



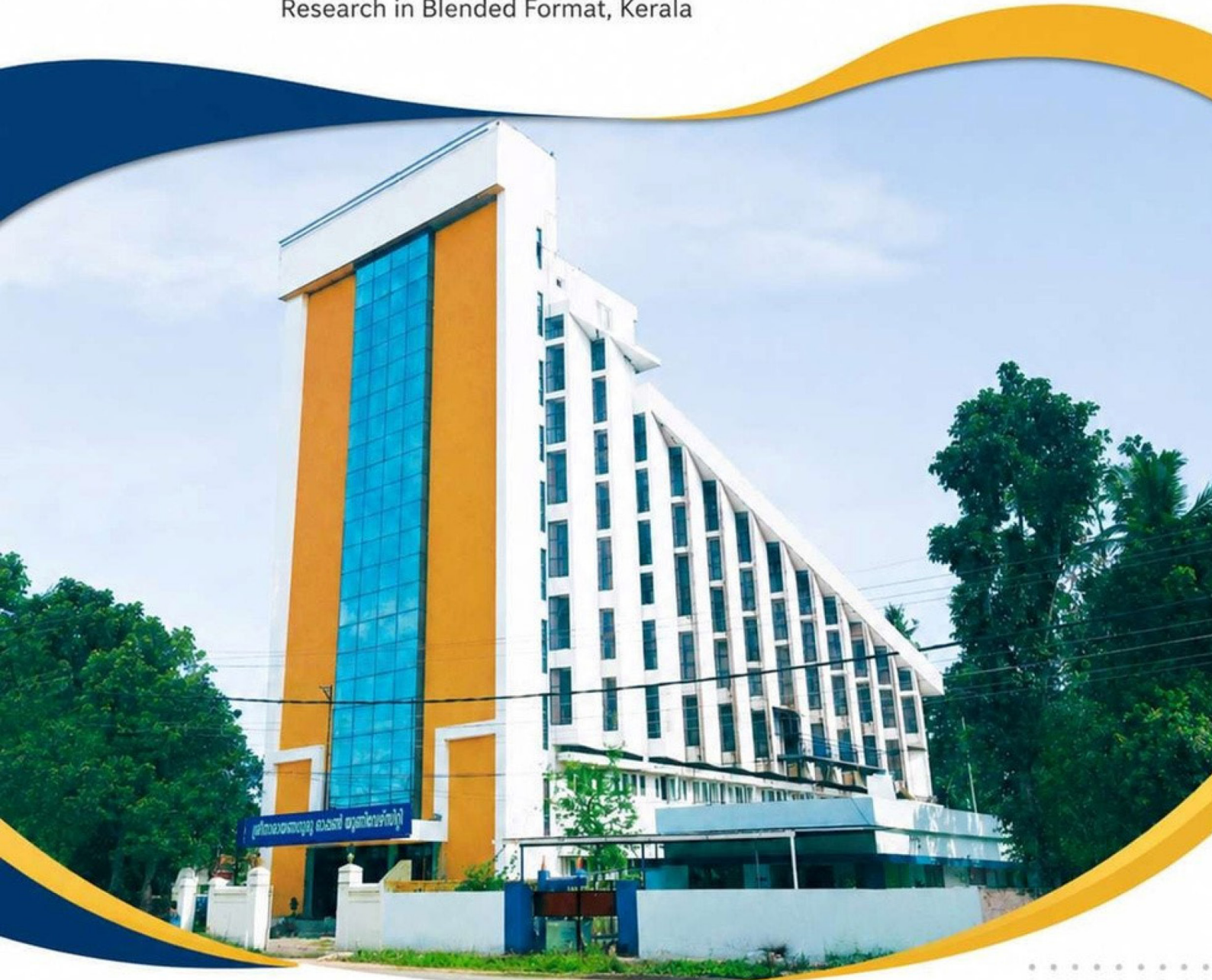
SREENARAYANAGURU
OPEN UNIVERSITY

SREENARAYANAGURU OPEN UNIVERSITY

The State University for Education, Training and
Research in Blended Format, Kerala

SGOU

Higher
Education
for All



MBA & MCA PROSPECTUS

2026 July-August Session

(2026-2028 Batch)



FLEXIBLE LEARNING
ANYTIME, ANYWHERE



QUALITY EDUCATION
FOR ALL



EMPOWERING MINDS
ENRICHING LIVES

SREENARAYANAGURU OPEN UNIVERSITY

Kureepuzha, Kollam, Kerala-691601

(The State University for Education, Training and Research in Blended Format, Kerala)

www.sgou.ac.in | e-mail - admission2026@sgou.ac.in



**SREENARAYANAGURU
OPEN UNIVERSITY**

ADMISSION PROSPECTUS

**MBA & MCA 2026 July-August Session
(2026-2028 batch)**

Chancellor

Sri. Rajendra Vishwanath Arlekar

Hon'ble Governor of Kerala

Pro Chancellor

Shri. Roji M. John

Hon'ble Minister for Higher Education Government of Kerala

Vice Chancellor

Prof. (Dr.) Jagathy Raj V. P.

Registrar

Prof. (Dr). Abhilash Babu

Finance Officer

Smt. Saranya M. S.

Controller of Examinations

Prof. (Dr.) Ananda Resmi S.

Cyber Controller

Shri. Bijumon T.

Recognition

- ◆ Sreenarayanaguru Open University (SGOU) was established by the Govt. of Kerala as a State Open University vide Ordinance No.45 of 2020 and subsequently Sreenarayanaguru Open University Act 1 of 2021 of the Kerala State Legislative Assembly has further legitimized its identity.
- ◆ The University Grants Commission (UGC), Vide letter No.F.No.9-17-2020 CPP-I/PU dt. 07/05/2021 notified that Sreenarayanaguru Open University, Kollam, Kerala has been included in the list of universities established as per 2(f) of UGC Act 1956.
- ◆ All academic programmes are approved by the University Grants Commission –Distance Education Bureau (UGC-DEB)
- ◆ As per UGC notification, Degrees awarded by Sreenarayanaguru Open University are equivalent to the Degrees issued by any other recognized University offering programmes in the Physical/Regular mode. The Degrees from this University are recognised for higher studies and jobs, including PSC and UPSC with equal weightage of any other UGC recognised University, without any hurdles.
- ◆ In accordance with the guidelines of the University Grants Commission (UGC), Sreenarayanaguru Open University facilitates the pursuit of dual degrees at both Undergraduate (UG) and Postgraduate (PG) levels. Under this provision, a learner enrolled in a regular programme offered by any university or affiliated college may simultaneously pursue another programme through Sreenarayanaguru Open University. Likewise, learners enrolled in programmes of Sreenarayanaguru Open University may concurrently undertake a regular programme in another recognized university or affiliated college, subject to the prevailing UGC regulations and programme-specific requirements.

Unique Features

- ◆ Liberal admission policy.
- ◆ Transfer Certificate (T.C.) is required for admission however candidates who do not possess a Transfer Certificate (TC) must upload a self-attested undertaking specifying the reason for the same.
- ◆ There is no age restriction for admission.
- ◆ Programme delivery ensures anywhere and anytime learning.

Contents

1. Profile of the University	1
2. Pathway, Vision and Mission	1
3. Campuses of the University	2
3.1. Regional Centres	2
3.2. Learner Support Centres (LSCs)	3
4. Academics	7
4.1 Schools of Studies	7
4.2 Semester System	8
4.3 Dual Degree Facility	8
5. Academic Programmes Offered for 2026 -27 July-August Session	8
5.1 Parity with Regular Mode Degree	8
6. Programme Delivery	9
6.1. Self-Learning Materials (SLM) in the Printed Format	9
6.2. SLM in Virtual Book Format	9
6.3. Counselling Sessions at Learner Support Centres(LSCs)	9
6.4. Online Counselling Sessions	10
6.5. Recorded Video Sessions	10
6.6 L-Desk App & LMS	10
7. Admission Details	10
7.1 Number of seats available for MBA & MCA 2026 July-August Session (2026-2028 batch)	10
7.2 Eligibility for Admission	10
8. Admission Procedure	11

8.1.Admission Notification	11
8.2.Mode of Submitting Application	11
9. Documents for Admission	12
9.1 Anti-ragging Declaration	13
9.2.Anti-drugs Declaration	14
9.3.Anti-dowry Declaration	15
10. Admit Card	16
11. ID Card	17
12. Change of Programme /Elective Course	17
13. Fee Structure	17
13.1.Fees and Mode of Remittance	18
14. Fee Concession is applicable to Learners with Disabilities	19
15. Candidates belonging to SC/ST/OEC/OBC(H) Categories	19
16. Refund Policy	19
17. Examination and Assessment System	20
17.1. Self-Evaluation	21
17.2. Continuous Internal Evaluation (CIE) and End Semester Examination (ESE)	21
17.3. Grading System	21
17.4. Examination Notification	22
17.5. Examination Registration	22
17.6. Examination Centres	22
17.7. Examination Admit Card	22
17.8. Prevention Of Examination Malpractices	23
17.9. Open Book Examination	23
17.10. Results and Semester Grade Card/ Consolidated Grade Card	23

17.11. Provisional Certificate/ Degree Certificate	23
17.12. Grace Mark	23
18. Learner Support Services	23
18.1.Help Desk	24
18.2. Student Grievance Redressal Cell	24
18.3. Right to Information (RTI)	24
18.4. Scholarships	24
18.5. Library	25
18.6. Student Welfare - Arts Festival, Sports Meet and Cultural Fest	25
19. Centre for Internal Quality Assurance	25
20. Career Development and Placement Cell	25
21. Alumni	26
21.1. Alumni Registration Process	26
22. Community-Connect Programmes	26
23. Green Protocol	28

1. Profile of the University

- ◆ Sreenarayanaguru Open University was established by the Govt. of Kerala in September 2020 vide the Government Ordinance No. 45 of 2020. The University is named after Sree Narayana Guru, the revered sage, philosopher, poet and social reformer of modern India. Having been established as the 15th State University of Kerala, Sreenarayanaguru Open University aims at strengthening the structural dynamics of academic operations for ensuring quality inclusive education for all regardless of age, creed, gender and religion through the Open and Distance Learning (ODL) mode. The territorial limit of the University shall extend to the whole of the State.
- ◆ The University was officially dedicated to the public by Shri.Pinarayi Vijayan, the then Chief Minister of Kerala on 2nd of October,2020 Gandhi Jayanthi Day. In pursuance of the legal procedures, Sreenarayanaguru Open University was accorded recognition under the section 2(f) and 22 of the University Grant Commission Act of 1956. The State Legislature of Kerala unanimously enacted Sreenarayanaguru Open University Act in January 2021.
- ◆ The Act schemes out the governance of the University with the Chancellor as its head. By virtue of the office of Hon'ble Governor of Kerala, Shri. Rajendra Vishwanath Arlekar acts as the Chancellor of the University. Hon'ble Minister for Higher Education Shri. Roji M. John is the Pro Chancellor. Prof. (Dr.) Jagathy Raj V.P. is the Vice Chancellor.
- ◆ As of now, the University is offering 30 UGC-DEB approved academic programmes. Out of the 16 UG Programmes, 06 Programmes are offered as Four Year UG Honours Programmes (FYUGP), with exit option at the end of the third year with UG degree on fulfillment of the requirements. 10 UG Programmes are of three year duration. 14 PG Programmes are of two year duration.

2. Pathway, Vision and Mission

- ◆ The University has drawn up its vision, mission and pathway based on the broad institutional priorities discerned through the interactions with the public.

The University has begun its journey with the statement of its pathway;

Pathway: Access and Quality define Equity.

- ◆ Vision : To increase access of potential learners of all categories to higher education, research and training, and ensure equity through delivery of high quality processes and outcomes fostering inclusive educational empowerment for social advancement.
- ◆ Mission : To be benchmarked as a model for conservation and dissemination of knowledge and skill on blended and virtual modes in Education, Training and Research for normal, continuing, and adult learners.



3. Campuses of the University

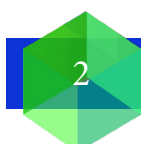
- ♦ The campuses of the Sreenarayanaguru Open University, consist of its Headquarters at Kollam and the Academic Block (BSNL Building, Vellayittambalam) Kollam, five Regional Centres: Ernakulam (at Thrippunithura), Palakkad (at Pattambi), Kozhikode, Kannur (at Thalassery) and Kollam (Headquarters) and 55 Learner Support Centre across the state.

The procedures for erecting the University's own Campus in land acquired by it at Mundakkal, Kollam are progressing well.

3.1. Regional Centres

- ♦ The Regional Centres of Sreenarayanaguru Open University cater to the needs of the learners from the designated districts and is responsible for the Learner Support Centres under its jurisdiction. Each centre is headed by a Regional Centre Director not below the rank of an Associate Professor and has the required administrative staff. The centre represents the University in all matters, except the financial and legal, in the region. The Regional Centres are listed below:

Sl. No.	Location of Regional Centres	Affiliated Districts	Name, Phone Number and e-mail id of Regional Director
1.	Regional Centre, Kozhikode Govt. Arts and Science College, Kozhikode-673018 Phone Number: 0495 2920228	Kozhikode & Malappuram	Prof. (Dr.) Gopalakrishnan M.B. 9188922088 rckdirector@sgou.ac.in
2.	Regional Centre, Palakkad SNGS College, Pattambi, Palakkad-679306 Phone Number: 9188922087	Palakkad & Thrissur	Prof. (Dr.) Vanaja C. 9188922087 rcpdirector@sgou.ac.in
3.	Regional Centre, Ernakulam Govt. Arts College, Thrippunithura, Ernakulam-682301 Phone Number: 0484 2927436	Ernakulam, Kottayam, Alappuzha & Idukki	Prof. (Dr.) Jojomon N.A. 9188922086 rcedirector@sgou.ac.in



4.	Regional Centre, Kannur Govt.Brennan College, Dharmadom P.O, Thalassery, Kannur- 670106 Phone Number: 0490 2990494	Kannur, Kasaragod & Wayanad	Dr. Suresh Kumar K.S. 9188922089 rctdirector@sgou.ac.in
5.	Regional Centre Kollam. Sreenarayanaguru Open University, Head Quarters. Academic Block, Vellayittambalam, Kollam-691003 Phone Number: 9188912554	Thiruvananthapuram, Kollam& Pathanamthitta	Prof. (Dr.) Sophia Rajan 9605304429 sophirajan@gmail.com

3.2. Learner Support Centres (LSCs)

The University conducts face-to-face counselling sessions, academic support activities, and learner facilitation services through the network of Learner Support Centres (LSCs) established in selected colleges affiliated with various universities and other Government-recognised institutions across Kerala.

Sreenarayanaguru Open University is committed to ensuring the availability of Learner Support Centres in all districts of the State to facilitate accessible and learner-friendly academic support. However, the University reserves the right to allocate or reassign learners to an alternative nearby LSC whenever necessary, based on administrative, academic, or operational considerations.

The University has 55 Learner Support Centres across the State. The district-wise list of Learner Support Centres currently providing academic counselling for MBA and MCA programmes is given in the following table. The University may establish additional LSCs and revise the list from time to time, depending on enrolment patterns, academic requirements, and the need to ensure effective learner support across different regions of the State.

The allotment of LSCs to the learners is provisional. Final allotment of LSCs will be done based on the number of learners in each respective LSC and the convenience of the learners.

MBA and MCA LSCs

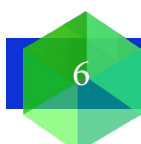
MBA LSC List with Contact Number of Coordinator

Sl. No.	District	Name of LSC	LSC Coordinator
1	Thiruvananthapuram	National College, Kallattumukku, Manacaud	Shri. Justin Daniel 940051864 justindanieljds@gmail.com nctvm@sgou.ac.in
2		Govt. Sanskrit College, Palayam	Dr. Sujith S. 8129292200 sujithyes@gmail.com sgoulsc.sktcollegetvm@gmail.com
3		I.M.D.R College of Advanced Studies, Cheriyakonni	Ms. Darsana Mohan 9726929984 imdrcollege19@gmail.com
4	Kollam	Shree Vidhyadhiraja College of Arts and Science, Thevarkad	Ms. Sreelatha. A.I. 9446255498 shreevidhyadhirajacollegeknp@gmail.com
5	Alappuzha	College of Engineering and Management(IHRD), Punnappara	Prof. Shyma A. 9388068006 shyma@cempunnappara.org sgoulsc.cemp@gmail.com
6	Kottayam	Government College, Nattakom	Shri. M. S. Somarajan 946540073 gcnktm@sgou.ac.in
7		Deva Matha College, Kuruvilangad	Shri. Reneesh Thomas 9447521011 reneesh.thomas@devamatha.ac.in sgoulsc@devamatha.ac.in
8	Idukki	Al-Azhar College of Arts and Science, Thodupuzha	Shri. Arun Gopal 7907658385 aactdpa@gmail.com

9	Ernakulam	Govt. Model Engineering College, Thrikkakkara(IHRD)	Prof. Manilal D. L. 9349276717 manilalddl@mec.ac.in sgoulsc@mec.ac.in
10		Sree Sankara College, Kalady	Dr. Sujith A S 7907154363 sujithisnear@gmail.com sgoulsc. ssckalady@gmail.com
11	Thrissur	Paramekkavu College of Arts and Science, Thrissur	Dr. Nisha A. 9446596089 drnishapcas28@gmail.com sgoulsc.pcastsr1@gmail.com
12	Palakkad	Universal College of Arts and Science, Mannarkad	Shri. Vivek. P 7012553426 universalcollegemkd@gmail.com
13	Malappuram	Government College, Munduparamba	Dr. Sreevidya U. 9745925294 vidumanish2008@gmail.com gcm@sgou.ac.in
14		Sayyid Muhammed Ali Shihab Thangal Memorial Women's College, Athavanad	Abidha Kurukkan 9400965691 shihabthangalcollege@gmail.com
15	Kozhikode	College of Applied Science(IHRD), Kiliyanadu	Shri. Biju P.K. 9446255872 bijupk17@gmail.com sgoulsc.casclt@gmail.com
16		JDT Islam College of Arts and Science, Vellimadukunnu	Shri. Ramesh N. 9447446073 rameshnarayanan1221@gmail.com sgoulsc.jdticaskozhikode@gmail.com
17	Kasaragod	Nehru Arts and Science College, Kanhangad	Dr. Vinesh Kumar K. V. 9495868036 vinesh@nasc.ac.in sgoulsc@nasc.ac.in

MCA LSC List with Contact Number of Coordinator

Sl. No.	District	Name of LSC	LSC Coordinator
1	Thiruvananthapuram	I.M.D.R College of Advanced Studies, Cheriyaakonni	Ms. Darsana Mohan 9726929984 imdrcollege19@gmail.com
2		C.H. Mohammed Koya Memorial College for Advanced Studies, Varkala	Dr. Ajina M Ameer 9995651249 ajina1984@gmail.com chmmcollege@gmail.com
3	Kollam	College of Engineering(IHRD), Kottarakkara	Prof. Jaferkhan P. 9895594923 sgoulsc. cekottarakkara@gmail.com jpskhan@gmail.com
4		Thangal Kunju Musaliar College of Engineering, Kollam	Dr. Vishnu D. 9497361144 vishnud2118@gmail.com principal@tkmce.ac.in
5	Alappuzha	College of Engineering and Management(IHRD), Punnappra	Prof. Shyma A. 9388068006 shyma@cempunnappra.org sgoulsc.cemp@gmail.com
6	Idukki	Al-Azhar College of Arts and Science, Thodupuzha	Shri. Arun Gopal 7907658385 aactdpa@gmail.com
7	Ernakulam	Govt. Model Engineering College, Thrikkakkara(IHRD)	Prof. Manilal D. L. 9349276717 manilaldl@mec.ac.in sgoulsc@mec.ac.in
8		Federal Institute of Science and Technology, Angamaly	Dr. Rakhi Venugopal 9961871731 rakhivenu@fisat.ac.in
9		Sree Narayana Gurukulam College of Engineering, Kolenchery	Dr. R. Sandhya 9287900700 mail.hodmca@sngce.ac.in



10	Thrissur	Vidya Academy of Science and Technology	Sri. Anil Kumar 9447674534 principal@vidyaacademy.ac.in
11	Palakkad	Universal College of Arts and Science, Mannarkad	Shri. Vivek P. 7012553426 universalcollegemkd@gmail.com
12	Kozhikode	College of Engineering(CAPE), Vadakara	Prof. Anupama K. 9400758503 sgoulsc.vtk@cev.ac.in anupama@cev.ac.in
13		College of Applied Science(IHRD), Kiliyanadu	Shri. Biju P.K. 9446255872 bijupk17@gmail.com sgoulsc.casclt@gmail.com
14		JDT Islam College of Arts and Science, Vellimadukunnu	Shri. Ramesh N. 9447446073 rameshnarayanan1221@gmail.com sgoulsc.jdticaskozhikode@gmail.com
15	Kasaragod	Malik Deenar College of Graduate Studies, Kasaragod	Kiran Raj 9482474988 sgoulsc.mdcgsksg@gmail.com malikdeenargraduate@gmail.com

- ◆ The University reserves the right to close any LSC or shift the learners of any LSC to another LSC upon the decisions of its competent authorities.

4. Academics

- ◆ With a view to promoting interdisciplinary learning and academic flexibility, the University has organized its academic programmes under the School System.

4.1 Schools of Studies

- ◆ The Schools of Studies represent the academic divisions where disciplines with similar identities converge and sustain. The following Schools have been instituted by the University:



1. School of Humanities and Social Science
2. School of Languages
3. School of Communications and Information Science
4. School of Law and Business Studies
5. School of Interdisciplinary and Trans-disciplinary Studies.
6. School of Science
7. School of Vocational Education and Training.

MBA programme comes under the School of Law and Business Studies, and MCA under the School of Communications and Information Science.

4.2 Semester System

- ◆ In tune with the UGC-DEB Regulations, the University has adopted the Choice Based Credit and Semester (CBCS) pattern in all the UG and PG Programmes. Each academic year consists of two semesters. MBA and MCA programmes have four semesters spanned over two years.

4.3 Dual Degree Facility

- ◆ Sreenarayanaguru Open University facilitates the provisions for pursuing dual degree at UG/PG levels in sync with the UGC guidelines for pursuing two academic programmes simultaneously. It implies that a learner can get enrolled for a regular programme in any of the approved Universities/Colleges elsewhere while pursuing a programme of the Sreenarayanaguru Open University and vice versa.

5. Academic Programmes Offered for 2026 -27 July-August Session

- ◆ For the Academic Year 2026–27 (July–August Session), the University offers 16 Undergraduate Programmes in which six programmes are in the four year under graduate pattern and ten programmes are in the three year under graduate pattern. The University offers 14 Postgraduate Programmes of two-year duration including MBA and MCA.

5.1 Parity with Regular Mode Degree

- ◆ Sreenarayanaguru Open University offers each of its academic programmes with the prior approval of the University Grants Commission - Distance Education Bureau (UGC-DEB) . The Regulation 22 of the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 proclaimed "Equivalence of qualification acquired through Conventional



or Open and Distance Learning and Online mode”. As per UGC notification, Degrees awarded by Sreenarayanaguru Open University are equivalent to the Degrees awarded by the conventional mode of any other recognised University. The Degrees from this University is recognised for higher studies and employment, including PSC and UPSC with equal weightage, without any hurdles.

6. Programme Delivery

- ◆ The University has adopted a blended mode of delivery for its Academic Programme as per ODL Regulations. In the spirit of this methodology, the following components of instructions are deployed by the University:

6.1. Self-Learning Materials (SLM) in the Printed Format

- ◆ The Self- Learning Materials (SLM) in the printed form, for both theory and practical components of the programmes, will be delivered to the learners through post commencing from the completion of the admission process. The Self Learning Materials in printed form are carefully prepared adhering to the principles for ensuring self-learning by a team of teachers/experts who had undergone training/orientation in the task. The self-learning materials are meticulously scrutinized by content experts and edited by language specialists to ensure high quality and clarity.

6.2. SLM in Virtual Book Format

- ◆ Digital version of the printed SLMs which will be provided online to the learners through the Learning Management System (LMS) integrated to the Learner Dashboard at erp.sgou.ac.in and through the L-Desk mobile application. Candidates with a valid enrolment number only will be permitted to access the digital materials. The Virtual Learning Material (VLM) is enriched with additional reference links, audio/video materials, self-assessment questions etc. to enhance the learning experience and for achieving a greater comprehension and a deeper understanding of the course content.

6.3. Counselling Sessions at Learner Support Centres(LSCs)

- ◆ Physical academic counselling sessions for learners are organised at the Learner Support Centres (LSCs) of the University as per the UGC-DEB Regulations, 2020. During these sessions, learners engage face to face with Academic Counsellors who are appointed as per the UGC qualifications and after undergoing an orientation programme organised by the University. They also interact with peers, participate in laboratory experiences, and engage in discussions on administrative and academic matters with the Academic Counsellors and LSC Coordinator.

6.4. Online Counselling Sessions

- ◆ In addition to the required offline counselling sessions, the departments under various Schools of Studies in the University will be arranging online counselling sessions for selected topics at designated times. On demand, the University will also arrange Online academic interaction of the learners, across the State, with the faculty members, resource persons and the Heads of Schools of Studies of the University.

6.5. Recorded Video Sessions

- ◆ The Multimedia Division of the Cyber Wing of the University has been preparing recorded video sessions for selected topics within the prescribed syllabus. The sessions include lectures, panel discussions, talk shows with faculty members, subject experts, senior resource persons etc. from the related domains. The contents will be accessible to the enrolled learners through LMS/mobile app.

6.6 L-Desk App & LMS

- ◆ To ensure easy accessibility of e-contents to the learners, University is providing digital contents viz; flipbook(e-SLM), audio & video Podcasts, Recorded lectures etc to the learners via university's Learner Management System (LMS). The LMS can be accessed by the learners from their dashboard at erp.sgou.ac.in by logging using the email id and password created at the time of admission. The mobile application named 'L-Desk' which is available in Google Play Store for the learners will also facilitate access to the learning materials and notifications of the University.

7. Admission Details

7.1 Number of seats available for MBA & MCA 2026 July-August Session (2026-2028 batch)

- ◆ **MBA** :1000 (As per UGC directions)
- ◆ **MCA** :1000 (As per UGC directions)

In the event the number of eligible applicants exceeds the sanctioned intake capacity, admission shall be made through an entrance examination conducted in accordance with the existing University Regulations, Government Orders and other statutory provisions in force or shall be made on the basis of the marks obtained in the qualifying degree examination.

7.2 Eligibility for Admission

- ◆ The minimum educational qualifications for admission to the above academic programmes are enumerated below.

Sl.No.	Programme	Minimum Qualifications
1	MBA	Any valid degree from a recognised University/Institution.
2	MCA	-do-

NB:

- ◆ Degrees awarded by Universities or Institutions that are debarred, unrecognized, or not authorized by the University Grants Commission (UGC-DEB) to offer the concerned programmes shall not be considered valid for admission to any programme of the University.
- ◆ Candidates who have obtained qualifying degrees from institutions other than State Universities, Central Universities, Open Universities, or other recognized universities/institutions shall be required to produce an Equivalency Certificate issued by any University in Kerala at the time of admission or certificate verification, as applicable.
- ◆ As per UGC Public Notice F.No.12-1/2024 (DEB-I) dtd 26-04-2024 HEIs are directed not to enroll any foreign nationals in Open and Distance Learning (ODL) programmes.

8. Admission Procedure

Candidates seeking admission to the University are required to follow the procedures outlined below to ensure the smooth and successful completion of the admission process.

8.1.Admission Notification

Admission notification will be issued by the University through both online and offline modes. Applicants shall complete all stages of the registration process, including payment of the prescribed fee and final submission of the application, on or before the last date specified in the notification.

8.2.Mode of Submitting Application

- ◆ Candidates seeking admission to the University shall apply online only through the University Admission Portal. Before initiating the application process, every applicant must possess a valid personal e-mail ID and mobile number, as mandated by the regulations of the University Grants Commission (UGC). These contact details shall be used by the University for all official communications relating to admission, examinations, learner services, and other academic matters.
- ◆ As per the guidelines issued by the UGC- Distance Education Bureau (DEB), every candidate seeking admission to Open and Distance Learning (ODL)

programmes offered by universities in India must possess a valid Academic Bank of Credits (ABC) ID and Distance Education Bureau (DEB ID). The ABC ID serves as a unified digital identity for learners to manage their academic credits and educational records. (ABC ID and APAAR ID are the same.)

- ◆ Applicants having a DigiLocker account may create their ABC ID and DEB ID through DigiLocker. Alternatively, links for generating the ABC ID and DEB ID are available on the University's official website, www.sgou.ac.in. Applicants who have already created an ABC ID and DEB ID need not generate them again.
- ◆ While creating the DEB ID, applicants must ensure that their personal e-mail ID and mobile number are entered correctly, as the login credentials for the University Admission Portal will be generated using the details registered on the DEB Portal. In case of any discrepancy in the e-mail ID or mobile number linked to the DEB ID, applicants may request correction by sending an e-mail to update.debid@gmail.com, enclosing a copy of their ABC ID card and the relevant details requiring modification.
- ◆ Applicants are advised to ensure the accuracy of all information provided during registration and admission. Detailed step-by-step instructions for online application submission are available on the University's website (www.sgou.ac.in) and admission portal (<https://erp.sgou.ac.in>).

Candidate may also refer to Learner's Handbook available on the website.

All admission procedures are conducted exclusively through the online mode. Applicants are advised to exercise utmost care while filling in the online application form and entering their personal, academic, and other relevant details. Once the application is submitted, the information entered cannot be modified. Therefore, candidates must verify all details carefully before final submission.

9. Documents for Admission

- ◆ Applicants shall upload clear and legible scanned copies of the following documents while submitting the online application for admission:

1. Proof of Qualification

- SSLC/10th Standard Certificate (for proof of date of birth).
- Plus Two/Higher Secondary or equivalent certificate/Govt approved 2/3 year Diploma Certificate and mark list for admission to Undergraduate Programmes.
- Degree certificate/provisional certificate and consolidated mark list/grade card for admission to Postgraduate Programmes.
- Any other qualification certificates, wherever applicable.

2. Identity and Address Proof

- Aadhaar Card (preferred) or any Government-issued Photo Identity Card such as Passport, Voter ID Card, Driving License, PAN Card, etc.
- The document submitted shall contain the candidate's current address. If the address is not available in the identity document, a separate Government-issued address proof may be produced.

3. Recent Passport-size Photograph

- A recent passport-size colour photograph in the prescribed format.

4. Community/Reservation Certificates (wherever applicable)

- Caste/Community Certificate.
- Non-Creamy Layer Certificate. (if applicable)
- EWS Certificate.
- Any other certificate required for claiming reservation or relaxation benefits, issued by the competent authority.

5. Documents for Fee Concession through e-Grantz (wherever applicable)

- Caste/Community Certificate.
- Non-Creamy Layer Certificate, wherever applicable.
- Income Certificate and other supporting documents prescribed by the Government from time to time.
- Any additional documents required for establishing eligibility for fee concession under the e-Grantz scheme.

6. Disability Certificate (wherever applicable)

- Valid disability certificate issued by the competent medical authority for availing fee concession or other benefits admissible to differently abled learners.

9.1 Anti-ragging Declaration

- ◆ The University Grants Commission (UGC), through a circular Vide No.F.21-5/ 2025(ARC/Show-case, Dt. 09.06.2025, has directed the Higher Education Institutions (HEI) in the country to instruct all the learners to submit an 'Anti-ragging Undertaking' immediately. The UGC has cautioned that it shall be mandatory for all HEIs to ensure the submission of Anti-ragging undertaking by all learners through the designated website and comply with the UGC Regulations on Anti-ragging 2009. The HEI is also required to submit a comprehensive report on the compliance of the Anti-ragging Regulations.

- ◆ That, it shall be mandatory for all Learners registered with Sreenarayanaguru Open University to submit their Anti-ragging undertaking via designated website: www.antiragging.in soon after their admission. The Learner receives an acknowledgement e-mail upon submission of his/her undertaking and a copy of it shall be forwarded to the SGOU e-mail: anti-ragging@sgou.ac.in.
- ◆ The Learner(s) failing to comply with the above-direction of the UGC shall be subjected to the actions as deemed necessary and appropriate.
- ◆ As per UGC directions, the admitted learners must submit an anti-ragging declaration in the following format.

UNDERTAKING BY THE CANDIDATE/STUDENT

1. I S/o., D/o., Mr./Mrs./Ms. have carefully read and fully understood the law prohibiting ragging and the directions of the Hon'ble Supreme Court and the Central/State Government in this regard.
2. I have received a copy of UGC Regulation on curbing the menace of ragging in higher education institutions, 2009 and have carefully gone through it.
3. I hereby undertake that
 - a. I will not indulge in any behaviour or act that may come under the definition of ragging.
 - b. I will not participate in or abet or propagate ragging in any form.
 - c. I will not hurt anyone physically or psychologically or cause any other harm.
4. I hereby agree that if I am found guilty of any aspect of ragging, I may be punished as per the provisions of the UGC Regulations mentioned above and as per the law in force.

Signature:

Name:

Address:

9.2.Anti-drugs Declaration

- ◆ Learners must submit an anti-drug declaration while taking admission in the university.

ANTI-DRUG DECLARATION FORM TO BE SIGNED BY THE STUDENT

I _____ (Name) son / daughter of
Mr./Mrs./Ms. _____ (Name)
admitted to _____ (name of programme and year)
in _____ Open University during the year _____

I hereby agree to the following terms:

1. I am aware that the possession, use, sale and distribution of alcohol/tobacco/any psychoactive substances are wrong and harmful.
2. I shall refrain from using, being under the influence of, possessing, furnishing, distributing, selling or conspiring to sell or possess, or being in the chain of sale or distribution of alcohol/tobacco/any psychoactive substances within the premises of the LSC/University or during any sponsored activities by the LSC/University.
3. I shall report to the authorities of the Institution any irregular behavior that I observe in relation to the possession, use, sale and distribution of alcohol/tobacco/any psychoactive substances which may have occurred at the Institution or during any activities conducted by students or University.
4. I shall support and actively participate in any substance use prevention education programmes which may be organized by the University/Government which would enable me to be a better student and citizen of India.
5. I shall cooperate with the authorities of the University and other relevant authorities in their investigation of any substance-related incident of which I may have information, and to prevent the possession, use, sale and distribution of any psychoactive substances in or around my LSC/University.

Date: _____

Name: _____

Signature: _____

9.3.Anti-dowry Declaration

- ◆ Learners must submit an anti-dowry declaration while taking admission in the university

UNDERTAKING BY THE

I [Name of Student], do hereby undertake that I shall not give or take or abet the giving or taking of dowry; or b) Demand, directly or indirectly from the parents or guardians of the bride or bridegroom, as the case may be, any dowry. Note: "dowry" shall have the same meaning as in the Dowry Prohibition Act, 1961. I aver in the full understanding that any breach of the rules or law relating to taking or abetting the taking of dowry shall render me liable for appropriate action including cancellation of my admission to the university / not being granted degree/withdrawal of degree.

Place: _____

Signature: _____

Date: _____

Name in Block Letters: _____

Name of programme: _____

- ◆ The University reserves the right to call for the original documents at any stage of the admission process for verification. Admission granted on the basis of false, fabricated, or suppressed information/documents shall be cancelled, and appropriate action shall be initiated as per the rules in force.
- ◆ The University Grants Commission (UGC) has made it mandatory for all candidates applying for admission to ODL/Online programmes in India to have a DEB ID which can be generated through the link available in our University admission portal. Or any person can directly create the ID through the facility available on the UGC-DEB website. However, those candidates who do not have a DEB ID can create it using the facility available in the application portal of the University.
- ◆ It is mandatory for each candidate to have a valid e-mail ID and mobile number for submitting an application for admission to any programme in the University.

The admission Process will be completed in the following phases:

- ◆ **Online Submission:** The candidate registers on the admission portal and applies for a programme by filling up the details, uploading documents and paying the I Semester fees and Admission and allied fee.
- ◆ **Online Verification:** The respective Regional Centres will verify the online applications for the genuineness of documents, validation of claims and eligibility of the candidate. The applicants found fulfilling all the requirements will be provisionally admitted and such applicants will be able to download admit cards in their dashboard. Those applications for which any clarification/additional documents required will be referred to for physical verification. Applications found to be not eligible/submitted false data/documents will be rejected and reported to the concerned authorities for necessary legal actions.
- ◆ Applicants granted admission can download admit cards from their dashboard.
- ◆ In the case of applications requiring physical verification, the candidates will be directed to attend specific centres with original documents in proof of their claims.
- ◆ If an application is rejected, the candidates will be eligible for refund of fee as per rules existing. For refund, there will be an option in their dashboard to submit their Aadhaar linked bank account details. The refund will be made only through the applicants' bank account.
- ◆ All candidates will be informed of the outcome of the verification process through email and/or text message (SMS/whatsapp) and notification in the dashboard.

10. Admit Card

- ◆ The candidates can download admit cards from their dashboard using their username and password. The admit card serves as proof of a learner's enrolment status in the University.

11. ID Card

- ◆ Learners will be provided a University identity card upon admission. The Identity cards will be distributed through the LSCs concerned. The card will be valid till the completion of the programme. The identity card has to be produced at the time of examination for learner identification.

12. Change of Programme /Elective Course

- ◆ Programme Change: A learner admitted to a programme shall continue the programme by registering for the subsequent semesters within the prescribed timelines. However, a learner shall be permitted to change the programme of study within 15 days from the last date of submission of applications or within such period as may be notified by the University for the purpose. No request for change of programme shall be entertained after the stipulated deadline, irrespective of the reasons cited by the applicant.
- ◆ Semester registration is mandatory for all learners in subsequent semesters of their study which shall be fulfilled within 1 month from the date of closure of previous semester.
- ◆ Elective Course Change: The learners, while registering for a semester will be allowed to select elective courses of their own choice as and when applicable. Utmost care shall be taken while choosing courses since the learners are bound to study and pass the examinations for all selected courses for qualifying the programme. Any corrections in this regard shall be made before the final date of semester registration. No further request for change of electives will be entertained after the stipulated date whatever may be the reason cited.

13. Fee Structure

a. One-time Fee Applicable to all PG Programmes

(To be remitted along with the First Semester Fee)

Sl. No.	Category	Fee (₹)
1	Admission Fee & Prospectus Fee	400
2	Affiliation Fee	400
3	Matriculation Fee	120
4	Eligibility Fee	250
5	Identity Card Fee	100
6	Arts & Sport Activities Fee	200
7	Student Welfare Fund	300
Total		1,770

Note: Applicants who require recognition have to remit a **Recognition Fee of ₹350.**

b. Tuition Fee per Semester for MBA Programme

Fee Component	Amount (₹)
SLM Fees	3,000
Assignment Fees	500
Counselling Fees	4,500
Professional Training Fee	2,000
SLM Direct Postage Fee	160
Total Tuition Fee per Semester	10,160

c. Tuition Fee per Semester for MCA Programme

Fee Component	Amount (₹)
SLM Fees	3,000
Assignment Fees	500
Counselling Fees	3,500
Lab Fees	3,000
SLM Direct Postage Fee	160
Total Tuition Fee per Semester	10,160

13.1.Fees and Mode of Remittance

- ♦ All Applicants including SC/ST/OEC/OBC(H) candidates have to remit First Semester Fees, Admission Fees and allied fees as stipulated for each programme, through the ONLINE mode only,(the remitted fees will be reimbursed from the Govt to the learner's account, if eligible for E-grants) without which they cannot complete the submission of application. Each candidate shall remit the fees online through the Admission Portal <https://erp.sgou.ac.in> or website of the University www.sgou.ac.in.
- ♦ The University has not authorized any external agencies/institutions/persons to collect any fee on behalf of the University. The University does not collect fees in any other mode than ONLINE through the official admission portal.

13.1.1 Fee for subsequent semesters, from II to IV Semester

The learners after completion of first semester are to register and remit the semester fees for the second and subsequent semesters.

1. Without fine-First 20 days before one month from the closing of counselling classes concerned (Semester)
2. With a fine - Rs. 100 for the next 5 days
3. With a superfine – Rs. 200 for the 5 days thereafter

14. Fee Concession is applicable to Learners with Disabilities

As per UO.No1241/AcA1/1/2025/SOU dated 02/08/2025,

- a. Learners with blindness / low vision having 40% disability and above are exempted from paying all kinds of fees (100% fee waived)
- b. Learners other than blind/low vision with a disability of 40% and above are eligible for a fee concession of 50% of all kinds of fees.

(The applications of those who have claimed disability of both blind or low vision and other than blind or low vision shall be verified by the Regional Director concerned. Upon granting eligibility by the Regional Director concerned, then after intimation, the applicant can avail fee concession of 100% or of 50% as the case may be and finally eligible for submitting application with fee concession.)

15. Candidates belonging to SC/ST/OEC/OBC(H) Categories

Previously the above categories were allowed fee concession at the time of admission- they had to pay only admission fee, prospectus fee, affiliation fee, matriculation fee and eligibility fee. There was a full fee concession in the remaining semester and for examination fees as well. After taking admission with the concessional rate, the learners have applied themselves for e-grantz scholarship in the e-grantz portal. The University could not know whether all the learners who availed fee concession have registered for e-grantz scholarships. Most of the learners are above 50 years old, but such learners in the above category who availed fee concession were not eligible for e-grantz scholarships as they could not get registered-OTR in the National Scholarship Portal. Learners who registered in the National Scholarship Portal are only eligible for e-grantz scholarship. It is noted that most of the learners who availed fee concession did not repay the scholarship amount received in their Bank Account to the University properly. In the meantime, the concerned Government Department had issued directions to the Universities for initiating legal and disciplinary proceedings against the defaulters after receiving the scholarship amount in their bank account.

After considering all the above matters, the University has decided, from the 2026 July session admission onwards, all learners including SC/ST/OEC/OBC(H) categories and applicants having 50 years of age and above in the SC/ST/OEC/OBC(H) categories who are ineligible to apply for e-grantz scholarships, have to pay all the fees at the time of registration (admission, semester registration and examination registration) and for subsequent semesters as notified by the University. The eligible learners after acquiring admission shall apply themselves for e-grantz scholarships and need not repay the scholarship amount received in their bank account to the University.

16. Refund Policy

- ◆ In the case of an application for admission being rejected due to defects, the fees paid will be refunded to the applicant upon submission of refund application

in prescribed format as mentioned in the University website. The amount eligible to be refunded will be decided as per the rules in force and directions of the UGC, and any such amount will be paid to the individual account of the candidate only.

- ♦ The criteria for refunds for admitted learners who opt to withdraw from programme will be as given below:

Sl. No.	Percentage of refund of fee	Point of time when notice of withdrawal of admission is received in the Institution
1	100%	Within 15 days or more before the formally-notified last date of admission.
2	90%	Within 14 days on or before the last date of admission.
3	80%	15 days or less after the closing of admission
4	50%	Within 15 to 30 days , after the closing of admission
5	00%	More than 30 days after the closing of admission

1. All Refund applications are to be placed via the format given in the university website/learners portal only, and within the stipulated time limit. The refund applications must include application/enrollment details, proof of payment, TC (if applicable) and the bank account details for remittance of eligible refund amount. Request for refund of fee through e-mail or any other means will not be considered whatever the reasons cited.
2. Late or incomplete refund applications will not be considered. Refunding of Fee is subject to the University Fee Refund Policy only.
3. The applicant is solemnly responsible for any discrepancy in the data submitted.

17. Examination and Assessment System

- ♦ The evaluation of all UG and PG programmes offered by the University will be based on two components, namely, Continuous Internal Evaluation (CIE) and End Semester Examination (ESE). For the MBA and MCA programmes, the weightage of Continuous Internal Evaluation (CIE) and End Semester Examination (ESE) for theory courses shall be 30% and 70% of the total marks, respectively. For all Practical Core Courses and Project in the MCA programme, the weightage of CIE and ESE shall be 50% each of the total marks. There shall be End Semester Examinations (ESE) at the end of every semester for all courses as prescribed under the respective curriculum. The End Semester Examinations shall be conducted at Examination centres approved by the University. The Continuous Internal Evaluation (CIE), shall be completed at LSC level under the guidance of HoS, LSC Co-ordinator and Academic Counsellors concerned.

17.1. Self-Evaluation

- ♦ The Self-Learning Materials are structured to empower learners to independently evaluate their comprehension of the materials. Following each study unit, exercises are included to facilitate self-assessment, allowing learners to gauge their understanding. In the event of difficulty, learners can address these challenges during the Counselling Sessions for resolution and further clarification.

17.2. Continuous Internal Evaluation (CIE) and End Semester Examination (ESE)

- ♦ End Semester Examinations (ESE) are conducted for each semester of all programmes in accordance with the Examination Calendar. The End Semester Examination (ESE) carries 70% of the total marks, while the Continuous Internal Evaluation (CIE) carries the remaining 30%. In the case of the Practical Core Courses of MCA, the ratio of ESE and CIE is 50% : 50%
- ♦ To pass the ESE, a learner must secure a minimum of 30% of the ESE marks. There are no minimum mark requirements for Continuous Internal Evaluation. But the minimum pass mark for a course will be 35% of total marks i.e., calculated by combining the marks obtained in the CIE and ESE.
- ♦ Learners who fail the ESE or are unable to register for the ESE may apply for the corresponding Supplementary Examination when it is notified by the University.

17.3. Grading System

- ♦ To assess learner achievements using a standardized metric, the University employs the Grading System as detailed below for UG/ PG Programme.

Grade and Grade Points			
Letter Grade	Grade Point (GP)	% of Total Marks obtained	Class
O(Outstanding)	10	95% and above	First Class with Distinction
A+ (Excellent)	9	80% and above but less than 95%	
A (Very Good)	8	70% and above but less than 80%	
B+ (Good)	7	60% and above but less than 70%	First Class
B(Above average)	6	50% and above but less than 60%	
C (Average)	5	40% and above but less than 50%	

P (Pass)	4	35% and above but less than 40%. Having 30% or above for ESE is a necessary and sufficient condition for a pass.
F (Fail)	0	Below 35% (CIE + ESE) or Below 30 % for ESE
I	0	Could not register for the end semester examination but fulfils the eligibility criteria or cancellation of the examination.
Ab	0	Absent
Equivalent percentage mark shall be = 10 X CGPA		

17.4. Examination Notification

- ♦ Examination Notification consists of examination registration deadlines, application fee details, examination time table, instructions for learners regarding examination registration, examination centres list etc. The examination notification will be available to the learners via University website, Learner Support Centres, Regional Centres and the University Head Quarters. It will also be circulated online through their respective LSC WhatsApp groups. All the details on examination matters are available in the Examination Hand Book (available in the learner's portal).

17.5. Examination Registration

- ♦ In order to register for the End Semester Examination, the learner has to complete the semester registration. Exam registration is possible only through Learners Portal (<https://erp.sgou.ac.in>). Exam registration link will be available in the Notification Panel in the Students' dashboard.

17.6. Examination Centres

- ♦ Examination centres are available in all the districts of Kerala which shall be notified along with each notification of examination. The list of examination centres will be made available on the examination portal set up for registering the examination. The learners can choose their desired exam centre based on their ease of accessibility. Seats are filled on a First Come, First Served basis. However, the University reserves the right to change the exam centres and the allocation of the same.

17.7. Examination Admit Card

- ♦ The University will inform the learners regarding the commencement date to download the Examination Admit Card (EAC) through Examination

Notification. The learners can download the EAC through the link available in the Notification Panel from the Students dashboard.

17.8. Prevention Of Examination Malpractices

- ◆ Any deliberate act of wrongdoing, contrary to the rules of examinations, designed to give an undue advantage to a learner is considered as Malpractice. Every learner appearing for the CIE & ESE is liable to be charged with committing malpractice(s), if he/she is observed as committing any of the malpractices stated in the “REGULATION FOR THE PREVENTION OF MALPRACTICES IN THE UNIVERSITY EXAMINATIONS–2023 which is available in the University website.

17.9. Open Book Examination

- ◆ An Open Book Examination is currently being conducted for the course Foundational Skills for Research and Writing (M21UC01AC) during the second semester for all PG programmes. The University plans to extend this facility for more courses in future.

17.10. Results and Semester Grade Card/ Consolidated Grade Card

- ◆ The link to get the results, mark sheet/ Grade card is available in the Notification Panel through the Students Dashboard. Results and grade cards are also available in the Examination Tab of University website. The learners can apply for the Consolidated Grade Card through the Examination Tab of University website after remitting the prescribed fee.

17.11. Provisional Certificate/ Degree Certificate

- ◆ The learners can apply for the Provisional Certificate/Degree certificate through the Examination Tab of University website after remitting the prescribed fee. As per the University notification.

17.12. Grace Mark

- ◆ Grace marks are awarded to differently abled learners, winners of University Arts Festival, Sports Meet. (For further details please refer to the University orders on grace marks uploaded on the website.)

18. Learner Support Services

- ◆ Recognizing learners as the pivotal stakeholders of the University, a comprehensive array of Learner Support Services has been established. The essential systems are outlined below.

18.1. Help Desk

- ◆ A dedicated Help Desk operating during working hours (All working days), providing single-window services for all learner-related activities is set up in the University. The Public Relations Officer assisted by supporting staff, is in charge of the Desk.

Phone number: 0474 - 2966841, 9188909901, 9188909902 (General Enquiry)

9188909903 (Technical Assistance)

e-mail address: helpdesk@sgou.ac.in

18.2. Student Grievance Redressal Cell

- ◆ Exclusively for receiving the grievances of the students, a Students' Grievance Redressal Committee (SGRC) has been constituted with a view to solve the problems faced by students. This ensures speedy and timely solutions to grievances.
- ◆ An online facility for submitting the grievances of the learners and tracking their status is available at the University. A Cell under the supervision of a designated faculty member is constituted for making necessary arrangements for addressing and resolving the grievances in a time-bound manner.
- ◆ The University has appointed one Ombudsperson as the appellate body for the Student Grievance Redressal Cell (SGRC). University has an Internal Complaints Cell (ICC) as well.

18.3. Right to Information (RTI)

- ◆ The University has a Right to Information Division under the Public Information Officer. The Appellate authority is the Registrar of the University.

18.4. Scholarships

- ◆ Sree Narayana Guru Merit Scholarship is a newly introduced University Merit Scholarship of the University. It is awarded as a recognition for meritorious learners of each semester. Detailed guidelines regarding the scholarship will be issued shortly.
- ◆ The learners of the University can avail various scholarships through National Scholarship Portal (NSP) viz. Minority Scholarship, Fisheries Grant and others provided by the State/Central Governments. The eligible learners can avail the scholarship upon submission of application to the concerned Regional Centres for recommendation.

18.5. Library

- ◆ Learners can make use of books, journals, e-resources and other materials kept in the Library at the Headquarters of the University (at the Academic Wing, Vellayitambalam, Kollam).. Digitalized versions of library resources can be accessed online by the learners. A Public Digital Library with the assistance of the Cochin Shipyard Limited is being set up by the University. The State Library Council has given its consent for our Learners to access the library facility under the Council. This project is under process and will be delivered in the near future.

18.6. Student Welfare - Arts Festival, Sports Meet and Cultural Fest

- ◆ To promote social, sports and cultural activities among the learners, the University has been organising Arts festival, Sports Meet, Cultural Programmes. The winners of Arts festival and Sports Meets will be awarded grace marks. The guidelines for the awarding of Grace Marks are available on the website of the University.
- ◆ The University has instituted the “Oppam (ഭവന നിർമ്മാണ പദ്ധതി) Initiative” for providing homes to deserving learners with no houses of their own.

19. Centre for Internal Quality Assurance

- ◆ Sreenarayanaguru Open University has deployed an exclusive centre to ensure quality across all its operational domains by name Centre for Internal Quality Assurance (CIQA). The Centre is headed by a full-time Director with the required administrative staff. Under the Centre, a Quality Assurance Committee has been constituted, adhering to the UGC regulations. The CIQA works on the principle of continuous review as a mandatory requirement for robust quality assurance and enhanced ecosystem. Therefore, primarily, the Centre has been entrusted with the deployment of appropriate strategies for a stratified review system. It covers academics, administration, learner support, quality and safety, and other vital domains of the University. The administration of feedback from Learners and subsequent analysis for necessary action is the major pathway of the Quality Assurance System. The Centre is entrusted to ensure that the learners are absolutely empowered to receive quality services through the enforcement of the benchmarked practice. The Quality Assurance Manual is an approved document of the University which details the policies and procedures of quality assurance. The CIQA Annual Report will be published every year. There shall be a third-party academic audit every five years and an internal academic audit every year by the Centre for Internal Quality Assurance.

20. Career Development and Placement Cell

- ◆ The University has instituted a Career Development and Placement Cell to cater to the needs of the learners towards a promising career. The Placement Cell of

the University assists the learners for getting placement. The University shall conduct Placement training, Job fair etc. on demand from the learners. The learners have the option to undergo various job oriented certificate programmes offered by the University along with their UG/PG studies.

21. Alumni

- ◆ The Alumni Network of Sreenarayanaguru Open University reflects the University's commitment to lifelong learning and lasting relationships beyond graduation. Every learner remains a valued member of the SGOU family. Our alumni serve as ambassadors of the University's vision, inspiring current learners through their achievements and experiences, while strengthening a lifelong bond built on growth, support, and shared values.

21.1. Alumni Registration Process

- ◆ Membership in the SGOU Alumni Association is open to all learners who have successfully completed their programme at Sreenarayanaguru Open University. Eligible graduates can register through the official Alumni Portal, which is activated during the convocation registration period and shared directly with learners. Graduates are also encouraged to join the dedicated Alumni WhatsApp Group, with the link provided at the convocation venue, to stay connected and benefit from alumni initiatives.

22. Community-Connect Programmes

- ◆ Sreenarayanaguru Open University reaches out the potential learners by identifying and educating them on the 'anywhere anytime learning' guaranteed by our University and motivating them to enroll for the programmes of their choice. In pursuance of this philosophy, the University has already undertaken the following social responsibility programmes:
- ◆ **"Samanwaya"** The "Samanwaya Project" is an educational initiative provided by Sreenarayanaguru Open University, aimed at offering the opportunity to learn and develop new skills to the inmates of various prisons in the state. This program enables inmates to pursue the UG and PG programmes offered by Open University. By facilitating access to education, the "Samanwaya" project aims to rehabilitate inmates, reduce recidivism, and aid in their successful reintegration into society. This initiative underscores the belief that education can be a powerful tool for personal transformation and social betterment, even within the prison system.
- ◆ **"Darppanam"** Sreenarayanaguru Open University, aligning with the mission of the Government of Kerala to reach the milestone of Complete Graduates' State, is having memorandum of understanding (MoU) with various local self-governments to enrol the people who were unable to pursue their studies after higher secondary due to various reasons. West Kallada grama panchayath in Kollam district is the first beneficiary out of the scheme, by enrolling a bunch of

women learners in 2022. The “Darppanam” initiative in Kasargod and Wayanad districts focuses on enhancing educational opportunities for the local population in Kasaragod district.

- ◆ **“Smart Kuttyadi”** Similarly, the “Smart Kuttyadi” program in Kuttiyadi, Kozhikode, to improve educational outcomes in Kuttiyadi Panchayat. These initiatives collectively strive to make education more accessible and impactful, fostering personal and community development.
- ◆ **“Njangalum Collegilekku”** is another remarkable event with the support of Mankada Panchayath under the able support of the MLA aiding the support of GEMS college.
- ◆ **“Ellavarkkum Birudam ”** - Ellavarkkum Birudam is another project initiated in Neyyattinkara Panchayat under the MLA for those who wish to pursue their higher education.
- ◆ **“Earn While You Learn (EWYL)”**- EWYL is designed to provide learners with meaningful work opportunities alongside their academic journey. Project aims to support learners financially while engaging them in various University Support Services.
- ◆ **“Vijnana Kerala project”** - The National Service Scheme (NSS) activities have now been recognized as an approved diploma certificate program. Sreenarayanaguru Open University, K-DISC, and the State National Service Scheme signed an MoU to collaborate under the Vijnana Kerala project, with the official announcement made by the then Chief Minister Shri.Pinarayi Vijayan. Through this initiative, around 3.5 lakh NSS volunteers from schools and colleges will receive diploma certificates with defined academic credits for their voluntary service, marking a first-of-its-kind initiative in India. The programme is being implemented with the cooperation of the Higher Education Department and the General Education Department. The academic credits earned through this program can be utilized for future higher studies, and degree and postgraduate students will be able to integrate these credits into their existing courses. The details are available on the website.

“From Literacy to Higher Education”

- ◆ Under the initiative “From Literacy to Higher Education,” the Kerala State Literacy Mission has joined hands with Sreenarayanaguru Open University to implement a continuing education program aimed at enabling learners to progress from basic literacy to higher education. As part of this initiative, a Memorandum of Understanding was signed between the University and the State Literacy Mission to identify individuals who have passed the Plus Two equivalency examination through the Literacy Mission and support them in pursuing higher education. The objective is to make higher education accessible to those who passed the Plus Two equivalency examination through the Literacy Mission and thereby move closer to the state government’s goal of transforming Kerala into a fully graduate state. At present, around 2,000 Literacy Mission

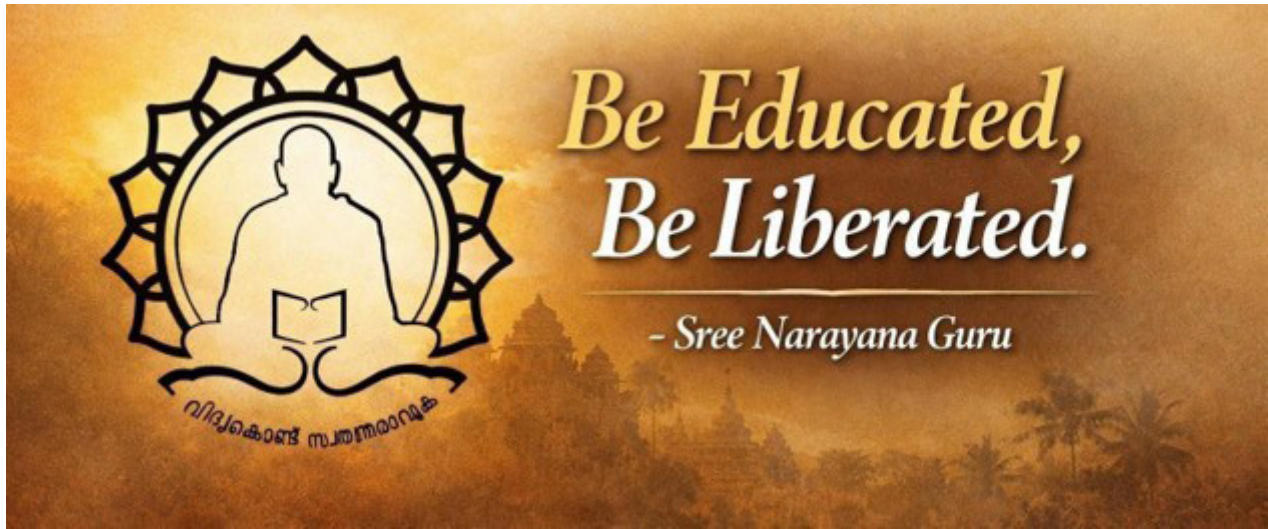
equivalency pass-outs are studying at the Open University, of whom about 75 percent are women, and the plan is to admit more than 10,000 learners in the current academic year.

23. Green Protocol

- ♦ The University follows a set of guidelines and practices to minimize environmental pollution and follows green protocol.

The prospectus shall be subject to amendments, modifications, additions and deletions, issued by the University from time to time.

Registrar



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Administrative Block : Kureepuzha, Kollam-691601

Academic Block : BSNL Building, Vellayittambalam, Kollam – 691012

University : info@sgou.ac.in

Web : www.sgou.ac.in

Facebook : www.facebook.com/sreenarayanguruopenuniversity

Instagram : www.instagram.com/sreenarayanaguruopenuniversity/

Youtube : [sreenarayanaguruopenuniversity](https://www.youtube.com/sreenarayanaguruopenuniversity) (official)

Help Desk (General Enquiry) : 0474-2966841, 9188909901, 9188909902

IT Help Desk : 9188909903

Exam Help Desk : 9188920013, 9188920014

Grievance Cell e- mail ID : grievance@sgou.ac.in



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