



THE COCHIN COLLEGE

Koovapadam, Kochi-2

Affiliated To Mahatma Gandhi University

Re-accredited by NAAC With B+ Grade



Fourth Cycle
NAAC Accreditation 2024

Criterion 6 Governance, Leadership and Management

6.1 - Institutional Vision and Leadership

Metric No. 6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

NEP Implementation

Submitted to



National Assessment and Accreditation Council



THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

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Declaration on Principal

This is to declare that the following document explains the initiatives taken by the institution in the impemetnation of NEP

Mrudula Menon V.





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NEP Implementation

The Cochin College has embraced the key features of the National Education Policy (NEP) 2020 by implementing a series of initiatives designed to align the institution with the policy's goals of providing holistic, flexible, and multidisciplinary education. The transition to the new Four Year Undergraduate Programme (MGUGP) from the academic year 2024-25 marks a significant milestone in this process.

1 Adoption of Four Year UG Honours Programme and its Key Features

The Cochin College has adopted the Four Year Undergraduate (UG) Honours Programme in alignment with the MGUGP guidelines, beginning in the academic year 2024-25. This programme is structured to offer flexibility, depth, and breadth in learning, allowing students to explore interdisciplinary and multidisciplinary fields of study.

1.1 Key Features of the Four Year UG Honours Programme

- **Flexible Curriculum:** The programme offers a wide range of elective courses, enabling students to tailor their education according to their interests and career aspirations.
- **Multiple Entry and Exit Options:** Students have the flexibility to exit the programme at two stages (e.g. 3 or 4 years) with corresponding certifications and they can re-enter later to complete the full honours degree.
- **Research Component:** The fourth year of the programme is dedicated to advanced studies and research, preparing students for higher education and research-oriented careers.
- **Skill Development and Vocational Training:** The curriculum incorporates skill-based and vocational courses, aligning with industry demands and enhancing employability.
- **Interdisciplinary Learning:** Students are encouraged to take courses across various disciplines, promoting a well-rounded education and the ability to approach problems from multiple perspectives.

2 Adoption of the New Curriculum and Credit Framework

In response to the affiliating university's introduction of the MGUGP, The Cochin College has adopted the new curriculum and credit framework, which reflects the principles of NEP 2020. This framework is designed to offer greater flexibility and a broader range of learning opportunities, allowing students to tailor their educational paths according to their interests and career goals.





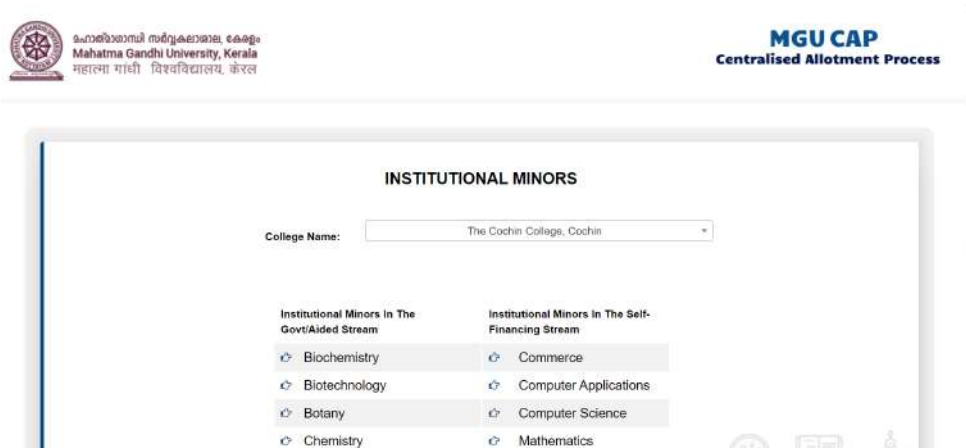
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3 Faculty Development and Training

3.1 Workshops and Training Programs

Recognizing the importance of faculty readiness in the successful implementation of the new curriculum, The Cochin College has actively engaged its faculty members in a series of workshops and training programs. These workshops were focused on curriculum development, understanding the structure and requirements of the new Four Year UG Honours Programme, and the integration of NEP 2020 guidelines into the teaching and learning process.





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THE COCHIN COLLEGE, KOCHI -2

Affiliated to MG University

Organises

FDP on

MGU-UGP HONOURS REGULATIONS

SATURDAY
04 MAY 2024
9.30 AM

Venue: Seminar Hall



RESOURCE PERSON
Dr. Sreeja S

Assistant Professor
Al Ameen College, Edathala
(MGU-UGP Master Trainer)





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3.2 Modern Pedagogical Approaches

Faculty members have also been trained in the use of modern pedagogical approaches, including digital tools, blended learning, and outcome-based education, to ensure that they can effectively deliver the new curriculum. College have been actively involved in curriculum development and professional growth initiatives. Notably, members of the faculty participated in the syllabus revision process under the Mahatma Gandhi University Graduate Program (MGUGP). This revision was aligned with the principles of the NEP, ensuring that the curriculum is modern, relevant, and capable of meeting the needs of a rapidly changing world.

In addition to syllabus revision, the faculty also engaged in Outcome-Based Education (OBE) training sessions conducted by the university. These sessions were crucial in equipping educators with the skills and knowledge required to design and deliver educational programs that focus on achieving specific, measurable outcomes for students, in line with the NEP's emphasis on holistic and skill-oriented education.





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4 Alignment with the Academic Bank of Credits (ABC)

The Four Year UG Honours students of the College has registered under the Academic Bank of Credits (ABC), a key initiative of the NEP 2020 aimed at promoting flexibility and mobility in higher education. By integrating with ABC, The Cochin College enables its students to accumulate, transfer, and redeem academic credits earned across different institutions and programs, facilitating a more personalized and modular approach to education.

5 Student Orientation and Support

5.1 Orientation Programs

The College has implemented a robust student orientation program to familiarize incoming students with the new Four Year UG Programme and the opportunities it offers. These sessions cover the structure of the programme, the benefits of the ABC system, and the various pathways available to students.





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THE COCHIN COLLEGE, KOCHI-2

MAHATMA GANDHI UNIVERSITY - UNDER GRADUATE PROGRAMME (HONOURS)

മഹാത്മാ ഗാന്ധി സർവ്വകലാശാല 4 വർഷ ഓണേഴ്സ് വിശ്വീ നടപ്പാക്കുന്നതിന്റെ ഭാഗമായി രക്ഷിതാക്കൾക്കും വിദ്യാർത്ഥികൾക്കുമായി കൊച്ചിൻ കോളേജ് സംഘടിപ്പിക്കുന്ന ബോധവൽക്കരണ പരിപാടി

മുഖാമുഖം

A face-to-face interaction with prospective degree students and their parents



Inauguration
Dr. Shajila Beevi S.
Associate Professor, Islamic History,
Maharajas College, Ernakulam,
Member of the Syndicate
Mahatma Gandhi University, Kottayam



Resource Person
Binsha B.
Master Trainer, MGU-UGP (Honours)
Assistant Professor and Head
Department of English
SNM College, Maliankara

ചർച്ച ചെയ്യുന്ന വിഷയങ്ങൾ

1. ഓണേഴ്സ് ബിരുദം എന്നാൽ എന്താണ് ?
2. ബിരുദം നേടുവാൻ നാല് വർഷം പഠിക്കേണ്ടതെന്നുണ്ടോ?
3. എന്താണ് മേജർ മൈനർ കോഴ്സുകൾ ?
4. വിദ്യാർത്ഥിക്ക് അക്കാദമിക് ഐക്സിബിലിറ്റി ലഭ്യമാണോ?
5. ഓണേഴ്സ് ബിരുദം പൂർണ്ണമായും വിദ്യാർത്ഥി കേന്ദ്രീകൃതമാണോ ?
6. അക്കാദമിക് ബാങ്ക് ഓഫ് ക്രെഡിറ്റ് (ABC) എന്നാൽ എന്താണ് ?
7. ഒരു പ്രോഗ്രാമിൽ നിന്നും മറ്റൊരു പ്രോഗ്രാമിലേക്ക് മാറാൻ കഴിയുമോ ?
8. ഒന്നിൽ കൂടുതൽ മേജർ കോഴ്സുകൾ വിദ്യാർത്ഥികൾക്ക് പഠിക്കാൻ സാധിക്കുമോ ?
9. ഒരു കോളേജിൽ നിന്നും മറ്റൊരു കോളേജിലേക്ക് വിദ്യാർത്ഥികൾക്ക് മാറാൻ കഴിയുമോ ?
10. ഇന്റേൺഷിപ്പും പ്ലേസ്മെന്റും വിദ്യാർത്ഥികൾക്ക് ലഭിക്കുമോ ?

MAY 17 **10 AM**
VENUE:
SEMINAR HALL, THE COCHIN COLLEGE

Contact us: 9400352406, 9447120534, 0484-2226449



Mrudula Menon V.
Mrudula Menon V.
Principal-in-Charge
The Cochin College



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6 Committees Formed in the College for the Implementation of MGUGP

To effectively implement and monitor the Four-Year Undergraduate Programme (MGUGP) under the National Education Policy (NEP) 2020, Mahatma Gandhi University mandates the formation of several committees at the college level. These committees are designed to ensure that the curriculum is implemented in a manner that is flexible, interdisciplinary, and aligned with both academic and industry standards.

6.1 MGU-UGP Academic Committee

6.1.1 Composition

- The Principal (Chairman)
- Academic Coordinator/Nodal Officer (Convenor)
- All Heads of Departments in the college
- Four teachers from different disciplines, nominated by the college council by rotation
- Not less than four external experts/academicians from areas such as Industry, Commerce, Education, and Sciences, preferably alumni of the college, nominated by the college council





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- Three nominees from the affiliating University (at least the rank of Associate Professor)

6.1.2 Functions

- Scrutinize, approve, and recommend to the University all proposals from department committees related to MGUGP, including academic pathways, syllabi enrichment, elective courses, online courses, blended teaching, and course offerings to students from other HEIs.
- Review and approve Teacher Specific Content and recommend innovative programs that align with the MGUGP curriculum framework.

മഹാത്മാഗാന്ധി സർവ്വകലാശാല, കേരളം
 Mahatma Gandhi University, Kerala
 महात्मा गांधी विश्वविद्यालय, केरल

Home Regulations Handbook Syllabus Institutional Minors College Nodal Officers

College Login →

MGU UGP Academic Coordinators / Nodal Officers

Select College

The Cochin College, Cochin

Search

Name of FYUGP Academic Coordinator	: Unniraja P S
Contact Number	: 9400352406
Whatsapp Number	: 9400352406
Email Address	: unnirajaps@thecochincollege.edu.in

6.2 MGU-UGP Department Committee

6.2.1 Composition

- Head of the Department (Chairman)
- All faculty members of the department
- Two subject experts from outside the college, nominated by the MGU-UGP Academic Committee
- One representative from industry/corporate sector/allied area relating to placement
- One meritorious alumnus of the department, nominated by the department council
- Additional experts from outside the college may be co-opted for special courses, with the approval of the principal





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6.2.2 Functions

- Prepare and submit Teacher Specific Content of syllabi for approval by the Academic Committee.
- Scrutinize signature course content and evaluation methods.
- Suggest innovative teaching and evaluation methodologies.
- Recommend panels of examiners to the Academic Committee.
- Coordinate research, teaching, extension, and other academic activities within the department/college.





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Through these comprehensive implementation initiatives, The Cochin College is fully aligned with the goals and principles of NEP 2020. By adopting the new Four Year UG Programme, investing in faculty development, enhancing infrastructure, and engaging with the broader community, the College is committed to providing a transformative educational experience that prepares students for the challenges and opportunities of the 21st century.





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Hand book on

**THE MAHATMA GANDHI UNIVERSITY UNDER
GRADUATE PROGRAMMES (HONOURS)
REGULATIONS, 2024
MGU-UGP (Honours)
for
Academic Co-ordinator/ Nodal Officer**



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THE MAHATMA GANDHI UNIVERSITY UNDER GRADUATE PROGRAMMES (HONOURS) REGULATIONS, 2024

MGU-UGP (Honours)

1. Features and Objectives of MGU-UGP

The features and objectives of the MGU-UGP shall be:

- i) FYUGP shall have three Broad Pathways, (a) 3-year UG Degree, (b) 4-year UG Degree (Honours), and (c) 4-year UG Degree (Honours with Research).
- ii) Students who choose to exit after 3 years shall be awarded UG Degree in their respective Discipline/ Disciplines after the successful completion of the required minimum Courses with 133 credits.
- iii) A 4-year UG Degree (Honours) in the Discipline/ Disciplines shall be awarded to those who complete the FYUGP with a specific number of Courses with 177 credits including 8 credits from a graduate project/ dissertation in their major discipline.
- iv) Students who acquire minimum 75% in their graduation (upto 6th semester) are eligible for Honours with Research Programme. However if necessary, university may conduct screening test for the honours with research programme in accordance with University Regulations time to time.
- v) 4-year UG Degree (Honours with Research): Students who aspire to pursue research as a career may opt for 4-year UG Degree Honours with Research stream under FYUGP with a specific number of Courses with 177 credits including 12 credits from a research project in their major discipline.
- vi) The recognized research departments or departments with at least two faculty members having PhD shall offer the Honours with Research programme. Minimum 2 students (mentees) should be allotted to a faculty member (Mentor).
- vii) Students who have chosen the honours with research stream shall do their entire fourth year under the mentorship of a mentor.
- viii) Courses: refer to the papers which are taught and evaluated within a programme, which include lectures, tutorials, laboratory work, studio activity, field work, project work, vocational training, viva, seminars, term papers, presentations, assignments, self-study, group discussion, internship, etc., or a combination of some of these elements.
- ix) Academic Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week in a semester. It is defined both



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in terms of student efforts and teacher's efforts. A course which includes one hour of lecture or tutorial or minimum 2 hours of lab work/ practical work/ field work per week is given one credit hour. Accordingly, one credit is equivalent to one hour of lecture or tutorial or two hours of lab work/ practical work/ field work/ practicum and learner engagement in terms course related activities (such as seminars preparation, submitting assignments, group discussion, recognized club-related activities etc.) per week. Generally, a one credit course in a semester should be designed for 15 hours Lecture/ tutorials or 30 hours of practical/ field work/ practicum and 30 hours learner engagement.

- x) The mentor shall prescribe suitable advanced level/capstone level courses for a minimum of 20 credits to be taken within the institutions along with the courses on research methodology, research ethics, and research topic-specific courses for a minimum of 12 credits which may be obtained either within the institution or from other recognized institutions, including online and blended modes.
- xi) Programme Pathway: Combination of courses that can be chosen by a student that give options to pursue interesting and unconventional combinations of courses drawn from different disciplinary areas, like the sciences and the social sciences/ humanities. The pathways could be in terms of major- minor options with different complementary/ allied disciplines.
- xii) The proposed FYUGP curriculum comprises Three Broad Parts: a) **Foundation Components**, b) **Discipline Specific Pathway components (Major/ Minor)**, and c) **Discipline Specific Capstone Components**.
- xiii) The Foundation component of the FYUGP shall consist of a Set of General Foundation Courses and a Set of Discipline Specific Foundation Courses.
- xiv) General Foundation Courses shall be grouped into 4 major baskets as **Ability Enhancement Courses (AEC)**, **Skill Enhancement Courses (SEC)**, **Value Addition Courses (VAC)**, and **Multi-Disciplinary Courses (MDC)**.
- xv) Ability Enhancement Courses shall be designed specifically to achieve competency in English, other languages as per the student's choice with special emphasis on language and communication skills.
- xvi) Multi-Disciplinary Courses (MDC) shall be so designed as to enable the students to broaden their intellectual experience by understanding the conceptual foundations of Science, Social Sciences, Humanities, and Liberal Arts. Students shall not be eligible to take the MDC in the same discipline that they have studied



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- during their +2. Third semester MDC can be Kerala specific content.
- xvii) Skill Enhancement Courses (SEC) are designed to enhance 21st century workplace skills such as creativity, critical thinking, communication, and collaboration.
- xviii) Discipline Specific Courses are those includes Discipline Specific Pathway Courses, both Major and Minor streams.
- xix) Discipline Specific Foundation Courses shall focus on foundational theories, concepts, perspectives, principles, methods, and critical thinking essential for taking up advanced/ Capstone Courses. Practical courses shall be included in discipline specific foundation courses.
- xx) Value Addition Courses (VAC) are designed to empower the students with personality development, perspective building, and self-awareness.
- xxi) Discipline Specific Pathway Components (Major/ Minor) will provide the an opportunity to pursue in-depth study of a particular subject or discipline and develop competency in that chosen area, which includes Discipline Specific Core (DSC) courses and Discipline Specific Elective (DSE) courses as Major and Minor courses.
- xxii) Major components consist of three types: Discipline Specific Core or the Discipline Specific Elective Courses, and the research /laboratory/ fieldwork.
- xxiii) Minor Courses can be selected from any discipline that may supplement or complement the Major Courses.
- xxiv) Students who complete a sufficient number of Courses in a discipline or an interdisciplinary area of study other than their chosen Major shall qualify for a Minor in that discipline or in a chosen interdisciplinary area of study.
- xxv) Major Components shall be the main focus of study. By selecting a Major, the student shall be provided with an opportunity to pursue an in-depth study of a particular discipline.
- xxvi) Specific Courses or baskets of Courses towards Minor Course credits are identified by the BoS. Students shall have the option to choose Courses from disciplinary/ interdisciplinary minors and skill-based courses related to a chosen programme.
- xxvii) Students can opt for a **change of Major at the end of the second semester** to any Minor discipline studied among the foundation level courses. Students also can opt for a change of Major at the end of the second semester to any MDC.



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- xxviii) Students should opt their 5th and 6th semester VAC and SEC from their Major disciplines only.
- xxix) **Course cum Credits Certificate:** After the successful completion of a semester as proof for re-entry to another institution this certificate is essential. This will help the learner for preserving the credits in the Academic Bank of Credits.
- xxx) The Advanced Level/ Capstone Level Courses are designed in such a manner as to enable students to demonstrate their cumulative knowledge in their main field of study, which shall include advanced thematic specialization or internships or community engagement or services, vocational or professional training, or other kinds of work experience.
- xxxi) The student has the option to register for and attend a course without taking part in the CCA and ESE of that course. Such a course is called the Audit Course. If the student has 75% attendance in an **Audit Course**, he/she/they is eligible for a pass in that course, without any credit (zero-credit). The Audit Course will be recorded in the final grade card of the student.
- xxxii) All students shall undergo Summer Internship or Apprenticeship in a Firm, Industry or Organization; or Training in labs with faculty and researchers or other Higher Education Institutions (HEIs) or Research Institutions. University will publish a separate guideline for Internship Programmes.
- xxxiii) Students will be provided the opportunities for internships with local industries, business organizations, agriculture, health and allied sectors, Local Government institutions (such as panchayats, municipalities), State Planning Board, State Councils/ Boards, Research Institutions, Research Labs, Library, elected representatives to the parliament/ state assembly/ panchayath, media organizations, artists, crafts persons etc.
- xxxiv) Additional Credits will be awarded for those who actively participating in Social Activities, which may include participation in National Service Scheme (NSS), Sports and Games, Arts, participation in University/ college union related activities (for respective elected/ nominated members), National Cadet Corps (NCC), adult education/ literacy initiatives, mentoring school students, and engaging in similar social service organizations that deemed appropriate to the University.
- xxxv) Options will be made available for students to earn credit by completing quality- assured remote learning modes, including Online programmes offered on



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the Study Webs of Active-Learning for Young Aspiring Minds (SWAYAM) or other Online Educational Platforms approved by the competent body/university from time to time.

xxxvi) Students shall be entitled to gain credits from courses offered by other recognized institutions directly as well as through distance learning.

xxxvii) For the effective operation of the FYUGP, a system of flexible academic transaction timings shall be implemented for the students and teachers.

2. Eligibility for Admission and Reservation of Seats

- i) The eligibility for admissions and reservation of seats for various FYUG Degree Programmes shall be in accordance with the norms/ rules made by the Government/ University from time to time.
- ii) No student shall be eligible for admission to FYUG Degree Programmes in any of the disciplines unless he/she/they has successfully completed the examination conducted by a Board/University at the +2 level of schooling or its equivalent.
- iii) Students shall be admitted and enrolled in the respective programmes solely based on the availability of the academic and physical facilities within the institution. The College shall provide all students with a brochure detailing the Courses offered by the various departments under the various Programmes and the number of seats sanctioned by the University for each Programme.
- iv) During the time of admission each student may be provided with a unique higher education student ID which may be linked with the Aadhar number of the student so that this ID can be transferred if required to other higher education institutions as well.
- v) The students at the end of second semester may be permitted to change their major programme of study to any course/ institution/ university across the state. Based on the availability of seats and other facilities, the students may be permitted to opt any discipline which he/she/they had studied during the first two semesters as Discipline Specific Foundation courses/ Multidisciplinary Foundation courses. If ranking is required it will be in the order of the highest-grade points secured in the discipline to which the switching of Major is sought.
- vi) Students shall be allowed to change their major programmes, if required, to a maximum of 10% of the sanctioned strength of that particular programmes depending upon the academic and infrastructural facilities available in the



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Institution.

- vii) Depending upon the availability of academic and infrastructural facilities, the Institution may also admit a certain number of students who are registered for particular programmes in each semester by transfer method, if required, from other Institutions subject to conditions as may be issued by the University.
- viii) A student who has already successfully completed a First-Degree Programme and is desirous of and academically capable of pursuing another First-Degree Programme may also be admitted with the prior approval of the University as per the conditions regarding programme requirements specified by the University.
- ix) A Student can also be admitted for an additional major/ second major/ additional minor and on completion of the required credits he/she/they can be awarded a second major/ additional major/ minor. He/she/they may be exempted from minor pathway and general foundation course requirement.
- x) The HEIs can also enroll students in certain courses as per their choice depending upon the availability of infrastructure and other academic facilities from other recognized HEIs who are already registered for a particular programmes there either through regular/ online/ distance mode irrespective of the nature of programme (Govt/ Aided/ Self- finance/ Autonomous). On successful completion of the course the credits may be transferred through the Academic Bank of Credit or it may be communicated to the University against the unique higher education ID provided by the University at the time of admission.

3. Academic Monitoring and Student Support

The academic monitoring and student support shall be in the following manner, namely

- i) College should appoint a Senior Faculty member as Academic Co-ordinator/ Nodal officer for the smooth conduct of FYUGP.
- ii) Advisory System: There shall be one Senior Faculty Advisor (SFA) for each department and one Faculty Advisor (FA) for 20 to 30 students of the class to provide advice in all relevant matters. The Head of the Department, in consultation with the SFA, shall assign FA for each student.
- iii) The documents regarding all academic activities of students in a class shall be kept under the custody of the FA/ SFA.
- iv) All requests/ applications from a student or parent to higher offices are to be forwarded/ recommended by FA/ SFA.



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- v) Students shall first approach their FA/ SFA for all kinds of advice, clarifications, and permissions on academic matters.
- vi) It is the official responsibility of the institution to provide the required guidance, clarifications, and advice to the students and parents strictly based on the prevailing academic regulations.
- vii) The SFA shall arrange separate or combined meetings with FA, faculty members, parents, and students as and when required and discuss the academic progress of students.
- viii) The FA/ SFA shall also offer guidance and help to solve the issues on academic and non-academic matters, including personal issues of the students.
- ix) Regular advisory meetings shall be convened immediately after the commencement of the semester and immediately after announcing the marks of the Continuous Comprehensive Assessment (CCA).
- x) The CCA related results shall be uploaded on the University portal only after displaying the same on the department notice board/ other official digital platforms of the college at least for two working days.
 - a) Any concern raised by the students regarding CCA shall be looked into in the combined meetings of advisors, HoD, course faculty, and the students concerned.
 - b) If the concerns are not resolved at the advisor's level, the same can be referred to the properly constituted college-level grievance redressal committees as per the existing UGC/ University/ Government norms.
 - c) The Principal/ HOD shall ensure the proper redressal of the concerns raised by the students regarding CCA.
 - d) If the students raise further concerns about the issue, the principal shall refer the issue to the University- level grievance committee with proper documents and minutes of all the committees.
- xi) The FA/ SFA shall be the custodian of the minutes and action taken reports of the advisory meetings. The SFA shall get the minutes and action taken reports of advisory meetings approved by the Head of Department and the Principal. It shall be the duty of the HoD and the Principal to produce them before the University as and when required.
- xii) The Principal shall inform/ forward all regulations, guidelines, communications, announcements, etc. issued by the University regarding



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student academic and other matters to the HODs/ SFA for information and timely action.

xiii) It shall be the official responsibility of the Principal to extend the required administrative and financial support to the HODs, SFAs and FAs to arrange necessary orientation programmes for students regarding student counselling, the prevailing University norms, regulations, guidelines and procedures on all academic and other University related matters.

4. Course Registration

- i) Each department shall publish well in advance the relevant details of courses offered, such as the name, academic level, expected outcomes, time slot, and course faculty members.
- ii) Students shall be allowed to visit and interact with respective faculty members during the first week of each semester, to gather more information about the courses and the availability of seats.
- iii) Based on consultations and advice from the faculty adviser, each student shall complete course registration within one week from the commencement of each semester.
- iv) The number of credits that a student can take in a semester is governed by the provisions in these Regulations, subject to a minimum of 16 and a maximum of 30 Credits.
- v) A student can opt out of a Course or Courses registered, subject to the minimum Credit/ Course requirement, if he/she/they feels that he/she/they has registered for more Courses than he/she/they can handle, within 30 days from the commencement of the semester.
- vi) The college shall publish a list of the students registered for each course including audit course, if any, along with the chosen Programmes, repeat/reappearance courses, if any, and shall forward the same to the university.
- vii) The higher education institutions shall admit candidates not only for programmes, but also for courses.

5. Re-admission and Scheme Migration

- i) Students who opt out before the completion of the third year shall be provided with a 'Course cum Credits Certificate' after the successful completion of a



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semester as proof for re-entry to another institution.

- ii) Students who have successfully completed a particular programme pathway may be permitted to take an additional minor or second major.
- iii) Those students who are opting for a second major are eligible for getting certain credit transfer/ credit exemption from their previous minor programs of study, subject to the prior recommendation of the BoS that, those credits are relevant for the present major programme of study.

6. Duration of Programmes, Credits Requirements and Options

- i) Students will be offered the opportunity to take breaks during the programme and resume after the break, but the total duration for completing the FYUG programme shall not exceed 7 years.
- ii) Students who wish to complete the undergraduate programmes faster may do so by completing different courses equivalent to the required number of credits and fulfilling all other requirements in N-1 semesters, where N is the number of semesters in the FYUGP.
- iii) Provided further that the students may complete the undergraduate programme in slower pace, they may pursue the three years or six semester programme in 4 to 5 years (8 to 10 semesters), and four years, or eight semester programme in 5 to 6 years (10 to 12 semesters) without obtaining readmission.
- iv) For students who crossed 6 semesters at a slower pace, the requirement of 16 credits per semester from the institutions where they enrolled may be relaxed.

7. Credit Structure

The proposed number of credits per course and the credit distribution of them for the FYUG Programmes are given below-

- i) An academic year shall consist of 200 working days; one semester consists of 90 working days; and an academic year consists of two semesters.
- ii) Ten working days in a semester shall be used for extracurricular activities. One semester consists of 18 weeks with 5 working days per week. In each semester, 15 days (3 weeks) should be kept aside for End Semester Evaluation (ESE) and CCA.
- iii) The maximum number of available weeks for curriculum transactions should be fixed at 15 in each semester. A minimum of 5 teaching or tutorial hours could



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- be made available for a day in a 5-day week.
- iv) A course that includes one hour of lecture/ tutorial or two hours of lab work/ practical work/ field work/ practicum per week is given one credit hour.
 - v) One credit in a semester should be designed for 15 hours of lectures/ tutorials or 30 hours of lab work/ practical work/ field work/ practicum and 30 hours of learner engagement in terms of course-related activities such as seminar preparation, submitting assignments, etc.
 - vi) A one-credit seminar or internship or studio activities or field work/ projects or community engagement and service will have two-hour engagements per week (30 hours of engagement per semester).
 - vii) A course can have a combination of lecture credits, tutorial credits, and practicum credits.
 - viii) Minimum credit for one Course should be 2 (Two), and the maximum credit should be 4 (Four).
 - ix) All Discipline Specific Major/ Minor Courses shall be of 4 (Four) credits.
 - x) For all Discipline Specific Major/ Minor Courses, there may be practical/ practicum of two or four hours per week.
 - xi) All Courses under the Multi-Disciplinary, Ability Enhancement, Value Addition and Skill Enhancement categories are of 3 credits.
 - xii) Summer Internship, Apprenticeship, Community outreach activities, etc. may require sixty hours (or as appropriate) of engagement for acquiring one credit.
 - xiii) A student shall be able to opt for a certain number of extra credits over and above the requirements for the award of a degree.
 - xiv) Maximum number of credits that a student can earn per semester shall be restricted to 30. Hence, a student shall have the option of acquiring credits to a maximum of 180 credits for a 6-semester UG programmes and 240 credits for a 4-year (8-semester) programmes.
 - xv) Each faculty member shall offer a maximum of 16 credits per semester. However those who are offering both practical and theory courses shall offer a maximum of 12-16 credits per semester.
 - xvi) For a four-credit theory course, 60 hours of lecture/ tutorial class shall be assured as a mandatory requirement for the completion of that course.



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8. Course Structure of the MGU-UGP Programmes

The MGU-UGP consists of the following categories of courses and the minimum credit requirements for pathway option-one shall be as follows;

Sl. No.	Categorization of Courses for all Programmes	Minimum Number of Credit Required	
		3-year UG	4-year UG
1	Major	68	88
2	Minor	24	24+12*
3	Multi-Disciplinary Courses (MDC)	9	9
4	Skill Enhancement Courses (SEC)	9	9
5	Ability Enhancement Courses (AEC)	12	12
6	Value Addition Courses (VAC)	9	9
7	Summer Internship, field based learning etc.	2	2
8	Research Project / Dissertation		12/8**
	Total Credits	133	177

* The students can acquire advanced/ capstone level courses with 12 credits from their DSC/ DSE/ Minor courses depending up on their pathway choice. The Minor courses can be of level 300 or above.

** The students perusing the 4-year honours with research have to complete a project with 12 credits and for the 4-year honours degree students have to complete a project with 8 credits and DSC/ DSE capstone/ advanced level course in the 8th semester.

- i) 20% syllabus of each course will be prepared by the teacher as 'Teacher Specific Content' and will be evaluated under CCA.
- ii) In case of MDC, SEC, VAC courses coming under 3rd & 4th semester, college should make necessary arrangements to give adequate preference to courses designed by language departments. MDC in the 3rd semester can be Kerala Specific Content.

9. Academic Levels of Pathway Courses

Semester	Difficulty level	Nature of Course
1 & 2	100-199	Foundation level or introductory courses
3 & 4	200-299	Intermediate level courses
5 & 6	300-399	Higher level courses
7 & 8	400-499	Advanced/Capstone level courses



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10. Signature Courses

- i) With a prior recommendation of BoS and the approval of academic council, each faculty member can design and offer at least one signature course in every semester, which may be offered as DSE /SEC/ VAC.
- ii) Each institution may publish a list of their signature courses in DSE/ SEC/ VAC offered by their faculty members with a prior recommendation of BoS and the approval of academic council.
- iii) An institution may empanel distinguished individuals who have excelled in their field of specialization like science and technology, industry, commerce, social research, media, literature, fine arts, civil services etc. as adjunct faculty as per the UGC guidelines with the approval of the University. With a prior recommendation of BoS and the approval of academic council, the adjunct faculty can offer SEC/ VAC as signature course.
- iv) Adhoc/ Guest faculty/ Visiting faculty/ Visiting Scholars can also offer DSE/ SEC/ VAC as signature courses with a prior recommendation of BoS and the approval of academic council.
- v) The faculty concerned may design the particular course and it should be forwarded to the University BoS after the approval of department and college level academic committees formed as part of this regulations.
- vi) The examinations and evaluation of the signature courses designed by the faculty shall be conducted by the faculty themselves and an external expert faculty chosen by the college from a panel of experts submitted by the faculty and recommend by the BoS concerned.

11. Programme Pathways and Curriculum Structure

Students who have joined for any programme under these regulations shall have the option to choose the following pathways for their UG degree and Honours programme.

- i. **Degree with single Major:** A student pursuing the FYUG programme in a specific discipline shall be awarded a Major degree if he secures at least 50% of the total credits in the specific discipline required for the award of the Degree in that Discipline.

Example: Physics Major/ Economics Major/ Commerce Major



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ii. **Degree Major with Minor:** If a student pursuing the FYUG Programme is awarded a Major Degree in a particular discipline, he/she/they are eligible to be awarded a Minor in another discipline of his choice, if he earns a minimum of 32 credits (approximately 25% of credit required for the three-year programme) from 8 pathway courses in that discipline.

Example: Physics Major with Chemistry Minor/ Chemistry Major with English Minor/ Commerce Major with Economics Minor/ English Major with Functional English Minor/ Hindi Major with Malayalam Minor etc.

iii. **Major with Multiple Disciplines of Study:** This pathway is recommended for students who wish to develop core competencies in multiple disciplines of study. In this case, the credits for the minor pathway shall be distributed among the constituent disciplines/ subjects. If a student pursuing FYUG Degree Programme is awarded a major Degree in a particular discipline, he/she/they are eligible to get mentioned his core competencies in other disciplines of his choice if he has earned 12 credits from the pathway courses of that discipline.

Example: Physics Major with Minors in Chemistry and Mathematics, Economics Major with Minors in History and English, Commerce Major with Minors in Economics and Statistics.

iv. **Interdisciplinary Major:** For these programme pathways, the credits for the major and minor pathways shall be distributed among the constituent disciplines/subjects to attain core competence in the interdisciplinary programme.

Example: Econometrics Major, Global Studies Major, Biostatistics Major.

v. **Multi-Disciplinary Major:** For multidisciplinary major pathways, the credits for the major and minor pathways will be distributed among the broad disciplines such as Life Sciences, Physical Sciences, Mathematical and Computer Sciences, Data Analysis, Social Sciences, Humanities, etc.

Example: Life Science, Data Science, Nano Science.

vi. **Degree with Double Major:** A student who secures a minimum of 50% credits from the first major will be awarded a second major in another discipline if he could secure 40% of credit from that discipline for the 3-year/ 4-year UG degree to be awarded a double major degree.

Example: Physics and Chemistry Major, Economics and History Major, Economics and History Major, Commerce and Management Major



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Pathway Option 1 - Degree Major or Major with Multiple Disciplines of Study

Course Components					No. of Courses			Remarks			Total	
	Semester 1	Semester 2	Semester 3	Semester 4	Semester 5#	Semester 6#	Semester 7		Semester 8			
DSC A (4 Credit /Course)	1(P)	1(P)	3 (2P)	3 (2P)	Internship of 2 Credits	5	4	17	7 Out of 17 can be opted as DSE	3	2	22
DSC B & C (4 Credit /Course)	2(P)	2(P)	1(P) (B or C)	1(P) (C or B)				6		3		9
Multidisciplinary Courses (MDC) (3 Credit /Course)	1(P)	1(P)	1*					3	*Cannot opt from DSC			3
Ability Enhancement Courses (AEC) (3 Credit /Course)	1 (English) 1 (OL)	1 (English) 1 (OL)						4				4
Skill Enhancement Courses (SEC) (3 Credit /Course)				1*		1**	1**	3	*Cannot opt from DSC A ** From DSC A only			3
Value Addition Courses (VAC) (3 Credit /Course)			1*	1*			1**	3	*Cannot opt from DSC A ** From DSC A only			3
Project/ Dissertation 12 credits for Honours with Research & 8 for Honours											12/8 (1 DSC / DSE for Honours)	
Total Courses	6	6	6	6		6	6	36		6	2+1	
Total Credits	21	21	22	22	2	23	22		Total Credits 133	24	20	Total Credits 177
Total Hours per Week	25	25	25	25		25	25		Exit option available	25	25	

BoS can include 2 practical courses in 5th semester and 3 practical courses in 6th semester in any of the 6 courses distributed in each semester.



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Pathway Option 2 - Major with Minor

Course Components					No. of Courses				Remarks	Semester 7	Semester 8	Total	
	Semester 1	Semester 2	Semester 3	Semester 4	Semester 5#	Semester 6#	Total						
DSC A (4 Credit /Course)	1(P)	1(P)	3 (2P)	3 (2P)	Internship of 2 Credits	4	3	15	7 Out of 15 can be opted as DSE	3	2	22	
DSC B (4 Credit /Course)	2(P)	2(P)	1(P)	1(P)		1	1	8	1 Out of 8 can be opted as DSE	3		11	
Multidisciplinary Courses (MDC)/ (3 Credit /Course)	1(P)	1(P)	1*					3	*Cannot opt from DSC			3	
Ability Enhancement Courses (AEC) (3 Credit /Course)	1 (English) 1 (OL)	1 (English) 1 (OL)						4					4
Skill Enhancement Courses (SEC) (3 Credit /Course)				1*		1**	1**	3	*Cannot opt from DSC A ** From DSC A only				3
Value Addition Courses (VAC) (3 Credit /Course)			1*	1*			1**	3	*Cannot opt from DSC A ** From DSC A only				3
Project/ Dissertation 12 credits for Honours with Research & 8 for Honours												12/8 (1 DSC/ DSE for Honours)	
Total Courses	6	6	6	6		6	6	36			6	2+1	
Total Credits	21	21	22	22	2	23	22		Total Credits 133	24	20	Total Credits 177	
Total Hours per Week	25	25	25	25		25	25		Exit option available	25	25		

BoS can include 2 practical courses in 5th semester and 3 practical courses in 6th semester in any of the 6 courses distributed in each semester.



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Pathway Option 3 - Double Major

Course Components					No. of Courses			Remarks			Total	
	Semester 1	Semester 2	Semester 3	Semester 4	Semester 5#	Semester 6#	Total		Semester 7	Semester 8		
DSC A (4 Credit /Course)	1(P)	1 (P)	2(2P)	2(1P)	Internship of 2 Credits	4	3	13	7 Out of 13 can be opted as DSE	3	2	18
DSC B (4 Credit /Course)	2(P)	2(P)	2(1P)	2(2P)		1	1	10	2 Out of 10 can be opted as DSE	3		13
Multidisciplinary Courses (MDC) (3 Credit /Course)	1(P)	1(P)	1*					3	*Cannot opt from DSC			3
Ability Enhancement Courses (AEC) (3 Credit /Course)	1 (English)	1 (English)						4				4
Skill Enhancement Courses (SEC) (3 Credit /Course)				1		1	1	3				3
Value Addition Courses (VAC) (3 Credit /Course)			1	1			1	3				3
Project/ Dissertation 12 credits for Honours with Research & 8 for Honours											12/8 (1 DSC/ DSE for Honours)	
Total Courses	6	6	6	6		6	6	36		6	2+1	
Total Credits	21	21	22	22	2	23	22		Total Credits 133	24	20	Total Credits 177
Total Hours per Week	25	25	25	25		25	25		Exit option available	25	25	

BoS can include 2 practical courses in 5th semester and 3 practical courses in 6th semester in any of the 6 courses distributed in each semester.

Note: All the above 3 tables "(P)" means courses with practicals.



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12. Guidelines for Acquiring Credit from Other Institutions/Online/Distance Mode

- i) A student shall register to a minimum of 16 credit per semester from the college/ department where he/she/they officially admitted for a particular programme. However, students enrolled for a particular programme in one institution can simultaneously enroll for additional credits from other HEIs within the University or outside University subject to a maximum of 30 credits per semester including the 16 institutional credits.
- ii) Each institution shall publish a list of courses that are open for admission for students from other institutions well in advance before the commencement of each semester.
- iii) Each BoS shall prepare and publish a list of online courses at different levels before the commencement of each semester offered in various online educational platforms recognized by the academic council of the university, which can be opted by the students for acquiring additional credits.
- iv) BoS shall prepare and publish a list of allied/ relevant pathway courses before the commencement of each semester offered by other Board of Studies that can be considered as pathway course for major/ minor for their disciplines at different levels.
- v) At the end of each semester university will include the credit acquired by the student through online courses in their semester grade card subject to a maximum of 30 credits.

13. Attendance

- i) A student shall be permitted to register for the end-semester evaluation of a specific course to acquire the credits only if he has completed 75% of the prescribed classroom activities in physical, online, or blended modes, including any makeup activities as specified by the course faculty of that particular course.
- ii) A student is eligible for attendance as per the existing university and government orders which includes participation in a meeting, or events organized by the college or the university, a regularly scheduled curricular or extracurricular activity prescribed by the college or the university. Due to unavoidable or other legitimate circumstances such as illness, injury, family emergency, care-related responsibilities, bad or severe weather conditions, academic or career-related interviews students are eligible for authorized absence. Apart from this, all other



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eligible leaves such as maternity leave, and menstrual leave shall also be treated as authorized absences.

iii) The condonation facility can be availed as per the university norms.

14. Credit Transfer and Credit Accumulation

- i) University will establish a digital storage (DIGILOCKER) of academic credits for the credit accumulation and transfer in line with ABC.
- ii) The validity of credits earned shall be for a maximum period of seven (7) years or as specified in the university/ UGC regulations.
- iii) The students shall be required to earn at least 50% of the credits from the university.
- iv) Students shall be required to earn the required number of credits as per any of the pathway structure specified in this regulation for the award of the degree.

15. Assessment and Evaluation

- i) The assessment shall be a combination of Continuous Comprehensive Assessment (CCA) and an End Semester Evaluation (ESE).
- ii) 30% weightage shall be given for CCA. The remaining 70% weight shall be for the ESE.
- iii) **Teacher Specific Content will be evaluated under CCA.**
- iv) CCA will have two subcomponents Formative Assessment (FA) and Summative Assessment (SA). Each of these components will have equal weightage and to be conducted by the course faculty/ course coordinator offering the course.
- v) FA refers to a wide variety of methods that teachers use to conduct in-process evaluations of student comprehension, learning needs, and academic progress during a lesson, unit, module or course. FA is to encourage students to build on their strengths rather than fixate or dwell on their deficits. FA can help to clarify and calibrate learning expectations for both students. FA will help students become more aware of their learning needs, strengths, and interests so they can take greater responsibility over their own educational growth. FA will be prerogative of the course faculty/ course coordinator based on specific requirement of the student.
- vi) Summative Assessments (SA) are used to evaluate student learning, skill acquisition, and academic achievement at the conclusion of a defined



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instructional period- typically at the end of a project, unit, module, course or semester. SA may be a class tests, assignments, or project, used to determine whether students have learned what they were expected to learn. It will be based on evidence, collected using single or multiple ways of assessment. The systematically collected evidences should be kept in record by course faculty/ course coordinator and the marks should be displayed on the college notice board/ other official digital platforms of the college before the end semester examinations.

- vii) A student may repeat SA only if for any compulsive reason due to which the student could not attend the assessment.
- viii) The course faculty may provide options for students to improve their performance through continuous assessment mechanism.
- ix) There shall be theory and practical examinations at the end of each semester.
- x) Regarding evaluation, **one credit may be evaluated for 25 marks** in a semester; thus, a 4-credit course will be evaluated for 100 marks; 2-credit courses for 50 marks.
- xi) **Odd semester examinations will be conducted by the university and will be evaluated at the institution level. However, even semester examinations will be conducted and evaluated by the university itself.**
- xii) Individual Learning Plans (ILPs) and/ or specific assessment arrangements may be put in place for differently abled students. Suitable evaluation strategies including technology assisted examinations/ alternate examination strategies will be designed and implemented for differently abled students.

16. Practical Examination

- i) The end semester practical examination will be conducted and evaluated by the institution.
- ii) There shall be a CCA of practical courses conducted by the course faculty/ course coordinator.
- iii) The scheme of evaluation of practical courses will be as given below:

Components for the Evaluation of Practical Courses	Weightage
CCA of practical/practicum.	30%
ESE conducted under the supervision of internal examiner	70%



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- iv) Those who have completed the CCA alone will be permitted to appear for the ESE.
- v) For grievance redressal purpose, the university shall have the right to call for all the records of CCA.
- vi) Duration of Examination

Questions shall be set as per the defined Outcome. The question setter shall ensure that there will be Time and Mode (T & M) flexibility for all External Examinations. BoS can recommend the T & M from the following list.

Mode	Time (in Hours)	
	Minimum	Maximum
Written Examination	1	2
Multiple Choice	1	1.5
Open Book	1	2
Any Other Mode	1	2

17. Evaluation of Project/ Dissertation

The evaluation of project work shall be CCA with 30% and ESE 70%. The scheme of evaluation of the Project is given below:

Project type	Maximum Marks	CCA	ESE
Research Project of Honours with Research (12 credits)	200	60	140
Project of Honours (8 credits)	100	30	70

18. Evaluation of Internship

The evaluation of internship shall be done by a committee constituted by the Department Council. The scheme of CCA and ESE is given below:

Components of Evaluation of Internship	Weightage	Marks for Internship 2 Credits/ 50 Marks
CCA	30%	15
ESE	70%	35

The department council may decide any mode for the completion of the Internship. If in case evaluation is not specified in any of the selected internship programme, institution can adopt a proper evaluation method as per the weightage specified in the table above.



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19. Committees to be Constituted for the Implementation and Monitoring of MGU-UGP

- i) There shall be an FYUGP implementation cum monitoring committee at the University level under the chairmanship of the Vice-Chancellor/ Pro Vice-Chancellor to ensure the smooth implementation of the MGU-UGP.
- ii) Apart from this, there shall be a college level MGU-UGP Academic Co-ordinator/ Nodal Officer, academic committee and an MGU-UGP department committee in each department of the affiliating colleges.
- iii) The affiliating colleges should provide an undertaking regarding the constitution of these two committees within one month from the date of effect of this regulation.
- iv) The tenure of the college level committees will be 4 years.

MGU-UGP Academic Committee

- i) The Principal (Chairman)
- ii) Academic Co-ordinator/ Nodal Officer (Convenor)
- iii) All the Heads of Departments in the college
- iv) Four teachers of the college representing different discipline nominated by the college council by rotation
- v) Not less than four experts/ academicians from outside the college representing areas such as Industry, Commerce, Education, Sciences etc., to be nominated by the college council preferably from the alumni of the college
- vi) Three nominees of the affiliating University (not less than the designation of associate professor in a college/ university department)

Functions of MGU-UGP Academic Committee

- i) Scrutinize, approve, recommend to the University all the proposals submitted by the department committee with regard to the MGU-UGP such as, academic pathway, allowed syllabi enrichment/ updation, details of elective courses, Online courses, blended teaching, courses offering to the students of other HEIs, panel of examiners, summative and formative evaluation tools proposed by the course faculty concerned, new courses and syllabus proposed by the faculty members as signature courses etc. The



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Academic Committee can differ on any proposal and it shall have the right to return the matter for reconsideration to the Department committee concerned or reject it, after giving sufficient reasons to do so.

- ii) Scrutiny of all documents related to Teacher Specific Content.
- iii) Recommend to the college governing council for starting innovative programmes using the flexibility and holistic nature of the MGU-UGP curriculum frame work.

MGU-UGP Department Committee

- i) Head of the Department concerned (Chairman)
- ii) The entire faculty of the Department
- iii) Two subject experts from outside the college to be nominated by the MGU-UGP Academic Committee
- iv) One representative from industry/ corporate sector/ allied area relating to placement
- v) One meritorious alumnus of the department to be nominated by the department council
- vi) The department council of the MGU-UGP, may with the approval of the principal of the college, co-opt:
 - (a) Experts from outside the college whenever special courses of studies are to be formulated.
 - (b) Other faculty members of the same Faculty within the college

Functions of MGU-UGP Department Committee

- i) Prepare teacher specific content of syllabi for various courses keeping in view the objectives of the MGU-UGP and submit the same for the approval of the academic committee.
- ii) Scrutinize the signature course content and its evaluation techniques.
- iii) Suggest methodologies for innovative teaching and evaluation techniques.
- iv) Suggest panel of examiners to the academic committee.
- v) Coordinate research, teaching, extension and other academic activities in the department/ college.



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