



STUDENTS HANDBOOK 2025-2026

**CARMEL COLLEGE
OF ENGINEERING & TECHNOLOGY**

PUNNAPRA P.O., ALAPPUZHA - 4

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1. COLLEGE PROFILE

Carmel College of Engineering & Technology (CCET), established in 2014, is governed and managed by the St. Joseph's Educational & Charitable Trust of CMI, a unit of St. Joseph's Carmel Monastery, Punnapra, Alappuzha. Carmel College of Engineering & Technology is approved by All India Council for Technical Education and affiliated to APJ Abdul Kalam Technological University.

CCET offers the following 4-year B.Tech programmes

1. Civil Engineering
2. Mechanical Engineering
3. Electrical and Electronics Engineering
4. Computer Science and Engineering

Institute Vision

- To mould distinctive engineers with integrity and social commitment

Institute Mission

- Extend harmonious curricular and co-curricular exposure to students
- Equip the students to accomplish career goals upholding moral values
- Encourage the students to contribute for the sustainable development of the society

2. GOVERNING BODY

2.1 Governing Body Members of CCET 2025-2026

	NAME	DESIGNATION	ROLE
1	Rev. Fr. Thomas Choolaparampil CMI	Chairman, Carmel College of Engineering & Technology, Alappuzha	Chairman
2	Prof. (Dr.) Josephkutty Jacob	Principal, Carmel College of Engineering & Technology, Alappuzha	Member Secretary
3	Dr. Kuruvilla Joseph	Pro VC, Indian Institute of Space Science and Technology	Academician
4	Dr. Cyriac Thomas	Former VC, MG University & CUSAT	Academician
5	Dr. K. Poulose Jacob	Former VC & Pro VC, CUSAT	Academician
6	Dr. Sreeni K. G.	Asst. Professor, Govt College of Engineering, Idukki	KTU Nominee
7	Fr. Justin Alukkal CMI	Director, Carmel College of Engineering & Technology, Alappuzha	Management Trust Nominee
8	Fr. Gino Kannekonil CMI	Bursar, Carmel College of Engineering & Technology, Alappuzha	Management Trust Nominee
9	Fr. Antony Valekalam CMI	HOD, Dept of Civil Engineering, Carmel Polytechnic College, Alappuzha	Management Trust Nominee
10	Fr. Dr. James Mullassery CMI	Councillor for Education, St. Joseph's Province, Trivandrum	Management Trust Nominee
11	Dr. Jayaprasad G.	Professor & HOD, Dept. of ME, Carmel College of Engineering & Technology, Alappuzha	Representative from College
12	Dr. Jiji Krishnan T. U.	HOD, Dept of CE, Carmel College of Engineering & Technology, Alappuzha	Representative from College
13	Dr. Sarath K. S.	HOD, Dept of EEE, Carmel College of Engineering & Technology, Alappuzha	Representative from College

14	Dr. Sujithra S.	HOD, Dept of CS, Carmel College of Engineering & Technology, Alappuzha	Representative from College
15	Mr. Anoop R. S.	HOD Dept Of Basic Science, Carmel College of Engineering & Technology, Alappuzha	Representative from College
16	Mr. Krishnanunni M.	IQAC/Academic Coordinator, Carmel College of Engineering & Technology, Alappuzha	Representative from College
17	Dr. Vipin Nair	NBA Coordinator, Asso. Professor, Dept of ME, Carmel College of Engineering and Technology	Invited member

3. ADMISSION (SEAT MATRIX AND FEE STRUCTURE)

3.1 Seat Matrix

Sl. No	Branch	Semester Intake	Government Quota	Management Quota	NRI Quota
1	Civil Engineering (CE)	60	50% (30)	35% (21)	15% (9)
2	Mechanical Engineering (ME)	60	50% (30)	35% (21)	15% (9)
3	Electrical & Electronics Engineering (EEE)	60	50% (30)	35% (21)	15% (9)
4	Computer Science Engineering (CSE)	120	50% (60)	35% (42)	15% (18)

3.2 Fee Structure

FEE STRUCTURE - 2025 (Semester wise)				
Branch	Tuition Fee	Special Fee	Administrative Charges (PTA and Other Charges)	Total
Computer Science & Engg.	40,000	5000	1000	46,000
Civil Engg., Mechanical Engg., & Electrical and Electronics Engg.	34,000	5000	1000	40,000
Caution Deposit Rs.10000/- (One Time Payment)				
Fee to University: Rs.4000/- (Registration Fee + Sports Fee), (One Time Payment)				

4. FACILITIES

4.1 Library

Central Library of CCET serves as a knowledge hub containing resources not only in the form of print but also in e-resources and provide students with access to a vast repository of resources, including books and journals both print and online. In any academic institution, library plays an important role in the dissemination of knowledge. In fact, the ambiance of the library reflects the quality of education imparted by the College. CCET has recognized the importance of the academic vibrations required in the library and has been growing in this direction, right from its very inception. CCET Central Library is a member of National Library Network such as DELNET and NDLI. Information from National Program on Technology Enhanced Learning (NPTEL) and other Electronic Resources are also available for the user community. Only Library members are allowed to access all materials (such as Books, Journals, Magazines, Digital materials and E-Journals etc.) available in the library collection. Library Management Software KOHA is used for automated activities of our library. The College has a Central Library spanning a total floor area of 450 square metres. Library houses more than twelve thousand resources consisting of technical books, full text e-resources, journals both print and on-line, digital resources reports, thesis, standards and back volumes of journals. The library subscribes to more than 25 printed journals and technical magazines. Library follows the open access system. Library comes with provision for modern facilities including library automation, research scholars, stack section, reference section, and circulation section with advanced computers and other peripherals connected in LAN. The reference section has open as well as closed access. The issue section has open access.

Library Working Hours: Monday to Friday- 8.30 am to 6.00 pm.

Saturday- 8.30 am to 4.00 pm.

Email: library@carmelcet.in

4.2 Hostels

Hostel facility is available for boys and girls ensuring a safe and nurturing environment. Both the hostels have mess facility for the students.

Hostel Facilities		
Facilities	For Boys	For Girls
Accommodation Available	Yes	Yes
Accommodation Capacity	40	50
Type of Mess	Veg. and non-veg.	Veg. and non-veg.

4.3 Cafeteria

The canteen is situated within the college campus. All types of snacks, soft drinks, meals (on booking) are available at reasonable price. The canteen is open from 8.30am to 5.00pm every day.

4.4 Transport

A fleet of six buses ply on Changanachery -Thiruvalla- Edathua, Ochira, Mavelikkara, Mannar, Muhamma, and Thuravoor routes in the morning and evening. Around 250 students and staff from various places use these bus services for conveyance.

4.5 Student Counselling

Student counsellor and faculty advisors offer counselling to the students and guide them in their personal and academic problems. The students may approach the counselling coordinator to avail the counselling facility.

Counselling Coordinator: Mr Ashin Sabu: Contact: +91 9487752512

4.6 Stationary Store

The college stationary store, working in the cafeteria, has essential stationary items which the students may purchase.

4.7 Student Enrichment Programmes

- Personality and aptitude development programmes.
- Orientations for competitive exams like GATE.
- Membership in professional bodies like IET, ASME, IGS, IEEE, ISTE etc.
- Student support systems for research publications and patents.

4.8 Career Guidance and Placement Cell

The career guidance cell hosts lectures, presentations, and seminars, as well as serving as a resource for information on higher education and career options. It assists students in assessing their abilities and selecting the best option from the available options.

The placement cell keeps track of job openings both domestically and internationally and invites companies to recruit on campus. The Cell facilitates students to participate in pool-campus drives and off-campus drives. It helps students to prepare for jobs by giving them training in the form of aptitude tests, group discussions, and mock interviews.

4.9 Sports

Sports and games contribute to a lively and energetic atmosphere on campus, while also instilling in students the values of commitment and teamwork. The college actively encourages students to participate in various sporting and gaming activities. A well-maintained playground is available in the campus for cricket, football, basketball, shuttle-badminton and volleyball.

An annual sports meet is organized every year, providing the students an opportunity to compete in a wide range of track and field events as well as team games. Intra-collegiate competitions are conducted to promote games in the campus. In addition, dedicated college teams are trained to participate in intercollegiate and university-level competitions.

4.10 Scholarships

SCHOLARSHIP DETAILS		
Semester wise Tuition Fee for Meritorious Students		
COMPUTER SCIENCE AND ENGINEERING		
KEAM Rank up to 10000 OR PCM Marks (+1 & +2 combined) 95% (Eq. SGPA: 9.5)	KEAM Rank up to 15000 OR PCM Marks (+1 & +2 combined) > 90% (Eq. SGPA : 9.0)	
10000 (TUITION FEE)	25000 (TUITION FEE)	
CIVIL ENGINEERING AND MECHANICAL ENGINEERING		
KEAM Rank up to 10000 OR PCM Marks (+1 & +2 combined) >95% (Eq. SGPA: 9.5)	KEAM Rank up to 15000 OR PCM Marks (+1 & +2 combined) >90% (Eq. SGPA: 9.0)	KEAM Rank up to 20000 OR PCM Marks (+1 & +2 combined) >85% (Eq. SGPA: 8.5)
10,000 (TUITION FEE)	18,000 (TUITION FEE)	26,000 (TUITION FEE)

ELECTRICAL AND ELECTRONICS ENGINEERING		
KEAM Rank up to 10000 OR PCM Marks (+1 & +2 combined)>90% (Eq. SGPA : 9.0)	KEAM Rank up to 15000 OR PCM Marks (+1 & +2 combined) >80% (Eq. SGPA : 8.0)	KEAM Rank up to 30000 OR PCM Marks (+1 & +2 combined) >75 % (Eg. SGPA.7.5)
10,000 (TUITION FEE)	18,000 (TUITION FEE)	26,000 (TUITION FEE)
<p><i>* Plus-two credentials will be considered in the first semester only.</i></p> <p><i>* Continuation of the scholarship for the eligible candidates is purely based on the academic performance of previous semester (SGPA).</i></p> <p><i>* Scholarships are applicable to tuition fees only; special fees and administrative charges must be paid by all students</i></p>		

5. RULES AND REGULATIONS OF THE COLLEGE

1. The working hours are from 8.30 a.m. to 4.00 p.m. on all days. Students should on no account arrive late in the classroom. At the stroke of the second bell at 8:30 A.M., students should stand up for the prayer song.
2. All Saturdays and Sundays are holidays for the students. However, special classes may be conducted by the department whenever needed.
3. Students should wear the complete uniform and their photo pasted identity cards on all days.
4. Students are expected to be polite in language and behaviour. Do not forget to greet teachers and elders.
5. Misbehaviour towards girl students, use of threat or violence against members of the staff or fellow students will be considered as very serious cases of misconduct.
6. Students should use the property of the institution with care and keep the buildings and the premises clean. In case of material damage to the institutional property caused by indifference or deliberate action, compensation as decided by the authorities should be paid by the student or guardian.
7. Alcoholism, usage of drugs, and smoking are strictly prohibited in the campus. Damaging furniture, defacing the walls, repeated absence from the class without leave, misbehaviour in class, general neglect of studies and of other duties will be considered as serious offences.
8. Eatables are strictly prohibited inside the classrooms. Students may make use of common room facilities and dining areas to take their lunch.
9. Birthday celebrations should not be conducted inside the classrooms or during regular working hours.
10. Students are advised not to invite friends to visit them in the institution during working hours or during any of the programmes conducted by the institution.
11. As per the Government directive, camera cell phones are banned in the campus. Use of mobile phones is strictly forbidden inside the college buildings. Students are advised not to bring mobile phones and other valuables to the campus.
12. Students are allowed to bring two-wheeler vehicles to the campus. They have to enter the campus before 8:30 A.M. and they can leave the college only after 4:00 P.M. Students are permitted to park their vehicles strictly in the parking area allotted to them.
13. Ragging/any type of misconduct towards any student will be considered as a criminal offence and will be immediately reported to the police. Perpetrators will not be permitted to continue their studies in the college.
14. Politics is banned in the college campus. The members of college community are not allowed to act on behalf of political parties or external organizations.
15. Students are forbidden to organize meetings or collect money for any purpose or to circulate in the institution any notice or petition or display them on the notice board or the institution's premises without the permission of the Principal.

5.1 Rules of Attendance and Leave

1. Students are expected to attain 100% attendance for all courses. However, under unavoidable circumstances, they are permitted to take leave, provided that the total leave of absence does not exceed 25% of the academic contact hours for a course.
2. A minimum of 75% attendance is mandatory to be eligible to appear for the end semester examination.
3. Menstrual Leave Attendance Relaxation: A 2% relaxation in attendance shall be granted to eligible students as menstrual leave.
4. PWD Attendance Relaxation: A 5% relaxation in attendance shall be granted to students with disabilities (PWD).

5. The students shall be informed about their attendance status periodically by the colleges so that the students shall be cautioned to make up the shortage.
6. Relaxation for attendance requirement will be granted based on the University regulations 2024- R6.
7. A student absenting himself/herself without proper authorization for more than 10 consecutive working days will have his/her name removed from the rolls. He/she will be readmitted only on payment of readmission fee with fine, if any.
8. Leave of absence from any examination or test can be granted only by the Principal.

6. UNIVERSITY EXAMINATIONS REGULATIONS

6.1 Assessment under APJKTU 2019 scheme:

6.1.1 Assessment pattern for the University Theory Examination is given below:

Total Marks	Continuous Internal Evaluation (CIE) Marks	End Semester Exam (ESE) Marks	End Semester Exam (ESE) Duration
150	50	100	3 Hrs

There will be two internal tests during each semester. The tests and model examination form part of the Internal Assessment; hence students are advised to be present for the tests and examinations in the first chance itself. University regulations will be strictly adhered to in the case of re-examinations.

The Internal marks breakup is as given below:

CIS Marks		Assignment Marks	Attendance Marks
Internal Exam 1	Internal Exam 2	15	10
12.5	12.5		
Total :25			

6.1.2 Assessment pattern for the Lab courses is given below:

Total Marks	Continuous Internal Evaluation (CIE) Marks	End Semester Exam (ESE) Marks	ESE Duration
150	75	75	3 Hrs

Continuous Internal Evaluation Pattern for Lab courses:

Attendance	Regular class work/ Laboratory Record and Class Performance	Internal Test	Total
15	30	30	75

6.2 Assessment under APJKTU 2024 scheme:

6.2.1 Assessment pattern for the University Theory Examination is given below:

Total Marks	Continuous Internal Evaluation (CIE) Marks	End Semester Exam (ESE) Marks	ESE Duration
100	40	60	2.5 hrs

There will be two internal tests during each semester. The tests and model examination form part of the Internal Assessment; hence student are advised to be present for the tests and examinations in the first chance itself. University regulations will be strictly adhered to in the case of re-examinations.

The Internal marks breakup is as given below:

CIS Marks		Assignment Marks	Attendance Marks
First Series Exam	Second Series Exam	15	5
10	10		
Total :20			

6.2.2 Assessment pattern for the Project based Learning course is given below:

Total Marks	Continuous Internal Evaluation (CIE) Marks	End Semester Exam (ESE) Marks	ESE Duration
100	60	40	2.5 hrs

There will be two internal tests during each semester. The tests and model examination form part of the Internal Assessment; hence students are advised to be present for the tests and examinations in the first chance itself. University regulations will be strictly adhered to in the case of re-examinations.

The Internal marks breakup is as given below:

CIS Marks		Project	Attendance Marks
First Series Exam	Second Series Exam	30	5
12.5	12.5		
Total: 25			

6.2.3 Assessment pattern for the University Practical Examination is given below:

Total Marks	Continuous Internal Evaluation (CIE) Marks	End Semester Exam (ESE) Marks	ESE Duration
100	50	50	3 Hrs

6.2.4 Continuous Internal Evaluation Pattern for Practical Exam:

Attendance	Preparation/Pre-Lab Work experiments, Viva and Timely completion of Lab Reports / Record (Continuous Assessment)	Internal Test	Total
5	25	20	50

6.2.5 End Semester Examination Marks (ESE):

Procedure/ Preparatory work/Design/ Algorithm	Conduct of experiment/ Execution of work/ troubleshooting/ Programming	Result with valid inference/ Quality of Output	Viva voce	Record	Total
10	15	10	10	5	50

1. Students must take all the examinations and tests conducted in the college. Absence from a test will result in the forfeiture of their internal marks.
2. In case of grievances regarding the internal mark allocation, students can contact the concerned faculty for clarification.
3. Late/non submission of assignments (which are part of the Internal Assessment) will result in reduction of internal marks.
4. The progress report of the students will be sent to the parent /guardian after each test, and meetings will be conducted to facilitate parent-teacher interaction.
5. At the end of the semester, the students are required to submit the duly filled *No-dues form* to the office before they may be issued the hall tickets for the University Examination. The *No-dues form* is available at the office.
6. Students must register for higher semesters on the day of reopening of each semester by paying semester fees. The registration form is available in the departments.
7. The decision of the Academic Council on all matters related to tests/ examinations will be final.

7. LIBRARY GUIDELINES

1. Members/users must produce their ID cards and sign the register at the entrance before entering the library.
2. Members/users must keep their personal belongings at the property counter near the entrance.
3. Users are not permitted to take personal copies of books or other printed materials inside the library.
4. Silence must be strictly maintained inside the library, as it is a place for individual study and research.
5. Books, journals, documents, and library equipment must be handled with care.
6. The library follows an open shelf system and students have access to all sections/shelves except those containing reference books.
7. Users are advised not to replace books on the shelves. Books may be left on the tables after use.
8. Marking, underlining, writing on, or defacing library books will lead to fines and other disciplinary action.
9. Members must bring their ID cards to enter/exit the library and produce them when borrowing books or other documents.
10. Reference books and journals, both loose and bound, will not be issued.
11. Borrowers must examine the books issued to them before leaving the counter and report any damage or defects to the Librarian. Borrowers will be held responsible for any such issues found at the time of return.
12. If an issued book is lost or damaged, it must be reported to the Librarian immediately. The person responsible must replace it with a new copy of the same edition or a subsequent edition within the due date. If the book is not available in the market, twice the current cost of the book and the fine up to the date of replacement must be paid.
13. If the lost/damaged book is out of print, the price will be fixed at the discretion of the Librarian, taking into account the cost, importance, and demand of the book.
14. The Librarian reserves the right to recall any book issued from the library at any time.
15. Photocopies of materials held in the library can be provided subject to copyright laws and regulations. No mechanical reproduction or tracing of materials is allowed without the permission of the Librarian.
16. Students may suggest good books and other documents for the library with full details. The Librarian will discuss such requests with the Principal and take necessary action.
17. All borrowed books/documents must be returned when a member is proceeding on long leave or tour.
18. The library and its premises must be kept absolutely clean and tidy.
19. Using mobile phones within the library is banned. Students violating this rule will lose library membership for a certain period, and the mobile phone will be confiscated to be handed over to the parents.
20. No refreshments or food items shall be carried or consumed inside the library.

8. COMPUTER USAGE POLICY

1. The central computing facility is open from 8:30 a.m. to 5:00 p.m. on all working days.
2. Users may log in to CCET computers and systems with their own unique username and password. They must not use someone else's login credentials to access CCET systems.
3. Wi-Fi facility is open to all students for browsing. Common username and password shall be used to login.
4. Users must log out of the system and shut down it when leaving the lab. Failure to do so may result in someone else accessing your account without your knowledge. Users will be held responsible for any violation of college policies carried out through their account, even if they did not perform the action.
5. Do not place any books or personal belongings on printers, monitors, or other computer equipment, as this may interfere with hardware operation and/or affect proper cooling.
6. Students are responsible for cleaning up the area they use; this includes disposing of scrap paper or printouts in the appropriate recycling or trash bin.
7. Loading or installing any files, software, programs, or games on the hard drive, or altering system settings/configurations, is strictly prohibited. Any software downloads require permission from the system administrator or technical staff.
8. During regular lab hours, the Internet may be used only for work directly related to class activities.
9. The display or transmission of threatening, obscene, or harassing materials is strictly prohibited.
10. Special sanction is to be obtained from the system administrator for use of removable disks in the systems. Any attempt to breach security will result in the removal of their account and loss of lab privileges.
11. Users should not engage themselves in playing computer games, online bidding, online chatting etc in the campus.

9. STUDENT AWARDS

9.1 Merit awards

The **College Academic Topper (Pearl)** and the **Best Outgoing Student (Crown)** will be awarded cash prizes during the Graduation Day ceremony. Their names will also be displayed at the college entrance. The Best Outgoing Student will be selected based on his/her involvement in college activities, attendance, attitude, discipline, etc.

The **Principal's Certificate** will be awarded to students who have secured a 9.0 SGPA and above in the semester examinations.

The **Director's Certificate** will be awarded to students who have secured an 8.5 SGPA and above in the semester examinations.

9.2 Scholarships

The toppers in the merit list for admission to the different branches will be given scholarships. The scholarship amount will be decided by the management from time to time. The scholarship will continue in the second and subsequent years provided the students maintain good conduct and keep their academic position.

10. CO-CURRICULAR/EXTRA CURRICULAR ACTIVITIES

10.1 Student Council

The Student Council serves as an interface between the students and the management. It provides opportunities for students to develop their social and cultural life and focuses on the overall development of the individual. The Student Council is also responsible for bringing out the annual college magazine.

Faculty coordinators: Ms. Sreeja C, Mr. Vinay Mathews, Mr. Arun Jose Tom

10.2 Magazine

The essential purpose of the Annual Magazine is to educate, engage, inspire, and entertain a wide range of readers, including students, staff, and parents. It showcases students' extracurricular and academic achievements, along with other aspects of their lives.

Faculty coordinator: Ms. Anusmitha

10.3 Arts Club

The CCET Arts Club encourages the artistic talents of students, providing them with opportunities to hone their organizational skills and develop a spirit of sportsmanship and cooperation. It also organizes the annual Arts Festival.

Faculty coordinator: Ms. Chinnu Mariam Baby

10.4 Music Club

CCET Music Club is formed with the active participation of students from all batches. The club encourages the students to generate new horizons to their music dreams.

Faculty coordinator: Mr. Ashin Sabu, Dr. Jincy Rose

10.5 Nature Club

The CCET Nature Club organizes nature conservation activities. The club aims at promoting an eco-friendly life style in the society.

Faculty coordinator: Ms. Aparna A.S

10.6 NSS

The NSS (National Service Scheme) of CCET was inaugurated, and started functioning from 2017. The unit has 100 dedicated registered volunteers at present. The unit trains the students to become socially responsible citizens.

Programme officer: Mr. Vishnu S

Joint Programme officers: Mr. Roopak P. Mohan, Ms. Little Flower T.J.

10.7 Sports Club

While academics provide knowledge, sports instil invaluable traits such as teamwork, leadership, persistence, hard work, respect for others, stress management, continuous improvement and acceptance of both success and failure in life.

The Sports Day is conducted every year in CCET under the supervision of the Physical Education Director, Mr. Varghese K. J. Interested and talented students are encouraged to participate in university competitions. Training sessions are conducted to groom the college teams in various games.

10.8 Entrepreneurship Development Cell

The Entrepreneurship Development Cell (IEDC) of Carmel College of Engineering and Technology is named '*Enventure*' and is headed by Mr. Anoop R. S. and each department is duly represented by one faculty member. IEDC organizes different programs to motivate and develop entrepreneurial skills of the students.

Faculty Representatives

NAME	DESIGNATION
Mr. Anoop R. S.	President
Dr. Nisha R.	Member

Dr. Sreedivya	Member
Mr. Arun Kuttapan	Member
Mr. Elias Thomas	Member
Mr. Febin Felix	Member

10.9 Institute of Electrical and Electronics Engineers (IEEE) Student Chapter

IEEE is an organisation having members all across the globe ranging from research scholars to engineering graduates. It provides a great opportunity for aspiring engineers to exchange their knowledge and to present their ideas. It also provides a platform of interaction to propose new technologies and findings related to engineering field.

IEEE, CCET chapter has both active student and faculty members and student members. The exposure to the various IEEE activities helps in the optimal development of engineers and presents them an opportunity where they can learn from the pioneers of engineering

Faculty Coordinator: Mr. Vishnu S.

10.10 ISTE (Indian Society for Technical Education) Chapter

The ISTE Technical Chapter at CCET aims to promote technical excellence, innovation, and professional development among students. It provides a platform for aspiring engineers to enhance their technical skills through workshops, expert talks, hands-on training sessions, and project-based activities. The chapter encourages students to stay updated with emerging technologies, develop problem-solving abilities, and cultivate a spirit of teamwork and leadership. By bridging the gap between academics and industry, the ISTE Chapter helps students become competent, confident, and industry-ready professionals.

Faculty Coordinator: Dr. Sarath K. S.

10.11 Institution of Engineers India (IEI) Student Chapter (Civil)

The IEI student's chapter (Civil), 688004/CCET/CV was inaugurated by Er. K. K. Gopalakrishnan Nair, FIE, Chairman, Institution of Engineers India, Kerala state Centre on 15th November 2018. 161 students were enrolled as members. The executive committee with Mr. Anto Jose, 57 Civil as the student convener and Dr. Susan Jacob, Professor & Head of the Department as the adviser was nominated by the General Body held 13th November 2018.

IEI Chapter Advisor: Ms. Anjana G Nair, Treasurer: Mr. Jayakrishnan P B

10.12 Indian Geotechnical Society- Student Chapter (Civil Engineering)

The Civil Engineering Department of Carmel College of Engineering & Technology is proud to establish a Student Chapter of the Indian Geotechnical Society (IGS) with the aim of nurturing interest in geotechnical engineering among students and bridging the gap between academic learning and field practice. The chapter is committed to promoting knowledge in soil mechanics, foundation engineering, ground improvement techniques, and related geotechnical fields, while facilitating interaction between students, academia, and industry through seminars, workshops, and expert lectures. It also provides students with opportunities for field visits and site inspections, enabling firsthand exposure to geotechnical investigations and construction practices.

Through research activities, paper presentations, and participation in IGS-organized technical events, students are encouraged to broaden their learning and professional engagement. The chapter's activities include technical talks by leading geotechnical engineers, hands-on workshops and laboratory sessions, field trips to construction and testing sites, and seminars highlighting case studies and recent advances in the field. Functioning under the guidance of faculty advisors with expertise in geotechnical engineering, the chapter is led by student office-bearers who take responsibility for planning and executing the annual program, with membership open to all Civil Engineering students. By being part of the IGS Student Chapter,

students not only develop technical competence but also enhance their leadership, communication, and organizational skills, while building valuable connections with industry professionals and fostering enthusiasm for research, innovation, and career development in geotechnical engineering.

The IGS Student Chapter was formally inaugurated on August 6, 2025, by Dr. Anil Joseph, Hon. National President, IGS and Dr. Jimmy Thomas, Vice Chairman of the IGS Kochi Chapter, in the presence of enthusiastic student members of CCET, marking the beginning of their journey in the field of geotechnical engineering.

Faculty Mentor: Dr. Jiji Krishnan T. U.

10.13 Institution of Engineers India (IEI) Student Chapter (Mechanical Engineering)

The IEI student's chapter (Mechanical) was established in the Department of Mechanical Engineering, Carmel College of Engineering and Technology, on 03 March 2022 and was officially Inaugurated by Er. Chandrasekharan V, Rtd. Chief Engineer, Kerala Water Authority on 29 July 2022. 91 students were enrolled as members. The executive committee was formed with Mr. Vishnu Nandhan H (S6 ME) as the President, Ms. Sruthimol M S (S4 ME) as Secretary, Mr. Vishnu Prasad (S6 ME) as Treasurer.

IEI Chapter Advisor: Dr. Kiran M.

10.14 American Society of Mechanical Engineers (ASME) student section- Mechanical

The American Society of Mechanical Engineers (ASME) is a globally recognized professional organization that promotes the art, science, and practice of mechanical engineering and allied sciences. Founded in 1880, ASME develops codes and standards, organizes technical conferences, publishes journals, and fosters professional growth through educational and outreach programs.

The ASME Student Section at Dept. of Mechanical Engineering, CCET was inaugurated on 2nd March 2024 in the presence of Dr. Sreekumar V, General Manager, Hindalco Industries Ltd., with the objective of fostering technical competence, innovation, and professional development among mechanical engineering students. The section aims to provide a platform for students to engage in technical activities, design challenges, and knowledge-sharing initiatives in alignment with ASME's global vision.

ASME student section advisor: Dr. Vipin Nair

10.15 IEEE Computer Society Student Chapter

IEEE is a globally recognized organization that brings together research scholars and engineering graduates, providing a platform to exchange ideas, share knowledge, and explore emerging technologies. The IEEE Student Branch at Carmel College of Engineering and Technology (CCET), Alappuzha, established on 12th November 2021 and officially approved on 24th November 2021, is a Medium Student Branch with over 100 active members. It promotes holistic development through active faculty and student participation in various IEEE activities. The branch was formally inaugurated through the event **UDHBHAV** on 4th March 2022, with Dr. M.V. Rajesh Maliyeckal, Chairman of the IEEE Kochi Subsection and IEEE SPS Kerala Chapter, as the Chief Guest.

IEEE Computer Society Student Branch Chapter (IEEE CS SBC CCET), established by the Computer Science and Engineering Department, was inaugurated on 23rd August 2023 through the event *SRUSHTI-2K23*, with Dr. Vishnukumar S., Chairman of the IEEE Computer Society Kerala Chapter, serving as the Chief Guest.

Faculty Coordinator: Ms. Aparna A.S.

11. ASSOCIATIONS

11.1 Alumni Association

Association coordinator: Ms. Divya V. L.

Faculty coordinator (EEE): Ms. Shani S. J.

Faculty coordinator (CE): Ms. Praveena S.

Faculty coordinator (CSE): Mr. Arun C. Kuttappan

Faculty coordinator (ME): Dr. Kiran M.

11.2 Branch Associations

The four associations carry out various students' activities to enhance the general technical skills and awareness of students. They are:

- **ELEGENDS** (Electrical & Electronics Engineering)
Faculty Advisor: Ms. Ashida Pradeep
- **CCEASON** (Civil Engineering)
Faculty Advisors: Sr. Swetha Biju and Ms. Little Flower T. J.
- **MACCET** (Mechanical Engineering)
Faculty Advisor: Dr. Kiran M.
- **OBCYDIANS** (Computer Science Engineering)
Faculty Advisor: Mr. Thomas Joseph

11.3 Parents Teachers Association

The parents are provided with the opportunity to observe the working of the institution and to give their valuable suggestions for better quality service through the interaction with the faculty and the management. The PTA has an executive committee comprising of the parents, faculty, Principal and the management representatives.

12. CLASS ADVISORY SYSTEM

Each class has been assigned with two faculty advisors.

12.1 Responsibilities of Faculty Advisors

- Monitor academic attendance and disciplinary matters of students.
- Maintain complete student records, including documentation of leave, internal marks, achievements, and progress indicators.
- Address student grievances at the primary level.
- Ensure that students apply for leave only on genuine grounds, and report cases of regular absenteeism, unauthorized absence, or other irregularities to the Head of the Department.
- Consolidate weekly attendance of the class.
- Compile monthly attendance and prepare the list of regular absentees for display on the notice board.
- Ensure timely submission of leave applications by students.
- Sanction leave applications of students wherever applicable.
- Report the activities and academic progress of the class to the HOD.
- Inform parents about examination results, PTA meetings, and related matters through the office.
- Coordinate with the faculty-in-charge of associations for the effective implementation of association activities.
- Serve as the interface between the department and the class.
- Undertake any additional responsibility assigned by the HOD or the Principal.

12.2 List of Faculty Advisors 2025-26

	CE	ME	EEE	CSE
S1/S2	Ms Little Flower T J Mr Jayakrishnan P B	Mr Ashin Sabu Mr Febin Felix	Ms Chinnu Mariam Baby Ms Dhanya S Lal	Section A: Mr Thomas Joseph Ms Amritha Mohandas Section B: Ms Vani P Prakash Ms Nithya Mol Antony
S3/S4	Dr Kannan C Banu Sr Swetha Biju	Mr Arun Sam Varghese Mr Vipin G Namboothiri	Dr Nisha R	Section A: Mr Arun P Kuttappan Ms Anusmitha A Section B: Ms Sreeja Nair M P Ms Surya Sugunan
S5/S6	Ms Praveena S Dr Vishnu T B	Mr Arun Jose Tom Mr Subin Markose	Ms Anet Jose	Ms Divya VL Ms Aparna A S
S7/S8	Dr Jiji Krishnan T U Dr Jincy Rose M A	Mr Renji Philipose Mr Krishnanunni M	Ms Shani S J	Ms Preethy Prabhakar Ms Josemary A

13. GRIEVANCE REDRESSAL CELL

The function of the cell is to investigate the complaints lodged by any student. Students with a genuine grievance are encouraged to approach the committee directly or through representation by the Students' Council.

13.1 Scope

The students are the main stakeholders in any institution imparting education, and we endeavour to make every effort to ensure transparency in all the activities at different stages. The Grievances may broadly include but not limited to the following complaints of the students:

- **Academic:** Related to the conduct of classes, exams, assessments or any other academic matters.
- **Financial:** Related to any financial issues.
- **Administrative:** This includes, but is not limited to, concerns regarding sanitation standards, canteen, hostel, transportation, and other facilities.
- **Personal Harassment:** Allegations of victimization by faculty or technical staff, harassment by other students or staff members, etc.
- **Others:** The cell is also empowered to address grievances stemming from facility feedback. Complaints related to sexual harassment will be forwarded to the **Internal Compliance Committee**.

13.2 Procedure for Grievance Submission

- The student may submit a grievance through the website using the following link: https://carmelcet.in/student_support/grievance
- The student may approach any member of the committee and submit a written complaint.
- The student may drop the complaint in the suggestion boxes kept in the college premises.

13.3 List of Students Grievance Redressal Committee Members 2025-2026

Sl.No	Name	Designation	Role	Number
1	Dr. Josephkutty Jacob	Principal	Chairperson	9447364175
2	Dr. Jiji Krishnan T. U.	HOD CE	Cell Coordinator	7201819498
3	Dr. Jayaprasad G.	HOD ME	Member	9495133686
4	Dr. Sujithra M. S.	HOD CSE	Member	9995267896
5	Dr. Sarath K. S.	HOD EEE	Member	9745005199
6	Mr. Anoop R. S.	HOD BS	Member	9947219464
7	Mr Krishnanunni M	Academic Coordinator	Member	9846690499
8	Mr. Joel Joseph Shaji	S7 ME	Student Representative	9037498523
9	Ms. Nandhana P	S7 CE	Student Representative	9061112241

14. Internal Complaints Committee (ICC)

In accordance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and the directives of the University Grants Commission (UGC) the Internal Complaints Committee (ICC) of Carmel College of Engineering and Technology is established with a motto of “Zero tolerance policy” against any form of sexual harassment or gender-based misconduct. The committee aims to ensure a safe, secure and gender-sensitive environment for all students, faculty members and non-teaching staff within the college premises.

14.1 ICC Members 2025-2026

The Internal Complaints Committee is constituted with following members:

Name	Designation	Position / Role
Dr. Sujithra M S	HOD, CSE	Presiding Officer
Prof Geethu Krishnan	Assistant Professor, EEE	Member
Dr Kannan C Bhanu	Assistant Professor, CE	Member
Mrs Karthika J	Lab instructor, BS	Member
Ms Surabhi S	Lab instructor, ME	Member
Mr Binesh Babu	Lab instructor, CSE	Member
Ms. Jomol Johnkutty	Project coordinator of Kaval Plus Project, Alleppey Diocesan Charitable and Social Welfare Society, Alappuzha.	Member
Ms. Nandhana M Nair	Student, S7 CSE	Member
Ms. Swanthana Santhosh	Student, S5 EEE	Member
Ms. Arathy P	Student, S5 ME	Member
Ms. Niya Shine	Student, S5 CE	Member

14.2 Filing a Complaint

Complaints can be submitted through email to icc@carmelcet.in

All proceedings will be carried out in accordance with the UGC Regulations, 2015 and the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, ensuring that the enquiry process is conducted in a timely, sensitive and fair manner.

15. STAFF DIRECTORY

14.1 Administration

Principal

Dr. Josephkutty Jacob
Phone: 9447364175
E-mail: principal@carmelcet.in

Director

Fr. Justin Alukkal CMI
Phone: 9072490001
E-mail: director@carmelcet.in

Bursar

Fr. Gino Kannekonil CMI
Phone: 9400334248
E-mail: bursar@carmelcet.in

14.2 Office Staff

Sl. No.	Name	Designation	Ph. No
1	Mr. Jimmy Joseph	Supervisor	9446855692
2	Mr. Antony Devasia (Jijumon)	Sr. Administrative Officer	9446793852
3	Mr. Joseph Varghese	Accountant	9400531160
4	Ms. Bikku Thomas	Jr. Accountant	7511142720
5	Ms. Cinu Thomas	Office Assistant	9544229803
6	Ms. Jiby V. Joy	Reception	9656961799
7	Mr. Augustine John V. D.	Electrician	9526937481
8	Mr. Scaria Stephen	Attender	9633927796
9	Mr. Sreejith V.	Driver/ Attender	9744292595
10	Mrs. Mary Gracy	House Keeping	9562398613
11	Mrs. Dainy Xavier	House Keeping	7559072876
12	Mrs. Mettilda Gilbert	Library Attendant	9947618621
13	Mrs. Nishamol V.	House Keeping	9142740655
14	Mrs. Molly Mathew	Canteen	8943468089
15	Mrs. Reshmi R.	Canteen	8089910933
16	Mrs. Rosalima M.	House Keeping	7559842172
17	Mrs. Leelamma	House Keeping	9947219101
18	Mrs. Asha Anandan	House Keeping	8137976984
19	Mr. Joseph P. J.	Security	8304968679

14.3 Hostels

Boys Hostel		
Mr. Joy V.	Care Taker	9048881288
Ladies Hostel		
Ms. Neethu	Care Taker	9744536477

14.4 Library

1.	Ms. Parvathy	Librarian	9847563735
2.	Mr. Arunkumar N P	Asst. Librarian	9539781238

14.5 Career Guidance & Placement Cell

Mr. Pratheesh Ramanathan	Head Corporate Relations & Placements	9656900124
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14.6 Civil Engineering Department

Sl. No.	Name & Designation	Contact No.
1.	Dr. Jiji Krishnan T U, Associate Professor & HOD	7201819498
2.	Dr. Vishnu T B, Associate Professor	9745601412
3.	Dr. Asha P Tom, Associate Professor	9744891087
4.	Dr. Jincy Rose M A, Assistant Professor	9567126384
5.	Dr. Kannan C Bhanu, Assistant Professor	9496331267
6.	Ms. Praveena S, Assistant Professor	9544981799
7.	Mr. Vinay Mathews, Assistant Professor	9962412062
8.	Mr. Elias Thomas Kalloor, Assistant Professor	8281350803
9.	Mr. Jayakrishnan P B, Assistant Professor	8281230257
10.	Ms. Anjana G Nair, Assistant Professor	9400766231
11.	Sr. Swetha Biju, Assistant Professor	7558953822
12.	Ms. Little Flower T J, Assistant Professor	6282702277
13.	Mr. Vineeth S, Lab Instructor	9562525248
14.	Mr. Kalesh P, Lab Instructor	7356930746
15.	Mr. Sreenath K R, Lab Instructor	9495962326
16.	Mrs. Athira R, Lab Instructor	9567402746

14.7 Mechanical Engineering Department

Sl. No.	Name & Designation	Contact No
1.	Dr. Jayaprasad G, Professor &HOD	9495133686
2.	Dr. Kiran M, Associate Professor	9847484600
3.	Dr. Vipin Nair, Associate Professor	7359400166
4.	Mr. Krishnanunni M, Assistant professor	9846690499
5.	Mr. Renji Philipose, Assistant professor	7356843118
6.	Mr. Arun Jose Tom, Assistant professor	9562896106
7.	Mr. Febin Felix, Assistant professor	9745398736
8.	Mr. Subin Markose, Assistant professor	9048572058
9.	Mr. Vipin G Namboothiri, Assistant professor	9744764927
10.	Mr. Ashin Sabu, Assistant professor	9487752512
11.	Mr. Arun Sam Varghese, Assistant professor	9496827861
12.	Mr. Jobin Jose, Assistant professor	8075767397
13.	Mr. George K V, Workshop Superintendent	9446513899
14.	Mr. Venu C R, Demonstrator	9946148392
15.	Mr. Ajayakumar V, Trade Instructor	9496466524
16.	Mr. Syamlal S, Trade Instructor	9567024687
17.	Mr. Rebith Nair P, Workshop Instructor	9562719184
18.	Mr. Pranav P, Tradesman	8129737366
19.	Mr. Abhimanyu H, Tradesman	7907101196
20.	Ms. Surabhi S, Lab Instructor	9744798122

14.8 Electrical & Electronics Engineering Department

Sl. No.	Name & Designation	Contact No
1.	Dr. Sarath K S, HOD	9745005199
2.	Ms. Anet Jose, Assistant professor	9495547110
3.	Ms. Shani S J, Assistant professor	9496408959
4.	Ms. Geethu Krishnan, Assistant professor	9495119598
5.	Mr. Vishnu S, Assistant professor	9496811597
6.	Dr Sreedivya K M, Associate professor	9995823865
7.	Ms. Chinnu Mariam Baby, Assistant professor	9746131907
8.	Ms. Dhanya S Lal, Assistant professor	7907798201
9.	Dr. Nisha R, Assistant professor	9946251165
10.	Ms. Ashida Pradeep, Assistant professor	9567799722
11.	Ms. Reethu Dhanya, Assistant professor	8086136353
12.	Ms. Josna Philip, Assistant professor	8590719996
13.	Mr. Sijo V Chacko, Lab Assistant	7025243979
14.	Mr. Anand S, Workshop Instructor	9037119131
15.	Mr. Harigovind G, Lab Assistant	7356232761
16.	Mr. Mahesh M, Lab Assistant	7994004728

14.9 Computer Science and Engineering Department

Sl. No.	Name & Designation	Contact No
1.	Dr. Sujithra M S, Associate Professor & HOD	9995267896
2.	Mr. Anoop R S	9947219464
3.	Ms. Divya V L, Assistant Professor	8589059517
4.	Ms. Arun P Kuttappan, Assistant Professor	9495265203
5.	Ms. Josemary A, Assistant Professor	9633851540
6.	Ms. Sreeja Nair M P, Assistant Professor	9656728148
7.	Ms. Aparna A S, Assistant Professor	8086235997
8.	Ms. Preethy Prabhakar, Assistant Professor	9544368117
9.	Ms. Vani V Prakash, Assistant Professor	8129549100
10.	Ms. Anusmitha A, Assistant Professor	9496216296
11.	Ms. Surya Sugunan, Assistant Professor	8921078169
12.	Ms. Nithyamol Antony, Assistant Professor	9995152970
13.	Ms. Syamala S, Assistant Professor	9496266167
14.	Mr. Thomas Joseph, Assistant Professor	9446791291
15.	Ms. Amritha Mohandas, Assistant Professor	9497721773
16.	Mr. Renjini P S, Assistant Professor	9188213286
17.	Ms. Gokula Nath G, Assistant Professor	9847359535
18.	Ms. Jipsa Kurian, Assistant Professor	8075690845
19.	Mr. Anish Manual	7558839329
20.	Mr. Vinodkumar N, Lab Instructor	9446710870
21.	Mr. Vishnu Vijay, Lab Instructor	8281336055
22.	Mr. Anandakrishnan C	7034813829
23.	Mr. Abhijith B	8089993663
24.	Mr. Binesh Babu	8129823283

14.10 Basic Science Department

Sl. No.	Name & Designation	Contact No
1.	Dr. Varghese Mathew, Professor	9447104674
2	Dr. Narayanan Namboothiri V, Professor	9947059619
3.	Dr. Rinsy Thomas, Associate Professor	9400827765
4.	Ms. Suryakala S, Asst Professor	9446510333
5.	Ms. Sreeja Subhash, Asst. Professor	8281655311
6.	Mrs. Meera N, Asst. Professor	6238139646
7.	Mrs. Uma S Panicker	9074091964
8	Mr. Roopak, Asst Professor	9562930614
9.	Mr. Varghese K J, Physical Director	9447912449
10.	Ms. Karthika J, Lab Assistant	9567661646
11.	Mr. Sreenath S, Lab Assistant	9746480981