce Community Certificate from the Revenue Authorities concerned.

5.2. OTHER GENERAL RULES FOR MANDATORY RESERVATION :

The seats unavailed by the SC candidates will be diverted to ST candidates and vice versa. The unavailed seats reserved forSC/ST shall be renotified through print media. If such seats are remaining vacant even after re-notification, the unfilled vacancies shall be filled from candidates belonging to OEC, and in their absence candidates belonging to SEBC. The seats that further remain unfilled shall go to open quota.

6. ELIGIBILITY FOR ADMISSION

6.1.1. Academic eligibility should be satisfied as on the last date for submission of academic data.

6.1.2. If an applicant for admission is found to have indulged in ragging in the past or if it is noticed later, admissions shall be denied or he/she shall be expelled from the educational institution.

6.1.3. (i) Candidates should have passed the corresponding Degree Examination under the 10 + 2 + 3 pattern with one core/main subject and two complementary/subsidiary subjects from any of the Universities in Kerala or of any other University recognized by Mahatma Gandhi University as equivalent thereto for admission, subject to the stipulation regarding marks.

OR

(ii) Candidates who have passed Degree examination with Double or Triple main subject +or candidates who have passed the Degree Examination in Vocational or Specialized Programmes are also eligible for admission. However, they have to submit copy of the Equivalency/Eligibility Certificate from Mahatma Gandhi University, stating that, their QualifyingExamination is recognized for seeking admission to the relevant P.G. Degree Course(s) as applicable, at the time of admission. This provision is not applicable in the case of those applicants who have passed their qualifying examination from MG University.

6.1.4. The minimum requirements for admission to PG Degree Programmes are:

M.A. Programmes: In the case of those subjects for which applicants who have taken the subjects as optional at Under Graduate level and are declared qualified to seek admission.

75% of the total seats will be reserved for those who have taken the subject as Optional (Main) concerned under Part III for the BA Degree Course

A. FACULTY OF LANGUAGE & LITERATURE

	Graduates who have passed qualifying examination in CBCSS pattern	Graduates who have passed qualifying examination in other patterns

(A)	**M .A.ENGLISH**	
	Graduation in English under (Model I/II/III) or graduation in other faculties of language and literature, social science,science, oriental studies are eligible for applying for MA programme in English provided they satisfy the eligibility criteria as detailed below.	Graduation in English (Model I/II/III) or graduation in other faculties of language and literature, social science, science, oriental studies are eligible for applying for MA programme in English provided they satisfy the eligibility criteria as detailed below.
	English Language & Literature Model I Candidates should possess CGPA of 1.80 out of 4.00 in the Core Group (core plus open and complementary courses). However, if the CGPA scored by the graduate for common course is greater than the CGPA scored for core course, the CGPA scored for common course will be taken into account for the calculation of index marks, provided they secure a minimum CGPA of 2.00 for common course.	**English Language & Literature Model I** Candidates should possess 45% marks in main & subsidiary subjects under Part III. However, If the mark scored by the graduate for Part I English is greater than the mark secured for Part III, the mark secured for Part I English will be taken into account for the calculation of index mark, provided they secure a minimum of 50% marks for Part I English.
	Weightage of 10% marks scored for Part III Core/Main/Part I Common courses as the case may be shall be given to the candidates standardizing the marks secured for the same to 600	
	English Language & Literature Model II Candidates should possess a CGPA of 1.80 out of 4.00 in Core Group (Core + open + Complementary)	**English Language & Literature Model II** Candidates should posses 45% of marks in in the Part III subjects (Main + subsidiaries)
	Weightage of 10% marks scored for Part III Core/Main courses as the case may be shall be given to the candidates after standardizing the marks secured for the same to 600	
	English Literature & Communication Studies Model III (Double Main) Candidates should possess a CGPA of 1.80 out of 4.00 in Core Group (Core + Open + Complementary). Weightage of the equivalent 5% scored for Core Course shall be given	**BA Communicative English Model III (Single Main)** Candidates should possess a minimum of 50% marks in Part I English (3 papers) and 45% in the Part III subjects (Main + subsidiaries) .For the calculation of Index Marks, marks scored in Part I alone is taken into account
	Weightage of 5% marks scored for Part III Core courses/papers as the case may be shall be given to the candidates after standardizing the marks secured for the same to 600	
	English Literature, Communication Studies & Journalism Model III (Triple Main) Graduates should possess a CGPA of 1.80 out of 4.00 in Core Group (Core + open + Complementary). Weightage of the equivalent 5% scored for Core Course shall be given	**English Literature, Communication Studies & Journalism Model III (Triple Main)** Graduates should possess 45% in Part III subjects. The marks secured for the following papers are taken into account for the calculation of index marks 1. Phonetics 2. History of English Literature 3. English Poetry 4. English Essays and Fiction 5. English Drama 6. Literary Criticism
	Weightage of 5% marks scored for Part III Core courses/papers as the case may be shall be given to the candidates after standardizing the marks secured for the same to 600	
	Other graduates in the faculties of Language & Literature, Social Science, Science & Oriental Studies	
	Graduates should possess a CGPA of 2.00 out of 4.00 in six common papers for Part I and secure CGPA of 1.80 Core Group (Core + Complementary + Open Courses)	Graduates should possess 50% marks in Part I English (3 papers) and 45% marks in the Part III subjects (Main + subsidiaries).

(B)	**M.A. MALAYALAM**	
	Graduation in Malayalam with not less than CGPA of 1.8 out of 4 in the Core Group (Core + open + Complementary) **OR** Graduation in all faculties who have taken Malayalam under Common course -II (Six common papers) with not less than CGPA of 2.00 out of 4 and also secured CGPA of 1.8 out of 4 Core group(Core + Open + Complementary)	Graduation in Malayalam with not less than 45% marks in the Part III subjects (Main + subsidiaries) **OR** Graduation in all faculties who have taken Malayalam asAdditional Language (3papers) under Part II with not lessthan 50% marks and also 45% marks in the Part III subjects (Main + subsidiaries)
	Weightage of 10% marks scored by the candidate in Part III Core/Main shall added to the total of Part III Malayalam for those candidates who have studied Malayalam as core/main for the purpose of calculating index marks	

B. FACULTY OF SOCIAL SCIENCES

	Graduates who have passed qualifying examination in CBCSS pattern	**Graduates who have passed qualifying examination in other patterns**
(C)	**M .A.SOCIOLOGY**	
	Graduation in the Faculties of Language & Literature, Social Science, Science and Commerce with not less than CGPA of 1.8 out of 4 in the Core Group (Core + Open + Complementary).	Graduation in the Faculties of Arts, Social Science, Science, Business Studies, Commerce and Law with not less than 45% marks in the Part III subjects (Main/Core + Subsidiaries/Complementaries).
	Weightage of 10 marks shall be given to the candidates who have studied Sociology as optional. 75% of the total seats would be reserved for B.A Sociology (Main) candidates	
(D)	**M.A. HISTORY (Self financing)**	
	Graduation in any subject in the faculty of social sciences orgraduation in the faculty of language and literature with English (Model I/II/III)/ law with not less than CGPA of 1.8 out of 4 in the core group (Core + Open + Complementary).	Graduation in any subject in the faculty of Social Sciences or graduation in the faculty of language and literature with English (Model I/II/III) /law with not less than 45% marks in the Part III subjects (Main + subsidiaries).
	Weightage of 10 marks shall be given to the candidates who have studied History as optional. 75% of the total seats would be reserved for B.A. History (Main Model I/II) candidates.	

C. FACULTY OF SCIENCES

	Graduates who have passed qualifying examination in CBCSS pattern	**Graduates who have passed qualifying examination in other patterns**
(E)	**M .Sc.BOTANY**	
	Graduation in Botany or Botany -Biotechnology (double main) with not less than CGPA of 2.00 out of 4 in the Core Group (Core + Open + Complementary).	Graduation in Botany or Botany-Biotechnology (double main) with not less than 50% marks in the Part III Subjects (Main/Core + subsidiaries/Complementaries).

(F)	**M.Sc.BIOTECHNOLOGY (Self financing)**	
	Graduation in in Biological Sciences viz, Zoology, Botany,Biochemistry, Biophysics, Biotechnology, Biological Techniques & Specimen Preparation and Microbiology or Chemistry or MLT with not less than CGPA of 2.00 out of 4 in the Core Group (Core + Open + Complementary).	Graduation in in Biological Sciences viz, Zoology, Botany, Biochemistry, Biophysics, Biotechnology, Biological Techniques & Specimen Preparation and Microbiology or Chemistry or MLT with not less than 50% marks in the Part III subjects (Main/Core + subsidiaries/Complementaries).
	Weightage of 10% of marks scored by the candidate in Part III (Core/Main) shall be added to the total of Part III subjects for those candidates who have taken subjects which come under Biological Sciences viz, Botany, Biochemistry, Biophysics, Biotechnology, Microbiology and Zoology	
(G)	**M.Sc. CHEMISTRY**	
	Graduation in Chemistry/ Petrochemicals with not less than CGPA of 2.00 out of 4 in Core Group (Core + Complementary + Open Courses).	Graduation in Chemistry/ Petrochemicals with not less than 50% marks in Part III subjects (Main/Core + subsidiaries/Complementaries).
(H)	**M.Sc. APPLIED CHEMISTRY**	
	Graduation in Chemistry/ Petrochemicals with not less than CGPA of 2.00 out of 4 in Core Group (Core + Complementary + Open Courses).	Graduation in Chemistry/ Petrochemicals with not less than 50% marks in Part III subjects (Main/Core + subsidiaries/Complementaries).
(I)	**M.Sc. ANALYTICAL CHEMISTRY**	
	Graduation in Chemistry/ Petrochemicals with not less than CGPA of 2.00 out of 4 in Core Group (Core + Complementary + Open Courses).	Graduation in Chemistry/ Petrochemicals with not less than 50% marks in Part III subjects (Main/Core + subsidiaries/Complementaries).
(J)	**M.Sc. FOOD SERVICE MANAGEMENT & DIETETICS (SELF FINANCING)**	
	Graduation in Programme with specialization in Clinical Nutrition and Dietetics, B Sc Nursing/Food Science and Quality Control, Food and Nutrition or Home Science/Family and Community Science, Food Service Management & Dietetics Model I & II Degree of Mahatma Gandhi University or any statutory University recognized by Mahatma Gandhi University with not less than CGPA of 2.00 out of 4 in the Core Group (Core + Complementary + Open Courses)	Graduation in. Programme with specialization in Clinical Nutrition and Dietetics, B Sc Nursing / Food Science and Quality Control, Food and Nutrition or Home Science/Family and Community Science, Food Service Management & Dietetics Model I & II Degree of Mahatma Gandhi University or any statutory University recognized by Mahatma Gandhi University with not less than 50% in the Part III
	Weightage of 10% marks scored by the candidate in Part III Core/Main shall added to the total of Part III Core/Main for those candidates who have studied above mentioned qualifying degrees for the purpose of calculating index marks after standardizing the marks secured for the same to 600	
	In addition to the existing criteria, any science graduates who has done a minimum of three papers from the following list are also eligible. 1. Clinical Nutrition/Nutrition/Dietitics/Biochemistry/Biotechnology 2. Human Physiology 3. Public Health Nutrition/ CommunityNutrition/Epidemiology 4.Food Microbiology/Microbiology 5. Food Science and Quality Control/Food Technology/Food Service Management/Catering	
	Graduation in Zoology, Microbiology, Food Microbiology, Chemistry, Biotechnology (with not less than CGPA of 2.00 out of 4 in the Core Group (Core + Complementary + Open Courses)) with PG	Graduation in Zoology, Microbiology, Food Microbiology,Chemistry, Biotechnology (with not less than 50% in the Part III subjects (Main/Core+ Subsidiaries/Complementaries))

	Diploma in Nutrition and Dietetics/Open Course in Nutrition for wellness/Dietetics are also eligible	with PG Diploma in Nutrition and Dietetics/Open Course in Nutrition for wellness/Dietetics are also eligible
(K)	**M.Sc. MATHEMATICS**	
	Graduation in Mathematics/ Statistics / Computer Application with not less than CGPA of 2.00 out of 4. 00 in the Core Group (Core + Complementary + Open Courses)	Graduation in Mathematics/ Statistics /Computer Application with not less than 50% marks in the Part III subjects (Main/Core+ + subsidiaries/Complementaries)
	OR **B Tech with not less than 50% marks in mathematics (aggregate of all mathematics papers and a total of 50% for the entire course)**	
(L)	**M.Sc. PHYSICS (Electronics)**	
	Graduation in Physics or Electronic Equipment maintenance with not less than CGPA of 2.00 out of 4 in the Core Group (Core +Complementary + Open Courses)	Graduation in. Physics or Electronic Equipment maintenance with not less than 50% marks in the Part III subjects (Main/Core+subsidiaries/ Complementaries)
(M)	**M.Sc. APPLIED PHYSICS**	
	Graduation in Physics or Electronic Equipment maintenance with not less than CGPA of 2.00 out of 4 in the Core Group (Core +Complementary + Open Courses)	Graduation in. Physics or Electronic Equipment maintenance with not less than 50% marks in the Part III subjects (Main/Core+subsidiaries/Complementaries).
(N)	**M.Sc. ZOOLOGY**	
	Graduation in Zoology or Biological Techniques & Specimen Preparation with not less than CGPA of 2.00 out of 4.00 4 in the Core Group (Core + Complementary + Open Courses)	Graduation in Zoology or Biological Techniques & Specimen Preparation with not less than 50% marks in the Part III subjects (Main/Core+ subsidiaries/Complementaries).

B. FACULTY OF COMMERCE

	Graduates who have passed qualifying examination in CBCSS pattern	**Graduates who have passed qualifying examination in other patterns**
(O)	**M .Com.**	
	Graduation in Commerce /BBA/BBM with not less than CGPA of 1.80 out of 4 in the Core Group (Core + Complementary + Open Courses).	Graduation in Commerce /BBA/BBM with not less than 45% marks in the Part III (Main/Core +subsidiaries/Complementaries.

Relaxation in Marks in the qualifying examination:

6.1.4. Kerala Scheduled Caste/Scheduled Tribe Category: The minimum grade in the qualifying examination for admission to the PG Degree programmes is 'c' (See Annexure I (a) & I (b)) in the seven point scale for CBCSS and a pass for pre CBCSS applicants.

6.1.5. SEBC Category: A relaxation of 3% marks in the qualifying examination from the prescribed minimum is allowed (See Annexure I (d)) i.e. CGPA of 1.88 for CBCSS applicants and 47% marks for pre-CBCSS applicants for admission to M Sc programmes and CGPA of 1.68 for CBCSS applicants and 42% marks for pre-CBCSS applicants for admission to M.A/M.Com programmes.

6.1.6. OEC Category: A relaxation of 5% marks in the qualifying examination from the prescribed minimum is allowed (See Annexure I (c) i.e. CGPA of 1.80 for CBCSS applicants and 45% marks for pre - CBCSS applicants for admission to M Scprogrammes and CGPA of 1.60 for CBCSS applicants and 40% marks for pre CBCSS applicants for admission to MA/M Com programmes.

5.1.7. Persons with Disability category: A relaxation of 5% marks in the qualifying examination from the prescribed minimum is allowed i.e. CGPA of 1.80 for CBCSS applicants and 45% marks for pre - CBCSS applicants for admission to M Sc programmes and CGPA of 1.60 for CBCSS applicants and 40% marks for pre CBCSS applicants for admission to MA/M Com programme.

7. PREPARATION OF RANK LIST.

Under Pre - CBCSS pattern, the ranklist of P.G degree programmes will be prepared on the basis of the marks obtained in the qualifying examination in part III subjects unless otherwise mentioned, standardized to 1000. The index mark is arrived at after adding/deducting weightage/bonus marks/handicap marks, if any.
Under CBCSS pattern, the CGPA secured for Part III Core group (Core + Complementary courses) unless otherwise mentioned shall be converted into marks out of 1000. The index mark is arrived at after adding /deducting weightage/bonus marks/handicap marks, if any.

7.1 Bonus Marks

The Bonus marks will be awarded as follows:

i. Bonus of five marks will be awarded to NCC and NSS candidates for admission to all rogrammes. For NCC candidates the bonus marks will be awarded on the basis of the NCC certificates signed by the Director and issued by the Directorate provided the candidates have secured at least 75% attendance after having participated in NCC activities during the period of study for Undergraduate programmes. An additional bonus mark of 3 will be given to 'A' certificate holders and 5 marks each to 'B' and 'C' Certificate holders in proof of their high proficiency.

ii. In respect of NSS candidates the bonus marks will be awarded on the basis of NSS certificates signed by the Vice-Chancelloror the Pro-Vice-Chancellor and issued to volunteers who have completed 240 hours of work within a period of 2 years ofundergraduate study immediately preceding the P.G programmes for which admission sought.

iii. A bonus of 15 marks will be awarded to the Ex-servicemen applicants and widows and children of Jawans and Ex-servicemen seeking admission to the P.G. Programmes. Applicants in this category should invariably produce the certificate insupport of their claim at the time of admission. The certificate should be obtained not earlier than six months from the lastdate of submission of application from the military authorities or state/Zilla Sainik Welfare Officer to the effect that theapplicant is the son/daughter of ex service man or an ex service man himself/herself. The certificate should clearly show thatthe benefit of reservation has not been granted earlier to any member in the family. In the absence of the above certificate theclaim will not be considered.

iv. The benefit of bonus marks can be scored by a candidate only under one category i.e.; either NSS or NCC.

v. Bonus marks will be added only if the candidate has obtained the prescribed minimum qualifying marks in the qualifyingexamination while calculating the index marks.

7.2 . Deduction will be made from the total ranking marks for those candidates who had availed more than one chance in passingthe qualifying examination as detailed below:

7.2.1 Handicap mark of 5 will be deducted from the total rank marks for each additional appearance he/she has taken for completingthe qualifying examination. *Number of chances means the number of chances for passing any part of the qualifyingexamination excluding cancellation*.

7.2.2 Wherever letter grades are given for the qualifying examination, the candidate should produce the relevant document so thatthe grades can be converted into actual marks. In the case of grades where marks range is given, the mid value will be takenfor computation of index marks.

7.3 Indexing of Marks.

MA English

75% of the total seats will be reserved for those who have taken the subject as optional (Model I/II/III).

Model I English

Index mark is calculated on the basis of percentage of marks secured for part III Core course/Main or Part I common course/papers, whichever is higher.

CBCSS Pattern	Pre CBCSS Pattern
CGPA secured for common courses/ core courses is converted into percentage marks by multiplying the same by 25. The percentage of marks thus obtained is converted intomarks out of 1000 by multiplying the same by 10.	Marks secured for part III main/part I English is converted into 1000.

Model II English

Index mark is calculated on the basis of percentage of marks secured for part III core/main courses.

CBCSS Pattern	Pre CBCSS Pattern
CGPA secured for core courses is converted into percentage marks by multiplying the same by 25. The percentage of marks thus obtained is converted into marks out of 1000 by multiplying the same by 10.	Marks secured for part III main is converted into 1000.

Model III English (Double Main/Triple Main)

Index mark is calculated on the basis of percentage of marks secured for Core papers

CBCSS Pattern	Pre CBCSS Pattern BA Communicative English (Triple Main)
CGPA secured for core courses is converted into percentage marks by multiplying the same by 25. The percentage of marks thus obtained is converted into marks out of 1000 by multiplying the same by 10.	Marks secured for the following papers is converted into1000. i. Phonetics ii. History of English Literature iii. English Poetry iv. English Essays and Fiction v. English Drama vi. Literary Criticism

Graduates in other programmes under faculty of Language & Literature, Social Science, Science and Oriental Studies

CBCSS Pattern	Pre CBCSS Pattern
CGPA secured for Part I Common courses is converted into percentage of marks by multiplying the same by 25. The percentage of marks thus obtained is converted into marks out of 1000 by multiplying the same by 10.	Marks secured for part I English is converted into 1000.

M.A.MALAYALAM

For the calculation of index marks the percentage of marks obtained under part II common papers/Additional language or percentage of marks under part III core courses /main papers which ever is higher in the case of those who have taken the language concerned as optional under Part III for the BA Programmes/courses and in the case of other graduates of BA/B Sc, the grades/marks scored under part II of the courses/papers concerned are taken in to account for the calculation of index marks.

CBCSS Pattern	Pre CBCSS Pattern
CGPA secured for part III/Part II Common Papers as the case may be is converted into percentage of marks by multiplying the same by 25. The percentage of marks thus obtained is converted into marks out of 1000 by multiplying the same by 10.	Marks secured for part III Main/Part II Addl. Language papers concerned is converted into 1000.

MA (Faculty of Social Sciences) / M Sc Programmes

CBCSS Pattern	Pre CBCSS Pattern
CGPA secured for Part III Core Complementary courses is taken into account for the calculation of index marks as stated below:- **{[CGPA(Core courses) X total credit of core courses] + (CGPA of complementary course I X total credit for complementary courses I + (CGPA of complementary course II X total credit for complementary courses II)} / (total credit for core courses + total credit for complementary courses)---------(A)** **(A) X 250----------(B)** (i.e., marks out of 1000 for Core plus complementary) **{CGPA(Core courses) X total credit of core courses }/ (Total credit for core courses) X6X25----------(C)** (i.e., marks of Part III Core Standardized to 600) **The marks thus arrived at is standardized to 1000 i.e.,({ (B) + (C) }**X1000)/1600----------**(D)** **Index mark = D + weightage + bonus marks – handicap marks, if any**	a) Marks secured for part III Main + subsidiary for Model I and marks secured for Core + Complementary + Vocational for Model II (standardized to 1000) **------ (A)** b) Marks Secured for Part III main (Model I)/Core papers (Model II) out of 600--------- **(B)** c) The marks thus arrived at is standardized to 1000---**(C)** **Index Mark = C + (weightage + bonus marks, if any) – (handicap marks if any)**

M.Com.

CBCSS Pattern	Pre CBCSS Pattern
For Graduates who have passed B Com Model I Programme	
CGPA secured for Core course X total credit of core course + CGPA (Complementary course) X total credit of complementary course / (total credit for core course + total credit for complementary course) (A) Ax25 = percentage of marks (B) Bx10 = marks out of 1000 (C) Index mark = C + weightage + bonus marks – handicap marks, if any	Marks secured for part III Main Papers is converted into 1000. Index mark is calculated after adding /deducting weightage/bonus/handicap marks, if any
For Graduates who have passed B Com B Com Model II/Model III/BBA/BBM	
CGPA secured for part III core courses is converted into percentage marks by multiplying the same by 25. The percentage of marks thus obtained is converted into marks out of 1000 by multiplying the same by 10.	In the case of candidates who have passed B Com Model II, marks secured for part III Core Papers is converted into 1000. In the case of candidates who have passed BBA total marks obtained excluding the marks of English, Social Project, Management Project, Viva shall be converted to 1000 and in the case of candidates who have passed BBM total marks obtained excluding the marks of English, Industrial training and Project report and Comprehensive Viva-Voce shall be converted to 1000. Index mark is calculated after adding /deducting weightage/bonus/handicap marks, if any.

Resolving of Tie: In the case of more than one candidate obtaining equal index marks (including weightage/deduction asif applicable), the candidate who has scored more marks in Part III Main will be placed higher in ranking. Ifthe tie persists the candidate who has scored more marks in Part I common courses/papers English will be placed higher inranking and if the tie still persists, the marks scored in Part II common course/additional language will be considered. If the tiestill persists, the age of the candidates will be taken into account, the older being placed higher in the ranking. Even after thisexercise, if the tie persists, the alphabetical order of the first name of the candidates will be taken into account.

8.ALLOTMENT PROCESS (AP)

8.1. Mode of Submission of Application

The candidates can submit application either offline or online. For offline submission of application the prescribed form can be obtained from the college office by paying the prescribed fee. For online submission of application the candidates must visit the web site, ***www.cmscollege.ac.in***and click on the link**"Admissions".**

Before submitting the application, candidates are advised to verify the details of academic programmes in the college including hostel facilities through the website of the college, in addition to the information given in this prospectus. Before selecting a programme the applicant shall satisfy himself/herself that he/she possesses the prescribed qualification for applying for the programme.

8.2 . Application Fees for PG Programme

For all applicants except SC/ST	**300/- (including processing fee of 250/-)**
For SC/ST candidates	**150/- (including processing fee of 100/-)**

8.3. Application under Special Quota

Candidates applying under 'Sports / Cultural / Physically Disabled' quota should submit all the relevant documents in support of their claims, along with their application form. Online applicants should submit a printout of their application along with the documents.

8.4 Late Application

After the last day of submitting application, late application may be submitted after getting special sanction from the principal.

8.5. Documents to be brought at the time of admission

At the time of admission the candidate has to submit the following documents

1. Admission Letter (Print out of E mail message)
2. SSLC Book (Original and two copies)
3. Certificate to prove date of birth.
4. Transfer Certificate (TC) from the Institution last attended and Conduct Certificate.
5. Grade card/ Mark lists of all parts of the Degree examination and Provisional/Degree Certificate(Original and two copies)
6. Eligibility Certificate from Mahatma Gandhi University, in the case of candidates who have passed their qualifying examination from other Universities.
7. Migration Certificate, if applicable.
8. Caste Certificate for admission in the SC/ST / OBC/ OEC/quota .
9. Ex-service / NSS / NCC etc (mark computation should be shown)
10. Church Membership Certificate and recommendation from the parish priest for admission under CSI Community Merit
11. Community Certificate along with income certificate from the revenue authorities concerned to the effect that annual family income of all members of family from all sources taken together is less than Rs. 6 lakhs in the case of SEBC candidates who claim reservation under SEBC category. The income certificate should not have been issued earlier than 12 months prior to the submission of application.

12. Community Certificate along with the relevant certificate from the revenue authorities concerned to the effect that they come under the Below Poverty Line (BPL) category of forward communities in the case of candidates who wish to avail of reservation under EBFC.
13. Candidates who wish to avail of bonus/ weightage of marks, if any, shall produce the relevant certificates.
14. Cancellation Certificate, if already joined for any similar programme in the previous years in any university
15. Three copies of recent passport size photographs

8. FEE SCHEDULE

9.

Aided Programmes (Per Annum)*

Programme	General	SC/ ST /OEC	OBC / SEBC
M.A English Language and Literature	3855	355	955
M.A. Malayalam	3855	355	955
M.Sc. Mathematics	3855	355	955
M.Sc. Physics (*Electronics*)	5055	355	955
M.Sc. Applied Physics	5055	355	955
M.Sc. Chemistry	5055	355	955
M.Sc. Analytical Chemistry	5055	355	955
M.Sc. Applied Chemistry	5055	355	955
M.Sc. Zoology (*Elective: Entomology*	5055	355	955
M.Sc. Botany (*Elective : Biotechnology*	5055	355	955
M A Sociology	3855	355	955
M.Com. (*Elective: Finance*)	3855	355	955

CMS COLLEGE KOTTAYAM (AUTONOMOUS) ESTD:1817 200 YEARS LEGACY OF LEARNING

Self Financing Programmes(Per Semester)

Programme	Semester Fees for all categories*
M.A History	Rs 20000
M.Sc. Biotechnology	Rs 42000
M.Sc. Food Service Management & Dietetics	Rs 25000

*Excluding university affiliation fees

10. SPECIAL NOTICE ON RAGGING AS A CRIMINAL OFFENCE

10.1. Ragging is prohibited by law and is totally banned in the college. It is a criminal offence and anyone found guilty of ragging and/or abetting ragging is liable to be punished appropriately as per law/ UGC guidelines.

10.2. "Ragging" means the following: "Any conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student."

10.3. Students are directed to report any incident of ragging forthwith to the respective Faculty Advisor of the Class or any member of the Anti Ragging Committee or the Head of the Department or the Principal. **For Ragging Complaints at the UGC level: Toll Free No.: 1800 - 180 – 5522; E-mail : helpline@antiragging.in**