

"ഭരണഭാഷ- മാതൃഭാഷ"



കേരള സർക്കാർ

സംഗ്രഹം

ഉന്നത വിദ്യാഭ്യാസം - കെ.ജി.സി.ഇ (കേരളാ ഗവണ്മെന്റ് സർട്ടിഫിക്കറ്റ് എക്സാമിനേഷൻ) കോഴ്സുകൾ - കരിക്കുലം പരിഷ്കരണം 2022 - അംഗീകരിച്ച് ഉത്തരവ് പുറപ്പെടുവിക്കുന്നു.

ഉന്നത വിദ്യാഭ്യാസ (ജെ) വകുപ്പ്

സ.ഉ.(കെ) നം.27/2023/HEDN തീയതി, തിരുവനന്തപുരം, 17-01-2023

പരാമർശം :- സാങ്കേതിക വിദ്യാഭ്യാസ ഡയറക്ടറുടെ 11.11.2022 - ലെ സി4/48030/19/ഡി.ടി.ഇ നമ്പർ കത്തും 15.12.2022 - ലെ സി3/21825/22/ഡി.ടി.ഇ നമ്പർ കത്തും.

ഉത്തരവ്

സാങ്കേതിക വിദ്യാഭ്യാസ ഡയറക്ടറുടെ പരാമർശകത്തുകളിലെ വിവരങ്ങളുടെ അടിസ്ഥാനത്തിൽ കെ.ജി.സി.ഇ കോഴ്സുകളുടെ കരിക്കുലം പരിഷ്കരണം - 2022 (അനുബന്ധമായി ചേർത്തിരിക്കുന്നു) അംഗീകരിച്ച് ഉത്തരവ് പുറപ്പെടുവിക്കുന്നു. പുതിയ സിലബസ് അനുസരിച്ചുള്ള പശ്ചാത്തല സൗകര്യങ്ങൾ ഒരുക്കുന്നതിന് കെ.ജി.സി.ഇ സ്ഥാപനങ്ങൾക്ക് ആവശ്യമായ സമയം ലഭിക്കുന്നു എന്ന് സാങ്കേതിക വിദ്യാഭ്യാസ ഡയറക്ടർ ഉറപ്പു വരുത്തേണ്ടതാണ്.

(ഗവർണ്ണറുടെ ഉത്തരവിൻ പ്രകാരം)

RAJESH M

ഡെപ്യൂട്ടി സെക്രട്ടറി

പകർപ്പ് :-

1. സാങ്കേതിക വിദ്യാഭ്യാസ ഡയറക്ടർ, തിരുവനന്തപുരം.
2. ഇൻഫർമേഷൻ ഓഫീസർ, വെബ് & ന്യൂ മീഡിയ, ഐ&പി.ആർ.ഡി
3. [www.highereducation.kerala.gov.in](http://www.highereducation.kerala.gov.in)
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ഉത്തരവിൻ പ്രകാരം

Signed by

Salini.p

Date: 17-01-2023 16:20:36

**STATE BOARD OF TECHNICAL EDUCATION, KERALA**  
**Directorate of Technical Education,**  
**Thiruvananthapuram, Kerala**

Rules and Regulations for KGCE Programs approved by the  
State Board of Technical Education, Kerala

REVISION 2022

Prepared by

**STATE INSTITUTE OF TECHNICAL TEACHERS**  
**TRAINING & RESEARCH, KERALA**

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## **Preface**

Curriculum serves as the foundation on which educational edifice is built upon. Curriculum needs constant updation after ongoing scrutiny, to stay relevant and on par with the developments in the concerned field of Technical knowledge.

SBTE, Kerala is the affiliating body of KGCE programs of various Institutes in Kerala, Periodical revision of various KGCE programs is undertaken by State Institute of Technical teachers Training and Research (SITTTR) which is the academic body of the Directorate of Technical Education, Kerala.

This Revision Curriculum 2022 document pertains to KGCE for Engineering Programs in different specializations. The Revision 22, Curriculum shall be followed for the conduct of various KGCE programs in Institutes, whose programs are approved by DTE, Kerala for the 1<sup>st</sup> year of the academic year 2022 onwards.

The task of the curriculum revision is time consuming and needs to be undertaken with extreme diligence. For facilitating the process, the following committees were constituted under the overall guidance of the Director of Technical education:

1. Curriculum Revision Monitoring Committee
2. Curriculum Revision Implementation Committee
3. Curriculum Revision Academic Committee
4. Curriculum Revision Core Committee

Further, inputs from Industry were gathered from various experts in the respective fields.

The curriculum is designed to have a total hours of 1440 hours per year, including courses in basic mathematics and science, Engineering Drawing, Employability skills, On the Job Training, Trade Theory and Practicals with focus on fundamentals and discipline level courses. The Curriculum revision is envisaged to be, contemporary, socially relevant and Industry ready.

## - Definitions

### **1.1 Academic Calendar**

Academic calendar means the calendar of academic activities undertaken during an academic year as prescribed by the Directorate of Technical Education, Kerala.

### **1.2 Academic year**

Academic year in relation to the KGCE program means 12 months which includes instructional periods, holidays and examinations

### **1.3 Contact hours/Instructional hours**

60 minutes of theory/practical/project work sessions constitute a contact/instructional hour.

### **1.4 Course**

Course means the study of an individual subject in a particular year which shall include theory, practical, project work etc.

### **1.5 KGCE Certificate**

KGCE certificate is an academic credential issued by the SBTE to a candidate on successful completion of the program as envisaged in the curriculum.

### **1.6 National Skills Qualification Framework (NSQF)**

NSQF is a nationally integrated education and competency based frame work that organizes qualifications according to a series of levels of knowledge, skills and aptitude.

**1.7 OJT**

On-Job Training (OJT) is an essential component of NSQF based Vocational Education. On-job training are work-based activities in which students engage in learning by doing in the workplaces relevant to their trade.

**1.8 Outcome**

Outcomes are broad statements that represent the level of knowledge, skill and attitude to be achieved by students on the basis of predefined levels of Bloom's taxonomy.

**1.9 Programme**

Programme means the entire course of study and assessment /examinations prescribed for the same, leading to the award of KGCE certificate.

**1.10 Qualification Pack**

Qualification pack defines the set of National Occupational Skills (NOS) aligned to a job role.

**1.11 State Board of Technical Education (SBTE)**

SBTE means the body which functions under the Higher Education Department, Government of Kerala, which regulates the matters of Diploma level and other certificate courses under Department of Technical Education in the state of Kerala.

**1.12 Student**

Student means a candidate admitted to and registered for a program in accordance with the rules and regulations of the program.

## **KGCE Revision 22**

### **1. Introduction**

The Kerala Government Certificate Examination programs courses are two year programs conducted at Institutions whose KGCE programs are approved by DTE Kerala and affiliated to SBTE Kerala. The Revision 22 curriculum is prepared by maintaining the durations of the programs. But, in order to enhance the employability of the candidates, a shift in emphasis from theoretical aspects to practical work skill training and actual field applications are made. In accordance with the revised scheme, there will be KGCE programs in eight different disciplines:

- i. Agro machinery
- ii. Automobile Engineering
- iii. Civil Engineering
- iv. Computer Engineering
- v. Electrical Engineering
- vi. Electronics Engineering
- vii. Mechanical Engineering
- viii. Refrigeration & Air conditioning

KGCE in Electronics and Communication Engineering and Radio & Television Engineering is combined to Electronics Engineering and to introduce KGCE in Computer Engineering considering the wide applications of the field, from Revision 22 scheme onwards. Each branch of study may include Theory, Engineering Drawing, Practical courses, Internship/OJT and skill training courses. This Curriculum Revision 22 framework which includes Rules & Regulations, Program scheme, Syllabus, NSQF Qualification pack scheme shall be implemented for the eight KGCE programs listed above conducted in Full time or Part time mode by approved Institutions from the academic year 2022 onwards.

### **2. Admission and Intake**

Candidates who have passed the qualifying examination – SSLC or equivalent examination recognized by the Board of Public examinations, Kerala with eligibility for higher studies can apply. Intake, list of approved institutions to which admission will take place in a particular year etc. shall be as per the approved Admission Prospectus of the particular year.

Admissions to first year shall commence as per notification of DTE based on approved prospectus of the particular year, after the SSLC/THSLC results for the year are published by the Board of Public examinations, Kerala.

Each institution, shall get approved, the list of admitted candidates with details of names, DOB etc shall be got approved by DD (Gen) for Southern region, and respective Regional Joint Directors for the Northern and Central region within 15 days after close of admission

Only candidates approved by the respective DTE/RJD's and have obtained Permanent Register Numbers shall be permitted to appear in the KGCE examination.

### **3. Medium of Instruction and Examination**

The medium of Instruction and examination shall be English. However, the candidates can answer the examinations in English or Malayalam.

### **4. Duration of the program**

The duration of the program shall be 2 academic years. All the Institutions who have received approval of SBTE for conducting the KGCE program shall work 6 hours per day for 6 days a week, from Monday to Saturday, except on Public holidays. The teaching hours per year shall be a minimum of 1440 hours per year and 3 to 4 weeks Internship. Normally, the Academic year shall span from 1<sup>st</sup> July to 30<sup>th</sup> April and annual vacation shall be during May and June.

### **5. Structure of the program**

The program shall consist of Theory, Practical, Project work and Internship/OJT. Every KGCE program shall have a curriculum, Program scheme, syllabus and NSQF qualification scheme approved by the State Board of Technical Education. The Institutes shall verify the validity and availability of the NSQF Qualification Pack/Packs (QP) every year and inform changes if any, to the DTE before the commencement of the academic year. The DTE shall accordingly, identify appropriate NSQF qualification pack/packs (QP) for the KGCE program as per availability of NSQF qualification pack/packs.



**6. Program registration**

Every student admitted to a KGCE program shall seek registration from the SBTE as per notification of the CTE. A unique Permanent Register Number shall be issued by the Controller of Technical Examinations to each student. This unique number shall be used for all references such as further year wise registration, examination registration and other academic activities.

The program registration shall be valid for 4 (four) academic years for Full time and Part time students

**7. Year wise registration**

Every student promoted to the second year has to complete the second year registration at the beginning of the second year itself. For first year students the default year wise registration shall be made along with program registration.

**8. Minimum requirements for earning 'Pass' in courses**

A candidate must secure a minimum of 40% marks in the end of the year examinations in each Theory paper, Drawing and Practical for a pass in these course. There shall be no separate minimum in the continuous internal assessment for a 'pass' in that particular course. But the total mark of the End of the year examination and the continuous internal assessment mark put together shall not be less than 40% of the total of the maximum for continuous internal assessment & End of the year examination together for each course.

**9. Eligibility for appearing for End of the year examination**

The End of the Year Examinations shall be conducted as per the notification of the Controller of Technical Examinations based on the Curriculum.

To be eligible to register for the examination, the candidates shall satisfy the following requirements:

- i. The candidate should have completed the Ist year/Ind year Registration as the case maybe.
- ii. The candidate should have met the attendance requirements as contained in Clause 12.

- iii. The candidate should have completed the academic requirements as contained in Clause 12.
- iv. Eligible candidates shall register for the examination remitting the required fee as notified by the Controller of Technical Examinations.
- v. Students who do not satisfy the eligibility requirements as in clause 9 i. ii & iii shall have to register for the same first year or second year as and when it is offered in the institution afresh and shall have to fulfill such conditions prescribed by the State Board of Technical Education.
- vi. A student shall not be allowed to re-register for a course or reappear for an examination for which he/she has earned a 'Pass'.

#### **10. Promotion to second year**

A student is promoted to the Second year only if he/she had the eligibility for appearing for the first year examination satisfying clause 9.

#### **11. Roll out and Readmission**

A student with 15 working days of continuous absence shall be removed from roll. He/she shall be readmitted only if he/she has claimed for readmission within 15 days from the date of roll out. Readmission can be sought only to the year in which he/she was studying at the time of being rolled out. Attendance for eligibility for appearing for the End of the Year examination in such cases shall be counted from the commencement of the particular academic year. The Rolled out days shall be treated as Absent for calculating the attendance requirements.

#### **12. Repeating a year**

A student with less than 75% of attendance and has not condoned the shortage of attendance or has attendance less than 65% or he/she has not completed all the prescribed laboratory, practical, workshop practical or any other kind of practical course including drawing, project work etc. as prescribed in the curriculum and got certified by the Principal/faculty in charge of the concerned programme shall have to repeat the year. He/she can repeat the year only with the succeeding batch as and when it is offered in the institution. This shall be at the discretion of the Principal,

who should be satisfied on the genuineness of absence and approval of DTE. In case there is a scheme change at the time of readmission, the candidate shall seek the permission of DTE, for scheme change through the principal of the institute. If approved, the validity of registration for the scheme changed candidates, shall be as in the scheme to which the candidate was first admitted and shall be counted from the date of admission to the program.

### **13. Assessment**

#### **I. General**

- a. Candidates shall be assessed each year, by continuous Internal assessment and End of the Year examination.
- b. The end of the year examinations shall be conducted by the CTE as per curriculum for all the Courses.
- c. The continuous Internal assessment shall be conducted by the respective Institute as per the curriculum.
- d. The maximum marks awarded for Internal continuous assessment and end of year examination shall be as in the scheme of the particular program.

#### **II. Continuous Internal Assessment**

- i) The faculty concerned will maintain a record of all details of continuous Internal assessment including attendance, Internal assessment marks and related documents. The marks awarded shall be entered in the appropriate log book.
- ii) The continuous internal assessment marks of each year shall be published at least two weeks before the end of the academic year. The student can represent their grievances, if any, in respect of marks awarded, to the Principal. After corrections/redressing grievances if any, the final continuous internal assessment marks shall be entered in the Internal Mark Register at least one week before the end of the academic year. The final continuous internal assessment marks shall be submitted to CTE each year, as stipulated by CTE.

Continuous Internal assessment for Theory courses

- Criteria for continuous internal assessment for Theory courses shall consist of Tests, Assignments and Attendance
- Award of internal marks will be based on the marks scored in tests, assignments and the attendance of the student in the proportion 40% for tests, 40% for assignment/ project and 20 % for attendance
- There shall be a minimum of 3 tests and 3 assignments per year. The average scored of 3 best test papers and the average scored of 3 best assignments, shall be taken into account for the calculation of the internal marks.

The weightage and criteria for internal assessment of Theory courses shall be as follows:

Sl. No.	Criteria Component	Weightage (%)
1	Test Papers	50
2	Assignments	30
3	Attendance (Table 1)	20

Continuous Internal assessment for Practical courses

- Criteria for Continuous Internal assessment of Practical courses shall consist of Observation note/Rough record, Fair record, test and attendance.
- The students shall keep a record of all the laboratory exercises performed by them in the form of a laboratory record. This record shall be authenticated by the faculty in charge and certified by the Principal. No student will be permitted to take any practical examination without a bonafide record.

The weightage and criteria for internal assessment for Practical courses shall be as follows:

Sl. No	Criteria Component	Weightage (%)
1	Observation Note/Rough Record	20
2	Fair Record (Timely Submission, Accuracy and Neatness)	20
3	Test	40
4	Attendance (Table 1)	20

Internal assessment for Drawing courses:

The weightage and criteria for internal assessment of Drawing courses shall be as follows:

Sl. No	Criteria Component	Weightage(%)
1	Submission of Completed Drawing Sheets (Timely Submission, Accuracy and Neatness)	40
2	Test	40
3	Attendance( Table 1 )	20

Internal assessment for project work

Sl. No	Criteria Component	Weightage(%)
1	Relevance of Topic	10
2	Knowledge of Tools	20
3	Selection of Tools	20
4	Fabrication of final product	20
5	Role of the individual in the team	20
6	Project Report	10

Attendance split up for all courses including Theory, Practical, Drawing, Project work etc. shall be as follows:

Table 1.

Sl No.	Criteria Component	Weightage(%)
1	Below 65%	0
2	65% to 85%	40
3	86% to 95%	80
4	Above 95%	100

### III End of Year examination

Theory & Drawing courses

The theory and drawing courses shall be assessed through end of year examinations, conducted by the CTE, Kerala. The duration of the examination shall be 3hours. Question papers shall:

- Be prepared based on all modules of the syllabus to assess whether the

student has achieved the desired outcomes.

- ii. Have sufficient data and related information on problems given.
- iii. Cover all sections of the syllabus as contained in the model question papers.

### **Question Paper Pattern for Trade Theory**

The general pattern of question papers for trade theory shall be as follows:

PART A : Short Answer Questions (One/Two Sentences)

5x2 Marks= 10Marks

All Questions are Compulsory. There should be at least one question from each module and not more than two questions from any module.

PART B : Analytical/Problem Solving Questions

5x6Marks = 30Marks

Candidates will have to answer Five questions out of Seven. There should be at least one question from each module and not more than 2 questions from any module.

PART C: Descriptive/Analytical/Problem Solving Questions

4x15Marks = 60 Marks

Two questions from each module with Choice to answer one question.

Model question paper shall be prepared for each course at the time of framing the syllabus. The model question paper along with the syllabus must be sent to the question paper setter for framing questions.

### **Assessment of Practical courses:**

- i. The duration of the examination shall be 3 hours.
- ii. An Internal examiner and external examiner shall conduct the end of year examination of the Practical courses. The examiners shall be appointed by the CTE. Possession of bonafide record of the work done, duly certified by the faculty and Principal concerned is a prerequisite to appear for the end of year examination of Practical courses.
- iii. Award of marks for the Practical courses (except Project work), shall be based on the criteria below:

SI No	Criteria Component	Weightage(%)
1	Fair Record	10
2	VivaVoce	20
3	Procedure&Tabulation	30
4	Conduct of Experiment	20
5	Result & Inference	20

Award of marks for Project work shall be based on criteria as below:

SI No.	Criteria evaluated	Weightage (%)
1	Development of prototype/Model	20
2	Usage of Modern Tool/Technology	10
3	Presentation (Presentation slides, delivery)	15
4	Innovativeness	5
5	Viva	15
6	Individual contribution	15
7	Group activity	10
8	Project report	10

#### 14. Internship/OJT

The following shall be ensured for Internship/OJT

1. The duration of internship/OJT shall be for two weeks.
2. Each students shall complete two week internship at an industry appropriate two weeks program
3. Each students shall start his/her internship/OJT only after prior approval of respective principal

4. The principal shall maintain following documents for the successful completion of internship/OJT for scrutiny by DTE and shall be submitted as stipulated by CTE.

#### **15. Minimum requirements for award of KGCE Certificate by SBTE**

- a. A student shall acquire a minimum of 40% marks and earn a 'Pass' in all Courses prescribed in the Curriculum.
- b. A student shall have completed the Internship/OJT as in clause 14.

#### **16. NSQF certification**

1. A candidate shall register for the appropriate NSQF qualification pack/packs as per NSQF Qualification pack/packs, requirements by remitting fees of the concerned awarding body and assessing body.
2. Candidates, after registration for NSQF certification shall appear for the NSQF assessment as per schedule of the Assessing/Awarding body. All candidates are bound by the norms of the NSQF Assessing/Awarding body.
3. Candidates who have passed the educational component of the corresponding semester and have successfully completed the required duration shall be eligible for the level certificates 3 or 4 as applicable.
4. The respective Institutes shall arrange to register their candidates for NSQF assessment in the appropriate web portal
5. The Institutes shall inform the DTE of changes in validity of any NSQF qualification pack and the DTE shall identify appropriate NSQF QP based on prevailing availability and norms

#### **17. Grading system**

- i. A candidate pass in all the subjects in one sitting securing an aggregate of 75% marks and above will be declared to have passed the examination in first class with Distinction.
- ii. A candidate passing all the subject in one sitting securing an aggregate of 60% marks and above will be declared to have passed the examination in the first class.
- i.iii. A candidate passing in all the subject in one sitting securing an aggregate of



50 % marks and above but below 60% will be declared to have passed the examination in second Class.

- iv. All other successful candidates will be declared to have passed in the examination in the Third class.
- v. Candidates shall be issued Mark lists in each year of study.
- vi. Candidate who fail in course / courses will have to reappear for the failed subjects in the subsequent sittings within their registration period
- vii. Only one examination will be conducted during each year.

### **18. Academic Monitoring and Maintaining Academic quality**

The Regional Joint Directors/ Joint Director SITTTTR/ Officers from the Controller's Office/Officers from DTE/deputed by DTE, shall conduct academic inspection as per requirement. The Institutes whose KGCE programs are approved by SBTE shall take steps to maintain academic quality and the following shall be ensured by the Principal of the Institute and verified during Academic Inspection.

- a. There shall be a 'Faculty in charge' for each batch. The Principal shall assign a faculty as the 'Faculty in charge' of a particular batch.
- b. The 'Faculty in charge' shall maintain 'Course files' for all Courses with following:
  - i. Lesson plans, graded exercises, question papers and Assignment questions used for Internal assessment and other teacher support materials which should be prepared well in advance.
  - ii. Year end feedback collected from students, at the end of each academic year, for each course.
  - i. iii. Program feedback collected from students at the end of the program.
- c. Practical work shall be done by the pupils only under the immediate supervision of the concerned teacher. Students shall maintain neat record books for all practicals. They shall be regularly valued by the concerned staff and related assessment registers and Log kept systematically.
- d. The institutes shall conduct periodical test and maintain progress cards and mark registers. At the end of the first year, the institute shall conduct Model

examination in the lines of the end of the year KGCE Examinations.

- a. Every student should attend his classes punctually. He / She should not leave the Institution during the working hours, without permission from the concerned teacher.
- b. Every student should be dressed neatly. Appropriate clothes to ensure safety is compulsory in all practical classes.
- c. Any student who is willfully insubordinate, mischievous or guilty of malpractice in examinations or guilty of any grave offence may be, according to the degree of the offence, be censured, suspended, or dismissed from the Institute by the Principal. Any such punishment inflicted shall be duly recorded in the Punishment Register and the fact intimated to the Joint Director.
- d. Any student who is found to have secured admission by presenting false certificate shall be summarily dismissed from the institute, his fees fully forfeited, and the matter reported to the police authorities.

#### **19. Administrative Control of Institutes**

All the Institutes in the State whose KGCE programs are approved for the year shall be under the overall control of the Director of Technical Education. But the Institutes in the Northern and Central regions will be controlled by respective Joint Directors. The Institutes in Southern regions will be controlled by Deputy Director (General). All proceedings in respects of recognition, shifting, withdrawal of recognition etc will go in names of these officers concerned, to whom the powers stand delegated.

#### **20. Staff requirements**

For handling the first and second year classes of one batch of 30 students each in a program, the minimum requirements of staff is fixed as follows:

30 students – 2 nos – Instructor

30 students- 1 nos– Supporting staff

Number of Instructor and Supporting staff shall be proportional to the total approved intake for Full Time / Part Time modes of the program. There shall be adequate office staff and cleaning staff for ensuring the smooth implementation of the program.

## 21. Infrastructural requirements

The Infrastructural requirements for one unit of 30 students are as follows:

- a. One classroom of minimum 30 meter square for 30 students. There shall be proportionate area as per Intake.
- b. The Laboratories and workshop for each discipline shall have space for safe arrangement of all the machinery and equipment as per Curriculum, for the smooth conduct of practical classes for all the students on rolls, without any congestion. There shall be sufficient proper ventilation and lighting.
- c. There shall be adequate number of toilets for Girls and Boys. There shall be separate toilets for girls and boys. They shall be maintained in a clean and hygienic manner with hygienic and safe methods of waste disposal.
- d. First aid, fire and safety requirements shall be ensured in all Laboratories and Workshops.
- e. There shall be Tools, Machinery and Equipment as specified in the Curriculum. The number of Tools, machinery and equipments shall be proportionate to the intake.

## 22. Registers and Records

The Institutes will maintain the under mentioned Registers up-to-date and they should be readily available for reference by any Inspecting Officers of the DTE.

- i. Admission Register
- ii. Attendance Register(Students)
- iii. Attendance Register(Staff)
- iv. Fee Collection Register
- v. Internal Mark Register.
- vi. Acquittance Register.
- vii. Stock Register for furniture
- viii. Stock Register for Tools & equipment
- ix. Examination register (Candidates present etc.)
- x. Cash Book
- xi. Visitor's Book

Any dispute arising out of the Rules and Regulations stipulated here in will be decided by the Director of Technical Examination. So also any matter not specifically covered by this scheme will be decided appropriately by the Director of Technical Education.



