



## NOTIFICATION

### **Applications Invited for College Change (Including Major Switching and Transfer), and BBA/BCA Transfer(2025 Admission Batch)**

Marian College Kuttikkanam (Autonomous) invites applications from eligible students under Phase III of the Mahatma Gandhi University regulations governing Major Switching, College Change, and Autonomous & Inter-University Change (including Major Switching and Transfer) for MGU-UGP, BBA and BCA programmes subject to the conditions specified below.

#### **I. Categories of Applications**

##### **A. FYUGP College Change (Including Major Switching and Transfer)**

Students may apply for transfer to another college under the FYUGP framework, either:

- With a change of Major discipline (Major Switching), or
- Without changing the Major discipline (Transfer).

##### **B. BBA/BCA Transfer**

Students enrolled in BBA or BCA programmes may apply only for transfer to another institution offering the same programme.

**Major Switching is not permitted in BBA and BCA programmes.** Transfer is allowed only within the same discipline:

- BBA → BBA
- BCA → BCA

#### **II. Eligibility Conditions**

##### **For FYUGP Major Switching**

1. Students must have successfully completed the First and Second Semesters.
2. Students must have earned a minimum of 20 credits in each of the first two semesters.
3. Major Switching shall be permitted only to a discipline studied as:

- Minor Course, or
- Multidisciplinary Course (MDC)

during the First and/or Second Semester.

### **For FYUGP College Transfer**

1. Students must have earned a minimum of 20 credits in each of the first two semesters.
2. Transfer shall be permitted only to a college offering the concerned Major discipline.

### **For BBA/BCA Transfer**

1. Students must have earned a minimum of **20 credits in each of the first two semesters**.
2. Transfer shall be permitted only within the same programme:
  - BBA to BBA
  - BCA to BCA.

## **III. Selection Criteria**

### **FYUGP Major Switching**

Rank lists will be prepared based on the total credit points secured in the relevant Major, Minor, and MDC courses studied during the First and Second Semesters.

### **BBA/BCA Transfer**

Rank lists will be prepared based on the total credit points obtained in Core Courses during the First and Second Semesters.

## **IV. Documents to be Produced**

Applicants shall submit:

1. Application Form in the prescribed format.
2. Consolidated Grade Card/Mark Statement of First and Second Semesters.
3. No Objection Certificate (NOC) from the Principal/Head of Institution.
4. Certificate from the Principal stating that the student has not been involved in ragging or any disciplinary misconduct.
5. Community Certificate (if reservation benefits are claimed).
6. Any other documents prescribed by the University or College.

## **VI. Important Instructions**

1. Applications will be considered strictly against available vacancies.
2. Submission of an application does not guarantee allotment.
3. Students shall ensure that all information and documents submitted are correct and complete.
4. Any discrepancy detected during verification will lead to rejection of the application.
5. Decisions of the College regarding eligibility, ranking, allotment, and admission shall be final.

## VII. Submission of Applications

Eligible students may submit applications to the Office of the FYUGP Nodal Officer on or before June 10, 2026

For further clarification, students may contact the Office of the Dean of Student affairs/College Office during working hours.



A handwritten signature in blue ink, appearing to be "P. Prasad", written over a horizontal line.

**Principal**