

HANDBOOK 2025-26



Accredited by
NAAC with
A++



KIRF
Ranked

NAIPUNNNYA

INSTITUTE OF MANAGEMENT AND
INFORMATION TECHNOLOGY (NIMIT)
(AUTONOMOUS)

(Affiliated to the University of Calicut, ISO 9001-2015 Certified)
Pongam, Koratty East, Thrissur District, Kerala State - 680 308.





**NAIPUNNYA INSTITUTE OF MANAGEMENT
AND INFORMATION TECHNOLOGY**

PONGAM, KORATTY – 680308, THRISSUR - DIST, KERALA

(Affiliated to the University of Calicut, NAAC Accredited with
A ++ grade, ISO 9001 - 2015 certified)

HANDBOOK 2025-2026
(To be carried to the class everyday)

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PERSONAL MEMO 2025-26 (Class Teacher Copy)

Name of the student:

Class/Course & Year:

Admission No.: Date of Birth:

Email ID:.....Blood Group:

Father

Mother

Name:

Name:

Designation:.....

Designation:.....

Office Address:.....

Office Address:.....

.....

.....

Home Address:.....

.....

Email ID (Father/Mother):

Tel: (Home):.....

Mobile (Father):

Mobile (Mother):

Mobile number of the student:

Siblings associated with Naipunnya (If applicable)

1. Name: Course & Year:

2. Name: Course & Year:

Mode of Transport:

☐College Bus ☐Private ☐Public Transport ☐Bicycle ☐Motor Bike ☐Bus

Route:

Concession Card: Yes / No Hosteller: Yes / No

Signature of the student:

Specimen Signatures

Mother:Father:

(To be handed over to the class in charge)



PERSONAL MEMO 2025-26 (Student Copy)

Name of the student:

Class/Course & Year:

Admission No.: Date of Birth:

Email ID:.....Blood Group:

Father

Mother

Name:

Name:

Designation:.....

Designation:.....

Office Address:.....

Office Address:.....

.....

.....

Home Address:.....

.....

Email ID (Father/Mother):

Tel: (Home):.....

Mobile (Father):

Mobile (Mother):

Mobile number of the student:

Siblings associated with Naipunnya (If applicable)

1. Name: Course & Year:

2. Name: Course & Year:

Mode of Transport:

☐College Bus ☐Private ☐Public Transport ☐Bicycle ☐Motor Bike ☐Bus

Route:

Concession Card: Yes / No Hosteller: Yes / No

Signature of the student:

Specimen Signatures

Mother:Father:

PROGRAMMES OFFERED

U G Programmes

B. Com Finance (Honours)

B.Sc. Computer Science (Honours)

B.Sc. Hotel Management and Catering Science (Honours)

Bachelor of Business Administration (Honours)

B. Com Computer Application (Honours)

BCA (Honours)

B.Sc. Hotel Management and Culinary Arts (Honours)

B.A. English Language and Literature (Honours)

B. Com Co-operation (Honours)

Bachelor of Hotel Administration (Honours)

B.Sc. Information Technology (Honours)

Bachelor of Social Work (Honours)

B.Sc. Costume and Fashion Designing (Honours)

P G Programmes

M.Com

M.Sc. Computer Science

M.A. English Language and Literature

Master of Social Work

Master of Business Administration

Craftsmanship Programme

Craftsmanship Programme in Catering Management

PRAYER

Monday

O Lord!

We come before your presence today to seek your blessings and graces. Grant us wisdom and guidance to pursue our goals according to your plans. Enlighten us with your wisdom to have a holistic growth of body, mind, and soul. Help us to lead a life of integrity and commitment bringing glory to your holy name.

Amen.

Tuesday

O Lord! the author of our life and creation,

As we welcome this new day, be with us and enlighten us with your wisdom and knowledge. May we be blessed with your choicest blessings to lead a fruitful life. Bless our parents and teachers as they guide us in our lives to reach our goals. Grant us your grace to overcome failures with courage and accept success with gratitude. May our lives honour you and your light dispel darkness from our lives.

Amen.

Wednesday

Merciful Father,

We are conscious of your mighty and holy presence in our midst. Kindly lead us to the light as we are groping in the dark most of the time. Enlighten our minds and hearts during the day. Help us to follow the right path so that we may never forsake you or displease you.

Amen.

Thursday

O, Lord!

We acknowledge your mighty presence in our midst. Strike at the emptiness of our hearts and enrich us with your abundant blessings throughout the day. Bless and lead us all in the right path. We thank you for this fresh day of faith, hope and promise bestowed on us in your infinite wisdom.

Amen.

Friday

O God!

As we turn a new page in our book of life, we implore you to inscribe the best of thoughts, insights and values in the depths of our soul. May the intellectual endeavour we undertake stimulate our creativity, enhance our skills, explore our potential and ennoble our character, grooming us as worthy and successful citizens, ready to face challenges with fortitude and grace. We hope, the enchanting world of knowledge we delve into, inspire us to become ardent custodians of truth, votaries of justice and messengers of peace.

Amen.

Saturday

Heavenly Father,

May our academic engagement become a testament to our life-long quest for true wisdom, a liberating sign of our shared humanity, and a beautiful hymn to your lasting glory. May we be always grateful for the abundant blessings you bestow upon us. Lead us, guide us and protect us as we journey on in life.

Amen.

PLEDGE TO THE NATION

India is my country. / All Indians / are my brothers and sisters. / I love my country / and I am proud of/ its rich and varied heritage. / I shall always strive / to be worthy of it. / I shall give my parents, / teachers / and all elders/ respect / and treat everyone / with courtesy.

To my country / and to my people, / I pledge my devotion. / In their well-being / and prosperity alone / lies my happiness.

COLLEGE ANTHEM

The highways to knowledge and skill
Run through these yards
Wisdom and understanding
Bloom together in these fields
Building lives, spreading smiles
We march forward over every
High hill and low valley.
Reach, reach for the unreachable
Leap, leap for the stars beyond
Naipunnya, we reach for the unreachable
Naipunnya, we leap for the stars beyond.
Creative minds unite here
As a family we flourish
Seeing the unseen, we attempt
Great things together
Our utmost we pledge
To build a better world unyielding spirits seeking minds
Setting out for the horizon
(Reach, reach...)

Naipunnya... (2)

NAIPUNNYA GROUP OF EDUCATIONAL INSTITUTIONS

(Managed by the Archdiocese of Ernakulam – Angamaly)

Naipunnya Institute of Management & Information Technology, Pongam, Koratty

(Affiliated to the University of Calicut, NAAC Accredited with A++
grade, ISO 9001 - 2015 certified)

Naipunnya School of Management, Cherthala

(Affiliated to the University of Kerala; Department of Tourism, Govt. of
Kerala; NIOS, New Delhi, NAAC Accredited with A)

Naipunnya Public School, Edakunnu, Angamaly

(Affiliated to CBSE, New Delhi)

College Working Time*:

Monday – Friday : 8.50 am- 4.00 pm

Office Working Hours

Monday - Friday : 8.50 am – 4.30 pm

Saturday : 9.00 am - 4.00 pm

*Subject to change

MOTTO

To reach the unreachable

VISION

The first global choice for affordable, skill-based, and holistic education that transforms societies.

MISSION

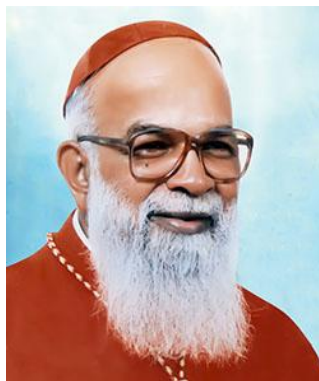
We turn individuals to socially sensitive leaders by upskilling, experiential learning, student-centric approach, and research & innovation. We provide a global learning environment at competitive costs.

SCOPE

NIMIT's scope is unlimited. In an ever-expanding world of knowledge, professionalism demands constant improvement in quality and competence. NIMIT tries to expand its horizon by maintaining exemplary standards in higher education.

CORE VALUES

- Personal and professional integrity
- Commitment to mission
- Determination for excellence
- Socially responsive
- Clean and Green campus
- Happy community
- Holistic formation
- People-centric approach
- Learning environment



MAJOR ARCHBISHOP ANTONY CARDINAL PADIYARA
Founder – Naipunnya Institutions

EMBLEM



The Naipunnya emblem portrays one reaching for a star. This signifies the indomitable spirit of NIMIT in its persistent quest for excellence. The star is symbolic of the exalted aims that we all should have.

QUALITY POLICY

Our quality policy is to achieve and sustain exemplary standards in educational services by improving the student's achievement quotient in various careers.

This is achieved by

- Purposive mentoring.
- Competent and committed teachers.
- Effective teaching and evaluation methodologies.

NAIPUNNYA - PROFILE

Opening Doors to Success

Naipunnya Institute of Management and Information Technology (NIMIT), a premier professional training institute in God's Own Country, is one of the best of its kind in South India. Naipunnya in Sanskrit means “dexterity” or “mastery”. NIMIT, as the name signifies, aims at professionalism, discipline and holistic development of the student. The Institute is unique in its approach towards professionalism, whereby even those from the lower economic strata get a platform to forge their skills and potentials. Not surprisingly, this was the first College in Kerala to offer a regular degree in Hotel Management from a University based in Kerala.

NIMIT MILESTONES

Naipunnya Institute of Management and Information Technology (NIMIT) managed by the Archdiocese of Ernakulam- Angamaly was launched back in 1998 as a Vocational Training Centre addressing the needs of the people around the campus. From its very inception, the college worked with an educational vision with a keen focus on career prospects and employability.

NIMIT was formally inaugurated on 3rd of June 2002 as an affiliated college to the University of Calicut. Within a short span of time, NIMIT has spread its wings in the higher education sector and has attained the status of Centre of Excellence along with its sister concerns, Naipunnya School of Management at Cherthala in Alleppey district and Public Schools at Edakkunnu and Thrikkakara. In 2004, NIMIT was granted the ISO 9001 – 2008 (upgraded to 9001- 2015) certification for exemplary standards in education and student training. In 2019, NIMIT was accredited with B++ grade by NAAC. In 2024 the institution was awarded with A++ grade by NAAC- making it the first Self-Financing College in Kerala to achieve this in the Second Cycle of Accreditation. Additionally, Naipunnya earned the distinction of being the second self-financing college to be ranked among the top 100 institutions in the 2024 KIRF rankings. The college was conferred the Autonomous status by UGC for the duration 2025-2035 in 2025.

PATRON

His Beatitude Mar Raphael Thattil
Major Archbishop of the Major Archeparchy of
Ernakulam - Angamaly

His Grace Mar Joseph Pamplany
Vicar of the Major Archbishop of the Archeparchy of
Ernakulam–Angamaly

GOVERNING BODY

Very Rev. Msgr. Anto Cheranthuruthy (Syncellus)
Very Rev. Fr. Dr. Thomas Vaikathuparambil (Finance Officer)
Rev. Fr. Dr. Paulachan K. J. (Exe. Director and Principal, NIMIT)
Rev. Fr. Jimmy Kunnathoor (Asst. Exe. Director, NIMIT)
Rev. Fr. Tony Xavier (Asst. Exe. Director, NIMIT)
Rev. Fr. Dr. Diston Kunjachan (Vice Principal, NIMIT)
Dr. Ann Mary Fernandez (Former Registrar, University of Madras & Dean Admin, Alliance University)
Dr. M. Bhasi (Professor, School of Management Studies, CUSAT)
Dr. Joseph I. Injodey (Former Director, Rajagiri College of Social Sciences, Kalamassery)
Prof. Dr. Sam Thomas (Professor, School of Management Studies, CUSAT)
Mr. Kurian Abraham (MD, Dhanam Publications Pvt. Ltd)
Dr. Benny Antony (Joint Managing director, Arjuna Natural)
Dr. Joshy Joseph (Associate Professor, IIM –K)
Mr. George Thomas GM (PR & Admin), BPCL
Ms. Aswathy Govind (Management/Business Consultant)
Mr. M. S. Sebastian (Senior Management Consultant, Sebanson Business Solutions, Ernakulam)
Mr. Jijo G John (CEO, Calpine Group, Info Park, Kochi)
Mr. Nobin Thomas (Asst. Professor, IIM, Indore)
Mr. John Mathulla (Director of Operations, Crowne Plaza, Kochi)
Dr. Jacob P. M. (Director, Naipunya Business School)
Ms. Teresa Parackal (Vice Principal - Academics, NIMIT)
Mr. Robert Fernandez (Vice Principal - Campus Management, NIMIT)
Ms. Emily Ittiachan (Director, Centre for Examinations, NIMIT)
Dr. Joy Joseph Puthussery (Dean of Studies/ IQAC Coordinator, NIMIT)
Dr. Sabu Varghese (Director, IT/ HRD Cell, NIMIT)
Ms. Sonia Thomas (NAAC Coordinator, NIMIT)

MANAGEMENT TEAM

1. Rev. Fr. Dr. Paulachan K. J. (Exe. Director and Principal)
2. Rev. Fr. Jimmy Kunnathoor (Asst. Exe. Director)
3. Rev. Fr. Tony Xavier (Asst. Exe. Director)
4. Rev. Fr. Dr. Diston Kunjachan (Vice Principal, NIMIT)
5. Ms. Teresa Parackal (Vice Principal - Academics)
6. Mr. Robert Fernandez
(Vice-Principal - Campus Management & HoD, Hotel Management)
7. Ms. Emily Ittiachan (Director, Centre for Examinations)
8. Dr. Jacob P. M. (Director, Naipunnya Business School)
9. Dr. Sabu Varghese (Director, IT/ HRD Cell)
10. Dr. Joy Joseph Puthussery (IQAC Coordinator/Dean of Studies)
11. Ms. Sonia Thomas (NAAC Coordinator)

ACADEMIC COUNCIL

1. Rev. Fr. Dr. Paulachan K. J. (Exe. Director and Principal)
2. Rev. Fr. Jimmy Kunnathoor (Asst. Exe. Director)
3. Rev. Fr. Tony Xavier (Asst. Exe. Director)
4. Rev. Fr. Dr. Diston Kunjachan (Vice Principal, NIMIT)
5. Ms. Teresa Parackal (Vice Principal - Academics)
6. Mr. Robert Fernandez
(Vice-Principal - Campus Management & HoD, Hotel Management)
7. Dr. Joy Joseph Puthussery (IQAC Coordinator/Dean of Studies)
8. Dr. Jacob P. M. (Director, MBA)
9. Ms. Sonia Thomas (NAAC Coordinator)
10. Dr. Mathew Jose K. (HoD, PG Department of Commerce)
11. Mr. Jayakrishnan S. (HoD, PG Department of Computer Science)
12. Dr. Purnima S Kumar (HoD, PG Department of English)
13. Ms. Joyshree Mondal (HoD, PG Department of Social Work, Council Secretary)
14. Mr. Shaju P.M. (HoD, Department of IT)
15. Ms. Niya Scaria (HoD, Department of Physical Education)
16. Mr. Renjith Rajappan (Placement Officer)
17. Dr. Jose Poulouse (Librarian)
18. Ms. Megha A (Faculty Representative (BSc CC & FD))

INTERNAL QUALITY ASSURANCE CELL (IQAC)

As per National Assessment and Accreditation Council (NAAC) guidelines, every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. The Internal Quality Assurance Cell (IQAC) of NIMIT was established in October 2017 and has become the lifeblood of the entire institution's quality framework. The IQAC focuses on realizing the goals of quality enhancement and sustenance in every area of the institution. NIMIT IQAC has developed a conscious, consistent, and catalytic movement by creating policies, systems, mechanisms and procedures to ensure that the objectives of NAAC are used in meaningful ways towards channelizing efforts and measures towards educational outcomes. The IQAC, thus, coordinates the process of evaluation of the syllabus and creates a progressive curriculum including certificate and diploma courses according to the changing trends in the higher education sector. An effective feedback mechanism collects feedback from the different stakeholders and monitors the quality and efficacy of the policies and processes of the institution. Apart from providing a culture of quality in higher education, the NIMIT IQAC organizes workshops and seminars to promote quality enhancement of the institution as well as its peer institutions. The members of the Faculty, participate in workshops and seminars organised by IQAC and offer Institutional mentoring to other colleges.

IQAC COMPOSITION

1. Chairperson

Rev. Fr. Dr. Paulachan K. J.

2. IQAC Coordinator

Dr. Joy Joseph Puthussery

3. NAAC Coordinator

Ms. Sonia Thomas

4. Teaching Staff

- i. Dr. Jacob P.M, Director, Department of MBA
- ii. Dr. Mathew Jose K., HoD, PG Department of Commerce
- iii. Mr. Robert Fernandez, Vice Principal -Campus Management/
HoD, Department of Hotel Management
- iv. Mr. Jayakrishnan S., HoD, PG Department of Computer Science
- v. Dr. Purnima S Kumar, HoD, PG Department of English

- vi. Ms. Joyshree Mondal, HoD, PG Department of Social Work
- vii. Mr. Shaju P. M., HoD, Department of IT
- viii. Ms. Niya Scaria, HoD, Department of Physical Education
- ix. Dr. Jose Poulouse, Librarian
- x. Ms. Sarithadevi S., Asst. Professor, Criteria 1
- xi. Dr. Sabu Varghese, Director, IT/ HRD Cell Criteria 2
- xii. Mr. Livin P. Wilson, Asst. Professor, Criteria 3
- xiii. Mr. Jimmy Joseph, Finance Officer, Criteria 4
- xiv. Ms. Mini Joshi, Asst. Professor, Criteria 5
- xv. Dr. Jeena Antony, Asso. Professor, Criteria 6
- xvi. Ms. Kavitha Vincent, Asst. Professor, Criteria 7
- xvii. Ms. Shajitha T.B., Asso. Professor, Criteria 8
- xviii. Rev. Dr. Antony Jose, Asst. Professor, Criteria 9
- xix. Dr. Anitha Mary Alex, Asso. Professor, Criteria 10

5. Administrative Officers

- i. Mr. Poulouse C.V., Superintendent

6. Members from Management

- i. Rev. Fr. Jimmy Kunnathoor, Asst Exe. Director
- ii. Rev. Fr. Tony Xavier, Asst Exe. Director
- iii. Rev. Fr. Dr. Diston Kunjachan (Vice Principal, NIMIT)
- iv. Ms. Teresa Parackal, Vice Principal -Academics
- v. Ms. Emily Ittiachan, Director, Centre for Examinations

7. Member from Local Body

Mr. Biju P. C. (President, Koratty Panchayat)

8. Members from Student Community

- i. Ms. Archana T U, II BBA
- ii. Mr. Joel Joseph, II BCA B

9. Member from Alumni

Mr. Mestin P.C.

10. External Experts

- i. Rev. Fr. Dr. Varghese Kalaparambath (Former Director, BMC)
- ii. Rev. Fr. Saje Peter Kannaparamban (Former Principal, NIMIT)
- iii. Dr. Joseph Injodey
(Former Director, Rajagiri College of Social Sciences, Kalamassery)
- iv. Dr. Bindiya Varghese, (IQAC Coordinator, Rajagiri College of Social Sciences)
- v. Mr. Joshy Joseph, Professor, IIM

11. Nominees Employers/ Industrialists-

- i. Mr. George Thomas (GM-PR & Admin, BPCL)
- ii. Dr. Benny Antony (Joint Managing Director, Arjuna Natural)

12. PTA

- i. Mr. Jomon Puthuva

MANAGEMENT REVIEW COMMITTEE MEMBERS (MR MEMBERS)

1. Rev. Fr. Dr. Paulachan K. J. (Executive Director/Principal)
2. Rev. Fr. Jimmy Kunnathoor (Asst.Exe. Director)
3. Rev. Fr. Tony Xavier (Asst.Exe. Director)
4. Rev. Fr. Dr. Diston Kunjachan (Vice Principal, NIMIT)
5. Dr. Nijo Varghese (ISO Coordinator)
6. Ms. Teresa Parackal (Vice Principal – Academics)
7. Mr. Robert Fernandez (Vice Principal -Campus Mgmt. / HoD, HM)
8. Ms. Emily Ittiachan (Director, Centre for Examinations)
9. Dr. Joy Joseph Puthussery (Dean of Studies / IQAC coordinator)
10. Dr. Sabu Varghese (Director, IT/ HRD Cell)
11. Dr. Jacob P M (Director, MBA)
12. Ms. Sonia Thomas (NAAC Coordinator)
13. Dr. Mathew Jose K. (HoD, Commerce)
14. Mr. Jayakrishnan S. (HoD, Computer Science)
15. Dr. Purnima S Kumar (HoD, English)
16. Ms. Joyshree Mondal (HoD, Social Work)
17. Mr. Shaju P. M. (HoD, IT Dept.)
18. Ms. Niya Scaria (HoD, Physical Education)
19. Ms. Megha A. (Faculty Representative BSc CC &FD)
20. Mr. Jimmy Joseph (Finance Officer)
21. Mr. Poullose C. V. (Superintendent)
22. Dr. Jose Poullose (Librarian)
23. Ms. Lincy Sojan (Storekeeper)
24. Mr. Renjith Rajappan (Placement Officer)

THE FACULTY

Rev. Fr. Dr. Paulachan K. J. (MBA, M.Phil., Ph.D.)	Executive Director/Principal	9605001987
Rev. Fr. Tony Xavier (MSW) (MBA)	Assistant Executive Director	9526817214
Rev. Fr. Dr. Diston Kunjachan (M Sc Psychology, MSW, M.Phil, Ph.D)	Vice Principal, NIMIT	9747394797
Ms. Teresa Parackal (M. Com, ADIIFA)	Vice Principal - Academics	9446741676
Mr. Robert Fernandez (MBA- THM)	Vice Principal - Campus Management	7012635903
Ms. Emily Ittiachan (M.Sc., B.Ed. (Mathematics))	Director, Centre for Examinations	9495248482
Dr. Sabu Varghese (M.Sc., MBA, Ph.D.)	Director IT/HRD Cell	9497202277
Dr. Joy Joseph Puthussery (M.Com, FCMA, Ph.D.)	Dean of Studies / IQAC Coordinator	9446947917
Ms. Sonia Thomas (MHRM, M.Sc. HM, MTM, NET)	NAAC Coordinator	9886670216

POST GRADUATE DEPARTMENT OF COMMERCE

Dr. Mathew Jose K. (M. Com, M.Phil. LLB, Ph.D.)	HoD/Professor	9446467315
Rev. Fr. Dr. Paulachan K. J. (MBA, M.Phil., Ph.D.)	Executive Director /Principal	9961915050
Ms. Teresa Parackal (M.Com, ADIIFA)	Vice Principal - Academics /Associate Professor	9446741676
Dr. Joy Joseph Puthussery (M.Com, FCMA, Ph.D.)	Dean of Studies/ Professor/ IQAC Coordinator	9446947917
Ms. Bindu G. (M.Com., M.Phil., DCA., SET, NET)	Academic Coordinator/ Associate Professor	9446719374
Dr. Anitha Mary Alex (M.Com, MBA, SET, B.Ed., NET, PHd.)	Stream Coordinator (B.Com. CA) / Associate Professor	9497682750
Ms. Noble Devassy (M.Com, MBA, SET)	Stream Coordinator (B.Com. CO) / Assistant Professor	9746410841

Ms. Roseland P M (M.Com, MBA, B.Ed., SET)	Assistant Professor	9497680126
Mr. Joseph James (M.Com, NET)	Assistant Professor	9946275055
Ms. Jissmol Varghese (M.Com, B.Ed, SET)	Assistant Professor	9494627614
Dr. Fairouz Ashareff (M. Com, Ph.D)	Assistant Professor	8714545451
Mr. Shanmughadas K. G (M. Com, MBA, M. Phil., NET)	Assistant Professor	7907051401
Dr. Jesney Antony (M.Com, Ph. D, NET)	Assistant Professor	9495340484
Ms. Rinku Kunjachan (M.Com, NET, B.Ed)	Assistant Professor	9446753170
Mr. Githin T. James (M.Com,SET, NET)	Assistant Professor	7012781224
Ms. Kripa Suresh (MCom, NET, SET)	Assistant Professor	7994166763
Dr. Remya Cheriyan (M.Com. MPhil, Ph.D.)	Assistant Professor	9544971541
BBA		
Dr. Antony George (MA Economics, PGDMSM, MBA, PGDIB, M.Phil., Ph.D.)	Associate Professor / Coordinator	8594002178
Ms. Kavitha Vincent (MBA)	Assistant Professor	8301034527
Ms. Vandana C. H. (MBA, PGDBA, M.Phil)	Assistant Professor	9656523453
Ms. Akhila Thomas (MBA)	Assistant Professor	9169160019
Ms. Cibiny Bibin (MBA, NET)	Assistant Professor	9539078181
Fr. Tony Xavier (MSW) (MBA)	Assistant Professor	9526817214

POST GRADUATE DEPARTMENT OF COMPUTER SCIENCE

Mr. Jayakrishnan S. (M.Sc. IT, MCA)	HoD / Associate Professor	9995114386
Ms. Sarithadevi S. (MCA, NET)	Academic Coordinator/ Assistant Professor	9400723311
Dr. Deepak K. V. (MCA, PhD.)	Assistant Professor/Stream Coordinator (BCA)	8089544482
Mr. Fredy Varghese (MCA)	Assistant Professor/ Stream Coordinator (BSc.IT)	7560938264
Mr. Livin P Wilson (M.Sc. Electronics)	Assistant Professor	9846252325
Dr. Soni P. M. (MCA, PhD)	Assistant Professor/ Stream Coordinator (B.Sc. CS)	9961270970
Ms. Anna Diana (MCA)	Assistant Professor	8281350286
Ms. Neenu Thomas (MCA)	Assistant Professor	9539541468
Ms. Anusha Sivanandan (M Tech)	Assistant Professor	9539523790
Ms. Bibitha Baby (MSc Computer science)	Assistant Professor	9947663206
Mr. Haarrish Sabu (M.Sc. Computer Science)	Assistant Professor	9745787163
Mr. Deny P Francis (MCA)	Assistant Professor	9388418448
Mr. Athul P.D (MCA)	Assistant Professor	8139834400
Ms. Aswathi M. R (MCA, NET)	Assistant Professor	9567565787
Ms. Jesteena Joy (MCA)	Lab Instructor	9846276702

DEPARTMENT OF HOTEL MANAGEMENT

Mr. Robert Fernandez (MBA-THM)	HoD/Associate Professor	7012635903
Mr. John Kizhakuden (M.Sc. HM)	Associate Professor/ Stream Coordinator (B.Sc. HMCA)	9495040374
Ms. Sonia Thomas (M.Sc. HM, MTM, MHRM, NET)	Associate Professor NAAC Coordinator	9886670216
Mr. Richi Thomas (MBA-THM)	Assistant Professor/ Academic Coordinator (B. Sc. HMCS)	8921542075
Ms. Renita Fernandez (MMH)	Assistant Professor/ Stream Coordinator (BHA)	8129960658
Mr. Anand Thomas (MBA-Hospitality Management)	Assistant Professor	9496215152
Mr. Jithu Doyal (M.Sc. THM)	Assistant Professor	9895483674
Mr. Rahul T R (M.Sc. THM)	Assistant Professor	9744758176
Mr. Rajan P. (Diploma in Food Production)	Assistant Professor	9446956919
Ms. Nayana Paul (DHMCT)	Assistant Professor	9745330615
Mr. Tilvin Sabu (BHS)	Assistant Professor	8848236953
Ms. Misouti Sarkar (B.Sc. Culinary Science)	Assistant Professor	7407207925
Mr. Vinu Vijayan (MBA)	Assistant Professor	9497666192
Ms. Jinson P. S. (B.Sc. HMCS)	Assistant Professor	9847227033
Mr. Praveen Antony (DHMCT)	Lab Instructor	9995896276
Mr. Prabhakaran K. G. (DHMCT)	Food Prod. Instructor	9447579497
Ms. Rose Mary Joby (M.Sc. Food & Nutrition)	Assistant Professor(P/time)	9744224966

POST GRADUATE DEPARTMENT OF ENGLISH

Dr. Purnima S. Kumar (MA English, M.Phil., Ph.D.)	HoD/Assistant Professor	9495933580
Dr. Veena Vijaya (MA English, M.Phil., Ph.D.)	Academic Coordinator/ Associate Professor	8137849202
Mr. Philip P. J. (MA English, M.Phil.)	Associate Professor(P/time)	9207179320
Ms. Gigy Johnson (MA English)	Assistant Professor	9400863648
Ms. Emil George (MA English, B.Ed., SET, NET, CELTA)	Assistant Professor	8281322832
Ms. Annie Sebastian (MA English, B. Ed.)	Assistant Professor	9497686325
Dr. Viji Vijayan (MA, PGDCJ, PhD)	Assistant Professor	9048073590
Ms. Sreelakshmi K. (M.A English, PGD (in Kathak), B. Ed.)	Assistant Professor	9633824068
Ms. Sabina Leo (M.A English, M.A. Sociology, B.Ed)	Assistant Professor	8299032572
Dr. Dhanumol C. M. (MA English, M.Phil., Ph.D.)	Assistant Professor	8281034033
Rev. Dr. Antony Jose (MA English, Ph.D.)	Assistant Professor	9562721457

POST GRADUATE DEPARTMENT OF SOCIAL WORK

Ms. Joyshree Mondal (MSW, M.Phil)	HoD, Assistant Professor	9207565605
Rev. Fr. Dr. Diston Kunjachan MSW, MPhil (Social Work), M.Sc. Psychology, Ph.D.	Vice -Principal	9747394797
Ms. Reni V. Kalayil (MSW)	Assistant Professor	9447306055
Dr. Sitara (M.A. English, M.Sc. Psychology, M.Phil (English), Ph.D. (Psychology)	Assistant Professor	9492490100
Ms. Anitta Jaison (MSW)	Assistant Professor	8606259080
Rev. Fr. Siju Padayattil (MSW, MA Sociology)	Assistant Professor(P/time)	994720566

DEPARTMENT OF FASHION DESIGNING

Ms. Megha A. (M.Sc. Fashion Designing)	Assistant Professor	8129516696
Ms. Alakananda (M.Sc. Fashion Designing)	Assistant Professor	7994337398

DEPARTMENT OF MASTER OF BUSINESS ADMINISTRATION

Dr. Jacob P. M (MBA, Ph.D)	Director	9446218306
Dr. Sabu Varghese (M.Sc., MBA, Ph.D)	Associate Professor	9497202277
Dr. Suraj E.S (MBA, NET, Ph D	Associate Professor	9567438653
Dr. Jeena Antony (M.Com, MBA, SET, Ph.D)	Assistant Professor	9746187264
Dr. Nijo Varghese S (MBA, NET, Ph.D)	Assistant Professor	9446143807
Fr. Ajo George Moothedan (MBA)	Assistant Professor	7560986097
Ms. Harisree N. Kumar (MBA)	Assistant Professor	9846121311
Ms. Nikhil Varghese (MBA)	Assistant Professor	9446436473
Rev. Fr. Baiju Ponthempilly (MBA)	Assistant Professor(P/Time)	9847405022
Mr. Jacob P. John (LLB, MBA)	Assistant Professor(P/Time)	9562855744

COLLABORATING FACULTY UNITS

DEPARTMENT OF ADDITIONAL LANGUAGES

Ms. Rejitha K Ravi (MA Malayalam, B.Ed., SET, NET)	Coordinator / Assistant Professor	9847140668
Dr. Sonia S. (MA Hindi, M.Phil., Ph.D.)	Assistant Professor	9037221271
Ms. Neethu Valsan (MA, MPhil, NET)	Assistant Professor	9633932283
Ms. Mary J Rose (M.A French)	Assistant Professor	9288021717
Ms. Nusreen (MA French)	Assistant Professor(P/time)	9597492146

DEPARTMENT OF MATHEMATICS AND STATISTICS

Ms. Shajitha T B (M.Sc. Mathematics, M.Ed., SET)	Coordinator / Associate Professor	9895420250
Ms. Emily Ittiachan (M.Sc. Mathematics, B.Ed.,)	Director, Centre for Examinations	9495248482

Ms. Mini Joshy (M.Sc. Mathematics, B.Ed)	Assistant Professor	8078448416
Ms. Stinphy Maxon (M.Sc. Mathematics)	Assistant Professor	8891945509
Ms. Reshma Bhaskaran (M.Sc. Mathematics)	Assistant Professor	8289875926
Ms. Malavika M R (M.com , NET)	Assistant Professor	9895536162

FACILITATING DEPARTMENTS

DEPARTMENT OF STUDENT WELFARE

Mr. Renjith Rajappan B.A (Hospitality Studies), Diploma in Hospitality Administration.	Placement Officer	9953620196
Mr. Johnny Panamkulam Ouseph (M. A. English)	Training Manager	8547334672
Mr. Gladson George (M.Com. MBA)	PRO/Extension Activity Coordinator	9744224910

DEPARTMENT OF IT

Dr. Sabu Varghese (M.Sc., MBA, Ph.D.)	Director IT	9497202277
Mr. Shaju P. M. (PGDCA)	HoD	9895196900
Mr. Joseph Sanith (IETE, DNHM)	System Administrator	9947192686
Mr. Jekson P. J. (MCA)	Software Developer	7736285966
Mr. Arun Paul (BCA)	Lab Assistant	8075229536

LIBRARY

Dr. Jose Poulose (M. LISc., Ph.D.)	Librarian	8921074732
Ms. Greeshma Valson (M. LISc)	Librarian	9048907950
Ms. Betty Johnson (CCLIC)	Assistant Librarian	8606624824

DEPARTMENT OF PHYSICAL EDUCATION

Ms. Niya Scaria (MPEd.)	HoD	9961263073
Mr. Abdul Majeed V. A. (Kerala Volleyball Association Certified Coach)	Certified Coach, Volleyball (Women)	8921323831

Mr. Disil Davis (Kerala Tug of War Association Certified Coach)	Certified Coach Tug of War (Men & Women)	9645303640
Mr. Jithin Mathew (Kerala Netball Association Certified Coach)	Certified Coach, Netball (Women)	9048022550
Mr. Iththisham Quraishi (BA)	Certified Coach, Netball	9400294948
Mr. Prince Thomas (M. Com)	Kerala Basketball Association Certified Coach, Baseball, Softball	7306764040

NON-TEACHING STAFF

Mr. Poulose C.V.	Superintendent
Mr. Jimmy Joseph	Finance Officer
Ms. Mini P. B.	Office Assistant
Ms. Regi George	Accountant
Ms. Liji Jose	Office Assistant
Mr. Arun Paul	IT Support Staff
Mr. Jeeson Benny	IT Support Staff
Ms. Beena Roy	Receptionist
Ms. Betty Johnson	Library Assistant
Ms. Shiny S.	Administrative Staff
Ms. Sony Antony	HRD Executive
Mr. Raju Joseph	Supervisor
Ms. Beena M. M.	Supervisor
Ms. Lincy Sojan	Store-in-Charge
Mr. Vincent T. T.	Hostel Warden (Boys)
Ms. Mary Paulson	Hostel Warden (Girls)
Mr. George P. V.	Security Cum Driver
Mr. Gijo T. Kuriakose	Driver
Mr. Jose M. D.	Driver
Mr. Manu Prakash	Driver
Mr. Gibin K M	Driver

Mr. Prabatra Baliarsing	Labourer
Ms. Shalet M. D.	Labourer
Ms. Seema Subi	Labourer
Ms. Jomol Jose	Ground Staff
Ms. Lissy Biju	Housekeeping Staff
Ms. Sherly Shaji	Housekeeping Staff
Ms. Beena Jude	Housekeeping Staff
Ms. Kochurani Pappachan	Housekeeping Staff
Ms. Siby Baby	Canteen Assistant
Mr. Kiran Rajeswaran	Asst. Electrician Cum Plumber
Mr. Rajan K. Nair	Security staff
Mr. P. K. Varghese	Security staff
Ms. Jyothi Francis	Receptionist

MAINTENANCE STAFF

Mr. Vinoj P. P.	Gardner
Mr. Bijoy Kuriakose	Pets Caretaker
Ms. Bindhu Ajayan	Labourer
Ms. Rosily Peter	Labourer
Mr. Bichu Santhosh	Labourer
Ms. Shiny Ambrose	Labourer
Ms. Valsa Jose	Labourer
Ms. Shobhana Gopi	Labourer
Mr. Sajeevkumar S. V.	Labourer
Ms. Shibila K. C.	Labourer
Ms. Daisy Johny	Kitchen staff
Ms. Mini Babu	Kitchen staff
Mr. Johnson M. V.	Kitchen staff
Ms. Irin Aruja	Kitchen staff
Ms. Shyla Unnikrishnan	Ground Staff

General Activities for the Academic Year 2025-26

Sl. No.	Activity	Supervisor	Coordinator
1	Admission Team	Principal, Fr. Tony Xavier (Asst. Exe. Director) & VPs	Dr. Antony George (Nodal Officer), HoDs, Superintendent, FO, Mr. Abin John, Ms. Noble Devassy, Mr. Jekson P. J.
2	Academic Council	Ms. Teresa Parackal	Ms. Joyshree Mondal (Secretary)
3	Academic Committee -FYUGP	Principal & VP (Academics)	Mr. Jayakrishnan S. (Nodal Officer) with HoDs and Dept. Coordinators
4	AICTE Coordination	Principal & VPs	Dr. Antony George (Nodal Officer), HoDs, Superintendent, FO
5	Curriculum Planning Team- Board of Studies (BOS)	Dr. Joy Joseph Puthussery & Ms. Sonia Thomas	Ms. Sarithadevi S.
6	NAAC Team	Ms. Sonia Thomas	Criteria Heads 1. Curriculum Design- Ms. Sarithadevi S 2. Faculty Resources- Dr. Sabu Varghese 3. Infrastructure- Mr. Livin P. Wilson 4. Financial Resources and Mgmt- Mr. Jimmy Joseph 5. Learning and Teaching- Ms. Mini Joshy 6. Extended Curricular Engagements- Dr. Jeena Antony 7. Governance and Administration- Mr. Jithu Doyal 8. Student Outcomes- Ms. Shajitha T. B. 9. Research and Innovation Outcomes- Fr. Dr. Antony Jose 10. Sustainability (Green Initiatives)- Ms. Anitha Mary Alex
7	Handbook	Ms. Sonia Thomas	Dr. Purnima S. with HoDs
8	Library Council	Dr. Joy Joseph Puthussery	Dr. Jose Paulose & Ms. Annie Sebastian
9	Open Course Coordinator	Ms. Teresa Parackal	Mr. Livin P. Wilson & HoDs
10	Outcome Based Education Team	Dr. Sabu Varghese	Ms. Mini Joshy, Department Coordinators & Mr. Jekson P. J.

11	PTWA Meetings	Dr. Joy Joseph Puthussery	Mr. John Kizhakuden & Ms. Neethu Valsan
12	Continuous Internal Evaluation	Ms. Emily Ittiachan, Ms. Teresa Parackal-HoDs	IT & Dept. Coordinators
13	University Examinations Support Team	Ms. Emily Ittiachan & Fr. Tony Xavier	HoDs, & Ms. Annie Sebastian
14	Result Analysis Team / Remedial	Ms. Teresa Parackal	HoDs, Ms. Rinku Kunjachan
15	Naimitr - Alumni Association	Dr. Joy Joseph Puthussery	Mr. Richi Thomas (Convenor), Ms. Rinku Kunjachan
16	Assembly in-charge	Mr. Robert Fetrnandez	Mr. Abin John, Mr. Rahul T. R., Ms. Anusha S.
17	Chronicler / Elixir	Ms. Teresa Parackal	Dr. Viji Vijayan & Mr. Shaju P. M.
18	College Magazine	Ms. Teresa Parackal	Ms. Sreelakshmi K.
19	Taal- Campus Radio	Fr. Antony Jose	Student Coordinator
20	College Union Election College Union Council	Ms. Teresa Parackal & Dr. Joy Joseph Puthussery	Dr. Deepak K.V. (RO & Advisor)
21	College Website / Promotional Activities	Fr. Tony Xavier Dr. Sabu Varghese	Mr. Athul P. D., Mr. Jekson P. J. & Dept. Coordinators
22	Commemorative Days	Dr. Anitha Mary Alex	HoDs – Department wise Ms. Reshma Bhaskaran - Common Days
23	Daily Prayer - Reception	Ms. Teresa Parackal	Ms. Sabina Leo
24	Earn While Learn / Friday Market	Dr. Joy Joseph Puthussery	HODs with Dept. Coordinators
25	Extension Activity	Dr. Joy Joseph Puthussery	HoDs & Mr. Gladson George
26	Green Audit Team	Dr. Joy Joseph Puthussery	Mr. Fredy Varghese
27	Medical Aid Team	Fr. Jimmy K. (Asst. Exe. Director)	Dr. V. R. Sitara

28	Mentoring and Counselling	Principal	Dr. V.R. Sitara & Dept. Coordinators
29	MoU and Linkage Coordinators	Ms. Sonia Thomas	HoDs
30	NSS	Dr. Joy Joseph Puthussery	Ms. Emil George, Ms. Alakananda & Mr. Gladson George
31	Outreach Activity	Dr. Joy Joseph Puthussery	Mr. Abin John & Dept. Coordinators
32	Placement Team & Job Fair	Principal Fr Tony Xavier	Mr. Renjith Rajappan, & Dept. Coordinators
33	Proofreading Team	Ms. Sonia Thomas	Ms. Sreelakshmi K., Ms. Sabina Leo & Dr. Veena Vijaya
34	Staff Secretary/Staff Treasurer/Birthday Celebration	Ms. Teresa Parackal	Ms. Stinphy Maxon
35	Unnath Bharath Abiyaan Coordinator	Dr. Joy Joseph Puthussery, Ms. Sonia Thomas	Mr. Gladson George
36	Pratidhi Counselling Center	Principal	Dr. V.R. Sitara & External Specialists.
37	Incubation Centre Coordinator, Extension and Continuing Education cell	Dr. Joy Joseph Puthussery	Mr. Joseph James
38	Finance Committee	Principal	Fr. Jimmy Kunnathoor Fr. Tony Xavier Ms. Teresa Parackal Dr. Joy Joseph Puthussery Mr. Jimmy Joseph
39	Research & Publication Committee & Funded Projects (Grants) Naipunnya Centre for Research	Fr. Antony Jose	Dr. Soni PM (Secretary) & Dept. Coordinators
40	Arts Club	Dr. Joy Joseph Puthussery	Ms. Kavitha V. & Dr. Sonia S.
41	Bhoomithrasena Club	Dr. Joy Joseph Puthussery	Ms. Anna Diana & Dr. Remya Cherian
42	Dance Club	Dr Joy Joseph Puthussery	Ms. Vandana C. H.

43	ED Club	Dr. Mathew Jose K	Mr. Joseph James & Ms. Cibiny V. P.
44	Electoral Literacy Club	Dr. Joy Joseph Puthussery	Dr. Deepak K. V.
45	Music Club	Dr. Joy Joseph Puthussery	Dr. Jeena Antony & Mr. Deny P. Francis
46	Quiz Club	Dr. Joy Joseph Puthussery	Mr. Shanmughadas K. G.
47	NEP Sarathi	Mr. Jayakrishanan S.	Mr. Shanmughadas K. G.
48	Spiritual club	Fr. Sijo Padayattil	Mr. Githin T. James, Ms. Anna Diana, Ms. Roseland Peter
49	Sports Club	Fr. Tony Xavier	Ms. Niya Scaria & Ms. Noble Devassy
50	Anti- Ragging Cell	Mr. Robert Fernandez	Dr. Fairouz Ashraff, Ms. Stinphy Maxon, Mr. Abin John, & Fr. Ajo M.
51	Anti-drug Cell	Mr. Robert Fernandez	Mr. Joseph James & Mr. Abin John
52	Competitive Examination Cell	Dr. Joy Joseph Puthussery	Dr. Dhanumol C. M.
53	Disciplinary Cell	Mr. Robert Fernandez	HoDs
54	Exam Grievance Cell	Principal	Fr. Tony Xavier Ms. Emily Ittiachan Ms. Teresa Parackal Mr. C.V. Poullose
55	Foreign Language Training Cell	Dr. Joy Joseph Puthussery	Dr. Sonia S. & Ms. Mary J Rose
56	Grievance Redressal Cell (SGRC)	Principal	Dr. Joy Joseph Puthussery Ms. Teresa Parackal Dr. V.R. Sitara Student Representative
57	Grievance Redressal Cell -Faculty	Principal	Dr. Sabu Varghese (Director HRD) & Ms. Bindu G.
58	Internal Complaint Committee (ICC)	Principal	Ms. Teresa Parackal
59	Media Cell	Principal, Dr. Sabu Varghese	Mr. Gladson George & Ms. Neethu Valsan

60	Minority cell	Dr. Joy Joseph Puthussery	Ms. Kripa Suresh, Ms. Harisree N Kumar & Ms. Aswathi M. R.
61	OBC Cell	Dr. Joy Joseph Puthussery	Ms. Kripa Suresh, Ms. Harisree N Kumar & Ms. Aswathi M. R.
62	SC/ST Cell Thrive Project (Tribal Day)	Dr. Joy Joseph Puthussery	Ms. Kripa Suresh, Ms. Harisree N Kumar & Ms. Aswathi M. R.
63	Scholarship Cell	Dr. Joy Joseph Puthussery	Ms. Jissmol Varghese
64	Women's Cell	Dr. Joy Joseph Puthussery	Ms. Reni V, Ms. Rejitha K. Ravi & Dr. Jeena Antony
65	Aarohan (Graduation Ceremony)	Ms. Teresa Parackal	Mr. Livin P. Wilson & Final Year Class Teachers
66	Ananya – Women's Cell	Dr. Joy Joseph Puthussery	Ms. Reni V&, Ms. Rejitha K. Ravi & Dr. Jeena Antony
67	Universal Human Value Cell (UHV)	Dr. Joy Joseph Puthussery	Ms. Kripa Suresh, Ms. Harisree N Kumar & Ms. Aswathi M. R.
68	Avani – Onam Celebrations	Mr. Robert Fernandez	Ms. Nayana Paul, Mr. Athul P.D., Mr. Jinson P. S., Ms. Harisree N. Kumar
69	Crearis – College Day	Ms. Teresa Parackal & Mr. Robert Fernandez	HoDs & Ms. Shajitha T. B.
70	Commemorative Lectures	Fr. Antony Jose	Ms. Annie Sebastian, Dr. Jesney Antony
71	D- Zone	Ms. Teresa Parackal	Dr. Jeena Antony & Ms. Malavika M. R.
72	Expressions (Talent Show)	Dr. Purnima S.	First Year Class Teachers
73	Fresher's Day	Dr. Purnima S.	HoDs & First Year Class Teachers
74	Naipunnya Fest - Laqshya	Fr. Tony Xavier (Asst. Exe. Director)	Ms. Kripa Suresh, Mr. Nikhil Varghese & Dr. Jeena Antony
75	Nativity – Christmas Celebration	Mr. Robert Fernandez	Ms. Anitha Mary Alex, Mr. Tilvin Sabu & Dr. Jeena Antony
76	Nidarsana - Vidayarambham	Ms. Teresa Parackal, Mr. Robert Fernandez	Mr. Jithu D, Ms. Rinku, Ms. Megha A & Mr. Nikhil Varghese
77	Snehasangamam	Dr. Joy Joseph Puthussery	Mr. Abin John , Ms. Reshma K Baskaran, Mr. Haarrish Sabu & II year class teachers

78	Swaraj	Dr. Anita Mary Alex	Ms Reshma Bhaskaran, Ms. Emil George, Ms. Niya Scaria
79	Staff Day/ Staff Tour	Fr. Jimmy Kunnathoor	Mr. Shaju P. M. & Ms. Stinphy Maxon
80	SWAS	Dr. Joy Joseph Puthussery	Ms. Abin John. & Dept. Coordinators
81	Vismaya – Arts Day	Ms. Teresa Parackal	Ms. Kavitha Vincent & Dr Sonia S
82	Viva – Sports Day	Fr. Tony Xavier	Ms. Niya Scaria & Ms. Noble Devassy
83	Young Innovators Program (YIP) & YUVA	Dr. Joy Joseph Puthussery	Mr. Joseph James & Cibiny V. P.
84	Language Lab Coordinator	Dr. Purnima S	Ms. Sreelaksmi K.
85	Leading Hands Programme (Power Talk, Super Sweeps, Be-Hub, Leaders Thrive)	Mr. Abin John	Ms. Rinku Kunjachan
86	Meraki (UG) Synergies (PG)	Ms. Sonia Thomas	HoDs and Department Coordinators
87	Naipunnya Digital	Fr. Tony Xavier	Mr. Sanith Joseph, IT Interns
88	Participation in Inter-collegiate Fest	HoDs	Department Coordinator & Ms. Neenu Thomas
89	Students Training SEP Selezione,	Training Manager	SEP Trainers
90	WWS Coordinator	Ms. Bindu G.	Ms. Vandana C.H & Dept. Coordinators
91	Faculty-Debates/Quiz	Dr. Sabu Varghese	Mr. Shanmughadas K. G.
92	Faculty Training	Dr. Sabu Varghese	Ms. Gigy Johnson
93	FEP		
94	FRP		
95	HRPD Functions	Dr. Sabu Varghese	HR Executive
96	Performance Appraisal / Feedback Analysis Committee	Principal	HR Cell

97	IT Technician, Photography	Dr. Sabu Varghese	Mr. Arun Paul & Mr. Jeelson Benny
98	Lab Assistant- Digital marketing	Dr. Sabu Varghese	Mr. Arun Paul
99	LMS - Linways	Dr. Sabu Varghese	Mr. Jackson P. J.
100	Student IT Team	Dr. Sabu Varghese	Mr. Shaju P. M.
101	System Administrator & Promotional Assistance	Dr. Sabu Varghese	Mr. Joseph Sanith
102	Website Monitoring and Software Development	Dr. Sabu Varghese	Mr. Shaju P. M., Mr. Athul P.D & Mr. Jackson P. J.
103	College Bus	Fr. Jimmy Kunnathoor	Mr. Richi Thomas, Ms. Neethu Valsan, Ms. Annie Sebastian & Ms. Noble Devassy
104	College Uniform	Fr. Jimmy Kunnathoor	HoDs and Dept. Coordinators
105	Maintenance & Housekeeping Support	Fr. Jimmy Kunnathoor	HoDs
106	Ekklesia	Dr. Jacob P. M.	Mr. Nikhil Varghese
107	Hastham	Dr. Jacob P. M.	Dr. Nijo Varghese
108	Keraleeyam	Dr. Jacob P. M.	Ms. Harisree N Kumar
109	Prayaan	Dr. Jacob P. M.	Dr. Nijo Varghese
110	Swachh Bharat	Dr. Jacob P. M.	Ms. Harisree N. Kumar
111	Vaidakthya	Dr. Jacob P. M.	Mr. Nikhil Varghese
112	Indictio	Dr. Jacob P. M.	Dr. Nijo Varghese
113	AICTE Committee	Principal	Dr. Jacob P. M.

Calicut University Four Year Undergraduate Programme (CUFYUGP)

The proposed Four-year undergraduate programme curriculum is a structural and methodological departure from the existing curriculum. The existing three-year programme shall remain within the four-year programme with options of lateral entry and single exit. Outcome Based Education (OBE) practices are to be used to design the curriculum. The regulations of the four-year UG programme aim at synthesizing degrees, which is now an international standard adopted by all the universities across the world. While synthesizing degrees, there shall be no restriction on the subjects/ courses across the disciplines, as far as possible. Conscious efforts to develop cognitive and non-cognitive problem-solving skills among the learners shall be part of the curriculum. The programmes shall empower graduates as expert problem-solvers using their disciplinary knowledge and collaborating in multi-disciplinary teams.

The proposed FYUGP curriculum shall comprise Three Broad Parts: a) Foundation Components, b) Discipline Specific Pathway components (Major/ Minor), and c) Discipline Specific Capstone Components.

The Foundation component of the FYUGP shall consist of a Set of General Foundation Courses and a Set of Discipline Specific Foundation Courses.

General Foundation Courses shall be common for all students and shall be grouped into 4 major baskets as Ability Enhancement courses (AEC), Skill Enhancement Courses (SEC), Value Added Courses (VAC), and Multi-Disciplinary Courses (MDC).

Discipline Specific Foundation Courses are the Major and Minor courses in the first two semesters. They shall focus on foundational theories, concepts, perspectives, principles, methods, skills, and critical thinking essential for taking up advanced Courses.

Ability Enhancement Courses shall be designed specifically to achieve competency in English and Additional Languages as per the student's choice with special emphasis on language and communication skills.

The courses on Additional Languages shall be designed to enable the students to acquire and demonstrate the core linguistic skills, including critical reading and academic writing skills, expository as well as the cultural and intellectual heritage of the language chosen.

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, Commerce, Language, Humanities, and Liberal Arts. All the UG students are required to undergo two introductory-level MDC in any of the disciplines other than their chosen Major discipline, and a third MDC in Kerala-knowledge System, to be offered by English and Additional Language disciplines.

Skill Enhancement Courses (SEC) shall be designed to enhance workplace skills such as Creativity, Critical Thinking, Communication, and Collaboration—21st-century Skills.

Value Added Courses (VAC) shall be so designed as to empower the students with personality development, perspective building, and self-awareness.

Discipline Specific Pathway Components (Major/ Minor) shall provide the students with an opportunity to pursue in-depth study of a particular subject or discipline and develop competency in that chosen area, which includes Major courses, Minor courses and discipline specific elective Courses.

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.

The students in a Major discipline can choose as their Minor stream the Minor courses offered by the same discipline or a different discipline. In the former case the content of the Minor stream can be related to the Major discipline, but the Minor stream should maintain a distinct academic identity. Students shall have the option to choose courses from disciplinary/ interdisciplinary Minors and skill-based courses related to a chosen vocational education programme.

Students shall be permitted to switch their Major at the end of the second semester by giving them sufficient time to explore different courses during the first year.

Outcome-Based Education (OBE)

Outcome-Based Education (OBE) is an educational framework that focuses on achieving specific learning outcomes. The primary goal of OBE is to ensure that students acquire the knowledge, skills, and competencies they need to succeed in their careers and personal lives. In this approach, the curriculum, teaching methods, and assessments are all designed to help students reach clearly defined objectives.

Our institution follows the OBE approach, ensuring that our students receive an education tailored to real-world demands. By emphasizing student-centered learning and continuous improvement, we aim to produce graduates who are not only academically proficient but also well-equipped to excel in their chosen fields. Progress is measured based on achieving outcomes rather than just completing coursework, allowing students to actively engage in their own learning journey.

U.G Programme Outcomes

PO 1: Domain Knowledge: Demonstrate a profound knowledge in the chosen field of study

PO 2 :Communication and Leadership: Demonstrate effective written and oral communication skills, collaborative skills, transformative leadership, interpersonal skills, and dedication to inclusivity.

PO 3: Professionalism: Demonstrate competencies and integrity and ethics that help the students to perform their job to the best of their ability.

PO 4: Digital Intelligence: Demonstrate proficiencies in varied digital and technological tools to understand and interact with the digital world thus effectively processing complex information

PO 5: Scientific awareness and Critical Thinking: Solve problems, make decisions and communicate ideas applying scientific understanding and critical thinking skills.

PO 6: Human Values and Societal responsibility: Exhibit leadership qualities, characterized by commitment to human values, ethical conduct, and dedication to the well-being of society and environment

PO 7: Research, Innovation and Entrepreneurship: Develop research methodologies, innovative solutions, and entrepreneurial skills to identify and solve complex problems, fostering a culture of creativity and business acumen.

P.G. Programme Outcomes

PO1: Advanced Problem-Solving Skills: Graduates will demonstrate the ability to identify, analyze, and solve complex, real-world problems within their field of study, applying innovative and evidence-based solutions.

PO2: Mastery of Advanced Research Methods: Graduates will master advanced research methodologies, including the design, execution, and dissemination of original research, contributing to the body of knowledge in their discipline.

PO3: Professional Development and Career Readiness: Graduates will be well-prepared for their chosen careers, possessing the necessary skills, knowledge, and experience to excel in their professional roles or pursue further advanced studies.

PO4: Leadership and Collaborative Abilities: Graduates will exhibit leadership qualities and the ability to work collaboratively in diverse teams, recognizing the value of teamwork, and contributing effectively to the achievement of common goals.

PO5: Community Engagement and Service: Graduates will engage in community service and outreach, applying their expertise to address societal issues and contribute to the betterment of the community and beyond.

Linways Learning Management System (LMS)

Linways is a cloud-based learning management system designed to enhance students' academic experience. It provides a centralized platform for managing coursework, accessing study materials, and tracking academic progress. Through Linways, students can submit assignments, participate in discussions, view grades, and receive important updates from faculty.

The system is user-friendly, accessible from any device, and ensures seamless communication between students and teachers. It also integrates features like attendance tracking, timetable management, and exam schedules, simplifying academic planning.

Linways empowers students to take control of their learning journey by offering tools that support continuous learning and engagement.

POST GRADUATE DEPARTMENT OF COMMERCE

The Department of Commerce is a vibrant hub of knowledge, innovation, and professional growth, dedicated to exploring the dynamic world of trade, finance, and business practices. With a strong emphasis on analytical thinking, ethical values, and real-world application, the department fosters a deep understanding of commercial systems that drive both national and global economies. It thrives on academic excellence, research, and continuous engagement with the ever-evolving business environment.

Through expert faculty guidance, cutting-edge research, industry interaction, and intellectual exchange, the department inspires students to think critically and act strategically. It serves as a catalyst for developing future leaders who are capable of navigating complex financial landscapes, influencing policy, and shaping sustainable business solutions. The department also emphasizes integrity, innovation, and responsibility, preparing individuals not just for success, but for meaningful impact. As a center of excellence, the Commerce Department is where ambition meets opportunity and learning evolves into leadership.

Programmes Offered:

- B.Com. (Finance) 2 Batches
- B.Com. (Computer Application)
- B.Com. (Co-operation)
- BBA (Marketing)
- M.Com. (Finance)

Add On Courses Offered:

Professional

- ACCA
- CMA
- Aviation and Airport Management
- Logistics and Supply Chain Management
- CA Foundation and CA Inter Level I and Level II
- Business Analytics

Optional

- MS Excel
- Tally with GST
- Diploma in Indian & International Finance and Accounts (DIIFA)
- Event Management
- Digital Marketing
- Basic Design Concepts

Labs/ Facilities

- The department has separate well - equipped labs for UG and PG programmes.

Major MOU/ Linkages

- Inprox
- KVJ Analytics
- Tax Study Vocational Training Centre
- Miles Education
- ISDC
- Malabar Institute
- STED Council
- Chartered Institute of Logistics (CILT)
- Beetees Academy of Commerce

POST GRADUATE DEPARTMENT OF COMPUTER SCIENCE

The Department of Computer Science provides quality education in both theoretical and applied foundations of Computer Science and trains students to apply effectively their skills set to solve real world problems. This amplifies their potential for lifelong high-quality careers and gives them a competitive advantage in the ever-changing global work environment of the 21st century.

PROGRAMMES

- B.Sc. Computer Science
- BCA
- M.Sc. Computer Science
- BSc Information Technology

ADD ON COURSES

- Artificial Intelligence/ Machine Learning
- Full stack Development using Java
- Python Programming
- Cyber Security & Ethical Hacking
- Data Analytics

The Department of Computer Science has a vibrant learning community which provides access to holistic opportunities to prepare them for the present and the future. Extra-curricular activities, inter- collegiate competitions and fests are great platforms to showcase one's leadership and organization skills. Students are given opportunities to exhibit their leadership and organizational skills by encouraging them to be part of these activities. To kindle interest among students and bring in additional benefits of the institute's prominence, the following activities are implemented

- National Seminar and Workshops
- Bridge Course
- Industrial Visit for UG and PG
- IT Fest
- Community Services
- Orientations and Career Guidance
- Aptitude Tests
- Industry Interaction
- Alumni Interaction
- Internship
- In-house Software Development Programme
- Workshops
- Conferences

FACILITIES

- **Computer Labs**

The Department has separate well-equipped labs for UG and PG programmes.

- **Electronics Labs**

The Department has well-equipped electronics labs. The students are given practical training in the lab.

- **MSc. Lab**

The Department has separate well-equipped labs for PG programmes.

DEPARTMENT OF HOTEL MANAGEMENT

The Department of Hotel Management at Naipunnnya Institute of Management and Information Technology (NIMIT) is a distinguished academic division dedicated to excellence in hospitality education. Established in the year 2002 under the visionary leadership of Rev. Fr. Sebastian Kalapurackal and Rev. Fr. Paul Kaithotungal, it holds the honour of being the first institution in Kerala to offer a University-affiliated degree in Hotel Management under the University of Calicut. Since its inception, the department has remained committed to nurturing future professionals equipped with the knowledge, skills, and competencies required in the global hospitality industry.

With a strong emphasis on industry-integrated learning, the department blends classroom instruction with rigorous practical training. It features a fully equipped training restaurant designed to simulate real hotel operations and food production laboratories categorized into Basic, Quantity, and Advanced levels. These labs provide students with hands-on experience using industry-standard equipment and facilities. In addition, the department offers structured exposure to key areas such as front office operations, housekeeping, culinary arts, food and beverage service, hospitality marketing, and sales. This comprehensive approach ensures that students develop both technical proficiency and professional acumen.

The department offers a range of undergraduate and certificate programs, including the Bachelor of Science in Hotel Management and Catering Science, Bachelor of Science in Hotel Management and Culinary Arts, Bachelor of Hotel Administration (BHA), and one-year craftsmanship courses in culinary and food and beverage service. These programs are thoughtfully designed to align with contemporary industry trends and requirements, ensuring that graduates are well-prepared to enter and excel in various sectors of the hospitality industry.

In recognition of its academic excellence and contribution to the hospitality sector, the department was awarded the Best Hotel Management Institute by the Department of Tourism, Government of Kerala in 2004. The department's commitment to innovation and skill development was further demonstrated through a record-breaking culinary event held on 8th November 2023 at the Navarang Auditorium, NIMIT. On this occasion, the department successfully prepared the Longest Chicken Tikka using an 11-meter iron skewer. The 10-meter-long Chicken Tikka was made with carefully marinated chicken meat, capsicum, salad for garnish, and was cooked using traditional charcoal methods.

This exceptional feat set two new benchmarks – the Longest Chicken Tikka and the Longest Variety of Chicken Tikka – reflecting the department’s dedication to hands-on learning, creativity, and culinary excellence.

Under the dynamic leadership of Mr. Robert Fernandez, the Department of Hotel Management continues to uphold its legacy of academic rigor, practical excellence, and industry relevance. With a team of experienced faculty and a forward-thinking curriculum, the department remains a pioneer in shaping skilled, confident, and globally competent hospitality professionals.

- **Under CUCBCSS**
 - B.Sc. Hotel Management and Catering Science
 - B.Sc. Hotel Management & Culinary Arts
 - (BHA)–Bachelor of Hotel Administration
- **NIOS(National Institute of Open School)**
 - One Year Craftsmanship in Hotel and Catering Management
- **Under FYUGP**
 - B.Sc. (Honours) Hotel Management and Catering Science
 - B.Sc. Honours) Hotel Management & Culinary Arts
 - (BHA)–Bachelor of Hotel Administration (Honours)

List of Add on Programmes Offered

Food Safety Certification by Food, Health and Environment Management Solutions (FHEMS) All programs conducted by FHEMS are certified by HABC (UK) / CIEH (UK) and this is approved and recognized in all the GCC countries and Europe. So, the students with this certification can get high preference in the selection interview of these countries

Infrastructural Facilities

- Basic Training Kitchen
- Advanced Training Kitchen
- Specialty Training Kitchen
- Bakery and Confectionary
- Advanced Training Restaurant
- Basic Training Restaurant
- Specialty Training Restaurant
- Front office lab
- Classrooms with ICT
- Suite room for Accommodation operations practicals

- Students' locker room facilities for Boys and Girls
- Laundry facilities
- Pantry
- Department lobby
- Sick room for Boys and Girls

MOUs and Linkages

- Academic partnership with Hotel Holiday Inn, Cochin
- MOU with International Institute of Carving
- MOU with Food safety
- MOU with Flair Wizard
- Linkage with Amal College of Advanced Studies, Santhigramam, Myladi, Eranhimangad (PO), Nilambur, Malappuram
- MOU with Morning Star College Dept of Home science
- MOU with Zampa Grovers Vineyard
- MOU with Hotel Sheraton and Hotel Hyatt
- MOU with Southern Naval Command (SNC), Cochin
- MOU with Crowne Plaza, Cochin

POST GRADUATE DEPARTMENT OF ENGLISH

The Post Graduate Department of English offers UG and PG Courses under Calicut University

- BA English Language and Literature(**Honours**) – offered under the **Four Year Undergraduate Programme (FYUGP)**
- MA English Language and Literature -offered under the **Choice Based Credit and Semester System (CBCSS)**

The Department also offers an interdisciplinary course, Appreciating Literature, in the fifth semester of the UG programme as an open course.

Dedicated to fostering intellectual, emotional, and social growth, the department focuses on shaping students into confident, compassionate, and capable individuals. The curriculum, along with co-curricular and extra-curricular activities, is designed to promote critical thinking, creativity, effective communication, and ethical responsibility.

At the start of each academic year, students undergo a Diagnostic Test to assess their learning levels. Based on the outcome, support mechanisms are activated: remedial classes and counselling for slow learners, and advanced training and challenges for high performers. The teaching-learning process is continuously evaluated and refined to maintain quality and relevance.

Academic and non-academic programmes regularly organized by the department aim to strengthen emotional intelligence, nurture relationship skills, and embed humanistic values—ensuring that learning extends beyond the classroom and into real-life application.

A significant academic milestone was achieved in 2020 when the University of Calicut granted approval for the postgraduate programme in English Language and Literature. With this recognition, the department broadened its academic landscape. Since the commencement of the PG classes in December 2020, the department has been actively engaged in strengthening research culture, enriching the library, diversifying pedagogical practices, and offering enhanced digital learning platforms.

In sum, the Department of English is a dynamic and supportive academic space where holistic education takes centre stage. With a passionate team of faculty and a student-centred approach, the department continues its journey of mentoring with purpose and care.

Add- on Programmes

The Department offers the following 30-hour add-on programmes:

- Hospitality Communication Essentials
- Professional English Fluency
- Communication Skills Enrichment
- Business English Expertise
- English Skills Enrichment
- English Language in Content Writing
- History of English Language and Literature

Language Lab

The Language lab is equipped with 39 student consoles and a teacher console. Software based training that helps students to improve their English communication by developing their LSRW skills. It provides an interactive platform that assists in improving skills such as Listening, Speaking and Reading, Vocabulary and Usage.

P.G. DEPARTMENT OF SOCIAL WORK

The Department of Social Work is a vibrant centre for academic excellence and social impact. The department offers both Undergraduate and Postgraduate Programs that blend theory, practice, and values of the social work profession.

The Bachelor of Social Work (B.S.W.) (Honours) is a comprehensive four-year program. Designed with multiple academic pathways—Major, Minor, and General Foundation Courses—the programme prepares students for diverse roles in the development sector. With focused electives such as Health-Centered Social Work and Development-Centered Social Work, and robust field training, students emerge as competent, ethical professionals equipped to serve individuals, families, and communities.

The Master of Social Work (MSW) and offers three specialisations, Medical and Psychiatric Social Work, Rural and Urban Community Development, Family and Child Welfare. This two-year postgraduate course emphasizes advanced practice skills, participatory research, and intensive fieldwork, including concurrent and block placements. preparing students for leadership in social services, healthcare, mental health, policy, and advocacy.

Through its integrated curriculum, live field exposure, and value-based education, the Department cultivates socially conscious professionals committed to justice, empowerment, and sustainable change.

The Department offers the following 30-hour add-on programmes:

Add- on Programmes for U G

- Certificate Course in MS office (ICT)
- Certificate Course on Communicative English/Life Skills
- Certificate Course in Basic Counselling
- Social Sensitization Camp
- Certificate course on SPSS (Data Analysis)

Add- on Programmes for P G

- Certificate Course in MS Office (ICT)
- Certificate Course on Communicative English/Life Skills
- Certificate Course in Basic Counselling
- Certificate Course on SPSS
- Certificate Course on Psychological First Aid

DEPARTMENT OF FASHION DESIGNING

The Department of Social Work is a vibrant centre for academic excellence and social impact. The department offers both Undergraduate and Postgraduate Programs that blend theory, practice, and values of the social work profession.

The Fashion Designing Department at Naipunnya Institute of Management and Information Technology is dedicated to fostering creativity, technical skills, and innovation in the field of fashion. Launched with a vision to empower aspiring designers, the department currently offers the B.Sc. Costume and Fashion Designing program (Honours), blending theory with practical learning.

Our curriculum includes core areas such as fashion illustration, garment construction, textile science, digital design, and accessory making. Emphasis is placed on sustainability, cultural relevance, and industry trends to help students develop a holistic design perspective.

Equipped with modern labs and guided by experienced faculty, students engage in workshops, exhibitions, and live projects that prepare them for diverse roles in the fashion industry. The department encourages individual expression, research, and professionalism, ensuring students graduate as confident and skilled fashion professionals.

Main Programme offered

B.Sc. Costume and Fashion Designing Honours under FYUGP

ADD-ONS offered

- Basic Crochet Technique
- Basic Hand Embroidery Stitches & Variations

Labs

- Garment Construction Lab
- Patternmaking Lab
- Draping Lab
- Computer Lab
- Textile Processing Lab

DEPARTMENT OF TRAINING AND DEVELOPMENT

TRAINING AND DEVELOPMENT PROGRAMMES

The Department of Training and Development has been established at NIMIT to support its mantra of reaching the unreachable. The Department works closely with the students and faculty members, identifying their soft skill needs, building them up and helping them discover their true potential. The fabulous in-house training team includes professional trainers and faculty members who are trained in their respective areas of interest.

The team assesses the areas where training is most needed, conducts the training, and evaluate its effectiveness. Trainings are well planned to meet individual, departmental, and institutional needs and objectives. Our perfectly designed training modules are interactive, theme oriented and activity based providing a new level of exposure and learning experience for the young ones.

Various programs initiated by the department are as follows: -

- **Skill Enrichment Program (SEP):** A perfectly designed 75-hour STED council certified training program to equip students with the skills they need to get gainfully employed and excel in their field of endeavor.
- **Finishing Touch:** A 30-hour certified interview skills training session by Rubicon Skill Development Pvt.Ltd, for final year students.
- **Aarambh:** An orientation program for those who are new to a leadership role. It deepens leadership capabilities, enhances managerial skills and develops an awareness of the responsibilities required for success in a new leadership role.
- **Language Lab Training:** Software based training that helps students improve their English communication by developing their LSRW skills
- **Leading Hands Program (LHP):** Includes tailor-made initiatives to mold students into transformational and authentic leaders who can lead all activities of the campus with their head, heart and hands.
- **Behavior Enhancement Hub (BE-Hub):** An initiative to mold each student with integrity of virtues and maturity of values, through the concept of associative learning.
- **YES:** An inter university student exchange training program to mold young talents. It provides students with the opportunity to learn, to prosper and to work with others in a different cultural milieu.

- **Power Talk:** Short pep talks by the students intended to make them feel more courageous, enthusiastic and encourage the audience to feel positive and confident.
- **Selezione:** A fabulous ceremony with various rounds of competition to select the best outgoing students of the campus.
- **Leaders Thrive:** Series of leadership trainings and workshops to enhance the leadership skills of the LHPs.
- **Walk with Scholars (WWS):** Specially designed programs to ensure the academic and career growth for advanced learners.
- **Expert Nxt:** Seminars and workshops that provide high quality information and insights by experts.
- **Student Guru:** The student led teaching program provides an opportunity for the senior Scholars to teach their juniors and thus enhance their presentation and tutorial skills.
- **Meraki:** A well-designed class forum for UG students, to enhance their personality, creativity, team-building and presentation skills .
- **Synergia:** A well-designed class forum for PG students, to enhance their personality, creativity, team-building and presentation skills.
- **Nexus:** Orientation program for freshers to get connected with the college, their field of study and their peers.
- **Face2Face:** Provides the entire student community the opportunity to meet the candidates of the college union election.
- **Naipunnya Digital:** A platform that gives students an opportunity to showcase their potential and spread positive vibes.
- **Connecting the Dots:** A program which aims to spread knowledge and meaningful connections among individuals.

DEPARTMENT OF PHYSICAL EDUCATION

The Department of Physical Education is committed to providing students with skills, fitness, knowledge and attitudes that contribute to their overall development and well-being. The curriculum includes training in the development and care of the human body with an emphasis on personal hygiene. A variety of physical activity courses are also offered which promote fitness and health, as well as the benefits of team work, sportsmanship and fair play. The department is staffed by experienced and qualified professionals who are passionate about helping students reach their full potential.

Benefits offered by the College to Sports Students:

- Free Education: The college provides free education to all talented sportspersons.
- Food and Accommodation: The college provides free food and accommodation to all talented sportspersons.
- Sports Kit: The college provides free sports kit to all talented sportspersons.
- Participation in tournaments: The Department of Physical Education ensures that students participate in Calicut University D' zone, Inter-Zone, District and National Level Tournaments.
- Coaches: The college provides part time and regular coaches for various discipline
- Training: The college provides systematic training in the morning and evening
- Yoga: The college provides daily yoga for all sports persons.

Department Activities

1. International Yoga Day Celebration (YAMA)
2. National Sports Day Celebration (CORSA)
3. State Sports Day Celebration (CORRER)
4. National Level Seminar (VERDURE)
5. Annual Sports Meet (VIVA)
6. Naipunnya Football League (NFL)
7. First Year Induction ceremony (MILAANA)
8. Sports Merits Award Ceremony (FLAIR)
9. Silver Jubilee Memorial Basketball Championship (Radiance)
10. Organizing Calicut University D' Zone, Inter Zone, Thrissur District and State Level Tournaments
11. Intramural Games

PLACEMENT DEPARTMENT

The Placement Department of Naipunnya works to ensure a professional career for all its students by shaping their vocational goals and providing employment opportunities. It fosters a professional climate in the campus by organizing career counselling, aptitude tests and workshops thereby moulding students to meet industry expectations. The Placement Department of Naipunnya has a Placement Committee comprising one faculty member and one student from each programme, selected by the Heads of the Department, in consultation with the Principal. It caters an easily accessible platform for all the final year students to fulfill their dream of being placed in a reputed firm.

Naipunnya has a well-furnished Placement Policy for all the final year UG and PG Programmes. The department facilitates the placement for all eligible students who are validly enrolled in their respective programmes. The eligibility criterion is clearly stated in the Placement Policy.

The major recruiters /Companies in association with Naipunnya are:

Wipro, Reliance, TCS, iGate, Sutherland, Tally, KPMG, HCL, HDFC, Tech Mahindra, Holiday Inn, Crowne Plaza, Taj Hotel Group, Oberoi Hotel Group, Le Meridien, Marriott, Ramada, Radisson Blu, Sheraton, Hyatt, Hilton, Den, Intercontinental, KFC, Carnival Cruise Line, P&O Cruise, Sea Princess and many more. The Placement Department of Naipunnya assures a bright future for all eligible students.

Placement Coordinators

Mr. Renjith Rajappan (Placement Officer)

Ms. Bibitha Baby (PG Department of Computer Science)

Ms. Kavitha Vincent & Mr Githin T James (PG Department of Commerce)

Mr. Rahul T R (Department of Hotel Management)

Dr Viji Vijayan (PG Department of English)

Dr Sitara (P G Department of Social Work)

LIBRARY

The college library is housed in the spacious basement in the main block. It is open from 8.30 a.m. to 4.30 p.m. The library holds an extensive collection of print and online resources to support the teaching, learning, and research processes of the institution. The collection is constantly updated with the latest publications. A wide range of collections of books, journals, and periodicals on various subjects are available for reference by students and academics. Online collections include eBooks and databases of journals such as JGate, DELNet, etc. The library has also procured licensed institutional access to eBooks from well-known publishers like Pearson. In order to support and improve the quality of the research, we also provide a plagiarism-checking service.

The college library is open to the public from 5.30 p.m. to 6.30 p.m.

ISSUE OF BOOKS

General Books

Books are issued on all working days while the library is open. All library transactions are automated. Patrons may borrow materials from the General Collection during the library's operating hours. A valid library identity card is mandatory for availing this service. Undergraduate students are permitted to borrow a maximum of two books at a time, while postgraduate students may borrow up to three books, each for a loan period of seven days. Loans may be renewed for an additional seven days, subject to availability. All borrowed items must be returned on or before the due date indicated on the date slip.

Faculty members are entitled to borrow up to eight books at a time for a period of one month. Additionally, they may borrow one copy of each title relevant to the subjects they teach for the entire duration of the course. The Librarian may consult with the Principal or Vice-Principal to confirm subject allocations. Faculty loans may be renewed for an additional period, subject to library regulations.

Reference Books

Reference books shall not be taken out of the library. The details of the books are available from OPAC.

Periodicals

Library users have full access to the periodical section. However, they cannot be issued.

LIBRARY FINE

Overdue books

A fine of Rs. 5 is charged for late returns of library books. If the book is lost or found missing, the borrower will be charged a fine equivalent to three times the actual price of the book. The borrower must also replace the book with the permission of the principal. This policy applies to all staff members.

Damaged books

If books are found damaged, the borrower who last used the book is liable to pay the cost of the damage. This applies to all staff members as well.

DIGITAL LIBRARY

Students can access e-resources through the NIMIT LIBRARY WEB OPAC
<http://www.koha.naipunnya.ac.in:82>

Databases:

DELNET access: <https://discovery.delnet.in/>

Username- Krnimit

Password- Nim7018

JGate access: <https://jgatenext.com/>

Username- Nimituser

Password- Elibrary

Pearson ebooks access: <https://elibrary.in.pearson.com/>

For access details, contact the library

Digital Repository - Provides access to previous question papers, research articles by faculty members, project reports etc.

Naipunnya Digital - Digi Content

Naipunnya Digital is a dynamic YouTube channel that blends fun, infotainment, and skill-building content, providing students with a platform to showcase their talents and spread positive vibes. It fosters creativity and technical skills through engaging content, allowing students to gain experience in anchoring, video editing, production, and communication. With over 200 students actively participating, Naipunnya Digital has grown into a vibrant community, offering a

glimpse into campus life and events. Last academic year, the channel uploaded over 100 captivating videos and shorts, celebrating the unique voices and stories that define our college experience.

Book Exhibition

The College Library offers an open platform for the academic community to explore, review, recommend, and acquire books showcased by various vendors. Faculty and students are encouraged to review and recommend books to enhance the library's physical collection. Beyond gathering recommendations, the exhibition promotes reading habits among professionals and fosters a sense of community within the institute.

BOOK LOVER AWARDS: The library recognizes the most frequent library users by awarding Book Lover Award every year.

DEPARTMENT OF IT

The IT department of NIMIT augments the efficient mode of operation and enhanced performance of the institution. The IT department is responsible for providing the infrastructure for automation. It implements the governance for the use of network and operating systems, and it assists various departments by providing them with the functionality they need. The department implements and facilitates the flow of information.

The IT department oversees the installation and maintenance of computer network systems. The department is also into the development of application software for the institution and has created software for other organizations. Smart Support is a software developed by the IT team for receiving maintenance complaints, planning, tracking and reporting maintenance of electronic and electrical equipment. The department is responsible for creating and maintaining the institution's website and will create and maintain websites for other institutions as needed. The IT department provides technical support for all the users who need access to the institution's computer system. This includes installing new software or hardware, repairing faculty hardware, training employees in the use of new software, and troubleshooting problems with the system. Other initiatives of the department include conducting online classes using various platforms, live streaming various seminars and classes through the institution's YouTube channel, maintaining the institution's social media accounts (Facebook, Instagram, Twitter), and helping teachers to conduct ICT enabled classes. The team members are resourceful enough to train management and staff of other institutions in conducting online classes through different platforms and in the use of G-suite tools.

NITA (Naipunnya IT Apprenticeship) is an initiative of the department started in 2021, The scheme hires students as apprentices to work with the IT department. This allows students to earn while they learn.

COMPUTER LAB RULES AND REGULATIONS

1. Students are prohibited to enter the lab unless authorized by the faculty or lab -in -charge.
2. Removable storage devices are strictly prohibited.
3. All problems related to the system must be reported to the faculty or lab in charge.
4. Do not attempt to repair or tamper with any lab equipment.
5. Students must be responsible while using equipment, software and facilities of the lab.
6. Do not move any equipment from its original position.
7. Do not remove or install any software into the computer.
8. Do not change the settings in the computer.
9. Save all documents with the help of the faculty-in- charge or lab in-charge
10. Do not bring in bags, food and drinks into the lab.
11. Turn off the computer after use.
12. Switch off all power supplies (computer) before leaving the lab.
13. Internet use is strictly for educational purposes.
14. Internet users should record the use of computers in the computer logbook.
15. The Lab should be kept clean at all times.
16. Arrange all the chairs before leaving the lab.
17. Students can access the lab from 8.45 am to 5 pm on all working days.

NATIONAL SERVICE SCHEME (NSS)

A self-funded unit of National Service Scheme under Calicut University was formally inaugurated in the college on 16 January 2021. It is a student- centric programme which aims at the development of a student's personality through community service. The NIMIT NSS unit has already initiated a number of activities establishing a meaningful linkage between the campus and the community.

The motto or watchword of NSS is “Not Me But You”. This reflects the essence of democratic living and upholds the need for selfless service and appreciation of the other person's point of view and also shows consideration for fellow human beings. It provides a variety of learning experiences which develop a sense of participation, service, and achievement among the volunteers.

The activities aim at the following: -

- i. Making education more relevant to the present situation to meet the felt needs of the community and supplement the education of the college students by bringing them face to face with the rural situation.
- ii. Providing opportunities to the students to play their role in planning and executing development projects which would not only help in creating durable community assets in rural areas and urban slums, but also results in the improvement of quality of life of the economically and socially weaker sections of the community.
- iii. Encouraging students and non-students to work together along with the adults in rural areas.
- iv. Developing qualities of leadership by discovering the latent potential among the campers, both students as well as local youth (rural and urban) with a view to involve them more intimately in the development programme and also to ensure proper maintenance of the assets created during the camps.
- v. Emphasizing dignity of labour and self-help and the need for combining physical work with intellectual pursuits.
- vi. Encouraging youth to participate enthusiastically in the process of national development and promote national integration.

NSS Programme Officer: Ms. Emil George

Coordinators : Ms. Alakananda & Mr. Gladson George

CENTRE FOR INNOVATION, EXTENSION AND CONTINUING EDUCATION (CIECE)

The Centre for Innovation, Extension and Continuing Education (CIECE) under Naipunnya Institute of Management and Information Technology (NIMIT) has been established to bridge the gap between education and employability. The centre is dedicated to vocational education, training, employment, and entrepreneurship.

Objectives:

- i. To develop industry-academia partnership in strategically important areas through MoUs and internships.
- ii. To upgrade skills to international standards through significant industry involvement and develop necessary frameworks for standards, curriculum and quality assurance.
- iii. To support and encourage start-ups and small-scale industries in specific subjects/sectors and would provide them with necessary infrastructure facilities and other value added services.

- iv. To support the institution in implementing add-on programs by contacting various academic bodies/ industries/institutions
- v. To support in incubating ideas with students and faculty members and to search ways for patenting these ideas
- vi. To support with short term skill certification program for the students as well as the community
- vii. To assist the institution in its endeavor to get funds for NGO and Government Projects
- viii. To provide extension training such as financial literacy, computer literacy and non-formal education programs
- ix. To formulate programs on specialty training such as music and photography
- x. To develop the institution into a Training Center for incubation and start-ups such as DDU- Kaushal Kendra, Radio station, DDK-MOOC programs

Head of the Centre: Mr. Joseph James

YOUNG INNOVATORS PROGRAME (YIP) 5.0

Young Innovators Programme (YIP) is a specially designed programme under the Kerala Development and Innovation Strategic Council (K-DISC). The programme aims to empower future innovators to invent new products, services, or models to more effectively meet emerging requirements, unarticulated needs, unarticulated needs, or existing market needs more effectively through an innovative challenge. YIP provides a perfect platform for students across all disciplines in UG, PG, and Ph.D. programmes to propose innovative solutions to societal challenges and get recognized across the state with various opportunities to develop and implement their solutions.

In charge : Dr. Joy Joseph Puthussery

Coordinators : Mr. Joseph James & Ms. Cibini V P

CENTRE FOR EXAMINATIONS

The Centre for Examinations has been established to manage the conduct of the examinations in the institution. The Centre plans the conduct of the University examinations as per the Calendar and Timetable issued by the University. The activities of the Centre include identifying the appropriate location/examination hall in accordance with University guidelines) for conducting both the University and internal examinations, planning and scheduling internal examinations and communicating this information to the staff concerned, ensuring that the answer sheets and questions papers are safeguarded and stored

in a vault that meets the University requirement, and preparing question papers and ensuring that they are distributed correctly. The Centre, under the guidance of the director, will collect the University Examination result, will oversee the distribution of hall tickets, and will maintain the attendance of invigilators and students.

Director, Centre for Examinations: Ms. Emily Ittiachan

Supporting Faculty: IT & Dept. Rep.

CELLS

Disciplinary Cell:

Assists the Principal in maintaining discipline in the campus. It formulates strategies for improving discipline and meets when required. It conducts enquiries and prepares reports on the action to be taken. It also coordinates activities related to discipline during the major campus events.

In charge: Mr. Robert Fernandez

Coordinators: HoDs

Anti- Ragging Cell:

The College has a vigilant cell against instances of ragging. The Committee takes measures to repeatedly remind students of the consequences of ragging and ensures that parents and new students are made aware of their rights. It also anticipates the possibilities of ragging and organizes awareness programmes to create a friendly campus. It also documents all activities done to prevent ragging and sends reports to concerned authorities as required.

In charge : Mr. Robert Fernandez

Coordinators : Dr. Fairouz Ashraff, Fr. Ajo M

Mr. Abin John & Ms. Stinphy Maxon

Anti-Drug Cell:

The Anti-Drug Cell was initiated to prevent substance abuse and addictive behaviours in the campus. The college anti-drug cell has been established to ensure a drug- free campus by imposing a total ban on the possession, consumption or use of drugs and alcohol by students of the college, within or outside the campus/hostels. Educating the students about the harmful effects of drugs and alcohol, encouraging peer policing among students against the use of drugs and reporting any noticed use of drugs to the concerned authorities.

In charge : Mr. Robert Fernandez

Coordinators : Mr. Joseph James & Mr. Abin John

Women's Cell (Ananya):

Naipunnya ensures that all its women members are empowered through the Women's Cell which regularly discusses relevant gender related issues and topics on society at large. The Women's Cell "ANANYA" takes care of the gender sensitive aspects and empowers women. It creates awareness of the rights and duties of women to attain mental, physical and emotional wellbeing and it promotes entrepreneurial skills. Self-defense classes and yoga training are provided exclusively for girl students. It promotes gender equality by focusing on women's development. It envisages periodic training and exposure programmes for women's empowerment and gender justice

In charge : Dr. Joy Joseph Puthussery

Coordinators : Ms. Reni V, Ms Rejitha K Ravi & Dr. Jeena Antony

ST/SC Cell:

Monitors the schemes for the SC and ST students, implements such schemes at the college, evaluates the progress of the students and gets feedback from them.

In charge : Dr. Joy Joseph Puthussery

Coordinator : Ms. Kripa Suresh, Ms Harisree N Kumar & Ms. Aswathi M.R.

OBC Cell:

The cell aims at assisting the OBC students to meet their needs to improve their performance in curricular and co-curricular activities. It is vigilant in maintaining the reservation policy and take follow up measures for achieving the objectives and targets laid down by the Government of India and the UGC.

In charge : Dr. Joy Joseph Puthussery

Coordinator : Ms. Kripa Suresh, Ms Harisree N Kumar & Ms. Aswathi M.R.

Minority Cell:

The Minority Cell of the college is formed with the purpose of empowering the minority communities in the college. The cell is formed with the objectives of encouraging minority students to enroll for career orientation programs which would empower and equip them with the necessary skills to choose a career option. It also facilitates financial support to students from minority communities from government agencies and other sources.

In charge : Dr. Joy Joseph Puthussery

Coordinators : Ms. Kripa Suresh, Ms Harisree N Kumar & Ms. Aswathi M.R.

Students Grievance Redressal Cell (SGRC)

A mechanism for the redressal of the students' grievances functions in the college. Grievances related to union activities and other allied nonacademic matters will be sorted out at the primary level. The mechanism takes care of the

complaints and difficulties of the student community. Students are free to handover the grievances to any of the committee members or else can drop their written grievances in the complaint box placed in front of the library. They may also register their complaints in the online Grievance Redressal Portal available on the college website <https://naipunnya.ac.in/grievance-redressal-cell-for-students/>

Chairman : Rev. Fr. Dr. Paulachan K. J (Principal),

Members : Ms. Teresa Parackal, Dr. Joy Joseph Puthussery,
Dr. V. R. Sitara, Ms. Hannah K. G. (Student Representative)

Grievance Redressal Cell for Faculty:

The grievances of the members of the staff will be resolved at the primary level. The unresolved issues, if any, will be further looked into by a committee consisting of the Principal and the Manager.

In charge : Rev. Fr. Dr. Paulachan K. J (Principal),
Dr. Sabu Varghese

Coordinator : Ms. Bindu G

Exam Grievance Cell:

The Exam Grievance Cell ensures complete transparency in all internal assessments and examinations conducted by all academic departments at Naipunnya. The Exam Grievance Cell consist of the College Examination Committee headed by the College Examination Officer (CEO). The College Examination Committee prepares the academic calendar for all internal examinations conducted for all students every semester. The College Examination Officer (CEO) monitors the internal evaluation process. Any grievances by students or faculty related to internal examination are solved by the College examination committee. The Examination Department promptly deals with mistakes/errors related to an internal assessment of the students. The Online link for Exam Grievance cell is given here <https://naipunnya.ac.in/exam-grievance-cell/>

In charge : Rev. Fr. Dr. Paulachan K.J (Principal)

Coordinator : Fr. Tony Xavier, Ms. Emily Ittiachan, Ms. Teresa Parackal
Mr. C.V. Poulouse

Internal Complaints Committee Cell (ICC)

Internal Complaints Committee Cell according to the University Grants Commission (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015, the college has constituted an Internal Complaints Committee

(ICC). The ICC is responsible for addressing, preventing, and resolving complaints related to sexual harassment of women employees and students. It aims to ensure a safe, secure, and respectful environment within the campus, free from any form of harassment or discrimination. The committee functions with fairness, confidentiality, and sensitivity, creating awareness about rights and responsibilities, and providing necessary support to complainants in seeking redressal. The online link for Internal Complaints Committee Cell (ICC) is given here <https://naipunnya.ac.in/internal-complaints-committee-icc/>

In charge : Rev. Fr. Dr. Paulachan K.J (Principal)

Presiding Officer : Ms. Teresa Parackal

Universal Human Value Cell (UHV):

The University UHV Cell is a focus group of senior leaders dedicated to fostering the right understanding and mutually fulfilling relationships within the university and among its stakeholders. It formulates policy and guidelines for the effective integration of Universal Human Values (UHV) across the university and its affiliated institutions, aiming to advance Holistic and Value-Based Education (HVBE). The Cell coordinates efforts, supports implementation, and consolidates progress for reporting to stakeholders. Drawing inputs from the university community, regulatory bodies, NEP 2020, the Constitution of India, and global frameworks like the UN SDGs, it continuously refines strategies to enhance value-based education.

In charge : Dr. Joy Joseph Puthussery

Coordinator : Ms. Kripa Suresh, Ms. Harisree N Kumar & Ms. Aswathi M.R.

CLUBS AND COMMITTEES

Electoral Literary club:

The Electoral Literacy Club (ELC) serves as a forum for fostering healthy democratic discussions, raising awareness about the democratic process, inspiring student voter registration, promoting judicious use of voting rights, introducing voting machines, and conducting classes on the electronic voting system during Parliament, Legislative Assembly, and Panchayat Level Elections. The club's primary objective is to sensitize the student community about democratic rights, including voting in elections. Various innovative programs are conducted for students, faculty, and citizens, in collaboration with the District Administration.

In charge : Dr. Joy Joseph Puthussery

Coordinators : Dr. Deepak K V

Bhoomitrasena Club:

The Bhoomitrasena club promotes protection of nature and environment. Various activities are conducted to address environmental issues. The aim of Bhoomitrasena club is to take up environmental protection activities and awareness extension activities in the vicinity of the college. It also aims at encouraging college students to appreciate the environment and to react positively to environmental issues. The club organizes various activities like seminars, lectures, field visits, vegetable cultivation and talks on environmental issues. Other activities include cleaning and maintaining the polluted or environmentally degraded sites, planting and maintaining trees in the campus.

In charge : Dr. Joy Joseph Puthussery

Coordinators : Ms. Anna Diana & Dr. Remya Cherian

Dance Club:

Dance club ensures that all those members in the club will get one or more chances to participate in college events.

In charge : Dr. Joy Joseph Puthussery

Coordinators : Ms. Vandana C H

Arts Club:

The Arts club in the college is primarily concerned with preparing and promoting students who have taste and potential for various art –cultural performances. The college provides ample opportunities to develop talents in different forms of art like music, singing, dance, drama etc. In addition, the students are encouraged to take part in competitions held outside the campus.

In charge : Dr. Joy Joseph Puthussery

Coordinator : Ms. Kavitha V. & Dr. Sonia S.

Sports Club:

The Sports club is committed to provide a healthy sporting habit among the students. It helps to learn teamwork at work, coordination among diverse cultural and ethnic groups and mainly infuses discipline and instils the value system in one individual.

In charge : Fr. Tony Xavier

Coordinator : Ms. Niya Scaria & Ms. Noble Devassy

Quiz Club:

Quizzing is a quest for wisdom and proficiency. A quiz enthusiast is a curious wanderer who creates a seam where knowledge meets vehemence. Interesting facts and GK. To cheer up the monotonous campus life, the club organizes several topic- specific open quizzes at regular intervals.

In charge : Dr. Joy Joseph Puthussery

Coordinator : Mr. Shanmughadas K.G

Entrepreneurship Development Club

To inculcate entrepreneurial culture among the youth and to equip them with skills, techniques and confidence to act as a torch - bearers of enterprise for the new generation.

In Charge : Dr. Mathew Jose K,

Coordinator : Mr. Joseph James & Ms. Cibiny V. P.

Music Club:

The Music Club aims to nurture and enhance the personal love for music in every student and provides a conducive environment for mutual learning.

In charge : Dr. Joy Joseph Puthussery

Coordinator : Dr. Jeena Antony & Mr. Deny P. Francis

Spiritual Club:

The purpose of Spiritual Club is to support and advance the exploration and expression of spiritually, religious life, faith-traditions, values and philosophies of life.

In charge : Fr. Sijo Padayattil

Coordinators : Mr. Githin T James , Ms. Anna Diana, Ms. Roseland Peter

Ananya(Women's Cell)

The Women's Cell 'ANANYA' takes care of the gender sensitive aspects and empowers women. It creates awareness of rights and duties of women to attain mental, physical and emotional wellbeing and promotes entrepreneurial skills.

In charge : Dr. Joy Joseph Puthussery

Coordinators : Ms. Reni V & Ms. Rejitha K Ravi

SWAS (SERVICE WITH A SMILE)

SWAS is an initiative of the college which coordinates all social service activities and aims to sensitise students about social responsibilities. Activities include visiting orphanages, centres for differently abled persons, coordinating seminars on various socially relevant issues, blood donation camps, hair donation etc.

In charge : Dr. Joy Joseph Puthussery

Coordinators : Mr. Abin John, Department Representatives

PRATIDHI (CENTRE FOR COUNSELLING)

Pratidhi center for Happiness and Wellbeing focuses on the mental health and wellbeing of the students. The Center provides professional assistance and guidance to the students in resolving their personal or psychological problems.

The main focus areas are student counselling and parent counselling. The center is also open to any student who seeks help on their own or through teachers, guardians, or parents. The Center aims at providing a safe and conducive environment for students to share their grievances and upholds the confidentiality of every student. The Center comprises of an experienced college student counselor. Also a team of professional and qualified psychologist's provides their service alternatively once in every week, dealing with mental health problems among young adults.

In charge : Rev. Fr. Dr. Paulachan K.J (Principal)

Coordinators : Dr. V.R. Sitara

Resource persons:

1. Rev Fr Dr. Thomas Kallookaran M S, Ph.D. in Counselling Psychology
2. Rev Fr Dr. Joe Paul Kiriyanthan Ph.D. in Psychology
3. Sr Dr Preetha CSN, Psychologist

HRD CELL

The Human Resource Development (HRD) cell focuses on planning and administering development activities of the employees of the institution.

The Cell assists the Executive Director in the recruitment, selection, induction, training, career planning & development, performance management and separation of both teaching and non-teaching staff.

The Director of HRD, in consultation with the Executive Director, takes action on the vacancy requests, follows recruitment and selection procedure. Once selected the employee completes the joining procedure and undergoes induction. The employees are provided with general and subject related training. Faculty member's performance is evaluated using a 360-degree appraisal method and the evaluation result is communicated to the faculty member. The rules & regulations to be followed are explained to the employees at the time of induction. At the time of separation, the employee goes through an exit interview.

The Cell maintains the employee data and soft copies of the mandatory and required documents of the employees using HRIS.

Director : Dr. Sabu Varghese

HRD Executive : Ms. Sony Antony

THE COLLEGE UNION

The college union is intended to promote the social and cultural life of the students, to train them in rights and duties of citizenship and to provide them opportunities to develop their personalities and their skills. The election to the college union is held in the Parliamentary System.

In charge: Ms. Teresa Parackal & Dr. Joy Joseph Puthussery

Coordinator: Dr. Deepak K.V. (RO & Advisor)

NAIMITR -ALUMNI ASSOCIATION

Alumni is the strong support of any Institution. Upon graduation from Naipunnya Institute of Management and Information Technology, each student is enrolled as a lifelong member of the Alumni Association-NAIMITR.

NAIMITR is a network of former graduate students. It is an association of all those who studied at NIMIT and are now in different fields of work. The NAIMITR college alumni is an active body with regular meet-ups and get-togethers of classmates and college friends. NAIMITR encourages its alumni to meet every once in a while and get to share mutual terms which date back to their college days and relive the moments they shared with their classmates and professors. It plays a positive role in the overall functioning of the Institute by providing assistance in various forms to the governing body of the college.

Being part of NAIMITR Alumni Network gives a great opportunity to relive memorable time at NIMIT, to stay connected with friends and professors, to know about the latest developments at NIMIT, and to organize reunions with batch-mates.

Incharge : Dr. Joy Joseph Puthussery

Coordinators: Mr. Richi Thomas (Convenor), Ms. Rinku Kunjachan

NAIPUNNYA CENTRE FOR RESEARCH (NCR)

Naipunnya College, Pongam, has institutionalized a Research Committee dedicated towards enhancing the research profile of the institution. For this purpose, the committee constantly endeavors to encourage, enable and promote research environment in college through its various programs, workshops and seminars for faculty members as well as for students. The research committee also helps the teachers in strengthening their own research skills and working towards discovery of new ideas and concepts. The college has a research publication policy which deals with the number and type of publications to be produced each academic year from the entire faculty and student fraternity. The

members of the committee include Principal, Dean of Studies, Vice Principal, An external expert, Secretary, and representatives from each department.

In charge : Fr. Dr. Antony Jose

Coordinators: Dr. Soni P. M. (Secretary) & Dept. Coordinators

FINANCE DEPARTMENT

The Department of Finance, under the supervision of the Executive Director, exercises general supervision over the funds of the Institution and advises the Executive Director regarding the finances of the institution. The Department ensures that the limits fixed by the Institution for recurring and nonrecurring expenditure for a year are not exceeded, and that all allocations are expended for the purposes for which they are granted or allotted.

The Finance Officer ensures that the registers of buildings, land, equipment, machinery and other assets are maintained up-to-date and the physical verification and reconciliation of these assets and other consumable material in all offices, departments and stores of the institution are conducted regularly. Managing payroll of all the staff and disbursing monthly salaries of employees are performed by the department.

The Finance Department is responsible for the preparation and maintenance of accounts, presenting the annual financial estimates (budget), statement of accounts and audit reports, to the Executive Director. The department is also responsible for preparing financial reports as required by the various authorities or bodies including the Governing body.

The Department carries out the management of the funds and property with the approval of the Executive Director. The tuition fee of the students is collected by the Finance department through appropriate methods. The department monitors the timely payment of the fee and a report of the fee payment is sent to the concerned departments and authorities.

Finance Officer : Mr. Jimmy Joseph

MAINTENANCE AND HOUSEKEEPING DEPARTMENT

The Maintenance and Housekeeping Department administers the maintenance of the infrastructure, buildings, electrical and plumbing equipment and other furniture. In addition, it manages the up keeping and cleanliness of the building, classrooms, staff rooms and other facilities.

Any student who identifies a breakdown or damage occurred to a furniture or equipment reports it to the class teacher. Class teacher registers the complaint through SmartSupport. On receipt of the report, the Head of the department assigns the job to a suitable technician to rectify or repair. Once the job is completed, a notification will be sent to the originator of the complaint for verification of the work and he/she will verify and close the work task. A report of the maintenance work will be maintained by the department. The maintenance work which is outsourced needs the approval from Head of the Department of Executive Director. The department also plans preventive maintenance. The equipment which are on annual maintenance contract are checked for proper functioning as per the schedule.

The housekeeping of the premises, building, classrooms and other facilities are done by sweeping and cleaning and sanitizing when and where required. The housekeeping staff follows a schedule for the cleaning and the work is verified for completion by the supervisor.

Head of the Department :
Rev. Fr. Jimmy Kunnathoor,
Assistant Executive Director

COMMON FACILITIES

AUDITORIUM

The college has a spacious auditoriums with a seating capacity of 2000 for conducting various functions of the college. The College assembly is conducted here on all Mondays/ Tuesdays, the attendance for which is compulsory.

CONFERENCE HALLS

The Conference Halls are located in the Main Block and the MBA Block. Special training programmes and meetings are organised in this hall.

SEMINAR HALLS

The college has two well-furnished Air -conditioned Seminar Halls which could accommodate 300 people concurrently.

SICK ROOM

Sick room facility is available for staff and students during the college working hours, in each block.

HOSTEL

There are separate hostel facilities for boys and girls. Boys are accommodated in St. Antony's Boys Hostel, located within the college campus. For girls, hostel facilities are provided under the supervision of Rev. Sisters of Holy family and at St. Joseph's Girls Hostel on the college campus. Additional hostel accommodations for both boys and girls are also available outside the campus.

CHAPEL

Holy Mass is celebrated in the chapel on the first Friday of every month. The chapel is open to all staff and students.

JEEVANI

Jeevani, the college cafeteria, is a spacious hall furnished with tables and chairs, serving as a comfortable lunch space for both students and faculty. It offers a welcoming environment where students can catch up with friends over coffee or enjoy a wholesome meal. The menu is carefully curated to ensure food that is both nutritious and delicious, prepared under the highest standards of hygiene.

KIOSK

Kiosk offers refreshments and stationery, making it a convenient one-stop destination for students and staff. Additionally, a vending machine located in the NBS Block provides light refreshments and beverages for students.

DIVYANGJAN

To create an inclusive environment the college has added infrastructural and learning facilities for Divyangjan.

MOBILE LOCKERS

Mobile Lockers are provided in every classroom. Students may keep their mobile in the locker. They can use their phones during the interval and if needed for course work under teacher supervision. Unauthorized use during class will result in the phone being seized.

BUS

The college provides bus facility for staff and students of NIMIT. The buses ply towards Ernakulam, Thrissur, Irinjalakuda, Paravur and Kodungallur side for staff and students of NIMIT.

REPROGRAPHIC CENTRE

Photocopy facilities are available in the DTP centre and library for the staff and students at a nominal price.

COLLEGE STORE

Students can buy the necessary stationary items from the store / kiosk during recess time. Students cannot avail this facility during class hours.

PARKING

There is ample space for two wheelers, four wheelers and bicycles parking. Separate parking facility is available for faculty members, students and differently abled.

All students and staff members must carry the vehicle pass to avail parking facilities.

GYM

The college has a well-equipped multi gym open to both staff and students with latest equipment.

STUDENTS CORNER

The Student's Corner is a welcoming place for students to relax, study, connect and enjoy the scenic beauty of the campus.

OPEN STAGE

The Open Stage provides a vibrant platform for students to showcase their talents in music, dance, poetry, and more. It encourages creativity, self-expression, and peer engagement in a lively, inclusive atmosphere.

SPORTS INFRASTRUCTURE

The institution offers well-maintained indoor and outdoor sports facilities, including spacious grounds and modern courts, to foster physical fitness, teamwork, and healthy competition among students.

Multipurpose Ground

- | | | |
|-------------------|-------------------|-------------------|
| 1. Athletic Track | 2. Cricket Ground | 3. Football Field |
| 4. Korfball Area | 5. Netball Court | |

Multipurpose Indoor Stadium

- | | | |
|---------------------|--------------------|------------------|
| 1. Basketball Court | 2. Badminton court | 3. Netball Court |
| 4. Korfball Court | | |

Other Facilities

- | | |
|---|------------------------------|
| 1. Outdoor Basketball Court | 2. Cricket Practice Net Area |
| 3. Health Club | 4. Table Tennis Table |
| 5. Outdoor Volleyball Court (Men & Women) | |
| 6. Outdoor Netball Court | 7. Tug of War Area |
| 8. Yoga Centre | 9. Sports complex |

GENERAL RULES AND REGULATIONS

The students must, both within and outside the campus, conduct themselves in a manner that will uphold and enhance the values and culture of the college. Courtesy is an essential quality of professionals. It is therefore imperative that the students possess a pleasant disposition and should be courteous with staff, guests and friends.

1. The medium of instruction, examination and communication will be English. Students must speak English in the campus.
2. Students are required to conform to the grooming standards of the college with respect to uniform, personal grooming and hygiene. The uniform should be worn on all working days, except on Wednesday. Students are allowed to wear formal color dress on Wednesday.
3. In the interest of the institution and for the sake of discipline, the Principal is entitled to take any punitive action on any student for his/her misconduct. Misconduct shall include:
 - a) Staying away from classes without sufficient reason.
 - b) Disrespectful behavior towards the staff and non-compliance with college rules.
 - c) Provoking students to strike and participate in any form of strike, dharna etc. in the college.
 - d) Loitering in the verandas during free hours and creating disturbance to the classes in progress. (During free hours the students are expected to make use of the library)
 - e) Disorderly behavior in the class, unruly behavior, loud and aggressive talk.
 - f) Organizing tours without the permission of the Principal.
 - g) Organizing meetings in the college or displaying notices on the college noticeboard without the permission of the Principal.
 - h) Involvement in violence, manhandling or harassing fellow students.
 - i) Disturbing the functions in the auditorium by shouting, howling or dancing.
 - j) Resorting to any kind of malpractice in the examinations.
 - k) Collecting money from staff or students without the permission of the Principal.
 - l) Distributing leaflets, hand-bills or other materials and displaying banners and posters inside the campus.

- m) Scribbling offensive, abusive or obscene words or figures on blackboards or any kind of writing on the walls or other places in the college or the college campus.
 - n) Lack of attention and indifference towards any subject, lack of courtesy towards any staff member or outsider which affects the discipline of the college will be viewed seriously.
4. Students must always wear their identity cards whenever they are on campus. Students found without an Identity card may not be allowed to enter the campus. They are essential for a variety of purposes. Duplicate cards will be issued only in extraordinary circumstances, on formal application establishing the loss of the original and on payment of ₹ 250/-. Identity card must be surrendered when the T.C. is issued. The identity card must be worn by the student on all days and should be submitted for inspection by any staff member/security. If the Identity Card is lost, the student should re- apply for an ID card at the College Reception and collect it from the IT department.
 5. The conduct of the student within the classroom and on the premises must be satisfactory. Indulgence in any act of violence will be considered a breach of discipline that warrants immediate expulsion from the institution along with forfeiture of fees.
 6. Ragging is a criminal offence (Govt. Order No. 1157/12/86 H. Edn) Ragging of any sort is banned in Naipunnya College and any violation of this results in appropriate punishment. If any incident of ragging comes to the notice of the authority, the concerned student shall be given the liberty to explain and if his /her explanation is not found satisfactory, the authority would expel the student from the institution and the incident will be reported to the local police authorities.
 7. Students should take care of the properties of the college and help to keep the campus clean. Vandalism and destruction of college property will be severely dealt with and material loss will be fully recovered with fine. The college campus and classrooms should always be kept neat and clean. Students should see that no damage is done to college property including plants and trees in the campus. Scribbling on walls and furniture is strictly prohibited. Any property damaged due to the negligence of the students will be repaired/replaced at the expense of the student concerned.
 8. A dignified atmosphere should be maintained in the cafeteria.
 9. Students have to occupy their seats by the second bell at the commencement of morning and afternoon sessions. Observance of silence during Morning Prayer is compulsory.

10. Late comers should not enter the class room, nor should any student leave the classroom, without the permission of the teacher-in-charge of the class. In any case, late comers will not be given attendance. If the teacher is absent, the class representative should inform the Head of the Department / Dean/Principal for alternative arrangements
11. A call to the auditorium or seminar halls for any programme must be promptly and strictly responded. No one is to remain in the classrooms or elsewhere during such occasions.
12. The students should neither indulge in Smoking nor consumption of Tobacco/ narcotic drugs in any form inside or outside of the college campus.
13. No society/ club/association will be formed in the college without the Principal's permission.
14. Students should not engage in any kind of unauthorized outdoor celebrations or similar activities inside or outside the college without the written permission of the Principal. Programmes by external agencies/professional groups/ paid programmes such as DJ, musical events are not permitted on the campus. Bike race /motor car race/ processions or similar activities shall not be permitted.
15. Outsiders should not be invited to address the students of the college without prior permission from the Principal.
16. The public as well as the former students will be permitted access to the college only for genuine reasons. They will not be allowed to enter the classrooms.
17. Students shall not invite Police or Media Persons to the campus on their own.
18. The students will not be permitted to remain in the college building after office hours without permission, except in the library, if the librarian is available.
19. Lockers will be issued to the students who stay away from the college, on the basis of availability and stipulated conditions.
20. A suggestion box is placed in the college lobby. All suggestions and comments may be addressed to the Principal.
21. The Principal reserves the right to suspend/dismiss any student if the Principal feels that the continuance of the student in the college is detrimental to the proper functioning / interest of the college.
22. Noncompliance with the college rules is a serious offence and will be dealt with appropriate disciplinary action.

23. Students willing to avail bus concessions (KSRTC) and railway concessions, should contact the office.
24. As per the Govt. order No. Rt/No.346/05/ Higher Edn. dt.1-3-2005 students are not allowed to use cameras or personal gadgets of any kind in the campus. If students are found with such gadgets they will be fined Rs.1000 and the gadget will not be returned back. However, the student shall be allowed to deposit the gadgets at the reception for special purposes, with the permission of the Principal.
25. The Principal reserves the right to refuse admission to any applicant for any course without assigning any reason, if he/ she feels that the admission of that person is detrimental to the interest and discipline of the college.
26. The vehicles of students will be permitted in the campus only with the vehicle pass issued by the college and have to be parked at the designated parking areas. (Two-wheelers and Four-wheelers). Vehicle passes which costs Rs.30/- (to be paid in the Accounts office) will be issued to students who present a request duly signed by the parents. The student shall comply with the rule of wearing a helmet. A change of the two-wheeler will require a fresh vehicle pass. The Vehicle Pass may be carried always and produced for inspection. All parking should be done at owner's risk. Vehicles should not be parked in front of the college campus. Stunting and racing of vehicles within and outside the campus are strictly banned. Four Wheelers: - The student should also get a written permission from the Principal in order to park four wheelers (if necessary).
27. Photography / video / audio recording and playing in the campus is strictly prohibited. Programmes in the college shall be covered only by the persons officially authorized by the Principal.
28. The Security Personnel / designated college staff are authorized to inspect the records of the vehicles entering the campus and register the details in the gate register.
29. No student shall leave the campus during the working hours without permission from the Principal. He/ She shall not be sent home without the written request by the parent/guardian.
30. Prior permission from the Principal is essential to take part in inter-collegiate competitions or in live photographic modelling, fashion shows or Radio / T.V. programmes.
31. It is the responsibility of the student to earn a conduct certificate. It is not issued as a matter of right. Conduct certificate is issued on the basis of an overall evaluation by the teachers concerned.

32. The Principal shall have the right to issue Transfer Certificate to a student admitted to the college without an application from the students or the guardian at any time during the course of his /her study in the college without assigning any specific reason.
33. For acts of misbehavior, the Principal may impose punishments such as fines, for features of educational concession and scholarship, suspension and expulsion.
34. The Principal or other duly constituted college or hostel authorities may frame and issue disciplinary rules of permanent or temporary character from time to time regulating the conduct of students within and outside the college and the hostel premises with a view to maintain the discipline and peaceful atmosphere of the hostel.
35. Cleanliness in classrooms, verandahs, and premises is essential. Avoid leaning against walls and door- ways. Students shall desist from disfiguring the class rooms, the furniture, compound walls and buildings or any part of the college campus by pasting poster's fixing nails or writing on them.
36. Legal action will be initiated against those who destruct or cause to destruct the properties of the college under existing laws including the prevention of Damage to Public Property Act 1984. Students who are charged in criminal offence and are under suspension shall not be allowed to enter the campus without permission.
37. Students from other institutions and outsiders should take prior permission with valid identity proof to meet the Principal and staff members. Students from other institutions and outsiders shall not meet or interact with the students of the college inside the campus without the prior written consent of the Principal.
38. Students from other institutions and outsiders disrupting any academic activity or functioning of the college office or any unit thereof, shall be treated as infringing on the rights of college authorities to run the institution in a good manner or the public interest. All such deeds will be treated as infringement of the rights of students especially those belonging to orphan, SC/ST's and other backward communities to have uninterrupted education. Legal actions including contempt of court will be initiated in all such cases.
39. Outsiders including police and media shall not enter the campus without the permission of the Principal.
40. Grievance of students will be looked into when they are presented through the proper channel. Collective petitions, however will not be allowed. Students and staff members can make use of the grievance redressal mechanisms available in the college.

41. The college authorities reserve the rights to amend, repeal or modify any of the above rules.
 42. It is the responsibility of the students and staff to get informed of all the rules and notifications of the college from time to time. Ignorance of these rules is not condoned.
 43. The Principal / Staff Council is the final authority to interpret the rules and regulations in the best interest of the institution.
- * **The Principal will take decisions for matters not covered by these regulations and the decisions will be final.**

GOOD MANNERS AND CODE OF CONDUCT

1. When a student meets a member of the teaching staff of the college within the campus or outside, it is a matter of politeness that he/she should greet him/her. They should always be respectful to seniors and superiors, polite and courteous to all, ready to oblige and show themselves as lovers of good order and decorum.
2. When a teacher enters the class, the students must keep standing until the teacher has invited them to sit down or he/she himself/herself has occupied his/her seat.
3. Students should keep with them the texts and notebooks required for classes they attend.
4. No student shall leave the classroom during a lecture without the permission of the teacher.
5. Habitual negligence in college work, dishonesty, obscenity in word or act or any other acts of misconduct will invite severe disciplinary action.
6. Students are expected to keep decency and decorum in their behavior, dress, hairstyle etc.
7. No student shall enter another classroom without prior permission.
8. No student is allowed to remain in the campus after 5.30 p.m. unless authorized.

ATTENDANCE AND LEAVE OF ABSENCE

(*subject to change as per the university orders issued
for online classes as well as offline)

1. The College works from 9.00 a.m. to 4.00 p.m. For the purpose of attendance, all working days will be considered as full working days irrespective of the number of hours. Absence during one hour either from the forenoon or the afternoon

session will be considered half a day of absence unless otherwise recommended by the class in charge. (Cfr. Handbook, Directorate of Collegiate Education 2014). A student coming to the class late without leave shall lose half a day's attendance, unless otherwise recommended by the member of the staff in charge of that class.

2. Leave for one hour may be obtained from the class in-charge. Application for longer periods of absence must be made to the Principal. Application for sick leave for more than three days should be supported by a medical certificate. The certificate should be submitted immediately after the treatment. Certificates delayed and dubious will be summarily rejected.
3. No student shall absent himself/herself from a class without leave. Absence without leave of part of a session shall be considered as absence for half a day. Students absenting themselves without leave for more than 10 working days will have their names removed from the rolls. Absence for ten consecutive working days will result in the removal of the name from the rolls. The Attendance and Progress Certificate for each semester shall not be granted unless the student has got three-fourth of the attendance prescribed by the college in the course for instruction to the satisfaction of the authorities and his/her progress and conduct have been satisfactory.
4. Duty leave for participating in Arts/Fests/Sports events will be granted only to students representing the College or the University in various competitions. In such cases, leave applications should be submitted to the Principal in advance and it should be recommended by the teacher in charge.

RESIDENCE / HOSTEL

1. Students not residing with parents may reside in approved hostels. They may also reside with local guardians subject to the approval of the Principal. Students are forbidden to reside in unapproved private lodgings. Approved lodges will be subjected to inspection by the staff member appointed for the purpose.
2. Parents or guardians should submit full information regarding the residence to the college office at the time of admission. Any subsequent change in residence may be made only after informing the Principal.
3. Hostel accommodation is available for boys on campus and girls in the adjoining campus run by Rev. Sisters of Holy Family as well as at St. Joseph's Girl's Hostel on the campus of NIMIT. Admission to the hostel is to be sought separately and sufficiently early. Application forms may be collected from the college office. The forms, after being filled in, should be given to the college office/ hostel

warden. Admission is confirmed only after remitting the prescribed fee. Hostel fee has to be paid on yearly basis and the mess fees has to be paid before 5th of every month. Clearance of hostel dues is essential for issuing Hall ticket, T.C and other certificates.

4. Admission is only for one academic year. The warden reserves the right to grant or deny admission/re- admission, without assigning any reason.
5. Parent/ Guardian should be present at the time of admission / re-admission.
6. Hostellers are bound to comply with all the rules of the hostel set down by the warden.
7. Hostellers should strictly observe the study time prescribed by the warden.
8. Hostellers are not permitted to receive or entertain guests including their class/college mates in the hostel.
9. Hostellers should return to the hostel by 5.30p.m, after their classes.
10. Use of mobile phone is strictly controlled in the hostel. Hostellers are directed not to use mobile phone other than the stipulated hours.
11. Hostellers will not have the choice to select their room and roommates. The room and roommates will be changed and shuffled after each semester.
12. It is the responsibility of the hostellers to ensure that the rooms allotted to them are kept tidy. They will be heavily fined for the loss or damage of hostel property. They are not permitted to make their own alterations in the room. Electrical fittings, furniture and other facilities provided in the room should remain intact.
13. The attitude and relationship of the hostellers with the employees of the hostel should be cordial and positive.
14. Hostellers shall make entries in the movement register kept at the hostel while leaving the hostel and returning to the hostel.
15. Hostellers who wish to stay in the hostel during vacation should get prior permission from the warden.
16. Re-admission will strictly be based on performance in the University/ College level examinations, percentage of attendance for the previous semester and their character and behavior in the hostel and the college.
17. Ragging is a criminal offence (Govt. Order No. 1157/12/86 H. Edn) and the names of the accused will be forwarded to the police. They will be immediately dismissed from the hostel and the college.
18. Grievances, complaints and suggestions by the hostellers can be brought to notice of the warden.
19. Getting admission in the college doesn't ensure admission in the hostel. Hence students are directed to enquire about the availability of hostel facility before they take admission in the college.
20. Decision of the warden pertaining to all matters of the hostel will be final.

OFFICE RULES /ISSUE OF CERTIFICATES

All students are directed to follow the under mentioned instructions very strictly.

1. The students are not allowed to enter the office in groups. Coming to the office during class hours is not entertained. They should approach the receptionist/ Superintendent during their break time or after college hours.
2. Transfer certificate, original, etc. will be issued only after the payment of all dues to the college and the college hostel at the end of the course.

CRITERIA TO APPEAR IN THE FINAL EXAMINATION/PROMOTION

1. Not less than 75% attendance aggregate.
2. Satisfactory performance in the Internal Assessment.
3. Complete and satisfactory performance in the Industrial Training (In the case of Hotel Management students)
4. Satisfactory completion and certification of all assessments, journals and files.
5. The hall ticket has to be collected on the previous day of the examinations after obtaining the no- dues certificate.
6. The following points will receive special consideration in deciding promotion and selection of candidates for University Examinations:-
 - (a) The progress as testified by marks throughout the course
 - (b) Regularity of attendance (minimum 75%) and
 - (c) Conduct and behavior.

STUDY TOURS/ EXCURSIONS/ PICNICS

Study tours conducted by the College are part of the academic programme. The following instructions should be strictly followed by the students with regard to study tours:

1. Students are not permitted to organize or conduct excursions or picnics without the prior permission of the class in-charge, Head of the Department and the Principal.
2. Study tours will be organized by the respective Departments.
3. Written consent in the prescribed form should be obtained from the guardians by all students going on excursion.
4. A detailed programme of travel, stay, places of visit, names of participants etc., should be submitted to the Principal before proceeding on a tour or excursion.
5. No student from another class will be permitted to join a class going on excursion.

6. For a batch of students having a strength of more than 20, two regular teachers shall accompany the team.
7. A lady faculty is compulsory in case of any girl student in the tour team.
8. As far as possible, study tours shall be conducted during the months of November and December.
9. Final year students are allowed to organize study tours for a maximum period of 48 hours.
10. Booking of vehicles and arrangements for stay while on tour should be made only after consultation with the teacher's in-charge. Those who are blacklisted by the college should not be contacted for such services mentioned above.
11. The students shall obey all the directions given by the class teacher / teachers accompanying them.
12. Any act of indiscipline while on tour shall be considered as an act of indiscipline committed on the campus and will attract punitive action.
13. The use of alcohol, drugs and tobacco is strictly prohibited while on tour. Tours should be fully avoided before 6 a.m. and after 9 p.m. (Govt Order. No.735/2014/H.edn dtd 05/04/2014)

PROHIBITION ON POLITICAL ACTIVITY INSIDE THE CAMPUS

- (a) No student of a college shall get involved in any political activity by himself or abet the said activity to be carried on by fellow students inside the campus in any manner whatsoever and any such activity is banned inside the campus.

Taking part in any political activity by organizing students or to cause gatherings inside the college campus for the purpose of doing any activities shall constitute serious indiscipline. Every member of such a gathering shall be individually liable and responsible for the gross indiscipline in this regard and the Principal shall have the power to take disciplinary action against students who indulge in the aforesaid activities.

- (b) It shall constitute gross indiscipline to call for and appeal to strike based on policies and ideologies that may be preached by the political parties or their sister organizations or students wings. The participants in the strike as aforesaid shall be dealt with by the disciplinary authority and they shall be imposed appropriate punishment as provided in these rules.
- (c) No student shall stage or indulge in any activity like Dharna, Gherao, obstructing entry to and from any classroom, office, hall or other places inside the campus / college gate, and such activities shall be treated as misconduct.
- (d) No student shall shout slogans inside the classrooms, office or any other place inside the campus and obstruct and interfere or to cause disturbance and nuisance to the ordinary functioning of the institution. These activities shall be treated as misconduct.

PROCEDURE FOR DISCIPLINARY ACTION

- (a) The Principal of the college shall be the disciplinary authority in respect of the students in the college.
- (b) If it comes to the notice of the Principal that a student or a group of students has committed misconduct as referred in Rule 3 (General rules and regulations) and if the Principal is satisfied that there is prima facie enough material in the allegation against the delinquent student, he shall immediately pass an order suspending student/ students from the college.
- (c) If the Principal is satisfied that the delinquency all edged in the complaint requires further investigation/enquiry, he shall report the matter to the Staff Council. After reporting the matter and after seeking the views of the Council referred to above, the Principal shall appoint a competent teacher / teachers to enquire into the matter and to submit the report immediately.
- (d) The Enquiry Officer so appointed shall conduct enquiry without delay after gathering oral or written evidence from the complainant as well as person against whom the allegations/delinquency, were made. The Enquiry Officer also shall give fair and reasonable opportunity to all the parties and shall submit a report to the Principal without unnecessary delay. After the receipt of the report, the Principal shall consider the report and take appropriate action, which he deems fit including the imposition of the following punishments.
 - 1. Imposition of fine
 - 2. Issuance of compulsory transfer certificate
 - 3. Dismissal from the college
- (d) In the event of imposition of punishment of dismissal or compulsory issuance of transfer certificate, the Principal shall forward the order along with the report to the University.

GOVERNMENT OF KERALA

HIGHER EDUCATION (G) DEPARTMENT

Higher Education - Rules and Regulations for the Smooth Functioning of the Campus

(Extracts)

No. 26483/GI/15/H.Edn. Dated, Thiruvananthapuram, 12.10.2015.

- All Celebrations in the campus, including Union activities, should be held only after getting prior permission from the Head of the Institution. Celebrations of any type should be communicated to the Head of the Institution through concerned Staff Advisor at least five working days prior to the event, with programme details. Guests attending, source of funds,

expenditure estimates etc. The 'Discipline Committee' should monitor and supervise the celebrations in the college.

- Students' Union activities should be supervised by a committee chaired by the Head of the Institution with Staff Advisor as Convener, and HoDs and Discipline Committee members.
- All students have to wear identity tag in the college.
- No type of vehicles should be used during celebrations inside the college campus/ hostels.
- Students' vehicles will be allowed only up to the designated parking area. Entry beyond that point is strictly prohibited.
- If any complaint is received from Hostel inmates or from the public to the Head of the Institution about the misbehaviour of students and about activities like keeping weapons, consuming alcohol, using drugs in campus/hostel rooms etc., steps will be taken as per the rules in force.
- CCTV Cameras will be installed in selected common places such as Entrance/ Exit gate of the College and Hostel.
- Public, including former students, will be allowed to enter the college campus only for genuine reasons. They will not be allowed to enter the classrooms and hostel rooms in any case.
- Programmes by external agencies/professional groups/paid programmes such as DJ, musical events should not be permitted inside or outside the campus. No type of fund raising from the students should be permitted, as these practices lead to extortion and misuse of funds.
- Bike race/motor car race/elephant procession or similar activities should not be permitted inside the campus/hostels.
- To ensure the safety of students, police may be informed in advance about all festival celebrations.
- For all students' programmes in the campus, presence of teachers is mandatory.

GROOMING STANDARDS

GENERAL INSTRUCTIONS

- Black sandals with back strap may be worn during the rainy season, except for the department of Hotel Management.
- Unauthorized alteration of the uniform into baggies / tights/parallels / low waist is prohibited.
- The prescribed uniform must be worn on all working days of the college, except on Wednesdays. On Wednesdays, students are permitted to wear formal colour dress.
- The uniform should be properly washed and ironed.
- The shoes must be neatly polished.
- Black cotton socks should be worn along with shoes
- Identity cards should be worn always in the campus.

College Uniform PG/UG Students

- Uniform as prescribed by the respective departments.
- Practical Uniform (Dept. of Hotel Management)
- Students of the Hotel Management department should wear their practical uniform as instructed

A) Food Production (Boys & Girls)

White Drill Chef Coat

Black and White check terry cotton trousers

White Drill Aprons

Checked Scarf, Checked Dusters, Black Cotton Socks, Black Leather Shoes, Production Tool Kit

B) F & B Service

Boys

Black terry cotton trousers

White full sleeved shirt (a single pocket on the left without a flap) Black bow tie, Black Cotton Socks

Black Leather Shoes with laces, Black belt

Girls

Black terry cotton trousers

White full sleeved shirt, Black waistcoat

Black tie

Black Leather Shoes (closed)

Boys & Girls

Ivory colour damask napkins, White casement waiters cloth, Service toolkit

C) Accommodation Operations

Boys

Black terry cotton trousers, White full sleeved shirt

Girls

Prescribed uniform

Boys & Girls

Stripped Apron, Checked Duster, Gloves

D) Front Office

Boys

Black terry cotton trousers, White full sleeved shirt, Black tie

Black Cotton Socks, Black Leather Shoes

Girls

Prescribed uniform

HYGIENE (NON-HOTEL MANAGEMENT STUDENTS)

- Daily shower and periodical shampooing are compulsory.
- Hair should be neatly cut and combed. (no fancy cuts/no skin tight cuts/head should not be shaved)
- Boys should have their moustaches neatly trimmed and sideburns properly cut.
- Daily shave is a must for boys.
- Spitting in public areas is not allowed.
- Littering is not permitted. Drop waste materials in the appropriate waste bins.
- No religious signs are allowed.
- Girls should tie their hair properly.
- Light makeup for girls is not objected to.
- Wearing ornaments should be restricted to the minimum and earrings should be limited to studs.
- The uniform should be washed and ironed properly.
- Boys are not allowed to wear any fashion accessories.

HYGIENE (HOTEL MANAGEMENT STUDENTS)

- Daily shower and periodical shampooing are compulsory.
- Hair should be neatly cut and combed.(no fancy cuts/no skin tight cuts/head should not be shaved)
- Moustaches are not allowed.
- Sideburns should be cut properly.
- Fingernails should be clipped.
- There should not be any bad odour from mouth or body.
- Wounds, if any, should be dressed properly.
- Hands should be washed properly especially after visiting toilets.
- Daily shave is a must.
- A light cologne should be used.
- Uniforms should be washed properly and ironed.
- Spitting in public areas is not allowed.
- Dropping any kind of waste materials should be done in the appropriate waste bins
- Girls should tie their hair properly and it should always be covered with a hair net.

- Light makeup for girls is not objected to.
- Wearing ornaments (rings / bracelets) and excess make up (nail polish) etc. are not allowed.
- Boys are not allowed to wear any fashion accessories.
- No religious signs are allowed.

PAYMENT OF FEES *

1. Fees will be collected in 2 installments every year.
2. Fee payment may be made via the digital payment link provided on the college website <https://epay.federalbank.co.in/easypayments/AddPayee.aspx>.
3. The students can pay fees on or before the notified dates. Generally it is on the 15th of June and on the 15th of January every year. After the due dates, fees will be accepted for a period of 15 days with a fine of ₹100/-. All the 1st SEM/ 1st year students should remit the 1st installment at the time of admission.
4. If the student fails to remit the fees on the due date his/ her name will be removed from the rolls and their attendance shall not be marked until they clear the dues.
5. The fee defaulters are re-admitted once the following conditions are satisfied.
 - a) Written application for re-admission from the parent with valid reasons.
 - b) Payment of fee dues with a fine of ₹ 500/- after the due date.
6. On receipt of the request for reinstatement, the Principal reviews the application and takes a suitable decision.
7. Students who wish to discontinue the course, after the closing date for admission are liable to pay the whole fees due to the college for the respective course of study in lumpsum before applying for the Transfer Certificate.

REFUNDS

The refund of the fees is governed as per stipulations given below:

1. Application fee and admission fee - Non-refundable
2. Tuition fees – Policy as per UGC norms
3. University fee – Non-refundable.
4. Caution Deposit – Refundable (within 6 months after completion of course)

* Subject to change

NIMIT SCHOLARSHIPS AND ENDOWMENTS

The PTWA has instituted Proficiency awards for the outstanding performances in the examinations conducted by the university for

- B. Sc. Hotel Management and Catering Science /Culinary Arts
- B. Sc. Computer Science/ BCA/B. Sc. IT
- B. Com. Finance/ Computer Application/ Co-operation
- BBA
- B. A. English
- M. Com / M. Sc.
- M. A. English
- BHA
- MBA

The following endowments are instituted taking into consideration the academic excellence and the internal examination performance.

1. **Naipunnya Excellence awards for the best higher secondary school** instituted by NIMIT, for excellence in recognition of outstanding overall academic performance.
2. **Panjikaran Varghese Memorial Endowment** for the best outgoing student.
3. **Rev. Fr. Sebastian Kalapurackal Endowment** for the best outgoing student from the Department of Commerce
4. **Rev. Fr. Varghese Kattuparambil Memorial Endowment** for the best outgoing student from the Department of Computer Science
5. **Rev. Fr. Jose Edassery Endowment** for the best outgoing student of the Department of Hotel Management
6. **“Kolady Lizy Benny Memorial Endowment”** for the best outgoing student from the Department of English, for BA English Language and Literature. Sponsored by Ms Grace K Benny.
7. Endowment instituted by PTWA for academic excellence in B.Sc. HM CA (Graduated Batch)
8. Endowment instituted by PTWA for academic excellence in B.Sc. HM CS (Graduated Batch)

9. Endowment instituted by PTWA for academic excellence in B.Com F (Graduated Batch)
10. Endowment instituted by PTWA for academic excellence in B.Com CA (Graduated Batch)
11. Endowment instituted by PTWA for academic excellence in BBA (Graduated Batch)
12. Endowment instituted by PTWA for academic excellence in B.Sc. Computer Science (Graduated Batch)
13. Endowment instituted by PTWA for academic excellence in BCA Computer Science (Graduated Batch)
14. Endowment instituted by **Dr. Jalendran E. S.** for academic excellence in M.Com (Graduated Batch)
15. Endowment instituted by NIMIT for academic excellence in M.Sc. Computer Science (Graduated Batch)
16. **Rev. Fr. Jose Paul Nellisery Endowment** for academic excellence in B.Com F(A) (Third Year)
17. Endowment instituted by NIMIT for academic excellence in B.Com F (B) (Third Year)
18. Endowment instituted by NIMIT for academic excellence in B.Com CA (Third Year)
19. Endowment instituted by NIMIT for academic excellence in B.Com Co (Third Year)
20. **Edassery Paily and Rosa Memorial Endowment** for academic excellence in BBA (Third Year)
21. **Rev. Dr. Paul Madan Endowment** for academic excellence in B.Sc. CS (Third Year)
22. **Rev. Dr. Paul Kaithottungal Endowment** for academic excellence in BCA (A)(Third Year)
23. Endowment instituted by NIMIT for academic excellence in BCA(B) (Third Year)
24. **Nellisery KochuPoulo and Kunjannamma Memorial Endowment** for academic excellence in B.Sc. HM CA (Third Year)

25. Endowment instituted by NIMIT for academic excellence in B.Sc. HM CS(A) (Third Year)
26. Endowment instituted by NIMIT for academic excellence in B.Sc. HM CS(B) (Third Year)
27. Endowment instituted by NIMIT for academic excellence in B.Sc. BHA (Third Year)
28. Endowment instituted by NIMIT for academic excellence in III BA literature (Third Year)
29. Endowment instituted by NIMIT for academic excellence in M.A (Final Year)
30. Endowment instituted by NIMIT for academic excellence in M. Com (Final Year)
31. Endowment instituted by NIMIT for academic excellence in M.Sc. (Final Year)
32. Endowment instituted by NIMIT for academic excellence in B.Com F(A) (Second Year)
33. Endowment instituted by NIMIT for academic excellence in B. Com F(B) (Second Year)
34. **Elavuthingal Joseph Memorial Endowment** for academic Excellence in B. Com CA (Second Year)
35. Endowment instituted by NIMIT for academic excellence in B.Com Co (Second Year)
36. **Keekkarikkattoor Puthenpurakal Chacko Alexander Memorial Endowment** for academic Excellence in BBA (Second Year)
37. **Dr. K.C. Ittiachan Pattarumadom Memorial Endowment**
for academic excellence in B.Sc. CS (Second Year)
38. **Mannancheril Mary Sebastian Memorial Endowment** for academic excellence in BCA(A) (Second Year)
39. **“Rev. Fr. Jose Karachira Memorial Endowment** for the academic excellence in II BCA (B) (Second Year)
40. **Pynadath John and Aleyakutty Memorial Endowment** for academic excellence in B.Sc. HM CA (Second Year)

41. Endowment instituted by NIMIT For academic excellence in B.Sc. HM CS(A) (Second Year)
42. Endowment instituted by NIMIT For academic excellence in B.Sc. HM CS(B) (Second Year)
43. Endowment instituted by NIMIT For academic excellence in B.Sc. BHA (Second Year)
44. **“Jeswin P Joji Memorial Endowment”** for academic excellence in BA English (Second year)
45. Endowment instituted by NIMIT for academic excellence in M.A (Second Year)
46. Endowment instituted by NIMIT for academic excellence in MBA (First Year)
47. **Prof. Thomas Varghese Endowment** for academic excellence in B.Com F (A) batch (First Year)
48. Endowment instituted by NIMIT for academic excellence in B. Com F (B) batch (First Year)
49. Endowment instituted by NIMIT for academic excellence in B.Com CA (First Year)
50. Endowment instituted by NIMIT for academic excellence in B. Com Co (First Year)
51. **“Kaithottungal Joseph Memorial Endowment”** for academic excellence in BBA (First Year)
52. Endowment instituted by NIMIT for academic excellence in M.com (First Year)
53. **Manikath Varkey and Annie Memorial Endowment** for academic excellence in B.Sc. CS (First Year)
54. **Ayrookaran Annamkutty Memorial Endowment** for academic excellence in BCA(A) (First Year)
55. Endowment instituted by NIMIT for academic excellence in BCA(B) (First Year)
56. Endowment instituted by NIMIT for academic excellence in B.sc IT (First Year)

57. **Pallikal Esthapanos and Rosy Memorial Endowment** for academic excellence in B.Sc. HM CA (First Year)
58. Endowment instituted by NIMIT for academic excellence in Bsc.HM CS (A) Batch (First Year)
59. Endowment instituted by NIMIT for academic excellence in Bsc.HM CS (B) Batch (First Year).
60. Endowment instituted by NIMIT for academic excellence in BHA Batch (First Year).
61. Endowment instituted by NIMIT for academic excellence in BA literature (First Year)
62. Endowment instituted by NIMIT for academic excellence in M.A (First Year)
63. Endowment instituted by NIMIT for academic excellence in M.Com (First Year)
64. Endowment instituted by NIMIT for academic excellence in MSW (First Year)
65. Endowment instituted by NIMIT for academic excellence in MBA (First Year)
66. Endowment instituted by NIMIT for academic excellence in M.Sc. (First Year)
67. Endowment instituted by NIMIT for securing 100% attendance.
68. **Prof. B T Joy Endowment** for the best outgoing student in sports(men).
Endowment instituted by NIMIT for the best outgoing student in sports(women).
69. **Mandanath Mathai Francis Memorial Endowment** for the best outgoing student in arts.
70. Poonolly Family Endowment Instituted By J Sebastian Poonolly for the Best RJ
71. **Vathikulam Paul J Memorial Endowment** for the best social work coordinator.
72. **“Rev. Fr. Jose Karachira Memorial Endowment”** for the best outgoing chef.
73. **“Rev. Fr. Jose Karachira Memorial Endowment”** for the Excellent Effort Award.

74. **“Rajesh Chakkiar Memorial Endowment”** for the Above and beyond award.
75. **“Mr. Pulivelil Kuriakose Thomas and Mrs Marykutty Thomas Memorial Endowment”** for the best Hospitality Manager.
76. Endowment instituted by NIMIT for the best pinnacle performer of the year
77. Endowment instituted by NIMIT for the best book publication
78. Endowment instituted by NIMIT for the best Recognition towards copyright.
79. Endowment instituted by NIMIT for the best research project and project guide in BCom (Finance)
80. Endowment instituted by NIMIT for the best research project and project guide in BCom (CO)
81. Endowment instituted by NIMIT for the best research project and project guide in BCom (CA)
82. Endowment instituted by NIMIT for the best research project and project guide in BBA
83. Endowment instituted by NIMIT for the best research project and project guide in B,Sc HM CS
84. Endowment instituted by NIMIT for the best research project and project guide in B,Sc HM CA
85. Endowment instituted by NIMIT for the best research project and project guide in B,Sc CS
86. Endowment instituted by NIMIT for the best research project and project guide in BCA
87. Endowment instituted by NIMIT for the best research project and project guide in B.A. English Literature
88. Endowment instituted by NIMIT for the best book lover student
89. Endowment instituted by NIMIT for the best book lover (Faculty)

ALMANAC 2025-26

JUNE 2025

Date	Day	Department	Activity	Remarks
1	Sunday			
2	Monday			
3	Tuesday			
4	Wednesday			
5	Thursday	Commemorative Day	World Environment Day	
		PG Department of Commerce	Final year Add on programmes on DIFA/Tally with GST/ Capital Market / MS Excel	
6	Friday		Id-ul-Ad'ha (Bakrid)	
7	Saturday	Commemorative Day	World Food Safety Day	
8	Sunday			
9	Monday			
10	Tuesday			
11	Wednesday			
12	Thursday	Commemorative Day	World Day Against Child Labour	
13	Friday			
14	Saturday	Commemorative Day	World Blood Donor Day	
15	Sunday			
16	Monday			
17	Tuesday			
18	Wednesday			
19	Thursday	Commemorative Day	National Reading Day	
		PG Department of English & Department of Additional Languages	Reading Week Competition	
20	Friday			
21	Saturday	Commemorative Day	International Yoga Day World Music Day	
22	Sunday			

23	Monday	Commemorative Day	International Olympic Day	
		PG Department of Computer Science	Aptitude Training for III semester BSc CS/BCA/BSc IT	
24	Tuesday			
25	Wednesday			
26	Thursday	Commemorative Day	International Day Against Drug Abuse and Illicit Trafficking	
		PG Department of Commerce	Industrial Interaction for finance stream	
		PG Department of Computer Science	Seminar on Career opportunities in IT (V Sem)	
		PG Department of Social Work	Street Theatre workshop (II sem MSW)	
27	Friday	PG Department of Commerce	Friday Market	
		PG Department of Social Work	Street Theatre workshop (II sem MSW)	
28	Saturday			
29	Sunday			
30	Monday	PG Department of Commerce	National Statistics Day Celebration	
JULY 2025				
1	Tuesday	PG Department of Commerce	Book distribution for odd sem	
		Department of Hotel Management	2nd years 2024 Admn - Veg and Fruit Carving Workshop on Arrangement of flowers	
		PG Department of Social Work	Workshop in Research Methodology (III sem MSW)	
2	Wednesday	PG Department of Social Work	Workshop in Research Methodology (III sem MSW)	
3	Thursday	PG Department of English	Add- On Program (All I Sem UG)	

4	Friday	PG Department of Commerce	Friday Market	
		Department of Fashion Designing	Bridge Course- Basic drawing and Illustration	
5	Saturday		NIDARSANA-VIDYARAMBHAM	
6	Sunday			
7	Monday	Department of Hotel Management	World Chocolate Day Webinar on Chocolate making	
		PG Department of Commerce	El-Commercio	
8	Tuesday	PG Department of Computer Science	Ability Test for I semester BSc CS/BCA/BSc IT (Basics of Computers, Mathematics and Electronics)	
9	Wednesday	Commemorative Day	National Statistics Day	
		Department of Fashion Designing	Fashion Day	
		PG Department of Computer Science	Bridge Course on Mathematics for I Semester BSc CS/BCA/BSc IT	
		PG Department of Social Work	Bridge Course	
10	Thursday	PG Department of Social Work	Bridge Course	
11	Friday	PG Department of Commerce	Friday Market	
		PG Department of Computer Science	STED Council Exam (V Sem)	
12	Saturday			
13	Sunday			
14	Monday	PG Department of Computer Science	Seminar on Medical Coding (V Sem)	
		PG Department of Commerce	Ability Test	
		PG Department of Social Work	Workshop on Research Methodology	

15	Tuesday	Department of Hotel Management	Workshop on Chocolate presentations	
		PG Department of Computer Science	Seminar on Medical Coding (III Sem)	
16	Wednesday	PG Department of Social Work Department of Fashion Designing	Freshers Day	
17	Thursday	PG Department of Social Work	Residential Training Program (II sem MSW)	
18	Friday	PG Department of Commerce	Industrial Interaction for BCOM Computer Application & Friday Market	
		PG Department of Social Work	Residential Training Program (II sem MSW)	
19	Saturday			
20	Sunday			
21	Monday	Examination Cell	I Internal Examination (Sem III) Commences	
22	Tuesday			
23	Wednesday	Examination Cell	I Internal Examination (Sem III) Concludes	
24	Thursday	Karkadaka Vavu		
25	Friday	PG Department of Commerce	Career Guidance for Final UG & PG	
26	Saturday			
27	Sunday			
28	Monday	Commemorative Day	World Nature Conservation Day	
		PG Department of Computer Science	Aptitude Training (V Sem) begins	
29	Tuesday	PG Department of Commerce	Second year Add on programmes on Digital Marketing/ /Event Management/ Logistics Management /Basic design concepts	
30	Wednesday			

31	Thursday	PG Department of Commerce	Workshop on Share trading	
		PG Department of Social Work	Exposure visit to socialwork Agencies	
AUGUST 2025				
1	Friday	PG Department of Commerce	Project work for final year UG and PG students	
		PG Department of Computer Science	Aptitude Training (V Sem) ends	
		Department of Hotel Management	Aloha – Fresher’s Connect	
		Department of Hotel Management	Workshop -Amal College of Hotel Management, Nilambur	
		Department of Hotel Management	IHG Dubai - Training & Placement	
		PG Department of Social Work	Exposure Visit to Social Work Agencies	
		Expressions	A Talent Show for all I U G Students	
2	Saturday	PG Department of Social Work	Exposure Visit to Social Work Agencies	
3	Sunday			
4	Monday	Examination Cell	I Internal Examination (Sem V) Commences	
		PG Department of Computer Science	Add on Course-Artificial Intelligence & Machine Learning (V Sem) begins	
5	Tuesday	Commemorative Day	Friendship Day	
		PG Department of Commerce	El-Commercio, Language Skill Development ACCA/ CMA/ Logistics Management/Airport and Aviation,Business Analytics	
		PG Department of Social Work	Bridge Course (I MSW)	

6	Wednesday	PG Department of Social Work	Bridge Course (I MSW) Certificate Course in MS Office (ICT) begins. Ability Test	
7	Thursday	Examination Cell	I Internal Examination (Sem V) Concludes	
		PG Department of Computer Science	Add on Course-Artificial Intelligence & Machine Learning (V Sem) concludes	
8	Friday	PG Department of Commerce	Friday Market	
		Department of Fashion Designing	Handloom Day	
		PG Department of Social Work	Certificate Course in MS Office (ICT) concludes	
9	Saturday			
10	Sunday			
11	Monday	PG Department of Social Work	Observation Visit begins	
12	Tuesday	Commemorative Day	Anti-Ragging Day	
		PG Department of Commerce	Industrial Interaction for BBA Students	
		PG Department of Computer Science	CSS Activity (III Sem BCA (A))	
13	Wednesday	PG Department of Computer Science	CSS Activity (III Sem BCA (B))	
		PG Department of Social Work	Language Lab / Communication Workshop	
14	Thursday	PG Department of Computer Science	Hardware Workshop (I Semester BCA)	
		PG Department of Social Work	Observation Visit concludes, Ability Test for I semester BSW	
15	Friday	Commemorative Day	Independence Day (SWARAJ)- Independence Day Celebration	
16	Saturday			
17	Sunday			

18	Monday	PG Department of Commerce	Add on course for second year UG	
19	Tuesday	PG Department of Social Work	Certificate Course in MS Office (ICT) -for I sem MSW begins	
20	Wednesday	PG Department of Computer Science	Industrial Visit (V semester BSc CS)	
		PG Department of Commerce	Industrial Visit	
		PG Department of Social Work	Social Work Association Inaugration	
21	Thursday	PG Department of Computer Science	Bridge Course - Fundamentals of C (I Sem)	
		PG Department of Social Work	Certificate Course in MS Office (ICT) -for I sem MSW concludes	
22	Friday	PG Department of Social Work	Concurrent Field Work (I Sem MSW)	
23	Saturday	Commemorative Day	National Space Day	
24	Sunday			
25	Monday	Examination Cell	I Internal Examination (Sem I) Commences	
		PG Department of Commerce	Faculty Exchange Program	
		Department of Hotel Management	Add-on- Bakery Level-2 (FOSTAC) VI Sem	
		Department of Fashion Designing	ADD-ON course Basic Hand Embroidery	
26	Tuesday			
27	Wednesday	Examination Cell	I Internal Examination (Sem I) Concludes	
		PG Department of Computer Science	Industry interaction (V sem)	
28	Thursday		Ayyankali Jayanthi	
			Avani- Onam Celebrations	
		Department of Fashion Designing	ONAM- THANIMA FASHION SHOW	
		PG Department of Commerce	Onam Chandha	

29	Friday	Commemorative Day	National Sports Day	
			Onam Holidays Commences	
30	Saturday			
31	Sunday			
SEPTEMBER 2025				
1	Monday	PG Department of Social Work	Concurrent Fieldwork	
2	Tuesday			
3	Wednesday			
4	Thursday		First Onam	
5	Friday	Commemorative Day	Teacher's Day	
			Thiruvonam/Milad-i-Sherif	
6	Saturday		Third Onam	
7	Sunday			
8	Monday			
9	Tuesday		College Reopens after Onam Holiday	
		PG Department of Commerce	El-Commercio	
		PG Department of Commerce	Peer Teaching	
10	Wednesday	PG Department of Commerce	Peer Teaching	
11	Thursday	PG Department of Commerce	Peer Teaching	
12	Friday	PG Department of Commerce	Peer Teaching	
13	Saturday			
14	Sunday			
15	Monday	PG Department of English	Faculty Development Program	
16	Tuesday	PG Department of Commerce	Bridge Course for first year students	
		PG Department of Computer Science	Model Practical (III Sem) begins	
		PG Department of Social Work	Rural Camp-Starting Date	
17	Wednesday	Department of Additional Languages	Hindi -Day Literary Competitions	

18	Thursday	Naipunnya Centre for Research	Workshop on Research paper writing	
19	Friday	PG Department of Commerce	Friday Market	
		Department of Fashion Designing	Akriti (workshop)	
20	Saturday	PG Department of Computer Science	Model Practical (III Sem) begins	
21	Sunday	PG Department of Social Work	Rural Camp-End Date	
22	Monday	PG Department of English	Book to Box office	
23	Tuesday	PG Department of English	RQAC- Enhancing research quality of teacher and student presentation and publication online.	
24	Wednesday	Commemorative Day	NSS Day	
		PG Department of Commerce	Industrial Interaction for Co-operation stream	
25	Thursday	Examination Cell	Model Examination (Sem III) Commences	
26	Friday			
27	Saturday	Commemorative Day	Hindi Diwas World Tourism Day	
28	Sunday			
29	Monday	Department of Hotel Management	Tourism Day Webinar - Organized by Final years - HMCS/HMCA	
30	Tuesday	IT Club	Coding competition for CS students	
		Department of Hotel Management	Event in Book of Records	
		Department of Hotel Management	Industrial Visits - 1st year 2025 Admn	
		Department of Hotel Management	Faculty Exchange- BSOLS	
		Department of Hotel Management	Training- Grovers Vineyard	
		PG Department of English	Faculty Exchange programme	
		Department of Hotel Management	Faculty Exchange Program- Morning Star College	

OCTOBER 2025

1	Wednesday		Mahanavami	
2	Thursday	Commemorative Day	Gandhi Jayanti International Day of Non-Violence	
			Vijayadasami	
3	Friday	PG Department of Commerce	El-Commercio	
4	Saturday			
5	Sunday			
6	Monday	PG Department of Computer Science	Bridge Course -Introduction to OOP (III sem)	
		PG Department of Social Work	Study Tour and Exposure Visit for I sem BSW and MSW begins	
7	Tuesday	Examination Cell	Model Examination (Sem III) Concludes	
8	Wednesday	PG Department of Social Work	Study Tour and Exposure Visit for I semBSW and MSW ends	
9	Thursday			
10	Friday	PG Department of Commerce	Competitive Exams Training	
		PG Department of Social Work	Mental Health Day	
11	Saturday			
12	Sunday			
13	Monday	PG Department of Social Work	Rural Camp- I Sem MSW - Start Date	
14	Tuesday			
15	Wednesday	PG Department of English	Workshop- Updating with the latest trends in the field of literature: Drama and Theatre.	
16	Thursday	Commemorative Day	World Food Day	
		Examination Cell	Model Examination (Sem V) Commences	
		Department of Hotel Management	World Food Day	
		PG Department of Social Work	One day Workshop for III semester MSW on Community Health	

17	Friday	PG Department of English	Samvedanam- Seminar	
18	Saturday			
		PG Department of Social Work	Rural Camp- I Sem MSW - End Date	
19	Sunday			
20	Monday		Deepavali	
21	Tuesday	Examination Cell	Model Examination (Sem I) Commences	
		Department of Hotel Management	World Chef Day	
		PG Department of Social Work	Social Work Inauguration	
22	Wednesday	PG Department of English	Peer Teaching begins	
		PG Department of Social Work	Peer Teaching begins	
		PG Department of Social Work	Residential Training Program 2 days for II sem MSW	
23	Thursday	PG Department of Computer Science	Study Tour (V Sem)	
24	Friday	Examination Cell	Model Examination (Sem V) Concludes	
25	Saturday			
26	Sunday			
27	Monday	Department of Hotel Management	Finishing Touch by Mahindra Pride	
28	Tuesday	Examination Cell	Model Examination (Sem I) Concludes	
		Department of Hotel Management	Finishing Touch by Mahindra Pride	
29	Wednesday	Department of Hotel Management	Finishing Touch by Mahindra Pride	
		PG Department of Social Work	Project Proposal Workshop (III MSW)	
30	Thursday	Department of Hotel Management	Finishing Touch by Mahindra Pride	

31	Friday	IQAC & Departments	Naipunnya Excellence Award	
		Department of Hotel Management	Finishing Touch by Mahindra Pride	
NOVEMBER 2025				
1	Saturday	Department of Hotel Management	20 weeks Internship for 2023 Adm. batch begins	
		Department of Hotel Management	Baker’s Delight- Extension Program	
		Department of Hotel Management	Housekeeping Operations	
		Department of Hotel Management	Workshop on Wine- Wine pairing and Service	
2	Sunday			
3	Monday	PG Department of Social Work	Working with Older Persons (Ability Enhancement Course) begins	
		PG Department of Social Work	Personality Development Workshop	
4	Tuesday	PG Department of Commerce	El-Commercio	
5	Wednesday	PG Department of Computer Science	Model Practical (I Sem) begins	
6	Thursday			
7	Friday	Commemorative Day	National Cancer Awareness Day	
		PG Department of Commerce	Friday Market	
		PG Department of Computer Science	Model Practical (I Sem) concludes	
		PG Department of Social Work	Working with Older Persons (Ability Enhancement Course) concludes	
8	Saturday			
9	Sunday			
10	Monday			
11	Tuesday			
12	Wednesday	PG Department of Computer Science	Alumni Interaction	

13	Thursday			
14	Friday	PG Department of Commerce	Friday Market	
15	Saturday			
16	Sunday			
17	Monday	PG Department of Computer Science	Add on Course- Python Programming -begins.	
18	Tuesday	PG Department of Social Work	Feedback Session with Students (Mid-semester Reflection)	
19	Wednesday			
20	Thursday	PG Department of Social Work	Career Orientation Session (Early exposure to social work roles)	
21	Friday	PG Department of Commerce	Friday Market	
		PG Department of Computer Science	Add on Course- Python Programming -concludes	
22	Saturday			
23	Sunday			
24	Monday	Department of Hotel Management	Add on- Food Safety Level 1 (FOSTAC) IV Sem	
25	Tuesday	PG Department of Commerce	Book distribution for even sem	
26	Wednesday	Commemorative Day	Constitution Day	
		PG Department of Commerce	Outbound programme for PG Students	
		PG Department of English	Study Tour	
27	Thursday		Laqshya- Management Fest	
28	Friday	PG Department of Commerce	Friday Market	
		PG Department of Computer Science	Presentation competition on Security Issues and Solutions in IT	
29	Saturday			
30	Sunday			

DECEMBER 2025

1	Monday	Commemorative Day	World AIDS Day	
		Department of Hotel Management	Extension Program- Table Etiquette	
2	Tuesday	PG Department of Commerce	El-Commercio	
3	Wednesday			
4	Thursday			
5	Friday			
6	Saturday			
7	Sunday			
8	Monday			
9	Tuesday			
10	Wednesday	Commemorative Day	Human Rights Day	
		PG Department of Social Work	Human Rights Day	
11	Thursday			
12	Friday			
13	Saturday			
14	Sunday			
15	Monday	Examination Cell	I Internal Examination (Sem VI) Commences	
16	Tuesday	PG Department of Commerce	Christmas Fair Exhibition	
17	Wednesday	Examination Cell	I Internal Examination (Sem VI) Concludes	
18	Thursday			
19	Friday		Nativity- Christmas Celebrations	
20	Saturday	PG Department of Commerce	Internship for UG and PG students Starts	
21	Sunday			
22	Monday	Department of Fashion Designing	Christmas Stall	
23	Tuesday			
24	Wednesday			

25	Thursday		Christmas	
26	Friday			
27	Saturday			
28	Sunday			
29	Monday			
30	Tuesday			
31	Wednesday			
JANUARY 2026				
1	Thursday	PG Department of Social Work	Orientation Visits (II sem MSW)	
2	Friday		Mannam Jayanti	
3	Saturday			
4	Sunday			
5	Monday	PG Department of Commerce	El-Commercio	
		PG Department of Social Work	Street Theatre workshop	
		PG Department of Social Work	Workshop on Group Counselling / Stress Management	
6	Tuesday	PG Department of Computer Science	Additional Certification Courses- NPTEL	
7	Wednesday			
8	Thursday			
9	Friday	PG Department of Social Work	Concurrent field work	
10	Saturday			
11	Sunday			
12	Monday	Examination Cell	I Internal Examination (Sem IV) Commences I Internal Examination (Sem II) Commences	
13	Tuesday			
14	Wednesday	Examination Cell	I Internal Examination (Sem IV) Concludes I Internal Examination (Sem II) Concludes	

15	Thursday	Department of Fashion Designing	Seminar - Entrepreneurship in Fashion	
16	Friday	PG Department of Commerce	Faculty Exchange Program	
17	Saturday			
18	Sunday			
19	Monday			
20	Tuesday	PG Department of English	International Seminar- Exposure to literature across the globe.	
21	Wednesday			
22	Thursday	Department of Hotel Management	Study Tour	
23	Friday	PG Department of English	Cultural Visit	
		PG Department of Social Work	Coommomorative day celebration	
			Vismaya- Cultural Fest	
24	Saturday	PG Department of Social Work	National Girl Child Day	
25	Sunday			
26	Monday	Commemorative Day	Republic Day	
			Alumni Meet	
27	Tuesday	PG Department of Commerce	BODHANA - Peer Teaching / (For first year students)	
28	Wednesday	PG Department of Commerce	BODHANA - Peer Teaching / (For first year students)	
29	Thursday	PG Department of Commerce	BODHANA - Peer Teaching / (For first year students)	
30	Friday	Commemorative Day	Martyrs' Day	
		PG Department of Commerce	Study Tour BODHANA - Peer Teaching / (For first year students)	
			Viva- Sports Day	
31	Saturday			

FEBRUARY 2026

1	Sunday	PG Department of Social Work	Residential Training Program (II sem MSW)	
2	Monday		Residential Training Program (II sem MSW)	
3	Tuesday	PG Department of Commerce	El-Commercio	
		PG Department of Social Work	Certificate Course on Communicative English/Life Skills begins	
4	Wednesday	Commemorative Day	World Cancer Day	
5	Thursday	Department of Additional Languages	Multilingual Webinar	
6	Friday	Department of Hotel Mangement	Class Fest- IV sem HMCS A	
7	Saturday	PG Department of Social Work		Certificate Course on Communicative English/Life Skills concludes
8	Sunday			
9	Monday			
10	Tuesday	PG Department of Commerce	Budget Analysis	
11	Wednesday	PG Department of Computer Science	Workshop on Embedded C and Arduino Programming (IV Sem)	
12	Thursday	PG Department of Computer Science	Workshop on Embedded C and Arduino Programming (IV Sem)	
13	Friday	Commemorative Day	World Radio Day	
		Innovative Trends In business, Commerce and management	Friday Market	
		PG Department of Social Work	A visit and intervention at ICDS Centres or Old Age/Geriatric Settings	
		Department of Hotel Mangement	Class Fest- IV sem HMCA	
14	Saturday			
15	Sunday		Maha Shivaratri	

16	Monday	PG Department of Commerce	Innovative Trends In business, Commerce and management	
17	Tuesday			
18	Wednesday		Workshop- on fruit and vegetable carving- III sem HMCS/HMCA	
19	Thursday			
20	Friday	PG Department of Commerce	Friday Market	
		Department of Hotel Mangement	Class Fest- IV sem HMCS B	
		PG Department of Social Work	World Day of Social Justice	
21	Saturday	Department of Hotel Management	Theme Dinner- VI Semester	
22	Sunday			
23	Monday	PG Department of Computer Science	Project Implementation and review (VI Sem) begins	
24	Tuesday			
25	Wednesday			
26	Thursday			
27	Friday	PG Department of Commerce	Friday Market	
		PG Department of Computer Science	Project Implementation and review (VI Sem) concludes	
		Department of Hotel Mangement	Class Fest- IV sem BHA	
28	Saturday			
MARCH 2026				
1	Sunday			
2	Monday	PG Department of Social Work		
3	Tuesday	PG Department of Commerce	El-Commercio	
4	Wednesday	Examination Cell	Model Examination (Sem VI) Commences	

5	Thursday	PG Department of Social Work	Student-Led Community Awareness Campaign (campus-based)	
		PG Department of English	Extension Program	
6	Friday	Department of Fashion Designing	Fashion Forward - (Women's Day)	
7	Saturday			
8	Sunday	Commemorative Day	International Women's Day	
9	Monday	PG Department of Social Work	CBT (Cognitive Behavioral Therapy) Add On- begins	
10	Tuesday	Examination Cell	Model Examination (Sem VI) Concludes	
		PG Department of Commerce	Placement Drive for PG and UG Students	
11	Wednesday	PG Department of Social Work	Life Skills Training (Self-awareness, Emotional Regulation)	
12	Thursday			
13	Friday	PG Department of Commerce	World Consumer's Right Day Celebration	
		Department of Fashion Designing	Fashnova	
		PG Department of Social Work	CBT (Cognitive Behavioral Therapy) Add On- End Date	
14	Saturday			
15	Sunday	Commemorative Day	World Consumer Rights Day	
16	Monday			
17	Tuesday			
18	Wednesday	PG Department of Computer Science	Workshop on Embedded C and Arduino Programming (IV Sem)	
		PG Department of Social Work	World Social Workday	
19	Thursday			

20	Friday			
21	Saturday		Idul Fitr	
22	Sunday			
23	Monday			
24	Tuesday	Examination Cell	Model Examination (Sem IV) Commences Model Examination (Sem II) Commences	
25	Wednesday	PG Department of Computer Science	Mini Project-Fundamentals of C	
26	Thursday			
27	Friday			
28	Saturday			
29	Sunday			
30	Monday			
31	Tuesday	Examination Cell	Model Examination (Sem IV) Concludes Model Examination (Sem II) Concludes	
		PG Department of Commerce	Text book for Basic Accounting	
		Department of Hotel Management	I.E.T Training finishes	
APRIL 2026				
1	Wednesday	PG Department of Social Work	Concurrent Field Work (200 Hours) for 4th Sem MSW begins	
2	Thursday			
3	Friday		Good Friday	
4	Saturday			
5	Sunday		Easter Sunday	
6	Monday	PG Department of Social Work	Workshop on PRA	
7	Tuesday	PG Department of Social Work	Workshop on PRA	
8	Wednesday			
9	Thursday			

10	Friday			
11	Saturday			
12	Sunday			
13	Monday	PG Department of Social Work	Block placement	
14	Tuesday		Dr Ambedkar Jayanti & Vishu	
15	Wednesday			
16	Thursday		Internship (II & IV Semester) begins	
17	Friday			
18	Saturday			
19	Sunday			
20	Monday			
21	Tuesday			
22	Wednesday			
23	Thursday			
24	Friday			
25	Saturday			
26	Sunday			
27	Monday			
28	Tuesday			
29	Wednesday			
30	Thursday			
MAY 2026				
1	Friday		May Day	
2	Saturday			
3	Sunday			
4	Monday	PG Department of Social Work	Concurrent Field Work (200 Hours) for 4th Sem MSW ends	
		PG Department of Social Work	MSW Final Year 4th Sem Students will go for 1month Internship to Organisations	

5	Tuesday			
6	Wednesday			
7	Thursday			
8	Friday			
9	Saturday			
10	Sunday			
11	Monday			
12	Tuesday			
13	Wednesday			
14	Thursday			
15	Friday			
16	Saturday	PG Department of Computer Science	Internship (II & IV Semester) concludes	
17	Sunday			
18	Monday			
19	Tuesday			
20	Wednesday			
21	Thursday			
22	Friday			
23	Saturday			
24	Sunday			
25	Monday			
26	Tuesday			
27	Wednesday		Bakrid/ Eid al Adha	
28	Thursday			
29	Friday			
30	Saturday			
31	Sunday			

PRAYER SONGS

1. ജീവകോടിയിൽ നിത്യമായ് മേവും

ജീവകോടിയിൽ നിത്യമായ് മേവും

ജീവിതാനന്ദ ധർമ്മമേ

ജീവസാഗര കല്ലോലങ്ങൾതൻ

ഭാവസുന്ദരഗാനമേ

ഭാവസുന്ദരഗാനമേ

താതിലും താരമണ്ഡലത്തിലും

കാശിരുമ്പിലും പൂവിലും

ആരണശ്വരജ്യോതിസ്സേകുന്ന

ആമഹാശക്തിവന്ദനം

ആമഹാശക്തിവന്ദനം

ബുദ്ധിയും ജ്ഞാനശക്തിയും

ദൈവഭക്തിയും നല്ല സിദ്ധിയും

ഒത്തിണങ്ങിയ പാതയിൽ നമ്മ-

ളൊത്തുചേരാൻ തുണയ്ക്കണേ

ഒത്തുചേരാൻ തുണയ്ക്കണേ

2. എങ്ങുമെങ്ങും നിറയും വെളിച്ചമേ

എങ്ങുമെങ്ങും നിറയും വെളിച്ചമേ

എൻമനസ്സിൽ നീ ശാന്തിയാകേണമെ

എന്റെ പാദം ഇടറാതിരിക്കുവാൻ

എന്നുമെന്നിൽ കൃപ ചൊരിയേണമേ (എങ്ങുമെങ്ങും)

പൂവിലുറുന്ന പുഞ്ചിരി നീയല്ലോ

പുസ്തകം തരും ജ്ഞാനവും നീയല്ലോ

പുല്ലുമാടവും പൂമണിമേടയും

തുല്യമായ് തൊഴും ശക്തിയും നീയല്ലോ (എങ്ങുമെങ്ങും)

നല്ല ചിന്തയായ് എന്റെ മനസ്സിലും

നല്ല ഭാഷയായ് നാവിന്റെ തുമ്പിലും

നല്ല ചെയ്തിയായ് എന്റെ കരത്തിലും

നന്മയായ് നീ കടന്നിരിക്കേണമേ. (എങ്ങുമെങ്ങും)

3. ഞങ്ങൾ കരം കുപ്പി നിൽക്കുന്നു മണ്ണിന്റെ

ഞങ്ങൾ കരം കുപ്പി നിൽക്കുന്നു മണ്ണിന്റെ
പുണ്യമെ നിൻ മുൻപിൽ ആർദ്രമോദം
പൊന്നുഷസ്സിൻ കർമ്മസാക്ഷികൾ മുന്നിലായ്
കൺമിഴിച്ചീടുമ്പോൾ പോലെ

(ഞങ്ങൾ കരം കുപ്പി.....)

ഞങ്ങൾ തന്നുള്ളവും തേജസ്വരൂപാ നിൻ
പൊന്നിൻ കതിരുകൾ ഏറ്റുണർന്നു
ആ വെളിച്ചത്തിൽ കുളിച്ചു നിന്നീ ഞങ്ങൾ
ഈ വിധം പ്രാർത്ഥന ചെയ്തിടുന്നു

(ഞങ്ങൾ കരം കുപ്പി.....)

വിവേകപൂർണ്ണരായ് ജീവിക്കുവാൻ
സത്ഗുരു ഭക്തരായ് വിജയം വരിക്കുവാൻ
ജഗത്പിതാവെ വരം തരേണമെ
സ്നേഹസേവന നിരതരാകുവാൻ

(ഞങ്ങൾ കരം കുപ്പി.....)

4. There shall be showers of blessing:

There shall be showers of blessing This is the promise of love;
There shall be seasons refreshing, Sent from the Saviour above.
Showers of blessing,
Showers of blessing we need; Mercy-drops round us are falling,
But for the showers we plead.
There shall be showers of blessing; Send them upon us, O Lord
Grant to us now a refreshing; Come, and now honour Thy word.

5. Thank You Lord

Thank You Lord
I come before You today
And there's just one thing that I want to say Thank You Lord
Thank You Lord
For all You've given to me
For all the blessings I can not see Thank You Lord
Thank You Lord
With a grateful heart
With a song of praise
With an outstretched arm
I will bless Your name
Thank You Lord
I just wanna thank You Lord
Thank You Lord

I just wanna thank You Lord
Thank You Lord
For all You've done in my life
You took my darkness and gave me Your light
Thank You Lord
Thank You Lord
You took my sin and my shame
You took my sickness and healed all my pain
Thank You Lord
Thank You Lord
With a grateful heart
With a song of praise
With an outstretched arm
I will bless Your name
Thank You Lord
I just wanna thank You Lord
Thank You Lord
Thank You Lord
I just wanna thank You Lord
Thank You Lord

6. Light of the World

Light of the world
You stepped down into darkness
Opened my eyes, let me see
Beauty that made this heart adore
You Hope of a life spent with You
Here I am to worship, here I am to bow down
Here I am to say that You're my God
You're altogether lovely, altogether worthy
Altogether wonderful to me
King of all days oh, so highly exalted
Glorious in Heaven above
Humbly You came to the earth
You created All for love's sake became poor
Here I am to worship, here I am to bow down
Here I am to say that You're my God
You're altogether lovely, altogether worthy
Altogether wonderful to me

7. More love, more power

More love, more power
More love, more power More of You in my life
More love, more power More of You in my life
And I will worship You with all of my heart and
I will worship you with all of my mind
I will worship you with all of my strength
For You are my Lord
More love, more power More of You in my life
More love, more power More of You in my life
And I will worship You with all of my heart
I will worship You with all of my mind
I will worship you with all of my strength
For You are my Lord
More love More love,
More power More of You in my life
More love, more power
More of You in my life

8. In His time, in His time,

In His time, in His time,
He makes all things beautiful, in His time,
Lord, please show me every day,
As You're teaching me Your way,
That You do just what You say, in Your time
In Your time, in Your time,
You make all things beautiful, in Your time.
Lord, my life to You I bring,
May each song I have to sing,
Be to You a lovely thing, in Your time

9. Make me a channel of your peace

Where there is hatred let me bring your love
Where there is injury, your pardon Lord
And where there is doubt true faith in You
Make me a channel of your peace
Where there is despair in life let me bring hope
Where there is darkness only light
And where there's sadness ever joy
Oh, Master grant that I may never seek

So much to be consoled as to console
To be understood as to understand
To be loved as to love with all my soul
Make me a channel of your peace
It is in pardoning that we are pardoned
It is in giving to all men that we receive
And in dying that we are born to eternal life
Oh, Master grant that I may never seek
So much to be consoled as to console
To be understood as to understand
To be loved as to love with all my soul
Make me a channel of your peace
Where there's despair in life let me bring hope
Where there is darkness only light
And where there's sadness ever joy

10. Walk with me, O my Lord,
Through the darkest night
and brightest day.
Be at my side, O Lord,
Hold my hand and guide me
on my way.
Sometimes the road seems long,
my energy is spent.
Then, Lord, I think of you and I am given
strength.
Stones often bar my path and there are times
I fall.
But you are always there to help me When I fall.
Just as you calmed the wind and walked upon the sea,
Conquer, my living Lord, the storms that
threaten me.
Help me to pierce the mists that cloud my
heart and mind.
So that I shall not fear the steepest
mountain side.
As once you healed the lame and gave sight to the blind,
Help me when I'm downcast to hold my head
up high.

PROGRAMMES OFFERED

- B. Com. Finance (Honours)
- B. Com. Computer Application (Honours)
- B. Com. Professional (Honours)
- BBA (Honours) (AICTE)
- M. Com.
- Master of Business Administration (MBA) (AICTE)
- B.Sc. Computer Science (Honours)
- B.Sc. Information Technology (Honours)
- Bachelor of Computer Application (Honours) (AICTE)
- M.Sc. Computer Science
- B.Sc. Costume and Fashion Designing (Honours)
- Bachelor of Social Works (Honours)
- Master of Social Works (MSW)
- B.A. English Language and Literature (Honours)
- M.A. English Language and Literature
- B.Sc. Hotel Management and Catering Science (Honours)
- B.Sc. Hotel Management and Culinary Arts (Honours)
- Bachelor of Hotel Administration (Honours)
- One year Diploma in Hotel & Catering Management



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Pongam, Koratty East, Thrissur District, Kerala State - 680 308.

Ph : 9605001987, 0480 2730340, 2730341.

Website: www.naipunnya.ac.in, Email - mail@naipunnya.ac.in