

# KURUKSHETRA UNIVERSITY KURUKSHETRA

## INFORMATION ABOUT ACADEMIC DEPARTMENTS FOR WEB-PORTAL

### (ACADEMIC DEPARTMENTS)

**Department profile** : **DIRECTORATE OF DISTANCE EDUCATION  
KURUKSHETRA UNIVERSITY KURUKSHETRA**



Since its inception in 1976 the Directorate of Correspondence Courses has consistently made rapid strides in taking education to the doorsteps of the masses. From the modest number of 400 in 1976 its strength has risen to 37000+. Starting with Arts subjects it has diversified into varied professional and technical courses.

**Director** : **Dr. M.P. Mathur**  
Director, Distance Education  
Kurukshetra University, Kurukshetra.

**Contact Information** : **01744-238628**  
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### Faculty Information

	<b>Joining Date</b>	<b>Specialization</b>	<b>Qualification</b>	<b>Contact Information</b>
<b>Director</b> DR. M.P. Mathur	01.07.2008	Economics	M.A., Ph.D., PGDCA	01744-238628
<b>Professor</b>				
Dr. V.K. Gupta	01.07.2009	Education	Ph.D.	01744-238628
<b>Reader</b>				
Dr. Taruna C. Dhall	02.08.2007	Education	M.Sc., M.Ed., Ph.D	01744-238628
<b>Lecturer</b>				
Dr.(Mrs.) Meenakshi Vij	16.11.1978	English	M.A., Ph.D.	01744-238816
Ms. Sangeeta Sethi	18.09.1984	English	M.A., M.Phil.	01744-238879
Mrs. Nisha Garg	01.07.1985	Political Science	M.A., M.Phil.	01744-238532
Dr. Mohinder Pal Mathur	10.07.1993	Economics	M.A., Ph.D, PGDCA	92543-03999
Dr.(Mrs.) Mango Rani	24.09.1993	Hindi	M.A.(Hindi,Eng) Ph.D.	0184-5034674
Dr.(Mrs.) Vidya Chaudhary	28.09.1993	Hindi	M.A., M.Phil. Ph.D.	01744-238162
Dr. Kamraj Sidhu,	10.08.2004	Hindi	M.A., Ph.D., B.Ed., PGDT, PGDJMC, MA(MC)	94160-90378
Dr. G. Ponmeni	27.07.2007	Education	M.Sc., M.Phil., M.Ed., MLISc, Ph.D.	01744-238165
Mrs. Meenakshi Chahal	01.08.2007	Education	MA, M.Ed., M.Phil. UGC-NET	01744-221886
Dr. Jyotsna Gupta	07.11.2007	Lib. Science	Ph.D.	92558-84884
Dr. Aditya Kaushik	13.02.2009	Mathematics	M.Sc. NET, Ph.D. P.Doc.	99912-74065
Mr. Kanhiya Lal	13.02.2009	Geography	M.A., M.Phil.	98964-90777

## **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.Sc.** (2-Year) in Mathematics & Geography Part-I/II
6. 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 Export Marketing Management (1-Year)
5. P.G. Diploma in Journalism & Mass Communication (1-Year)
6. P.G. Diploma in Translation (Hindi/English)(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 Application (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  
(Part-II would be introduced in 2010-11)
19. LL.M.(2-Year) Part-I/II
20. B.Ed.(2-Year) Part-I/II

### **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 recognized 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 recognized 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. **M.A. 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. **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.**)

6. **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.**)

7. **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.

### **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 (as on 18.1.2009) available on the website of University Grants Commission, New Delhi ([www.ugc.ac.in](http://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, 81, Gopala Tower, 25 Rajendra Place, **New Delhi - 110 008**
  7. Indian Institute of Science and Engineering, **New Delhi.**
  8. Badaganvi Sarkar World Open University Education Society, Gokak, Belgaum (**Karnataka**)
  9. St. John's University, Kishanattam, **Kerala**
  10. Kesarwani Vidyapith, **Jabalpur (M.P.)**
  11. Raja Arabic University, **Nagpur, Maharashtra**
  12. D.D.B. Sanskrit University, Putur, Trichi, **Tamil Nadu**
  13. Indian Institute of Alternative Medicine, Kolkatta, West Bengal
  14. Mahila Gram Vidyapith/Vishwavidyalaya, (Women's University), Prayag, Allahabad (U.P.)
  15. Indian Education Council of U.P., **Lucknow (U.P.)**
  16. Gandhi Hindi Vidyapith, Prayag, **Allahabad (U.P.)**
  17. National University of Electro Complex Homeopathy, **Kanpur.**
  18. Netaji Subhash Chandra Bose University (Open University) Achaltal, **Aligarh (U.P.)**
  19. Uttar Pradesh Vishwavidyalaya, Kosi Kalan, **Mathura (U.P.)**
  20. Maharana Pratap Shiksha Niketan Vishwavidyalaya, **Pratapgarh (U.P.)**
  21. Gurukul Vishwavidyalaya, **Vrindavan, Uttar Pradesh**
  22. Indraprastha Shiksha Parishad, Institutional Area, Khoda, Makanpur, **Noida Phase-II, Uttar Pradesh.**
  23. Private University in the State of Chhatisgarh as declared in operative by the Hon'ble Supreme Court of India.
  24. The matter of recognition of degrees like B.Ed./M.Ed. etc. awarded by the Bhartiya Shiksha Parishad, Lucknow and also its recognition is still subjudice.

### List of derecognized Boards

1. All the Examinations of All India Board of Secondary Education, New Delhi.
2. Uttar Madhyama & Purva Madhyama of MDU Rohtak (Gurukul Jhajjar Scheme).
3. Intermediate of the Central Board of Higher Education, New Delhi.
4. All the examination of Board of Adult Education and Training/Board Shiksha Sansthan, New Delhi.
5. Any Diploma/Exams of Prachin Kala Kendra, Chandigarh.

**Note :** Before finalizing the admissions the updated list of recognized examinations of Board of School Education, Haryana, Bhiwani/Other boards is/are 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 minimum 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.

#### 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** 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** any other examination recognised as equivalent thereto by the Kurukshetra University with **English** as one of the subjects.

##### 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, 2010, 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., 2009 and in March, 2010 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, 2009 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, 2009 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 2009 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, 2010 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, 2010, 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 2010.

## 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, 2010, 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) Hindi, Punjabi, Political Science, Public Administration, Philosophy, History, Economics, English and Sanskrit:**

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

(i) Provided that candidates seeking admission to M.A. English, Sanskrit, must have passed the qualifying examination with the corresponding subject (compulsory or elective, as the case may be), as one of the subjects.

(ii) Provided further that candidates who have passed Shastri (3-Year) with the subject of **English in all three Parts** of Kurukshetra University, Punjab University, Chandigarh or M.D. University, Rohtak are eligible for admission to M.A.(P) Sanskrit.



### 5. **M.SC.(PREVIOUS) MATHEMATICS; GEOGRAPHY**

Pass in Bachelor's Degree examination of Kurukshetra University or of any other recognised University, with Mathematics or Geography as one of the compulsory or elective subjects, as the case may be.

### 6. **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.

### 7. **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.

## **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 EXPORT MARKETING MANAGEMENT**
5. **P.G. DIPLOMA IN JOURNALISM & MASS COMMUNICATION**
6. **P.G. DIPLOMA IN TRANSLATION (HINDI/ENGLISH)**
7. **P.G. DIPLOMA IN ENVIRONMENTAL EDUCATION**

- Note:**
- (1) Candidates who fail to pass PGDCA, PGDEMM, 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 PGDEE, examination **within three years** of their admission to the course will be required to repeat the course de-novo.
  - (3) Candidates who pass PGDCA, APGDCA from Kurukshetra University or any other recognised University shall be eligible to join Part-II of MCA and M.Sc.C.S.(SW) courses.
  - (4) Candidates who pass M.Sc. Computer Science (Software)/M.Sc. IT examination from Kurukshetra University or any other recognised University shall be eligible to join Part-III of MCA course.
  - (5) Candidates who pass 2-Year P.G. Diploma in MM, FM, HRM, THM, IBM and B.M. from Kurukshetra University or any other recognised University shall be eligible to join Part-III of MBA course.

#### 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**

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

##### **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.

### 13. MASTER OF BUSINESS ADMINISTRATION (HOSPITALITY MANAGEMENT)

#### Part-I

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

#### 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 APPLICATION (M.C.A.)

##### Part-I

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

##### 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 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 Dip. 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 Dip. 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.

**INTAKE:** The number of seats are limited to 1,000 for admission to this programme. In case the number of applications exceeds 1,000, admission will be done on merit basis following usual Haryana Government Reservation Policy adopted by the University and given on Page 29 of the Prospectus.



## 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. 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.

### 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.

### 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 2009 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 Dec., 2009 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)

The eligibility conditions for admission to B.Ed.(2-year) Course will be as under :-

### FIRST YEAR

- (i) Bachelor/Master's Degree from a recognised University with atleast 45% marks in aggregate (40% in case of SC/ST/Blind/Physically and Visually Handicapped candidates)
- (ii) 2 years in-service working teaching experience in any recognised Government/ Aided/Private school/educational institutions in Haryana as on 31st May 2009.

- Note :**(i) The Teaching Experience Certificate will be accepted only on the prescribed proforma given at **Appendix-I in the Prospectus (DE-B.Ed.-09)**. In case a candidate has served in more than one Institution (with/without break), he/she should use the photocopy of this proforma for submitting the teaching experience certificates for each institution of service.
- ii) There will be no rounding of percentage of marks for determining the eligibility for admission to B.Ed. course.

### SECOND YEAR

- (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.

**RESERVATION for M.A. (Education) Part-I course:**

**Admission shall be made strictly in accordance with merit on the basis of marks obtained by the candidates in the qualifying examination plus admissible weightage, if any.**

**(A) Distribution of Seats:**

The seats shall be distributed as under :

(1)	All India Category including Haryana	15%
(2)	Bonafide Residents of Haryana	85%

(50% of the seats earmarked for bonafide residents of Haryana will be reserved for the categories as mentioned at (B) below, as per State Govt. policy and the remaining 50% seats will be filled from amongst Haryana general category candidates.

**(B) Reservation of seats for Bonafide Residents of Haryana**

The seats shall be reserved for the categories as under :

(i)	Scheduled Castes	20%
(ii)	Backward Classes (16% for Block-A) except Socially advanced (11% for Block-B) persons/Sections (creamy layer)	27%
(iii)	Physically Handicapped (1% Blind or low vision, 1% Hearing impairment, 1% Locomotor disability or cerebral palsy)	03%

[If the seats reserved for Physically Handicapped persons remain vacant due to non-availability of suitable handicapped candidates, it may be offered to ex-servicemen and their wards (1%) and dependants of freedom fighters (1%).]

(iv) 3% horizontal reservation will be given to Ex-servicemen/Freedom fighters and their dependants by providing reservation within reservation of 1% of general category, 1% out of scheduled castes and 1% from backward classes category. As far as block allocation in Block A and Block B of Backward classes category is concerned, year wise rotational system will be adopted. For example, if block A of backward classes are given seats in the academic year 2009, the next block i.e. B block of category of Backward classes will be given seats in the next academic year i.e. 2010 and so on. The Directorate shall maintain the record for the purpose.

**Guidelines for reservations:**

1. Reservation of seats is as per the Reservation Policy of the Haryana Govt. and is subject to any change/amendment by the State Govt. from time to time.
2. All the eligible candidates, from Haryana reserved category, may also compete for seats allocated under All India Open Category and Haryana General category.
3. If the number of seats reserved under any particular category is not a round figure, 0.5 or above will be taken as one and less than 0.5 shall be ignored, except that under the category Physically Handicapped at least one candidate will be admitted even if the round figure is less than 0.5 seats.
4. Seats reserved for SC category will not be changed to any other category.
5. All the remaining vacant seats under various categories, except those reserved for SC, will be considered open. These seats will be filled up, on the basis of open merit out of those eligible candidates who submitted application by the last specified date, provided candidate of reserved categories are not available at the time of finalisation of merit list.
6. Reserved seats(s) of BC Block-A remaining vacant will be filled up from BC Block-B and Vice-versa.

7. BC candidates (Block A & B) seeking benefit of reservation shall have to furnish an affidavit from their parents that they are not covered under the criteria of **creamy layer (Appendix-VI)**.
8. Candidates belonging to Haryana, who are having disability of 40% or more, duly certified by the Civil Surgeon, will be treated as Physically Handicapped. However, if necessary, the certificate may be verified by the Medical Board of the University whose decision will be final.
9. Children & Grand children of freedom fighters of Haryana are required to submit a certificate from the concerned Deputy Commissioner.
10. Ex-servicemen and their wards will have to submit the certificate from the concerned District Sainik Board.
11. In case two or more candidates in the merit list have equal percentage of marks, the candidates senior in age will be considered first.
12. A candidate, who applies for reserved category or for both reserved and general categories, will be considered first in general category. In case, he/she does not get a seat of his/her choice in general category, then he/she will be considered for reserved category as applicable.

- Note:-** 1. Candidates who have passed their qualifying exams. from a University in the State of Haryana will be deemed to be Haryana residents and will not be required to submit certificate of bonafide residents of Haryana. For other candidates instructions are given in **Appendix-I**.
2. ADMISSION FEE FOR M.A. (EDUCATION)PART-I COURSE NEED TO BE PAID ON DEMAND ONLY FROM THE DIRECTORATE AFTER FINALIZATION OF THE ADMISSION LIST.

### Subjects offered:

#### 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 34)  
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, 2010, 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. | <b>Compulsory Qualifying Subject of Environmental Studies (107)</b> (for details please refer to page 34) |
| 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) | II. Grammar & Composition (102) |
|               | III. Viva-Voce (103)            |

**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) <b>OR</b>    |
| 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)                |
|  | <b>OR</b>                            |
| 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 :                                   |
| Course-VII : American Literature (202)        | Opt.(i) Linguistics, stylistics and ELT (204) |
| Course-VIII : Indian Writing in English (203) | Course-X :Literature and gender (205)         |

**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 Itihasah (204)             |
| Group-D: Sanskrit-Sahityam (Optional group)    |   |
| VII. Natakam Natyashastram cha (202)           |   |
| VIII. Kavyashastram (203)                      | X. Aitihāsikakavyam Khandakavyam 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 Lipi (204) |
| VII.  | Option (i) Panjabi Natak Ate Ikangi (202) | X.  | Folklore and Culture (205)                   |
| VIII. | Panjabi Vartak (203)                      |     |  |

**4 (v). M.A. POLITICAL SCIENCE****Previous** : Five papers of 100 marks each.

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

**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. 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)           | IX. | Group A<br>Urban Local Govt. in India, Britain, France and USA (204) |
| VII.  | Economic Policy and Administration (202)       | X.  | Group A<br>Rural Local Development Administration (205)              |
| VIII. | Research Method in Public Administration (203) |     |  |

**4 (vii).M.A. HISTORY****Previous** : Five papers of 100 marks each.**Core Papers**

- Paper I : Medieval Societies. (101)  
Paper II : Twentieth Century World. (102)

**Specialization 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)

**Specialization 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)

**4 (viii).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)                    |   |

**4. (ix) 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)             |

**5 (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 &amp; 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 &amp; 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. &amp; Pr.) (212)

## 5` (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)		

## 6. M.COM.

**Previous** : Six papers of 100 marks each.

MC 101 Management Concepts and Organizational 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 & 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 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, 2010.

### 5. 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)	

### 6. 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, 2010 on a topic approved by the Course Coordinator.

### 7. P.G. DIPLOMA IN ENVIRONMENTAL EDUCATION

Four theory Papers of 100 marks each.

I. Basic Concepts of Ecology (101)	III. Environmental Pollution and Sources of Energy (103)
II. Population and Community Ecology (102)	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 Centres (105)
II. Knowledge Organisation : Information Processing & Retrieval (102)	VI. Information Sources (Theory & Practice) (106)
III. Classification Practice CC, DDC, UDC (103)	VII. Users & Information Services (Theory & Practice) (107)
IV. Cataloguing Practice : CCC, AACR II (104)	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 speaking area in lieu of Paper Bim101(B) (103)	Bim108 Computer Practical (110)
Bim102 Financial Accounting (104)	Bim109 <b>Compulsory Qualifying Subject of Environmental Studies</b> (111)
Bim103 Principles of Management (105)	(for details please refer to page 34)
Bim104 Quantitative Techniques (106)	
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 30-06-2011**. 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 30.6.2010.

## 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)	<b>OR</b> (MS-DOS, WINDOWS, Word Excel, Powerpoint) (108)
BCA 103 Mathematical Foundations of Computer Science-I (103)	BCA 108 Software Laboratory-II (FORTRAN & PASCAL) (109)
BCA 104 Computer Oriented Numerical and Statistical Methods (104)	<b>OR</b> (Introduction to Programming with C) (110)
BCA 105 Digital Electronics (105)	BCA 109 <b>Compulsory qualifying Subject of Environmental Studies</b>
BCA 106 Accounting and Financial Management (106)	(for details please refer to page 34) (111)

**Part-II : Eight papers of 100 Marks each.**

BCA 201 Computer System  
Architecture (201)

BCA 202 Data & File Structures (202)

BCA 203 Business Practices &  
COBOL Programming (203)

BCA 204 Data Base Management  
System (204)

BCA 205 Mathematical Foundations  
of Computer Science-II (205)

BCA 206 Real Analysis (206)

BCA 207 Software Laboratory-III  
COBOL & DTP Packages  
i.e. PageMaker/Ventura/  
CorelDraw (207)

**OR**

Visual Basic, CorelDraw,  
PageMaker(208)

BCA 208 Software Laboratory-IV  
Foxpro/MS-ACCESS &  
Lotus/MS-Excel (209)

**OR**

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, 2011** 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 302 Operating System

Organization and UNIX (302)

BCA 303 C++ with Introduction to  
Object Oriented Programming(303)

BCA 304 General Applications (304)

BCA 307 Software Laboratory-V  
(C++ and ORACLE) (309)

BCA 308 Project Work and Viva-Voce (310)  
(Project Report Evaluation :  
50 Marks)

(Viva-Voce & Demonstration :  
50 Marks)

**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, 2010**.

**11. MASTER OF LIBRARY & INFORMATION SCIENCE**

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-502 Quantitative Techniques &  
Research Methods (102)

mba-503 Accounting for Management (103)

mba-504 Marketing Management (104)

mba-505 Human Resource Management  
(105)

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 **28.02.2011**.

**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 &  
 mba-612 Security Analysis & Portfolio Mgt. Markets  
 mba-613 International Financial Mgt. mba-615 Merchant Banking & Financial Services

**Marketing (206):**

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

**Human Resource Management (207):**

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

**Note:** The Training Report is to be submitted by the candidates by **28.02.2010**.

**Part-III:** Seven papers of 100 marks each.

**Compulsory Papers**

mba-701 Total Quality Management (301)	mba-704 International Business (304)
mba-702 Enterprises Computing Environment 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	mba-719 Managing Changes in Group Processes 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 and Information Environment (304)
mba-702 Enterprise Computing 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
------------------------------------	-------------------------------

**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 & Economics	mba- 725 Business Environment
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**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 Specialization 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  
ManagementMBA(HM)-104 Financial Accounting for Hotels  
& Travel OrganisationsMBA(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  
MethodologyMBA(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 2011, 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)-304 Event Management	MBA(HM)-307 Vive-Voce based on the two months Practical Training in Hotel/Travel Agency/Airlines/ or related Organization

**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 & 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.

MCA-DE-21 Operating System and Shell Programming (201)	MCA-DE-25 Data Communication, Computer Network & Internet (205)
MCA-DE-22 Data Base Management System & ORACLE (202)	MCA-DE-26 Software Engineering (206)
MCA-DE-23 System Simulation with Digital Computer (203)	MCA-DE-27 Software Laboratory-III (based on MCA-DE-21)(207)
MCA-DE-24 Programming Language Principles and System Programming (204)	MCA-DE-28 Software Laboratory-IV (based on MCA-DE-22) (208)

**Note :** The candidates are required to undergo six months training at any reputed software company after 2nd year examination and will submit Project Report in Part-III by **31.03.2011.**



**Part-III:** Three Theory papers and one Practical Paper of 100 marks each and Project Work of 200 marks.

MCA-DE-31 Computer Architecture & Parallel Processing (301)	MCA-DE-34 Software Laboratory-V (based on MCA-DE-32) (303)
MCA-DE-32 Visual Programming (302)	MCA-DE-35 Project Work (304)

**MCA-DE-33 Elective Paper (any one of the following)**

MCA-DE-331 Computer Graphics & Multimedia (305)	MCA-DE-333 Microprocessor and Interfaces (307)
MCA-DE-332 Artificial Intelligence and Applications (306)	MCA-DE-334 Software Quality Models and Testing (308)

**Note :** The candidates are required to submit the Project Work by **31.03.2010**. However those who sought admission in MCA-III under lateral entry scheme will undergo six months training during the course and would submit the Project Work by **31.08.2010**.

## 15. M.SC. COMPUTER SCIENCE (SOFTWARE)

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

CS-DE-11 Computer Fundamentals & 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 and two Practical papers of 100 marks each.

MSC-21 Object Oriented Analysis and Design (201) (206)	MSC-26 Advanced Database Systems
MSC-22 Visual Programming (202)	MSC-27 Software Laboratory-I (207) (Object Oriented Programming in C++ & JAVA)
MSC-23 Internet & JAVA Programming (203)	MSC-28 Software Laboratory-II (208) (ORACLE and Visual Basic)
MSC-24 Computer Graphics & Multimedia (204)	
MSC-25 Artificial Intelligence and its Applications (205)	

## 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)

VII. Curriculum Development and Comparative Education (202)

VIII. Any one of the following:

(i) Special Education (203)

(ii) Educational Measurement and Evaluation (204)

IX. Any one of the following:

(i) Management and Administration of Education (205)

(ii) Educational Technology (206)

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** : The Dissertation and Field Work are to be submitted by 31.3.2010.

**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)

**19. LL.M.**

**Previous** : There shall be six theory papers of 100 marks each and of 3 hours duration.

Papers 1 to 4 shall be compulsory as the foundation courses. 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. Research Methodology and 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 four theory papers of 100 marks each and a Dissertation of 200 marks.

Group C : Business Laws

Paper-III : Law of Banking and Negotiable Instruments.

Paper-IV : Law of Industrial and Intellectual Property.

Paper-V : Insurance Law

Paper-VI : Legal Regulation of Economic Enterprises.

**Note:-** The dissertation is to be submitted by 31.3.2010.

**20 B.Ed. (2-Year)**

**Note:** Scheme of Examination and Detailed syllabi would be supplied to the students after finalisation of the Admission.

The programme will consist of the following four group of courses:

Group A : Core Courses Paper- I,II,III,IV & V

Group B : Content Based Methodology Courses Paper- VI & VII

Group C : Special Courses Paper- VIII

Group D : Practical Courses

**Course Description****Part-I**

<b>Sr.No.</b>	<b>Paper with Code</b>	<b>Course Title</b>
1.	Paper-I ES:331	Curriculum and Instruction
2.	Paper-II ES-332	Psychology of Learning and Development
3.	Paper-III ES-333	Educational Evaluation
4.	Paper-VI Content based Methodology Course: Any one of the following (As per qualifying examination)	
	<b>OPTION</b>	
	(i) ES:341	Teaching of Science
	(ii) ES:342	Teaching of Mathematics
	(iii) ES:343	Teaching of Social Studies
5.	Paper- IX(a)	School Based Practicals
	IX(b)	Workshop Based Practicals

**Note:** Teaching of Mathematics only for the candidates who have been allotted Teaching of Languages as Paper VII.

**Part-II** (Only for those students who are already enrolled in Part-I with the Directorate during the session 2008-09 and have completed the 1st Year of B.Ed successfully.)

<b>Sr.No.</b>	<b>Paper with Code</b>	<b>Course Title</b>
1.	Paper-IV ES:334	Education and Society
2.	Paper -V ES:335	Teacher and School
3.	Paper-VII Content based Methodology Course: Any one of the following (As per qualifying examination)	
	<b>OPTION</b>	
	(ii)ES:342	Teaching of Mathematics
	(iv) ES:344	Teaching of English
	(v) ES:345	Teaching of Hindi
4.	Paper-VIII (Special Course - Any one of the following):	
	<b>OPTION</b>	
	(i) ES:361	Educational Technology
	(ii) ES:362	Computer in Education
	(iii) ES:363	Guidance and Counselling
	(iv) ES:364	Distance Education
5.	Paper- IX(a)	School-Based Practicals
	IX(b)	Workshop-Based Practicals
6.	Paper-X	Skill-in-Teaching
	(i) Teaching - Subject-I	
	(ii) Teaching - Subject-II	

**Note:** Teaching of Mathematics only for the candidates who have opted Teaching of Science as Paper-VI

## FEE STRUCTURE (2009-10)

Table - II FEES PAYABLE (PER ANNUM)

	CCA	B.A.-I/II/III PGDT(H/E)	B.Com. I/II/III	BIM-I/II/III	BCA I/II/III	D. Lib. Sc.
Ist Instalment	2400	1700	1900	4200	4500	2500
IInd Instalment	2400	1700	1900	4200	4500	2500
<b>TOTAL</b>	<b>4800</b>	<b>3400</b>	<b>3800</b>	<b>8400</b>	<b>9000</b>	<b>5000</b>

  

	B. Lib. Sc. PGDEMM	CC in Urdu	PGDJMC MA(MC)-I/II	PGDCA	M.A.I/II MA(EE)-I PGDEE	M.Sc. (MATH) M.COM-I/II	M.Lib.Sc. M.Sc. (Geog.-I/II)
Ist Instalment	2900	1400	2700	4600	2200	2400	3100
IInd Instalment	2900	1400	2700	4600	2200	2400	3100
<b>TOTAL</b>	<b>5800</b>	<b>2800</b>	<b>5400</b>	<b>9200</b>	<b>4400</b>	<b>4800</b>	<b>6200</b>

  

	B.Ed.* I/II	M.A.(Edu.) I/II**	LL.M. I/II	MSc CS (SW)-I/II MCA-I/II/III	MBA-I/II MBA(HM) I/II	MBA-III MBA(HM) III
Ist Instalment	10000	5000	3900	6000	5200	6000
IInd Instalment	10000	5000	3900	6000	5200	6000
<b>TOTAL</b>	<b>20000</b>	<b>10000</b>	<b>7800</b>	<b>12000</b>	<b>10400</b>	<b>12000</b>

## EXAMINATION

### A. GENERAL INFORMATION

(a) The **annual examination of undergraduate and post graduate** courses will **tentatively commence on 1st April, 2010 and 2nd May, 2010** respectively and the date of commencement of the annual examinations of **one-year Certificate/Diploma/PG Diploma courses** will, tentatively be **in the second week of May, 2010**. These can, however, be extended under some compelling circumstances. Exact dates shall, however, be notified by the Controller of Examinations. No request for adjustment in dates of the University examination to suit the convenience of any person will be entertained.

(b) **Admit Cards/Roll No. slips and date sheet** for appearing in the University examination shall be provisional subject to fulfilling the eligibility, etc. Admit Cards/Roll Nos. and date-sheets are generally dispatched to the candidates concerned by the Directorate 10-12 days before the commencement of examination concerned, if the students have fulfilled all the requirements and

paid their all kinds of fees/dues and submitted the requisite documents. If any candidate does not receive his/her Admit Card/Roll No. slip in time, he/she should contact the Directorate with three passport size photographs for issue of duplicate Roll No. Slip/Admit Card.

(c) No correspondence regarding non-receipt of Roll Number will be entertained from any student after the theory papers examinations are over and he/she himself/herself will be responsible for the consequences of not appearing in the examination. The University in such cases will not consider the requests of the students for refund/adjustment of fee paid by them or any claim for compensation or re-examination.

(d) For Compartment cases of B.A./B.Com., the **Supplementary examination** shall ordinarily be held in the month of September/October or on such dates as may be fixed by the University. For eligible Re-appear cases of other courses, the Supplementary examination shall be held in the month of November/December or on such dates as may be fixed by the University. **The Roll number and date sheet for the Supplementary examinations shall be sent to the candidates concerned direct by the examination branches.**

(e) All rules and regulations as contained in the Calendars of this University shall be applicable for matters not specifically covered in the Prospectus.

## **B. EXAMINATION CENTRES**

**The provisional list of places of Examination centres** where the students of Directorate of Distance Education may be allowed to take their examination is as under:

### **I WITHIN THE JURISDICTION OF KURUKSHETRA UNIVERSITY**

#### **(a) FOR UNDER-GRADUATE COURSES:**

Ambala City/Cantt., Asandh, Barara (Only for Girls), Barwala (Panchkula), Cheeka, Dhand-Dadwana(Only for Girls), Gharaunda, Ismailabad (KKR) (Only for Girls), Israna (Panipat), Jagadhari, Kalka, Karnal, Kaithal, Kaul, Kurukshetra, Ladwa, Mullana, Matlauda, Matakrajri (Indri), Naneola, Naraingarh, Panchkula, Panipat, Pehowa, Pundri, Radaur, Sadhaura, Shahabad Markanda, Samalka, Yamuna Nagar, Hisar, Fatehabad, Hansi, Ratia, Bhattukalan, Mandi Adampur, Tohana, Sirsa, Jiwan Nagar, Jind, Narwana, Safidon, Uchana, Julana, Mandi-Dabwali, Odhan, Mustafabad, Ellenabad, Sewah, Nalwa, Sherda

#### **(b) FOR POST-GRADUATE COURSES :**

Ambala Cantt./City, Jagadhri, Kalka, Karnal, Kaithal, Kurukshetra, Panipat, Panchkula, Yamuna Nagar, Hisar, Fatehabad, Sirsa, Jind, Mandi-Dabwali.

### **II OUTSIDE THE JURISDICTION OF KURUKSHETRA UNIVERSITY**

(only for the students of Professional Postgraduate Courses)

1. New Delhi 2. Ludhiana

The students of professional courses opting for any of the above examination centres will have to pay an additional examination centre fee of Rs. 600/- at the time of admission with other admission dues.

**Note : In no case Examination Centre at any other place will be allowed to be created.**

## **Components of Distance Education Programmes**

**Study Material** : The Directorate provides quality course materials in SIM format prepared by experts of repute keeping in mind the quality and academic standard for each course in respective fields. The Chairpersons or senior teachers of University Teaching Departments act as Coordinators of the distance education courses. Study material is also sometimes supplemented by the books referred to in the syllabi to re-enforce learning.

**Personal Contact Programme** : Personal Contact Programme is an integral part of the distance education to stimulate and help students to come out with the problems they may face during the course of their study. The Directorate organizes short-term, condensed, intensive coordinated PCPs both for theory and practical contents of the courses conducted by the University Teaching Departments in the University and at various other Centres of University affiliated Colleges for the benefit of the students. It provides the students an opportunity to remove their problems and enables an opportunity for social interaction with other students of the programme. Efforts are made to cover the maximum part of the courses in the PCPs.

**Response Sheets** : In order to motivate and inculcate the habit of writing among the students, they are encouraged to prepare and submit written assignments/response sheets. These response sheets, duly evaluated, are returned to students with comments by the teachers, which serves as feedback and also as a dialogue with the teachers thereby obliterating students' feeling of isolation. The relevant guidelines and comments given by the teachers help learners grasp the subject systematically and perform better in the university examinations.

**Students Counselling** : Students' counselling is also an important aspect of distance education which plays a vital role to guide the learners in respect of academic, administrative or personal problems. Students are advised to contact the teaching faculty of the Directorate or the Course Coordinators during working hours to discuss their problems.

### **Facilities**

**Library** : The Directorate has an independent, centrally air-conditioned, well-equipped Library of its own and has rich collection of books on all subjects. Learners are allowed access to use the Library facilities on all working days, on production of identity card issued by the Directorate.

**Teaching Block** : The Directorate has an independent, 3-storey Teaching Block meant exclusively for the students of distance education courses. The teaching block comprises Lecture theatres, tutorial rooms, teachers' rooms, common rooms for boys and girls, a counter for distribution of study material, teachers' rooms, staff room,

open air theatre, centrally air conditioned Library and Computer Labs equipped with modern amenities.

**Computer Lab** : Apart from the facilities available at the institutions for hands-on-practice where the PCP of distance education courses are conducted, the Directorate has recently established centrally well equipped Computer Labs. The Lab has 54 nodes facility for simultaneous use of students at a time and are connected with Internet facilities.

**Other facilities** : **Single Window Service**

In order to facilitate the admission procedure, the Directorate has introduced Single Window Service. Not only the admissions have been computerized but the admission forms also have, been simplified with detailed provisions in the DDE Prospectus for reference by the candidates. Reception-cum-Enquiry for pre admission counselling, counter for the sale of the DDE Prospectus and other forms, Extension Counter of Oriental Bank of Commerce for depositing the fee by the students, multiple No. of counters for the receipt of admission forms and for the issue of study material facilitate the admission procedure that hardly takes 15-20 minutes to complete the entire admission process for a student.

### **Student Support Services**

A special feature of the distance education programme is the Student Support Services. The students finding any difficulty in pursuing distance education courses may get in touch with the concerned Officer/Official or the Coordinator, Student Support Services in the Directorate.

### **Financial Assistance to Students**

The candidates belonging to the Scheduled Caste/Tribes and the University employees and their wards are entitled to tuition fee concession out of the fees payable to the University. Financial assistance to a limited extent is also given to a limited number of students on merit cum means basis.

### **Placement Cell**

Placement information for the year 2008-09 : NO

### **Information on Seminar and Conferences**

Seminar/ conferences organized : NO  
by the Department (2008-09)

### **Information on Research Activities (Projects)**

N. A.

### **Information on Achievement**

The credibility and popularity of various courses offered by the Directorate is demonstrated by rising graph of its enrolment from only 400 students in 1976 to about 38000 in 2008-09.

The Directorate has an impressive infrastructure, student support services and various other facilities to facilitate quality teaching and learning for its students. It is a matter of great pride and pleasure that Directorate has taken lead to assimilate learner-friendly technologies by launching Gyan Sanchar Lecture Broadcast Series and installing Satellite Interactive Terminal using IGNOU National Beam. These facilities will go a long way to make the system vibrant and at par with best Institutes of Distance Education at the National and International levels.

For further information, please contact:

**The Director**  
Directorate of Distance Education  
Kurukshetra University  
Kurukshetra 136 119  
**(Haryana) India**

DDE Inquiry : **0091-1744-238518**  
Tele-Fax : **0091-1744-238628**  
Tele-Asstt.Registrar. : **0091-1744-238385**  
Gram : 'Dharmakshetra'  
E-mail : [ddekuk@rediffmail.com](mailto:ddekuk@rediffmail.com)  
Website : <http://www.kukinfo.com>