

# MANDATORY DISCLOSURES

- **Name of the Institution**

Ayyappa Institute of Management Studies

Mobile no: +919562673222

+919562673666

Email: [www.ayyappacollege.org](http://www.ayyappacollege.org)

- **Name and address of the Trust/Society.**

Aditya Education Society

Ph. no: +917736514111

+917736291888

Email: [aditya@ayyappacollege.org](mailto:aditya@ayyappacollege.org)

56th mile, peermade, Idukki district, kerala, India

- **Name and Address of the Principal**

Dr. Sreejith L.Das

Kuzhippalli kunnel

Thrickodithanam

Changanacherry

686105

Mobile no: 9940518131

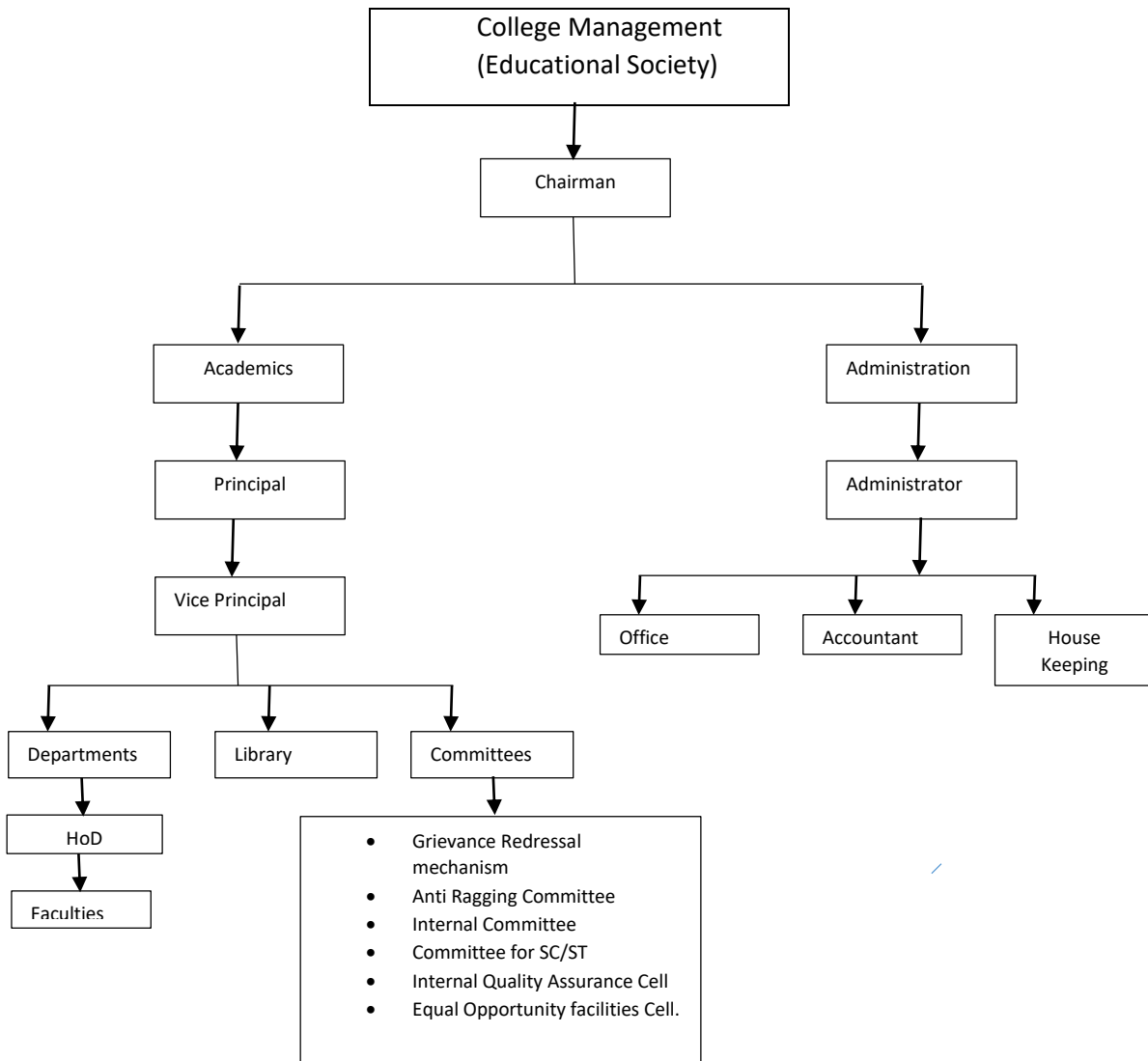
Email: [sreejithldas@gmail.com](mailto:sreejithldas@gmail.com)

- **Name of the affiliating University**

Mahatma Gandhi University, Kottayam

- **Governance**

i. Organizational chart



ii. Grievance Redressal mechanism for Faculty, staff and students

Chairman	Dr. Sreejith L Das
Member 1	Ms. Sophi George
Member 2	Mr. Muhammed Riyaz
Member 3	Ms. Annie Brijoice
Member 4	Ms. Joshmy John
Special Invitee	Mr. Aromal (II BBA)

iii. Establishment of Anti Ragging Committee

Chairperson	Dr. Sreejith L Das
Faculty Representatives	Ms. Sophi George Ms. Annie Brijoice
Administrative Representatives	Ms. Shincy Noble Ms. Hema
Non-Teaching Representatives	Mr. Sudheesh Mr. Jithin

iv. Establishment of Internal Committee (IC)

Chairman	Dr. Sreejith L Das
Member 1	Ms. Sophi George
Member 2	Ms. Jilby Dominic
Member 3	Ms. Aswathy Samuel
Member 4	Ms. Shincy Noble

v. Establishment of Committee for SC/ST

Chairman	Dr. Sreejith L Das
Member 1	Ms. Sophi George
Member 2	Ms. Annie Brijoice
Member 3	Ms. Rency R
Member 4	Ms. Sangeetha S

vi. Internal Quality Assurance Cell

Chairman	Dr. Sreejith L Das
IQAC Cordinator	Ms. Shincy Noble
Member 1	Ms. Annie Brijoice
Member 2	Ms. Joshmy John
Member 3	Ms. Sophi George

vii. Equal Opportunity facilities Cell.

Convenor	Ms. Sophi George
Member 1	Ms. Nandana Santhosh
Member 2	Ms. Jilby Dominic
Member 3	Ms. Aswathy Samuel
Member 4	Ms. Merlin R

- **Name of Programs approved by AICTE**

Program	Approved Intake	Level and duration	course	Affiliating body/ university type	Fees
BCA	48	Under graduation 4 year	Computer application	Mahatma Gandhi university, kottayam	21,000 (per semester) As approved by the state govt.
BBA	60	Under graduation 4 year	Management	Mahatma Gandhi university, kottayam	10,080 (per semester) As approved by the state govt.

- **Course/Branch wise list of Faculty members:**

Name of Faculty	Designation
Dr. Sreejith L Das	Principal
Ms. Sophi George	Vice-Principal
<b>Department of Management Studies</b>	
Ms. Shincy Noble	HoD
Ms. Aiswarya M R	Assistant Professor
Ms. Sangeetha S	Assistant Professor
Ms. Binta Merin	Assistant Professor
Ms. Merlin R	Assistant Professor
Ms. Arya Pradeep	Assistant Professor
<b>Department of Computer Applications</b>	
Ms. Joshmy John	HoD
Ms. Rency R	Assistant Professor
Ms. Binta Merin	Assistant Professor
Ms. Merlin R	Assistant Professor
Ms. Arya Pradeep	Assistant Professor
<b>LIBRARY</b>	
Mr. Sudheesh P M	Librarian
<b>OFFICE</b>	
Mr. Faisal	Accountant
Ms. Josna	Administrative Assistant

- **Profile of Principal**

- i. Name: Dr. Sreejith L Das
- ii. Date of Birth : 25/01/1978
- iii. Unique ID (Adhaar number ) : 620377745071
- iv. Education Qualifications : MSc, ME, Ph.D

v. Work Experience : 22 years

vi. Teaching : 19 years

Industry : 3 years

vii. Area of Specialization : Digital image processing

viii. Courses taught at Diploma/ Post Diploma/ Under Graduate/ Post Graduate/ Post Graduate Diploma Level : BSc Electronics, MSc Electronics, BTech ECE, MTech Applied Electronics, BTech CSE

ix. Research guidance (Number of Students) : Nil

x. No. of papers published in National/International Journals/Conferences : 26 publications

xi. Master (Completed/Ongoing): completed

xii. Ph.D. (Completed/Ongoing): completed

xiii. Projects Carried out: Nil

xiv. Patents (Filed & Granted):

Title	Sanction Number	Year
Dual band Helmet Integrated Stacked Antenna for wireless communication	202341009618	2023
PWM Technique based Switched capacitor boost multilevel inverter device	202341008586	2023
Load frequency control of PV wind hybrid system using chaotic flower pollination algorithm	202341017603	2023

xv. Technology Transfer : No

xvi. Research Publications (No. of papers published in National/International Journals/Conferences):

xvii. No. of Books published with details (Name of the book, Publisher with ISBN, year of publication, etc.):

Title	ISBN No.	Publisher	Year
Machine Learning for Mobile Communications	9781003306290	CRC Press Taylor and Francis group	2024
6G Communication Network	9781032563985	CRC Press Taylor and Francis group	2024

- **Fee**

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

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

- **Admission**

i. Number of seats sanctioned with the year of approval

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

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

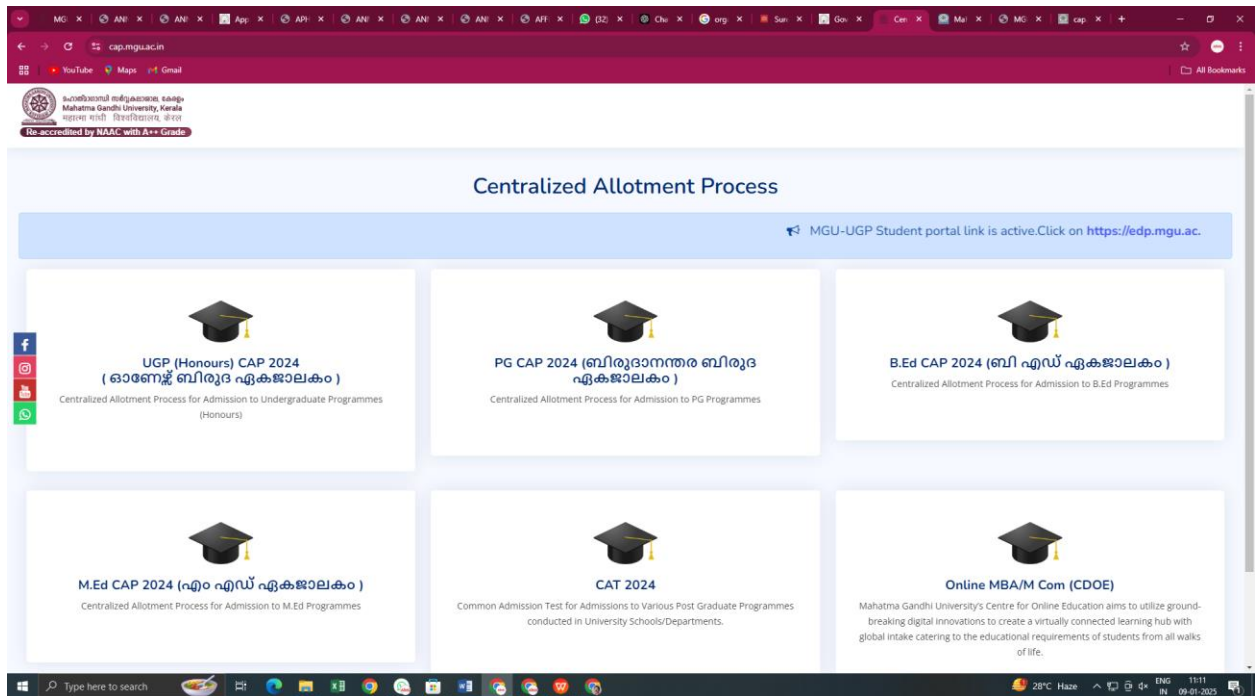
Year	Course	Total	Category
2022	BBA	6	1-GEN,1-ST,4-SC
	BCA	5	2-GEN, 3-SC
2023	BBA	3	2-SC, 1-OBC
	BCA	6	4-SC, 2-OEC
2024	BBA	2	1-SC, 1-OEC
	BCA	5	3-GEN, 2-SC

- **Admission Procedure**

All the admission procedures such as

- Calendar for admission
- Last date of request for applications
- Last date of submission of applications
- Dates for announcing final results
- Release of admission list
- Date for acceptance by the candidate
- Last date for closing of admission & Starting of the Academic session
- The waiting list shall be activated only on the expiry of date of main list
- The policy of refund of the Fee, in case of withdrawal, shall be clearly notified
- Criteria and Weightages for Admission

are based on centralized allotment process (CAP) of Mahatma Gandhi University



- **Information of Infrastructure and Other Resources Available**

Number of Class Rooms and size of each : 06 480 Sq.ft.

Number of Tutorial rooms and size of each: 1 240 sq.ft.

Number of Laboratories and size of each: 1

Number of Computer Centres with capacity of each: 1

Central Examination Facility, Number of rooms and capacity of each: 2 halls with capacity 60

Online examination facility : Available

Barrier Free Built Environment for disabled and elderly persons: Yes

Fire and Safety Certificate:

Hostel Facilities: Yes

Number of Library books: 1200 , ebooks: available

List of online National/International Journals subscribed : Nil

National Digital Library (NDL) subscription details : Nil

List of Major Equipment/Facilities in each Laboratory/Workshop: Available as per syllabus

List of Experimental Setup in each Laboratory/Workshop: Available as per syllabus

Innovation Cell: No

Social Media Cell: No

Compliance of the Academic Bank of Credit (ABC), applicable to PGCM/ PGDM Institutions and University Departments : NA

To upload the respective short video (1-2 min) of Infrastructure and facilities available w.r.t the courses in the website: Available in website

Games and Sports Facilities: yes

Teaching Learning Process: yes

- **Enrolment details of students in the last 3years**

Year	BCA	BBA
2022	5	6
2023	6	3
2024	5	2

- **List of Research Projects/Consultancy Works : Nil**
- **MoUs with Industries : Nil**

# All India Council for Technical Education

(A Statutory body under Ministry of Education, Govt. of India)

Nelson Mandela Marg, Vasant Kunj, New Delhi-110070 Website: [www.aicte-india.org](http://www.aicte-india.org)



## APPROVAL PROCESS 2024-25

### Letter of Approval (LoA)

F.No. South-West /2024-25/1-44523013335

Date of Approval: 09-May-2024

To,  
The Chairman  
ADITYA EDUCATIONAL SOCIETY  
AIMS, 56TH MILE, PEERMADE,  
PEERMADE, IDUKKI  
Kerala, 685531

**Sub: Letter of Approval for New Institution 2024-25**

Sir/Madam,

In terms of the provisions under the All India Council for Technical Education (Grant of Approvals for Technical Education), Powers delegated in AICTE ACT 1987, (No 52 of 1987) chapter II - u/s 2(g) to regulate Technical Education and subsequent Regulations of Council issued by the Council from time to time, I am directed to convey the approval to

Permanent Id	1-44523013335	Application Id	1-44523013335
Name of the Institute	AYYAPPA INSTITUTE OF MANAGEMENT STUDIES	Name of the Society/ Trust/ Company	ADITYA EDUCATIONAL SOCIETY
Institute Address	56TH MILE, PEERMADE, PEERMADE, IDUKKI, Kerala, 685531	Society/ Trust/ Company Address	AIMS, 56TH MILE, PEERMADE, PEERMADE, IDUKKI Kerala, 685531
Institute Type	Private-Self Financing	Region	South-West

For conduct of the following Courses with the Intake indicate below for the Academic Year 2024-25\*

Sr. No.	Level	Program	Course	Affiliating University/ Board	Intake Approved for 2024-25
1	UNDER GRADUATE	MANAGEMENT	BBA	Mahatma Gandhi University, Nalgonda	60
2	UNDER GRADUATE	COMPUTER APPLICATIONS	BCA	Mahatma Gandhi University, Kottayam	60

The approval of BBA/BCA/BMS courses is on "as is where is basis"

# 10% seats will be allowed over and above the Approved Intake to accommodate reservation for EWS as per State Government Policy.

\*Note: The approval is valid for two years from the date of issue of this letter only for getting affiliation with respective University/ Board of Technical Education (BTE)/ Board of Technical Education & Training (BTET) (as applicable) and fulfilling State Govt. requirements for admission. If institution is unable to start in the academic session 2024-25 due to any reason, the institution will have to apply On-line on AICTE web portal in next academic session for continuation of approval.

All Institutions shall fulfill the following general conditions:

1. The management shall provide adequate funds for development of infrastructural, instructional and other facilities as per norms and standards laid down by the Council from time to time and for meeting recurring expenditure.
2. The Eligibility Criteria for admissions shall be made in accordance with the regulations notified by the Council from time to time.
3. The tuition and other fees shall be charged as prescribed by the Competent Authority within the overall criteria prescribed by the Council from time to time. No capitation fee shall be charged from the students/ guardians of students in any form. If found so, appropriate action as per the notified regulations shall be initiated against the Institution
4. The management of the Institution shall not discontinue any course(s) or start any new course(s) or alter intake capacity of seats without the prior approval of the Council.
5. No excess admission shall be made by the Institution over and above the approved intake under any circumstances. In case any excess admission is reported to the Council, appropriate action as per the notified regulations shall be initiated against the Institution.
6. The Institution shall not have any collaborative arrangements with any other Indian and / or Foreign Universities for conduct of technical courses without obtaining prior approval from AICTE. In case any violation is reported to the Council, appropriate action as per the notified regulations shall be initiated against the Institution
7. The Institution shall not conduct any course(s) as specified in the Approval Process Handbook without prior permission / approval of AICTE.



- If found so, appropriate action as per the notified regulations shall be initiated against the Institution.
8. The Institution shall operate only from the approved location, and that the institution shall not open any off campus study centers / extension centers directly or in collaboration with any other institution / university / organization for the purpose of imparting technical education without obtaining prior approval from the AICTE. If found so, appropriate action as per the notified regulations shall be initiated against the Institution.
  9. The accounts of the Institution shall be audited annually by a certified Chartered Accountant and shall be open for inspection by the Council or persons authorized by it.
  10. Heads of Departments, the teaching and other staff shall be appointed in given time frame and selection shall be done according to procedures, qualifications and experience prescribed by the Council from time to time and pay scales are as per the norms prescribed by the AICTE from time to time. The Institution shall publish an information booklet before commencement of the academic year giving details regarding the Institution and courses / programs being conducted, Fees charged and details of infrastructural facilities including faculty etc. in the form of mandatory disclosure. The information booklet may be made available to the stakeholders of the technical education. The mandatory disclosure information, as per directions in the AICTE website / Approval Process Handbook, shall be put on the Institution Website. The information shall be revised every year with updated information about all aspects of the Institution.
  11. It shall be mandatory for the Institution to maintain a Website providing the prescribed information. The Website information must be continuously updated as and when changes take place.
  12. As per mandatory Disclosure of APH 2024-27(Annexure-18, page180) Institutions must disclose the following information submitted to Council at the Prominent location on its website.
    - i. Department wise availability of Infrastructure along with approved courses and intake approved by the Council.
    - ii. Faculty details: Department wise: Name& Designation of the faculty members/teaching staff along with their qualification, tenure of service in your organization, total experience, Institution should also disclose Student Faculty Ratio, Cadre Ratio.
    - iii. Additionally, Audited Financial Statements for every Financial year on year to year basis.
  13. If the Institution fails to disclose the information or suppress and / or misrepresent the information, appropriate action as per the notified regulations shall be initiated against the Institution.
  14. AICTE may also conduct inspections with or without notifying the dates to verify specific complaints, to verify adherence to AICTE norms & standards, and to verify any mis-representation, violation of norms & standards, mal-practices etc.
  15. The Institution by virtue of the approval given by Council shall not automatically become claimant to any grant-in-aid from the Central or State Government.
  16. In the event of a student / candidate withdrawing before the starting of the course, the wait listed candidates should be given admission against the vacant seat. The entire fee collected from the student, after a deduction of the processing fee of not more than Rs. 1000/- (Rupees one thousand only) shall be refunded and returned by the Institution to the student / candidate withdrawing from the program. It would not be permissible for the Institution to retain the School / Institution Leaving Certificates in original to force retention of admitted students and not to charge fees for the remaining period if a student cancels the admission at any point of time.
  17. The Institution shall take appropriate measures for prevention of ragging in any form, in the light of AICTE regulation "Prevention and Prohibition of Ragging in Technical Institutions, Universities including Deemed to Universities imparting technical education" Regulation 2009 (F.No. 37-3/Legal/AICTE/2009 dated 01/07/2009). In case of failure to prevent the instances of ragging by the Institutions, the Council shall take appropriate action as per the notified regulations.
  18. It is mandatory to comply all the essential requirements as given in APH 2024-25 to 26-27 (Chapter 6)
  19. AICTE Approved Institutes are encouraged to make efficient use of the flagship schemes like:
    - Parakh: Student Gap analysis portal bases services.
    - Students Scholarship schemes like Pragati, Saksham, Swanath, ADF, etc.
    - Course in Indian Languages.
    - ATAL FDPs: Faculty training for Emerging areas and cutting edge Technologies.
    - Augmenting Utilization of Research Assets (AURA).

The Government/ Management of the Institution shall strictly follow further conditions as may be specified by the Council from time to time. The Council may withdraw the approval, in case it observes any violation of the above conditions and/or non-adherence to the norms and standards prescribed by the Council, mis-representation of facts and submitting factually incorrect information to it.

NOTE: If the State Government / UT / DTE / DME has a reservation policy for admission in Technical Education Institutions and the same is applicable to Private & Self-financing Technical Institutions, then the State Government / UT/ DTE / DME shall ensure that 10 % of Reservation for EWS would be operational from the Academic year 2022-23. However, this would not be applicable in the case of Minority Institutions referred to the clause (1) of Article 30 of Constitution of India

**Prof.Rajive Kumar**  
**Member Secretary, AICTE**

Copy to:

1. **The Director Of Technical Education\*\* , Kerala**
2. **The Registrar\*\* ,**  
Mahatma Gandhi University , Nalgonda

3. **The Principal / Director,**  
Ayyappa Institute of Management Studies  
56th Mile, Peermade,  
Peermade, Idukki,  
Kerala, 685531

4. **Guard File(AICTE)**

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Note: Validity of the Course details may be verified at <http://www.aicte-india.org/>

**\*\*Copy of this letter will not be communicated through post/email. However, provision is made in the portal for downloading letter through Authorized login credentials allotted to concerned State Secretary/ DTE/Registrar.**