

ANNEXURE-18
AICTE Mandatory Disclosures

18.1 Name of the Institution: Naipunnya School Of Management Cherthala

Address: Near Manorama Junction, Cherthala
Alappuzha, Kerala
Affiliated to the University of Kerala,
A Project of the Archdiocese of Ernakulam-Angamaly
Phone No: 0478 2817476 / 2817478 / +91 8606802255
Email: info@naipunnyacollege.ac.in

18.2 Name and Address of the Trust/Society/Company and the Trustees

Name of Society: Naipunnya Charitable Society

Address: Pongam, Naipunnya Nagar, Koratty East,
Thrissur, Kerala
680308

The details of Naipunnya Charitable Society from March 2026 are available on college website:

[Naipunnya Charitable Society](#)

The details of Naipunnya Charitable Society up to February 28 2026:



NAIPUNNYA CHARITABLE SOCIETY

Reg. No. ER-197/1998 Dt. 3-2-1998.
Regd. Office: Major Arch Bishop's House, Ernakulam, Cochin - 682 031

List of Governing Board Members of Naipunnya Charitable Society

Registration No. ER 197 of 1998

List of the Governing Board Members of Naipunnya Charitable Society for the year
2024-25 elected in the Annual General Body Meeting held on 25.09.2024

Sl.No.	Name	Address	Designation
1.	Rev. Fr Varghese Pottakkal	Major Arch Bishop's House Ernakulam, Cochin 31	President
2.	Rev. Fr. Paul Madassery	Major Arch Bishop's House Ernakulam, Cochin 31	Vice President
3.	Fr. Paulachan K J	Naipunnya College Pongam, Koratty (Executive Director, NIMIT)	Secretary cum Treasurer and Executive Director
4.	Fr. Varghese Palatty	Naipunnya College Cherthala, Alapuzha Dt. (Executive Director, NSM)	Executive Director
5.	Fr. Jimmy Kunnathoor	Naipunnya College Pongam, Koratty (Ast. Executive Director)	Ast. Executive Director
6.	Fr. Chacko Kilukkan	Naipunnya College Cherthala, Alapuzha Dt. (Executive Director, NSM)	Ast. Executive Director
7.	Fr. Tony Xavier	Naipunnya College Pongam, Koratty (Ast. Executive Director)	Ast. Executive Director

Fr. Varghese Pottakkal
President

Fr. Paulachan K J
Secretary cum Treasurer
And Executive Director

Fr. Varghese Palatty
Executive Director



Admn. Office : Naipunnya Charitable Society, Pongam, Koratty East, Thrissur Dist, Kerala - 680 308
Ph : 0480 - 2733573, 2730341, 2730340, Website : www.naipunnya.ac.in, e-mail : mail@naipunnya.ac.in

18.3 Name and Address of the Principal/Director

2025-2026

Principal: Dr. Biji P Thomas, Principal, Naipunnya School of Management,
Near Manorama Junction, Cherthala
688524

Executive Director: Rev Fr Vargheese Palatty

Executive Director, Naipunnya School of Management,
Near Manorama Junction, Cherthala
688524

2026-2027

Principal & Executive Director: Rev Dr Benny John Maramparampil

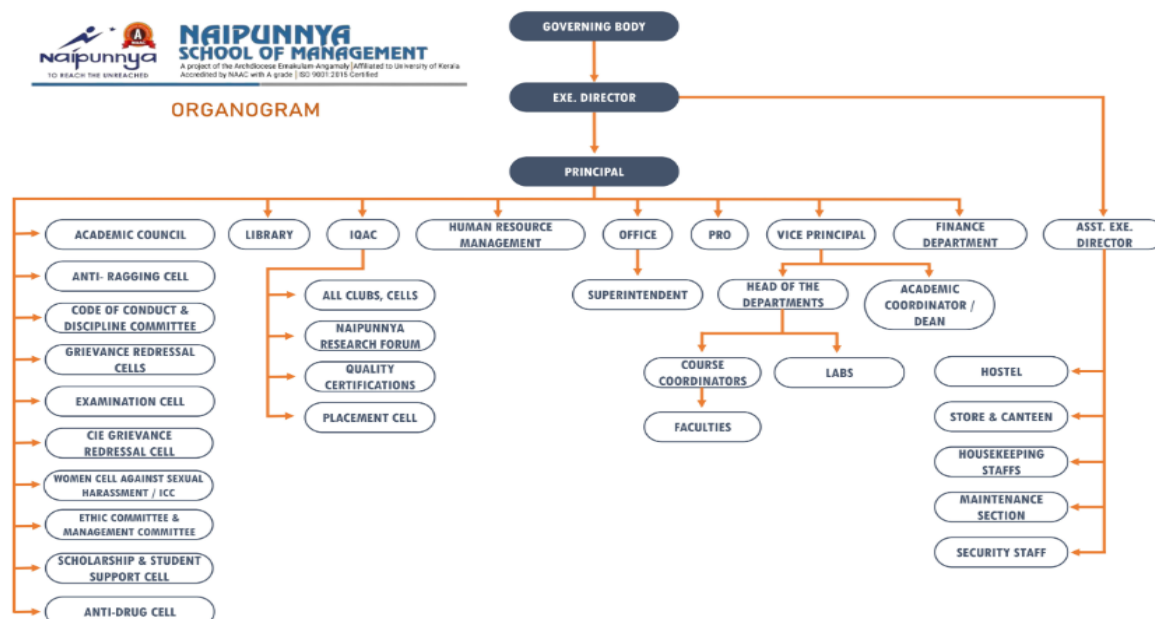
Executive Director, Naipunnya School of Management,
Near Manorama Junction, Cherthala
688524

18.4 Name of the Affiliating University: University of Kerala

18.5 Governance

- i. **Organizational Chart:** The organogram of Naipunnya School of Management is available on college website: [Organogram](#)

ORGANOGRAM



ii. **Grievance Redressal Mechanism** for Faculty, Staff and Students

The Grievance Redressal Cell at Naipunnya School of Management is dedicated to ensuring that every member of our college community students, faculty, and staff has a voice and can seek resolution for their concerns in a fair, transparent, and efficient manner. This cell serves as a crucial mechanism for maintaining a positive and productive academic environment, addressing grievances related to academic, administrative or personal issues.

The primary objective of the Grievance Redressal Cell is to provide a structured platform for the resolution of grievances, ensuring that all complaints are addressed promptly and effectively. The cell aims to foster a culture of openness, trust, and mutual respect by promoting transparency and accountability in grievance handling.

The Policy document and other details of Grievance Redressal Mechanism of Naipunnya School of Management is available on college website: [Grievance](#)

iii. Establishment of **Anti-Ragging Committee**: The details of Anti-Ragging Committee of Naipunnya School of Management is available on college website: [Anti Ragging Cell](#)

iv. Establishment of **Online Grievance Redressal Mechanism**: The Policy document and other details of Online Grievance Redressal Mechanism of Naipunnya School of Management is available on college website: [Grievance](#)

iv. Details of **Grievance Redressal Committee** in the Institution and Ombudsman by the University

Composition of the grievance redressal cell

Name	Designation	Role
Ms. Soumya K Tomy	<i>Asst.Prof. (Commerce & Management)</i>	Chairperson
Mr. Joel Joseph	<i>Asst.Prof. (Computer Application)</i>	Member
Mr. Gopakumar C G	<i>Asst.Prof. (Hotel Management)</i>	Member
Ms. Shonima C	<i>Asst.Prof. (English)</i>	Member

Contact Information

Students can reach out to the Grievance Redressal Cell through:

- Email: grievance@naipunnyacollege.ac.in
- Contact Number: 8606802255

v. Establishment of Internal Committee (IC)

Internal complaint committee is a body, formulated by the guidelines of UGC, envision to received complaints on sexual harassment at the workplace from an aggrieved women, as well as inquire into and the recommendation to the employer on the action required pursuant to its inquiry of such complaint made.

Naipunnya School of Management has zero tolerance against disrespect and exploitation of women. The internal complaint committee has been established according with provisions of “The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act”

The details of Establishment of Internal Committee (IC) of Naipunnya School of Management is available on college website: [Internal Committee](#)

vii. Establishment of Committee for SC/ST

The SC ST Cell was newly constituted on June 2026 with below members:

SC- ST CELL
• Shonima PGDEOL (Convener) • Deepak M, DCSA • Annie Elishwa (Office)

viii. Internal Quality Assurance Cell (IQAC)

As per National Assessment and Accreditation Council (NAAC) guidelines every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC becomes a part of the institution's system and works towards realization of the goals of quality enhancement and sustenance.

The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution. To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

The details of IQAC of Naipunnya School of Management is available on college website: [IQAC](#)

ix. Equal Opportunity Facilities Cell

The Equal Opportunity Cell (EOC) is established to uphold the principles of equality and non-discrimination within the college community. The EOC at Naipunnya College is dedicated to ensuring that all members of the college community have equal access to opportunities and are treated with fairness and respect. Through proactive initiatives, support services, and inclusive policies, the EOC strives to create a campus environment where diversity is celebrated and everyone can thrive. The college has implemented an equal opportunity cell policy to ensure the upholding of the principles of equality and non-discrimination.

The details of Equal Opportunity Cell of Naipunnya School of Management are available on college website: [Equal Opportunity Cell](#)

18.6 Programmes

i. **Name of Programmes approved by AICTE:** BBA, BCA, BSc Hotel Management

ii. **Name of Programmes Accredited by NBA:** Nil

iii. **Status of Accreditation of the Courses:** Affiliated

iv. **Total Number of Courses:**

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

NAME	No of Seats	Duration	Cut off marks/Rank of Admission during the last years
BBA	40	4	45
BCA	65	4	40
HM	120	4	45

vi. **Fee** (as approved by the State Government) :

Fees per 15,000 /- per Semester for BCA , BBA & HM as per University prospectus

vii. Name and Duration of Programme(s) having Twinning and Collaboration with Foreign University(s) and being run in the same Campus along with status of their AICTE approval. If there is Foreign Collaboration, give the following details, if any: Nil

18.7 Faculty

i. Course/Branch-wise List of Faculty Members

ii. Permanent Faculty

iii. Adjunct Faculty

iv. Permanent Faculty: Student Ratio

18.8 Profile of Vice Chancellor/Director/Principal/Faculty

i. Name : Dr. Bennichan John (Fr. Benny John Maramparampil)

ii. Date of Birth : 13 March 1972

iii. Unique ID : 7316 0360 2932

iv. Educational Qualifications :

B.A. (Mysore University, 1992); M.A. English (M.G. University, 2000); M.Th. (Vidyajyoti College of Theology, 2004); M.Phil. (Madurai Kamaraj University, 2006); B.Ed. (Jamia Millia Islamia, 2008); Ph.D. in English (Bharathiar University, 2015); CELTA in TESOL (Cambridge University, 2019).

v. Work Experience :

More than 19 years of experience in English language education and academic administration, serving as Principal, Executive Director, Assistant Professor, Lecturer, and Faculty in various institutions.

Principal, Mary Matha College (Private), Narakal (2003-04)

Asst. Professor, Naipunnya College, Pongam-Koratty (2004-2008)

Asst. Director, Naipunnya Public School, Edakkunnu, Angamaly (2008-2009)

Principal, Naipunnya Public School, Edakkunnu, Angamaly (2009-2011)

Executive Director, Naipunnya Public School, Edakkunnu, Angamaly (2010-2011)

Principal, Naipunnya Public School Kochi, Thrikkakara, Kochi (2011-2014)

Lecturer in English- S.H. Minor Seminary, Thrikkakara (2011-13)

Faculty in English- St. Joseph's Pontifical Seminary, Aluva (2011-2012)

Principal, Bharata Mata College of Commerce and Arts, Choondy, Aluva (2015-2018)
Faculty in PG Dept. of English- Naipunnya School of Management, Cherthala (2018 June onwards)

vi. Teaching / Research / Industry / Others :

Teaching : More than 19 years of experience in English Language Education, including over 3,500 hours of teaching adults. Served as Faculty, Lecturer and Assistant Professor in English, Principal, and Executive Director in various educational institutions. **Research:** Ph.D. in English with research publications, a book, and a doctoral thesis in the area of English Language Teaching and Sociolinguistics. **Industry:** Course & Placement Coordinator, Naipunnya Institute of Management, Koratty (2005–2007). **Others:** Sub-editor, *Light of Truth* Fortnightly in English (2003–2004); General Secretary, Central Kerala CBSE Schools Sahodaya Schools Complex (2011–2013); Board Member, Naipunnya Group of Institutions (2008–2011); Board Member, Bharata Mata Group of Institutions (2012–2017); Member, English Language Teachers' Association of India (ELTAI); Member, TESOL (Teaching English to Speakers of Other Languages); Member, All India Association of Christian Higher Education (AIACHE).

vii. Area of Specialization :

English Language Teaching (ELT), English Language Education, Sociolinguistics, TESOL, Tribal Language Education.

viii. Courses Taught (Diploma / Post Diploma / UG / PG / PG Diploma) :

Undergraduate (UG) and Postgraduate (PG) English courses.

x. Number of Papers Published in National/International Journals/Conferences : **5** research papers/articles.

xi. Master's (Completed/Ongoing) :

- M.A. English – M.G. University, Kottayam (Devamatha College, Kuravilangad), 2000
- M.Th. (Master of Theology) – Vidyajyoti College of Theology, New Delhi, 2004

xii. Ph.D. (Completed/Ongoing) : Completed – Ph.D. in English - Bharathiar University, Coimbatore (2015)

xvi. Research Publications : Ph.D. Thesis (1); Research Articles (5); Book (1): *ELT in India: A Sociolinguistic Study of Teaching English Language to Tribal Students* (NSM-NIMIT Publishing, 2021).

xvii. Number of Books Published with details (Name, Publisher, ISBN, Year, etc.) : 1 Book: *ELT in India: A Sociolinguistic Study of Teaching English Language to Tribal Students*; Publisher: NSM-NIMIT Publishing, Alappuzha; Year: 2021

18.9 Fee

- i. Number of Fee Waivers Granted with Amount and Name of Students
- ii. Number of Scholarships offered by the Institution, Duration and Amount

[..\Downloads\Fee Concession FY 2023 to 2026.xlsx](#)

18.10 Admission

Admission	2023 - 2024			2024 – 2025			2025 - 2026		
Course	BBA	BCA	HM	BBA	BCA	HM	BBA	BCA	HM
Number of Seats Sanctioned with the Year of Approval	52	55	156	44	42	132	40	65	120
Number of Students Admitted under various categories each year in the last three years	39	39	100	30	33	108	31	59	91
Number of Applications received during last year for admission under Management Quota and Number Admitted	52	63	123	37	69	122	39	63	104

18.15 Information of Infrastructure and Other Resources Available

- i. Number of Classrooms and size of each :
- ii. Number of Tutorial Rooms and size of each :
- iii. Number of Laboratories and size of each :
- iv. Number of Computer Centres with capacity of each :
- v. Central Examination Facility, Number of Rooms and Capacity of each :
 - Number of examination halls/rooms – 2 Hall
 - Seating capacity of each hall – Hall No. 1- 390, Hall No. 2 - 300
 - Total seating capacity - 690
 - Facilities available (CCTV, public address system, invigilation room, etc., if applicable) – All the mentioned facilities are available.

vi. Online Examination Facility (Number of Nodes, Internet Bandwidth, etc.) :

As of now Kerala University is not conducting any online exams.

Following Facilities are available for conducting Online Exams

- Number of computers (nodes) available : 100
- Number of computer labs : 3
- Internet bandwidth- Mini Leased line 1 Gbps, Broadband 300 Mbps
- LAN connectivity - YES
- UPS/Power backup - YES
- Examination software compatibility - YES
- CCTV surveillance (if available) - YES

vii. Barrier-Free Built Environment for Disabled and Elderly Persons :

viii. Fire and Safety Certificate :

ix. Hostel Facilities :

x. Number of Library Books/eBooks/Titles/Journals Available (Programme-wise) :

BBA-1692

BCA-836

HM-512

xi. List of Online National/International Journals Subscribed :

Delnet ,JGate Social science (as per available in the site)

xii. National Digital Library (NDL) Subscription Details :

Have NDLI Club membership.

Register number -INKLNC3WAXVNJXI

xiii. List of Major Equipment/Facilities in each Laboratory/Workshop :

xiv. List of Experimental Setup in each Laboratory/Workshop :

xv. Innovation Cell :

xvi. Social Media Cell :

xvii. Compliance of Academic Bank of Credit (ABC), applicable to PGCM/PGDM Institutions and University Departments

xviii. Upload the respective short video (1–2 minutes) of Infrastructure and Facilities available with respect to the courses on the website

xix. Games and Sports Facilities

xx. Teaching Learning Process

18.16 Enrolment and Placement Details of Students in the Last 3 Years

18.17 List of Research Projects/Consultancy Works

18.18 MoUs with Industries