



UNIVERSITY INSTITUTE OF TECHNOLOGY
UNIVERSITY OF KERALA
CENTRE FOR MANAGEMENT EDUCATION, PARAKODE, PATHANAMTHITTA
PROSPECTUS
FOR
ADMISSION TO MBA (FULLTIME) PROGRAMME

The University of Kerala has set up an Institute of Technology with regional centres at Adoor, Alappuzha, Neyyattinkara, Thiruvananthapuram, Kollam, Pathanapuram and Pirappancode to train students for employment in R & D institutions, industry, and business organisations and for self-employment. With this aim, the University has started B. Sc. Computer Science, B. Sc. Electronics, Bachelor of Business Administration (B.B.A.) courses which are designed as three (3) year, six (6) semester single main bachelor degree courses and B. Com. Computer Applications which is designed as a three (3) year, six (6) semester three main bachelor degree course. Each semester shall consist of 16 to 20 working weeks covering not less than 90 working days. M.Sc. course has been started in response to persistent demand from students for opportunities to do a Master's level course in Computer Science. This two year four semester course is being offered at UIT Centres at Alappuzha and Kollam.

The MBA (Full time) programme is the latest addition to the courses on offer at UIT. This two year Programme comprising four Semesters is being offered through the newly established Centre for Management Education at Parakode, Pathanamthitta District.

A. UIT CENTRES – COURSES OFFERED – SANCTIONED STRENGTH

UIT Centre	Code	Courses	Code	Seats
Adoor	01	B. Sc. Computer Science.	001	40
		B.B.A.	003	55
Alappuzha	02	B. Sc. Computer Science.	001	40
		B.B.A.	003	55
		B. Com. Computer Applications.	004	40
		M. Sc. Computer Science.	005	30
Neyyattinkara	03	B. Sc. Computer Science.	001	40
		B.B.A.	003	55
Thiruvananthapuram	04	B. Sc. Computer Science.	001	40
		B. Sc. Electronics.	002	40
Kollam	05	B. Sc. Computer Science.	001	40
		B.B.A.	003	55
		B. Com. Computer Applications	004	40
		M.Sc. Computer Science	005	30
Pathanapuram	06	B. Sc. Computer Science.	001	40
		B. Com. Computer Applications.	004	40
Pirappancode	07	B. Sc. Computer Science.	001	40
		B.B.A.	003	40
		B. Com. Computer Applications.	004	40
		MSW (Annual Scheme)	009	25
Parakode	08	MBA	006	40

B. ELIGIBILITY

A pass in the bachelor's degree / master's degree examination of the University of Kerala or any other examination required as equivalent there to with not less than 50% marks in the aggregate (ie. in all parts of the examination). However, in the case of SC / ST candidates, a mere pass in the bachelor's degree examination of the University of Kerala or any other examination equivalent there to be sufficient.

C. ADMISSION PROCEDURE

Admissions shall be made on the basis of merit as determined by scores obtained by the candidates computed in the following manner.

A weightage of 50 percent for the marks scored in the qualifying examination.

A weightage of 35 percent for the marks obtained in the entrance test conducted by the university for this purpose.

A weightage of 15 percent for the performance of the candidate in group discussion and interview.

D. FEE

1. Semester Fee

Tuition Fee	Rs. 12,000/-
Other Fee (Lab, Library, etc)	Rs. 3,000/-
Total	Rs. 15,000/-

2. Examination Fee

The student will be liable to pay the examination fee as prescribed by the University from time to time.

3. Affiliation Fee and Group Insurance Premium.

The student will have to pay a one time affiliation fee of Rs.300/- and group insurance premium Rs.5/-

4. Caution Deposit (Refundable)

A caution deposit of Rs.5, 000/- will be collected at the time of admission, which will only be refunded at the end of the course or upon the student leaving the Institute, after deducting any dues payable to the institute or the University. The amount should be remitted in the form of demand draft drawn in favour of **Director, University Institute of Technology (HQ)** and payable at **Thiruvananthapuram**.

5. Exemption from payment of Tuition Fee

Students eligible for fee concession (SC, ST, and SEBC) will be exempted from payment of tuition fee only subject to the condition that the prescribed form for educational concessions will be submitted duly filled in within a month from the date of admission.

Note: Fee once paid will NOT be returned or refunded under any circumstance.

E. APPLICATION DETAILS AND PROCEDURE

1. Application for admission has to be made only in the prescribed form.
2. Application form and prospectus can be downloaded from the website of the university www.keralauniversity.edu.
3. Filled in application form must be accompanied by a Registration Fee Rs. 510 /- in the form of demand draft taken from SBT/District Co-operative Bank and drawn in favour of **Finance Officer, University of Kerala** payable at SBT Service Branch ,Thiruvananthapuram and State Co-operative Bank Head Office Branch , Thiruvananthapuram respectively from the candidates residing within the state and DD taken from SBI branches payable at SBI Main Branch ,Thiruvananthapuram from the candidates residing outside the state and drawn in favour of the **Finance Officer, University of Kerala** or alternatively by producing the cash receipt for Rs.500 /- only from the University Cash Counter or from the FRIENDS counter (Janasevana Kendras). The name of candidate and purpose of remittance should be clearly mentioned on the reverse of the draft.
4. **Filled in application forms should reach the office of the Director UIT (HQ) not later than 3.00 p.m. on the last date mentioned in the notification.** UIT bears no responsibility for belated receipt or loss in transit of applications. Applications which are not duly filled in and / or without the required attested certificates will be 'summarily rejected'.
5. Applicants should enclose the following documents along with each application.
 - i) Proof of age (self-attested)
 - ii) Copy of Mark List (self-attested)
 - iii) Copy of Provisional / Degree Certificate of Qualifying Examination (self-attested)
 - iv) Copy of Course and Conduct Certificate (self-attested)
 - v) Copy of certificate in respect of reservation claimed (community / income) (self-attested)
 - vi) One- self addressed envelope affixed with sufficient stamps for registered post.

F. GENERAL

1. Candidate should produce the original certificates and mark lists at the time of interview / admission.
2. Candidates should appear for the entrance test / interview / admission at their own cost.
3. The admission lists will be provisional and subject to confirmation by the University.
4. If any candidate who is provisionally selected fails to report to the officer concerned on or before the specified date and time or if he/she fails to pay the fee indicated in the admission memo, his/her selection will stand cancelled.
5. In all matters of admission, the decision of the University will be final and binding.
6. The University will not be responsible for non – receipt or late receipt of application forms, admit card/ interview memos and other correspondence regarding admission.
7. Late applications will not be considered under any circumstance.
8. The name of the applicant and the purpose of remittance should be written on the reverse side of the demand draft.
9. Candidates from Universities other than the University of Kerala should produce migration certificate at the time of interview / admission.
10. The applicant whose qualifying examination is other than a degree of the University of Kerala should submit an eligibility certificate from the University of Kerala.
11. The photograph and signature of the candidate on the admit card attached to the application form should be attested by a gazetted officer.
12. The entrance test will be conducted at Thiruvananthapuram (01), Kollam (02), Alappuzha (03), Adoor (04) and Thrissur (05).The University, however, reserves the right to add or delete any centre.
13. The date and time of the entrance test will be intimated separately.
14. All wordings in this prospectus are only guidelines and are subject to change as per the decisions of the University from time to time.

MAILING ADDRESSES OF THE UIT CENTRES

Centre No. 01

The Principal,
University Institute of Technology,
University of Kerala,
Kaithavana Buildings,
High School Junction, ADOOR – 691 523.
Phone: 04734 - 227755

Centre No. 02

The Principal,
University Institute of Technology,
University of Kerala,
Govt. Mohammedan's High School Campus,
Collectorate P. O., ALAPPUZHA – 688 001.
Phone: 0477 - 2262654

Centre No. 03

The Principal,
University Institute of Technology,
University of Kerala, Blue Fort Building,
Aralummoodu, Aralummoodu P.O.,
NEYYATTNKARA, Pin: 695 123.
Phone: 0471 – 2223474

Centre No. 04

The Principal,
University Institute of Technology,
University of Kerala,
PTP School Campus, Kuravankonam,
THIRUVANANTHAPURAM – 695 003.
Phone: 0471 - 2437333

Centre No. 05

The Principal,
University Institute of Technology,
University of Kerala,
Govt. High School Campus,
Mulamkadakom, West Kollam,
Thirumullavaram P. O.,
KOLLAM - 691 012.
Phone: 0474 – 2798413

Centre No. 06

The Principal,
University Institute of Technology,
University of Kerala,
Near Seema Theatre,
Govt. Hospital Road,
PATHANAPURAM – 689 695.
Phone: 0475 - 2355600

Centre No. 07

The Principal,
University Institute of Technology,
University of Kerala,
Govt. Higher Secondary School Campus,
PIRAPPANCODE P. O.,
PIN – 695 607
Phone: 0472 – 2583612

Centre No. 08

The Principal,
University Institute of Technology,
University of Kerala,
Centre for Management Education ,
Ezhamkulam.,
PARAKODE P.O,
Pathanamthitta District
PIN – 691 554
Phone:

HEAD QUARTERS

The Director,
University Institute of Technology (HQ),
University of Kerala,
Faculty House Building,
Senate House Campus,
THIRUVANANTHAPURAM – 695 034.
Phone: 0471 - 2300086,
0471 - 2306422 – 302