



ANSAR ARABIC COLLEGE VALAVANNUR

Valavannur (P.O), Malappuram (Dt), Kerala Pin: 676551

NAAC A GRADE (CGPA 3.15)

**(Affiliated to the University of Calicut, Aided by Govt.of Kerala
and Recognized by UGC Under Section 2(f) & 12(B) of the UGC Act)**

Estd: 1964

PH: 0494-2547037

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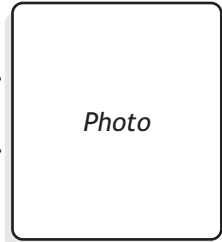
Students' Handbook & Academic Calendar 2023-24

MY PAGE

Name

Class.....

Roll No



Name of Parent / Guardian

Address

.....

Date of Birth

Phone/Mobile No.....

Hobbies

Ambition

Blood Group

Email

Aadhar Card No

Health Remarks

Prayer

*In the Name of God,
Most Gracious and Most Merciful.
Praise be to God, Lord of the Worlds
Most Gracious, Most Merciful
Owner of the Day of Judgement
Thee do we worship
and Thee alone we ask for help
Guide us to the right path
The path of those on whom
Thou hast bestowed Thy grace
Not of those who earn Thine anger,
Nor those who go astray.*

PLEDGE

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 every one with courtesy. I shall be kind to animals. In the name of God, I pledge my devotion to my country and my people. In their well-being and prosperity alone Lies my happiness.

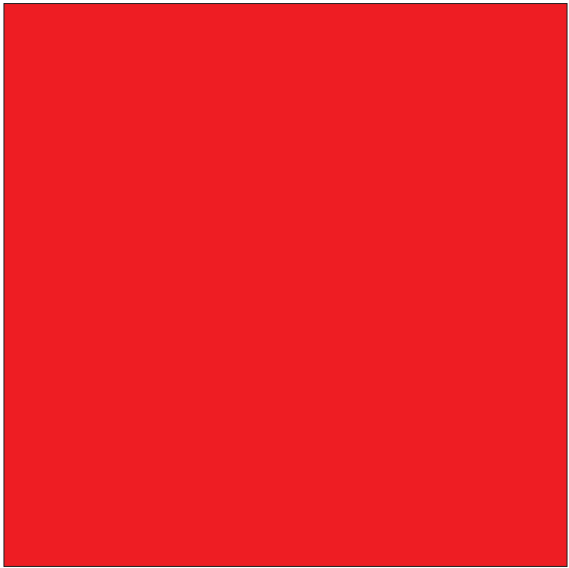
NATIONAL ANTHEM

Jana gana mana adhinayaka jaya he
Bharata bhagya vidhata
Punjab, Sindh, Gujarat, Maratha
Dravida Utkala Banga
Vindhya Himachala Yamuna Ganga
Uchala jaladhi tharanga
Tava Shubha name jage
Tava shubha asisa mange
Gahe tava jaya gatha
Jana gana mangala dayaka jaya he
Bharata bhagya vidhata
Jaya he jaya he jaya he
Jaya jaya jaya jaya he.

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VISION & MISSION



Introduction

Ansar Arabic College Valavannur is situated in Valavannur Village in the Tirur Taluk of the backward district of Malappuram in Kerala State. The College was established in the year 1964 by the reformist socio-cultural educational organization called 'Ansarullah Sangham'. Through establishing the College the organization aimed at uplifting the highly backward population of the area by imparting quality higher education to its young generation. On its road to progress the College got affiliated to the University of Calicut in the year 1970 and became a Government Aided College in the year 1979. Minority Status was awarded to the College by the National Commission for Minority Educational Institutions, New Delhi. In 2022 The College received accreditation with an 'A' Grade and 3.15 grade points on a 4 Point maximum Scale in the NAAC Assessment

The College offers the following Coursers :

- 1. Afzal ul Ulama Preliminary Course (Two Year)*
- 2. BA (Afzal ul Ulama) in Arabic*
- 3. B Com with Islamic Finance*
- 4. MA (Post Afzal ul Ulama) in Arabic*
- 5. Ph.D Arabic*

The College is run by 'Ansar Arabic College Committee' under the parent organization 'Ansarullah Sangham'. Through its untiring work the College has become a beacon light of progress to the people of Malappuram District in general and Tirur Taluk in particular. The college is proud of its enlightened alumni who spread over not only in different states of India but also in various countries across the world in positions of pride and dignity.

Governing Body

- | | |
|--|-----------------|
| 1. Prof. M. Ahammed Sayeed
Phone : 9446691422 | Manager |
| 2. A P. Abdussamad
Phone : 9846518888 | President |
| 3. P. Kunchimohammed Ansari
Phone : 9447541111 | Vice President |
| 4. K P Abdul Kareem
Phone : 9895387110 | Vice President |
| 5. Parayil Ashraf
Phone :8281339405 | Gen. Secretary |
| 6. VV. Abdurahman
Phone : 9846333363 | Joint Secretary |
| 7. A P Azad
Phone : 9747500000 | Joint Secretary |
| 8. T. Sharafudheen
Phone : 9656560000 | Treasurer |
| 9. P C Kunhahammed
Phone : 9526377772 | Member |
| 10. Faisal Adiyattil
Phone : 9961538808 | Member |
| 11. Parambadan Muhammed Kutty A/s. Bava Haji
Phone : 9995795045 | Member |
| 12. Dr.TK Mohammed kutty Kurikkal
Phone : 9447227630 | Member |
| 13. T. Abdurahiman
Phone : 9745860000 | Member |
| 14. T P Abdul Kareem
Phone : 9446359746 | Member |
| 15. Yasir Mayyeri
Phone :9961404040 | Member |

PRINCIPAL

Dr. Abdul Majeed A.I.

Mob : 9037920973

FACULTY MEMBERS

DEPT. OF ARABIC

1. Mr. Ibrahim Thorakkal (Associate Professor & HoD)
Mob : 9446154810
2. Mr. Abdurrabb .M (Assistant Professor)
Mob : 9446881746
3. Dr. C.M. Shanavas (Assistant Professor)
Mob : 9142159589
4. Mr. Shamsudheen P (Assistant Professor)
Mob : 8075701495
5. Dr. Muhammed Rafi .C (Assistant Professor)
Mob : 9946042525
6. Ms. Suhrabi Parambatt (Adhoc Faculty)
Mob : 9562723450
7. Mr. Aboobacker Pulikkal (Adhoc Faculty)
Mob: 7025967068
8. Mr. Jabir K (Adhoc Faculty)
Mob: 8907905650
9. Mr. Mohamed Ashiq A (Adhoc Faculty)
Mob: 9744168813

DEPT. OF ENGLISH

1. Fathimath Suhara V (Adhoc Faculty)
Mob : 6238181312
2. Aneesya C (Adhoc Faculty)
Mob : 9207130432

DEPT. OF COMMERCE

1. Mr. Afsal Abdul Kader (Assistant Professor & HOD)
Mob : 8089668820
2. Mr. Raseem Abdul Khader P (Assistant Professor)
Mob: 8907976162
3. Ms. Shibla Nargees K (Assistant Professor)
Mob:9446177171
4. Mr. Asmilath (Adhoc Faculty)
Mob:9544285590

DEPT. OF MALAYALAM

1. Sajina P. (Adhoc Faculty)
Mob:9744359148

LIBRARY STAFF

1. Mr. Mohammed Rafeeqe P. (Librarian)
Mob : 9746022406
2. Mr. Hameed Paramban (Library Assistant)
Mob : 9946114174

ADMINISTRATIVE STAFF

1. Mr. Abdul Latheef M.T. (Head Accountant)
Mob : 9447698925
2. Mr. Fouzan Ahamed M. (U.D.C)
Mob : 9447443108
3. Mr. Shamsudheen Ashraf.T (L.D.C)
Mob : 9847197528
4. Mr. Mohammed Kutty E. (L.D. Typist - I Grade)
Mob : 9495455227
5. Mr. Abdussamad M. (Office Attendant)
Mob : 9446635605
6. Mr. Sabik N (Office Attendant)
Mob: 9946181070

IQAC

1.Chairman : Dr.Abdul Majeed Al (Principal)
principalaac@gmail.com, Mob:9037920973

2.Co-ordinator : Abdurabb M (Asst.Professor)
abdurabm@gmail.com Mob: 9446881746

3.Asst. Co-ordinator : Shibla Nargees K, (Asst.Professor)
shiblanargees@gmail.com Mob. 9446177171

4.Asst. Co-ordinator : Afsal Abdul Khader, (Asst.Professor & HoD Commerce)afsal.mayyeri@gmail.com Mob. 8089668820

Members

5. Abdul Latheet MT (Head of Accountant)
6. Ibrahim Thorakkal, (HoD, Arabic)
7. Parayil Asharaf (Management Representative)
8. Naseeba Azeez Mayyeri (Chairperson, Dist.Panchayath Standing committee on Education)
9. Students' Union Chairman (Ex officio)
10. Dr. Abid UP (Alumni Representative)
11. Dr. Anvar Ameen Chelat (Industry Representative)
12. PTA Vice President (Ex officio)
13. Mohamed Rafeeqe P (Librarian)

List of Office Bearers for 2023 -24

- | | |
|--|---|
| 1. Staff council secretary | : Abdurrabb. M |
| 2. Staff advisor (Union) | : Afsal Abdul Kader M. |
| 3. PTA secretary | : Ibrahim Thorakkal |
| 4. Sports and Games | : Dr. Mohamed Rafi C |
| 5. NSS Programme Officer | : Raseem Abdul Khader
Afsal Abdul Kader M. |
| 6. Internal Examination | : Dr. Shanavas C M |
| 7. OBC Cell Convener | : Dr. Shanavas C M |
| 8. Women's Cell Officer | : Ms. Suhrabi Parambatt |
| 9. Scholarship Co-ordinator | : Afsal Abdul Kader M. |
| 10. Nodal Officer to Admission
(UG & PG) | : Abdurrabb. M |
| 11. University Examination Chief Superintendent | : Abdurrabb. M |
| 12. Nodal Officer to All India
Survey on Higher Education | : Abdurrabb. M |
| 13. Counseling Cell | : Suhrabi Parambatt |
| 14. Career Guidance and Placement | : Dr. Mohamed Rafi C |
| 15. SIP (Students Initiative in Palliative) | : Suhrabi Parambatt |
| 16. Yoga | : Raseem Abdul Khader |
| 17. Green Club | : Raseem Abdul Khader |
| 18. ED Club | : Afsal Abdul Kader M. |
| 19. Bhoomithra Sena | : Raseem Abdul Khader |
| 20. Fine Arts Club | : |
| 21. Mentor Mentee | : Dr. Mohamed Rafi C |
| 22. English Club | : Fathimath Suhara V |
| 23. Arabic Club | : Dr. Mohamed Rafi C |
| 24. Nadwa Coordinator | : Dr. Abdul Majeed A I |
| 25. Certificate Programmes Coordinator | : Dr. Shanavas C M |

List of Office Bearers for 2023 -24

IBRAHIM THORAKKAL

1. Discipline Committee Chairman
 2. Greivens Cell
 3. PTA
 4. Alumni
 5. Internal complaint Committee
 6. HOD Arabic Department
-

ABDURRABB M

1. Coordinator IQAC
 2. Chief superintendent external Exams
 3. Nodal officer all India higher education survey
 4. Nodal officer NIRF
 5. Nodal officer state levels quality assurance cell
 6. Nodal officer University admissions
 7. Staff council secretary
 8. Conveners college Calendar
 9. Member PTA committee
 10. Treasurer avacose
 11. Right To information officer
-

C.M. SHANAVAS

1. Convenor, Internal Exam Cell.
 2. Coordinator, Certificate Programmes.
 3. Incharge of College Store.
 4. Convenor, Students' Welfare Cell.
 5. Convenor, Feedback Committee.
 6. Coordinator, Bridge Courses of Arabic Department.
 7. Coordinator, Seminars of Arabic Department.
 8. Editor, Arabic Department Magazine.
 9. Incharge, Arabic Department Library.
 10. Member, Discipline Committee.
 11. Member, NSS Advisory Committee.
-

List of Office Bearers for 2023 -24

MUHAMMED RAFI .C

1. Coordinator Anti Ragging Cell
 2. Nodal Officer of Research Department
 3. Secretary Staff council of Department of Arabic
 4. Coordinator Arabic Club
 5. Coordinator Al Ansar Arabic channel
 6. Coordinator Mentor Mentee System
 7. Writers forum and debate Club
 8. Member Discipline Committee
 9. Coordinator SAPT
 10. Joint coordinator for seminar Arabic department
 11. Executive Editor Arabic Magazine
 12. Member Media School
 13. Coordinator Arabic exhibition
-

AFSAL ABDUL KADER

1. IQAC - Assistant Coordinator
 2. Criteria Head
 3. Department Head
 4. Union Advisor
 5. NSS Program Officer
 6. ED Club Coordinator
 7. EDC Programme Officer
 8. Tourism Club Coordinator
-

SHIBLA NARGEES K

1. IQAC Assistant Coordinator
2. V PETS coordinator
3. WDC Assistant Coordinator
4. Discipline committee Member
5. Internal Complaint Committee Chairman
6. Class Advisor B Com 2 nd Year

COLLEGE RULES

1. Use of mobile phones is strictly prohibited in the campus.
2. Students shall behave with dignity and courtesy inside and outside the college.
3. No meeting of any kind shall be organized or any sort of fund collected without the permission of the Principal.
4. Students shall not indulge in any kind of misdemeanor bringing opprobrium to the institution.
5. Students shall not entertain visitors without prior permission.

ADMISSION PROCEDURE

Admission for all programmes have been taken strictly as per rules and regulations of University of Calicut

ATTENDANCE AND LEAVE

No students shall be absent from his class without leave. Application for leave shall be made two days prior to going on leave. In case of illness or of sudden emergency, leave should be applied soon as the need arises and not after availing of leave. Belated application will be rejected if the reasons given are insufficient. A student absent without leave for ten consecutive working days will be struck out of the rolls.

Attendance is taken during every class hours. Absence for any one period in a session will be considered absence for half a day.

To appear for the university examination every student should have an attendance of minimum three fourth of the total working days of the academic year. They are warned that the attendance shortage cannot be compensated.

APC of the students on whom disciplinary actions have been taken will not be sent to the university and thereby they will be disqualified for the university examinations as per the university norms.

COLLEGE LIBRARY RULES

- ▶ Library is kept open from 9-30 am to 5 pm on all working days including Fridays.
- ▶ All students are entitled to membership in the library.
- ▶ Members have to keep the library cards issued to them carefully and produce them at the time of borrowing the books.
- ▶ Borrowed books have to be returned to the library within 14 days, failing which the members will have to pay a fine of Rs. 1/- per day.
- ▶ Books having special demand may be lent for a shorter period as decided by the librarian.
- ▶ Members who repeatedly fail to return the books on due date will lose their privilege of membership of the library.
- ▶ Books and other articles in the library must be handled very carefully.
- ▶ No person shall damage or disfigure books or other property of library. He shall have to replace such books or other properties damaged or injured or make payment of four times of the value of the books plus 10% processing charge.
- ▶ Students must return the library cards to the library before they claim their hall tickets for the University examination concerned.

DISCIPLINE AND DRESS

- ▶ Observing strict discipline in the campus is a must. Absence from the class is considered a serious punishable offence. Good conduct and decent behavior is expected from all.
- ▶ Students are to observe strict discipline in the campus, behaving properly to the faculty members, office staff, fellow students and visitors.
- ▶ They shall neither roam about nor leave the campus during leisure hours.
- ▶ They shall not leave the class without the permission of the teacher or until the class is dismissed.
- ▶ The Principal shall have power to inflict punishment such as fine, suspension, compulsory issuing of TC, etc..to any student according to his discretion.

- ▶ No programmes shall be held in the campus without the prior permission of the Principal.
- ▶ The properties and equipments of the college are to be handled with extreme care.
- ▶ Students shall keep the campus and the class room clean and tidy without disfiguring the walls, furniture, doors, windows, etc...
- ▶ Damages caused by them will have to be adequately compensated, failing which disciplinary action will be taken with the Principal's discretion.
- ▶ As a rule, all students are to wear neat and dignified dress.
- ▶ Dress styles unsuitable for the academic atmosphere are to be strictly avoided.
- ▶ No student shall use or keep in possession alcoholic drinks or drugs. Using / Keeping of these items will lead to immediate expulsion of the student from the college and hostels.
- ▶ The principal shall have the power to inflict the following punishment : fine, loss of attendance, loss of term , suspension, compulsory issue of T.C. and expulsion.
- ▶ Conduct certificate will not be issued as matter of course. It has to be earned by students good conduct. Promotion to a higher class, selection for University examinations and issue of progress, attendance conduct certificates are matters absolutely within the statutory and discretionary powers of the Principal and no appeal shall lay against the Principal's decision to any other authority.
- ▶ 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.
- ▶ 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.

- ▶ There shall not be any discrimination against any community or category of students of the college and immediate stringent action will be taken against the erring students / official / faculty members
- ▶ Students are allowed to park their vehicles at the allotted place at their own risk. Stunting and racing of vehicles within and in a radius of 200 meters outside the campus are strictly banned. Students have to register their vehicles number and licence number with the office. Parking permits will be issued to physically handicapped students and they have to park their vehicles at the area allotted.
- ▶ Students and staff members can make use of the grievance redressal mechanism available in the college.
- ▶ The college authorities reserve the rights to amend, revoke or modify any of the above rules.

▶ **Use of Communication devices including cell phone**

Students are not permitted to use cell phones inside the campus. They are liable for punishment as per the University Rules/ Govt. Orders. If needed, they may carry base model mobile (with the consent of their parents only) for communicating with their parents after leaving the campus. Parents of those students, who carry mobiles, should submit a letter of permission to the college authorities, citing the phone model and mobile phone number. Only then they will be permitted to carry phones. Phones with advanced applications / Smart phones etc. will not be permitted inside the campus. In case any student is found carrying such a phone to college, it will be confiscated by the college authorities and the concerned will have to pay fine.

TC AND CONDUCT CERTIFICATE

T. C. and conduct Certificate will be issued from the College office after the completion of the programme. Application in the prescribed form should be submitted in this regard. Conduct Certificate marked 'good' will be issued only for student whose conduct is found satisfactory to the authorities.

EXAMINATIONS AND CERTIFICATES

University examinations are held according to the timetable issued from the University office from time to time.

Answer Paper Photo Copy

The University will issue the photocopies of the answer scripts to the students so that they get an opportunity for self -evaluation of their papers. The application with full details should be submitted to the controller of examination within 10 days after the publication of the results. The fee is Rs.100 per paper.

Confidential Reporting of marks

Before the official publication of the result sometimes the marks of the student are reported confidentially to the head of the institutions for higher studies or jobs where admission is sought. The application should be submitted to the controller of examination with a Chelan for Rs.125 including postal charges. The students will not be directly informed of their marks.

Equivalency Certificate

Those students who have passed the qualifying examination from other universities will have to produce equivalency certificate when they join for higher studies under University of Calicut. The certificate can be obtained on remitting a Chelan of Rs.250/-.

Revaluation

The students can apply for revaluation or scrutiny within 10 days from the publication of result. If the difference between the original marks and revalued marks is less than 5% of the maximum marks, the original marks will stand. The candidates who apply for revaluation will be given an opportunity to identify their answer papers after result of the revaluation released. Those students who apply for revaluation will not be issued the original degree certificate until the result has been released

To Get the Duplicate Mark List

Publish in any newspaper an advertisement with details about the lost mark list or Certificate. After 15 days the affidavit written in stamp paper worth Rs.50/- should be presented before first class magistrate. The fee for duplicate marks list is Rs.250/-. The postal charge is Rs.50/-. The fee for degree or diploma certificate is Rs.300/-. Up to 5 years Rs.400/-, Upto10years Rs.500/- after 10 years.

In addition, a postal charge of Rs.50/- is to be remitted in a model application form for duplicate mark list or the word 'duplicate' can be written in the application form for the original certificate.

To Remit the fee

It is comparatively easy to remit the various fees in Calicut University. The fee remitters can remit their fees in any government treasuries in the state.

Head of Account

8443-00-106 PD account of CUF (Treasuries of Malappuram District only) Other Districts: 8658-00-102-96(02) CUF.

University Fee collection Centre: II Current Account of the Finance officer, Calicut University

RAGGING

Government has made it clear that ragging in any forms should be sternly and effectively prevented. Whenever a criminal offence is committed in the name of ragging whether within the campus of an educational institution or in a hostel or otherwise, the Principal / Warden will report the nearest Police Station and not wait until a complaint in this regard is received from the person affected. Appropriate disciplinary action will also be taken against the culprits. The Government makes it clear that any lapse in this regard will be seriously viewed. It will be the personal responsibility of the officer in charge of the institution to strictly enforce these rules.

STUDENTS WELFARE SCHEMES & CO-CURRICULAR ACTIVITIES

1. Students Welfare Fund (SWF)

For helping very needy & financially backward students a general fund is raised from staff & students in the form of donations. Selected students will get financial assistance from the SWF.

2. Parent Teacher Association (PTA)

A Parent Teacher Association is actively functioning for promoting general welfare of the students and keeping good relationship between parents and teachers. The guardian of every student shall join the association and all teachers are members of the association.

3. Career and Course Guidance Centre (CGC)

A Career and course guidance centre is functioning in the college for helping the students to know and select their career and courses. Awareness Programmes are conducted by experts to selected group of students. Reference books are made available in the library for equipping the students to undergo competitive examinations.

4. IQAC

An Internal Quality Assurance Cell has been set up in the college as a quality sustenance measure. Since Quality Enhancement is a continuous process, the IQAC will work towards realizing the goals of quality enhancement and sustenance. Further, it will channelize the efforts and measures of the institution towards academic excellence.

5. National Service Scheme (NSS)

The main objective of NSS is to create spirit of service among students to the fellow being and to the society. It also aims at the personality development of students by interaction and participation in various social and cultural activities. Every student completing 240 hours of social work and attending one special camp will be eligible for a certificate and grace marks. There are two units of N.S.S in the college each having an enrolment strength of 100.

6. College Union

A Body of Students' representatives is formed every year as per the guidelines issued by the University of Calicut and Lyngdoh Commission Report. The Principal office bearers include : Chairman, Vice

Chairman (Lady), General Secretary Joint Secretary (Lady), Fine Arts Secretary, Student Editor, University Union Councillor, Various year representatives and the secretaries to the Alma matter.

7. Alumni

An association of the old students of the College is functional under the name "Ansar Alumni Association" It is intended to serve a common platform for the former students to keep their rapport and interact with the College and for their participation in the overall development of the Ansar College Matter.

8. Network Resource Centre

The college has a well established computer lab. There are thirty Systems of Computers connected to the internet. The classes provide to the students are according to University syllabus.

9. Literary Club

Literary Club is an attempt to identify and catalyze the emerging literary skills to foreground their creative and artistic skills. Here we are conducting practices on creative writing, appreciation of the works of various writers, face to face interaction with writers etc.

10. ED club

ED club is meant for entrepreneurship development among our students. It helps to motivate the students to enrich their entrepreneurship interest.

11. Nature Club

Nature club is an initiative towards pitching conservation effort at societal level, which would have direct bearing upon decisions that we make as individuals, in the interest of the environment of which we all form different parts. The Nature Club successfully specializes in helping youngsters of our college to take the first step towards conservation of Nature awareness.

12. Womens' Cell

Womens' cell focuses on motivating the girls students to strive for gender justice in diverse field with a motto of grooming them to lead a dignified life in society. The forum is actively involved in organizing various welfare programme for the girl students who form the major part of the student community.

Statutory Cells

Anti Ragging Cell

As per the direction of the Hon. Supreme Court of India on Ragging and the orders of various authorities, ragging in any form inside and outside the college campus will be seriously dealt with. Ragging is a non bailable criminal offence. Any type of behaviour including gestures, talk or action, hurting the self-esteem of the person will come under the purview of ragging. Any such incident reported will lead to immediate expulsion of the student from the college. The case will be handed over to the police immediately. Culprits will be banned from undergoing education for three years in a recognized institution anywhere in India. Anti Ragging Cell is functioning in the College.

Coordinator: Dr. Mohamed Rafi. C (Ph: 9946042525)

Grievances Redressal Cell

All departments have Grievances Redressal Cell led by the Head of the Department. Student complaints are addressed to the Head of the Department who then passes it on to the Staff Council. Serious issues are discussed in the Staff Council and staff meeting and the rest are sorted out in an informal manner. There is a College level Grievance Redressal Cell headed by the Principal, Senior Staff members and Student representative as the members. Serious issues will be discussed by the cell and solve the grievances of the students. Student feedback about teachers and teaching is collected regularly to make the quality improvement. Since the UG and PG courses are semesterized, Continuous Assessment (CA) has been made compulsory. Any complaints on the granting of credits under CA are also dealt with the Department level Grievance Redressal Cell.

There is also a Grievance Redressal mechanism for the Employees of the college. The Principal is the Appellate authority of the institution and all employee grievances received by the Principal are placed before the College Council which decides upon the issue based on facts. The minutes of the College Council are an authentic record of all such Grievance Redressal.

Coordinator: Prof. Ibrahim Thorakkal (Ph: 9446154810)

Internal Complaint Committee

Members:

Suharabi P

Assistant Professor, Research Department of Arabic (9562723450)

Shibla Nargees K

Assistant Professor, Department of Commerce (9446177171)

Ibrahim Thorakkal

Associate Professor, Research Department of Arabic (9446154810)

NaseebaThappi

*Chairperson, Standing Committee of Education & Health,
Malappuram District Panchayat (8075933036)*

Minority Welfare Cell

Minority cell of the college is established with the purpose of empowering the minority communities in the college. The Minority Cell basically helps minority students, including Christian, Muslim, etc. for their academic development.

Objectives :

- ▶ To enhance equal opportunities for education of minorities.
- ▶ To facilitate financial support to students from minority communities from governmental agencies and other sources.
- ▶ To encourage to enroll in career orientation programs organized by the Career Guidance and Placement Cell of the college that would empower and equip them with the necessary skills to choose a career option.

Premarital Counselling Centre :

The Directorate of Minority Welfare, Govt of Kerala, sanctioned a Premarital Counseling Center to the Minority Cell of the College. The center organizes counseling programs to four to six batches of 20 to 26 students' every year. Psychologist, Sociologist, Legal Experts and Doctors give valuable coaching sessions to each batches.

Coordinator: Dr. A.I Abdul Majeed Contact Number - 9037920973

O.B.C

A special cell for the welfare of Other Backward Communities is functioning in our college which facilitates the fruitful implementation of the policies and programmes of the Government of India, UGC, and State Government. 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. The cell ensures the circulation of State Government and UGC's decisions about different scholarship programs. This body works for bringing them in step with the privileged from their Psycho-social antecedents.

Coordinator: Dr. CM SHANAVAS (Ph: 9142159589)

SC ST Cell

Standing Committee for the welfare of SC/ST has been constituted in the College with the Principal as Chairman to look after the welfare of SC/ST students. A Special Cell for the welfare of students belonging to Scheduled Castes and Scheduled Tribes has been set up. The cell has the responsibilities of receiving, scrutinizing and processing applications from SC/ST students pursuing their course of study.

Objectives

- ▶To educate the poor and needy students
- ▶To train and impart the necessary soft skills and communication skills with a positive attitude.
- ▶To train our students to become entrepreneurs and readily employable.
- ▶To encourage interdisciplinary knowledge and understanding amongst the students leading to achievements.
- ▶To shape our students not to be the seeker but creator of a profession

Coordinator : Mr. Afsal Abdul kader (Ph: 8089668820)

PROGRAMMES OFFERED

Preliminary Programme

1. Afzal-UL-Ulama Preliminary

UG. Programmes

1. B.A (Afzal-UL-Ulama) in Arabic
2. B.Com with Islamic Finance

PG. Programmes

1. M.A (Post Afzal-UL-Ulama) in Arabic

Ph.D Programmes

1. Ph. D Arabic

FEES DETAILS

TUITION FEE / SPECIAL FEE ALLOCATION STATEMENT FOR THE YEAR 2022 - 23						
ITEMS	PRELI - I	PRELI - II	DEGREE-I	DEGREE-II	DEGREE-III	MA - I MA - II
Admission	25	0	80	0	0	160 0
Library	10	10	105	105	105	105 105
Medical	2	2	10	10	10	10 10
Calendar	5	5	35	35	35	35 35
Magazine	10	10	55	55	55	55 55
Audio Visual	5	5	30	30	30	30 30
Association	100	100	55	55	55	55 55
Stationery	10	10	55	55	55	55 55
Games	75	75	105	105	105	105 105
Women's Study	10	10	10	10	10	10 10
Students Aid Fund	10	10	10	10	10	10 10
Special Fee Total	262	237	550	470	470	630 470
Matriculation	125	0	125	0	0	125 0
Sports Affiliation	295	295	295	295	295	295 295
University Union	90	90	90	90	90	90 90
Caution Deposit	25	0	360	0	0	600 0
Tuition Fee	0	0	1050	1050	1050	1890 1890
Registration Fee (Application)	55		55	0	0	55
Grand Total	842	622	2515	1,905	1,905	3675 2745

SCHEME OF UNIVERSITY EXAMINATION

Afzalul Ulama Preliminary I year

Part - I- Arabic	Paper I	Prose and Grammar
Part - II-English	Paper I	Prose, Grammar and Composition
<u>Part - III</u>		
Div 1	Paper I	Classical Literature
Div 2	Paper I	History of Islam and History of Arabic literature
Div 3	Paper I	Islamic Jurisprudence

Afzalul Ulama Preliminary II year

Part I Arabic	Paper II	Functional Arabic, Prose And Poetry
	Paper III	Grammar, Morphology and Composition
Part II English	Paper II	Drama and Novel
Part - III Div-1	Paper II	Classical Literature
Div-2	Paper II	History of Islam & History of Arabic Literature
Div-3	Paper II	Islamic Jurisprudence

B.A. (Afzalul Ulama) in Arabic

Semester I

A01	:	English -
AFU 1A02	:	Studies in Human Rights
AFU 1A07	:	Communication Skill in Arabic
AFU 1B01	:	Studies in Grammar
AFU 1C01	:	Thafsir Literature
AFU 1C02	:	Functional Arabic - 1

Semester II

A04	:	Common English Course - English IV
AFU 2A03	:	History of Arabs
A08 (1)	:	Additional Language Course
AFU 2B02	:	Applied Grammar
Complementary Course II : Part I		

Semester III

A05	:	Common English - English V
A09 (1)	:	Additional Language Course
AFU 3B03	:	Elements of Arabic Language
AFU 3B04	:	History of Classical Literature
Complementary Course II : Part II		

Semester IV

A06	:	Common English - English VI
A 10(1)	:	Additional Language Course
AFU 4B05	:	Classical Literature - Part 1
AFU 4B06	:	History of Islam and Umayyad Literature
Complementary Course I : Part II		

Semester V

AFU 5B07	:	Hadeeth Literature
AFU 5B08	:	Rhetoric and Prosody
AFU 5B09	:	History of Medieval Literature
AFU 5B10	:	Classical Literature Part - II
Open Course	:	Can be selected from any other programme
Project	:	To be Continued in 6th Sem.

Semester VI

AFU 6B11	:	Modern Prose
AFU 6B12	:	Medieval & Modern Poetry
AFU 6B13	:	History of Modern Arabic Literature
AFU 6B14	:	Novel & Short Story
AFU 6B15	:	Literary Criticism
		Or
AFU 6B16	:	Indian Writings in Arabic
AFU 6B 17	:	Project

B.Com with ISLAMIC FINANCE

Semester I

<u>Courses</u>	<u>Code</u>	<u>Title</u>
Common	BCM1A01	English
Common	BCM1A02	English
Common	BCM1A07	Language
Core	BCM1B01	Business Management
Compl.	BCM1C01	Managerial Economics

Semester II

<u>Courses</u>	<u>Code</u>	<u>Title</u>
Common	BCM2A03	English
Common	BCM2A04	English
Common	BCM2A08	Language
Core.	BCM2B02	Financial Accounting
Compl.	BCM2C02	Marketing Management

Semester III

<u>Courses</u>	<u>Code</u>	<u>Title</u>
Common	BC3A11	Basic Numerical Methods
Common	BC3A 12	Professional Business skills
Core	BC3B03	Business regulation
Core	BC3B04	Corporate Accounting
Compl.	BC3C03	Human Resource Management

Semester IV

Common	BCM4A13	Entrepreneurship development
Common	BCM4A14	Banking And Insurance
Core	BCM4B05	Cost Accounting
Core	BCM4B06	Corporate Regulations
Compl.	BCM4C04	Quantitative techniques for business

Semester V

Core	BCM5B07	Accounting for Management
Core	BCM5B08	Business research methods
Core	BCM5B09	Income Tax Law and Accounts
Core	BCM5B10	Introduction to Islamic Commercial banking
Core	BCM5B11	Fundamentals of Islamic Commercial Law
Open	BCM5D01	Opens course (for students from other department)

Semester VI

<u>Courses</u>	<u>Code</u>	<u>Title</u>
Core	BCM6B12	Income Tax and GST
Core	BCM6B13	Auditing and Corporate Governance
Core	BCM6B14	Foundations of Islamic Accounting theory and practice
Core	BCM6B15	Islamic Investment funds and Insurance
Core	BCM6B16	3 Works Project and Viva-Voce

MA (Post Afzalul Ulama) in Arabic

Semester I

<u>Courses</u>	<u>Code</u>	<u>Title</u>
Core	AFU1C01	Classical Arabic Poetry
Core	AFU1C02	Classical Arabic Prose
Core	AFU1C03	Literary Criticism : Principles and Practice
Core	AFU1C04	Advanced Arabic Grammar
	AFU1A01	Audit Course : Ability Enhancement Course Book Review and Presentation

Semester II

Core	AFU2C05	History of Arabic Literature
Core	AFU2C06	Modern Arabic Literature
Core	AFU2C07	Arabic Rhetoric : Theory and Practice
Core	AFU2C08	Translation and Current Affairs
	AFU2A02	Audit Course : Professional Competency Course (PCC) Translation of Literary Works

Semester III

Core	AFU3C09	Principles of Law and Justice
Core	AFU3C10	Islamic Economics
Elective	AFU3E01	Research Methodology
Elective	AFU3E01	Media Writing in Arabic

Semester IV

Core	AFU4C11	Science of Jurisprudence
Core	AFU4C12	Indian Arabic Literature
Elective	AFU4E06	Contemporary Arab World
Elective	AFU4E11	Modern Essay, Biography, and Travelogue

ACADEMIC CUM EXAMINATION CALENDAR 2023-24

UG Classes

Name of Examination	Commencement of Semester	Date of Exam Registration	Last Date for Submission of APC	End of Semester	Date of Commencement of Examinations	Date of Conclusion of Exam	Last Date for Uploading Internal Marks	Date of Publication of Result
1	2	3	4	5	6	7	8	9
I Semester	01.08.23	12.09.23	22.11.23	22.12.23	30.11.23	22.12.23	13.12.23	31.01.24
II Semester	03.01.24	13.02.24	14.06.24	16.07.24	24.06.24	16.07.24	05.07.24	23.08.24
III Semester	03.08.23	12.09.23	23.11.23	03.01.24	01.12.23	03.01.24	14.12.23	09.02.24
IV Semester	04.01.24	13.02.24	18.06.24	18.07.24	25.06.24	18.07.24	09.07.24	24.08.24
V Semester	01.06.23	11.07.23	03.10.23	26.10.23	12.10.23	26.10.23	26.10.23	01.12.23
VI Semester	27.10.23	12.12.23	26.02.24	13.03.24	05.03.24	13.03.24	18.03.24	22.04.24

PG Classes

I Semester	01.08.23	12.09.23	05.12.23	22.12.23	13.12.23	22.12.23	26.12.23	31.01.24
II Semester	03.01.24	13.02.24	05.07.24	16.07.24	22.07.24	31.07.24	26.07.24	09.09.24
III Semester	04.08.23	12.09.23	22.12.23	04.01.24	04.01.24	22.01.24	15.01.24	28.02.24
IV Semester	05.01.24	13.02.24	28.06.24	19.07.24	05.07.24	19.07.24	19.07.24	27.08.24

Activity Calendar

Month	Activity
June	World Earth Day Observation
June	Reading Day Programme - English Club
June	Sahithy Kalari
June	ED & IEDC
July	Basheer Day Programme
July	Two Days Workshop For Preliminary Students
July	PTA Meeting
July	Research Colloquium
July	Freshers Induction Programme
July	Bridge Course
July	SAPT
July	Self Defence Training
July	Swimming Training
August	Mentor Mentee
August	Arabic Club Online & Offline National/International Programme
August	NSS Orientation Programme
August	Swimming Training
August	SAPT
September	Teachers Day Programme
September	Gender Justice Class
October	Awareness Class on Scholarship for OBC and Minority
October	National / International Seminar
October	Industrial Visit
October	CUCET Orientation
October	Old Age Day
November	5 Certificate Programmes in Arabic Department
November	NET Coaching for PG Students
November	2 Days Boys Residential Camp
November	Health Awareness Programme
December	PTA Meeting
December	NSS 7 Days Special Camp

Activity Calendar

[illegible]

Academic Calendar

Date	Day	JUNE 2023	No. of Working Days
1	Thu	College re-opens after Summer Vacation	1
2	Fri		2
3	Sat		
4	Sun	Sunday Holiday	
5	Mon		3
6	Tue		4
7	Wed		5
8	Thu		7
9	Fri		8
10	Sat	Second Saturday	
11	Sun	Sunday Holiday	
12	Mon		9
13	Tue		10
14	Wed		11
15	Thu		12
16	Fri		13
17	Sat		
18	Sun	Sunday Holiday	
19	Mon		14
20	Tue		15
21	Wed		16
22	Thu		17
23	Fri		18
24	Sat		
25	Sun	Sunday Holiday	
26	Mon		19
27	Tue		20
28	Wed	Eid-ul-Adha	
29	Thu		21
30	Fri		22

Academic Calendar

Date	Day	JULY 2023	No. of Working Days
1	Sat		
2	Sun	Sunday Holiday	
3	Mon		23
4	Tue		24
5	Wed		25
6	Thu		26
7	Fri		27
8	Sat	Second Saturday	
9	Sun	Sunday Holiday	
10	Mon		28
11	Tue		29
12	Wed		30
13	Thu		31
14	Fri		32
15	Sat		
16	Sun	Sunday Holiday	
17	Mon	Karkkidaka Vavu	
18	Tue		33
19	Wed		34
20	Thu		35
21	Fri		36
22	Sat		
23	Sun	Sunday Holiday	
24	Mon		37
25	Tue		38
26	Wed		39
27	Thu		40
28	Fri	Muharam	
29	Sat		
30	Sun	Sunday Holiday	
31	Mon		41

Academic Calendar

Date	Day	AUGUST 2023	No. of Working Days
1	Tue		42
2	Wed		43
3	Thu		44
4	Fri		45
5	Sat		
6	Sun	Sunday Holiday	
7	Mon		46
8	Tue		47
9	Wed	Quit India Day	48
10	Thu		49
11	Fri		50
12	Sat	Second Saturday	
13	Sun	Sunday Holiday	
14	Mon		51
15	Tue	Independence day	
16	Wed		52
17	Thu		53
18	Fri		54
19	Sat		
20	Sun	Sunday Holiday	
21	Mon		55
22	Tue		56
23	Wed		57
24	Thu		58
25	Fri	College closes for Onam Holidays	59
26	Sat		
27	Sun	Sunday Holiday	
28	Mon	First Onam	
29	Tue	Thiruonam	
30	Wed	Third Onam	
31	Thu		

Academic Calendar

Date	Day	SEPTEMBER 2023	No. of Working Days
1	Fri	Fourth Onam, Shri Narayana Guru Jayanthi	
2	Sat		
3	Sun	Sunday Holiday	
4	Mon	College opens after Onam Holidays	60
5	Tue	Teachers day	61
6	Wed	Srikrishna Jayanthi	
7	Thu		62
8	Fri		63
9	Sat	Second Saturday	
10	Sun	Sunday Holiday	
11	Mon		64
12	Tue		65
13	Wed		66
14	Thu		67
15	Fri		68
16	Sat		
17	Sun	Sunday Holiday	
18	Mon		69
19	Tue		70
20	Wed		71
21	Thu		72
22	Fri	Shree Narayana Guru Samadhi	
23	Sat		
24	Sun	Sunday Holiday	
25	Mon		73
26	Tue		74
27	Wed	Meeladi shareef	
28	Thu		75
29	Fri		76
30	Sat		77

Academic Calendar

Date	Day	OCTOBER 2023	No. of Working Days
1	Sun	Sunday Holiday	
2	Mon	Gandhi Jayanthi	
3	Tue		78
4	Wed		79
5	Thu		80
6	Fri		81
7	Sat		
8	Sun	Sunday Holiday	
9	Mon		82
10	Tue		83
11	Wed		84
12	Thu		85
13	Fri		86
14	Sat	Second Saturday	
15	Sun	Sunday Holiday	
16	Mon		87
17	Tue		88
18	Wed		89
19	Thu		90
20	Fri		91
21	Sat		
22	Sun	Sunday Holiday	
23	Mon	Mahanavami	
24	Tue	Vijayadashami	
25	Wed		92
26	Thu		93
27	Fri		94
28	Sat		
29	Sun	Sunday Holiday	
30	Mon		95
31	Tue		96

Academic Calendar

Date	Day	NOVEMBER 2023	No. of Working Days
1	Wed	Kerala Day	97
2	Thu		98
3	Fri		99
4	Sat		
5	Sun	Sunday Holiday	
6	Mon		100
7	Tue		101
8	Wed		102
9	Thu		103
10	Fri		104
11	Sat	Second Saturday	
12	Sun	Deepavali, Sunday Holiday	
13	Mon		105
14	Tue		106
15	Wed		107
16	Thu		108
17	Fri		109
18	Sat		
19	Sun	Sunday Holiday	
20	Mon		110
21	Tue		111
22	Wed		112
23	Thu		113
24	Fri		114
25	Sat		
26	Sun	Sunday Holiday	
27	Mon		115
28	Tue		116
29	Mon		117
30	Tue		118

Academic Calendar

Date	Day	DECEMBER 2023	No. of Working Days
1	Fri	World Aids Day	119
2	Sat		
3	Sun	Sunday Holiday	
4	Mon		120
5	Tue		121
6	Wed		122
7	Thu		123
8	Fri		124
9	Sat	Second Saturday	
10	Sun	Sunday Holiday	
11	Mon		125
12	Tue		126
13	Wed		127
14	Thu		128
15	Fri		129
16	Sat		
17	Sun	Sunday Holiday	
18	Mon		130
19	Tue		131
20	Wed		132
21	Thu		133
22	Fri	College closes for Christmas Holidays	134
23	Sat		
24	Sun	Sunday Holiday	
25	Mon	Xmas	
26	Tue		
27	Wed		
28	Thu		
29	Fri		
30	Sat		
31	Sun	Sunday Holiday	

Academic Calendar

Date	Day	JANUARY 2024	No. of Working Days
1	Mon	College opens after Xmas Holidays	135
2	Tue	Mannam Jayanthi	
3	Wed		136
4	Thu		137
5	Fri		138
6	Sat		
7	Sun	Sunday Holiday	
8	Mon		139
9	Tue		140
10	Wed		141
11	Thu		142
12	Fri		143
13	Sat	Second Saturday	
14	Sun	Sunday Holiday	
15	Mon		144
16	Tue		145
17	Wed		146
18	Thu		147
19	Fri		148
20	Sat		
21	Sun	Sunday Holiday	
22	Mon		149
23	Tue		150
24	Wed		151
25	Thu	Republic day	
26	Fri		152
27	Sat		
28	Sun	Sunday Holiday	
29	Mon		153
30	Tue	Martyrs' Day	154
31	Wed		155

Academic Calendar

Date	Day	FEBRUARY 2024	No. of Working Days
1	Thu		156
2	Fri		157
3	Sat		
4	Sun	Sunday Holiday	
5	Mon		158
6	Tue		159
7	Wed		160
8	Thu		161
9	Fri		162
10	Sat	Second Saturday	
11	Sun	Sunday Holiday	
12	Mon		163
13	Tue		164
14	Wed		165
15	Thu		166
16	Fri		167
17	Sat		
18	Sun	Sunday Holiday	
19	Mon		168
20	Tue		169
21	Wed		170
22	Thu		171
23	Fri		172
24	Sat		
25	Sun	Sunday Holiday	
26	Mon		173
27	Tue		174
28	Wed		175
29	Thu		176

Academic Calendar

Date	Day	MARCH 2024	No. of Working Days
1	Fri		177
2	Sat		
3	Sun	Sunday Holiday	
4	Mon		178
5	Tue		179
6	Wed		180
7	Thu		181
8	Fri	Shivarathri	
9	Sat	Second Saturday	
10	Sun	Sunday Holiday	
11	Mon		182
12	Tue		183
13	Wed		184
14	Thu		185
15	Fri		186
16	Sat		
17	Sun	Sunday Holiday	
18	Mon		187
19	Tue		188
20	Wed		189
21	Thu		190
22	Fri		191
23	Sat		
24	Sun	Sunday Holiday	
25	Mon		192
26	Tue		193
27	Wed	College closes for Mid-summer vacation	194
28	Thu	Maundy Thursday	
29	Fri	Good Friday	
30	Sat		
31	Sun	Easter	

SISTER INSTITUTION

Ansar English Secondary School

2547751

UNIVERSITY OF CALICUT (CODE: 0494)

EPBX Tel	(95494) 2401144 to 52
FAX	(95494) 2400269
E-mail: reg@unical.ac.in	
Vice Chancellor	2400241
Pro- Vice Chancellor	2400243
Registrar	2400252
Controller of Examination	2400291
N. S. S Office	2401638
Enquiry	2401144
Exam Enquiry	2401144 - 227
C. H. M. Koya Library	2401144 - 285
Employment Guidance Bureau	(0495) 2303234 - 278
Finance Officer	2400224
Dean of Students' Welfare	2400296
Academic Staff College	Extn. 350
SDE	Extn. 355
Library	Extn. 288

www.universityofcalicut.info

www.universityofcalicut.org

www.universityofcalicut.gov

PHONE DIRECTORY

Panchayath office Valavannur	:	2547024
Panchayath office Kalapakanchery	:	2547026
Police Station Kalapakanchery	:	2547022
Railway Station Tirur	:	2422240
MSMHSS Kallingal paramba	:	2547114
BYKVHSS Valavannur	:	2546031
Bafaky yatheem khana	:	2547021
Darul Ansar	:	2547972
Ansar School	:	2547751
Sub- Treasury Tirur	:	2422538
Canara Bank Kalpakanchery	:	2547032
PSMO College Tirurangadi	:	2460335
GVHSS Kalpakanchery	:	2547069
Amina ITC	:	2546023
Village Office Kalpakanchery	:	2543009
Govt. Hospital Tirur	:	2422044
Almas Hospital Tirur	:	2422044
MIMS Kottakkal	:	0483 2807000
IMB Ambulance Service	:	9946661212
Taluk Office Tirur	:	2422238
Income Tax office Tirur	:	2425647
Govt. College Malappuram	:	0483 2734918
Dy. SP Tirur	:	2422046
Malappuram District Panchayath	:	0483 2734933
District Information Office	:	0483 2734933
Collect rate Office Malappuram	:	0483 2734355
RDO Tirur	:	2421200
PSC Office	:	2734308
SBI Tirur	:	2422344
Kottakkal Arya Vaidya Sala	:	2742261

ARABIC COLLEGES

AAC Valavannoor	:	0494 2547037
AIWA College Mongam	:	0483 2722048
Anwarul Islam Kuniyil	:	0483 2858310
Darul Uloom Vazhakkad	:	0483 2725422
Darunnajath Karuvarakundu	:	0493 1280096
Dia College Paral	:	04902336004
MUAC Pulikkal	:	0483 2791048
NIAC Kadavathoor	:	0490 2390381
RUA College Feroke	:	0495 2440663
Sullamussalam Areacode	:	0483 2850236
Sunniyya Chennamangalloor	:	0495 2297115
Assabah Pavittappuram	:	0494 2650972
Falahiya Malappuram	:	0483 2734280
Jamia Nadviyya Edavanna	:	0483 2704270
Elahiya Tirurkad	:	04933 239229
KMMO Tirurangadi	:	0494 2461575

LEAVE RECORDS

Sl. No.	Date	Reason	Signature with date		Remarks
			Parents	Class Teacher	

LEAVE RECORDS

Sl. No.	Date	Reason	Signature with date		Remarks
			Parents	Class Teacher	

TIME TABLE

DAYS	I	II	III	Lunch Break		IV	V
MON							
TUE							
WED							
THU							
FRI							

[illegible]

NOTES

[illegible]