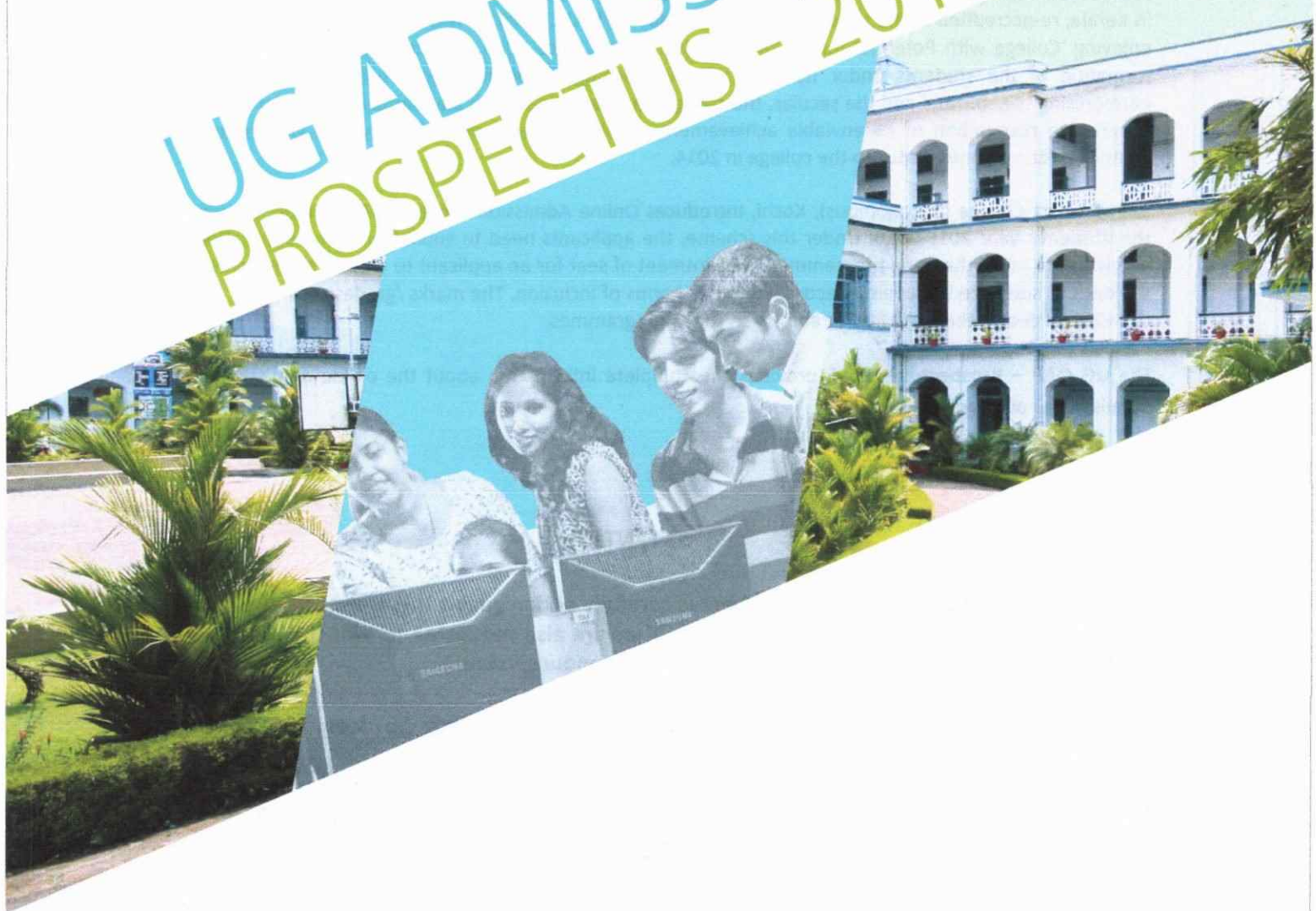


# UG ADMISSIONS PROSPECTUS - 2015



SACRED  
HEART  
COLLEGE  
Autonomous



Thevara, Kochi, Kerala [www.shcollege.ac.in](http://www.shcollege.ac.in)

Dr. Jose John  
Principal in Charge

Sacred Heart College (Autonomous)  
Thevara, Kochi-682 013



## PREFACE

Sacred Heart College (Autonomous), Thevara, Kochi, the first CMI centre for higher education, is a first grade college in Kerala, re-accredited in the third cycle with 'A' Grade by NAAC in 2013. It is one of the few colleges in the state enjoying 'College with Potential for Excellence' (CPE) status since 2004. The college pursues the goal of holistic formation of the students under its care, with unflinching devotion. Ever striving for academic excellence, harmonising the spiritual and the secular, the college has maintained high standards in curricular and co-curricular spheres. In recognition of its enviable achievements in the 70 years of its history, the Government of Kerala conferred Autonomous Status to the college in 2014.

Sacred Heart College (Autonomous), Kochi, introduces Online Admission Process (OAP) for UG programmes from the academic year 2015-2016. Under this scheme, the applicants need to submit only one application **online** for admission to more than one programme. The allotment of seat for an applicant to a given programme depends on the options submitted, academic record and other norms of inclusion. The marks /grades secured by a candidate at the +2 level decide the eligibility for admission to UG programmes.

The **UG OAP – Prospectus – 2015** provides the complete information about the online admission process and details of the programmes.

## ATTENTION

**Candidates should go through the prospectus carefully and acquaint themselves with all the relevant information relating to the admission process. They are also requested to visit the official website of the College [www.shcollege.ac.in](http://www.shcollege.ac.in) for notification and announcements.**

**This prospectus is subject to modification/addition/deletion as may be deemed necessary by the College.**

**The whole process of admission to the UG programmes will be done by Sacred Heart College (Autonomous) Kochi, independently of the CAP of Mahatma Gandhi University, Kottayam.**

**Kindly text your feedbacks and queries to [admissions@shcollege.ac.in](mailto:admissions@shcollege.ac.in)  
Call us in 0484-2663380, 9287215564, 8281234191, 9446383377**

### **IMPORTANT POINTS**

- ❑ **Candidates should apply for admissions to UG programmes for the academic year-2015-16 online on or before the last date stipulated in the admission schedule.**
- ❑ **Online registration can be made by accessing website [www.shcollege.ac.in](http://www.shcollege.ac.in)**
- ❑ **While registering, the category (SC/ST or Others) selected, cannot be altered in any further stage of the process.**
- ❑ **Payment of application/admission fees can be made through any branch of South Indian Bank.**
- ❑ **Verify your personal as well as academic details carefully before final submission.**
- ❑ **Fake registration by any person / institution will be viewed seriously and will be liable for punitive action.**
- ❑ **On submission of the application, the candidate shall note down application number for future reference.**
- ❑ **Candidates claiming any reservation/bonus marks should produce relevant certificates during the verification process.**
- ❑ **All candidates should send a printout of the online application along with the challan of the fee paid and a self- attested copy of the mark list addressed to “UG ADMISSIONS, Sacred Heart College, Thevara, Kochi-13” so as to reach the addressee before the last date and time of submission notified. Those applying under Management / Sports / Cultural / PD quota should submit in person a copy of the online application in the college. Belated applications will be summarily rejected.**
- ❑ **Verification of Original documents will be done by the college at the time of admission.**
- ❑ **Applicants for Management quota/Community quota should include appropriate references (in case of community quota, a letter from the parish priest) and a processing fee (in case of Management quota seats).**
- ❑ **Candidates under PD quota/SC/ST quota/Cultural quota/Sports quota should attach relevant certificates mentioned in the prospectus.**
- ❑ **All candidates who secure allotment should report for admission at the college after remitting the required fees. Those who fail to do this will be treated as ‘Not Joined’ and further claim for admission by these applicants will not be entertained.**
- ❑ **Applicants should report for admission at the college with the downloaded admission memo.**
- ❑ **Candidates can view the status of their application and allotment by accessing the 'Application Status' link on the college web site. No memo will be sent by post from this office in any case.**

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## 1. UG ADMISSION SCHEDULE - 2015

<b>1.</b>	<b>Notification for admission to UG Programmes</b>	<b>15.05.2015</b>
<b>2</b>	Online availability of Application Form and Prospectus	18.05.2015
<b>3*</b>	Last date for the remittance of fee for online registration at branches of South Indian Bank	30.05.2015
<b>4</b>	Registration of candidates (online)	16.05.2015 - 30.05.2015, 5.00 pm
<b>5</b>	Last date for receiving the printed application and challan	02.06.2015 03.00 pm
<b>5</b>	Publication of provisional rank list & trial allotment	04.06.2015, 05.00 pm
<b>6</b>	Data modification, if any	05.06.2015 - 06.06.2015, 5.00 pm
<b>7</b>	Publication of final rank list and First allotment	08.06.2015 05.00 pm
<b>8</b>	Reporting for admission to the college and payment of fees	09.06.2015 - 10.06.2015
<b>9.</b>	Second allotment	11.06.2015
<b>10</b>	Reporting for admission to the college and payment of fees	12.06.2015 10.00 am
<b>11.</b>	Commencement of classes	15.06.2015
<b>10</b>	First Special allotment for SC/ST students	19.06.2015
<b>12</b>	Second Special allotment for SC/ST students	23.06.2015
<b>13</b>	Closing of Admission	30.07.2015

\*Last date for online submission of application will be subject to publication of results by HSE/CBSE whichever is later. Details of admission process will be published on the website.

If seats remain vacant even after the second allotment, spot admission based on merit will be made from among the candidates who have applied for the same in the college, after notification on the college website.

## 2. CLASSIFICATION/CATEGORIZATION OF SEATS

The seats available in the college are mainly classified as **Merit seats, Community seats and Management seats.**

## 3. RESERVATION OF SEATS

### A. AIDED PROGRAMMES:

**3.1 Types of Reservation** - Out of the total Merit Seats available in the college under various UG Programmes, seats will be reserved for different categories under the following main items.

- i. Reservation for Nominees.
- ii. Reservation for Persons with Disabilities.
- iii. Special Reservation.
- iv. Mandatory reservation

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

**ii. Reservation for Persons with Disabilities (PD):** 3% of the seats are reserved for candidates with disabilities for all programmes. 1% (one percent of the seats in UG Programmes) of seats shall be reserved for each of the three sections of **Persons with Disabilities category (Blind, Deaf and Orthopaedically Challenged)** with provision for interchange of seats, if candidates are not available in a particular category in a year. The selection of candidates under this category will be based on the rank in the inter-se merit list and physical suitability, and not on the basis of the degree of disability. 'Person with disability' means a person suffering from not less than 40% of any disability as certified by a Medical Board constituted for this purpose. Candidates who have a minimum of 40% disability alone will be eligible for this quota. A relaxation of 5% of marks in the qualifying examination from the prescribed minimum is allowed.

Candidates seeking admission under PD category should attach with their application form, an attested copy of the 'Certificate of Disability' issued by a District Medical Board or bodies of higher status, certifying the degree or percentage of disability.

**No reservation of seats is allowed for Blind candidates for Science subjects.**

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

**a) Sports quota:** - Two seats under each programme (Interchangeable) shall be reserved for candidates with outstanding records in sports & games. The applicant for admission to the Sports quota should have represented at least the District Sports Zone.

Preference shall be given to Sportsmen who have represented the State/National School Meet. The applicant shall produce the relevant certificate to prove District representation.



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The following guidelines shall be followed in determining merit in sports for admission to the UG programmes. Marks shall be awarded to the First (Winner or the Winning Team), Second (Runner up or Runner up team), Third (third place) and participation as detailed in Table 3-1.

a) Minimum eligibility for admission of a candidate to undergraduate programmes (Sports Quota) is representation of a district in the State Championship in addition to his/her satisfying academic eligibility.

b) For securing admission to UG programmes under Sports Quota, the performance of the candidate at 11<sup>th</sup> and 12<sup>th</sup> standards alone will be considered.

Sl. No.	Tournaments	Points for respective positions			
		First	Second	Third	Participation
1	Senior/Junior International Competitions	100	90	80	70
2	Senior/ Junior National Competitions	60	55	50	45
3	School Nationals(including CISCE,CBSE,HSE,VHSE)	40	35	30	25
4	Inter collegiate/ Senior/Junior State Championship (Inter District)	20	15	10	5

Table 3-1

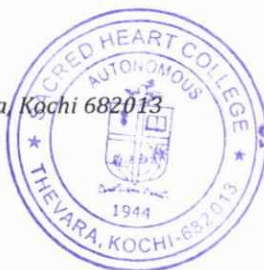
b) **Cultural Quota:** - One seat for each degree programme (Interchangeable) shall be reserved for students who excel in Youth festival recognised by Director of Public Instruction (DPI). The selection shall be made from among the applicants for the cultural quota on merit as detailed in Table 3-2.

Level	Points of Participation		
	A	B	C
Kerala School Kalolsavam	20	10	5
Revenue District level Youth Festival	10	5	-

Table 3-2

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

**If vacancies arise due to discontinuation of candidates under Sports/Cultural/NRI/PDquotas, the next eligible candidate in the Rank List shall be admitted. In case there is no next eligible candidate, the vacant seat shall be merged with the general merit quota.**



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iv. **Mandatory Reservation:-**

The seats for each programme will be distributed as per the existing pattern given in Table 3-3.

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

Table 3-3

The seats under **community quota** shall be reserved for students of the RCSC community and such seats shall be filled on the basis of merit.

The seats under **management quota** shall be filled by the management from among candidates of their choice.

**B. SELF-FINANCING PROGRAMMES:**

50% of the total seats shall be filled by the management from among candidates of their choice provided they satisfy the eligibility conditions. The remaining seats (50%) shall be distributed and filled as detailed in Table 3-4.

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

Table 3-4

**(For admission to seats coming under merit category, students should apply through Online Admission Process)**  
The open quota seats will be filled purely on the basis of merit irrespective of the category/community to which the candidate belongs.

Sacred Heart College (Autonomous), Thevara, Kochi 682013



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