	UNIVERSITY	No: 101 COF KERALA Ition Form
	Institute of Dis	stance Education ns before filling up the form) Provisional ID No.
1. I	Course Details Name of the Course Details Option for Study Centre	Affix a stamp size Photograph Signature of the Candidate
(i) [ 3. ( (i) [	(ii)       (iii)         Option for Examination Centre         (ii)       (iii)         (iii)       (iii)         Second Language (Applicable only for BA/BCom Courses)	11. Nationality         12. Reservation Category         ('C'- SC, 'T'- ST, 'B' - OBC, 'O' - Other reserved category, 'N'- No reservation)         C. T.C Details
-	Personal Details Name of the Candidate (leave space between words)	13. Name of the Institution (from which TC is obtained)         14. Name of the last Course (attended in the Institution)         15. TC No.
	Name of the Father/Guardian (leave space between words)	16. Date of Issuing TC (DD - MM - YY)       17. Pass or Fail (P or N)         18. TC Type       1
		D. Matriculation Details         19. Institution last attended         20. University affiliation of Institution (If applicable)         21. Valid Matriculation Order No. (of Kerala University)         22. Date of Matriculation Order (If applicable)
	Permanent Address (leave space between words)	E. Employment Details 23. If employed give details (Designation & Office Address)
	Date of Birth (DD - MM - YY)       10. Sex (F/M)	Phone

# F. Details of Qualifying Examination

. Details of Qualifying Examination	28. Register No.
24. Name of the Course	
	29. Month & Year of Passing (MM -YY)
25. Course Type 26. Institution Type	
27. Name of the Institution	30. Name of the University/Board
G Detaile of Marke of Qualifying Even ( 1999)	

# G. Details of Marks of Qualifying Exam (read instructions for section G carefully)

Subjects	Marks awarded	Maximum Marks
31.	32.	33.
34.	35.	36.
37.	38.	39.
40.	41.	42.
43.	44.	45.
46.	47.	48.
49.	50.	51.
52.	53.	54.
55.	56.	57.

58. Whether Original Certificate attached (Y or N)

### H. Fee Details

59. Eligible for fee concession (Yor	N)	62. Draft No / Chalan No.
60. Date of Payment (DD MM YY)		63. Name of the Bank or Friends / Cash Counter
	7	
61. Amount Rs.	_	64. Location of the Bank or Friends / Cash Counter
Defect Code (		DECLARATION
No. Tick Assistant Noted Rectifi	Section Officer ed Noted Rectified	I hereby declare that the particulars given above are correct and I submit myself to the disciplinary and regulatory
1		jurisdiction of the authorities of the University who are vested
2		with the right to exercise discipline under the Act, the
3		Statutes, the Ordinances and the Rules and regulations there under.
4		Place :
5		
6		Date :
7		Signature of the Parent/Guardian Signature of the Applicant
8		
9		Candidate is Provisionally Admitted
10		
11		
12		
		Assistant Registrar Director

## Instructions to fill up Application form Institute of Distance Education

Use one column for each character. If number of columns is insufficient, use abbreviations already in use or mention only the first three letters of each word with a blank space in between. Ignore words like 'of', 'the', 'and' etc

Α.		See Table 1 for Courses offered by IDE. Eg: For B.Sc Computer Science
	1.	Name of Course BS c C
	2.	Applicable only for B.Sc Computer Science, BCA, PGDCA & Certificate Course in Communicative English. See Table II for Codes of Study Centres (Applicant can choose three Centres in the order of preference. Study centres in Table II may not conduct classes for all subjects. Refer prospectus or web site to get the list of courses offered through each study centre.) (i) 0999 (ii) 101 (iii) 800
	3.	See Table III for codes of Exam Centres of IDE (Applicant can choose three Centres in the order of preference).
B.	4. 5.	Applicable only to degree courses with second language option. Second Languages for B.A., B.Com are <b>Malayalam</b> and <b>Hindi</b> Give the name as <b>in the certificate of the qualifying examination.</b> Leave space between adjacent parts of the name.
υ.	0.	For Eg. Rajendhra Rao V Panikar
		RAJENDHRALRA Olvepanikar
	9.	Date format is DD MM YY Eg:- 24 May 1980 as 2 4 0 5 8 0
	12.	Write 'C' for Scheduled Caste, 'T' for Scheduled Tribe, 'B' for OBC, 'O' for Other reserved category & 'N' for categories having no reservation.
С	17.	Write 'P' if the applicant has passed the course. otherwise 'N'.
_	18.	Write '1' if original TC is attached, '2' if duplicate with declaration is attached and '0' if neither is attached
D	19	If the candidate had his immediate past studies in some other University (or equivalent) and/or had obtained migration to that University (or equivalent) the name of the college and University should be mentioned against item no. 24 and 25 respectively,
		(even if it is not relevant to the present course of study)
	20.	If more than twelve characters are needed, mention only the first three characters of each word ( <i>separated by blanks</i> ). The first three characters of the name of the state also should be included at the end. The word 'University' can be ignored. Eg: For University of Calicut, Kerala CALALARE RAME
	91.	A candidate is a matriculate of University of Kerala, if a migration certificate has not been issued in favour of him corresponding to (or
	2	after the issue of) the latest order of matriculation certificate issued for him from this University. If the matriculation order given to the candidate for an earlier course under this University is still valid, the candidate can skip item no. 21 & 22. If matriculation order is awaited, enter '99' in the last two columns for item no.21 and leave item no. 22 blank.
F.		Details of the examination which makes the applicant eligible for the course applied for
	25.	This item is applicable to those applying for PG Courses only. Write '1' for course having one main and two subsidiaries, '2' for two main course, '3' for three main course, '4' if all subjects are of equal importance '5' if final year subjects are of equal
	96	importance & '6' for others. Write '1' if the candidate has completed the qualifying course in a <b>University Department,</b> write '2' if <b>Affiliated College</b>
		'3' if Study Centre under Distance Education Scheme of Universities and '4' if others. The applicant who completed the course
		under Distance Education Scheme in a study centre which is also an Affiliated College under any University shall indicate '3' against item
G.		no. 26 <b>Details of how to fill up mark details</b>
Ο.		This Section gives provision for filling up the marks obtained in 9 different Groups. Each row is meant for a group. For eg. A chemistry
		graduate applying for the PGDCA Course will fill up the rows as follows. English, Second language, Main subject & each of the
		subsidiary subjects are considered separate groups. Write the subject name (viz ENGLISH) against item no.31, total marks secured for all the papers in ENGLISH against item no.32 & maximum marks for ENGLISH against item
		no.33. Similarly write the subject name of Second Language (eg. Malayalam, Hindi) against item no.34
		and so on.
Г		Subjects Marks awarded Maximum Marks

Subjects	Marks awarded	Maximum Marks
31. ENGLISH	32. 1 5 0	33. 3 0 0
34. MALAYALAM	35. 1 2 0	36. 2 0 0
37. CHEMISTRY	38. 2 4 0	39. 6 0 0
40. MATHEMATICS	41. 1 5 0	42. 2 0 0
43. PHYSICS	44. 0 8 0	45. 2 0 0
46.	47.	48.

- H. Fee can be remitted either by cash at University Cash Counter/ Friends counters or by Demand drafts drawn in favour of "The Finance Officer, University of Kerala, Thiruvananthapuram". Please note that, drafts payable at SBT Service Branch, Thiruvananthapuram or Kerala State Co-operative Bank Head Office Branch, Thiruvananthapuram only will be accepted from Applicants residing within the State. Those residing outside the State may submit SBI drafts payable at SBI Main Branch, Thiruvananthapuram.
  - 63. The name of the Bank / Counter where the fee is remitted. If columns are insufficient, the first three letters of each word should be mentioned.

Table I : Course Codes of Programmes under I.D.E			
	Degree Courses		
119	BA Malayalam (I.D.E)		
134	BA English (I.D.E)		
144	BA History (I.D.E)		
149	BA Political Science (I.D.E)		
154	BA Economics (I.D.E)		
194	B.Com (I.D.E)		
224	B.Sc Mathematics (I.D.E)		
329	B.Sc Computer Science (I.D.E)		
331	B.C.A. (I.D.E)		
333	B.Com - Computer Applications (I.D.E)		
	Certificate Courses		
360	Certificate Course in Communicative English (I.D.E)		
361	Certificate course in E-Commerce (I.D.E)		
	P.G. Diploma Courses		
378	P.G.D.C.A. (I.D.E)		
379	P.G. Diploma in Functional Hindi (I.D.E)		
381	P.G. Diploma in H.R.M (I.D.E)		
383	P.G. Diploma in Marketing Management (I.D.E)		
385	P.G. Diploma in Tourism Management (I.D.E)		
387	P.G.D.C.E. (Cont.Edn) (I.D.E)		
388	P.G.D.E.P. M. (Edn. Planning & Mangmt.) (I.D.E)		
389	Taxation Management (I.D.E)		
392	PG Diploma in Adolescent Paediatrics (I.D.E)		
393	PG Diploma in Early Child Care, Survival Groth & Development (I.D.E)		
394	PG Diploma in Child, Adolescent & Family Counselling (I.D.E)		
	P.G. Courses		
509	MA Philosophy (I.D.E)		
514	MA Sanskrit (I.D.E)		
519	MA Malayalam Language and Lit. (I.D.E)		
524	MA Tamil (I.D.E)		
529	MA Hindi (I.D.E)		
534	MA English Language and Lit. (I.D.E)		
538	MA Arabic (I.D.E)		
539	MA Islamic Hisoty (I.D.E)		
544	MA History (I.D.E)		
549	MA Political Science (I.D.E)		
554	MA Economics (I.D.E)		
564	MA Sociology (I.D.E)		
579	MA Music (I.D.E)		
584	MA. Public Administration (I.D.E)		
594	M.Com (I.D.E)		
624	M.Sc Mathematics (I.D.E)		

Table III List of Examination Centres		
	BA/BCom	
Code	Centre	
105	FMN Colleg <b>e</b> , Kollam	
106	Govt. Arts College, Thiruvananthapuram	
117	MSM College, Kayamkulam	
123	NSS College, Pandalam	
124	NSS College, Nilamel	
125	S.D College, Alappuzha	
131	S.N College, Cherthala	
134	S.N College, Varkala	
138	St.Johns College, Anchal	
	MA	
Code	Centre	
123	NSS College, Pandalam	
125	S.D College, Alappuzha	
132	S.N College, Kollam	
144	University College, Thiruvananthapuram	
MCom		
Code	Centre	
106	106 Govt. Arts College, Thiruvananthapuram	
123	NSS College, Pandalam	
125	S.D College, Alappuzha	
132	S.N College, Kollam	

Table II : Codes of Study Centres under I.D.E		
Code	Colleges	
011	Institute of Cooperative Management (ICM), Poojappura	
012	Keltron IT Education Centre, Karakulam	
013	Keltron IT Education Centre, Spencer Jn	
014	Carmel Polytechnic, Alappuzha	
015	Keltron IT Centre, Vyttila, Cochin, Ernakulam	
016	Keltron IT Centre, Trichur	
017	Keltron IT Centre, Kozhikode	
018	Keltron IT Centre, Thalassery	
019	Keltron IT Centre, Kannur	
020	Keltron IT Centre, Palakkad	
021	Keltron IT Centre, Manjery	
030	Keltron IT Centre, Kollam	
099	Institute of Distance Education, Kariavattom	
101	Bishop Moore College, Mavelikkara	
102	Christian College, Chenganoor	
105	FMN College, Kollam	
108	Govt. College, Kariavattom	
110	Govt. College, Attingal	
113	Iqbal College, Peringammala	
116	MMNSS College, Kottiyam	
117	MSM College, Kayamkulam	
120	Mar Ivanious College, Nalanchira	
132	S.N.College, Kollam	
134	S.N.College, Sivagiri, Varkala	
138	St.Johns College, Anchal	
800	A.J College of Science and Technology, Thonnakkal	
801	Haji C.H.Mohammed Koya Memorial, Chavarcode	
807	National College, Manacaud	
950	UIT Centre, Kuravankonam	
951	UIT Centre, Aralumoodu, Neyyattinkara	
952	UIT Centre, West Kollam	
953	UIT Centre, Alappuzha	
954	UIT Centre, Adoor	
955	UIT Centre, Pathanapuram	
956	UIT Centre, Pirappancode	

#### IMPORTANT

- (i) Applicants need to fill up the Application Form only up to Item No.69
- (ii) Applicant should write the provisional ID No. and name of applicant on the back side of D.D/Chalan
- (iii) Duly filled up application forms should reach the I.D.E office on or before the last date of receipt of filled up Application forms (given in the prospectus)
- (iv) List of documents to be attached
  - (a) Degree Certificate/Provisional Certificate of qualifying examination
  - (b) Mark list/Pass certificate of qualifying examination
  - (c) TC in original/duplicate with declaration
  - (d) Attested copies of certificates of highest qualification
  - (e) Affidavit to the effect that applicant will not attend any other course (if applicable).