



**GOVERNMENT OF KERALA**  
**CENTRE FOR CONTINUING EDUCATION KERALA**  
**THIRUVANANTHAPURAM**

**2023**



**CENTRE FOR CONTINUING EDUCATION KERALA**  
**GOVERNMENT COLLEGE CHITTUR, PALAKKAD**

**Pin: 678104**

## **1. Introduction**

- 1.1 Centre for Continuing Education Kerala [CCEK] is an autonomous body established by Government of Kerala in the year 1998 vide G.O.(MS) No. 9/98/H.Edn. dated 3/2/1998, to promote continuing education programmes in Engineering Colleges, Arts & Science Colleges and Polytechnic Colleges in the State of Kerala. The Centre is dedicated entirely to the growth and development of technical education, industry, business and social uplift. Vide GO (Rt.) No. 711/98/H.Edn. dated 22/6/1998, each Continuing Education Cell of the Polytechnic, Engineering and Arts & Science Colleges in the State – Government or Aided - shall be a sub-centre of CCEK.
- 1.2 Vide GO(Rt.) No. 523/2014/H.Edn. dated 12/3/2014, Government has issued sanctions extending the Continuing Education Programmes in the VHSE schools in the State also.
- 1.3 In the budget speech 2014-15 it is declared that, action will be taken to integrate syllabus and introduce uniform pattern of examination and fee for the short-term courses being conducted by the Continuing Education Cells and bring these Cells under the Administrative Control of Centre for Continuing Education Kerala.
- 1.4 Vide GO (Rt.) No. 2178/2013/H.Edn. dtd. 1/11/2013, Government has approved the model of the Certificate and accorded sanction to the Director, CCEK for awarding certificates to the pass outs of the examination to the courses conducted by CCEK.
- 1.5 Vide GO (Rt.) No. 1209/2014/H.Edn. dated 17/6/2014, Government have accorded sanctions to restructure all parameters including governing conditions, control, curriculum, fee structure, revenue share, audit and other relevant factors of all existing and new courses conducted by the sub-centres and the Industry Institute Linkage Programme etc. In the circumstances, the continuing programmes offered through the sub-centres of Centre for Continuing Education Kerala are restructured as per the guidelines specified below:

## **2. Institutions and Skill Development Programs**

2.1 The Continuing Education sub-centres of CCEK are established in the Government or Aided Engineering, Polytechnic, Arts & Science Colleges and the Vocational Higher Secondary Schools of the State.

2.2 There will be four types of Programmes:

- 1) Skill Development Training Programmes utilizing the resources of the sub-centres.
- 2) Industry Institute Linkage Programmes in tie-up with Public Sector Undertakings such as KELTRON, Kerala SIDCO, Kerala Automobiles Limited, Kerala State Industrial Enterprises Limited and insurance Institute of India and NSDC TP (National Skill Development Corporation Training Partner). The programmes are designed in accordance with the National Skills Qualification Frameworks of NSDC so that the students who successfully completed the training programmes will be assessed and certified by NSDC. The Industries concerned will offer their industrial exposure and expertise to train the candidates. The NSDC-TP will provide QP based supporting training, which conforms to the National Occupational Standard of NSDC, to the candidates to get them assessed and certified by NSDC.
- 3) RPL (Recognition of Prior Learning)/Distance Education Programme through the subcentres/Skill Test Centres/ Programme Centres of CCEK which conforms to the National Occupational Standard of NSDC in order to standardize the competencies of the unskilled or semi-skilled work force. Individuals with prior learning experience or skills and who are unable to attend the regular classes will be assessed and certified under this scheme.
- 4) Coaching programmes for National Level Competitive Examinations for Higher Education or Job Placement through the subcentres/Programme centres of CCEK.

### 3. Quality Control

- 3.1 The courses under Industry Institute Linkage Programme will be organized based on a Tri-party Memorandum of Understanding to be executed between CCEK, PSU concerned and the sub-centre identified for offering the programme.
- 3.2 CCEK will constitute regional wise Resource Screening Committees – one each at Thiruvananthapuram, Eranakulam and Kozhikode.
- 3.3 The Resource Screening Committee, comprising of three members each – 1) nominee of CCEK, 2) nominee of DTE, and 3) a subject expert or nominee of the PSU concerned, shall evaluate the faculty panel provided by the sub-centre or the PSU concerned in the case of Industry Institute Linkage Programme and grade them according to their skill level and performance.
- 3.4 Those found competent only will be allowed to handle the classes in the sub-centres.

### 4. Revenue Sharing

- 4.1 The revenue sharing pattern will be as detailed below subject to the condition that the sub-centres established at the Government institutions shall remit 5% of their total revenue share, to the revenue head of account of the Department concerned for the courses run by them directly. This is not applicable for the programmes run under Industry Institute Linkage Programme and the sub-centres established in aided institutions.

#### 4.2

Share for classroom facility	Share for Lab facility	Share to CCEK for Administration and Coordination	Share to the Implementation Agency (sub-centre / PSU concerned)
15%	15%	15%	55%

4.3. In the case of courses offered in tie-up with PSUs under the Industry Institute Linkage Programme, if the sub-centre could not provide the required classroom and lab facility and the course is offered at the premises arranged by the PSU concerned, if agreed by the sub-centre, the PSU concerned shall provide 10% of the total revenue from their share to the sub-centre as Administrative charges.

## **5. Reservation of seats**

5.1. 10 % of total seats of each course will be earmarked to the students of SC and ST communities, 5% to SEBC and OEC communities and 5% seats to BPL category.

5.2. If no candidate is available in a particular reservation category, admission can be made from other categories.

5.3. The reservation category students need to pay only 50% of the tuition fee, if their fee is not allotted from the respective Development Departments.

## **6. Admission and Submission of applications for the courses**

6.1 The admission notification for the courses will be published by CCEK or the sub-centres concerned as per the guidelines issued by CCEK from time to time.

6.2 The details of courses offered along with the fee structure and the name of the sub-centres will be published along with the notification through the web-sites of CCEK.

6.3 Students can obtain the applications for the courses from the subcentres concerned free of cost or can be downloaded from the websites of CCEK.

6.4 The duly filled application forms along with copies of the relevant certificates in proof of qualification and community (if necessary) shall be submitted to the sub-centre concerned before the prescribed last date of submission.

6.5 The Principal of the sub-centre will admit the students based on the merit and adopting reservation policies. The students have to remit the prescribed fee as per the guidelines issued by the Principal.

6.6 Any other details not specifically covered by the clauses mentioned above will be decided by the Director of Continuing Education Kerala and his decision will be final. He will also have the power to cancel any admission if found to be illegal subsequent to the admission.

6.7 The Director, CCEK has the power to cancel or postpone any programme in the case of low intake or found uneconomic to conduct.

## **CENTRE FOR CONTINUE EDUCATION KERALA AT GOVERNMENT CHITTUR COLLEGE**

The Center for Continuing Education Kerala (CCEK) started the course in Government Chittur College in the year 2011. The course is designed to provide students with the necessary skills and knowledge required to succeed in their chosen field. Over the years, the course has been successful in training and placing more than 50 students.

A total of 50 students have registered for the course and more than 50 students who are currently studying on each year. The students are from diverse backgrounds, including recent graduates, professionals, and homemakers. A total of 50 students who completed the courses have been placed in various reputed companies. This reflects a placement rate of 100%.

The CCEK course offered at Government College Chittur is a valuable opportunity for students to gain a strong foundation for careers. The course is taught by experienced faculty members using a variety of teaching methodologies, and the evaluation process ensures that students are able to apply their knowledge effectively. The Government College Chittur is committed to providing quality education to students and will continue to collaborate with CCEK to offer courses that meet the needs of the community.

Sl.No:	Name of Course	Duration	Eligibility	Fee (Rs.)
1	Professional Diploma in Fibre optics & Digital security system (PDFDS)	One year	SSLC	28000
2	Professional diploma in industrial instrumentation & fire & safety (PDIFS)	One year	SSLC	28000
3	Professional diploma in industrial electrical engineering (PDIE)	One year	SSLC	28000
4	Professional diploma in shipping & logistics (PDSL)	One year	SSLC	28000
5	Professional diploma in mechanical & automobile engineering (PDMAE)	One year	SSLC	28000
6	PG Diploma in communicative English (PDCE)	6 months	Degree	25000
7	Professional diploma in airline management (PDAM)	One year	Plus two	40000
8	Professional diploma in banking & corporate accounting (PDBCA)	One year	Plus two	30000
9	Professional diploma in fitness training (PDFT)	One year	Plus two	30000
10	Certificate course in computerized financial accounting (CCFA)	3 months	Plus two	3000
11	Certificate course in Total station survey (CTSS)	3 months	Plus two	6000
12	PG Diploma in journalism (PGDJ)	One year	Degree	12000
13	Diploma in computer application (DCA)	6 months	SSLC	7000



Course Co-ordinator  
Dr. Richard Scaria

sd/-  
Principal  
Govt: College Chittur.

