



## **SREENARAYANAGURU OPEN UNIVERSITY, KOLLAM**

(The State University for Education, Training and Research in Blended format, Kerala)

**Kureepuzha, Kollam, Kerala-691601**

*[www.sgou.ac.in](http://www.sgou.ac.in), E-mail: [admission@sgou.ac.in](mailto:admission@sgou.ac.in)*

# **PROSPECTUS 2022-'23**

**Chancellor**

Sri. Arif Mohammed Khan  
Hon'ble Governor of Kerala

**Pro Chancellor**

Dr. R. Bindu  
Hon'ble Minister for Higher Education  
Government of Kerala

**Vice Chancellor**

Dr. P. M. Mubarak Pasha

**Pro Vice Chancellor**

Dr. S. V. Sudheer

**Registrar**

Dr. Jayamohan.M

**Finance Officer**

Shri. V. Ajayakumar

**Controller of Examinations**

Dr. Gracious J

**Cyber Controller**

Dr. Jayamohan.M

## **Recognition**

1. Sreenarayanaguru Open University was established as a State University vide Ordinance No.45 of 2020 and subsequently the Sreenarayanaguru Open University Act 1 of 2021 of the Kerala State Legislative Assembly has legitimized its identity.
2. The University Grants Commission (UGC), Vide letter No.F.No.9-17/2020 (CPP-I/PU) dt.29/01/2021 informed that Sreenarayanaguru Open University, Kollam, Kerala has been included in the list of Universities established as per 2(f) of UGC Act 1956.

## **Contents**

1. Profile of the University
2. Pathway, Vision and Mission of the University
3. Campuses of the University
4. Academics
5. Schools of Studies
6. Semester System
7. Academic Programmes
  - 7.1. Under Graduate Programmes
  - 7.2. Post Graduate Programmes
8. Eligibility for Admission
  - 8.1. UG Programmes
  - 8.2. PG Programmes
9. Admission Procedure
  - 9.1. Admission Notification
  - 9.2. Mode of Submitting Application
  - 9.3. Fees and Mode of Remittance
10. Fee for UG Programmes
  - 10.1. First Semester Fee
  - 10.2. Fee for subsequent semesters
11. Fee for PG Programmes
  - 11.1. First Semester Fee
  - 11.2. Fee for subsequent semesters
  - 11.3. Fee for SC/ST/OEC
12. Refund of Fees
13. Date of Verification
  - 13.1. Procedure of Verification
14. Admit card
15. Pedagogy
  - 15.1. Self-Learning Printed Materials
  - 15.2 Audio Visual and Other Digital Platforms
  - 15.3. Counselling Session

- 16. Evaluation System
  - 16.1. Self-Evaluation
  - 16.2 Continuous Internal Evaluation
  - 16.3. End Semester Evaluation
  - 16.4. Grading System
- 17. Students Support Services
  - 17.1. Help Desk
  - 17.2. Grievance-Redressal Cell
  - 17.3. Right to Information (RTI)
  - 17.4. Scholarships
  - 17.5. Libraries
  - 17.6. Personal Counselling
- 18. Centre for Internal Quality Assurance

## **1. Profile of the University**

Sreenarayanaguru Open University was established by the Govt. of Kerala in September 2020 vide the government ordinance No. 45 of 2020. The University is named after Sree Narayana Guru, the great thinker and social reformer of modern India. Having been established as the 15<sup>th</sup> University in the State of Kerala the Sreenarayanaguru Open University aims at strengthening the structural dynamics of academic operations for ensuring quality inclusive education for all regardless of age, creed, gender and religion. The territorial limit of the University shall extend to the whole of the State.

The University was officially dedicated by Sri. Pinarayi Vijayan, the Hon. Chief Minister of Kerala on 2<sup>nd</sup> of October, 2020. In pursuance of the legal procedures, the Sreenarayanaguru Open University was accorded recognition under the section 2(f) and 22 of the University Grant Commission Act of 1956. The State Legislature of Kerala has unanimously enacted the Sreenarayanaguru Open University Act in 2021 January.

The Ordinance and Act scheme out the governance of the University with the Chancellor as its head. By virtue of the office of Hon. Governor of Kerala, Dr. Arif Mohammad Khan acts as the Chancellor of the University. Hon. Minister for Higher Education is the Pro-Chancellor and Dr. K. T. Jaleel was the First Pro-Chancellor. In 2020-2021 May, Dr. R. Bindu became the Pro Chancellor. Dr. P. M. Mubarak Pasha was appointed the First Vice-Chancellor. He assumed the

office on 19<sup>th</sup> of October 2020. Dr S.V. Sudheer is the First Pro Vice-Chancellor and Dr. P. N. Dileep is the First Registrar. Mr. V. Ajayakumar is the First Finance Officer, Dr. Gracious J is the first Controller of Examinations and Dr. Jayamohan M is the first Cyber Controller. Consequent to the relief of Dr. P N Dileep, Dr. M Jayamohan was given the charge of the Registrar with effect from 7<sup>th</sup> March 2022.

## **2. Pathway, Vision and Mission**

The University has drawn up its vision, mission and pathway based on the broad institutional priorities discerned through the interactions with the public.

The University has begun its journey with the statement of pathway. The pathway encompasses everything of the University by the University and for the University. The following details them. It reads as

Pathway : *Access and Quality define Equity.*

Vision : *To increase access of potential learners of all categories to higher education, research and training, and ensure equity through delivery of high quality processes and outcomes fostering inclusive educational empowerment for social advancement*

Mission : *To be benchmarked as a model for conservation and dissemination of knowledge and skill on blended and virtual mode in Education, Training and Research for normal, continuing, and adult learners.*

## **3. Campuses of the University**

The campuses of the Sreenarayanaguru Open University, consist of its headquarters at Kollam, four Regional Centres at Thrrippunithura, Pattambi, Kozhikode and Thalassery and 44 Learner Support Centres.

The details of Regional Centres are furnished below:

<b>Sl: No.</b>	<b>Name of Regional Centre</b>
1.	Govt. Arts and Science College, Kozhikkode
2.	SNGS College, Pattambi
3.	Govt. Arts College, Thrrippunithura
4.	Brennan College, Thalassery

In addition to the above Regional Centres, the headquarters of the University at Kollam will act as a subcenter, performing the functions of a Regional Centre.

**The details of tentative Learner Support Centres are furnished below:**

**THIRUVANANTHAPURAM**

Sl.No	Details of College
1	Loyola college of Social Sciences Sreekaryam-695017,Thiruvananthapuram
2	Mar Ivanios College, Nalamchira-695015,Thiruvananthapuram
3	St.Xavier's College,Thumpaa-695 586,Thiruvananthapuram

**KOLLAM**

4.	Fathima Mata National College, Kollam
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**PATHANAMTHITTA**

5	Govt. Arts and Science College, Elanthoor, Pathanamthitta-689643
6	College of Applied Science, Adoor,Pathanamthitta-691523

**KOTTAYAM**

7	Govt. College, Nattakam Kottayam-686013
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**ERANAKULAM**

8	Maharajas College, Marine Drive, Kochi, Ernakulam-681011
9	Govt.College, Thrippunithura, Ernakulam

**THRISSUR**

10	Sri. C Achutha Menon Government College, Kuttanellur, Thrissur-680014
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**PALAKKAD**

11	Govt. Victoria College , Meenakshipuram Highway, Thorapalayam Palakkad-678001
12	Sree Neelakanta Govt. Sanskrit (SNGS) College Pattambi, Palakkad-679303
13	Government Arts and Science College Thrithala Palakkad 679534
14	MPMM SN Trust CollegeShoranur,Palakkad-679122
15	Universal College, Mannarkad, Palakkad 678762
16	Le- Ment college of Advanced Studies, Mele Pattambi, Palakkad 679303

**MALAPPURAM**

17	Pookkoya Thangal Memorial Government College, Perinthalmanna, Malappuram-679322
18	Govt. College, Munduparamba, Manjeri Road, Malappuram-676509 Kerala
19	M A O College of Arts And Science, Manjeri, Malappuram 673641
20	Amal College of Advanced Studies, Nilambur 679329
21	MES College, Mampad 676542
22	MES College, Ponnani 679586
23	Thunchan Memoriyal Govt College, Tirur Vakkad Po. Malappuram -Dis 676502
24	MES KEVEEYAM College, Valanchery, Malappuram 676552
25	Majlis Arts and Science College, Puramannur, Valanchery, Malappuram 676552
26	Malabar College of Advanced Studies, Vengara, Malappuram 676519
27	Marthoma College, Chungathara, Malappuram

**KOZHICKODE**

28	Govt. Arts and Science College Meenchanda, Kozhikkode-673002
29	SN College, Chelaannur, Kozhikkode 673616
30	MAMO College, Mukkam, Kozhikkode 673602
31	JDT Islam College of Arts & Science
32	CKGM Govt College, Perambra, Kozhikkode
33	Farooq College, Calicut

**WAYANAD**

34	NMSM Govt. College, Kalpetta, Puzhamudi, Wayanad-673122
35	St. Marys's College, Sulthan Bathery, Wayanad 673592

**KANNUR**

36	Govt. Brennen College, Dharmadam, Thalassery, Kannur-670106
37	Payyanur College, Payyaur.P.O, Edat-Kannur 670327
38	S.N. College, Kannur 670007
39	St. Joseph's College, Pilathara, Kannur 670504
40	Sir Syed College, Thaliparamb, Kannur



## **KASARGOD**

41	Govinda Pai Memoriyal Govt College, Hosabettu, Manjeshwar, Kasaragod, Kerala, 671323
42	Green Woods Arts & Science College, Bakel, Kasargod 671318
43	Govt. College, Kasargod
44	Nehru Arts and Science College, Kanhangad

### **4 Academics**

With a view to promote interdisciplinary learning, the University has organized its Academic Programmes under the School System. At present the University has five Schools of Studies viz. Humanities & Social Sciences., Languages, Communications & Information Science, Law & Business Studies, School of Interdisciplinary & Transdisciplinary Studies. Semester pattern is followed for the conduct of all the academic programmes. The duration of the UG Programmes shall be three academic years spanning six semesters and that of PG shall be two academic years spanning four semesters.

### **5. Schools of Studies**

The school of studies represents an academic platform where disciplines with similar identities converged and sustain. The following schools are statutory academic units of the university.

- 1) School of Humanities and Social sciences
- 2) School of Languages
- 3) School of Communications and Information Science
- 4) School of Law and Business Studies
- 5) School of Interdisciplinary and Trans-disciplinary studies.

### **6. Semester System**

In tune with the UGC regulations the University has adopted the semester pattern in all its UG and PG Programmes. Each academic year consists of two semesters. For the UG Programmes there are six semesters (three academic years) and PG Programmes have four semesters (two academic years).

## 7. Academic Programmes

The University offers the following UG and PG Programmes under the five Schools of Studies. At present, the University offers the following UG and PG Programmes in the Choice-Based Credit System.

### 7.1. Under Graduate Programmes:

Sl. No	Programmes
<b>School of Languages</b>	
1	BA Arabic ( Language and Literature)
2	BA English ( Language and Literature)
3	BA Hindi ( Language and Literature )
4	BA Malayalam ( Language and Literature )
5	BA Sanskrit ( Language and Literature )

### 7.2. Post Graduate Programmes:

Sl. No	Programmes
<b>School of Languages</b>	
1	MA English ( Language and Literature )
2	MA Malayalam ( Language and Literature )

## 8. Eligibility for Admission

The minimum educational qualifications for admission to the various academic programmes are enumerated below.

### 8.1. UG Programmes:

Sl. No	Programme	Minimum Qualifications
1	BA Arabic (Language	A pass in the Higher Secondary Examination conducted by a

	and Literature)	board/University at a Plus Two Level of Schooling (either through formal schooling or through open system or its equivalent).
2	BA English (Language and Literature)	A pass in the Higher Secondary Examination conducted by a board/University at a Plus Two Level of Schooling (either through formal schooling or through open system or its equivalent).
3	BA Hindi (Language and Literature)	A pass in the Higher Secondary Examination conducted by a board/University at a Plus Two Level of Schooling (either through formal schooling or through open system or its equivalent).
4	BA Malayalam (Language and Literature)	A pass in the Higher Secondary Examination conducted by a board/University at a Plus Two Level of Schooling (either through formal schooling or through open system or its equivalent).
5	BA Sanskrit (Language and Literature)	A pass in the Higher Secondary Examination conducted by a board/University at a Plus Two Level of Schooling (either through formal schooling or through open system or its equivalent).

## 8.2. PG Programmes:

Sl.No	Programme	Minimum Qualifications
1	MA English (Language and Literature)	Any degree from a recognised University. Should have studied English as a paper at the degree level.
2	MA Malayalam (Language and Literature)	Any degree from a recognised University.

## 9. Admission Procedure

Students are to follow the procedures given below to complete their admission.

### 9.1. Admission Notification

Notification for admissions shall be published both online and offline.

### 9.2. Mode of Submitting Application:

Candidates seeking admission can apply online only. Online application facility for admission is provided through the Admission Portal of the University Website [www.sgou.ac.in](http://www.sgou.ac.in).

The stepwise instructions assisting the applicants to do the online submission are made available in the portal.

### 9.3. Fees and Mode of Remittance

Candidates are to be prepared for online payment of fees as per the rules in force without which they cannot complete the submission. Fees shall be remitted online at the Admission Portal of the University Website [www.sgou.ac.in](http://www.sgou.ac.in).

## 10. Fee for UG Programmes:

### 10.1 First Semester Fee

Sl.No	Category	Fee(₹)
1	Admission Fee & Prospectus Fee	350
2	Affiliation Fee	350
3	Matriculation Fee	120
4	Eligibility Fee	250
5	Tuition Fee	
	a. Self-Learning Material & Virtual Learning Facility Fee per Semester	1800
	b. Assignment Fee	160
	c. Counseling	800
	<b>Total</b>	<b>₹3830</b>

*(to be remitted at the time of admission during first semester)*

## 10.2 Fee for subsequent semesters, i.e from II to VI Semester

Sl.No	Category	Fee(₹)
1	Tuition Fee	
	a. Self-Learning Material & Virtual Learning Facility Fee per Semester	₹1800
	b. Assignment Fee	₹160
	c. Counseling	₹800
	<b>Total</b>	<b>₹2760</b>

*\*Applicants who require recognition have to remit recognition fee ₹350*

*\*Total fee for all semesters =17,630/-*

## 11. Fee for PG Programmes:

### 11. 1. First Semester Fee

Sl.No	Category	Fee(₹)
1	Admission Fee & Prospectus Fee	₹400
2	Affiliation Fee	₹400
3	Matriculation Fee	₹120
4	Eligibility Fee	₹250
5	Tuition Fee	
	a. Self-Learning Material & Virtual Learning Facility Fee per Semester	₹2000
	b. Assignment Fee	₹200
	c. Counseling	₹1800
	<b>Total</b>	<b>₹4570</b>

*(to be remitted at the time of admission during first semester)*

### 11.2. Fee for subsequent semesters, i.e from II to IV Semester

Sl.No	Category	Fee(₹)
1	Tuition Fee	
	a. Self-Learning Material & Virtual Learning Facility Fee per Semester	₹2000
	b. Assignment Fee	₹200
	c. Counseling	₹1200
	<b>Total</b>	<b>₹3400</b>

\*Applicants who require recognition have to remit recognition fee ₹350

\*Total fee for all semesters =14770,

### 11.3. Fees to SC/ST/OEC Students

SC/ST/OEC Students will be admitted in the University without remitting the tuition fee at the time of admission. But they need to remit all other fees like Admission Fee, Affiliation Fee, etc. Such students need to submit the print out of online application for fee concession from *Akshaya Kendram* along with original Caste certificate, issued by competent authorities within one year validity. The fees for the students thus admitted will be later claimed from the Harijan Welfare Department as per the rules laid down and will be remitted to the University. The name of the Institution of study should be entered as Sreenarayanaguru Open University in the e-grants form from *Akshaya Kendram*. These students should renew their application for tuition fees in III Semester for PG and III and V Semester for UG to avail fee concession in subsequent semesters. Students not requiring fee concession should write a submission to this effect. Students should quote the application number in the e-grants form in the appropriate column of the print out for online admission.

### 12. Refund of Fees

In case the application for admission is rejected due to any defect, the fees paid shall be refunded to the applicant in the personal S/B account of the candidate with IFSC code as given by the candidate at the time of application.

### **13. Date of Verification**

The candidates on successful completion of the submission of the application will be permitted to generate the completion certificate with the date of their interview for verification of documents claimed in the application.

#### **13.1. Procedure of Verification**

Normally the date given for the verification will not be changed. They must be present at the respective Regional Centers as per the notification and produce the documents in original and a copy of each for verification. The University doesn't follow the practice of keeping the original certificate under custody and therefore the candidates should make sure that they take their certificates back after the verification. Under no circumstances the university will be responsible for the damage/misplacement/loss of the certificates.

### **14. Admit Card**

The candidates will be given admit card duly signed by the Regional Director on successful completion of the verification. The admit card is a valid testimony of their rights to the university.

### **15. Pedagogy**

The University has adopted a blended pedagogy for the delivery of its Academic Programme. In the spirit of this methodology the following components of instructions are deployed by the University:

#### **15.1. Self-Learning Printed Materials:**

The study materials, for both theory and practical components of the programmes, will be dispatched, in instalments, commencing from the completion of the admission process. The study material is specially prepared adhering to the principles for ensuring self-learning by a team of teachers/experts who had undergone training/orientation in the task. The material is scrutinized by experts in content writing and edited by language experts.

#### **15.2. Audio Visual and Other Digital Platforms:**

Such study materials prepared using digital technology will assist the learners in having greater comprehension and understanding of the course materials.

#### **15.3. Counselling Sessions:**

Counselling Sessions for the learners are arranged in the Study Centres of the University. Here the learners interact with Academic Counsellors and fellow learners, refer books in the library,

undergo lab experience and discuss administrative and academic matters with the Coordinator of the study centres.

## **16. Evaluation System**

The various components of the evaluation and the system of indexing learners are given below

### **16.1. Self-Evaluation:**

The study material is prepared in such a way as to enable the learners to assess themselves the degree of comprehension of the materials. At the end of every study unit, exercises are provided. By attempting to solve the same, learners know the extent of understanding of the materials. If they find any difficulty, they can resolve the same in the Counselling Sessions.

### **16.2. Continuous Internal Evaluation:**

The Continuous Internal Evaluation (CIE) shall be on the basis of the day-to-day work, assignments/projects/case studies/quizzes etc. as the case may be. CIE carries 30% of the total marks, unless otherwise specified in the curriculum.

### **16.3. End Semester Evaluation:**

The End Semester Evaluation carries 70% of the total marks, unless otherwise specified in the curriculum. The University conducts the end semester examinations for the two semesters that come under an academic year together at the end of the corresponding academic year.

### **16.4. Grading System:**

In order to evaluate the achievements of a learner in terms of an index, the University uses the Grading System. For the UG Programmes the grade is measured in a scale of 10 and for the PG Programmes a 5-point scale is used. Provision has also been made to give the percentage band corresponding to each grade.

## **17. Students Support Services**

Learners being the most important stakeholders of the University, it has instituted a good number of Student Support Services. The important systems are given below.

### **17.1. Help Desk:**

A full-time dedicated Help Desk providing single-window services for all learner-related queries is set up in the University. A supervising officer, assisted by supporting staff, is in charge of the Desk.

**Phone number: 0474 2966841**

**e-mail address: [helpdesk@sgou.ac.in](mailto:helpdesk@sgou.ac.in)**



### **17.2. Grievance-Redressal Cell:**

An online facility for submitting the grievances of the learners and tracking their status is available at the University. A Cell under the supervision of a designated faculty member is constituted for making necessary arrangements for addressing and resolving the grievances in a time-bound manner. The online address for lodging grievances and tracking is <https://www.content.sgou.ac.in> student-grievance-form.

### **17.3. Right to Information (RTI)**

The University has a Right to Information division under the Public Information Officer. The appellate authority is the Registrar of the University.

### **17.4. Scholarships:**

The University may institute Scholarships in the form of fee exemptions and individual awards for merit and excellence in due course. Beneficiaries will be identified on the basis of their performance in the examinations of the University. Appreciation in the form of fee exemption/fee reimbursement will be the general mode of the scholarship. The Student Support Services wing will be responsible for the administration of the scholarship and the parameters of the scholarship will be announced through the website of the University. Notification, scrutiny and selection will be structured through well-defined and approved policies and procedures. It involves the provision for grievance redressal also.

### **17.5. Libraries:**

Learners can make use of books, journals, e-resources and other materials kept in the Libraries at the Headquarters and the Regional Centres of the University. They can also have reference facilities in the Libraries of the Study Centres. Digitised versions of library- resources could be accessed online by the learners.

### **17.6. Personal Counselling:**

To meet personal challenges the University is in the process of constituting Counselling Units with experts, to provide services through physical and digital modes.

## **18. Centre for Internal Quality Assurance**

Sreenarayanaguru Open University has deployed an exclusive centre to ensure quality across all its operational domains by name Centre for Internal Quality Assurance (CIQA). The Centre is headed by a full-time director with the required administrative staff. Under the Centre, a Quality

Assurance Committee has been constituted by adhering to the UGC regulation. The CIQA works on the principle that continuous review is a mandatory requirement of robust quality assurance and enhancement ecosystem. Therefore, primarily, the Centre has been entrusted with the deployment of appropriate strategies for a stratified review system. It covers academics, administration, student support, quality and safety and other vital domains of the University. The administration of feedback and subsequent analysis is the major pathway of the Quality Assurance System. The Centre is entrusted to ensure that the learners are absolutely empowered to receive quality services through the enforcement of the benchmarked practice. The Quality Assurance Manual is an approved document of the University which details the policies and procedures of quality assurance. The first CIQA Annual Report will be published by 2023. There shall be a third-party academic audit every five years and an internal academic audit every year by the Centre for Internal Quality Assurance.