



## **KPPM COLLEGE OF TEACHER EDUCATION**

(Recognised by NCTE and Affiliated to University of Calicut)

**ANAKKAYAM, MALAPPURAM, KERALA – 676 509**

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**ADMISSION APPLICATION FORM**

Admission No.....

Form No.....

**OPTIONAL SUBJECT APPLIED FOR** : .....

1. Name of the applicant (in block letters) :

2. Name of the applicant (in mother tongue) :

3. Expansion of initials :

4. Sex : Male  Female

5. Marital Status : Married  Unmarried

6. Age and date of birth : Age  Date  Month  Year

Affix a recently taken  
(Note more than 3  
months) Passport  
Sized Photo

7. Aadhar ID

8. WhatsApp No.

9. Land Number

10. Mobile Number

11. Email ID

12. Parent Mobile number

13. Name of Mother

14. Family Annual Income

15. Religion & Community

16. Category - SC  ST  OEC  OBH  OBC  LA

*(Attach true copy of community & income certificate)*

17. Permanent Address

18. Present Address

19. Name & Occupation of parent or Guardian with relationship

20. Address of parent or Guardian

21. Educational Qualifications:

Name of Examination	Subject	Marks Obtained	Maxi. Marks	% of Marks	Year of Passing & Reg. No.	Name of University
SSLC						
Plus Two						
UG						
PG						
Others						

22. Details of qualifying examinations for B.Ed

Degree	Main Subjects	Marks of Main subjects & percentage	Marks of Subsidiary Subjects & percentage	Part I subjects	Marks of Part I Subjects & percentage	Part II subjects	Marks of Part I Part II & percentage
BA							
B.SC							
M.Com							

23. Nativity (If you are a native under the jurisdiction of University of Calicut attach Nativity certificate from the competent authority. Residence Certificate will not be considered.

24. Name of Institution last attended with year of study :

**Declaration**

I, ..... do hereby declare that the statements made in this application are true and best of my knowledge and belief.

Place:

Date:

Signature of the applicant

Name:

**For Office use only**

Fees paid:

Signature of Superintendent:

Fees to be collected:

**ORDERS OF PRINCIPAL**

#### **RULES AND REGULATIONS OF THE COLLEGE**

1. Student Teachers joining the College should strictly observe all the Rules and Regulations of the College lay down from time to time.
2. The admission will be regularised after completion of the fees in the office.
3. The students should remit their fee in due time. Defaulters will attract fine.
4. Student Teachers are advised to park their vehicles only in the space allotted.
5. Student Teachers must take care of time, in/out of the institute/class (self-discipline) and inculcate high level of professional etiquettes.
6. Students must always wear the valid Identity Card issued by the college with their recent photograph affixed, bearing the signature of the Principal, around the neck.
7. Student Teachers should be strictly following the dress code of the college.
8. The behaviour of the students, both within and outside the college premises should be decent and befitting to a professional institution.
9. This, being an eco-friendly campus, plastic or other trash should not be thrown inside the college or in the premises.
10. As the college is functioning in self-reliant campus, the Student Teachers are obliged to participate in all self-reliant activities.
11. Students are expected to contribute towards the academic/ social/environmental initiatives that the college may undertake.
12. Laptops/ Computers are to be used within the campus for academic purposes only
13. All expressions or activities which are immoral, antisocial, communal and anti-national are strictly prohibited in the College campus.
14. The students has to submit their tutorials/ assignments regularly as per the direction of the faculties
15. Students should make use of College Library and must not loiter in the college premises whenever they have a free period.
16. Students must not do anything inside or outside the college that will in any way interfere with it orderly administration and discipline.
17. They should not communicate any information or write anything about the college to the press without written permission from the Principal.
18. Students are liable to lose their term for disobedience, misconduct, misbehaviour or for any act of indiscipline.
19. Students must take proper care of all the college property. Any damage done to the property of the college by disfiguring walls, doors, windows, fittings, furniture and such other things is breach of discipline and will be considered a punishable offence.
20. Smoking, Tobacco-Chewing, use of Drugs etc. is strictly prohibited in the college premises.
21. No association or organization shall be formed, no meeting shall be held, no person will be invited to address the students in the college without the prior written permission of the Principal.
22. No picnics, socials, excursion or tours shall be arranged without the prior written permission of the Principal. If students join an unofficial picnic or tour, the College shall not be responsible for anything that happens in the picnic or tour
23. No students shall collect money as contribution to picnic, trip, educational visit, get-together, study notes, charity or any other activity without the prior written permission of the Principal.
24. While conducting debates or meetings in the College a responsible staff member approved by the Principal will chair the session and subject of debates or lectures must have the prior approval of the Principal.
25. The Principal shall be the final authority in the interpretation of the College rules. Matters not covered by these rules are left to the discretion of the Principal and his decision shall be final.
26. The voluntariness and initiation from the side of Student Teachers in all activities related to the college is mandatory.
27. Any in-disciplinary act form the side of any Student Teachers will be treated seriously according to the procedures of the college.
28. Student Teachers should keep a very good relationship with teacher educators and other staff members of the college with wisdom

29. Any partiality or group discrimination or undesirable relationships of Student Teachers will not be tolerated.
30. Student Teachers shall not involve themselves in activities not related to their work during working hours.
31. Any breach / violation of any of the above Code of Conduct (COC) by the Student Teachers or any other act by him / her which is prejudicial to the interests of the institution will make him / her liable to disciplinary proceedings and punishment on enquiry and proof.

**IMPORTANT NOTE**

Ragging is strictly prohibited in the college premises and outside. Students indulging in ragging will be punished as per “The Anti-Ragging Act. Such students will also be expelled from the college and F.I.R will be lodged with police against them.

Moreover, it will be mentioned in the college leaving certificate of such students that they are expelled because of their indulgence in ragging.

**REGULATIONS OF LEAVE**

1. All the Student Teachers should report minimum 5 minutes before the first bell in the morning
2. All Student Teachers should be present at the time of common assembly every day.
3. Morning session attendance will be marked every day before the morning assembly and afternoon session at 1.30 pm
4. The optional students should mark the attendance their respective registers
5. Three delayed attendance will be calculated as half day leave
6. The leave is only the discretion of the principal, Not the right of student
7. The delayed entry should be recorded in late entry register
8. Leave will be granted only on prior submission of leave letter and permission granted by principal on the recommendation of the optional teacher.
9. In an emergency circumstance the absence should be intimated to optional teacher over phone before 8.00 am of the concerned day. Report of a second person will not be valid.
10. The leave letter for the previous day should be submitted in the morning itself
11. The decision of the Principal on any leave application is final
12. The outside permission should be taken during working time and it should be recorded in the movement register.

**AFFIDAVIT**

I, .....of .....House

.....Village.....Post.....District.....

.....has read carefully the rules and regulations of the college and swear that I will accomplish my professional

programme of teacher education abide with the rules and regulations of the college.

Place: Anakayam

Date:

Name and Signature