

# PROSPECTUS 2018-19



# MAJLIS POLYTECHNIC COLLEGE

Approved by AICTE, New Delhi & DTE Govt. of Kerala

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 [www.majliscomplex.org](http://www.majliscomplex.org)

## 1. Introduction

Vision

Mission

The setting up of the Majlis Polytechnic College is an important landmark in the journey of Majlis Education Complex, towards its mission of reaching top-quality technical education at the grass-roots level. With sister institutions in the Group recognized for their leadership role in the field of higher education in Management, Engineering, Technology, Architecture, Commerce and bioscience. The Majlis Polytechnic college is also envisaged to attain similar stature in its lab and library facilities, high quality faculty support and conducive teaching-learning environment already made available. The Majlis management is committed to achieve excellence in this new initiative as well, which is designed to roll out highly competent, well-trained and job-ready diploma holders for whom there is ever-increasing demand in the country and abroad.

Majlis polytechnic College is the outcome of social commitment, fulfilment of aspiration of a group of Committed educationists, Philanthropists and devoted social workers with the avowed objective of empowering the rural people especially the marginalized muslim community, thirsty for knowledge with a focus on basic human values, social commitment, moral principle, personality development and creative talent with Vision and Mission Culture oriented quality education.

### What Makes Majlis Polytechnic College different

- High tech campus spread over 4.5 acres
- Dynamic leadership with clear vision and mission
- State-of-the-art infrastructure
- Excellent academic atmosphere in the campus
- Dedicated and highly motivated team of faculty-a fine blend of experience and dynamic youth. Perfect mix of academicians and practicing technologists in the faculty team to mould budding technicians.
- A highly disciplined environment for academic pursuits
- Value added Course offered for the benefits of Students



## 2. Programme Offered

Majlis Polytechnic College offers 3 year Engineering Diploma Programmes in the following branches with an intake capacity as given below:

| COURSE                               | CODE | SEATS |
|--------------------------------------|------|-------|
| Civil Engineering                    | CE   | 60    |
| Mechanical Engineering               | ME   | 60    |
| Electrical & Electronics Engineering | EE   | 60    |
| Automobile Engineering               | AU   | 60    |
| Computer Engineering                 | CT   | 60    |

## 3. Category of Seats

### Merit

50% of seats will be on merit filled by Department of Technical Education

### Management Seat

50% of seats will be filled by management from the rank list prepared on the basis of index mark considering the eligibility conditions fixed by Director of Technical Education

## 4. Duration of the Diploma programme

All the above diploma programme are of 3 year duration (6 semesters). These programme are approved by All India council for Technical Education (AICTE), New Delhi. The rules and regulations fixed by Department of Technical Education, Govt. of Kerala for conducting Diploma programmes will be followed in this institution.

## 4. Prospectus & Application Fee

The prospectus can be downloaded from the website: [www.majliscomplex.org](http://www.majliscomplex.org)

The application and prospectus will also be available from Polytechnic college office on payment of Rs.200/- The filled up application is to be submitted in the Polytechnic college office. The application fee can be remitted in the Poly technic College at the time of submission of application, along with relevant documents.

## 6. Eligibility For Admission

- The Candidate Should be a citizen of India
- The candidate should have passed SSLC/THSLC or equivalent examination, with eligibility for higher studies.
- Candidates who have passed qualifying examination with Mathematics, English and Science subjects are eligible to apply.
- For CBSE / ICSE candidates, the Mrks / Grade obtained in science is considered for calculating grade in Science, in the place of Physics and Chemistry. In the case of CBSE candidates, only the certificates of Board Examination shall be accepted as qualifying certificate and such candidates shall submit an Undertaking (annexure-I) at the time of admission and a copy of the same shall be submitted along with the application.

Calculation of Total Grade Point Average (TGPA)  
Grade/Mark is to be converted to 9 point absolute scale as follows

| Grade      | A+  | A   | B+  | B   | C+  | C   | D+  |
|------------|-----|-----|-----|-----|-----|-----|-----|
| % of Marks | >90 | >80 | >70 | >60 | >50 | >40 | >30 |
| Point      | 9   | 8   | 7   | 6   | 5   | 4   | 3   |

$$\text{WGPA 1} = \frac{\text{Sum of Grade points of Mathematics physics and chemistry} \times 0.7}{\text{No.of subjects in mathematics physics and chemistry}}$$

$$\text{WGPA 2} = \frac{\text{Sum of Grade points of subject other than Mathematics Physics \& Chemistry} \times 0.3}{\text{No.of subjects other than mathematics physics and chemistry}}$$

$$\text{TGPA} = \text{WGPA1} + \text{WGPA2}$$

Index Score = TPGA - Penal point + Bonus point

Penal point = 0.5 for candidate who passed the qualifying examination in second chance

Bonus point = 1 for candidate who have passed higher secondary exam with science subject

## 7. General Conditions

- The selection list for allotment will be prepared on the basis of the index mark obtained
- For candidates who have secured eligibility for higher studies in the second chance, 0.5 score will be deducted as the penal point for index score calculation.
- The index score is obtained after subtracting the penal points if any to the Total Grade Point Average (TGPA)
- Uniforms and college identification Card are compulsory for the students. The uniform will be a combination of golden yellow shirt with black pants. Girl students are permitted to wear black churidar with golden yellow top and black waist coat.
- All candidates shall be accompanied by their parent/guardian at the time of admission.
- All candidates selected for admission and their parent/guardians should give a combined undertaking in the prescribed format (Annexure -ii) that he/she was not involved in any ragging activity in the past and that he/she would not indulge in it in future. If the undertaking is violated, the students would be liable to be expelled.(Directives of the Hon. Supreme Court of India)

## 8. Fee structure (Management Quota)

As per Government norms.

## 9. Submission of Applications

Application form for management quota admission can be had from the office or can be downloaded from the website.

The filled applications can be submitted at the office or sent by post / email: [mjpcadm@gmail.com](mailto:mjpcadm@gmail.com)

## 10. Application for Merit seats in Self Financing College (with higher fees)

- Submit the applications through online at the Poly admission Govt. website in the link "ONLINE SUBMISSION"
- Take the print out of the applications and register the signed application with self attested copies of relevant certificate at any convenient Government / Govt. Aided / Self Financing Poly technic Colleges in the state by remitting the required fee
- Poly technic officials will register the application only after proper verifications of data furnished by cross checking with print copies of certificates produced.

## 11. Documents to be produced at the time of Admission

| Sl.No | Purpose                           | Nature of the Certificate Required   |
|-------|-----------------------------------|--|
| 1     | To prove date of birth            | Original certificate of SSLC / THSLC or equivalent examination                                 |
| 2     | To prove the qualification        | Original mark list of qualifying examination SSLC / THSLC or equivalent with a photocopy of it |
| 3     | Additional qualification          | Original Certificate of Plus two / ITI   |
| 4     | Conduct                           | Original Certificate of conduct from the institution last studied                              |
| 5     | Proof of institution last studied | Transfer Certificate   |

# GENERAL INSTRUCTIONS

## DISCIPLINE

Strict discipline is enforced right from day one at the college campus. Any manner of indiscipline will not be tolerated as it is the very opposite of the ideals for which the institution stands committed. Parents should actively cooperate with the management to avoid taking any heart-burning decision by the management for in disciplined behavior. Our campus is declared as 'NO SMOKING CAMPUS'. Any students who violates this rules will face disciplinary action as per rules laid down by the college in this respect.

## CLASS TIMINGS

Class timings are from 9.00 am to 4.30 pm on all days except second Saturdays and Sundays. Attendance will be recorded on each period. Late coming is not allowed. List of other holidays will be displayed on the College Notice Board at the beginning of each calendar year.

## ATTENDANCE

Rules given by the Board of Technical Education in the matter of attendance will be strictly enforced. The students should cooperate with the college authorities in the matter and in all other activities aimed at their welfare. No relaxation or concession will be extended by the Management. All Students should wear the prescribed uniform within a fortnight from the day of commencement of classes. After this date, students who are not in the prescribed uniform and are not properly groomed in their appearance, will not be permitted to sit in the class.



Mobile phones are Strictly prohibited in the campus

## EVALUATION

Apart from the end term examinations we follow a systems of continues evaluation for assesment of student performance. weightage is given for internal assesment based on attendance, class participation, assignments, workshop and lab work., conduct on campus, punctuality, utilisation of library and computer centre etc..

## RAGGING STRICTLY PROHIBITED

Extract from Govt. order on ragging

1. Ragging / any type of misconduct towards any students, either in the college campus or outside, will be considered as criminal offence and will be immediately reported to the police. Preperators will not be permitted to continue their studies.
2. Every student shall at the time of admission furnish a character certificate from the institute wherefrom he / she has passed the qualifying examination, which would mention the status of his / her behavioral pattern especially in terms as to whether he / she has displayed persistent violent or aggressive behavior or and desire to harm others.
3. Students and parents shall, at the time of admission, furnish an affidavit to the effect that the students shall not indulge in ragging.

## REFUND POLICY

Any candidate who joined the Diploma Programme and discontinued his / her study after the closure of admission will be liable to pay the entire course fee, for the issuance of transfer certificate.

## GENERAL BEHAVIOUR

1. Students are expected to maintain dignity and decorum on all occasions.
2. The college properties should be handled with utmost care. Students shall not disfigure the walls, windows or furniture by writing on them or sticking bills or graffiti.
3. Students are not allowed to loiter in the verandas and the campus during class hours. Students are also not allowed to enter other classes.
4. Indecent behaviour towards teachers and fellow students will not be compromised.
5. Students should not be absent from the class without proper leave letter signed by their parents.
6. 75% of attendance in regular classes and good progress and conduct are compulsory for appearing for end semester Diploma Examinations and for promotion to higher classes.
7. Students should keep their classrooms neat and tidy.

## FACILITIES

### CIVIL ENGINEERING



There would have been no historic wonders or modern masterpieces if there were no civil engineers. In fact, no sphere of life may be identified that does not contain the contribution of civil engineering. The departmental activities embrace Planning, Design, Construction and Management. The course also teaches the development of better infrastructural facilities to sustain an eco-friendly environment. For a Civil Engineer, there are abundant career opportunities available in fields like design and construction, management, business, etc.

### MECHANICAL ENGINEERING

Mechanical engineering is one of the most basic engineering branches and has got its own relevance. This program is designed to produce technicians with broad knowledge in engineering with applications and which also includes in design, development, manufacture, operation and maintenance of machines and mechanical devices.

The Department provides opportunities for students to learn fundamental and advanced technologies with sufficient practical knowledge such that they attain a strong competitive advantage. The department has young & highly motivated faculties with good academic experience. Mechanical Engineering department is well equipped with laboratories also



## ELECTRICAL & ELECTRONICS ENGINEERING



Electrical and Electronic Engineering is a growing and one of the most sought disciplines in the field of engineering study. It comprises with the Electrical and Electronics Engineering. This field became an identifiable occupation after commercialization of the electric telegraph and electrical power supply. It covers a range of sub topics including power electronics, control systems, signal processing and telecommunications. There are equally good opportunities for job in electrical and electronic engineering industry and higher education. There is a lot of multi disciplinary research for developing electrical and electronics equipments.

## COMPUTER ENGINEERING



Computer Engineering place a crucial role in our life because today is a world of computer's, and it has become so much a part of our lives that even imagining a day without its now out of question. Computer Engineers develop, design, test, and maintain computer system and may specialized one aspect of computer Engineering, such as hard ware or software engineering. In the past 15 year if one engineering stream has steadily gained prominence. This is the stream of Computer Science. Computer Science Engineering has become a safe bet for student; has on successful completion of their course there not retested to a specific field, but has a wide range of opportunities, considering both higher studies and job opportunities.

## AUTOMOBILE ENGINEERING

In this Era of machines, Automobile sector has vast opportunities and broadened scope. Our 3 year Diploma course in Automobile Engineering focus on both theoretical and practical aspects that equip you with most modern technological know how in the field of Automotives. Successful candidates have many opportunities in both government & Private Sectors.







### WORKSHOP

Students are provided with facilities for Smithy, Carpentry, Foundry and basic Electrical works. The workshop also has Lathes, Drilling Machines, Round Saw etc. which will provide hands-on experience to each of the students.



### SURVEYLAB

The survey lab has acquired a TOTAL STATION, to expose students, to the latest technologies in surveying. Added to that, sufficient number of Theodolites, Levelling Instruments, Plane Tables and other measuring equipments are also provided for the students.



### ELECTRICALLAB

Our electrical lab is equipped with DC series motor, DC shunt Motor, motor Generator, set, Slip Ring Induction Motor, Transformers Universal motor, single phase induction motor, etc., for students to conduct various experiments.



### LIBRARY

A collection of more than 3000 subjects is available at the library. The library also subscribes to a variety of national and international technical journals. since it is open from 9.00 am to 5.00 pm on all working days. student can make full use of the facility.

### PHYSICSANDCHEMISTRYLAB



Fully equipped Physics and Chemistry labs are set up for the use of students on par with the curriculum.

### COMPUTERLAB



The computer lab has around 60 terminals on a LAN, with the necessary peripherals and Internet connectivity. Latest licensed software like MS Office, Windows NT, oracle, Visual studio are made available.

Puramannur, Vengad  
Date:

Secretary  
Majlis Educational Complex

Annexure - I

UNDERTAKING

1. I, father / mother / guardian of Master / Kumari .....  
..... hereby solemnly affirm that my ward  
appeared for class X examination of CBSE Board at Board level Public Examination held in  
the year..... with roll No ..... and has  
declared eligible for higher studies of other state boards.
2. I understand that I am liable to criminal proceeding and surrender admission received by  
my ward to Polytechnic College in the state if the undertaking furnished by me is proved  
false.

This undertaking is furnished for seeking admission to Polytechnic Colleges under the  
State Board of Technical Education, Kerala.

Signature of Parent / Guardian

Name & Address of Parent Guardian

Place:

Date:

CERTIFICATE BY THE HEAD OF THE INSTITUTION

Certified that the facts stated in paragraph I above are true

Name & Signature of head of Institution

Office Seal

Annexure - II

Undertaking from the students as per the provisions of anti-ragging  
verdict by the Hon'ble Supreme court

I, Mr. / Ms. ....,  
selected to Diploma courses in .....at  
..... do hereby undertake on this  
day ..... month ..... year

1. That I understand the directives of the Hon'ble Supreme Court of India on anti ragging.
2. That I understand the meaning of Ragging and know that the ragging in any form is punishable offence and the same is banned by the court of Law.
3. That I have not been found or charged for involvement in any kind of ragging in the past. However, I undertake to face disciplinary action / legal proceedings including expulsion from the institute if the above statement is found to be untrue or the facts are concealed, at any stage in future.
4. That I shall not resort to ragging in any form at any place and shall abide by the rules / laws prescribed by the courts, state / Union Government and the Institute authorities for the purpose from time to time.

Signature of Student

I hereby fully endorse the undertaking made by my child / ward.

Signature of Mother / Father and or Guardian

Witness



Majlis Arts & Science College



Majlis Higher Secondary School



Majlis Administrative Office



Majlis Mosque



Majlis Ummariya Wafi College



Moulana Azad Girls Hostel



Majlis Pre-Primary & LP School



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