

SECTION-I

IMPORTANT INSTRUCTIONS

1. The Candidates are advised to **go through the Prospectus carefully** before filling up the Admission Form and follow other instructions issued from time to time. The candidates should also remain vigilant and get in touch with the Directorate at the appropriate time in case of non-receipt of study material, admit card/roll number, examination date sheet, result/DMC, etc. from the Directorate.
2. (i) For correspondence with Directorate and remission of fees etc., please **ensure to mention name**, father's name, **DDE Ref. No.**, Session, **Class**, Subject (in case of M.A./M.Sc.) and complete address, **failing which the Directorate may not be held responsible** for not sending any response to such communications or non-adjustment of fee **and consequences thereof**.

(ii) **The candidature of an applicant is liable to be cancelled** in case of non-payment of any type of dues/fee or part thereof and/or for non-submission of any document. It can, however, be restored during the session on payment of balance dues with late fee and the required documents alongwith the revival fee, as the case may be. If the outstanding dues are not remitted and the required documents are not submitted **before the termination of the theory examination** and roll number is not issued to the candidate for the annual examination, his/her candidature shall not be revived in any case thereafter. Such a candidate can, however, seek admission afresh in the subsequent session to become eligible to appear in the university examination after paying all the dues afresh, however, no adjustment/refund of fee paid in previous session will be allowed.

(iii) The date of **receipt of fee or any other document** will be the date on which the same is actually received in the Directorate(DE). The Directorate will not be responsible for failure on the part of the postal/courier services for non-receipt or late delivery of any document including payment of dues to be deposited by a student.
3. **Recognition : (a) Unless otherwise decided by the University to exclude any specific course, the examinations conducted by various recognised Indian Universities/Deemed Universities/State Education Boards are recognised (with the stipulation of No. of subject (s) or any other condition in specific cases as given in the Section-IV of ELIGIBILITY CONDITIONS of the Prospectus) for the purpose of admission to various courses in the Directorate of Distance Education.**

The above decision will, however, not apply for admission to the courses in the University Teaching Departments/Colleges including Ph.D. registration for which the admission will be done separately by the University.

(b) The examinations of **foreign Universities/Boards** which stand recognised by the Association of Indian Universities, New Delhi are recognised for the purpose of admission to various courses in the Directorate of Distance Education.
4. Acceptance of Admission Forms/fees, allotment of DDE Ref. No., issue of identity card, despatch of study material, attendance of Personal Contact Programme, etc., will be **provisional** subject to confirmation of eligibility subsequently.
5. **Pursuing Additional Course simultaneously with another course through distance education :** Unless otherwise specified, a person who is a candidate for an examination in full subjects/papers of this University, cannot simultaneously study, or appear at, another examination of this University or of any other University/Board, in the same academic year. This bar shall, however, not apply to candidate's appearing in another examination for passing or for improvement of division/result or for additional subject(s); provided that he/she does not undertake examination in more than two subjects/papers of any course simultaneously with the full subjects/papers of his/her main examination.

However, a candidate pursuing Master's degree or degree courses after B.Lib. Inf. Sc., B.Ed. etc. in this University or any other University or institutions is **allowed to seek admission simultaneously to**

Certificate/Diploma/PG Diploma courses of one year duration in the Directorate of Distance Education. Provided further that the candidates pursuing the Bachelors degree courses of Kurukshetra University can also take admission in **Certificate in Computer Application** through distance education **concurrently**.

Candidates pursuing LL.B. 3 yr. course (Evening) are not allowed to undertake Certificate Course in Urdu simultaneously. The candidates desirous of seeking admission to two courses in this Directorate as above are required to submit **two separate Admission Forms** together with requisite documents and fees, for each course. No request for adjustment in dates of examinations to suit the convenience of any candidate will, however, be entertained.

6. (a) **ALL FEES WILL BE ACCEPTED ONLY THROUGH CROSSED BANK DRAFTS** bearing the signature of the issuing authority, Identity No. and Code No. of Payee's Bank, and should be drawn in favour of the **Registrar, Kurukshetra University, Kurukshetra**, payable at Kurukshetra/Thanesar only from a bank having its branch at Kurukshetra/Thanesar.
- (b) **NO FEE SHALL BE ACCEPTED IN THE FORM OF MONEY-ORDERS/CASH OR BY CHEQUES.** However, the candidates may deposit the fee in cash directly at the **Oriental Bank of Commerce counter in the premises of the University through Directorate vouchers available in the Bank, WHICH MUST BE REPRODUCED IN THE FEE SECTION OF THE DIRECTORATE, failing which the fee/amount will not be credited/adjusted against their name and the Directorate will not be responsible for any consequences thereof.**
- (c) **STUDENTS CAN ALSO DEPOSIT FEES FROM SELECT CBS BRANCH (CENTRALISED BANKING SOLUTION) OF PUNJAB NATIONAL BANK Through Pay Fee Voucher by downloading the same from the University Website : www.kuk.ac.in.** Students are required to attach the **University Copy of the Fee Voucher issued by the CBS Branch alongwith the Admission Form, failing which the fee/amount will not be credited/adjusted against their name and the Directorate will not be responsible for any consequences thereof. In case of any difficulty, students may contact on Phone No. 01744-238360 of Punjab National Bank, Gurukul, Kurukshetra Branch.**
7. Admission Form, Examination Form and the Computer Form attached with this Prospectus duly filled in and signed by the candidate and father/guardian may be submitted alongwith other required documents alongwith fee and late fee, if any, at the time of admission.
8. Candidates are advised to **clearly mention the options** for paper(s) having options in the Admission Form and Examination Form as also in the computer form, failing which a fee of **Rs. 500/-** per subject for change of option or not filling the option(s) shall be charged.
9. **CANDIDATES ARE ADVISED TO MENTION THEIR CHOICE (I, II) OF EXAMINATION CENTRES IN COLUMN 7 OF EXAMINATION FORM APPENDED IN THIS PROSPECTUS. TENTATIVE LIST OF EXAMINATION CENTRES IS AVAILABLE AT PAGES 63 OF THE PROSPECTUS.**
10. This Directorate **has not authorized any Agency/Institution or appointed any Agent** to deal with any matter relating to admissions, examinations or other related matters. The **candidates seeking admission to distance education courses of this University are advised to contact this Directorate directly.**
11. The candidates are required to submit fresh Admission Forms/fees and all other documents, on promotion to next higher class (Part-II/III) of the course every year, except for courses of one year duration.
12. The students are advised **to bring with them their identity cards** issued by the Directorate to enable it to extend prompt service whenever **they visit the Directorate** for any purpose during the course of their study and thereafter for collection of DMC, attestation of Examination Form, etc.
13. No admission even provisional shall be made on the basis of the certificates issued by the Principal of a College. The admissions are to be made only on the basis of Certificates issued by the recognised Board/University.

14. Late admission of a candidate will not enable him/her entitled for postponement of examination/holding of fresh examination. If examinations in some of the papers have already been conducted/change of date for submission of Dissertation/Project Report/Training Report/Practical Assignment etc. or request not to charge late fee for submission of documents after the prescribed date, etc. will not be entertained.
15. The candidates should ensure timely submission of all required documents and fees as mentioned in the Prospectus failing which it will solely be responsibility of the student for any consequences including withholding of the Admit Card/Roll No. Slip, debarring him/her from appearing in the University examination without any notice.
16. **Response Sheets/Assignments** : The students in their own interest are advised to submit the written assignments for evaluation by the teachers. The written assignments may be submitted directly to the **Co-ordinator, Students' Support Services**, Directorate of Distance Education, K.U. Kurukshetra - 136119, together with a **self addressed envelope** for expeditious return of the same after evaluation by the teachers.
17. The **change of address**, if any, should be communicated **immediately** by the candidates, mentioning their **name**, father's name, **class**, session, **DDE Ref. No.** etc. to the Directorate failing which the Directorate will not be responsible for no-reply or late reply from the University.
18. **All legal disputes are subject to Kurukshetra Courts or Courts having jurisdiction in Kurukshetra.**
19. **Admission Forms appended at the end of this Prospectus, duly filled in, alongwith requisite documents, should be sent to the Director, Distance Education, Kurukshetra University, Kurukshetra - 136 119 in an envelope mentioning the name of the Course with Part/Year of the course accompanied by the following ENCLOSURES :-**
- (a) Copy of the **certificate of the qualifying examination passed duly attested by any one of the following** :
1. Gazetted officer of any State/Central Govt.
 2. Principal/Director of any recognised College/Institute.
 3. Head of the University Teaching Department or AR/DR/Officer of any recognised University.
- The candidates, who have **passed the qualifying examinations** in more than one Part, shall be required to send **attested copies of Certificates/DMC/Degree of all the Parts**. However, the candidates shall have to submit the original certificates as and when required for verification failing which their candidature may be treated as cancelled without any notice.
- (b) An attested photo-copy of the **Matriculation** or equivalent certificate in support of date of birth (Not required, if already registered with this University) alongwith an attested copy of the certificate of last examination passed.
- (c) Original **Migration Certificate** OR an **affidavit duly attested by the Magistrate 1st class** (in the case of candidates coming from Universities or Boards other than Kurukshetra University or Board of School Education, Haryana) on the proforma given at page **80** to the effect that they will not be appearing in any other examination simultaneously from any other University/Board during the session 2011-12.
- (d) A Character Certificate from the Head of the institution last attended or from a Gazetted Officer/ Sarpanch.

- (e) Six copies of recent **coloured photograph, Five Passport size** to be affixed on the space provided in the Admission/Examination Forms/Identity Card and **ONE EXTRA STAMP SIZE PHOTOGRAPH** to be affixed on the Computer Form.
The **photograph affixed on the Admission Form should be duly attested** and the remaining five unattested to be enclosed with Admission Form.
- (f) **Examination Form** should be duly filled in and signed at the appropriate places including the Roll No. Slip/Admit Card. Photos be affixed on Examination Form and Admit card at the space provided for the purpose.
- (g) **Computer Forms** duly filled in and signed by the candidate and a **stamp size photo** affixed on these forms.
- (h) **Acknowledgement Card-I** of 1st instalment of fees, duly filled in. (**Acknowledgement Card-II** is to be sent alongwith second instalment of fees).
- (i) Wherever applicable **Scheduled Caste/Scheduled Tribe/Blind Certificate**, duly signed by the 1st Class Magistrate/SDM/CMO, in original alongwith an attested copy thereof, failing which tuition fee concession may not be allowed or relaxation in percentage of marks in qualifying exam may not be given for admission to LLM course.
- (j) **Identity Card**, duly completed and photo affixed thereon.
- (k) **Employment Certificate** by employees of Kurukshetra University for claiming fee concession.
- (l) Two **self addressed envelopes** (Size 9" X 4").
- (m) SC/BC/Blind candidates of Haryana applying for admission on **prescribed forms meant for SC/BC/Blind candidates of Haryana** are required to **submit the SC/BC/Blind Certificate** or an additional amount of Rs.300/- on account of the difference of the cost of the DDE Prospectus failing which it would be treated as non-payment of fee.

- Note:-**
- (1) The **original certificate(s)**, if asked for checking the eligibility will be returned after verification, under Regd. cover.
 - (2) In case of submission of forged/bogus documents by any candidate, the matter may be **referred to the police for investigation** and registration of an FIR in the case, besides cancellation of his/her admission and disqualification from the University.
 - (3) **Non-Return of Original Documents:** The candidates must contact this Directorate **within one month** from the date of the commencement of the University examination in theory papers for the return of their original documents, after which no claim of any candidate for the return of his/her documents by the Directorate of Distance Education shall be entertained and the Directorate will not be responsible for any consequences there of.
 - (4) The Directorate will not be responsible for postal delay or loss of documents in transit.
 - (5) The candidates, who are appearing in **Compartment/Reappear Papers of any lower class** from this University or any other University/Board **simultaneously** are required to communicate their Examination Roll No. of the lower class to the Directorate immediately after its receipt to enable the office to get the result declared in time. The DMC of the result of the lower examination when declared should also be sent immediately to enable declaration of result in time. While doing so, the candidate should mention **DDE Ref. No., Examination Roll No.** etc. of the course which he/she is pursuing.

- (6) **DMC** of the candidates will be sent **by Registered post** after the declaration of the results. In case the result of any candidate is **RL** or has been declared '**Provisional**' or '**Cancelled**' etc. for any reasons, the candidates are advised to approach the Directorate/University immediately with the relevant documents to enable the Directorate to take further necessary action accordingly.

REJECTION OF ADMISSION FORM

*The Admission Form may **be rejected** due to non-fulfilment of any one or more of the following conditions, if:*

- (a) the qualifying **examination is not recognised** by the Kurukshetra University;
- (b) attested **copy of certificate/DMC of qualifying examination is not sent** with admission form.
- (c) **original certificate of qualifying examination is not produced** in the Directorate on demand;
- (d) the **Form is incomplete** or the **requisite documents are not attached** or photographs not affixed or attested. **No column should be left blank.** Write "N.A." (Not Applicable) if any column is not relevant;
- (e) Fee of **1st Instalment is not remitted** in full;
- (f) the **Admission/Computer/Examination Form(s) are not signed** by the candidate, or his/her father/guardian.
- (g) **Affidavit** duly attested by Magistrate 1st class as per specimen given in the Annexure or original **Migration Certificate** is not submitted .
- (h) Examination/Computer form(s) have not been submitted with admission form or these are incomplete.
- (i) Names of **Papers/Correct options are not filled up** in the Admission Form/ Computer Form/Examination Form.

IN CASE THE ADMISSION FORM OF ANY CANDIDATE IS REJECTED UNDER CATEGORY (b) to (h) ABOVE, THE CANDIDATURE OF SUCH A CANDIDATE CAN, HOWEVER, BE REVIVED ON SUBMISSION OF THE REQUISITE DOCUMENTS OR COMPLETION OF INCOMPLETE FORM ETC. WITH BALANCE PAYMENT TOGETHER WITH THE REVIVAL FEE OF RS. 500/- BEFORE THE TERMINATION OF EXAMINATION OF THEORY PAPERS.

INSTRUCTIONS AGAINST RAGGING:

With fifty years of its existence, Kurukshetra University has earned recognition as one of the renowned centres of teaching and research in the country. We appreciate the parents and the students for their interest and option towards pursuing their higher studies at Kurukshetra University. We wish them success in their plans towards getting admission in the programme of their choice on the campus. Those who succeed in joining a course, should be making best use of the excellent facilities and congenial atmosphere available in the University towards all round development of their personality. We would expect our students

to make best use of this opportunity and grow as able and responsible citizens. Students will be required to work hard with their energies focused towards achieving their goal.

We take pride in informing all those desirous of seeking admission, that over all these years, our University has the best traditions of maintaining a healthy and congenial academic environment. We are also glad to convey that with the determined and sincere efforts of our senior students and faculty, our campus has been free from the menace of Ragging.

What Constitutes Ragging :

Ragging constitutes one or more of any of the following acts :

- (a) any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- (b) indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- (c) asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- (d) any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- (e) exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students;
- (f) any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- (g) any act of physical abuse including all variants of it : sexual abuse, homosexual assaults, stripping, forcing absence and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- (h) any act or abuse by spoken words, e-mails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- (i) any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

All the senior students are advised to guide and treat junior students affectionately.

Junior students may contact their Chairpersons or other University functionaries like Proctor, Dean Students Welfare, Chief Warden, Wardens or Chief Security Officer for help and guidance.

Note: Use of Alcohol is prohibited on the University Campus.

SECTION-II

SCHEDULE OF DATES FOR ADMISSION & PAYMENT OF FEES

Table - I SCHEDULE OF DATES FOR ADMISSION

1.	Last Date for Receipt of Admission Forms with Fee in the Directorate (except M.B.A Part-I./M.B.A. (Hospitality Management) Part-I/M.C.A Part-I):	Upto
	(a) Without Late Fee	16-09-2011
	(b) With Late Fee of Rs. 500/-	21-10-2011
	(c) With Late Fee of Rs. 1000/-	30-11-2011
2.	*Last Date for receipt of Admission Forms for M.B.A Part-I./ M.B.A. (Hospitality Management) Part-I/M.C.A Part-I:	21.10.2011

*** NO ADMISSION FORM FOR ADMISSION TO M.B.A. PART-I/M.B.A. (HOSPITALITY MANAGEMENT) PART-I/M.C.A. PART-I WILL BE ENTERTAINED EVEN WITH LATE FEE AFTER 21.10.2011. ADMISSION FEE FOR THESE COURSES IS NOT REQUIRED TO BE SENT ALONGWITH THE ADMISSION FORM. ADMISSION DUES FOR THESE COURSES ARE TO BE PAID ONLY ON DEMAND FROM THE DIRECTORATE.**

Note:-(i) In the event of last date falling on a Holiday, as mentioned in the above Schedule, the next working day shall be treated as the last date.

(ii) A candidate whose result of ANNUAL EXAMINATION (Not applicable for Compartment/Re-appear/Re-evaluation, UMC, Mercy chance cases, etc.) is declared late by the Kurukshetra University/Board of School Education Haryana, for no fault of his/her, if otherwise eligible, may be allowed admission to the corresponding higher class within 15 days from the date of despatch of result card (as mentioned on the result card), without late fee, and after that the admission form shall be entertained with usual late fee provided that the candidate is in a position to fulfil the requirement of attendance in the PCP of the course at that stage.

Admission will also be allowed to various courses to the candidates, who on declaration of their result of supplementary examination/compartments/re-appear/re-evaluation become eligible for admission, during the session, with usual late fee but ordinarily upto such date as may be prescribed in the Prospectus from time to time provided that the Personal Contact Programme of the course is not yet over after that the Admission Form may be considered with usual late fee subject to the condition that the candidate is in a position to fulfil the requirement of attendance in the PCP of the respective course at that stage.

(iii) No late fee is applicable in the case of the candidates residing in a foreign country.

Table - II FEES PAYABLE (PER ANNUM)

	CC in Urdu	B.A.-I/II/III PGDT(H/E)	M.A./II (Phil./Skt./ Panjabi)	B.Com. I/II/III	PGDEE
Ist Instalment	1400	2000	2200	2300	2500
IInd Instalment	1400	2000	2200	2300	2500
TOTAL	2800	4000	4400	4600	5000
	CCA/PGDEMM M.A.-I/II(All others) M.Sc.-I/II (Math)	M. Sc.-I/II (Geog.)	D. Lib.Sc./B. Lib. Sc. M.Com.-I/II/M.A. (DSS)-I/II PGDJMC/MA(MC)-I/II	M.Lib.Sc.	LL.M. I/II
Ist Instalment	3000	3100	4000	4500	5000
IInd Instalment	3000	3100	4000	4500	5000
TOTAL	6000	6200	8000	9000	10000
	BIM-I/II/III M.A.(Edu.) I/II	BCA-I/II/III PGDCA	MSc CS (SW)-I/II MCA-I/II/III	MBA-I/II/III MBA(HM) I/II/III	B.Ed.* II
Ist Instalment	6000	6500	7500	7500	10000
IInd Instalment	6000	6500	7500	7500	10000
TOTAL	12000	13000	15000	15000	20000

- Note:-**(1) *Only for those students who are already enrolled with the Directorate during the session 2010-11 and have completed the 1st Year of B.Ed successfully.
- (2) **The students of courses having 2-years and 3-years duration enrolled with this Directorate for the session 2010-11 and have appeared in the examinations held in April/May 2011 but could not clear 50% papers of Part-I and Part-II examinations may also be provisionally allowed to join part-II and Part-III of the concerned courses by paying an additional fee of Rs. 500/- per deficient paper payable to the University at the time of admission subject to their clearing the remaining papers of Part-I and Part-II examinations in the permissible number of chances.**
- (3) **Additional fees such as late admission fee, late examination fee, etc., wherever applicable are required to be paid with the first instalment.**
- (4) Fee shall be charged separately for each Part of the course. For the Courses having more than one year duration, the candidates are required to submit fresh Admission Form & fee on promotion to next higher class every year.
- (5) In case of revision of various fees etc. during the academic session, the students will have to pay the difference in fee structure, etc.
- (6) **The Scheduled Caste/Scheduled Tribe/Blind candidates belonging to Haryana State seeking admission to any 1-year/1st year of 2-Years/3-Years course(s) are entitled to full tuition fee concession. They shall pay the balance fee in two equal instalments (first at the time of admission and second as mentioned in Note No. 7 below), provided they attach SC/ST/Blind candidate certificates in original duly signed by the 1st Class Magistrate/SDM, alongwith attested copy of their Admission Forms. The blind candidate certificate only signed by the CMO will be accepted.**

- (7) Last date for payment of **Second Instalment** of fees for B.A./B.Com./B.I.M./B.C.A./B.Lib.Sc./B.Ed./D.Lib. Sc./CCA/CCU is **03.01.2012** and for Master Degree/Diploma and other courses, it is **03.02.2012**. **Late fee of Rs. 500/-** will be levied on the candidates who fail to pay the second instalment in full or part thereof by the prescribed dates. The students who fail to pay the second instalment with late fee and other balance dues, if any, before the date of termination of the theory examinations, will not be issued admit cards for the examinations. Such candidates will have no claim for refund/adjustment of fee already paid.
- (8) **Acknowledgement Card-II** appended at the end of the Prospectus duly filled in by the candidates should be enclosed, with the payment of second instalment.
- (9) **No separate intimation will be sent for payment of second instalment of fee.**
- (10) The candidates are required to pay the dues in time without waiting for any communication from the Directorate.

Table - III BREAK-UP OF FEES PAYABLE

ITEM	CC in Urdu	B.A.-I/II/III PGDT(H/E)	M.A./II (Phil./Skt./Panjabi)	B.Com. I/II/III	PGDEE
TUITION FEE	1400	2000	2200	2300	2500
BLDG. FUND	300	300	300	300	300
DEV. FUND	300	300	300	300	300
R.K. FUND	100	100	100	100	100
OTHER FEES*	700	1300	1500	1600	1800
TOTAL	2800	4000	4400	4600	5000

ITEM	CCA/PGDEMM M.A.-I/II(All others) M.Sc.-I/II (Math)	M. Sc.-I/II (Geog.)	D. Lib.Sc./B. Lib. Sc. M.Com.-I/II/M.A. (DSS)-I/II PGDJMC/MA(MC)-I/II	M.Lib.Sc.	LL.M. I/II
TUITION FEE	3000	3100	4000	4500	5000
BLDG. FUND	300	300	300	300	300
DEV. FUND	300	300	300	300	300
R.K. FUND	100	100	100	100	100
OTHER FEES*	2300	2400	3300	3800	4300
TOTAL	6000	6200	8000	9000	10000

ITEM	BIM-I/II/III M.A.(Edu.) I/II	BCA-I/II/III PGDCA	MSc CS (SW)-I/II MCA-I/II/III	MBA-I/II/III MBA(HM) I/II/III	B.Ed. II
TUITION FEE	6000	6500	7500	7500	10000
BLDG. FUND	300	300	300	300	600
DEV. FUND	300	300	300	300	400
R.K. FUND	100	100	100	100	200
OTHER FEES*	5300	5800	6800	6800	8800
TOTAL	12000	13000	15000	15000	20000

- Note :-** (1) *This includes Examination/Regn./Eligibility /Continuation /(Alumni Fee-Rs.100/-) etc. but exclusive of late admission or late exam. fees, etc.
- (2) Fees mentioned above are charged annually payable in two instalments .
- (3) In case the candidature of any candidate is cancelled due to non-submission of attested copies of certificates of qualifying examinations or any other such documents, his/her candidature can be revived on submission of the required document with a revival fee of Rs. 500/- before the termination of examination in theory papers of the relevant course.
- (4) If the result of qualifying Examination is declared after the submission of Admission Form, in that case usual late fee as is applicable at the time of submission of the certificate shall be charged. However, no revival fee will be charged in such cases.
- (5) The candidates who do not submit the Examination Forms alongwith their Admission Forms or who seek admission after 30.11.2011 will be charged **late examination fee** as applicable at that time.

Table - IV : FEES PAYABLE BY THE CANDIDATES RESIDING IN FOREIGN COUNTRIES

Sr. No.	Name of the Course	Fee in US \$ Per Annum
1.	B.A. I/II/III, B.Com. I/II/III	600
2.	D.Lib.Sc., B.Lib.Sc., M.A. (except Mass Comm.) I/II, MA(DSS)-I/II M.Sc. Math-I/II, M.Com. I/II, PGDEMM, PGDEE, PGDT, & CCA	650
3.	M.Lib. Sc., M.A.(MC)-I/II, M.Sc. (Geo.)-I/II, PGDJMC	700
4.	BIM-I/II/III, BCA-I/II/III, PGDCA, LLM-I/II, MBA-I/II, MBA(HM)-I/II, MA(Edu.)-I/II	750
5.	MCA-I/II/III, M.Sc. (C.Sc.) Software-I/II, MBA-III/MBA(HM)-III	850

- Note :** (i) Candidates of **foreign origin residing in India**, will pay dues as are applicable to Indian counterparts plus Rs. 1000/- per annum in addition. They will obtain clearance from the Advisor, International Students'/Registration Branch of this University before seeking admission.
- (ii) No late fee is applicable to the candidates residing in foreign countries.
- (iii) An additional incidental charges @ US\$ 100 per annum per student will be borne by the Arya Sabha, Mauritius in case any student takes admission to any course of Computer/Business Administration/Management through Arya Sabha , Mauritius.

SECTION-III

PROGRAMMES OF STUDY

A. TRADITIONAL COURSES

1. B.A. (General) (3-Year) Part-I/II/III
2. B.Com. (General) (3-Year) Part-I/II/III
3. Certificate Course in Urdu (CCU) (1-Year)
4. **Master of Arts**(2-Year) in Hindi, English, Sanskrit, Panjabi, Political Science, Philosophy
Public Administration, History & Economics Part-I/II
5. **M.A.** in Defence & Strategic Studies (2-Year) Part-I/II
6. **M.Sc.** (2-Year) in Mathematics & Geography Part-I/II
7. Master of Commerce (2-Year) Part-I/II

B. PROFESSIONAL COURSES

1. Certificate Course in Computer Applications (1-Year)
2. Diploma in Library & Information Science (1-Year)
3. P.G. Diploma in Computer Applications (1-Year)
4. P.G. Diploma in Journalism & Mass Communication (1-Year)
5. P.G. Diploma in Translation (Hindi/English)(1-Year)
6. P.G. Diploma in Export Marketing Management (1-Year)
7. P.G. Diploma in Environmental Education (1-Year)
8. Bachelor of Library & Information Science (1-Year)
9. Bachelor of Information & Management (3-Year) Part-I/II/III
10. Bachelor of Computer Applications (3-Year) Part-I/II/III
11. Master of Library & Information Science (1-Year)
12. Master of Business Administration (MBA) (3-Year) Part-I/II/III
13. Master of Business Administration (Hospitality Management)(3-Year) Part-I/II/III
14. Master of Computer Applications (MCA) (3-Year) Part-I/II/III
15. M.Sc. Computer Science (Software) Part-I/II
16. Master of Arts in Mass Communication (2-Year) Part-I/II
17. Master of Arts in Education (2-Year) Part-I/II
18. Master of Arts in Environmental Education (2-Year) Part-I/II
19. LL.M.(2-Year) Part-I/II
20. B.Ed.(2-Year) Part-II (Only for those students who are already enrolled in Part-I with the Directorate during the session 2010-11 and have completed the 1st Year of B.Ed successfully).

C. LATERAL ENTRY COURSES

1. Master of Computer Applications (3-Year) Part-II

(For candidates having passed M.Sc. Computer Science (SW) Part-I or M.Sc. (Software) Part-I or 1-year Diploma course after Graduation in Computer Sc./Comp. Appli./IT/Software/DOEACC 'A' level **from this University or any recognised University/DOEACC Society.**)

2. Master of Computer Applications (3-Year) Part-III

(For candidates having passed 2-Year M.Sc. Computer Sc. (Software), M.Sc. (Software), M.Sc. Information Technology or Master's degree in any other area of Computer Sc. **from this University or any recognised University.**)

3. M.Sc. Computer Science (Software) (2-Year) Part-II

(For candidates having passed M.Sc. Computer Science (SW) Part-I or M.Sc. (Software) Part-I or 1-year Diploma course after Graduation in Computer Sc./Comp. Appli./IT/Software/DOEACC 'A' level **from this University or any recognised University/DOEACC Society.**)

4. Master of Arts in Mass Communication (2-Year) Part-II

(For candidates having passed P.G. Dip. in J & M.C., B.J./B.J.M.C. of one year duration after graduation **from this University or any recognised University.**)

5. Master of Arts in Environmental Education (2-Year) Part-II

(For candidates having passed P.G. Diploma in Environmental Education **from this University or any recognised University.**)

6. M.B.A. (3-Year) Part-III

(For candidates having passed 2-Year PG Diploma in Marketing Management/Tourism & Hotel Management/Human Resource Management/Financial Management/Insurance Business Management/Business Management **from this University or any recognised University.**)

7. M.B.A.(Hospitality Management) (3-Year) Part-II

(For candidates having passed 1-Year P.G. Diploma in Tourism and Hotel Management/Tourism Management/Transport Management/Airlines Management/Cargo Management/Hotel Management/Front Office Management/Accommodation Operations/Food and Beverage (Service) **from this University or any recognised University.**)

8. M.B.A.(Hospitality Management) (3-Year) Part-III

(For candidates having passed 2-Year P.G. Diploma in Tourism and Hotel Management/Hospitality Management/Tourism Management/Hotel Management **OR** Master Degree in Tourism and Hotel Management/Hospitality Management/Tourism Management/Hotel Management **from this University or any recognised University.**)

Note:- In case the enrolment in any course is very low, the Directorate may discontinue the said course and the candidates admitted to such a course, will have the option either to change to another course, being offered by the Directorate subject to fulfilling eligibility of the course with adjustment or payment of difference of fee or get full refund of the fee paid by them.

SECTION - IV

ELIGIBILITY CONDITIONS

- I **Recognition of courses of other Universities/Boards:** (a) Unless otherwise decided by the University to exclude any specific course, the examinations conducted by various recognised Indian Universities/Deemed Universities/State Education Boards are recognised (with the stipulation of No. of subject (s) or any other condition in specific cases as given in this section-IV of eligibility conditions) for the purpose of admission to various courses in the Directorate of Distance Education.

The above decision will, however, not apply for admission to courses in the University Teaching Departments/Colleges including Ph.D. registration for which the University invites applications separately.

(b) The examinations of **foreign Universities/Boards** which stand recognised by the Association of Indian Universities, New Delhi are recognised for the purpose of admission to various courses in the Directorate of Distance Education.

Note: 1. Since 10+2 examinations of All India Board of Secondary Education, Delhi is not recognised by the Kurukshetra University, admissions of the candidates on the basis of having passed 10+2 from the All India Board of Secondary Education, Delhi are not permissible.

2. B.A. One Sitting examinations of the following Universities have not been recognised for the purpose of admission to Post-graduate/PG Diploma and certificate courses by this University. However, candidates, who have passed three year B.A. degree examination from these Universities, are eligible for admission to PG/PG Diploma courses of this Directorate on submission of attested copies of DMC of all the three parts:

1. Bihar University, Muzafarpur
2. Ranchi University, Ranchi
3. L.N. Mithila University, Darbhanga
4. Bhagalpur University, Bhagalpur
5. Magadh University, Bodh Gaya.

3. List of Fake Universities available on the University Grants Commission, New Delhi website www.ugc.ac.in :

1. Maithili University/Vishwavidyalaya, Darbhanga, **Bihar.**
2. Varanaseya Sanskrit Vishwavidyalaya, Varanasi (U.P.) Jagatpuri, **Delhi.**
3. Commercial University Ltd., Daryaganj, **Delhi.**
4. United Nations University, **Delhi.**
5. Vocational University, **Delhi.**

6. ADR-Centric Juridical University, ADR House, 8J, Gopala Tower, 25 Rajendra Place, **New Delhi.**
7. Indian Institute of Science and Engineering, **New Delhi.**
8. Badganvi Sarkar World Open University Education Society, Gokak, Belgaum, **Karnataka.**
9. St. John's University, Kishnattam, **Kerala.**
10. Kesarwani Vidyapith, Jabalpur, **Madhya Pradesh.**
11. Raja Arabic University, Nagpur, **Maharashtra.**
12. D.D.B. Sanskrit University, Putur, Trichi, **Tamil Nadu.**
13. Indian Institute of Alternative Medicine, Kolkata, **West Bengal.**
14. Mahila Gram Vidyapith/Vishwavidyalaya, (Women's University) Prayag, Allahabad **(U.P.)**
15. Gandhi Hindi Vidyapith, Prayag, Allahabad **(U.P.)**
16. National University of Electro Complex Homeopathy, Kanpur **(U.P.)**
17. Netaji Subhash Chandra Bose University (Open University), Achaltal, Aligarh **(U.P.)**
18. Uttar Pradesh Vishwavidyalaya, Kosi Kalan, Mathura **(U.P.)**
19. Maharana Pratap Shiksha Niketan Vishwavidyalaya, Pratapgarh **(U.P.)**
20. Indraprastha Shiksha Parishad, Institutional Area, Khoda, Makaanpur, Noida Phase-II, **(U.P.)**
21. Gurukul Vishwavidyalaya, Vrindavan, **Uttar Pradesh.**

Examinations of the following Boards not recognized for the purpose of higher studies:

1. All India Board of Secondary Education, **New Delhi.**
2. Uttar Madhyama & Purva Madhyama of MDU **Rohtak** (Gurukul Jhajjar Scheme).
3. Central Board of Higher Education, **New Delhi.**
4. Board of Adult Education and Training/Board Shiksha Sansthan, **New Delhi.**
5. Any Diploma/Exams. of Prachin Kala Kendra, **Chandigarh.**
6. Bhartiya Siksha Prishad, **Lucknow.**
7. Board of Higher Secondary Education, **Delhi.**
8. Hindi Sahitya Sammelan, Prayag, Allahabad **(U.P.)**.
9. Indian Education Council of U.P., **Lucknow.**

Note: This is not an exhaustive list of Fake Universities and Boards. Before finalizing the admissions the updated list of recognized examinations of the UGC and the Board of School Education, Haryana, Bhiwani is also required to be consulted.

4. **Intermediate Examination of Bihar Intermediate Education Council, Patna has been recognized by this University subject to the condition that certificates issued by the Bihar Intermediate Education Council, Patna shall be duly checked and verified by Kurukshetra University from the Bihar Intermediate Education Council, Patna.**

II Pursuing Additional Course simultaneously with another course through distance education : Unless otherwise specified, a person who is pursuing Bachelor and Master Degree programme and is a candidate for an examination in full subjects/papers of this University, cannot simultaneously study for, or appear in, another examination of this University or of any other University/Board, in the same academic year. This bar shall not apply to a candidate appearing in another examination for passing or for improvement of division/result or for additional subject(s); provided that he/she does not take the examination in more than two subjects/papers of any course simultaneously with the full subjects/papers of his/her main examination.

However, **a candidate pursuing Master's degree or degree courses after B.Lib. Inf. Sc., B.Ed. etc. in this University or any other University/Institutions** is permitted to seek admission simultaneously to **Certificate/Diploma/PG Diploma courses of one year duration** in the **Directorate of Distance Education**. Also the candidates pursuing the Bachelors degree courses of Kurukshetra University can pursue **Certificate Course in Computer Applications** through distance mode concurrently. However, candidates studying in LL.B.- 3 yr. course (Evening) are not allowed to pursue the Certificate Course in Urdu simultaneously.

The candidates applying for admission to two courses in this Directorate as above will have to submit two **separate admission forms** together with requisite documents and fees, for each course. No request for adjustment in dates for examinations to suit the convenience of any candidate will, however, be entertained.

III RELAXATION IN ELIGIBILITY CONDITIONS FOR ADMISSION TO M.A. (EDUCATION) PART-I & LL.M. COURSES

- i) For Scheduled Castes candidates the minimum pass marks in the qualifying examinations will be considered as the eligibility condition for admission to M.A. (Education) Part-I and LL.M. Courses.
- ii) 5% relaxation in minimum eligibility condition for admission to M.A. (Education) Part-I and LL.M. Courses will be given to the blind/physically and visually handicapped candidates.
- iii) There will be no rounding of percentage of marks for determining the eligibility for admission to various courses.

A TRADITIONAL COURSES

1. B.A.(GENERAL)

Part-I :

Pass in Senior Secondary Certificate Examination (10+2 Standard) in **five subjects** of Board of School Education, Haryana **OR** any other examination recognised as equivalent thereto by the Kurukshetra University with **English** as one of the subjects **OR** Passed Bachelor's Preparatory Programme conducted by the Directorate of Distance Education of the Kurukshetra University, opting Preparatory Course in Social Sciences and any one out of the remaining two courses, i.e. General Mathematics and Commerce.

OR

Pass in **three-year Diploma Course** examination conducted by the Board of Technical Education, Haryana or any other Board of Technical Education in India and recognised by the Director, Technical Education, Haryana as equivalent thereto, **provided that a candidate shall pass the subject of Hindi (Core) of +2 level examination**, if not already passed either at the supplementary examination of the same year or at the next succeeding annual examination. In case such a candidate fails to pass the subject of Hindi (Core) of +2 level Examination even in the next succeeding annual examination in March, 2012, his/her provisional admission/result of BA Part-I **shall be cancelled ab-initio with no claim for refund/adjustment of fees.**

Part-II/ Part-III :

Pass in B.A.(General) Part-I/Part-II examination, under 10+2+3 scheme of Kurukshetra University or of another University, the B.A. (General) Part-I/Part-II examination under open stream of this University or any other University which is recognised as equivalent to B.A. (General) examination of this University, or LL.B. Part - I/II (5 years) examination of the Kurukshetra University, provided that the subjects offered by the candidate in B.A. (General) Part-I & Part-II and LLB (5 year) Part-I & II are the same as are available in B.A.-I & II at Kurukshetra University and the candidate is otherwise eligible.

Note:- (a) The candidates who have been placed under compartment are allowed to re-appear in one subject only in the Senior Secondary examination (10+2 Standard) of the Board of School Education, Haryana or an equivalent examination of another University/ Board may be admitted provisionally for B.A.(General)/ B.Com./B.I.M./B.C.A. Part-I/D.Lib. Sc./ CCA. Such candidates shall be required to clear the compartment/re-appear subject in two chances i.e. in the supplementary examinations to be held in Sept./Oct., 2011 and in March, 2012 from the concerned University/Board. If such a candidate **fails to produce the proof of having cleared/passed/qualified the compartment/re-appear subject at the supplementary examination and at the Annual Examinations**, his/her provisional admission to the said course shall be treated as **cancelled ab initio, with no claim for refund/adjustment of fees, without any further notice.**

- (b) The candidates who have passed 10+2 examination after appearing in full subjects in the supplementary examination, 2011 shall also be eligible for admission to B.A.(General)/ B.Com./B.I.M./B.C.A.Part-I/D.Lib.Sc./CCA course provided that the candidate is in a position to fulfil the requirement of attendance in the PCP of the course at that stage. The candidates who have appeared in 10+2 examination in full subjects in the supplementary examination, 2011 but are unable to clear the examination are **not eligible** for admission.
- (c) Candidates who got compartment/re-appear in 10+2 examination in not more than one subject after appearing in full subjects in the supplementary examination 2011 may be allowed provisional admission to B.A.(General)/ B.Com./B.I.M./B.C.A. Part-I/D.Lib.Sc./ CCA course provided that the candidate is in a position to fulfil the requirement of attendance in the PCP of the course at that stage at their own risk and responsibility, subject to their passing the 10+2 examination upto March, 2012 examination and submission of result within one month from the date of declaration of their result failing which their candidature/result to the said course **shall stand cancelled ab-initio with no claim for refund/adjustment of fees.**
- (d) A candidate who has not passed the subject of English in qualifying examination may be allowed provisionally to join the B.A.(General)/ B.Com./B.I.M./B.C.A. **Part-I/D.Lib. Sc./CCA Class**, subject to qualifying the subject of English at the supplementary examination of the same year or annual examination of the following year. Provided that result of such candidates of the respective examinations shall be declared only after they have qualified in the required subject. If they do not clear the subject of English even in the next annual examination in March, 2012, their provisional admission/result to the said course **shall be cancelled ab-initio with no claim for refund/adjustment of fees. However, this condition shall not be applicable to the candidates seeking admission after successful completion of BPP programme offered by the Directorate of Distance Education, Kurukshetra University, Kurukshetra.**
- (e) A candidate who is placed under **compartment in one subject only** in the qualifying examination, i.e. B.A. Part-I, II of Kurukshetra University may be allowed provisionally to move to the next higher class subject to clearing the compartment subject in two consecutive chances upto the next annual examination to be held in April 2012.

2. B.COM.

Part-I :

Pass in Senior Secondary Examination (10+2) in **five subjects** of the Board of School Education, Haryana or any other examination recognised as equivalent thereto by the Kurukshetra University **with English** as one of the subjects.

OR

Passed Bachelor's Preparatory Programme conducted by the Directorate of Distance Education of Kurukshetra University opting Preparatory Course in Commerce and any one out of the remaining two courses, i.e. General Mathematics or Social Sciences.

OR

Pass in **three-year Diploma Course** examination conducted by the Board of Technical Education, Haryana or any other Board of Technical Education in India and recognised by the Director, Technical Education, Haryana as equivalent thereto, **provided that a candidate shall pass the subject of Hindi (Core) of +2 level examination**, if not already passed either at the supplementary examination of the same year or at the next succeeding annual examination. In case such a candidate fails to pass the subject of Hindi (Core) of +2 level Examination even in the next succeeding annual examination in March, 2012, his/her provisional admission/result of B.Com. Part-I **shall be cancelled ab-initio with no claim for refund/adjustment of fees.**

Part-II/Part-III :

Pass in B.Com. Part-I with English as one of the subjects/Part-II examination under 10+2+3 scheme or open stream of Kurukshetra University or of another recognised University, as the case may be.

Note:- Rules regarding admission of compartment candidates etc. as enumerated for B.A. (Part-I) in Notes (a), (b), (c), (d) and (e) at page 16 & 17 shall also be applicable to B.Com. students.

3. CERTIFICATE COURSE IN URDU

Pass in Matriculation examination from the Board of School Education, Haryana or any other examination recognised as equivalent thereto.

Note : A candidate shall be required to pass the Certificate Course in Urdu examination within three years of his/her admission to the course.

4. MASTER OF ARTS (PREVIOUS)

(i) **Hindi:** Pass in Bachelor's Degree examination **OR** Shastri examination (new scheme) of three year duration of Kurukshetra University or of any other recognised University .

(ii) **English:** Pass in Bachelor's Degree examination of Kurukshetra University or of any other recognised University.

(iii) **Sanskrit:** Pass in Bachelor's Degree examination **OR** Shastri (Vishishta with English) of Kurukshetra University or of any other recognised University, provided that candidates must have passed the subject of Sanskrit (compulsory or elective) at Degree level.

(iv) **Punjabi:** Pass in Bachelor's Degree examination of Kurukshetra University or of any other recognised University.

(v) **Political Science:** Pass in Bachelor's Degree examination of Kurukshetra University or of any other recognised University.

(vi) **Philosophy:** Pass in Bachelor's Degree examination of Kurukshetra University or of any other recognised University.

(vii) **Public Administration:** Pass in Bachelor's Degree examination of Kurukshetra University or of any other recognised University.

(viii) **History:** Pass in Bachelor's Degree examination of Kurukshetra University or of any other recognised University.

(ix) **Economics:** Pass in Bachelor's Degree examination with Economics of Kurukshetra University or of any other recognised University.

5. MASTER OF ARTS IN DEFENCE & STRATEGIC STUDIES (PREVIOUS)

Pass in Bachelor's Degree examination of Kurukshetra University or of any other recognised University.

6. MASTER OF SCIENCE (PREVIOUS)

(i) **Mathematics:** Pass in B.A./B.Sc. with Mathematics as one of the subjects **OR** B.A. (Hons.)/B.Sc. (Hons.) in Mathematics examination of Kurukshetra University or of any other recognised University.

(ii) **Geography:** Pass in B.A./B.Sc. with Geography as one of the subjects **OR** B.A. (Hons.)/B.Sc. (Hons.) in Geography examination of Kurukshetra University or of any other recognised University.

7. M.COM.(PREVIOUS)

Pass in Bachelor's Degree exam. in Commerce or Arts/Science with Economics/Mathematics or BBA/BIM/BTM of Kurukshetra University or any other recognised University.

8. MA/M.SC./M.COM. (FINAL/PART-II)

Pass in Part-I/Previous of the relevant course from Kurukshetra University. Provided that a candidate who has to re-appear in not more than 50% Papers of Part-I shall also be eligible for provisional admission to Final/Part-II Class of the relevant course, subject to passing the remaining paper(s) of part-I in the permissible number of chances.

Note : The candidates shall be required to pass both the parts of the course within a maximum period of **four years** from the session of their admission to the concerned course in Previous/Part-I.

B. PROFESSIONAL COURSES

1. CERTIFICATE IN COMPUTER APPLICATIONS

Pass in 10+2 Examination **in five subjects with English** as one of the subjects from the Board of School Education, Haryana or any other examination recognised by this University as equivalent thereto.

OR

Pass in three-year Diploma Course examination conducted by the Board of Technical Education, Haryana or any other Board of Technical Education in India and recognised by the Director, Technical Education, Haryana as equivalent thereto.

Note: 1. Rules regarding admission of compartment candidates etc. as mentioned for B.A. Part-I in Notes (a), (b), (c) & (d) at page 16 and 17 shall also be applicable to Certificate in Computer Applications Course.

2. A candidate who fails to pass the Certificate Course in Computer Applications examination **within three years** of his/her admission to the course shall be declared to be unfit for this course at this University.

2. DIPLOMA IN LIBRARY & INFORMATION SCIENCE

Pass in Matriculation/Higher Secondary/10+2 examination **in five subjects with English** as one of the subjects from the Board of School Education, Haryana or any other examination recognised by this University as equivalent thereto.

Note : 1. Rules regarding admission of compartment candidates, etc. as mentioned for B.A. Part-I in Notes (a), (b), (c) & (d) at page 16 & 17 shall also be applicable to Diploma in Library & Information Science course.

2. A candidate who fails to pass this course **within three years** of his/her admission to the course, shall be deemed to be unfit for the Diploma in Library & Information Science course at this University.

3. POST GRADUATE (PG) DIPLOMA IN COMPUTER APPLICATIONS

4. P.G. DIPLOMA IN JOURNALISM & MASS COMMUNICATION

5. P.G. DIPLOMA IN TRANSLATION (HINDI/ENGLISH)

6. P.G. DIPLOMA IN EXPORT MARKETING MANAGEMENT

7. P.G. DIPLOMA IN ENVIRONMENTAL EDUCATION

Pass in Bachelor's Degree exam of Kurukshetra University or any other recognised University.

Provided further that a candidate seeking admission to **PG Dip. in Translation** is required to have passed **Bachelors Degree with English & Hindi/Sanskrit**.

Note: (1) Candidates who fail to pass PGDCA, PGDJMC & PGDT (E/H), examinations **within three years** of their admission to the course concerned shall be deemed to be unfit for the course at this University.

- (2) Candidates who fail to pass PGDEMM, PGDEE, examination **within three years** of their admission to the course will be required to repeat the course de-novo.

8. BACHELOR OF LIBRARY & INFORMATION SCIENCE

Pass in Bachelor's Degree exam of the Kurukshetra University or any other recognised University.

Note: A candidate who fails to pass this course **within three years** of his/her admission to the course, shall be declared to be unfit for this course at this University.

9. BACHELOR OF INFORMATION AND MANAGEMENT (BIM)

Part-I

Pass in Senior Secondary Examination (10+2) **in five subjects with English** as one of the subjects of the Board of School Education, Haryana or any other examination recognised as equivalent thereto by the Kurukshetra University.

OR

Pass in three year Diploma Course examination conducted by the Board of Technical Education, Haryana or any other Board of Technical Education in India and recognised by the Director, Technical Education, Haryana as equivalent thereto.

Part-II

A person who has passed BIM Part-I Examination of Kurukshetra University or of another recognised University shall be eligible to join BIM Part-II. A candidate who has to re-appear in not more than in 50% papers of BIM Part-I of Kurukshetra University shall also be eligible to join BIM Part-II provisionally subject to clearing the remaining paper(s) of Part-I in the admissible chances.

Part-III

A person who has passed BIM Part-I and Part-II Examination of Kurukshetra University or of any other recognised University shall be eligible to join BIM Part-III. A candidate who has passed BIM Part-I and has got reappear in not more than 50% papers of BIM Part-II exam of Kurukshetra University shall also be eligible to join BIM Part-III provisionally subject to clearing the remaining paper(s) of Part-II in the permissible number of chances. Such a candidate who has not cleared/ passed all the papers of BIM Part-I shall not be eligible to join BIM Part-III class even provisionally.

Note :- 1. Rules regarding admission of compartment candidates etc. as mentioned for B.A. Part-I in Notes (a), (b), (c) & (d) at page 16 & 17 shall also be applicable to B.I.M. Part-I candidates.

2. A candidate, who fails to pass the whole examination (Part-I, II & III) **within six years** of his admission to the course, will be required to repeat the course de-novo.

10. BACHELOR OF COMPUTER APPLICATIONS

Part-I

Pass in Senior Secondary Certificate Examination (10+2 standard) of Board of School Education Haryana or any other examination recognised as equivalent thereto by the Kurukshetra University **in five subjects** including the subjects of English and Mathematics.

OR

Pass in three year Diploma Course examination conducted by the Board of Technical Education, Haryana or any other Board of Technical Education in India and recognised by the Director, Technical Education, Haryana as equivalent thereto.

Part-II

A person who has passed BCA Part-I examination of Kurukshetra University or of another recognised University shall be eligible to join BCA Part-II. A candidate who has got re-appear in not

more than 50% papers of Part-I examination from this University shall also be eligible to join BCA Part-II provisionally subject to clearing the remaining paper(s) of Part-I in the permissible chances.

Part-III

A candidate who has passed BCA Part-I and Part-II examinations of this University or of another recognised University shall be eligible to join BCA Part-III. A candidate who has passed BCA Part-I and got re-appear in not more than 50% papers of BCA Part-II examination of this University shall also be eligible to join BCA Part-III provisionally subject to clearing the remaining paper(s) of Part-II in the permissible number of chances. A candidate, who has not passed all the papers of BCA Part-I, shall not be allowed to join BCA Part-III class even provisionally.

Note:- 1. Rules regarding admission of compartment candidates etc. as mentioned for B.A. (Part-I) in Notes (a), (b), (c) & (d) at page 16 & 17 shall also be applicable to B.C.A. Part-I students.

2. A candidate who fails to pass the whole examination (Part-I, II & III) within **six years** of his admission to the course, will be required to repeat the course de-novo.

11. MASTER OF LIBRARY & INFORMATION SCIENCE

Pass in Bachelor's Degree in Library & Information Science (B.Lib. Science) of Kurukshetra University or any other recognised University.

Note : A candidate who fails to pass the M.Lib. & Inf. Sc. examination **within three years** of his/her admission to the course, shall deem to be unfit for this course at this University.

12. MASTER OF BUSINESS ADMINISTRATION (MBA) PART-I/ MASTER OF BUSINESS ADMINISTRATION (HOSPITALITY MANAGEMENT)PART-I/ MASTER OF COMPUTER APPLICATIONS (M.C.A.) PART-I

Part-I

Pass in Bachelor's degree examination of Kurukshetra University or any other recognised University.

IMPORTANT NOTE: ADMISSION TO M.B.A. PART-I/M.B.A. (HOSPITALITY MANAGEMENT) PART-I/M.C.A. PART-I **WOULD BE MADE THROUGH A COMMON ENTRANCE TEST** TO BE CONDUCTED BY THE DIRECTORATE AT KURUKSHETRA OR ON ANY OTHER CENTRE CREATED BY THE UNIVERSITY ON **13.11.2011**. THE COMMON ENTRANCE TEST WILL BE OF MULTIPLE CHOICE QUESTIONS OF 50 MARKS HAVING GENERAL ENGLISH, NUMERICAL ABILITY/MATHEMATICAL ABILITY, REASONING AND GENERAL AWARENESS. THE CANDIDATES DESIROUS TO SEEK ADMISSION IN MCA PROGRAMME WILL HAVE TO ATTEMPT THE QUESTIONS FROM MATHEMATICAL ABILITY. THERE WILL BE 50 QUESTIONS IN THE COMMON ENTRANCE TEST WITH NO NEGATIVE MARKING FOR WRONG ANSWERS. DURATION OF THE ENTRANCE TEST WILL BE ONE HOUR.

HOWEVER, THE CANDIDATES WHO HAVE SUCCESSFULLY CLEARED THE ENTRANCE TEST FOR ADMISSION INTO MANAGEMENT/COMPUTER PROGRAMMES CONDUCTED BY INSTITUTIONS LIKE **CAT/MAT/STATE LEVEL TESTS ETC. ARE EXEMPTED FROM APPEARING IN THE COMMON ENTRANCE TEST.**

MASTER OF BUSINESSADMINISTRATION (MBA)

Part-II

A candidate who has passed Part-I of MBA examination from Kurukshetra University or any other recognised University shall be eligible to join Part-II of MBA course. A candidate, who has got reappear in not more than 50% papers of Part-I examination from Kurukshetra University, shall also be eligible to join Part-II of MBA course provisionally subject to clearing the remaining paper(s) of Part-I in the admissible chances.

Part-III

A person who has passed MBA Part-I and MBA-II of Kurukshetra University or two- year Post Graduate Dip. in Marketing Management/Tourism and Hotel Management/Financial Management/ Human Resource Management/Insurance Business Management/Business Management, from this University or from any other recognised University is eligible to join Part-III of this course. **A candidate who has passed MBA Part-I** and got re-appear in not more than 50% papers of MBA Part-II Exam. of Kurukshetra University shall also be eligible to join MBA Part-III provisionally subject to clearing the remaining paper(s) of MBA-II in the permissible number of chances.

Note: The candidates shall be required to pass all the three parts of the course **within six years** of their admission to Part-I of this course failing which they will be required to repeat the course *de-novo*. However, this time limit would be **three years** in the case of candidates seeking admission in Part-III under Lateral Entry Scheme.

13. MASTER OF BUSINESSADMINISTRATION (HOSPITALITY MANAGEMENT)

Part-II

Pass in MBA(HM) Part-I provided that a candidate who has got reappear in not more than 50% papers of MBA(HM) Part-I examination of Kurukshetra University shall also be eligible for provisional admission to MBA(HM) Part-II class subject to passing the remaining paper(s) of Part-I in the permissible number of chances.

OR

Part-II: LATERAL ENTRY SCHEME

A person who has passed one of the following examinations of this University or an examination recognised as equivalent thereto, shall also be eligible to join Part-II class, under Lateral Entry, as indicated below:

One Year P.G. Diploma in Tourism and Hotel Management/One Year P.G. Diploma Course in Tourism Management/Transport Management/Airlines Management/Cargo Management/ Hotel Management/Front Office Management/Accommodation Operations/Food and Beverage (Service).

Part-III

A person who has passed MBA (HM) Part-I and MBA (HM) Part-II of Kurukshetra University or from any other recognised University is eligible to join Part-III of this course. **A person who has passed MBA (HM) Part-I** and MBA (HM) Part-II provided that a candidate who has got reappear in not more than 50% papers of MBA(HM) Part-II examination of Kurukshetra University shall also be eligible to join MBA Part-III provisionally subject to clearing the remaining paper(s) of MBA-II in the permissible number of chances.

Part-III: LATERAL ENTRY SCHEME

A person who has passed one of the following examinations of this University or an examination recognised as equivalent thereto, shall also be eligible to join Part-III class, under Lateral Entry, as indicated below:

2-Year P.G. Diploma in Tourism and Hotel Management/Hospitality Management/Tourism Management/Hotel Management/Master Degree in Tourism and Hotel Management/Hospitality Management/Tourism Management/Hotel Management.

- Note:-**1. Master of Business Administration (Hospitality Management) is a 3-years Post Graduate course having modular structure. The candidates who pass first year of the course, would be awarded the **Postgraduate Diploma in Tourism & Hotel Management** and after successful completion of second year of the course would be awarded the **Postgraduate Advance Diploma in Tourism & Hotel Management**. After successful completion of 3rd year of the course, a student will be awarded **MBA (Hospitality Management)**.
2. The candidates shall be required to pass all the three parts of the course **within six years** of their admission to Part-I of this course failing which they will be required to repeat the course de-novo. However, this time limit would be **four years** in case of candidates seeking admission in Part-II under Lateral Entry Scheme, and **three years** in the case of candidates seeking admission in Part-III under Lateral Entry Scheme.

14. MASTER OF COMPUTER APPLICATIONS (M.C.A.)

Part-II

Pass in MCA Part-I provided that a candidate who has got reappear in not more than 50% papers of MCA Part-I examination of Kurukshetra University shall also be eligible for provisional admission to MCA Part-II class subject to passing the remaining paper(s) of Part-I in the permissible number of chances.

OR

Part-II: LATERAL ENTRY SCHEME

Pass in any one of the following examinations of **this University** or any other **recognised University/DOEACC Society**:

- (i) M.Sc. Computer Science (Software) Part-I or M.Sc. Software Part-I;
- (ii) One year Diploma Course after graduation in Computer Science/Computer Applications/Information Technology/Software/DOEACC 'A' level.

Note : The candidates who have reappear in the courses as mentioned above from Sr. No. (i) to (ii) are **not eligible** for admission to MCA Part-II class even provisionally.

Part-III

A person who has passed MCA Part-I and MCA-II of Kurukshetra University. **A candidate who has passed MCA Part-I** and got re-appear in not more than 50% papers of MCA Part-II Examination of K.U. shall also be eligible to join MCA Part-III provisionally subject to clearing the remaining paper(s) of MCA-II in the permissible number of chances.

OR

Part-III: LATERAL ENTRY SCHEME

A person who has passed two years M.Sc. Computer Science (SW)/M.Sc. (SW)/M.Sc. (IT) or Master's degree in any other area of Computer Science from this University or from any other recognised University is eligible to join M.C.A. Part-III.

Note:- 1. The candidates who have got reappear in 2-year M.Sc. Computer Science (SW)/M.Sc. (SW)/M.Sc. (IT) or Master's degree in any other area of Computer Science are **not eligible** for admission to MCA Part-III.

2. The candidates shall be required to pass all the three parts of the course **within six years** of their admission to Part-I of this course failing which they will be required to repeat the course de-novo. However, this time limit would be **four years and three years** in the case of candidates who take admission in Part-II after passing one year diploma courses after graduation and Part-III after passing two years M.Sc. Computer Science (SW)/M.Sc. (SW)/M.Sc. (IT) or Master's degree in any other area of Computer Science respectively.

3. The candidates who are taking admission to MCA-III year under Lateral Entry Scheme may attach two attested copies of the certificates of the qualifying examination.

15. M.SC. COMPUTER SCIENCE (SOFTWARE)

Part-I

Pass in Bachelor's Degree in any discipline from Kurukshetra University or an examination recognized as equivalent thereto.

Part-II

Pass in M.Sc. Computer Sc. (Software) Part-I provided that a candidate who has **got reappear in not more than 50%** papers of M.Sc. Computer Sc. (Software) Part-I examination of Kurukshetra University shall also be eligible for provisional admission to M.Sc. Computer Sc. (Software) Part-II subject to passing the remaining paper(s) of Part-I in the permissible number of chances.

OR

M.SC. COMPUTER SCIENCE(SW)

Part-II (Lateral Entry Scheme)

Pass in one of the following examinations of **this University** or any other **recognised University/DOEACC Society**:

- (i) M.Sc. Computer Science (Software) Part-I or M.Sc. (Software) Part-I;
- (ii) One year Diploma Courses after graduation in Computer Sc./Computer Applications/ Information Technology/Software/DOEACC 'A' level.

Note : 1. The candidates who have reappear in the courses as mentioned above from Sr. No. (i) to (ii) are **not eligible** for admission to MSc. Part-II even provisionally.

2. The candidates shall be required to pass both the parts of the course **within four years** from their admission to Part-I of the course. A candidate who fails to pass the whole examination (Part-I & II) **within four years** of his/her admission to these courses, will be required to repeat the course de novo. However, this time limit would be **three years** in the case of candidates who take admission in Part-II under lateral entry scheme after passing one year Diploma course as above.

3. The candidates who are taking admission to M.Sc. (CS)-II year under Lateral Entry Scheme may attach two attested copies of the certificates of the qualifying examination.

16. MASTER OF ARTS (MASS COMMUNICATION)

Part-I

Pass in Bachelor's degree examination of **Kurukshetra University** or of any **other recognised University**.

Part-II

Pass in MA (Part-I) Mass Communication of Kurukshetra University or Post Graduate Diploma in Journalism and Mass Communication **or** PG Diploma in Radio Prasaran of IGNOU, New Delhi **or** Bachelor of Journalism (of one year after graduation) **or** Bachelor of Journalism and Mass Communication (of one year after graduation) of Kurukshetra University **or** of any other recognised

University. Provided that a candidate who has got reappear in not more than 50% papers of MA(Mass Communication) Part-I of Kurukshetra University shall also be eligible for provisional admission to Part-II class subject to passing the remaining paper(s) of Part-I in the admissible number of chances.

Note : The candidates shall pass both the parts of this course **within four years**, from their admission to part-I of the course. However, this time limit in the case of candidates who join Part-II of this course after passing PGDJMC, B.J. and B.J.M.C. shall be **three years**.

17. MASTER OF ARTS IN EDUCATION

PART-I

A person who has passed one of the following examinations shall be eligible to join the course:

- (i) B.A./B.Sc./B.Com. of this University or any examination recognised as equivalent thereto with atleast 50% marks in the aggregate and has passed English as one of the subjects at graduation level except for B.Sc. and B.Com.
OR
- (ii) B.Ed. after graduation.
OR
- (iii) B.A. with Education as one of the subjects in 3-years Degree course having 45% marks.

PART-II

Pass in M.A.(Education) Part-I from Kurukshetra University. Provided that a candidate who has got re-appear in not more than 50% Papers of M.A. (Education) Part-I shall also be eligible for provisional admission to M.A. (Education)Part-II, subject to passing the remaining paper(s) of Part-I in the permissible number of chances.

Note : The candidates shall pass both the parts of this course **within four years**, from their admission to part-I of the course.

18. MASTER OF ARTS IN ENVIRONMENTAL EDUCATION (2-Year) Part-I

PART-I

Pass in Bachelor's Degree examination of Kurukshetra University or any other recognised University. Provided further that the candidates shall be required to pass both the parts of the course **within four years** from their admission to this course.

PART-II

Pass in MA in Environmental Education Part-I of Kurukshetra University or P.G. Diploma in Environmental Education **from this University or any recognised University**. Provided that a

candidate who has got reappear in not more than 50% papers of MA in Environmental Education Part-I of Kurukshetra University shall also be eligible for provisional admission to Part-II class subject to passing the remaining paper(s) of Part-I in the admissible number of chances.

Note : The candidates shall pass both the parts of this course **within four years**, from their admission to part-I of the course. However, this time limit shall be **three years** in the case of candidates who join Part-II of this course under Lateral Entry Scheme.

19. LL.M.

Previous

A person, who has passed **with at least 50% marks in the aggregate** in the LL.B. (Professional) Examination of the Kurukshetra University, or an examination recognised as equivalent thereto, shall be eligible to join LL.M. (Previous) class. There will be no rounding of percentage of marks for determining the eligibility.

Final

Pass in LL.M. Previous from Kurukshetra University. Provided that a candidate who has got re-appear in not more than 50% Papers of LL.M. Part-I shall also be eligible for provisional admission to LL.M. Part-II, subject to passing the remaining paper(s) of Part-I in the permissible number of chances. Provided further that the candidates shall be required to pass both the parts of the course **within five years** from their admission to this course.

- Note:-** (i) Candidates who are placed under compartment in the qualifying examination (Bachelor's degree or equivalent examination) **shall not be allowed admission to** Previous/Part-I of **any Master's degree or P.G. Diploma** course even provisionally. However, such candidates can seek admission to courses after passing the compartment subject in the supplementary examination to be held in September 2010 with usual late fee provided that the PCP for the said course is not yet been over. In case any candidate submits admission form before the declaration of result of the supplementary examination, he/she shall be treated as ineligible without any notice till he/she submits compartment/reappear clearing certificate with usual late fee as is applicable at the time of submission of the certificates. In such cases, only late fee will be levied and no revival fee will be charged.
- (ii) Similarly, the candidates, who have not passed BCA/BIM Part-I examination, will not be eligible for admission to BCA/BIM Part-III class even provisionally, even if they may have cleared or have reappear in Part-II examination. However, such candidates can

also seek admission to BCA/BIM Part-III class after passing the reappear paper(s) of BCA/BIM Part-I in the supplementary examination to be held in December 2010 with usual late fee. Such candidates can seek admission upto the last date of admission with late fee or within 15 days of the date of declaration of result which ever is later, with usual late fee as may be applicable at that time.

- 20. B.Ed. (2-YEARS)** (Only for those students who are already enrolled in Part-I with the Directorate during the session 2010-11 and have completed the 1st Year of B.Ed successfully.)

PART-II

- (i) A candidate who has passed B.Ed. Part-I examination of this University shall be eligible to join Part-II class in the Directorate of Distance Education.
- (ii) A student who has passed in at least 50% papers of Part-I obtaining not less than 40% marks in the total of the papers in which she/he has passed, shall be eligible to join Part-II class provisionally. Such a candidate shall be allowed to be admitted to the Supplementary Examination and at the next annual examination in re-appear paper(s). If she/he fails to pass or fails to appear in the re-appear subject(s) in the second chance, his/her result for the Part-II examination shall be cancelled and she/he shall not be allowed to appear for the Part-II examination till she/he has passed the Part-I examination. If she/he has passed in the Part-II examination his/her result shall be declared provisionally subject to his/her passing Part-I examination within the permissible chances as an ex-students.

Note: A candidate who fails to pass B.Ed. Examination within a period of five years of his/her admission to the course, shall be required to repeat the course de novo.

SECTION - V

COURSES OF STUDY

1. APPLICABILITY OF SYLLABI AND SCHEME OF EXAMINATION

(i) Unless otherwise decided in any specific case, the syllabi, scheme of examination and duration of the courses and mode of examination will be the same as prescribed for regular students of the University Teaching Departments and the Colleges affiliated to the Kurukshetra University.

(ii) A candidate who fails in an examination or having been eligible fails to appear in the examination, shall, unless approved otherwise by the Academic Council, will appear in the examination according to the syllabus prescribed by the University for regular students for that examination.

(iii) Copy of syllabi in force for the distance education courses during 2011-2012 will be supplied for reference to the students.

(iv) Notwithstanding the integrated nature of the courses which are spread over more than one academic year, the Ordinance in force at the time that a student joins the course shall hold good only for the examination held during or at the end of the academic session and nothing in the rules shall be deemed to debar the University from amending the rules and the amended rules, if any, shall apply to all students whether old or new.

(v) Where the number of chances or total period for passing the course is limited, the candidates shall have to pass the examination including re-appear papers, if any, within the admissible chances during the period as prescribed in the respective Ordinance of the course.

(vi) THE CANDIDATES ARE NOT ALLOWED TO OFFER ANY OTHER OPTION EXCEPT THE ONE MENTIONED IN THE PROSPECTUS.

(vii) **CANDIDATES SHOULD CLEARLY MENTION THE OPTIONS IN THEIR ADMISSION, EXAMINATION & COMPUTER FORMS.**

(viii) Wherever applicable the candidates are advised to get the topic/name of the Supervisor/Name of the Company for training approved from the concerned Course Coordinator well in time.

2. THE COURSES OF STUDY AND THE SCHEMES OF EXAMINATIONS :

For Papers/Subjects having options, only those options/elective subjects have been mentioned which are on offer by the Directorate. No other option is allowed.

1. B.A. (GENERAL) PART-I/II/III

A candidate is required to take the following subjects:-

(a) TWO COMPULSORY SUBJECTS:

1. English(100) Two papers of 50 marks each.
2. Hindi/Sanskrit/Panjabi One paper of 100 marks.
(210) (220) (230)
3. **In B.A. Part-I Compulsory Qualifying Subject of Environmental Studies (250)**
(for details, please refer to page 33)

Candidates opting Sanskrit/Panjabi as compulsory subject shall have to opt Hindi as an elective subject.

(b) TWO ELECTIVE SUBJECTS (OF 100 MARKS EACH):

Any **two** of the following Electives , subject to the restrictions as given in the Ordinance. However, a **language subject opted as a compulsory subject cannot be opted as an elective subject. Candidates will have to opt Hindi either as compulsory or as an elective subject.**

Hindi(310), Sanskrit(320), Panjabi(330), Economics(340), Political Science(350), History(361 & 362), Public Administration(370), Sociology(420) and Mathematics(390).

Note: (1) THE CANDIDATES ARE NOT ALLOWED TO OFFER ANY OTHER ELECTIVE SUBJECT FOR WHICH THIS DIRECTORATE DOES NOT IMPART INSTRUCTION.

- (2) A candidate coming from a Non-Hindi area shall if he/she did not opt any of the languages i.e. Hindi/Panjabi/Sanskrit in examination qualifying for admission to B.A.(General) Part-I, can opt in lieu of compulsory Hindi/Panjabi/Sanskrit, the subject of additional English (240) which shall carry the same marks as for Hindi/Panjabi/Sanskrit. No study material will be supplied for the subject of additional English. The candidate shall have to prepare it on their own. The syllabi for the paper can, however, be supplied by the Directorate on request.

- (3) **Elective Subjects** of B.A. for which options are available in the Directorate of Distance Education are given hereunder:-

B.A. PART-I

History Option (i) History of India from earliest times to 1526 AD (361)

OR

(ii) History of Haryana (362)

Note: A student who fails to mention option in the admission form, he/she will be treated as having opted for option (i) History of India.

Pol. Sc. Option (ii) Political Theory - Concepts (350)

B.A. PART-II

History Option (i) History of India (from 1526-1857) (363)

OR

(ii) History of India (1857-1950) (364)

Note: A student who does not mention option in the admission form, he/she will be treated as having opted for option (i) History of India (from 1526-1857).

Pol.Sc. Option (i) Indian Government & Politics (350)

B.A. PART-III

History Option (ii) History of Modern World. (365)
(From 16th Century to World War-II)

Public Admn. Option (ii) Local Government and Administration in India. (370)

Sociology Option (iii) Population and Society. (420)

Pol.Sc. Option (i) Comparative Govt. and Politics. (350)
(Government and Politics of U.K., U.S.A., China, Switzerland)

- Note :**
1. There will be three papers in B.A. Part-I Mathematics carrying 34, 33 and 33 marks respectively.
 2. Since there is no internal assessment for the DDE students, the marks obtained by the candidates of D.D.E. out of 90 in the annual examination of B.A. will however be increased proportionately as having been obtained out of 100 marks.
 3. **Candidates joining B.A. Part-II/III are required to opt for same subjects which they have opted in B.A. Part-I/II respectively.**
 4. **For subjects having practicals, the candidates are required to submit a certificate from a recognised College/institution to the effect that they have completed the course prescribed for practical work in the subject concerned. This certificate must reach the Directorate by 28 February, 2012, failing which Roll No. slips shall be withheld and the students themselves shall be responsible for the consequences.**

COMPULSORY QUALIFYING SUBJECT OF ENVIRONMENTAL STUDIES

(for BA/B.Sc./BCA/BIM/B.Com. Part-I)

The candidates seeking admission to the BA/B.Com./BCA/BIM Part-I course will also have to opt the **Compulsory Qualifying** subject of **Environmental Studies** and they will have to qualify the same otherwise the **final result will not be declared**.

The course on the subject of **Environmental Studies** carries **100 marks** and includes both Theory and Field work (Practical) as under:

PAPER-I THEORY 75 Marks

Part 'A' : Short Answer Pattern (25 Marks)

Part 'B' : Essay Type including choice (50 Marks)

Note : DDE students will appear in the same examination conducted by the University for Theory Papers along with other students of above mentioned courses.

PAPER-II FIELD WORK (PRACTICAL) 25 Marks

The objective of the field work is to provide first hand knowledge to students on various local environmental aspects on the basis of their:

- Visit to local area to document environmental assets river/forest/grassland/hill/mountain.
- Visit to a local polluted site - Urban/Rural/Industrial/Agricultural
- Study of common plants, insects, birds.
- Study of simple ecosystems-pond, river, hill slopes, etc.

Minimum pass marks is 35% both in Theory as well as Field Work (Practical) independently. However, marks obtained by them in this qualifying paper will not be counted for determining the percentage of marks/division obtained by them for the award of the '**degree**'. The marks obtained by the candidates in this subject will be reflected in the **detailed marks certificate**.

The candidates who will not be able to pass in the subject of **Environmental Studies** (Theory and/or Field Work (Practical) in 1st year will have to qualify the same by appearing in the examination in 2nd year or 3rd year or thereafter by submitting a separate examination form and examination fee of Rs. 50/- as an ex-student as in the case of Reappear/Compartment candidates. There will, however, be **no supplementary examination** in the subject of Environmental Studies.

The students of the Directorate of Distance Education who have to appear in the paper of Environmental Studies are required to submit their Project Report of around 20 pages to the Principal of the concerned College on the scheduled date examination of the said paper. The students will also pay a fee of Rs.50/- by each to the Principal of the concerned College on account of conduct of their examination in the subject of Environmental Studies.

2. B.COM. PART-I

Six papers of 100 marks each.

- | | |
|---------------------------------|---|
| I. Business Communication (101) | V. Business Management (105) |
| II. Business Mathematics (102) | VI. Basics of Computer (106) |
| III. Financial Accounting (103) | VII. Compulsory Qualifying Subject of Environmental Studies (107)
(for details please refer to page 33) |
| IV. Business Economics (104) | |

Part-II : Six papers of 100 marks each.

- | | |
|--|--|
| I. Business Regulatory Framework (201) | IV. Business Statistics (204) |
| II. Corporate Accounting (202) | V. Principles of Marketing (205) |
| III. Company Law & Auditing (203) | VI. (ii) Indian Financial System (206) |

Part-III : Six papers of 100 marks each.

- | | |
|---|---|
| I. Income Tax (301) | IV. Business Environment (304) |
| II. Cost Accounting (302) | V. Financial Market Operation opt.(i) (305) |
| III. Management Accounting & Financial Management (303) | VI. Advertising & Sales Management Opt. (v) of paper -V (306) |

Note : Since there is no internal assessment for the DDE students, the marks obtained by the candidates of DDE out of 90 in the annual examination of B.Com. will, however, be increased proportionately as having been obtained out of 100 marks.

3. CERTIFICATE COURSE IN URDU

There shall be Three Papers, Papers I & II of 100 marks each and Paper III shall be of 50 marks.

- | | |
|---------------------------------|----------------------|
| I. Text (101) | III. Viva-Voce (103) |
| II. Grammar & Composition (102) | |

4. M.A. COURSES

4 (i). M. A. HINDI

Previous : Five papers of 100 marks each.

- | | |
|---|--|
| I. Bhasha Vigyan Aur Hindi Bhasha (101) | IV. Adhunik Hindi Kavya (104) |
| II. Hindi Sahitya Ka Itihas (102) | V. (iv) Prem Chand (105) OR |
| III. Adhunik Gadya Sahitya (103) | (vii) Haryani Bhasha Aur Sahitya (106) |

Final : Five papers of 100 marks each.

- | | |
|--|--------------------------------------|
| VI. Prachin Avam Madhyakalin Kavya (201) | IX. Bhartiya Sahitya (204) |
| VII. Kavyashastra Avam Sahityalochan (202) | X. (iii) Surdas (205) OR |
| VIII. Prayojanmulak Hindi (203) | (vii) Haryana Ka Hindi Sahitya (206) |

4 (ii). M.A. ENGLISH

Previous : Five papers of 100 marks each.

- Course-I : Literature in English : 1550-1660 (101)
Course-II : Literature in English : 1660-1798 (102)
Course-III : Literature in English : 1798-1914 (103)
Course-IV : Literature in English : 1914-2000 (104)
Course-V : Study of A Genre (Option-I) Fiction (105)

Final : Five papers of 100 marks each.

- | | |
|---|---|
| Course-VI : Critical Theory (201) | Course-IX : Opt.(i) Linguistics, stylistics and ELT (204) |
| Course-VII : American Literature (202) | Course-X : Literature and Gender(205) |
| Course-VIII : Indian Writing in English (203) | |

4 (iii).M.A. SANSKRIT

Previous : Five papers of 100 marks each.

- | | |
|---|--|
| I. Vaidikabhasha Tatsahityam cha (101) | IV. Kavyam Kavyashastram cha (104) |
| II. Vyakaranam Bhashavigyanam cha (102) | V. Sanskritavanmayasya Itihasah Nibandhash cha (105) |
| III. Bharatiyadarshanam (103) | |

Final : Five papers of 100 marks each .

- | | |
|--|----------------------------------|
| VI. Pali-Prakritayoh Bhasha Sahityam cha (201) | IX. Kavyam Kavyashastrasya cha |
| Group-D : Sanskrit-Sahityam (Optional group) | Itihasah (204) |
| VII. Natakam Natyashastram cha (202) | X. Aitihāsikakavyam Khandakavyam |
| VIII. Kavyashastram (203) | Adhunikakavyam cha (205) |

4 (iv).M.A. PANJABI

Previous : Five papers of 100 marks each.

- | | |
|--|---|
| I. Option (i) Medieval Panjabi Poetry (101) | IV. History of Literature (104) |
| II. Option (i) Modern Panjabi Fiction (102) | V. Option (i) Parvasi Panjabi Sahit (105) |
| III. Theory of Literature and
Practical Criticism (103) | |

Final : Five papers of 100 marks each.

- | | |
|--|---------------------------------------|
| VI. Modern Panjabi Poetry (201) | IX. Bhasha Vigyan, Panjabi Bhasha Ate |
| VII. Option (i) Panjabi Natak Ate Ikangi (202) | Lipi (204) |
| VIII. Panjabi Vartak (203) | X. Folklore and Culture (205) |

4 (v). M.A. POLITICAL SCIENCE

Previous : Five papers of 100 marks each.

- | | |
|--|-------------------------------|
| I. Political Thought (101) | IV. Major Ideas and issues in |
| II. Indian Govt. & Politics (102) | Public Administration (104) |
| III. Theories and Practice of International
Relations (103) | V. Research Methodology (105) |

Final : Five papers of 100 marks each.

- | | |
|---------------------------------|--|
| VI. Political Theory (201) | Group-B : Paper -VIII, IX & X |
| VII. Comparative Politics (202) | (i) India's Foreign Policy & Relations (203) |
| | (ii) International Law (204) |
| | (iii) International Organization and Global
order Studies (205) |

4(vi). M.A.PHILOSOPHY

Previous: Five papers of 100 marks each

- | | |
|--|-------------------------------------|
| I. Logic (Indian & Western)(101) | IV. Ethics (Indian & Western) (104) |
| II. Epistemology and Metaphysics (Indian)(102) | V. Modern Indian Thought (105) |
| III. Epistemology and Metaphysics (Western)(103) | |

Final: Five Papers of 100 marks each (Paper VI is compulsory).

VI. Contemporary Western Philosophy(206)

Group-A: (Optional Papers)

VII. Philosophy of Action (207)

IX. Philosophy of Religion-II (209)

VIII. Philosophy of Religion-I (208)

X. Western Ethics (210)

4 (vii).M.A. PUBLIC ADMINISTRATION

Previous : Five papers of 100 marks each.

I. Administrative Theory (101)

III. Financial Administration (103)

II. Public Personnel Administration(102)

IV. State Administration (104)

V. Option (A) Development Administration(105)

Final : Five papers of 100 marks each.

VI. Public Administration in India (201)

VII. Economic Policy and Administration (202)

IX. Group A
Urban Local Govt. in India, Britain,
France and USA (204)

VIII. Research Method in Public Administration (203)

X. Group A
Rural Local Development Administration (205)

4 (viii).M.A. HISTORY

Previous : Five papers of 100 marks each.

Core Papers

Paper I : Medieval Societies. (101)

Paper II : Twentieth Century World. (102)

Specialisation Papers (Any one of the following)

Paper III (i) Polity and Economy of India

AD 1200 to 1750. (103)

Paper III (ii) History of India 1757-1857. (104)

Optional Papers

Paper IV : History of China and Japan in Modern Times. (105)

Paper V: History of Europe 1815-1914. (106)

Final : Five papers of 100 marks each.

CORE PAPER

Paper X Historiography : Concept, Methods and Tools. (201)

Specialisation Papers(Any one of the following) :-

Paper XI (i) Society and Culture of India, A.D. 1200 to 1750. (202)

OR

Paper XI (ii) History of India, 1858-1964 (203)

OPTIONAL PAPERS

Paper XIII Social History of India, AD 1200-1950 (204)

Paper XIV Economic History of India (205)

Paper XXI History of Haryana, AD 1000 to 1966 (206)

NOTE: In case of Specialisation papers, the candidate opting for a particular specialisation in M.A. (P) will take the same specialisation in M.A. (F) History.

4(ix). M.A. ECONOMICS

Previous : Five papers of 100 marks each.

- | | |
|---------------------------|---------------------------------------|
| I. Micro-Economics (101) | III. Quantitative Methods (103) |
| II. Macro-Economics (102) | IV. Public Economics (104) |
| | V. (i) Economics of Agriculture (105) |

Final : Five papers of 100 marks each.

- | | |
|---|---|
| VI. International Trade & Finance (201) | IX. Economic Growth And Development (204) |
| VII. Economics of Environment and Social Sector (202) | X. Opt. (V) Industrial Economics (205) |
| VIII. Indian Economic Policy (203) | |

5. M.A. IN DEFENCE & STRATEGIC STUDIES

Previous : Five papers of 100 marks each.

- | | |
|---|--------------------------------------|
| I. Evolution of Strategic Thought (101) | IV. Theory and Practice of War (104) |
| II. National Security (102) | V. Research Methodology (105) |
| III. International Relations (103) | |

Final : Five papers of 100 marks each.

- | | |
|---|--|
| VI. Defence Economics (201) | IX. Science & Technology in Relations to Warfare (204) |
| VII. Sociological and Psychological Dimensions of War (202) | X. International Law (205) |
| VIII. Area Studies of Pakistan and China (203) | |

6 (i). M.SC. MATHEMATICS

Previous : Five papers of 100 marks each.

- | | |
|------------------------------------|---------------------------------|
| I. Advanced Abstract Algebra (101) | IV. Complex Analysis (104) |
| II. Real Analysis (102) | V. Differential Equations (105) |
| III. Topology (103) | |

Final : Five papers of 100 marks each.

Compulsory Papers :

- Paper-VI MM-501 Integration Theory and Functional Analysis (201)
Paper-VII MM-502 Practical Differential Equations & Mechanics (202)

Optional Papers :

Paper-VIII MM-503 (Any one of the following)

- Paper-VIII MM-503 (Opt.-i) Analytic Number Theory (203)
Paper-VIII MM-503 (Opt.-ii) Fuzzy Sets & Their Applications (204)
Paper-VIII MM-503 (Opt.-iii) Mechanics of Solids (205)

Paper-IX MM-504 (Any one of the following)

- Paper-IX MM-504 (Opt.-i) Algebraic Coding Theory (206)
Paper-IX MM-504 (Opt.-ii) Algebraic Number Theory (207)
Paper-IX MM-504 (Opt.-iii) Difference Equations (208)
Paper-IX MM-504 (Opt.-iv) Fluid Mechanics (209)

Paper-X MM-505 (Any one of the following)

- Paper-X MM-505 (Opt.-ii) Integral Equation and Boundary Value Problems (210)
Paper-X MM-505 (Opt.-iii) Non-Commutative Rings (211)
Paper-X MM-505 (Opt.-iv) Programming in 'C' with ANSI Features (Th. & Pr.) (212)

6 (ii). M.SC. GEOGRAPHY

Previous : There shall be Five Theory Papers and One Practical paper. The Theory Papers I to IV will be of 100 Marks each and Paper-V (a) will be of 70 Marks. Paper- V(b) of Practicals will be of 30 Marks.

- | | |
|------------------------------|--|
| I. Geomorphology(101) | V(a) Quantitative Methods, and Cartographic Representation of Climatic and Socio-Economic Data(Theory) (105) |
| II. Climatology(102) | |
| III. Economic Geography(103) | |
| IV. Geography of India(104) | V(b) Cartographic Representation of Climatic and Socio-Economic Data(Practical)(106) |

Final : There shall be Five papers. Papers VI to VIII (Theory) will be of 100 marks each and Paper No. IX (a) & (b) (Practical) will be of 50 marks each. Paper X(a) (Theory) will be of 60 marks and Paper No. X (b) (Practical) will be of 40 marks.

- | | |
|--|--|
| VI. History of Geographical Thought (201) | X(a). Remote Sensing Techniques, Topo-sheet Interpretation and Morphometric Analysis (Theory) (206) |
| VII. Opt.-(iii) Agricultural Geography (202) | |
| VIII. Opt.-(vi) Population Geography (203) | |
| IX.(a) Geographic Information Systems and Computer Mapping (Practical) (204) | X(b). Remote Sensing Techniques, Topo-sheet Interpretation and Morphometric Analysis (Practical) (207) |
| (b) Field Methods & Applications in Geography (Practical) (205) | |

7. M.COM.

Previous : Six papers of 100 marks each.

MC 101	Management Concepts and Organisational Behaviour (101)	MC 104	Advanced Statistics (104)
MC 102	Business Environment (102)	MC 105	Marketing Management (105)
MC 103	Managerial Economics (103)	MC 106	Accounting for Managerial Decisions (106)

Final : A student will take six papers in all opting both the compulsory papers and at least two papers from each of the two optional groups which carries 100 marks each. Paper MC-201 carries 70 marks for theory and 30 marks for practicals.

COMPULSORY PAPERS

MC-201	Computer Applications to Business and e-Commerce. (201)
MC-202	Financial Management and Policy. (202)

OPTIONAL GROUP-I Any two of the following :

MC-211	Security Analysis and Portfolio Management. (203)
MC-214	Higher Accounting and Accounting Theory(204)
MC-215	Corporate Tax Planning and Management. (205)

OPTIONAL GROUP II

MC-222	Advertising and Sales Management. (206)
MC-225	Human Resource Management. (207)
	Viva-Voce (50 marks)

B. PROFESSIONAL COURSES

1. CERTIFICATE IN COMPUTER APPLICATIONS

Two Theory and two Practical papers of 100 marks each:

I. Introduction to Computers (101)	III. Practical-I (On DOS, Windows, MS-WORD, EXCEL and dBASE)(103)
II. Introduction to Software, Tools and Applications (102)	IV. Practical-II (On PASCAL and C++)(104)

2. DIPLOMA IN LIBRARY & INFORMATION SCIENCE

Three Theory and two Practical papers of 100 marks each.

I. Library Organisation & Management (101)	III. Organisation of Library Material (103)
II. Reference Service & Document Bibliography (102)	IV. Library Classification (Practice) (104)
	V. Library Cataloguing (Practice) (105)

3. P.G. DIPLOMA IN COMPUTER APPLICATIONS

Six theory papers and two practicals papers of 100 marks each.

CS-DE-11	Computer Fundamentals and Programming in C (101)	CS-DE-15	PC-Software (105)
CS-DE-12	Software Engineering(102)	CS-DE-16	Computer Networks (106)
CS-DE-13	Computer Organization (103)	CS-DE-17	Software Lab-I - Programming using C (107)
CS-DE-14	Data Structures (104)	CS-DE-18	Software Lab-II - PC-Software (108)

4. P.G. DIPLOMA IN JOURNALISM AND MASS COMMUNICATION

Five papers of 100 marks each.

I.	Process & Practice of Communication (101)	IV.	Reporting (104)
II.	Print Media (102)	V.	Advertising (105)
III.	Electronic Media (103)		

5. P.G. DIPLOMA IN TRANSLATION (HINDI/ENGLISH)

Four papers of 100 marks each.

I.	Anuvad: Sidhant aur Pervidi (101)	IV.	Anuvad Prabandh (105)
II.	Vikalp (i) Sarijnatmak Sahitya ka Anuvad (102) OR (ii) Syntactic and Semantic Structures (103)	(A)	Vikalp (i) Translation from English to Hindi of a script of about 40-50 pages (106) OR (ii) Translation from Hindi to English of a script of about 40-50 pages (107)
III.	Vayavharik Anuvad (104)	(B)	Ukt Anuvad Prabandh Ki Maukhiki Pariksha (Viva-Voce) (108)

Note : 1. The student who opts (i) from paper-II (102) will be required to opt (i) (106) from paper-IV and who opts (ii) (103) from paper-II (107) is required to opt (ii) from paper-IV.

2. Translation work under IV (A) above to be submitted by **15 June, 2012** on a topic approved by the Course Coordinator.

6. P.G. DIPLOMA IN EXPORT MARKETING MANAGEMENT

Out of six papers of 100 marks each, there would be five theory papers and the Paper-VI In Company Training.

EM 101	International Marketing (101)	EM 104	Export Documentation & Procedures (104)
EM 102	International Business Environment (102)	EM 105	Financial Management (105)

EM 103 International Marketing
Research (103)

EM 106 In Company Training
(Six weeks) (106)

Note : A student will have to undergo six week in company training in a reputed organisation. The Training Report to be submitted before **31 August, 2012.**

7. P.G. DIPLOMA IN ENVIRONMENTAL EDUCATION

Four theory Papers of 100 marks each.

- | | |
|--|----------------------------------|
| I. Basic Concepts of Ecology (101) | III. Environmental Pollution and |
| II. Population and Community Ecology (102) | Sources of Energy (103) |
| | IV. Major National and Global |
| | Environmental Issues (104) |

8. BACHELOR OF LIBRARY & INFORMATION SCIENCE

There shall be eight papers of 100 marks each. However, Paper Nos. VI, VII & VIII will consist of 60 marks for theory and 40 marks for practice.

- | | |
|---|--|
| I. Library & Information Society(101) | V. Management of Libraries & Information |
| II. Knowledge Organisation : Information | Centres (105) |
| Processing & Retrieval (102) | VI. Information Sources (Theory & |
| III. Classification Practice | Practice) (106) |
| CC, DDC, UDC (103) | VII. Users & Information Services |
| IV. Cataloguing Practice : CCC, AACR II (104) | (Theory & Practice) (107) |
| | VIII. Information Technology Basics |
| | (Theory & Practice) (108) |

9. BACHELOR OF INFORMATION AND MANAGEMENT (BIM)

Part-I : There shall be seven Theory and one Practical papers. Paper 101(A & B) is of 150 marks, Paper 101(C) is of 50 marks and Paper No. 102 to 105 are of 100 marks each. Paper 106 & 107 are of 75 marks each & Paper No. 108 is of 50 marks.

- | | |
|---|-------------------------------------|
| Bim101(A) Communication Skills(English) (101) | Bim106 Computer Fundamentals (108) |
| Bim101(B) Communication Skills(Hindi) (102) | Bim107 P.C. Software (109) |
| Bim101(C) Additional English for Non-Hindi | Bim108 Computer Practical (110) |
| speaking area in lieu of Paper | Bim109 Compulsory Qualifying |
| Bim101(B) (103) | Subject of Environmental |
| Bim102 Financial Accounting (104) | Studies (111) |
| Bim103 Principles of Management (105) | (for details please refer to |
| Bim104 Quantitative Techniques (106) | page 33) |
| Bim105 Business Economics (107) | |

Part-II : There shall be six Theory papers. Papers 201 to 204 carry 100 marks each and papers 205 & 206 carry 75 marks each. Paper No. 207 carries 50 marks. Paper No. 208 is a Viva-Voce & will carry 50 marks.

Bim201	Business Laws (201)	Bim205	System Analysis & Design (205)
Bim202	Marketing Management (202)	Bim206	Database Management System (206)
Bim203	Financial Management (203)	Bim207	Computer Practicals (207)
Bim204	Organisational Behaviour (204)	Bim208	Viva-Voce (208)

Note:- The Project Report on any topic and supervisor to be got approved by the student from the Course Coordinator will be initiated in the Second Year of the Course and will be submitted **in BIM-III by 30-06-2013**. But the marks obtained by the candidate for the Project Report shall be taken into account in the final year of the course.

Part-III : There shall be six theory papers. Paper No. 301, 302, 310 & 312 carry 100 marks each, paper No. 303 is of 75 marks, Paper No. 304 of 75 marks theory and Paper No. 305 and 313 of 50 marks each (Practical). Paper No. 306 Project Report will be of 100 marks.

BIM 301	Cost and Management Accounting (301)	BIM 305	Computer Practical (305)
BIM 302	Human Resource Management (302)	BIM 306	Project Report (306)
BIM 303	e. Commerce (303)	BIM 310	Advertising Management (307)
BIM 304	Computer Application in Business (304)	BIM 312	Business Environment (308)
		BIM 313	Viva-Voce Examination (309)

Note : The Project Report is to be submitted by **30.6.2012**.

10. BACHELOR OF COMPUTER APPLICATIONS

Part-I : Eight papers of 100 marks each.

BCA 101	Communication Skills (101)	BCA 107	Software Laboratory-I (107) (MS-DOS, WINDOWS and WORDSTAR & WORD)
BCA 102	Computer Fundamentals & Programming (102)		OR
BCA 103	Mathematical Foundations of Computer Science-I (103)		(MS-DOS, WINDOWS, Word Excel, Powerpoint) (108)
BCA 104	Computer Oriented Numerical and Statistical Methods (104)	BCA 108	Software Laboratory-II (FORTRAN & PASCAL) (109)
BCA 105	Digital Electronics (105)		OR
BCA 106	Accounting and Financial Management (106)		(Introduction to Programming with C) (110)
		BCA 109	Compulsory qualifying Subject of Environmental Studies (for details please refer to page 33) (111)

Part-II : Eight papers of 100 Marks each.

BCA 201	Computer System Architecture (201)	BCA 207	Software Laboratory-III COBOL & DTP Packages i.e. PageMaker/Ventura/ CorelDraw (207)
BCA 202	Data & File Structures (202)		OR
BCA 203	Business Practices & COBOL Programming (203)		Visual Basic, CorelDraw, PageMaker(208)
BCA 204	Data Base Management System (204)	BCA 208	Software Laboratory-IV Foxpro/MS-ACCESS & Lotus/MS-Excel (209)
BCA 205	Mathematical Foundations of Computer Science-II (205)		OR
BCA 206	Real Analysis (206)		MS Access (210)

Note:- The Project Report on a topic/supervisor to be got approved by the student from the Course Coordinator will be initiated in the Second Year of the Course and will be submitted in B.C.A. Part-III by **31 March, 2013** and the marks obtained by the candidate for the Project Report shall be taken into account in the final year of the course.

Part-III : Eight papers of 100 Marks each.

BCA 301	System Analysis & Design (301)	BCA 307	Software Laboratory-V (C++ and ORACLE) (309)
BCA 302	Operating System Organization and UNIX (302)	BCA 308	Project Work and Viva-Voce (310) (Project Report Evaluation : 50 Marks)
BCA 303	C++ with Introduction to Object Oriented Programming(303)		(Viva-Voce & Demonstration : 50 Marks)
BCA 304	General Applications (304)		

Any two of following Elective Papers

BCA 316	Software Engineering (305)
BCA 326	Internet Technologies & Multi-Media (306)
BCA 336	Management Information System (307)
BCA 346	Data Communications & Network (308)

Note :- The Project Report is to be submitted by the candidates of B.C.A. Part-III by **31 March, 2012**.

11. MASTER OF LIBRARY & INFORMATION SCIENCE

Eight papers of 100 marks each.

Paper-I :	Information Analysis, Repackaging and Consolidation (101)
Paper-II :	Information Systems Management (102)
Paper-III :	Information Retrieval (103)
Paper-IV :	Research Method and Statistical Techniques (104)

Paper-V : Information Technology Applications (Theory) (105)
 Paper-VI : Information Technology Applications (Practice) (106)
 Paper-VII : Social Science Information System (107)
 Paper-VIII : Depth Classification and Advanced Cataloguing (Practice) (108)

12. MASTER OF BUSINESS ADMINISTRATION

Part-I : Six papers of 100 marks each.

mba-501	Management Concepts & Organisational Behaviour (101)	mba-504	Marketing Management (104)
mba-502	Quantitative Techniques & Research Methods (102)	mba-505	Human Resource Management (105)
mba-503	Accounting for Management (103)	mba-506	Financial Management (106)

Note : The students will have to undergo six weeks training in a reputed concern after first year examination and will submit the Training Report by **28.02.2013**

Part-II : There shall be four compulsory papers (two theory papers i.e. mba-601 of 100 marks, 602 of 50 marks, one training report and Viva-Voce of 100 marks each and five optional papers of 100 marks each from any of the specialized areas viz. Finance, Marketing, Human Resource Management.

COMPULSORY PAPERS :

mba-601	Business Environment and Economics (201)	mba-603	Training Report (203)
mba-602	Operations & Material Management (202)	mba-604	Viva-Voce (204)

OPTIONAL PAPERS : SPECIALISATION AREA

Finance (205) :

mba-611	Financial Decisions Analysis	mba-614	Financial Institutions & Markets
mba-612	Security Analysis & Portfolio Mgt.	mba-615	Merchant Banking & Financial Services
mba-613	International Financial Mgt.		

Marketing (206) :

mba-621	Consumer Behaviour	mba-624	International Marketing
mba-622	Sales & Distribution Mgt.	mba-625	Advertising Management & Communication
mba-623	Retailing Management		

Human Resource Management(207) :

mba-631	Human Resource Development	mba-634	Labour Legislation in India
mba-632	Human Resource Planning & Competency	mba-635	Compensation Management
mba-633	Management of Comparative Industrial Relations		

Note : The Training Report is to be submitted by the candidates by **28.02.2012**.

Part-III : Seven papers of 100 marks each.

Compulsory Papers

mba-701	Total Quality Management (301)	mba-704	International Business Environment (304)
mba-702	Enterprises Computing and Information System (302)	mba-705	Viva-Voce (305)
mba-703	Business Policy and Strategic Management (303)		

ANY TWO PAPERS FROM ANY OF THE SPECIALIZATION AREA:

Finance Area (306):

mba-711	Project Management	mba-712	Financial Derivatives
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Marketing Area (307):

mba-715	Marketing Research	mba-716	Service Marketing
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Human Resource Management (308):

mba-718	Managing Interpersonal Group Processes	mba-719	Managing Changes in Organisations
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LATERAL ENTRY TO MBA PART-III FOR P.G. DIPLOMA HOLDERS

Five compulsory papers of 100 marks.

COMPULSORY PAPERS

mba-701	Total Quality Management (301)	mba-704	International Business Environment (304)
mba-702	Enterprise Computing and Information Systems (309)	mba-705	Viva-Voce (305)
mba-703	Business Policy and Strategic Mgt. (310)		

In addition the candidates will also have **to offer a set of two papers** out of the following relevant to the same stream of the PG Diploma passed by the candidate. These two papers also carry 100 marks each.

For the Candidates with P.G. Diploma in Financial Management (311) :

mba- 721	Marketing Management	mba- 722	Human Resource Management
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For the Candidates with P.G. Diploma in Marketing Management (312):

mba- 722	Human Resource Management	mba- 723	Financial Management
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For the Candidates with P.G. Diploma in Human Resource Management (313):

mba- 721	Marketing Management	mba- 723	Financial Management
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For the Candidates with P.G. Diploma in Insurance Business Management (314):

mba- 721	Marketing Management	mba- 722	Human Resource Management
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For the Candidates with P.G. Diploma in Tourism & Hotel Management (315) :

mba- 724 Quantitative Techniques &
Research Methods

mba- 725 Business Environment
& Economics

FOR THE CANDIDATES WITH P.G. DIPLOMA IN BUSINESS MANAGEMENT :

The candidate will have **to opt for a set of two papers** out of the following of the same specialisation as opted by the candidate in P.G. Dip. in Business Management

Finance Area (316):

mba- 711 Project Management

mba- 712 Financial Derivatives

Marketing Area (317):

mba- 715 Marketing Research

mba- 716 Service Marketing

Human Resource Management (318) :

mba- 718 Managing Interpersonal Group Processes

mba- 719 Managing Changes in Organisations

13. MASTER OF BUSINESS ADMINISTRATION (HOSPITALITY MANAGEMENT)

Part-I : Six Papers of 100 marks each.

MBA(HM)-101	Elements of Hospitality Management	MBA(HM)-104	Financial Accounting for Hotels & Travel Organisations
MBA(HM)-102	Introduction to Tourism Business	MBA(HM)-105	Front Office Management
MBA(HM)-103.	Principles of Management	MBA(HM)-106	Travel Agency Management

MBA(HM) Part-II

Seven papers of 100 marks each

MBA(HM)-201	House Keeping	MBA(HM)-205.	Statistics & Research Methodology
MBA(HM)-202	Food & Beverage Operations	MBA(HM)-206	Tourism Products of India
MBA(HM)-203	Hotel/Tourism Marketing	MBA(HM)-207	Human Resource Development
MBA(HM)-204	Financial Management		

LATERAL ENTRY TO MBA (HM) PART-II FOR P.G. DIPLOMA HOLDERS

- (i) One Year Post-Graduate Diploma Course in Tourism Management.
- (ii) One Year Post-Graduate Diploma Course in Transport Management.
- (iii) One Year Post-Graduate Diploma Course in Airlines Management.
- (iv) One Year Post-Graduate Diploma Course in Cargo Management.
- (v) One Year Post-Graduate Diploma Course in Hotel Management.

- (vi) One Year Post-Graduate Diploma Course in Front Office Management.
- (vii) One Year Post-Graduate Diploma Course in Accommodation Operations.
- (viii) One Year Post-Graduate Diploma Course in Food and Beverage (Service).

- Note:**(1) Candidates seeking lateral entry from courses (i) to (iv) above will have to study an additional paper of Front Office Management of 100 marks of MBA (HM) Part-I alongwith MBA(HM) Part-II and the aggregate marks for the course will be 800.
- (2) Candidates seeking lateral entry from courses (v) to (viii) will have to study an additional paper of Travel Agency Management of 100 marks of MBA(HM) Part-I alongwith MBA(HM) Part-II and the aggregate marks for the course will be 800.
- (3) Candidates for MBA(HM) Degree shall be required to undergo two months Practical Training after Part-II examination in a Hotel/Travel Agency/Airlines/or related Organization. The concerned organization shall be 3 Star property and IATA approved in case of travel agency. The Training organization shall be approved by the Course Coordinator of the course. They shall be required to submit two copies of **Training Report** by **28th February 2013, i.e. in MBA(HM) Part-III**.
- (4) If a candidate wants to leave the course after second year, the marks of the Training Report will be added in the DMC of MBA(HM) Part-II and in such cases the total marks for second year shall be 800. Such candidates will be required to submit **Training Report** by **31st December** of the concerned year.

MBA(HM) Part-III

Seven papers of 100 marks each

MBA(HM)-301	Air Travel Management	MBA(HM)-305	Customer Relationship Management in Hospitality Sector
MBA(HM)-302	Tour Packaging Management	MBA(HM)-306	Information and Communication Technologies in Hospitality Industry
MBA(HM)-303	Food & Beverage Management	MBA(HM)-307	Vive-Voce based on the two months Practical Training in Hotel/Travel Agency/Airlines/or related Organization
MBA(HM)-304	Event Management		

LATERAL ENTRY TO MBA (HM) PART-III FOR P.G. DIPLOMA/MASTER DEGREE HOLDERS

- (i) Two year Post-graduate Diploma Course in Tourism Management.
- (ii) Master's Degree in Tourism Management.
- (iii) Two year Post-graduate Diploma Course in Hotel Management.
- (iv) Master's Degree in Hotel Management.

Note:(1) Candidates seeking lateral entry from Courses (i) to (ii) will have to study following addition papers alongwith MBA(HM) Part-III and the aggregate marks for the course will be 1000:

MBA(HM)-105	Front Office Management	MBA (HM) Part-I
MBA(HM)-201	House Keeping	MBA (HM) Part-II
MBA(HM)-202	Food and Beverage Operations	MBA (HM) Part-II

(2) Candidates seeking lateral entry from courses (iii) to (iv) will have to study following additional papers alongwith MBA (HM) Part-III and the aggregate marks for the course will be 1000:

MBA(HM)-102	Introduction to Tourism Business	MBA (HM) Part-I
MBA(HM)-106	Travel Agency Management	MBA (HM) Part-I
MBA(HM)-206	Tourism Products of India	MBA (HM) Part-II

(3) Candidates seeking admission in MBA (HM) Part-III under Lateral Entry Scheme will undergo Two months Practical Training during MBA (HM) Part-III and would submit the Training Report by **31 August in MBA (HM) Part-III.**

14. MASTER OF COMPUTER APPLICATIONS

Part-I : Six theory papers and two practicals papers of 100 marks each.

CS-DE-11	Computer Fundamentals and Programming in C (101)	CS-DE-15	PC-Software (105)
CS-DE-12	Software Engineering(102)	CS-DE-16	Computer Networks (106)
CS-DE-13	Computer Organization (103)	CS-DE-17	Software Lab-I - Programming using C (107)
CS-DE-14	Data Structures (104)	CS-DE-18	Software Lab-II - PC-Software (108)

Part-II : Six Theory papers and two Practical papers of 100 marks each.

CS-DE-21	Computer Graphics (201)	CS-DE-23	System Simulation (203)
CS-DE-22	Object Oriented Methodologies & C++ (202)	CS-DE-24	Operating System (204)
		CS-DE-25	Database Systems (205)

CS-DE-26 Elective Paper (Any one of the following):

CS-DE-26	(i) Computer Oriented Optimization Techniques (206)	CS-DE-26	(ii) Analysis and Design of Algorithm (207)
CS-DE-26	(iii) Compiler Construction (208)	CS-DE-26	(iv) Artificial Intelligence (209)*

* The Directorate would supply the Study Material for CS-DE-26(iv) "**Artificial Intelligence**" (209). In case any candidate selects other option from the Elective papers, he/she would have to prepare the concerned paper at his/her own level and no study material would be provided for the same by the Directorate.

CS-DE-27	Software Lab-I - Programming using C++ (210)
CS-DE-28	Software Lab-II - Oracle (211)

Part-III : Five Theory papers and two Practical Papers of 100 marks each and Project Report of 100 marks.

CS-DE-31 Computer Architecture & Parallel Processing (301)
CS-DE-32 Web Engineering (302)
CS-DE-33 Visual Programming (303)

CS-DE-34 Elective Paper (Any one of the following):

CS-DE-34 (i) Microprocessor (304) CS-DE-34-(ii) Data Mining and Warehousing (305)
CS-DE-34 (iii) Software Project Management (306)* CS-DE-34-(iv)Java Programming (307)

CS-DE-35 Elective Paper (Any one of the following):

CS-DE-35 (i) Principles of Programming Languages (308) CS-DE-35 (ii) Theory of Computation (309)
CS-DE-35 (iii) Internet Computing (310) CS-DE-35 (iv) Linux and Shall Programming (311)*

* The Directorate would supply the Study Material for CS-DE-34(iii) "**Software Project Management**" (306) and CS-DE-35 (iv) "**Linux and Shall Programming**" (311). In case any candidate selects other options from the Elective papers, he/she would have to prepare the concerned paper at his/her own level and no study material would be provided for the same by the Directorate.

CS-DE-36 Project Report (312)
CS-DE-37 Software Lab-I (313) : HTML/XML/Java/Java Script/JSP
CS-DE-38 Software Lab-II (314) : Visual Programming

Note : The candidates are required to submit the Project Report by **31.03.2012**. However those who sought admission in MCA-III under lateral entry scheme would submit the Project Report by **31.08.2012**.

15. M.SC. COMPUTER SCIENCE (SOFTWARE)

Part-I : Six theory papers and two practicals papers of 100 marks each.

CS-DE-11 Computer Fundamentals and Programming in C (101) CS-DE-15 PC-Software (105)
CS-DE-12 Software Engineering(102) CS-DE-16 Computer Networks (106)
CS-DE-13 Computer Organization (103) CS-DE-17 Software Lab-I - Programming using C (107)
CS-DE-14 Data Structures (104) CS-DE-18 Software Lab-II - PC-Software (108)

Part-II : Six Theory papers and two Practical papers of 100 marks each.

- | | |
|--|----------------------------------|
| CS-DE-21 Computer Graphics (201) | CS-DE-23 System Simulation (203) |
| CS-DE-22 Object Oriented Methodologies & C++ (202) | CS-DE-24 Operating System (204) |
| | CS-DE-25 Database Systems (205) |

CS-DE-26 Elective Paper (Any one of the following):

- | | |
|--|--|
| CS-DE-26 (i) Computer Oriented Optimization Techniques (206) | CS-DE-26 (ii) Analysis and Design of Algorithm (207) |
| CS-DE-26 (iii) Compiler Construction (208) | CS-DE-26 (iv) Artificial Intelligence (209)* |

* The Directorate would supply the Study Material for CS-DE-26(iv) "**Artificial Intelligence**" (209). In case any candidate selects other option from the Elective papers, he/she would have to prepare the concerned paper at his/her own level and no study material would be provided for the same by the Directorate.

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|---|
| CS-DE-27 Software Lab-I - Programming using C++ (210) |
| CS-DE-28 Software Lab-II - Oracle (211) |

16. MASTER OF ARTS (MASS COMMUNICATION)

Part-I : Five Theory papers of 100 marks each.

- | | |
|--|----------------------|
| I. Process & Practice of Communication (101) | IV. Reporting (104) |
| II. Print Media (102) | V. Advertising (105) |
| III. Electronic Media (103) | |

Part-II : Five Theory papers of 100 marks each:

- | | |
|---------------------------------------|----------------------------|
| VI. Editing (201) | IX. Public Relations (204) |
| VII. Media Research (202) | X. Media Production (205) |
| VIII. Development Communication (203) | |

17. MASTER OF ARTS (EDUCATION)

Previous : Five papers of 100 marks each.

- | | |
|---|--|
| I. Philosophical Foundations of Education (101) | IV. Research Methods in Education (104) |
| II. Sociological Foundations of Education (102) | V. Methods of Data Analysis in Education (105) |
| III. Psychological Foundations of Education (103) | |

Final : Four theory Papers of 100 marks each and **Paper-X** - Theory Paper & Field Work/Dissertation & Field Work of 100 & 50 marks respectively.

Compulsory Papers

- | | |
|---|---|
| VI. Contemporary Issues in Indian Education (201) | IX. Any one of the following :
(i) Management and Administration of Education (205)* |
| VII. Curriculum Development and Comparative Education (202) | (ii) Educational Technology (206) |

VIII. Any one of the following :

- (i) Special Education (203)*
- (ii) Educational Measurement and Evaluation (204)

X. Any one of the following :

- (i) Mental Hygiene and Education & Field Work (207)
- (ii) Educational and Vocational Guidance & Field Work (208)*
- (iii) Dissertation & Field Work (209)

Note: 1. * The Directorate would supply the Study Material for Paper VIII(i) "**Special Education** (203), Paper IX (i) "**Management and Administration of Education** (205) and Paper X (ii) "**Educational and Vocational Guidance & Field Work**" (208). In case any candidate selects other options from the Elective papers, he/she would have to prepare the concerned paper at his/her own level and no study material would be provided for the same by the Directorate.

Note : 2. The Dissertation and Field Work are to be submitted by **30.6.2012**.

18. MASTER OF ARTS (ENVIRONMENTAL EDUCATION)

Previous : Four papers of 100 marks each.

- I. Basic Concepts of Ecology (101)
- II. Population and Community Ecology (102)
- III. Environmental Pollution and Sources of Energy (103)
- IV. Major National and Global Environmental Issues (104)
- Final :** Four papers of 100 marks each.
- V. Environmental Impacts and Education (201)
- VI. National Resources (202)
- VII. Wild Life & its Conservation (203)
- VIII. Water Resources & their Management (204)

19. LL.M.

Previous : There shall be six theory papers of 100 marks each and of 3 hours duration. Papers 1 to 4 are compulsory theory papers. For paper 5 & 6, the students may offer paper 1 & 2 from the optional **Group-C 'Business Law'**.

COMPULSORY PAPERS :

- I. Law, Social Transformation and Judicial Process in India (101)
- II. Indian Constitutional Law and the New Challenges (102)
- III. Principles of Statutory Interpretation. (103)
- IV. Legal Theory (104)

OPTIONAL PAPERS

Paper V & VI : **Group (C) Business Law**

- I. Corporate Law and Management (105)
- II. Law of Contractual Transactions (106)

Final : There shall be five theory papers of 100 marks each and a Dissertation of 100 marks.

Compulsory Paper

- I. Research Methodology (201)

Group C : Business Laws: Optional Paper

- II. Paper-III of Group C: Law of Banking and Negotiable Instruments (202)
III. Paper-IV of Group C: Law of Industrial and Intellectual Property (203)
IV. Paper-V of Group C: Insurance Law (204)
V. Paper VI of Group C: Legal Regulation of Economic Enterprises (205)
VI. Disseration (206)

Note:- The dissertation is to be submitted by **31.3.2012**.

- 20 B.Ed. (2-Year) Part-II** (Only for those students who are already enrolled in Part-I with the Directorate during the session 2010-11 and have completed the 1st Year of B.Ed successfully.)

SECOND YEAR

Sr.No.	Paper	Nomenclature of the Paper and Code
1.	III-A	Vision of Secondary Education in India in the context of 21st Century (201)
2.	III-B	Any one of the following: (i) Health and Physical Education (204) (ii) Distance and Open Learning (206)
3.	IV-A	Curriculum and School Management (210)
4.	IV-B	Inclusive Education (211)
5.	V-B	Action Research (212)
6.	VII	Teaching of School Subject-II (Any one of the following) : Option-I: Teaching of Hindi (213) Option-II: Teaching of English (214) Option-III: Teaching of Mathematics (215)*
7.	VIII-B	Community Based Projects and Work Experience. (216)
8.	X	School Education Programme/Teaching Practice in School Subject-II (217)

Note: * For the students who have opted (i) Teaching of Social Science **(104)** or (ii) Teaching of Science and Technology **(106)** in the 1st Year.