

Citizens' Charter 2014

Government Law College Thiruvananthapuram

Law Colleges have been established by the Government of Kerala to promote legal education so as to create skillful lawyers, judges, and legal experts to serve the society. Affiliated to the University, controlled and managed by the Department of Higher Education, Government Law Colleges are premier institutions which offer professional courses at graduate level, academic course at the post-graduate level and also research facilities to deserving candidates. In Kerala, Government Law Colleges have been established at Thiruvananthapuram, Ernakulam, Trissur and Kozhikode. All Government law colleges follow more or less the same rules and regulations in administrative and academic matters.

The Government Law College, Thiruvananthapuram came into existence in 1875 during the reign of the erstwhile Royal House of Travancore. The college was established to facilitate students in Travancore to pursue their studies in law. Accordingly right from 1894 the college made it possible for students to obtain BL Degree under the aegis of Madras Presidency. W.T.A. Cosby has the pride of place as both Professor and Principal of Maharaja's College of Law. In 1926 Professor J. John was appointed as the first Malayalee Principal. The examination in Pleader ship was done away with in 1936. In 1908 the college was included among the institutions that were put under the direct control of the DPI. Though the college was temporarily shifted to Ernakulam in 1949, it was reinstated in 1954 as Government College of Law in accordance with the University laws. From 1957 onwards the college has been functioning as a renowned institution of law affiliated to the University of Kerala. In a survey conducted in 2007 by *India Today*, this college was selected as one among the prestigious national institutions in Law. Evening courses were offered till 1998 after which they had to be stopped as per the Government orders and the directions from the Bar Council. The college has the multi-pronged goals of offering 3 year / 5 year LL. B Courses and 2 year LL.M. Course, and facilitating and supporting programmes of legal literacy, legal aid and Alternative Dispute Resolution. The College is also an approved Research Centre of the University of Kerala. From 2013 onwards. The college is living up to its reputation as a centre for the study of constitutional-international law and for giving professional training to budding lawyers. The college can

justifiably boast of creditable achievements like giving proper guidance and equipping students to prove their mettle at national and international levels, providing opportunities for dispute resolution in collaboration with the Legal Services Authority, training Civil Service aspirants, organizing national competitions in moot court and alternate dispute resolution mechanism. The college library is a rich source of knowledge with its good stock of relevant books and journals and internet access. On line Journals and AIR Software are also available .

Institutional Set-up

There is a well-established system for administration which helps in the smooth functioning of the college. Administrative Committees include Parent Teacher Association, College Staff Council, College Students Union, Anti-Ragging Cell, Committee to combat Violence against Women, Continuous Assessment Appellate Committee, Right to Information, Clinical Legal Education and Service Centre and the National Service Scheme Units. These organs have been formed and are functioning in accordance with the rules and guidelines pertaining to each of them. (For further details refer to the college calendar or to the respective government order).

Academic Programmes

Degree Level :-- Professional degree course in Law in conformity with the guidelines, rules and regulations stipulated by the National Bar Council and the University of Kerala (LL.B. Degree)
ó 5 Year LL.B. Degree, 3Year Degree based on the basic qualification, the qualifying marks in the entrance examination and aptitude test (university degree, basic qualification, qualifying marks in the entrance test and aptitude test); 80+3 seats for 5 Year course and 100+3 seats for 3 Year course. In accordance with the decision of the University of Kerala the 5 Year course is spaced in 10 semesters while 6 semesters structure the 3 Year course. The LL.M course with its mandatory project work and dissertation is confined to 4 semesters. The eligibility of candidates is decided by their qualification in the entrance test common to all government law colleges conducted by the state government fulfilling the conditions of entrance tests -- the basic qualification fixed by the university for the pursuit of a degree course in law, qualification in the entrance examination and aptitude test conducted by the Kerala State Controller of Entrance Examinations. The students who come in the merit list are admitted. Along with general merit, special merit, as per the instructions of the constitution and the criteria decided by the state

government, also forms the basis of admission. The unavoidable components of the legal profession ó drafting, pleading, conveyancing, training in moot court, studies related to the court and advocate's office and similar work experience ó are included in the syllabus of the degree course.

Post graduate Level

Students who pass their LLB examination maintaining the standard fixed by the university and who qualify in the common entrance examination and aptitude test conducted by the Controller of Entrance Examinations are eligible for admission to LLM course in constitutional law and international law with project work and dissertation spanning 4 semesters. Continuous internal assessment, written examination, viva voce and practical training are the basics for the evaluation of and for the marks and ranks in the qualifying examinations at both the graduate and post-graduate levels.

Research Centre

The University of Kerala has recognised the Govt. Law College , Tvpm as an approved Research Centre of the University, vide order No. Ac.EI. A3/059961/2012 Dated 9/12/2013.

There are three Approved Research Guides in the College. Research Scholars can register for Ph. D in this Centre under the guidance of these guides and pursue their studies . The Law College Library has both ancient and latest books and also online Journal *Manupatra* and AIR software for reference for students and researchers.

Legal Awareness Programmes

The college hosts a number of socially beneficial programmes like legal awareness, free legal aid, lok adalat and mass education in collaboration with the legal service authority and with the invaluable voluntary help from teachers, lawyers, judges and other luminaries in the legal profession. People, institutions, organizations and local self- government bodies can avail of the services of this college by applying either directly or by mail or e-mail.

National Service Scheme

The National Service Scheme has the primary objective of developing the spirit of co-operation, service and discipline among the youth. The unit of the National Service Scheme in the college is actively involved in extra/co-curricular activities like blood donation and developing an eco friendly attitude in students through nature clubs. Under the able leadership of the programme officers, who are appointed by the Principal, with the sanction of the university, from the members of the faculty, students get ample opportunities to participate in camps and to learn the art of living together.

Administrative Office

The college moves ahead with an active administrative office. The Principal, the chief administrator of the institution, is supported by the work force under the Administrative Assistant. The Administrative Assistant is vested with the responsibility of monitoring the general administration of the institution, the planning of development schemes, the maintenance of assets, the supervision and control of non-teaching staff and making available the facility of Right to Information under the guidance and surveillance of the Principal. The Head Accountant is in charge of finance, the distribution of salary, scholarships, fee concessions and P.F. Moreover in the absence of the A.A. it is the H.A. who is entrusted with the additional charge of the A.A. The Upper Division Clerks and Lower Division Clerks undertake the administrative duties entrusted to them by the A.A. The Confidential Assistant is a pillar of strength to the Principal in both academic and administrative matters of the institution. The C.A. is also entrusted with the task of providing the requisite stationery for the day-to-day activities of the institution, of procuring printed forms from government departments and maintaining an account of the expenses to be produced as and when need arises and also of providing reprographic assistance necessary for the smooth functioning of the institution. Class IV staff keep the campus clean, perform the individual duties assigned to them.

Smart Classes

In order to enhance the quality of presentations in classrooms facility for power point are made. LCD Projectors are permanently fixed in selected classes.

All teachers are provided with computers with internet facility and lap tops and for data storage and use in classrooms.

Law College Website

The Government Law College, Thiruvananthapuram is having a full fledged website <http://glctvpm.com/> with all details relating to faculty, facility, programmes, Admission rules, latest news, photos etc. Articles written by teachers and students are available under the head *downloads*. Samples of Question papers and model answers are also included.

Computer Centre

The College has a computer Centre with 10 Computers with internet and printers facility for the use of students. A nominal fee of Rs. 5 per hour and printing charges are collected from the students to regulate the misuse of facility.

Admissions

The Principal grants admission only to those candidates who have been included in the merit list published by the controller of entrance examinations and who appear in time on the day of the interview with the necessary documents and who remit the fees as per government orders issued from time to time. (See for details, www.glctvpm.com> Admissions. Concessions are available to students as per the provisions of the KPCR, SEBC, OBC, SC/ST, and scholarships awarded only to fishermen's children. The forms for fee concession are available in the college office. Students eligible for fee concession have to submit their application to the Principal in the prescribed form duly filled as per the rules and regulations in order to avail of the concessions due to them.

University Merit Scholarships

Students of degree and post-graduate who obtain marks above 60% can apply for the University Merit Scholarship through the college. The scholarship would be awarded after the

university examines the applications and is convinced of the students' eligibility. Students who are eligible for fee concessions and for the 'free chance' to appear a second time allowed to those students belonging to the SC/ST OEC categories who do not get through the examination in the first chance can submit their applications in the prescribed form with the necessary documents to the college office. The college also provides ample opportunities to students to apply for the various scholarships sanctioned by the government, endowments and scholarships instituted by the PTA.

Hostel Facility

The ladies hostel located in the college campus accommodates ---- students under the supervision of the hostel warden. Admissions to the hostel are made on the basis of the applications submitted by the students with relevant documents and of the recommendation of the warden. The mess committee headed by the mess secretary selected from the hostel mates and monitored by the warden has the responsibility of the hostel mess. Students have to pay a sum of Rs 1045 as caution deposit at the time of joining the hostel. The mess fees come up to Rs 1400 per month. Students from SC/ST, OEC and fishermen communities are exempted from mess fees. The hostel provides three leading newspapers and TV cable connections for the enrichment and entertainment of the hostel mates. The primary and appeal decisions on complaints related to the management of the hostel are vested in the warden and the Principal respectively. The hostel mates have to submit an application to the warden before they vacate the hostel. The caution fund will be refunded only if there is no instance of compensation for damage, fine or arrears. The warden is empowered to dismiss any inmate from the hostel if found guilty of violating the general discipline of the hostel.

Facility for Right to Information

As per the RTI Act of 2005, the Principal has the authority to recommend and appoint the the Public Relations Officer and the Appellate Authority. The PRO is the Administrative Assistant and a member of the teaching faculty is the Appellate Authority. The applications for RTI and for the appellate should be submitted to the PRO and the Appellate Authority respectively. The application for RTI should be accompanied by an application fee of Rs 10 in the form of bank cheque/ demand draft/ court fee stamp/ treasury chellan. Fees are not levied for the scrutiny of

documents in the first hour. But a fee of Rs 10 is levied for each of the succeeding hours. A fee of Rs 2 is charged for A 4 size copy and for copies from A 3 size and above the actual fee is taken. The resolution of ordinary applications and appeals will come out within a month. Students from BPL and SC/ST Categories are entitled to fee relaxation.

(For further details read RTI Act 2005).

Address of the PRO - Administrative Assistant ,Government College of Law Barton Hill, Vanchiyoor P.O. Thiruvavanthapuram ó 695035 Telephone ó 0471 2304228

Address of the Appellate Authority

Principal, Government Law College , Barton Hill, Vanchiyoor P.O. Thiruvavanthapuram ó 695035

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