
MANDATORY DISCLOSURES

AICTE File No. : PG/KER/PGDM/2008/08

Date and Period of last approval: 23-March-2025 (Academic year 2025-26)

I. INSTITUTION DETAILS

1.	Name of the Institution	Sadanam Institute of Commerce and Management Studies (SICOMS)
2.	Address	Gandhi Seva Sadan P.O., Perur, Pathiripala, Palakkad District Kerala State, India PIN – 678302
3.	Phone	Landline: 0491 – 2874861/ 62/ 63 Mobile: +91 9895107338
4.	Email	info@sicoms.edu.in / info@sicoms.info
5.	Website	www.sicoms.edu.in
6.	Office hours	9.30 a.m. to 4.30 p.m., Campus open from 8 a.m. – 6.00 p.m
7.	Nearest Railway Station	Ottapalam (12 km)
8.	Nearest Airport	Coimbatore (90 kms)
9.	Type of Institution	Private-Self financed, Non-Minority and Co-Ed

II. TRUST DETAILS

1.	Managing Trust	Gandhi Seva Sadan Charitable Trust (GSSCT)
2.	Address	Gandhi Seva Sadan P.O., Perur, Pathiripala, Palakkad District Kerala State, India PIN – 678302
3.	Phone	Landline: 0491 – 2874861/ 62/ 63 Mobile: +91 9895107338
4.	Email	info@gssct.org.in / managingtrustee@gssct.org.in
5.	Website	www.gssct.org.in

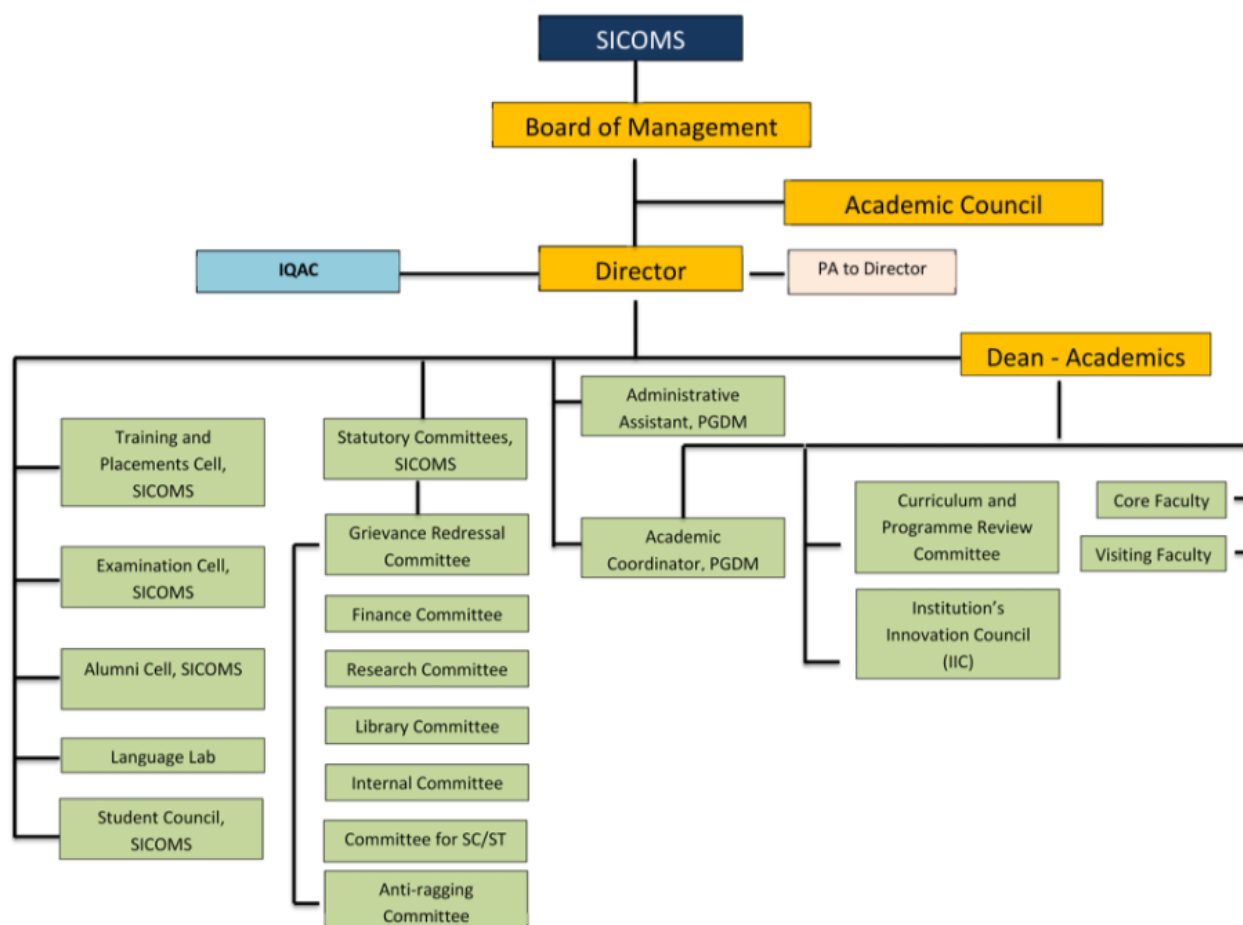


III. INSTITUTE DIRECTOR

1.	Name	Prof. Ravikumar K.
2.	Address	Gandhi Seva Sadan P.O., Perur, Pathiripala, Palakkad District Kerala State, India PIN – 678302
3.	Phone	Landline: 0491 – 2874861/ 62/ 63 Mobile: +91 9895588999
4.	Email	director@sicoms.edu.in

IV. GOVERNANCE

A. Organizational Chart



B. Governing Body (Trust)

1. Prof. Ravikumar K., Managing Trustee
2. Mrs Gitanjali M., Trustee
3. Ms. Aparna Menon, Trustee
4. Ms. Amritha Menon, Trustee

C. Board of Management

	Designation	Name	Status
1.	Chairman	Prof. Ravikumar K.	Managing Trustee, GSSCT & Director, SICOMS
2.	Member Secretary	Dr. Balagopal P. K.	Dean, SICOMS
3.	Member	Mrs. Gitanjali M	Educationist
4.	Member	Mr. Krishna Kumar Warriar	Industry Expert
5.	Member	Mr. Farshad Hashmi	Industry Expert
6.	Member	Prof. Murukan Babu C. R.	Educationist
7.	Member	Prof. Santhosh Kumar S.	Nominee AICTE - Professor, School of Management Studies, CUSAT Main Campus, Cochin University
9.	Member	Ms. Liji Ravindran	Assistant Professor
10.	Member	Ms. Umadevi V. C.	Assistant Professor

D. Academic Council

	Designation	Name	Status
1.	Chairman	Prof. Ravikumar K.	Director, SICOMS
2.	Member Secretary	Dr. Balagopal P. K.	Dean, SICOMS
3.	Member	Ms. Liji Ravindran	Associate PoP
4.	Member	Ms. Umadevi V. C.	Assistant Professor
5.	Member	Dr. Divya N. D.,	Assistant Professor & IIC Coordinator
6.	Member	Ms. Aardra	Librarian
7.	Member	Ms. Surabhi R.	Exam Coordinator
8.	Member	Ms. Smitha M.	External Member – Subject Expert
9.	Member	Mr. Harikrishnan S. B.	External Member –

			Industry Expert
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E. Grievance Redressal Mechanism

Grievance redressal mechanisms exist for Students, Staff and Faculty. A complaints/suggestions drop box is available on campus. An online grievance redressal mechanism is available on the website. The institute has constituted Grievance Redressal Committee for AY 2025-26

S.No.	Name	Designation	Role
1.	Prof. Ravikumar K.	Director	Chair
2.	Dr. Balagopal P. K.	Dean	Secretary
3.	Ms. Liji Ravindran	Associate PoP	Member
4.	Ms. Umadevi V. C.	Assistant Professor	Member
5.	Ms. Preetha	Head, Finance, GSSCT	Member

F. Anti-Ragging Committee & Squad

The institute complies with all anti-ragging guidelines for educational institutions. An institutional Anti-Ragging Committee has been constituted for AY 2025-26.

S.No.	Name	Designation	Role
1.	Dr. Balagopal P. K.	Professor	Presiding Officer
2.	Ms. Umadevi V. C.	Assistant Professor	Member
3.	Ms. Surabhi R.	Assistant Professor	Squad
4.	Ms. Sundari C.	Non-teaching staff	Squad
5.	Ms. Aswathy P.	PGDM BT 24-26	Student Member
6.	Mr. Saidalavi M. N.	PGDM BT 24-26	Student Member

G. Internal Committee

The institute has constituted an Internal Committee for AY 2025-26 as per statutory requirements to address grievances related to specifically discrimination, and other forms of misconduct as per regulations. The following are the members of the committee:

S.No.	Name	Designation	Role
1.	Ms. Liji Ravindran	Associate PoP	Presiding Officer
2.	Dr. Divya N. D.	Assistant Professor	Member
2.	Ms. Umadevi V. C.	Assistant Professor	Member
3.	Ms. Poornima S.	Admin Assistant	Member
4.	Ms. Ardra Shonu P.	Librarian	Member
5.	Mrs. Gitanjali M.	Trustee, GSSCT	External Member
6.	Ms. Faseela S.	PGDM BT 24-26	Student Member
7.	Ms. Aswani V.	PGDM BT 24-26	Student Member
8.	Ms. Aathira S. Menon	PGDM BT 25-27	Student Member

H. Committee for SC/ST

The institute has constituted the Committee for SC/ST for the academic year 2025-26 with the members as given below:

S.No.	Name	Designation	Role
1.	Dr. Balagopal P. K.	Dean	Chairperson
2.	Ms. Poornima Sujith	Administrative Assistant	Member-Coordinator
3.	Ms. Hima R.	PGDM BT 24-26	Student Member
4.	Ms. Krishnaja S.	PGDM BT 24-26	Student Member
5.	Ms. Sona P.	PGDM BT 24-26	Student Member
6.	Ms. Bindu	Staff Member	Member
7.	Ms. Santha	Staff Member	Member

V. PROGRAMME DETAILS

1.	Name of the Programme (Approved by AICTE)	Post-Graduate Diploma in Management
2.	Duration	Two Years, Regular, Full-time
3.	Pattern	Trimester (6 Trimesters)
4.	Sanctioned Intake	60
5.	Total Programme Fee (All	First Year – Rs. 2,00,000

	Inclusive)	Second Year – Rs. 2,00,000
6.	Scholarships	Granted upon request by the Trust in the form of fee waivers for students from socially or economically backward families

VI. FACULTY

1.	No. of Permanent Faculty	6
2.	Adjunct Faculty	2
3.	Visiting Faculty	5
4.	Permanent Faculty-Sanctioned Intake Ratio	1:20

PERMANENT FACULTY

1. Prof. K. Ravikumar, Director: An alumnus of IIM – A, with more than 48 years of experience in Industry & Academia
2. Dr. P. K. Balagopal, Ph.D., Dean: B. Sc., CAIIB, Ph.D. (Banking & Financial Institutions) with over 36 years of experience in Domestic & Foreign banks
3. Ms. Liji Ravindran, Asst. Professor: MCJ, PGDFTV, UGC-NET, 21 years of experience in Industry and Academia
4. Dr. Divya N. D., Asst. Professor: MBA, PhD, Over ten years of experience in industry and academics, specialising in areas of Marketing Management and Consumer Behaviour
5. Ms .Umadevi V. C., Asst. Professor: B.Com, MBA, Pursuing PhD, More than 12 years of industry and academic experience. Specialization in HR Management
6. Ms. Surabhi R., Asst. Professor: B.Com, MBA, Five years of industry and academic experience.

ADJUNCT FACULTY

1. Mr. Harikrishnan S B [MSc(Photonics), MBA(Marketing & Strategy) with 14+ years of Industry , Entrepreneurship and Academia]
2. Mr. Rakesh C K [MBA (Marketing), MA Eng., PG Diploma in Advertising, PG Diploma in Public Relations-17 Years of experience in Industry and Academia

VISITING FACULTY

1	Ms. Neema A. S.	B.Sc., M.Sc. Mathematics	5+ years in academics
2	Mr. Arun Chandran	M.Com, MBA, PG Diploma in International Business Operations, Pursuing Ph D	8+ years in Industry and Academics
3	Mr. Jimmy Nalapat	LLB (Labour Law), PG Dip in Social Science, MBA	35+ years in Industry & Academics
4	Ms. Padmasree Menon	MBA, Analytics, Statistics, Database, ERP certifications	4+ years in training
5	Ms. Sajitha P M	M.Com	6+ years in academics

VII. PROFILE OF THE DIRECTOR**Ravikumar K., B.Sc. (Hon.) (Ag), PGDM (IIM – A)**

Phone: 98955 88999; e-mail: ravikumar.time@gmail.com

Field of Specialisation: Marketing & Strategic Management

Prof. Ravikumar is the Founder Director of SICOMS. He is an alumnus of IIM – A, having taken his PGDM after his B.Sc. (Hon) degree in Agriculture from Govind Ballabh Pant University of Agriculture & Technology, Uttarakhand. He has over 40 years of experience in industry and academia.

He worked as Deputy Director of ARTIC [a subsidiary of UNICEF] at Vizag after working as Branch Manager of Federal Bank, Cheruvannur, Kerala. His stint in industry includes working as Chief Analyst of Reliance Agrotech at Goa and as General Manager – Warehousing & Food Products of MAC Industries, Chennai which gave him international exposure to agricultural produce.

He is the Founder Director of SICOMS since 2008 and additionally he was Director of Farook Institute of Management Studies, Kozhikode. He was also a Senior Professor of DC School of Management & Technology.

He had, inter alia, presented papers on ‘Genetic Resources and Intellectual Property Rights’ at Asia Pacific Workshop held under the auspices of World Intellectual Property Organisation (WIPO), on ‘Community Based Organisation and Agri Business’ in the All India

Workshop held by Community Enterprise Forum, India and delivered Dr. Moosa A Backer Endowment Lecture on ‘Globalisation, WTO and Indian Economy’.

He is currently the Managing Trustee of Gandhi Seva Sadan Charitable Trust. Gandhi Seva Sadan Charitable Trust runs SICOMS, Sadanam Kumaran College (affiliated to Calicut University) and Saroj Play & Learn School. He is also the Director of SICOMS.

VIII. ADMISSION PROCEDURE:

Admissions are conducted as per AICTE guidelines and notifications with the process starting March 1.

A. Sanctioned Intake: 60

B. Eligibility: Students who have a Bachelors Degree of minimum 3 years’ duration from any recognised university, in any discipline, are eligible to apply. Candidates must have secured at least 50% marks (45% for candidates belonging to the reserved category) in the qualifying examination.

C. Selection Process: Selection of the candidates into the programme is on the basis of scores in the aptitude test, qualifying examination and personal interview. Candidates who have qualified from the CAT (Common Admission Test), CMAT (Common Management Admission Test), MAT (Management Aptitude Test), GMAT (Graduate Management Admission Test) or K-MAT (Kerala Management Aptitude Test) can apply.

D. Weightage:

1.	Scores in Aptitude Test:	35%
2.	Marks obtained in the qualifying Bachelor’s degree	20%
3.	Personal Interview	35%
4.	Experience, Participation, Portfolio & Achievements	10%
TOTAL		100

IX. INFRASTRUCTURE & RESOURCES

Particulars	Details
Class Rooms	Available as required
Tutorial Rooms	Available as required
Computer Labs	Available as required
No. of Computers	Available as required
Network	High-speed Wi-fi
Seminar Hall	Available
Barrier- Free Environment	Compliant
Fire & Safety Certificate	Compliant
Library	As per requirement
Journal Subscriptions	15
NDL Subscription	Member of NDLI
Institution Innovation Cell (IIC)	Constituted
Social Media Cell	Constituted
Academic Bank of Credits (ABC) Compliance	Credit Data Uploaded on NAD-Digilocker
Games and Sports Facilities	Playground & Facilities Available
Teaching Learning Process	OBE Model

X. ACADEMIC CALENDAR

TERM	PERIOD
Bridge Course & Induction	July
Term 1	August - November
Term 2	December - March
Summer Internship Programme (SIP)	April - May
Term 3	June - September
Term 4	October - January
Term 5-6 - Capstone Project	February - July

XI. PROGRAMME STRUCTURE (2025-27)

Enclosed as Annexure 1.

XII. PLACEMENT DETAILS (2020-2025)

S. No.	BATCH	SECTORS	MAJOR COMPANIES	PLACEMENT PERCENTAGE
1	2018-20	Retail Sales & Marketing	Marks & Spencer Fone 4	100%
2	2020-22	Banking & Finance Sales & Marketing	SBI Cards Bajaj Finserv Spektron	100%
3	2021-23	Banking & Finance Sales & Marketing Information Technology Retail	SBI Cards Oxygen Digital Marks & Spencer Grand Mall, Dubai Veegaland	100%
4	2022-24	Banking & Finance Retail E-Commerce Logistics Information Technology Sales & Marketing	SBI Cards ESAF Bank Ample Technologies Wipro Cognizant Flipkart	100%
5	2023-25	Banking & Finance Logistics Retail Gems & Jewellery	ESAF Bank HDFC Ample Technologies SBI Cards Malabar Group	100%

Recruiter/Sector Profile: 2020-25



XIII. MoUs

S.No.	Organization	Details	Area
1.	Additional Skills Acquisition Programme (ASAP)	Government of Kerala Skilling Agency	Communication, Competency Training and Workshops
2.	Makeintern.com	E-Cell and Academia-linked Skilling Partners	Workshops, Internships, Additional Certifications, Entrepreneurship Development Programmes
3.	G-Tec Computer Education	NSDC-approved Skilling Partners	Software Training & Certifications
4.	ICA Edu Skills	NSDC-approved Skilling Partners	Workshops, Software Training & Certifications
5.	Learntech Academy	SAP-Accredited Skilling Partners	Software Training & Certifications