



DON BOSCO COLLEGE, KOTTIYAM
Umayanalloor P.O. Kollam-691589
(Affiliated to the University of Kerala)

MANDATORY DISCLOSURE

1	AICTE File No.	F.No.South-West/1-44644888168/2025/EOA
	Date and Period of last approval	20/03/2025, 2025-2026

2	Name of the Institution	Don Bosco College Kottiyam
	Address of the Institution	Don Bosco College, Umayanalloor P O Kollam, Kerala
	City And pincode	Kollam, Pincode :691589
	State/UT	Kerala
	Longitude &Latitude	Latitude-8.873315° Longitude-76.664982°
	Phone Number with STD Code	9744201800(Office), 0476-2530156(Principal)
	Fax Number With STD Code	0476-2530156
	Office Hours At the Institution	9.00 am to 5.00 pm
	Academic Hours At the Institution	9:15 am to 3:15 pm



DON BOSCO COLLEGE, KOTTIYAM

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	Email	dbcokottiyam@gmail.com
	Website	https://donbosco.kottiyam.ac.in/
	Nearest Railway Station(Dist in Km)	Kollam (10.7Km)
	Nearest Airport(Distance in Km)	Trivandrum International Airport (58km)



3	Type of Institution	Self-Financing
	Category (1) of the Institution	nil
	Category(2)of the Institution	-

4	Name of the Organization Running the Institution	Don Bosco Non-Formal Technical Education Society
	Type of Organization	NGO
	Address of the Organization	Don Bosco Non-Formal Technical Education Society, Umayanalloor, kottiyam,
	Registered With	



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	Registration Date	28. 01.1987
	Website of the Organization	https://donbosco.kottiyam.ac.in

5	Name of the Affiliating University	University of Kerala
	Address	University of Kerala , Senate House Campus Palayam, Thiruvananthapuram , Kerala -695034
	Website	https://www.keralauniversity.ac.in
	Latest Affiliation Period	2025-2026

6	Name of the Principal/Director	Dr. Y Joy
	Exact Designation	Principal
	Phone No. With STD Code	9447222298
	Fax No. With STD Code	0474-2530156
	Email	dbcokottiyam@gmail.com
	Highest Degree	PhD
	Field of Specialization	English



DON BOSCO COLLEGE, KOTTIYAM
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7	Governing Board Members	1. President 2. Vice President 3. Secretary 4. Treasurer 5. Members
	Frequency of Meetings And Date Of Last Meeting	Yearly
8	Academic Advisory Body	Yes
	Frequency of Meetings And Date Of Last Meeting	Monthly

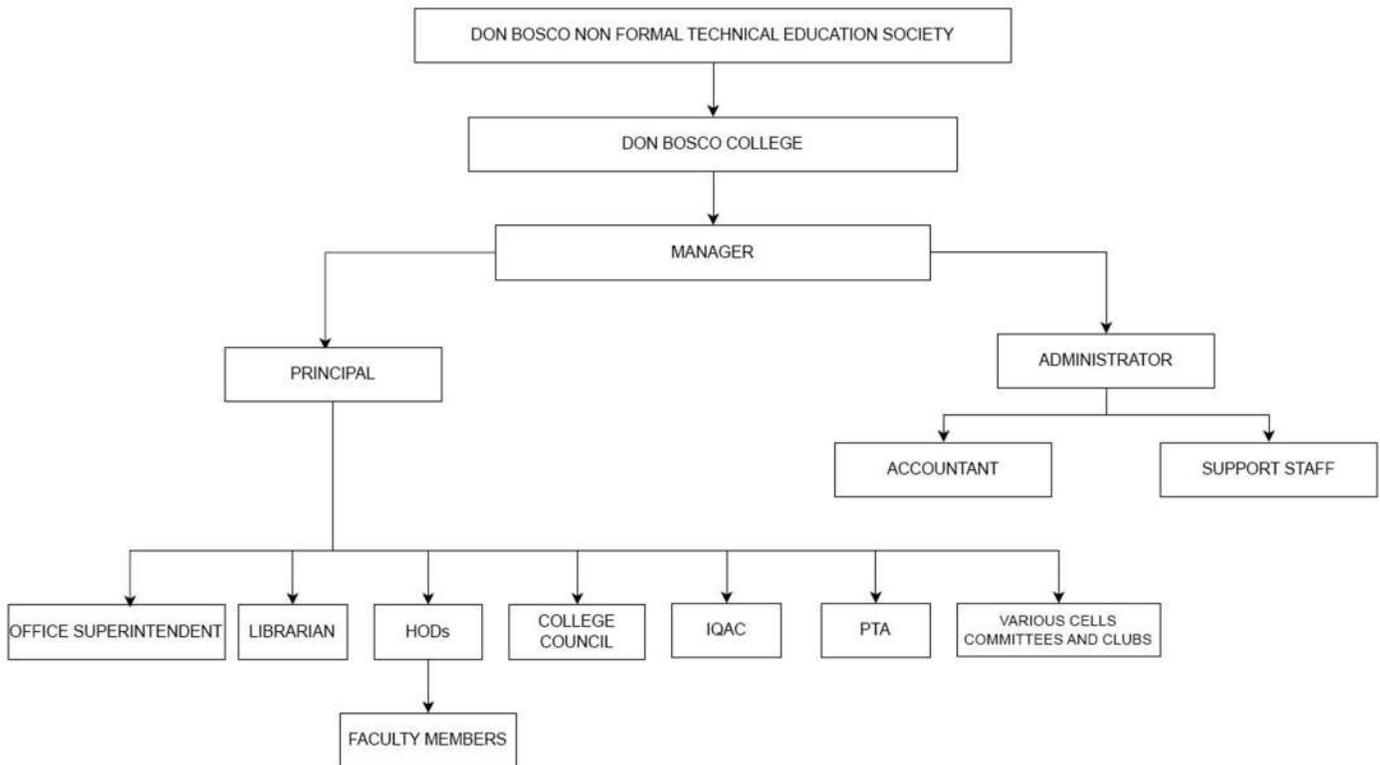


DON BOSCO COLLEGE, KOTTIYAM

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ORGANIZATIONAL CHART





DON BOSCO COLLEGE, KOTTIYAM
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GRIEVANCE REDRESSAL COMMITTEE

The college has a Grievance Redressal Committee in each department comprising two faculty members and the Head of the Department as chairman. This committee shall address all grievances relating to the internal assessment of the students. A college-level Grievance Redressal Committee comprises the Heads of every Department and Vice-Principal, and the Principal as Chairman.

GRIEVANCE REDRESSAL COMMITTEE

Sl. No	Name	Designation
1	Dr. Y Joy	Chairman
2	Fr. Joby Chethimattathil	Member
3	Ms. Mary Netto	Member
4	Mr. Anasmon S	Member
5	Ms. Marina Michael	Member
6	Mr. Nitheesh Krishan R	Member
7	Ms. K Sheena	Member
8	Mr. Tony Francis	Member
9	Ms. Stephy Peter	Member



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ANTI-RAGGING CELL

Ragging and especially atrocities are banned on the college campus to conform to the universal norms of liberty and equality. The anti-ragging cell is especially vigilant in the prevention of ragging and in the formulation of policies in consultation with the college council, so as to avoid any sort of ragging.

Toll-Free No. 1800 - 180 - 5522 or 155222

ANTI-RAGGING CELL COMMITTEE

Sl. No	Name	Designation
1	Dr. Y JOY	Chairman
2	Mr. Ajay Joseph Chacko	Convenor
3	Mr. Joyal Jomon	Member
4	Ms. Deepa L	Member
5	Ms. Mary Netto	Member
6	Mr. Hariharan Unni R S	Member
7	Mr. S Sivakumar	Member
8	Adv. Haripriya S	Member
9	Ms. Arundhathi S	Senior Student Representative
10	Mr. Alan James	Junior Student Representative



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INTERNAL COMPLAINTS COMMITTEE

The Internal Complaints Committee (ICC) of the college is constituted in accordance with the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and the guidelines of the University Grants Commission (UGC). The committee is established to provide a safe, secure, and inclusive academic environment for students, teaching staff, and non-teaching staff. The main objectives of the Internal Complaints Committee are to prevent and prohibit sexual harassment within the college campus, to provide a transparent, fair, and confidential mechanism for the redressal of complaints, to create awareness among students and staff about gender sensitivity and respectful conduct, and to ensure compliance with all statutory and regulatory requirements.

INTERNAL COMPLAINTS COMMITTEE

Sl. No	Name	Designation
1	Ms. Mary Netto	Presiding Officer
2	Ms. K Sheena	Member
3	Ms. Marina Michael	Member
4	Ms. Reena	Member
5	Ms. Deepa L	Member
6	Mr. Ajay Joseph Chacko	Member
7	Mr. Anasmon S	Member
8	Ms. Arundhathi S	Student Representative



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SC-ST COMMITTEE

The SC/ST Committee of the college is constituted in accordance with the guidelines of the University Grants Commission (UGC) and the Government of India to ensure the welfare, protection, and equal opportunities for students belonging to the Scheduled Castes (SC) and Scheduled Tribes (ST). The committee aims to create an inclusive and supportive academic environment free from discrimination and bias. The primary objectives of the SC/ST Committee are to safeguard the rights and interests of SC/ST students, to ensure equal access to academic and institutional facilities, to prevent discrimination and harassment, to address grievances related to caste-based issues, and to promote social justice and inclusivity within the college campus.

SC-ST COMMITTEE

Sl. No	Name	Designation
1	Dr. Y Joy	Chairman
2	Mr. Anandhu Babu	Convenor
3	Mr. Antony J	Member
4	Ms. Keena Kiran	Member



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

The Internal Quality Assurance Cell (IQAC) is constituted to develop a quality system for conscious, consistent, and catalytic programmed action to improve the academic and administrative performance of the college and to promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Sl. No	Name	Designation
1	Dr. Boby John	Manager
2	Dr. Y Joy	Principal
3	Mr. Anasmon S	Coordinator
4	Ms. Vrindha Rajan	Assistant Coordinator
5	Fr. Joby Chethimattathil	Member
6	Ms. Mary Netto	Member
7	Ms. Marina Michael	Member
8	Mr. Nitheesh Krishan R	Member
9	Ms. K Sheena	Member
10	Mr. Tony Francis	Member
11	Ms. Stephy Peter	Member
12	Mr. Antony Dominic	Member
13	Mr. Zakeer Hussian	Local Rep
14	Mr. Clinton Clement	Alumni Representative
15	Ms. Arundhathi S	Student Representative



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PROGRAMMES

i. Name of Programmes approved by AICTE	BBA,BCA
ii. Name of Programmes Accredited by NBA	NA
iii. Status of Accreditation of the Courses	NA
iv. Total number of Courses	2

v. For each Programme the following details are to be given (Preferably in Tabular form):

a. Name	BBA	BCA
b. Number of seats	60	60
c. Duration	3	3
d. Cut off marks/rank of admission during the last years	75%	60%



DON BOSCO COLLEGE, KOTTIYAM

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FACULTY DETAILS

01	Name of Teaching Staff	Mr. NITHEESH KRISHNAN R		
	AICTE Faculty ID	1-44777034683		
	Designation	Head of the Department		
	Department	Bachelor of Computer Application		
	Date of Joining the Institution	15-07-2024		
Qualifications	UG- BSc Computer Science	PG-MSc Computer Science	PhD- Nil	
Total Experience in Years	Teaching- 10	Industry- Nil	Research- Nil	
Papers Published(Journal)	National-- Nil		International--nil	
Papers Presented in Conferences	National-- Nil		International--nil	

02	Name of Teaching Staff	Mr. SANKAR GANESH G		
	AICTE Faculty ID			
	Designation	Assistant Professor		
	Department	Bachelor of Computer Application		
	Date of Joining the Institution	09/07/2018		
Qualifications	UG- BSc Computer Science	PG- MCA	PhD- Nil	
Total Experience in Years	Teaching- 7	Industry- Nil	Research- Nil	
Papers Published(Journal)	National-- Nil		International--nil	
Papers Presented in Conferences	National-- Nil		International--nil	

03	Name of Teaching Staff	Ms. ANJU G NAIR		
	AICTE Faculty ID			
	Designation	Assistant Professor		
	Department	Bachelor of Computer Application		
	Date of Joining the Institution	01/10/2022		
Qualifications	UG-B.Sc. Mathematics	PG-MCA	PhD- Nil	
Total Experience in Years	Teaching- 3	Industry- Nil	Research- Nil	
Papers Published(Journal)	National-- Nil		International--nil	
Papers Presented in Conferences	National-- Nil		International--nil	



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04	Name of Teaching Staff	Ms. HARITHA KRISHNAN R G		
	AICTE Faculty ID			
	Designation	Assistant Professor		
	Department	Bachelor of Computer Application		
	Date of Joining the Institution	30/12/2024		
	Qualifications	UG- BSc Computer Science	PG-MCA	PhD- Nil
	Total Experience in Years	Teaching-1	Industry- Nil	Research- Nil
	Papers Published(Journal)	National-- Nil		International--nil
	Papers Presented in Conferences	National-- Nil		International--nil

05	Name of Teaching Staff	Ms. VEENA CHANDRAN		
	AICTE Faculty ID			
	Designation	Assistant Professor		
	Department	Bachelor of Computer Application		
	Date of Joining the Institution	01/11/2024		
	Qualifications	UG-BCA	PG- MSc Computer Science	PhD- Nil
	Total Experience in Years	Teaching-3.5	Industry- Nil	Research- Nil
	Papers Published(Journal)	National-- Nil		International--nil
	Papers Presented in Conferences	National-- Nil		International--nil

06	Name of Teaching Staff	Ms. MARY NETTO		
	AICTE Faculty ID			
	Designation	Assistant Professor		
	Department	Business Management		
	Date of Joining the Institution	24/07/2014		
	Qualifications	UG-B.Com	PG-MBA	PhD- Nil
	Total Experience in Years	Teaching- 11	Industry- Nil	Research- Nil
	Papers Published(Journal)	National-- Nil		International--nil
	Papers Presented in Conferences	National-- Nil		International--nil



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07	Name of Teaching Staff	Mr. ANJIL KUMAR R		
	AICTE Faculty ID			
	Designation	Assistant Professor		
	Department	Business Management		
	Date of Joining the Institution	13/06/2022		
	Qualifications	UG-B.Com	PG-M.Com, MBA	PhD- Nil
	Total Experience in Years	Teaching- 5	Industry- Nil	Research- Nil
	Papers Published(Journal)	National-- Nil		International--nil
	Papers Presented in Conferences	National-- Nil		International--nil

08	Name of Teaching Staff	Mr. NOWFAL A		
	AICTE Faculty ID			
	Designation	Assistant Professor		
	Department	Business Management		
	Date of Joining the Institution	03/01/2022		
	Qualifications	UG-B.Com	PG-M.Com	PhD- Nil
	Total Experience in Years	Teaching-5	Industry- Nil	Research- Nil
	Papers Published(Journal)	National-- Nil		International--nil
	Papers Presented in Conferences	National-- Nil		International--nil

09	Name of Teaching Staff	Ms. VRINDHA RAJAN		
	AICTE Faculty ID			
	Designation	Assistant Professor		
	Department	Business Management		
	Date of Joining the Institution	01/07/2015		
	Qualifications	UG-BA Economics	PG-MBA	PhD- Nil
	Total Experience in Years	Teaching-16	Industry- Nil	Research- Nil
	Papers Published(Journal)	National-- Nil		International--nil
	Papers Presented in Conferences	National-- Nil		International--nil



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10	Name of Teaching Staff	Mr. AJAY JOSEPH CHACKO			
	AICTE Faculty ID				
	Designation	Assistant Professor			
	Department	Business Management			
	Date of Joining the Institution	01/07/2016			
	Qualifications	UG-B.Com	PG-M.Com, MBA	PhD- Nil	
	Total Experience in Years	Teaching-9.6	Industry- Nil	Research- Nil	
	Papers Published(Journal)	National-- Nil		International--nil	
	Papers Presented in Conferences	National-- Nil		International--nil	

PROFILE OF VICE CHANCELLOR/DIRECTOR/PRINCIPAL/FACULTY

i. Name	Dr. Y Joy
ii. Date of Birth	06/10/1957
iii. Unique ID	-
iv. Education Qualifications	MA, M.Sc., B.Ed, Ph.D
v. Work Experience	-
vi. Teaching/ Research/ Industry/ Others	40 years
vii. Area of Specialization	English, Language and Literature
viii. Courses taught at Diploma/ Post Diploma/ Under Graduate/ Post Graduate/ Post Graduate Diploma Level	Under Graduate Post Graduate
ix. Research guidance (Number of Students)	Nil
x. No. of papers published in National/International Journals/Conferences	5 National Journals
xi. Master (Completed/Ongoing)	Completed
xii. Ph.D. (Completed/Ongoing)	Completed
xiii. Projects Carried out	NA
xiv. Patents (Filed & Granted)	NA
xv. Technology Transfer	NA
xvi. Research Publications (No. of papers published in National/International Journals/Conferences)	NA
xvii. No. of Books published with details (Name of the book, Publisher with ISBN, year of publication, etc.)	3



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FEE

i. No. of Fee waivers granted with amount and name of students

DEPARTMENT	NO. OF FEE WAIVERS GRANTED	NAME OF STUDENTS	AMOUNT
BBA	3	1. Babitha	20160
		2. Sisira	20160
		3. Sreya Kalyani S	20160
BCA	2	1. Adithya B S	42000
		2. Aleena M	42000

ii. Number of scholarship offered by the Institution, duration and amount

Number of scholarship	5
Duration	1 year
Amount	1118535



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ADMISSION

- i. Number of seats sanctioned with the year of approval

Course	Sanctioned seats	Year of Approval
BBA	60	2024
BCA	60	2024

- ii. Number of Students admitted under various categories each year in the last three years

CATEGORY	BBA - YEAR : 2025	BCA - YEAR : 2025
	NUMBER OF STUDENTS	NUMBER OF STUDENTS
General	10	12
Ezhava	1	1
Muslim	2	3
LC	1	1
OBH	0	0
OBX	0	0
SC	3	1
ST	0	0
EWS	2	2
PWD	0	0
Sports	0	0
Management Quota	20	20
TOTAL	39	40

CATEGORY	BBA - YEAR : 2024	BCA - YEAR : 2024
	NUMBER OF STUDENTS	NUMBER OF STUDENTS
General	13	6
Ezhava	3	2
Muslim	4	10
LC	0	0
OBH	3	5
OBX	0	0
SC	0	0
ST	0	0
EWS	1	1
PWD	0	0
Sports	0	0
Management Quota	24	24
TOTAL	48	48



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CATEGORY	BBA - YEAR : 2023	BCA - YEAR : 2023
	NUMBER OF STUDENTS	NUMBER OF STUDENTS
General	11	14
Ezhava	3	3
Muslim	3	2
LC	2	0
OBH	1	0
OBX	0	0
SC	1	3
ST	0	0
EWS	1	3
PWD	0	0
Sports	3	1
Management Quota	26	30
TOTAL	51	56

- iii. Number of applications received during last year for admission under Management Quota and number admitted

Department	Number of Applications	Number of Admitted students
BBA	93	20
BCA	73	20

ADMISSION PROCEDURE

In Self-financing colleges, 50 % of the total seats shall be filled by the Management from among candidates of their choice adhering to the eligibility conditions prescribed by the University. The remaining seats (50%) shall be distributed and filled as detailed below. Distribution of 50% seats ear marked under Merit category % of Reservation General Merit Quota (On the basis of merit) 50 SEBC and EWS [(a) Ezhava (EZ) 8% (b) Muslim (MU) 7% (c) Latin Catholic (LC) /SIUC 1% (d) Other Backward Christian (BX) 1% (e) Other Backward Hindu (BH) 3% (f) EWS 10%] 30 Scheduled Caste 15 Scheduled Tribe 05 Note: The fee structure of the Self-financing Colleges is higher than that of Govt./Aided Colleges and UIT"s (Ref. Annexure VIII and IX). Fee concession given by the Government is not applicable to candidates enjoying communal reservation, if admitted in Self- financing Colleges.

Mode of admission under Management Quota in Aided and Self Financing Colleges

1. The candidates seeking admission to the Management quota seats in Aided and Self- financing colleges should register online.
2. There is no centralized allotment for seats ear marked under Management Quota. Candidates should contact the colleges he/she intends to take admission and submit the printout of the online registration application form to the colleges concerned.
3. After closure of registration for the centralized allotment process, registration exclusively for Management



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quota seats will be open. The candidates seeking admission under Management Quota alone can apply till the closure of admission.

4. It may be noted that the candidates who have submitted their online application through the Management Quota link will not be considered for the allotment process. But they will be considered for centralized spot admission, if any, conducted by the University.

5. If a candidate has already registered for centralized allotment process, it is sufficient for admission under Management Quota also. There is no need of separate registration under Management Quota.

CRITERIA AND WEIGHTAGES FOR ADMISSION

Nativity

Candidate should be an Indian citizen. Candidates seeking admission to FYUG Programmewill be categorized as Keralite and Non-Keralite

(i) Keralite: A candidate of Kerala origin will be categorized as a Keralite. Children of All India Service Officers allotted to Kerala Cadre are deemed to be Keralites as per G.O. (Rt) No.822/08/H.Edn. dated 9-5-2008. But they will not be eligible for communal/special reservation.

(ii) Non-Keralite: A candidate who does not come under Keralite category will be categorized as Non-Keralite. Non-Keralite candidates will be eligible for admission only after all the applicants of Keralite origin are ranked and allotted. Such candidates are not eligible for Communal reservations or any kind of fee concession. In order to prove that a candidate is an Indian citizen of Kerala origin for the limited purpose of eligibility for admission, he/she has to produce any one of the following certificates at the time of admission.

(a) In the case of candidates who have undergone schooling in Kerala, a course certificate from the head of the educational institution last attended in Kerala, certifying that the candidate has undergone his/her studies in Kerala for not less than 3 (three) years within a continuous period of 12 (twelve) years.

(b) A certificate from the Village Officer/ Tahsildar to show that he/she or his/her mother/father was born in Kerala. OR (c) Certificate from the Village Officer/Tahsildar to the effect that the candidate has been a resident of Kerala State for a period of five years within a continuous period of twelve years

(d) The true copy of relevant page of Secondary School Leaving Certificate showing the candidate's Place of Birth is in Kerala.

(e) The true copy of the relevant page of the Secondary School Leaving Certificate showing Place of Birth in Kerala of either of the parents of the candidate with corroborative certificate to establish the relationship between the parent and the candidate.

(f) The true copy of the relevant page of the Passport of the candidate, issued by the Government of India, showing Place of Birth in Kerala or of either of the parents of the candidate showing Place of Birth in Kerala with corroborative certificate to establish the relationship between the parent and the candidate.



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INFORMATION OF INFRASTRUCTURE AND OTHER RESOURCES

i. Number of Class Rooms and size of each	30 , 80 sqm
ii. Number of Tutorial rooms and size of each	
iii. Number of Laboratories and size of each	1, 160 sqm
iv. Number of Computer Centres with capacity of each	
v. Central Examination Facility, Number of rooms and capacity of each	NA
vi. Online examination facility (Number of Nodes, Internet band width, etc.)	NA
vii. Barrier Free Built Environment for disabled and elderly persons	Yes
viii. Fire and Safety Certificate	Yes
ix. Hostel Facilities	Yes
x. Number of Library books/ebooks/Titles/Journals available (Programme-wise)	BBA –Books:1227, Journal:3 BCA- Books:621, Journal: 2
xi. List of online National/International Journals subscribed	
xii. National Digital Library (NDL) subscription details	NA
xiii. List of Major Equipment/Facilities in each Laboratory/Workshop	65 Computers
xiv. List of Experimental Setup in each Laboratory/Workshop	NA
xv. Innovation Cell	No
xvi. Social Media Cell	Yes
xvii. Compliance of the Academic Bank of Credit (ABC), applicable to PGCM/ PGDM Institutions and University Departments	Yes
xviii. To upload the respective short video (1-2 min) of Infrastructure and facilities available w.r.t the courses in the website	https://donboscoKottiyam.ac.in
xix. Games and Sports Facilities	Yes
xx. Teaching Learning Process	Yes
xxi. For each Post Graduate Courses give the following:	NA
xxii. Title of the Course	NA
xxiii. Laboratory facilities exclusive to the Post Graduate Course	NA



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ENROLMENT AND PLACEMENT DETAILS OF STUDENTS IN THE LAST 3 YEARS

DEPARTMENT	YEAR	No. OF STUDENTS ENROLLED
BBA	2023	51
	2024	48
	2025	39
BCA	2023	56
	2024	48
	2025	40

MoUs WITH INDUSTRIES

DEPARTMENT	MoU
BBA	1. Rajadhani Business School, Trivandrum
	2. St. Aloysius, Mangalore



Y. Joy
09/01/26

Dr. Y. JOY
Principal
Don Bosco College
Kottiyam, Kollam
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