



ST THOMAS COLLEGE PALAI

AUTONOMOUS || ESTD 1950 || REACCREDITED BY NAAC WITH A++ GRADE



**UG ADMISSION PROSPECTUS
2025**



ST THOMAS COLLEGE PALAI

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St. Thomas College, Palai (Autonomous) is a government aided college of higher education located in Pala town, founded on 7 August 1950 by the Syro-Malabar Catholic Eparchy of Palai. The college is recognized under the sections 2(f) and 12B of the UGC Act 1956. In 2010, UGC has recognised St. Thomas College as one among the six colleges in Kerala accorded with the status of 'College with Potential for Excellence'(CPE). Furthermore, The college is was re-accredited with A++ grade by NAAC in February 2021.

Vision

To create a centre of excellence through the formation of young people empowered to create a bright future for themselves and others, irrespective of caste, creed, religion or language through dissemination of knowledge, skills and noble values.

Mission

- To inculcate the students with faith in god, love for their fellow-men and devotion to the motherland by rendering moral, religious, intellectual and physical instruction.
- To empower the students with deep knowledge and awareness of current developments in their chosen subject of study.
- To equip the students with skills necessary to achieve success at the highest level in a competitive world.
- To assist the students in developing a sense of personal worth, social consciousness, emotional maturity, loyal citizenship, respect for labour and proactive leadership.
- To encourage scholarship, research, innovation and entrepreneurship in locally relevant yet globally acceptable areas and levels.

These will be achieved through teamwork and innovative methodologies making optimum use of opportunities both inside and outside the campus.

PROGRAMMES OFFERED**AIDED STREAM**

1. B.A (H) Economics (Econometrics and Data Analysis)
2. B.A (H) English Literature (Film studies & New Humanities)[#]
3. B.A (H) History (Archaeology & Museology) [#]
4. B.A (H) Malayalam
5. B.A (H) Political Science
6. B.Sc. (H) Botany
7. B.Sc. (H) Chemistry
8. B.Sc. (H) Mathematics
9. B.Sc. (H) Physics
10. B.Sc. (H) Zoology (Wild Life Science)
11. B.Com (H) (Finance and Taxation & Business Analytics) [#]
12. B.S.M (H) (Sports Management)

SELF FINANCING STREAM

13. B.Sc. (H) Psychology
14. B.A. (H) English and Journalism (Double Major)
15. B.Com (H) (Logistic Management and Co-operation) [#]
16. B.C.A(H) (Computer Applications)

[#]Dual Specialization



UG ADMISSION 2025- TENTATIVE SCHEDULE

1.	Commencement of Online Registration	<i>Will be announced later</i>
2.	Last Date of Online Registration	
3.	Publication of Trial Merit List	
4.	Time for Reporting Errors in the Trial Merit List	
5.	Publication of the Rank List of the Physically Challenged, Cultural Quota and Sports Quota	
6.	Publication of Merit List (Open Merit, SC/ST & Community Quota)	
7.	Admission of the Physically Challenged, Cultural Quota, Sports Quota Candidates	
8.	Admission of Merit List (Open Merit, SC/ST & Community Quota)	
9.	Admission of the Management Quota Candidates	
10.	Advertising Vacant SC/ST Seats–Phase I	
11.	Submission of Application for Vacant SC/ST Seats–Phase I	
12.	Publication of Rank List SC/ST –Phase I	
13.	Admission of the SC/ST Candidates –Phase I	
14.	Advertising Vacant SC/ST Seats–Phase II	
15.	Submission of Application for Vacant SC/ST Seats–Phase II	
16.	Publication of Rank List SC/ST –Phase II	
17.	Admission of the SC/ST Candidates –Phase II	
18.	Advertising for Supplementary Admission	
19.	Submission of Application for Supplementary Admission	
20.	Publication of the Rank List of supplementary Admission	
21.	Admission of Supplementary Candidates	
22.	Advertising for Final Allotment Admission	
23.	Final Allotment Admission	
24.	Commencement of Classes	
25.	UG Admission Closing Date	

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1. INTRODUCTION

St. Thomas College Palai is renowned for its commitment to academic excellence, holistic development, innovation and student-centric policies. Under the autonomous framework, the College aims to streamline its admission process to ensure transparency, meritocracy, and inclusivity. The admission criteria are designed to assess the holistic capabilities of prospective students, transcending conventional metrics of academic performance.

2. RESERVATION OF SEATS

Types of Reservation: Out of the total Merit Seats available, seats will be reserved for different categories under the following main items:

- i. Reservation for International Students
- ii. Reservation for nominees
- iii. Reservation for Persons with Disabilities
- iv. Reservation of Seats for Malayalee students from Andaman & Nicobar Islands
- v. Reservation for Transgender candidates
- vi. Reservation for Ophan children
- vii. Reservation of seats for children from Government Children's Home and Institutions functioning as per Juvenile Justice Act
- viii. PM Cares for Children Scheme
- ix. Special Reservation and
- x. Mandatory Reservation

(i). Reservation for International Students: An additional 10 percentage of seats (over and above the sanctioned strength) is earmarked for foreign students for each PG programme. International students admission process will be through International Students Admission Committee (ISAC) co-ordinated by University Center for International Co-operation For more details Contact the college office. Phone: 04822212317

(ii). Reservation for Nominees:(U.ONo.AcA1/3/2761/06/Acad dated 20.07.2006) An additional seat shall be created in affiliated Arts and Science colleges and added to the total merit seats exclusively for the purpose of accommodating students sponsored by the Union Territory of Lakshadweep. This seat shall not be filled up with other candidates. Candidate should submit nomination letter from the Union Territory of Lakshadweep. Students who seek admission in this category should first apply online (step.ac.in/admissions). For more details Contact the college office. Phone: 04822212317.

(iii). Reservation for Persons with Disabilities (PD):5% seats of the sanctioned strength shall be created over and above exclusively for candidates with benchmark disability (as per clause 32(l) of chapter VI, The Rights of Persons with Disabilities Act,

2016). If candidates are not available in a particular category, the seats shall not be filled from any other categories.

‘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. Candidates seeking admission under Differently Abled category should submit the “Certificate of disability”, issued not earlier than 5 years prior to the submission of application, by the District Medical Board or bodies of higher status, certifying the degree of percentage of disability. The Permanent Disability Card issued by the State Government is also considered. The permanent disability card has a lifelong validity when issued to a disabled person- above the age of 18 years. For disabled children below 18 years of age, the card is required to be updated once every five years. Students who seek admission in this category should first apply online (step.ac.in/admissions) and upload an attested copy of the ‘Certificate of disability’/disability card. The selection of candidates under this category will be based on the rank in the inter-se-merit list and not on the basis of degree of disability. No reservation of seats is allowed for blind candidates for programmes which come under the Faculty of Science.

(iv) Reservation of Seats for Malayalee students from Andaman & Nicobar Islands: An additional seat for each programme in affiliated Arts and Science colleges shall be created exclusively for Malayalee students from Andaman & Nicobar Islands. This seat shall not be filled up by other candidates (U.O. No. 6199/AI/2016/Acad dated 23.11.2016). The students who seek admission in this category should first apply online (step.ac.in/admissions). For more details Contact the college office. Phone: 04822212317.

(v). Reservation for Transgender candidates: Two seats shall be created over and above the sanctioned strength in all courses in affiliated Arts & Science Colleges exclusively for admitting Transgender students.(G.O.(Ms)No.153/2018HEdn dated 03.07.2018). The students who seek admission in this category should first apply online (step.ac.in/admissions) and submit the print out of the online application to the college along with a copy of the identity card issued from the Department of Social Justice, Government of Kerala.

(vi). Reservation for Orphan children: Two seats shall be created over and above the sanctioned strength in all programmes exclusively for admitting Orphan Children (Male-1 & Female -1). (U.O No.3149/ACA1/2024/MGU dated 08.04.2024). The students who seek admission in this category should first apply online (step.ac.in/admissions) and upload the certificate from the revenue authorities that the candidate is an orphan.

(vii).Reservation of seats for children from Government Children’s Home and Institutions functioning as per Juvenile Justice Act: An additional seat shall be created exclusively for children from Government Children’s Home and Institutions functioning as per Juvenile Justice Act. This seat shall not be filled up by other candidates (U.O. No. 5003/AC AI/2016/Acad dated 25.09.2021 & GO (Rt) No. 2484/2012/ H Edn dated 20/11/2012). However, such students should also apply online (step.ac.in/admissions) and upload the certificate from the Manager of the Government

Children's Home/ Institutions functioning as per Juvenile Justice Act where they have been residing.

(viii).PM Cares for Children Scheme: 5 seats shall be created over and above the sanctioned strength for children who have lost both of their parents due to Covid - 19 pandemic. Eligible candidates should apply online (stcp.ac.in/admissions) and produce the certificate in proof of their claim from the competent authority (DMO/Tahasildar) in addition to satisfying their basic eligibility for admission to the programme (UO No. 5045/AcA1 /2024/MGU dated 12/05/2024).

(ix). Special Reservation: The seats reserved under Sports Quota and Cultural Quota come under this category. The students who seek admission in this category should apply online (stcp.ac.in/admissions) and upload the certificates of achievements in sports during their plus one/ plus two period. The admission shall be based on the revised guidelines issued vide UO No. 2435/AC A 1/2020/MGU dated 09/06/2020.

(a). Sports quota: Two seats in each programme (Interchangeable) shall be reserved for candidates with outstanding records in Sports & Games. However, not more than 20% of seats reserved for the general quota seats of a particular programme shall not be filled for sports quota when applying interchangeability for a particular programme. The applicant for admission to the sports reservation quota should have won a minimum of Third position (Bronze Medal) in the school sub district competition (inter -School) in addition to his /her satisfying the academic eligibility. Only the events which are having intercollegiate competitions in Mahatma Gandhi University alone will be considered for admission. Age Limit: Upper age limit for applying through Sports quota is 25 years. The guidelines of Mahatma Gandhi University from time to time will be followed in determining merit in sports for admission to the U.G. Programmes. The minimum eligibility for admission of a candidate to Under Graduate Programme (sports quota) will be winning a minimum of third position in the school sub district competition (inter - School) in addition to his /her satisfying the academic eligibility. Performance in any year during the Plus Two Programme only will be taken into consideration.

Achievements in those sports disciplines/events in MG University Sports calendar shall only be considered for UG Sports quota admissions.

1. An approved world competition means the competitions organized by the International Apex Bodies of the concerned discipline and in which the national Teams are sponsored by the National Apex Bodies and cleared by Sports Authority of India/ Government of India.
2. The National Championship means the championships conducted by the National Apex Bodies of the concerned discipline. District Competition means revenue district competition conducted by district associations in respective sports.
3. Individual games /event means a game/event in which individual performs alone.
4. When a candidates has number of achievement in a sports /different discipline his/ her best achievement will be taken in to consideration.
5. All competitions where an upper age limit is fixed (Youth/Junior/Sub-Junior) would be treated as Junior event provided it is not classified as senior event by the concerned National Federation.
6. Priority will be given for students having achievements in senior level competitions

than junior and youth category competitions.

7. Resolving of Tie: If the points of more candidates happen to be the same, then for breaking the 'tie', the following criteria shall be followed one after another in the order given below:

- A person can score points only in one category.
- The highest score will be counted.
- Where bracketed, scores in other categories will be counted.
- Where still bracketed, Priority will be given in the order of merit i.e.; 1st , 2nd , and 3rd place respectively.
- Those with a more number of achievements in the same level will be placed above the others (more number of 1st places, more number of 2nd places and so on).
- Individual achievements will be ranked above team achievements.
- A new record is created; he/she will be given priority.

If the tie could not be resolved by any of the above mentioned sports achievements, the index marks based on the qualifying examination shall be considered for breaking the tie.

8. Performance in any year during the Plus One/Plus Two level will be taken into consideration.
9. The students admitted in Sports quota shall mandatorily be available to represent the University in the Inter University competitions unless specifically exempted by the Vice-Chancellor/Director of Physical Education, Mahatma Gandhi University.
10. For team events, colleges should upload the events they wish to choose in the beginning of each academic year.
11. If any discrepancy is noted during the verification of original certificates, the candidate shall not be considered for admission under sports quota.

(b). Cultural Quota: One seat for each degree programme (Interchangeable) shall be reserved for students who excel in Youth festival recognised by Director of Public Instruction (DPI). However, not more than 10% of seats reserved for the general quota seats shall not be filled for cultural quota when applying interchangeability for a particular programme. The students who seek admission in this category should apply online. Performance in any year during the Plus Two Programme will be taken into consideration.

The selection shall be made from among the applicants for the cultural quota on merit as detailed in Table below:

Level	Points of Participation		
	A	B	C
Kerala School Kalolsavam (General Education Department, Govt of Kerala)	20	10	5
Revenue District level Youth Festival (General Education Department, Govt of Kerala)	10	5	-

- A person can score points only in one category
- The highest score will be counted
- Where bracketed, scores in other categories will be counted

The selection shall be made from among the applicants for the cultural quota on merit as per the guidelines of Mahatma Gandhi University. Those who wish to join under cultural quota should apply through the online admission portal of the college.

(x). Mandatory Reservation:

AIDED PROGRAMS	
Open Quota	50%
Scheduled Caste	15%
Scheduled Tribe	5%
Community Merit	10%
Management Quota	20%

SELF FINANCING PROGRAMS	
50% of the total seats are under MANAGEMENT QUOTA. The Remaining seats are distributed in the following pattern	
Open Quota	55%
Scheduled Caste	8%
Scheduled Tribe	2%
Economically weaker Sections	10%
Ezhava, Thiyya, Billava	9%
Muslims	8%
Latin Catholic other than Anglo Indian	2%
Other Backward Christians	1%
Other Backward Hindus	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, with supporting documents as required.
- **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 or non-creamy layer certificate obtained from the revenue authorities concerned. Those OEC candidates whose annual family income is upto Rs.8 lakhs alone are eligible for such seats.
- The claims for mandatory reservation once made in the Application form cannot be altered by the candidate under any circumstances.

3. ELIGIBILITY FOR ADMISSION

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

In the case of candidates who have passed examinations of other boards / Institutes / Governments, except HSE, VHSE, CBSE/CISCE, they shall be admitted only if these examinations have been declared equivalent to the qualifying examinations of MG University. Students belonging to these category should produce eligibility certificate from MG University.

Students from OPEN SCHOOL also should produce eligibility certificate from MG University.

AGE LIMIT: *There is no upper and lower age limit for admission to undergraduate programmes. However, the upper age limit for admission through sports quota is 25 years.*

Programme	Eligibility
AIDED STREAM	
B.A (H) Economics (Econometrics and Data Analysis)	Pass in Plus Two or equivalent examination or an examination recognised by MG University.
B.A (H) English Literature (Film studies & New Humanities)	Pass in Plus Two or equivalent examination or an examination recognised by MG University.
B.A (H) History (Archaeology & Museology)	Pass in Plus Two or equivalent examination or an examination recognised by MG University.
B.A (H) Malayalam	Pass in Plus Two or equivalent examination or an examination recognised by MG University.
B.A (H) – Political Science	Pass in Plus Two or equivalent examination or an examination recognised by MG University.
B.Sc. (H) Botany	Pass in Plus Two or equivalent examination or an examination recognised by MG University with Biology as one of the optional subjects.
B.Sc. (H) Chemistry	Pass in Plus Two or equivalent examination or an examination recognised by MG University with Chemistry as one of the optional subjects.
B.Sc. (H) Mathematics	Pass in Plus Two or equivalent examination or an examination recognised by MG University with Mathematics as one of optional the subjects.
B.Sc. (H) Physics	Pass in Plus Two or equivalent examination or an examination recognised by MG University with Physics as one of the optional subjects.
B.Sc. (H) Zoology (Wild Life Science)	Pass in Plus Two or equivalent examination or an examination recognised by MG University with Biology as one of the optional subjects.
B.Com (H) (Finance and Taxation & Business Analytics)	candidates should have passed the Plus Two or equivalent examination recognized by MG University with Book-Keeping and Accountancy and any two of the following subjects, viz., (1) Commerce (2) Commercial Correspondence and Commercial Geography (3) Economics (4) Life Insurance with Salesmanship (5) Banking with Secretarial Practice (6) Business Studies (7)

	<p>Mathematics (8) Computer Science/Computer applications (9) Informatics Practice & Management, (10) Informatics Practice , (11) Management, (12) Accountancy as optional under Part III of the Examination.</p> <p>OR</p> <p>Have passed Plus Two or equivalent examination recognized by MG University with other subjects under Part III optional subjects provided they have secured 45% of the aggregate marks</p>
B.S.M (H) (Sports Management)	<p>Candidate shall be required to have passed Plus Two or equivalent examination or an examination recognized as equivalent thereto by Mahatma Gandhi University. Applicant should not have any disability which prevents him/her from actively taking part in physical activities.</p>
SELF FINANCING STREAM	
B.Sc. (H) Psychology	<p>Pass in Plus Two or equivalent examination or an examination recognised by MG University</p>
B.A. (H) English and Journalism (Double Major)	<p>Pass in Plus Two or equivalent examination or an examination recognised by MG University</p>
B.C.A(H) (Computer Applications)	<p>Candidates shall be required to have passed the Plus Two/equivalent examination with Computer Science/Mathematics/Statistics/Accountancy/Informatics Practices as one of the optional subjects.</p>
B.Com (H) (Logistic Management and Co-operation)	<p>Candidates should have passed the Plus Two or equivalent examination recognized by this University with Book-Keeping and Accountancy and any two of the following subjects, viz., (1) Commerce (2) Commercial Correspondence and Commercial Geography (3) Economics (4) Life Insurance with Salesmanship (5) Banking with Secretarial Practice (6) Business Studies (7) Mathematics (8) Computer Science/Computer applications (9) Informatics Practice& Management, (10) Informatics Practice , (11) Management, (12) Accountancy as optional under Part III of the Examination.</p> <p>OR</p> <p>Have passed Plus Two or equivalent examination recognized by MG University with other subjects under Part III optional subjects provided they have secured 45% of the aggregate marks</p>

PREPARATION OF RANKLIST

The Rank List shall be prepared on the basis of ranking marks arrived at as follows:

Programme	Calculation of Index Mark
B.A (H) English Literature (Film studies & New Humanities)	Total marks obtained in the qualifying examination <u>less</u> handicap marks <u>plus</u> twice the marks secured in Part I English of the Plus Two/equivalent examination <u>plus</u> weightage of 50 marks to those who have taken English as one of the optional for the qualifying exam <u>plus</u> bonus marks if any.
B.A. (H) Malayalam – Language and Literature	Total marks obtained in the qualifying examination <u>less</u> handicap marks <u>plus</u> twice the marks secured in Part II Second Language concerned at the qualifying languages examination <u>plus</u> weightage of 50 marks in the case of those who have taken the language concerned as optional for the qualifying examination <u>plus</u> bonus marks if any.
B.A. (H) History / Economics/ Political Science	Total marks obtained in the qualifying examination <u>less</u> handicap marks <u>plus</u> the marks obtained for optional concerned at the qualifying examination <u>plus</u> a subject weightage of 50 marks in the case of those who have taken the subject concerned at the qualifying examination <u>plus</u> bonus marks if any. The subject concerned for the award of 50 marks as weightage will be as indicated below*
B.A. (H) History	*Weightage of 50 marks for History in the qualifying examination.
B.A. (H) Economics (Econometrics and Data Analysis)	*Weightage of 50 marks for Economics.
B.A.(H) Political Science	*Weightage of 50 marks for Politics/Political Science or Elements of Political Science/Gandhian Studies.
B.S.M (H) (Sports Management)	Marks obtained in Part III of qualifying examination <u>less</u> handicap marks <u>plus</u> bonus marks if any
B.Sc. (H) Programmes Botany/ Chemistry/ Mathematics/ Physics/ Zoology	Total marks obtained in Part III of the qualifying examination <u>less</u> handicap marks <u>plus</u> marks obtained for the particular subject concerned for which admission is sought <u>plus</u> bonus marks if any.

B.Sc. Psychology	Total marks obtained in the qualifying examination <u>less</u> handicap marks <u>plus</u> a subject weightage of 15% of the marks scored in psychology in the case of those who have taken psychology at the qualifying examination/10% of the marks scored for Mathematics/ Biology(whichever is high) in the case of those who have taken Mathematics/ Biology but not Psychology at the qualifying examination <u>plus</u> bonus marks if any.
B.Com (H)	Marks obtained in Part III Optional at +2/equivalent exam <u>less</u> handicap marks <u>plus</u> a weightage of 50 marks in each of the three subjects of Commerce combination subject to a maximum of 150 marks <u>plus</u> bonus marks if any. The optional subjects concerned under Part III will be Commerce, Commercial Correspondence and Commercial Geography, Accountancy, Book-Keeping and Accountancy, Economics, Life Insurance and Salesmanship, Banking with Secretarial Practice, Business Studies, Mathematics, Computer Science/Computer Application, Informatics Practice, Management, Informatics Practice & Management.
B.C. A (H) Computer Applications	Total marks obtained in Part III of the qualifying examination less handicap marks plus marks obtained for Mathematics/ Computer Science (best of the two) plus bonus marks if any.
<i>Marks obtained for the subjects in other streams, viz, CBSE, CISCE etc. shall be standardised to that of Kerala Higher Secondary i.e, 200 marks per paper (200 marks × 6 = 1200 i.e., total marks). Index marks shall be calculated as mentioned above, but the marks obtained for vocational subjects in VHSE/THSE, etc. are to be excluded while calculating index marks.</i>	

Handicap Marks

Handicap of Five marks for every successive attempt after the first attempt subject to a maximum of twenty marks will be deducted from the total marks in the case of those who have taken two or more chances to complete the examination. The number of chances means the number of chances taken for passing any part of the qualifying examination after the prescribed programme period. Appearance for improvement of marks shall not be considered as an additional chance.

No handicap marks for SAY pass outs be imposed if admitted in the same academic year but five marks shall be deducted if he/she is ranked in the admission list of the succeeding year. Candidates who have passed the qualifying examination under SAY scheme or such supplementary scheme are eligible to apply for First Year programme in the same academic year, but they have to produce the mark lists on or before the closing date of admission as notified by the university.

Bonus Marks

The Bonus Marks will be awarded as follows:

1. Bonus of 15 marks shall be awarded to applicants with NCC or NSS Certificates at 'Plus Two Level' for admission to all programmes. In respect of NCC candidates, the bonus marks will be

awarded on the basis of NCC Certificates signed by the Director and issued by the Directorate of NCC to candidates who have secured at least 75% attendance after having participated in its activities during the programme of study immediately preceding the programme for which admission is sought. An additional bonus mark of 5 to 'B' Certificate holders in proof of their high proficiency.

2. Bonus of 15 marks shall be awarded to Student Police Cadets for their participation at 'Plus Two Level' . However, such applicants should produce the relevant certificate from the competent authority in proof of their claim (UO NO. 4999/Ac A1/2021/MGU dated 25/09/2021).
3. Bonus of 15 marks shall be awarded to applicants with "Rajyapuraskar/Nanmamudra certificate" in Scouts/Guides/Ranger/Rover at 'Plus Two Level' for admission to all programmes. However, they should produce the relevant certificate signed by the Governor of the State for availing the bonus marks.
4. In respect of NSS candidates, the bonus marks will be awarded on the basis of NSS Certificates issued by the competent authority.
5. Bonus of 15 marks shall be awarded to the Ex-servicemen applicants and widows and children of Jawans and Ex-servicemen seeking admission to the Degree Programmes. Applicants to this category should invariably produce along with the application form an attested copy of certificate issued not earlier than six months from the last date of submission of application from the military authorities or state/Zilla Sainik Welfare Officer to the effect that he/she is the son/daughter of an ex-service man or an ex service man himself/herself.

The benefit of bonus marks can be scored by a candidate only under one category i.e., either NSS / NCC/Scouts & Guides/Student Police Cadets. Bonus marks shall be added only if the candidate has obtained the prescribed minimum qualifying marks in the qualifying examination while calculating the index marks.

Resolving of Tie

- If the index marks of more candidates happen to be the same, then for breaking the 'tie' ,the following criteria shall be followed one after another in the order given below:
- The candidate who has scored higher marks in the concerned elective subject shall be placed senior in the rank list. For B.Com. Programme, Business studies (Commerce) shall be considered as the elective subject.
- The candidate who has scored higher marks for part iii subjects (or the subjects other than languages, if part is not specified) taken together shall be placed senior in the rank list. The candidate who has scored higher marks in part I (English if part is not specified) shall be placed senior in the rank list.
- The candidate who has scored higher marks in part II (second language if part is not specified) shall be placed senior in the rank list.
- By giving residential weightage (at district/state levels)
- Preference shall be given to candidates who are elder, and the age difference shall be calculated in completed years only, rounding down fractions. (as candidates having difference in age less than one year happen to be admitted in the same class).

5. SUBMISSION OF APPLICATION

Submission of application i.e.registration of personal and academic data as well as options for programmes shall be done online in through the college website: www.stcp.ac.in/admissions. Before submitting the application form, candidates are advised to verify the details of programmes in the college. **Before selecting a programme the applicant shall go through the eligibility criteria and satisfy himself/herself that he/she possess the prescribed qualification for applying for the programme.**

Steps for On-line Registration

1. For online registration of personal and academic data, the candidates must visit the website, www.stcp.ac.in/admissions and click on the link“**UG Admission- Apply Now**”.
2. Follow the online instructions and fill in the necessary details in the relevant fields provided.
3. Please note that only one application can be generated using one mobile number and hence the applicant should be extremely careful while entering the details online..
4. Pay the application through the Online Payment Gateway. You can use UPI/Debit Card/Credit Card or Internet Banking facility for making online payment.
5. After remitting the fee, you will be redirected back to the application page.
6. Upload the digital images /pdf s of the documents in proof of caste/community/bonus marks claimed etc.
7. Verify with the relevant documents and confirm the details entered on-line.
8. After satisfying himself/herself that the details entered are correct, the applicants shall proceed to the Final Submission.

6. ADMISSION PROCESS

1. Admission Process will be Offline, so all the selected candidates will be intimated from the college and are requested to come in person to the College office with the Parent/Guardian to take admission on the scheduled date and time, failing which his/ her admission will be cancelled.
2. Candidates who come to the college for the Admission Process, need to carry the hardcopy (Original & Photocopy) of the following Documents & Certificates.
 - Signed copy of application form
 - Signed copy of undertaking by candidate and parent
 - +2 Certificate
 - Proof of date of Birth (SSLC certificate-2 copies)
 - TC and Conduct Certificate obtained within six months from the institution last attended
 - Eligibility certificate from MG University (if the candidate qualified +2 from a board other than CBSE, CISCE and Kerala State Higher Secondary Board/ VHSE)
 - Caste and income certificate / non-creamy layer certificate/ EWS certificate for claiming seat reservation/fee concession.
 - Certificates in proof of bonus marks (NCC,NSS, SCOUT/ Student police/Rajyapuraskar/Nanmamudra certificate, Dependent certificate from Zilla Sainik Welfare officer etc. whichever is applicable)
 - Aadhaar Card

- For Admission under Community Quota- SSLC Certificate mentioning the community (Syrian Catholic/RCSC) or Caste Certificate.
3. The selected candidate shall report to the Department concerned. The Head of the Department shall verify the documents produced by the candidate. If the candidate fails to submit any of the required certificates/ fails to meet the eligibility criteria applicable to a particular programme, the admission will be cancelled.
 4. Once the formalities in the department are successfully completed, the candidate shall meet the Principal. After the interview by the Principal, the candidate shall pay the fee and complete the admission process in the Office. If the candidate fails to pay the fee within the stipulated time, the admission will be cancelled.

Note: Any candidate who has enrolled for a programme (UG/PG/Diploma) but hasn't completed it, is not eligible for admission to any graduate programme without cancelling the previous registration to the programme to which he/she has already enrolled. Completion of a programme of study shall be determined based on passing all papers of the examination for getting the degrees prescribed under MG University Statutes 1997.

RAGGING IS A CRIME: The "Hon'ble Supreme Court of India has directed that if any incident of ragging comes to the notice of the authority, the student concerned shall be given liberty to explain, and if his explanation is not found satisfactory, the authority would expel him from the institution.

7. LIST OF RESERVATION CATEGORIES

1. LIST OF SCHEDULED CASTES [As Amended by the Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002 [Act 61 of 2002] Vide Part VIII - Kerala Schedule 1 Notified in the Gazette of India dated 18.12.2002, The Constitution (Scheduled Castes) Order (Amendment) Act 2007] [See Clause 5.4.3 (a)]

1. Adi Andhra
2. Adi Dravida
3. Adi Karnataka
4. Ajila
5. Arunthathiyar
6. Ayyanavar
7. Baira
8. Bakuda
9. xxx
10. Bathada
11. xxx
12. Bharathar (Other than Parathar), Paravan
13. xxx
14. Chakkiliyan
15. Chamar, Muchi
16. Chandala
17. Cheruman
18. Domban
19. xxx
20. xxx
21. xxx
22. Gosangi
23. Hasla
24. Holeyá
25. Kadaiyan
26. Kakkalan, Kakkan
27. Kalladi
28. Kanakkan, Padanna, Padannan
29. xxx
30. Kavara (other than Telugu speaking or Tamil speaking Balija Kavarai, Gavara, Gavarai, Gavarai Naidu, Balija Naidu, Gajalu Balija or Valai Chetty)
31. Koosa
32. Kootan, Koodan
33. Kudumban
34. Kuravan, Sidhanar, Kuravar, Kurava, Sidhana
35. Maila
36. Malayan, Kannur, Kasargod, Kozhikode and Wayanad districts
37. Mannan (ÎHPX), Pathiyan, Perumannan, Vannan, Velan
38. xxx
39. Moger (other than Mogeýar)
40. Mundala
41. Nalakeyava
42. Nalkadaya
43. Nayadi
44. xxx
45. Pallan

46. Palluvan, Pulluvan
47. Pambada
48. Panan
49. xxx
50. Paraiyan, Parayan, Sambavar, Sambavan, Sambava, Paraya, Paraiya, Parayar
51. xxx
52. xxx
53. xxx
54. Pulayan, Cheramar, Pulaya, Pulayar, Cherama, Cheraman, Wayanad Pulayan, Wayanadan Pulayan, Matha, Matha Pulayan
55. xxx
56. Puthirai Vannan
57. Raneyar
58. Samagara
59. Samban
60. Semman, Chemman, Chemmar
61. Thandan (excluding Ezhuvas and Thiyyas who are known as Thandan, in the erstwhile Cochin and Malabar areas) and (Carpenters who are known Thachan, in the erstwhile Cochin and Travancore State) , Thachar other than carpenter
62. Thoti
63. Vallon
64. Valluvan
65. xxx
66. xxx
67. Vetan
68. Vettuvan, Pulaya Vettuvan (in the areas of eastwhile Cochin State only)
69. Nerian

2. LIST OF SCHEDULED TRIBES [As Amended by The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002 (Act 10 of 2003) Vide Part-VII -Kerala - Second Schedule Notified in the Gazette of India dated 8.1.2(03) [See Clause 5.4.3 (a)]

1. Adiyar
2. Arandan [Arandan]
3. Eravallan
4. Hill Pulaya, Mala Pulayan, Kurumba Pulayan, Kuravazhi Pulayan, Pamba Pulayan
5. Irular, Irulan
6. Kadar [Wayanad Kadar]
7. xxx
8. Kanikkaran, Kanikkar
9. Kattunayakan
10. (Kochuvelan)
11. xxx
12. xxx
13. Koraga
14. xxx
15. Kudiya, Melakudi
16. Kurichchan [Kurichian]
17. Kurumans, Mulla Kuruman, Mulla Kuruman, Mala Kuruman
18. Kurumbas, [Kurumbar, Kurumban]
19. Maha Malasar
20. Malai Arayan [Mala Arayan]
21. Malai Pandaram
22. Malai Vedan [Malavedan]

23. Malakkuravan
 24. Malasar
 25. [Malayan, Nattu Malayan, Konga Malayan (excluding the areas comprising the Kasaragod, Kannur, Wayanad and Kozhikode Districts)]
 26. Malayarayar
 27. Mannan (ĪKṔX)
 28. xxx
 29. Muthuvan, Mudugar, Muduvan
 30. Palleyan, Palliyan, Palliyar, Paliyan
 31. xxx
 32. xxx
 33. Paniyan
 34. Ulladan, [Ullatan)
 35. Uraly
 36. Mala Vettuvan(in Kasaragod & Kannur districts)
 37. Ten Kurumban, Jenu Kurumban
 38. Thachanadan, ThachanadanMoopan
 39. Cholanaickan
 40. Mavilan
 41. Karimpalan
 42. Vetta Kuruman
 43. Mala Panikkar
 44. Maratis of Kasargod and Hosdurg Taluk
3. **LIST OF OTHER ELIGIBLE COMMUNITIES (OEC) [See Clause 5.4.3(f) (Annexure to G. O. (MS) No. 14/2017/BCDD dated 02/08/2017)**
- OEC (ST)**
1. Allar (Alan)
 2. Chingathan
 3. Irivavan
 4. Kalanadi
 5. Malayan, Konga-Malayan (Kasaragod, Kannur, Wayanad & Kozhikode Districts)
 6. Kundu – Vadiyan
 7. Kunuvarmanadi
 8. Malamuttan
 9. Malavettuvar (ExceptKasaragod & Kannur Districts)
 10. Malayalar
 11. Panimalayan
 12. Pathiyan (Other than Dhobies)
- OEC (SC)**
1. Chakkamar
 2. Madiga
 3. Chemman/Chemmar
 4. Kudumbi
 5. Dheevera/Dheeveran (Arayan, Valan,Nulayan, Mukkuvan, Arayavathi, Valanchiyar, Paniyakal, Mokaya, Bovi, Magayar, Mogaveerar)
 6. Scheduled Caste converted to Christianity
 7. Kusavan, Kulalan, Kumbharan, Velaan, Odan, Andhrta Nair, Andhuru Nair
 8. Pulayan Vettuvan (Except Kochi State)
4. **LIST OF SOCIALLY AND EDUCATIONALLY BACKWARD CLASSES (SEBC) [Vide G.O. (P) 208/66/Edn. dated 02.05.1966, G.O. (Ms) No. 95/08/SCSTDD dated 06.10.2008 & G.O. (Ms) No. 58/2012/SCSTDD dated 16.04.2012, G.O.(Ms) No. 10/2014/BCDD dated: 23.05.2014, Lr No. 1538/A2/2014/BCDD dated 02.07.2014] [See Clause 5.4.2 (a)]**

- I. Ezhavas including Ezhavas, Thiyyas, Ishuvan, Izhuvan, Illuvan and Billava
- II. Muslims (all sections following Islam)
- III. Latin Catholics other than Anglo Indians
- IV. Dheevera including Dheeveran, Araya, Arayas, Arayan, Valan, Nulayan, Mukkuvan, Arayavathi, Valinjar, Paniakkal, Paniakel, Mukaya, BovisMukayar, Mukaveeran, Mogaveera, Mogavirar, Mogayan
- V. Viswakarmas including Viswakarma, Asari, Chaptogra, Kallassari, Kalthachan, Kammala, Kamsala, Kannan, Karuvan, Kitaran, Kollan, Malayala Kammala, Moosari, Pandikammala, Pandithattan, Perumkollan, Thachan, Thattan, Vilkurup, Villasan, Viswabrahmanan or Viswabrahmanar, Viswakarmala and Palisa Perumkollan
- VI. Kusavan including Kulalan, Kulala Nair, Kumbaran, Velaan, Velaans, Velaar, Odan, Kulala, Andhra Nair, Anthuru Nair
- VII. Other Backward Christians (a) SIUC (b) Converts from Scheduled Castes to Christianity
- VIII. Kudumbi
- IX. Other Backward Hindus, i.e.
 1. Agasa
 2. Kharvi
 3. Aremahrati
 4. Arya, Atagara, Devanga, Kaikolan, (Sengunthar) Pattarya, Pattariyas, Saliyas (Padmasali, Pattusali, Thogatta, Karanibhakatula, Senapathula, Sali, Sale, Karikalabhakulu, Chaliya, Chaliyan) Sourashtra, Khatri, Patnukaran, Illathu Pillai, Illa Vellalar, Illathar
 5. Bestha
 6. Bhandari or Bhondari
 7. Boya
 8. Boyan
 9. Chavalakkaran
 10. Chakkala (Chakkala Nair)
 11. Devadiga
 12. Ezhavathi (Vathi)
 13. Ezhuthachan, Kadupattan
 14. Gudigara
 15. Galada Konkani
 16. Ganjam Reddies
 17. Gatti
 18. Gowda
 19. Ganika including Nagavamsom
 20. Hegde
 21. Hindu Nadar
 22. Idiga including Settibalija
 23. Jangam
 24. Jogi
 25. Jhetty
 26. Kanisu or Kaniyar-Panicker, Kaniyan, Kanisan or Kamnan, Kannian or Kani, Ganaka
 27. xxx
 28. Kalarikurup or Kalari Panicker
 29. Kerala Muthali, Kerala Mudalis
 30. Oudan (Donga) Odda (Vodde or Vadde or Veddai)
 31. Kalavanthula
 32. Kallan including Isanattu Kallar
 33. Kabera
 34. Korachas
 35. x x x

36. Kannadiyans
37. Kavuthiyar, Kavuthiya
38. Kavudiyaru
39. Kelasi or Kalasi Panicker
40. Koppala Velamas
41. Krishnanvaka
42. Kuruba
43. Kurumba
44. Maravan (Maravar)
45. Madivala
46. Maruthuvar
47. Mahratta (Non-Brahman)
48. Melakudi (Kudiyar)
49. x x x
50. Moili
51. Mukhari
52. Modibanda
53. Moovari
54. Moniagar
55. Naicken including Tholuva Naicker and Vettilakkara Naicker, Naikkans
56. Padyachi (Villayankuppam)
57. Palli
58. Panniyar or Pannayar
59. Parkavakulam (Surithiman, Malayaman, Nathaman, Moopandar and Nainar)
60. Rajapuri
61. Sakravar (Kavathi), Chakravar
62. Senaithalaivar, Elavania, Senaikudayam
63. Chetty/Chetties including Kottar Chetties, Parakka Chetties, Elur Chetties, Attingal Chetties, Pudukkada Chetties, Iraniel Chetties, Sri Pandara Chetties, Telugu Chetties, Udiyankulangara Chetties, Peroorkada Chetties, Sadhu Chetties, 24 Mana Chetties, Wayanadan Chetties, Kalavara Chetties and 24 Mana Telugu Chetties
64. Tholkolan
65. Thottiyar, Thottian
66. Uppara (Sagara)
67. Ural Goundan
68. Valaiyan
69. Vada Balija
70. Vakkaliga
71. Vaduvan(Vadugan), Vaduka, Vadukan, Vadugar
72. Veera Saivas (Pandaram, Vairavi, Vairagi, Yogeaswar, Yogeaswara, Poopandaram, Malapandaram, Pandaran, Matapathi and Yogi)
73. Veluthedathu Nair including Vannathan, Veluthedan and Rajaka
74. Vilakkithala Nair including Vilakkathalavan, Ambattan Pranopakari, Pandithar and Nusuvan
75. Vaniya including Vanika, Vanika Vaisya, Vaisya Chetty, Vanibha Chetty, Ayiravar Nagarathar, Vanian, Vaniya Chetty, Vaniar
76. Yadava including Kolaya, Ayar, Mayar, Maniyani, Eruman, Iruman, Erumakkar, Golla and Kolaries
77. Chakkamar
78. Mogers of Kasaragod Taluk
79. x x x
80. x x x
81. x x x

82. Reddiars (throughout the State except in Malabar area)

83. Mooppar or Kallan Moopan or Kallan Moopar