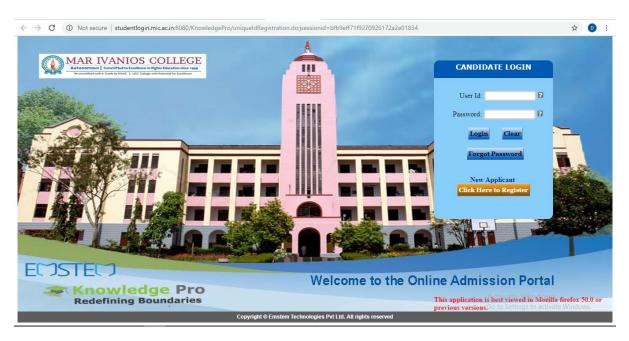# MAR IVANIOS COLLEGE
(AUTONOMOUS)
Re-assesed and Re-accredited (Third Cycle) with the Highest Grade, 'A' Grade by NAAC
CPE (College with Potential for Excellence) Status conferred by UGC

ACADEMIC MANAGEMENT SYSTEM/LMS

The academic management system of Mar Ivanios College (Autonomous) runs through the software Knowledge Pro since 2014. The following modules are installed in the software for the smooth functioning of the academic system with a daily back up system.
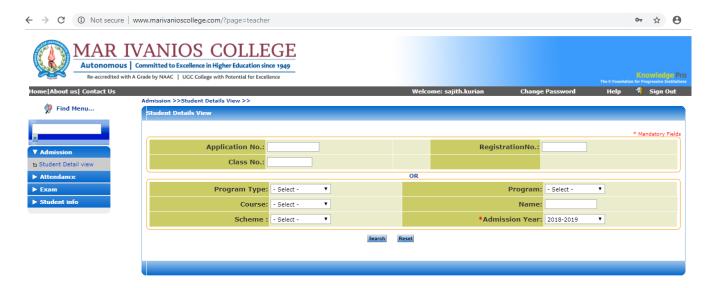
Admissions
Any candidate seeking admission in Mar Ivanios College (Autonomous) to any First Degree Programmes or PG Programme should compulsorily **register online** through the college website before the last day of registration for application, irrespective of the category (General/ SEBC/ BPL/ SC/ ST/ Community/ Management/ Candidates from Union Territory of Lakshadweep/Jammu and Kashmir/Tamil Linguistic Minority/Inmates of Government Children's Home/ Differently-abled persons/Widows/ wards of Armed Forces Personnel, killed or disabled in action during peace time/ Sports etc.) to which he/she belongs. There is no other mode of registration for admission. Detailed and step by step instructions for online applications are provided on the website for the convenience of the candidates. Candidate can login to the admission portal of the Mar Ivanios College (Autonomous) through the candidate login page (password protected).
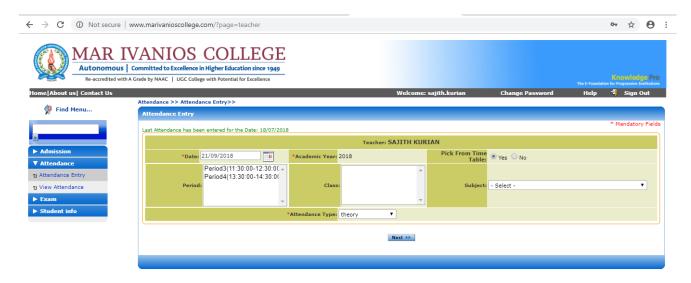
Application status can be viewed by the candidates and allotment memo can be downloaded from the website before coming for the admission process.

Details of all the admitted students can be viewed through the student details view (password protected) by logging into the Knowledge Pro software.

Attendance

Attendances of the students are regularly entered at the end of each day through the software Knowledge Pro by each faculty by logging into the faculty login page (password protected) on the college website. Monthly attendance statement of students will be published at the beginning of next month. Every evening, parents are informed about the absence of their wards during the class hours of the day through SMS automatically by the software.

Fees

All kinds of fees (Application Fee, Admission fees, Examination Fee, Special fees etc.) are paid through online/bank payment mode.

There are Three modes of payment for the application fee:

1. Payment by cash at any branch of the South Indian Bank (including the Nalanchira Branch just inside the College Main Gate on M.C Road).

2. Payment by cash in your bank or any branch of any other bank
3. Online payment with any debit card, credit card or internet banking through a payment gateway. By clicking on the appropriate link on the website you will be taken to the Log-in Page. After you LOG IN you will reach a page from where you can go to the payment gateway. Pay the correct amount of fees. Additional transactional charges will apply for the payment gateway.
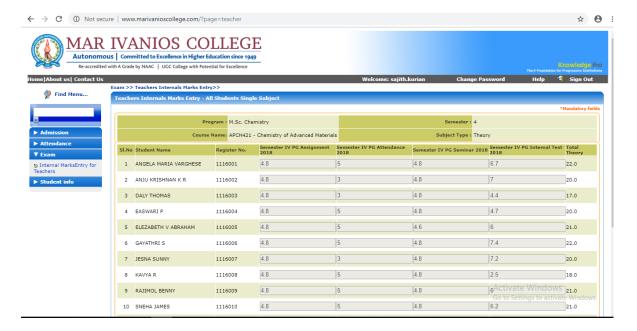4. *No other modes of payment are accepted. Payment once made will not be refunded*.

Examination

Notification for the examination will be published on the college website. Registration for examination (regular and improvement) is done through online portal by the students by logging into the student's portal (Password protected) from the college website.
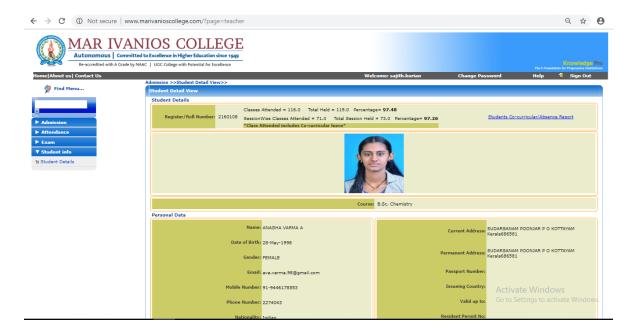

Teachers Evaluation

Teacher's evaluation of students as part of continuous evaluation is entered solely through the faculty login page (password protected) of the Knowledge Pro software, at the end of each semester by the faculty in-charge. The consolidated internal mark list is generated by the automated system through the Knowledge Pro software. The hard copy after verification by the students is submitted to the controller of examination.
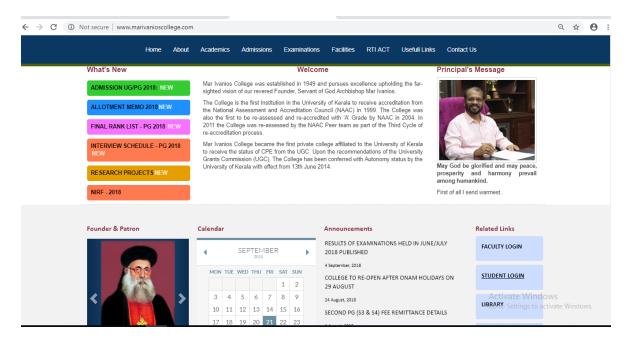
Student View

Details of each student of a respective class can be viewed by the faculty in-charge through the Knowledge Pro Software by logging into the site. It provides complete details of the student which include previous educational details, session wise attendance (details of present and absent hours), co-curricular/absence report, internal mark details, details of the semester exam marks (regular and improvement) and the details of the fees paid. It can be viewed by the faculty and the student.

Student Portal

Each student is provided with a username and password for logging into the student portal (password protected) from the college website. This site provide complete details of the student which include previous educational details, session wise attendance (details of present and absent

hours), co-curricular/absence report, internal mark details, details of the semester exam marks (regular and improvement) and the details of the fees paid. Faculty evaluation (teaching – learning) by students is done online through student login at the end of each semester prior to the exam registration. Sample forms are available [here](#).

Parents Portal

Parents are provided with a username and password for logging into the parents portal (password protected) from the college website. This site provides complete details of their wards academic performance, which include session wise attendance (details of present and absent hours), co-curricular/absence report, internal mark details, details of the semester exam marks (regular and improvement) and the details of the fees paid.