



# Policy for Value-Added Courses

**P. K. M. College of Education, Madampam**



# TABLE OF CONTENTS

POLICY	3
POLICY STATEMENT	3
OBJECTIVES	3
POLICIES ADOPTED	3
ACHIEVABLE GOALS	4
APPROVAL AND REVIEW DETAILS	4



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## POLICY

Area: Skill Development

Policy No: POL021/VAC/PKM/2019

Title: Policy for Value-Added Courses

Policy Owner: Principal

## POLICY STATEMENT

Add-on courses ensure practical training, in its quantity, quality, and modalities of organization in a skill-oriented manner and aim to empower students and build marketable talents for entrepreneurship. To enrich the curriculum, this policy is issued to provide a framework for planning and organizing the value-added/ certification courses to the students.

## OBJECTIVES

- ❖ To improve the employability skills of students
- ❖ To provide an opportunity for students to develop inter-disciplinary skills
- ❖ To mold students as job providers rather than job seekers by developing organizational skills.
- ❖ Monitor and evaluate the impact of value-added courses on students' overall success
- ❖ Encourage entrepreneurship through relevant courses fostering innovation
- ❖ Provide a variety of courses catering to diverse interests and career paths.

## ROLES AND RESPONSIBILITIES

- ❖ The staff council selects the teacher in charge of all Value added courses and monitors the development of students.
- ❖ The teacher shall select a student coordinator for each course.
- ❖ Course designing will be the responsibility of the teacher-in-charge with the consent of the IQAC.

## POLICIES ADOPTED

- ❖ Duration of the value added course should be less than 30 hours.
- ❖ Ensure each course has clear objectives and learning goals.
- ❖ Provide flexibility in course selection, allowing students to tailor their learning experience to align with their interests and career goals.



  
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- ❖ Train faculty members to effectively deliver value-added courses, emphasizing practical applications and real-world relevance.
- ❖ Establish clear criteria for monitoring and evaluating the success and impact of value-added courses on students' overall development.
- ❖ Foster collaboration with industry partners to provide insights into emerging trends, ensuring courses meet professional standards.
- ❖ Leverage technology to enhance the delivery of value-added courses, facilitating online access and interactive learning experiences.
- ❖ Each faculty handling a course shall be responsible for the maintenance of attendance and assessment records for candidates who have registered for the course.
- ❖ Certificates were awarded at the end, for the students who completed the course, duly signed by the authorities.

### ACHIEVABLE GOALS

- ❖ Encourage students to take at least one value-added course annually.
- ❖ Integrate technology into the course structure
- ❖ Conduct faculty training workshops for organizing value added courses
- ❖ Employability and skill development
- ❖ Develop health related fitness.


### APPROVAL AND REVIEW DETAILS

Approval Authority	Governing body
Administrator	Principal
Approved on	10-05-2019
Next review date	May, 2024

Principal

**Nb:** Any updates or revisions required for the policy within the policy period, can be carried out by IQAC on approval by the Principal.



  
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