For Information, Please contact

Directorate of Distance Education,

MAHARSHI DAYANAND UNIVERSITY

ROHTAK – 124 001

Tel.: 1860-180-1810, Fax: 01262-292435, E-mail: iscsupport@gmail.com

Website: www.mdudde.net

DIRECTORATE OF DISTANCE EDUCATION

MAHARSHI DAYANAND UNIVERSITY

ROHTAK – HARYANA

INFORMATION TECHNOLOGY & MANAGEMENT

PROSPECTUS

UNIVERSITY

AT A GLANCE

क्रान्ति चौक
SYMBOL OF REVOLUTION

भारत के प्रथम स्वाधीनता संग्राम (1857) में प्राण न्यौछावर
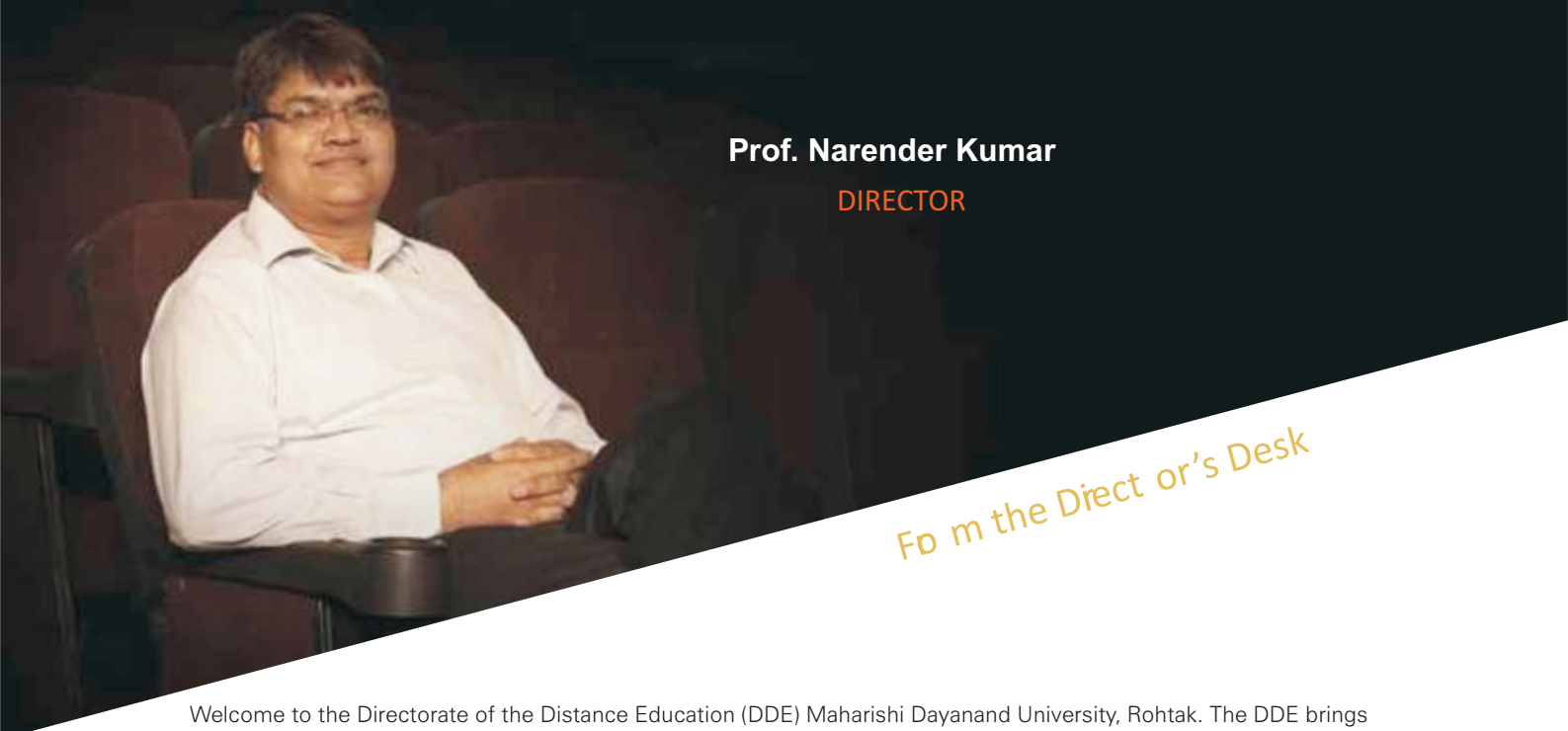करने वाले हरियाणा क्षेत्र के वीरों को समर्पित स्मारक
का अनावरण

माननीय श्री भूपेन्द्र सिंह हुड्डा
(मुख्यमन्त्री, हरियाणा)
द्वारा दिनांक 21-11-2009 को सम्पन्न हुआ

Lives of greatmen all remind us,
We can make our lives sublime
And, departing, leave behind us,
Footprints on the sands of time.
–H.W. Longfellow

Prof. Narender Kumar
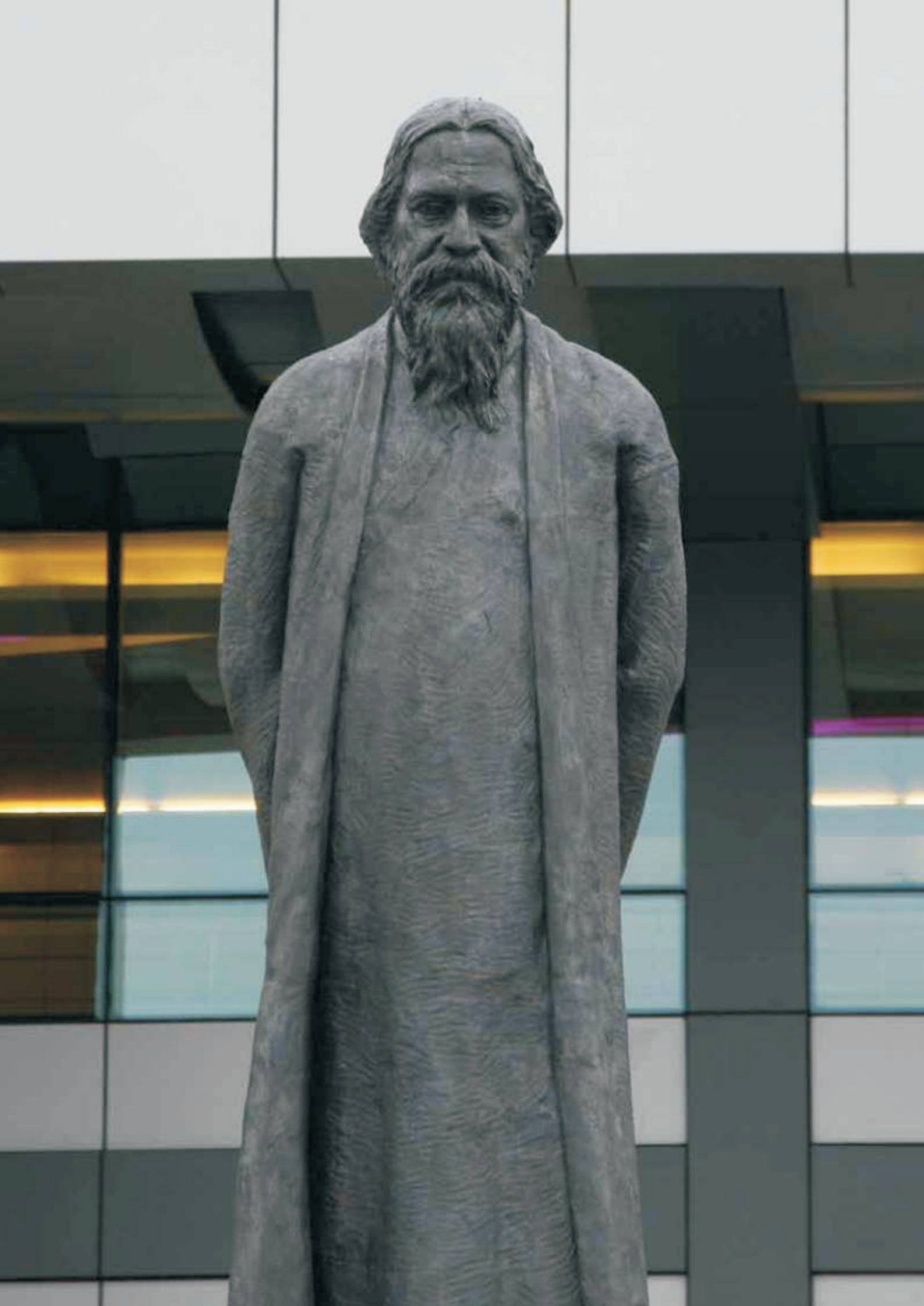
DIRECTOR

Ffrom the Direct or's Desk

Welcome to the Directorate of the Distance Education (DDE) Maharishi Dayanand University, Rohtak. The DDE brings together people with knowledge of distance and technology-enabled learning technology project coordination and communities of practice support. I extol the ability of DDE in extending high quality education experience beyond the physical campus and to spark meaningful connections within the campus. Our entire organization is committed to supporting learning and teaching through service delivery, resource development and community engagement.

DDE was established in the year 1988 in order to meet the ever-increasing demand of the students living in distance places. DDE has excelled in the feld of education and is known today as one of the foremost centres of distance education and learning in the country. For its thousands of students it has been a gateway to a professional life. To meet the demands of changing and challenging global environment, DDE offers academic programmes in Information Technology, Computer Sciences, Management, Commerce, Law, Education, Languages and Social Sciences in distance learning mode. In the session 2010-11 two new courses PGDCISM and DCISM has been introduced through distance learning mode.

A strong professional base, a frst class system of tutorial support and wide and imaginative range of support services supplements the core distance education provision. The specialist staff inspires, motivates, supports and educates the students. The courses are open learning rather than distance learning and students are not left studying at home in isolation, but automatically made a part of DDE association. Through all out efforts we endeavour to transform students into winning personalities and complete human beings. With an infrastructure, which meets international standards and a dedicated and committed faculty, I am confdent that the students of DDE will be highly effective and competent and leave a mark of their services wherever they go.

So, as distance learning takes a new turn and education moulds itself into its new face, I wish best of luck and grand success to all the students of DDE.

(Prof Narender Kumar)

From Vice-Chancelo r's Desk

Maharshi Dayanand University was established in 1976 under act 25 of 1975 of the Haryana State Legislative with an aim to promote higher studies and research in the feld of environmental, ecological and life sciences. Over a span of the last 32 years, the University has made remarkable progress in different spheres of its physical infrastructure and introduction of a host of new professional, job oriented courses. New courses, like M.Sc. (Medical Biotechnology), M.Sc. (Food Technology), M.Sc. (Microbial Fermentation Technology), M.Sc. (Invironment Biotechnology), M.Sc. (Forensic Technology), M.Sc. (Mathmathics and Computer Science), MBA (Business Economics), Diploma in French, Certifcate course in French and Spanish have been introduced. Similarly, a host of highly popular new courses have been started on the campus in the area of life sciences and engineering & technology. A separate instutue of Hotel and Tourism Management has also been established.

Distance Education is an established and recognized mode of education, the world over, which is in consonance with changing socio-economic needs and emerging demands of the knowledge era. Keeping in view the Open University system and long standing demand of heterogeneous group of student community, Our Directorate of Distance Education (DDE) has started a wide spectrum of Courses. The Directorate is housed in spacious building and is manned by well experienced staff. Over the years, DDE has expended tremendously in terms of programmes, enrollment and study centres. All the 20 courses run by the Directorate are well received.

It is our earnest desire to provide the best quality of education to the students. We not only facilitate our students in acquiring the proper knowledge of the subjects of their choice but also in fostering the important and vital attributes of a civilized human being. As M.D.U. gradually evolves into a Centre of Excellence, young minds will bloom and spread their branches in all directions. The new e-governence system and call centre support implemented in DDE is an other milestone that has automated and further galvanized its entire administration and outreach for mutual beneft of the university and its students.

We welcome the students of new academic session into our caring fold and wish them all a highly satisfying and fulflling association with us in the hope that a great future is awaiting them.

(R.P Hooda)

It is a matter of immense pleasure for me to announce that the directorate of Distance Education of our University is coming out with its latest brochure for the benefit of the student seeking admission in the various streams of Information Technology (IT) and Management throught distance mode. In the emerging knowledge based global economy the Directorate over the years has built a strong core competence in the technical, professional and job oriented areas of education and is delivering the same to the students effectively through a net work of more than 800 Study Centers all over the country. The course contents are regularly updated keeping in view the dynamically changing business environment and industry requirements. The Directorate is in the process of setting up an online campus with a full-fedged information and enquiry center to meet the informational requirements of the students of distance education. A number of quality initiatives are being undertaken in the Directorate to improve the course contents, delivery mechanism and other student support services. This brochure bridges the information gap between the University and the remote students by providing all the essential information in a lucid manner.

I am sure the students of the Directorate will utilise its facilities for upgrading their skills and knowledge and prove an asset of the prospective employing organizations.

I wish all the success.

(Dr. M.M. Kaushik)

OFFICERS OF THE UNIVERSITY

Name & Designation	Telephones Offce	Fax	EPABX Extension
Vice-Chancellor Prof. R.PHooda	274327 292431	274133	294
Registrar Dr. S.PVats			
Dean, Academic Affairs Prof. Surender Kumar			
Controller of Examinations Dr. B.S. Sindhu	274169	274169	213
Finance Offcer Sh. I.S. Poria	295258		223
Dean, College Dev. Council Prof. Daleep Singh	274532		231
Librarian Dr. Prem Singh	295647		3004
Proctor Prof. K.PS. Mahalwar	272436		3400

DIRECTORATE OF DISTANCE EDUCATION

Sh. S.L. Gupta
Superintendent
(Co-ordination Section
/PA to Director)

Sh. S.K. Dang
Superintendent
(Accounts)

Sh. H.R. Sardana
Superintendent
(B.Ed. & PG.)

Sh. Gulab Dalal
Dy. Superintendent
(IT/MBA)

Sh. S.C. Bhardwaj
Assistant I/c (UG)

FOR ANY ENQUIRY CALL DDE HELP LINE NUMBER: 1860-180-1810

THE UNIVERSITY

The Maharshi Dayanand University initially known as Rohtak University, Rohtak was established by an Act of Legislature of Haryana 1976 with the object to promote intrdisciplinary higher studies and research the feld of environmental, ecological and life sciences. Initially it was unitary and residential University, however, its character was changed to affliating University. It was named after the great revolutionist and social reformer Maharshi Dayanand and came to be known as Maharshi Dayanand University, Rohtak.

The University Grants Commission recognized this University under section 2(f) for the recognition of degrees and under section 12(b) of University Grants Commission Act for central grants on Feb.2, 1983.

LOCATION

The University is situated at Rohtak, a rapidly growing town and district headquarter about 75 kms. from Delhi on Delhi-Hisar National Highway (NH-10). It is at a distance of about 240 kms from Chandigarh, the State Capital. It is well connected by rail and road. Rohtak is a very educationally forwarded town, where facilities of education in all felds are available.

JURISDICTION

The jurisdiction of the University extends to the districts of Rohtak, Jhajjar, Bhiwani, Mohindergarh, Gurgaon, Faridabad, Sonepat, Rewari, Palwal and Mewat and all institutions/Colleges of General Education, Engineering, Technology, Computer Sciences located in these districts are affliated to this University.

CAMPUS

The University Campus is spread over a sprawling area of over 700 acres. The boundary of the campus extends from Rohtak-Delhi Road to Rohtak-Delhi railway line and from Pt. BDS (University of Health Sciences) PGIMS to Western Yamuna Canal. The campus is well laid with numerous buildings and wide road network. It presents a spectacle of harmony in architecture and natural beauty. There are as many as 10 teaching Blocks, 9 Hostels, a Vivekanand Library, Campus School, Health Centre, Faculty House, Sports Stadium Community Centre, Swimming Pool, Shopping Complex and an Administrative Block. More than 550 residential houses are available for faculty members and non-teaching staff. Tagore Auditorium in the University Global Standard. There is Wi-f facility of on the campus. A 'Student Activity Centre' has been constructed recently. A big 'Yajanshala', as per Vedic guidelines, has also been constructed. A Branch of State Bank of India and another of Central Co-operative Bank is available on the campus.

INDIRA GANDHI NATIONAL OPEN UNIVERSITY

MAIDAN GARHI, NEW DELHI-110068, INDIA

PHONE : (O) 91-11-29533340
FAX : 91-11-29536668
E-mail : smanjulika@hotmail.com

Prof. Manjulika Srivastava
F. No. DEC/2010/7004
Director
Dated: 29.03.10

NOTIFICATION

Sub: Territorial Jurisdiction in offering programmes through distance mode - reg.,

The council in its 28th meeting held on 23rd March, 2007, had decided that jurisdiction for offering programmes through distance mode will be as per the Acts and Statutes of the concerned university. However, in the ninth Joint Committee meeting of UGC-AICTE & DEC held on 17.08.2009, regarding territorial jurisdiction for offering programmes through distance mode, it was decided that the latest UGC notifcations will prevail over all previous notifcations and circulars of the DEC.

On the requests received from various institutions offering programmes through distance mode requesting DEC to reconsider its decision on territorial jurisdiction the matter was reffered to the Council for its consideration. In its 35th meeting the Council noted that distance education and online education cannot have the Territorial Jurisdiction, Further, it was decided that in the case of Central Universities and the State Universities, the Territorial Jurisdiction will be as per their Acts and Statutes for offering programmes through distance mode. The Territorial Jurisdiction in case of Deemed Universities will be as per UGC, which mandates the prior approval of the UGC for opening Centres / off Campus Centres outside the Headquarters, The Territorial Jurisdiction in case of Private Institutions (other than Universities) will be as decided by the Joint Committee.

This is issued with the approval of the Chairman DEC.

Yours sincerely,

Sd/-
(Manjulika Srivastava)

To
The Registrar
Maharishi Dayanand University
Rohtak-124001,
Haryana

Copy to:
The Director, Directorate of Distance Education, Maharishi Dayanand University
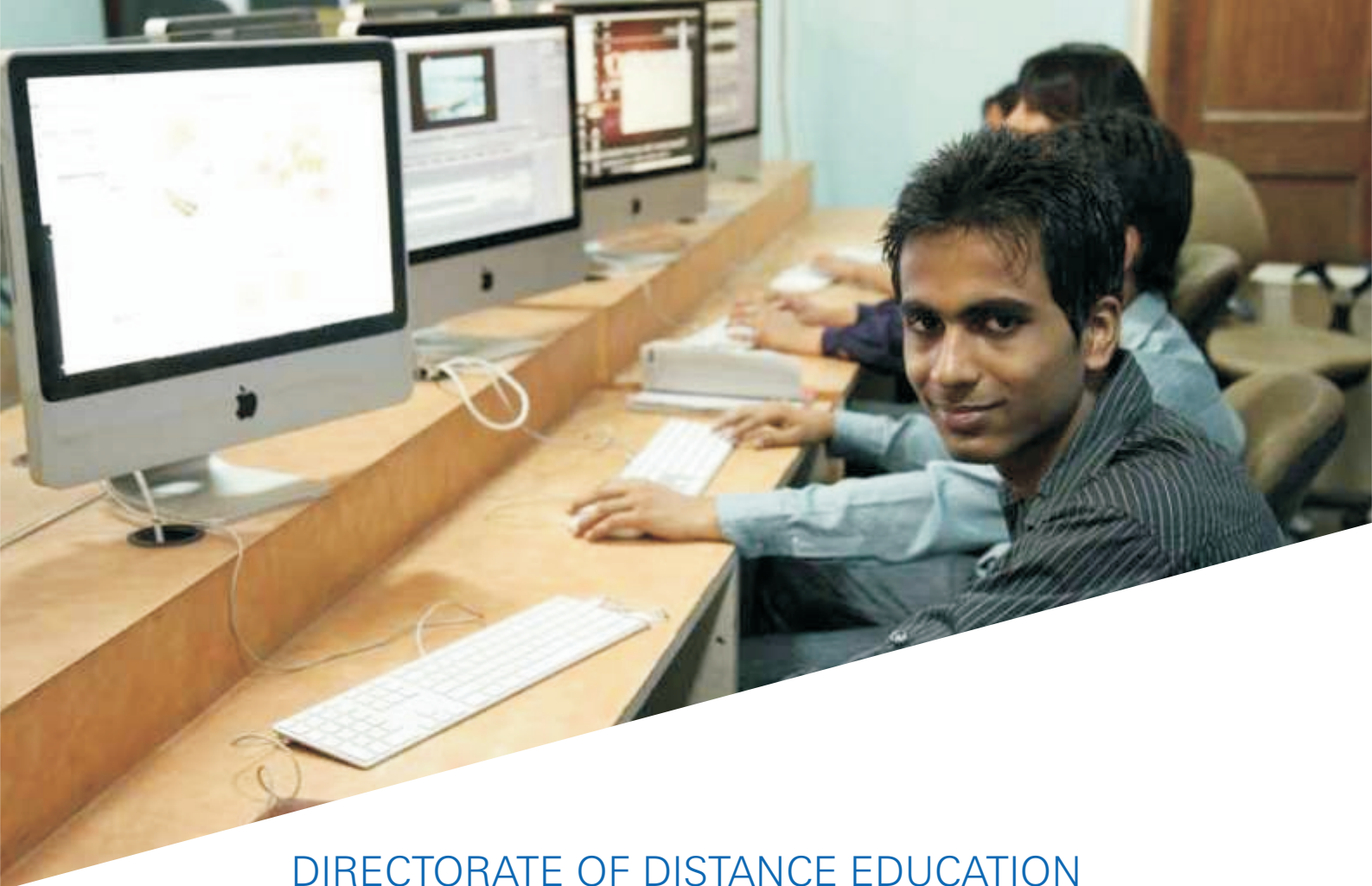Rohtak-124001, Haryana

REGULAR PROGRAMMES OFFERED BY UNIVERSITY

The M.D. University offers numerous felds of specialized study through its eleven Faculties under various Teaching Departments. Courses offered by different faculties lead to Bachelor and Master degree in Arts, Basic Sciences, Social Sciences, Commerce, Business Administration, Education, Home Science, Law, Engineering, Music, Computer Sciences, Pharmacy, Mass Media and Communication, Applied Sciences and Foreign Languges.

S.No.	Faculty	Courses offered
1.	**Faculty of Commerce** Department of Commerce	i. Ph.D. ii. M.Phil. iii. M.Com.
2.	**Faculty of Education** i. Department of Education ii. Department of Physical Education	i. Ph.D. (Education, Physical Education) ii. M.Phil. (Education) iii. M.A. (Education, Physical Education) iv. M.Ed. (One Year Course after B.Ed.) v. M.P.Ed. vi. B.P.Ed.
3.	**Faculty of Engineering & Technology** Department of Engineering and Technology	B.Tech (4 Year Course) i. Bio-Tech ii. Computer iii. Electronics & Communication Engg. iv. Mechanical Engg.
4.	**Faculty of Humanities** i. Department of English & Foreign Languages ii. Department of Hindi iii. Department of Sanskrit, Pali & Prakrit iv. Department of Journalism & Mass Communication	i. Ph.D. (Hindi, English, Sanskrit) ii. M.Phil. (Hindi, English, Sanskrit) iii. M.A. (Hindi, English, Sanskrit, Mass Communication) iv. Post-graduate Diploma in Translation (Hindi-English) v. Diploma course in French Language vi. Certifcate course in Spanish Language vii. Certifcate Course in Urdu. viii. Certifcate Course in French.
5.	**Faculty of Life Sciences** i. Department of Bio-Sciences ii. Department of Bio-Chemistry & Genetics iii. Advanced Centre for Bio-Technology	i. Ph.D. ii. M.Phil. iii. M.Sc. (Food Processing Technology, Medical Bio Technology, Botany, Zoology, Environmental Science, Biochemistry, Genetics, Bio-Technology).
6.	**Faculty of Law** i. Department of Law ii. Institute of Law & Mgt. Studies, Gurgaon	i. Ph. D. ii. LL.B.(Hons.) 5Year Course after 10+2 examination. iii. LL.B.(Hons.) 3Year Course after Bachelor Degree. iv LL.M. 2 Year Course after Bachelor Degree in Law v. LL.B.(Hons.) 5Year Course after 10+2 examination.

S.No.	Faculty	Courses offered
7.	**Faculty of Management Sciences** i. IMSAR ii. Institute of Hotel and Tourism Management iv. Institute of Law & Mgt. Studies, Gurgaon	i. Ph.D. in Business Management ii. M.B. A. (2 Years) iii. Master of Tourism Management iv. Master of Hotel Management v. 2 Years M.B.A. (B.E.) vi 2 Years M.B.A. Executive vii Five year M.B.A. Integrated
8.	**Faculty of Physical Sciences** i. Department of Chemistry ii. Department of Physics iii. Department of Mathematics iv. Department of Statistics v. Department of Computer Science & Applications	i. Ph.D. (Chemistry, Physics, Mathematics, Statistics, Computer Sciences & Applications) ii. M.Phil. (Mathematics, Statistics) iii. M.C.A. iv. M.Sc. (Chemistry, Physics, Maths, Statistics) v. M.Sc. (Maths with Computer Sc.)
9.	**Faculty of Pharmaceutical Sciences** Department of Pharmaceutical Sciences	i. B. Pharmacy ii. M. Pharmacy (Industrial Pharmacy and Drug Regulatory Affairs)
10.	**Faculty of Performing & Visual Arts (Music, Fine Arts)** i. Department of Music ii. Department of Fine Arts	i. Ph.D. (Music) ii. M..A. (Music, Fine Arts)
11.	**Faculty of Social Sciences** i. Department of Economics ii. Department of Political Science iii. Department of History iv. Department of Psychology v. Department of Geography vi. Department of Defence Studies vii. Department of Public Administration viii. Department of Sociology	i. Ph.D. (Economics, Political Science, History, Sociology, Geography, Public Administration, Psychology, Defence St.) ii. M.Phil. (Economics, Political Science, History, Sociology, Geography, Public Administration, Psychology) iii. M.A. (Economics, Political Science, History, Sociology, Geography, Public Administration, Psychology, Defence St.) iv. P.G. Diploma in Guidance and Counseling.

DIRECTORATE OF DISTANCE EDUCATION

Distance Education is an established and recognized mode of education which is in consonance with changing socio-economic needs and emerging demands of the knowledge era. Keeping up with the spirit of Open University system and in the view of long-standing demand of heterogeneous groups of student's community, the Directorate of Distance Education (DDE) of Maharshi Dayanand University, Rohtak (MDU) has started a wide spectrum of courses. Over the years, DDE has expanded tremendously

In terms of programmes, enrolment and study centers. The Directorate is housed in a specious building that is properly ventilated and easily approachable. At present 23 programmes are being offered by DDE, out of which 15 are leading to Postgraduate degree, 6 courses for Bachelors degree, 2 course is P.G. Diploma.

The programmes range from conventional to management and technical as per needs of the area and employment opportunities available in the country. In order to meet the growing demand of computer education and the dynamical changing requirement of the corporate world the Directorate with its experience and expertise in both computer and distance learning launched programmes in Computer/IT and Management. These programmes are telescopic in nature wherein a diploma/advanced diploma is awarded after completion of each year of training culminating into a university degree. Moreover, to provide greater choice and fexibility to the students, provision for lateral induction in Computer/IT programmes has been adopted.

Presently, the DDE is imparting education to more than 1.5 lacs students through its network of study centers. At present, DDE has 800 study centres recognized by the University which are spread over in 16 States of the country. The reasons for the popularity of its programmes have been mainly on account of carefully designed curriculum, well planned teaching-learning strategies, effective student support system, fair examination and evaluation system.

The teaching-learning strategies employed for effective dissemination of knowledge and to mitigate the feeling of isolation of distance learners include printed study material in SIM form, Sunday and other holidays classes at University approved study centers, Personal Contact Programme (PCP), Assignments, Internal Tests, Projects, Field work and well established labs. The excellent technical libraries include facility of Videocassettes, E-mail, Internet, CD-ROM, and practicals. In addition to above, Face-to-Face (F2F) and telephone counseling is provided to distance learners by in-house faculty of DDE at the headquarter and by the resource persons at respective study centers.

COURSES OFFERED THROUGH DISTANCE LEARNING

Sr. No	Programmes currently offered	Eligibility/Criteria	Duration	Mode	Medium	Fee	Admission Schedule	Exam. Schedule
1.	B.A.	Sr. Sec. Exam. Under 10+2 pattern of B.S.E. Haryana, Bhiwani or equivalent exam. thereto	3 yrs.	Annual	Hindi	Rs.3500/- per year	Normal July to September With late fee of Rs.500/- by 2-10-07, With late fee of Rs.1000/- by end of October	Last week of March onwards
2.	B.Com.	- do – with 40% marks	- do -	- do -	Hindi	Rs. 4000/- per year	- do -	- do -
3.	B.Lib.	B.A. with 45% marks (44.5 will be rounded to 45%) or Post Graduation (Pass marks). Ffor SC/ST Candidates, minimum Pass marks in BA/MA	1 yr.	- do -	Hindi	Rs. 8300/-	- do -	- do -
4.	B. Ed.	B.A./M.A. 45% marks, only full time regular inservice teachers serving in scools located within the jurisdiction of Haryana State with a minimum of continuous two years teaching experience selection through entrance test.	2 yr.	2 yr.	Hindi/ English	Rs. 40,000/- to be paid in two equal instalment	Advt.-Dec. Ent. Test-March Admissions - April	April
5.	Master of Arts i) English ii) Hindi iii) Sanskrit iv) History v) Pol. Sc. vi) Economics vii) PublicAdmn viii) Geography	B.A./B.Sc./B.Com. pass exam. of this University or an equivalent exam. BA/B.Sc. (with Geography) OR an equivalent exam.	2 yrs.	Annual	Hindi medium except English	Rs. 4500/- per yr. Except Math Rs.5000/- P.A. & Rs. 500/- practical fee	Normal July to September With late fee of Rs.500/- by 2-10- 07, With late fee of Rs.1000/- by end of October	April/ May
6.	M.Sc. Math	B.A./B.Sc. with Math or equivalent Degree of recog. University	- do -	- do -	Hindi	Rs.5000/- per yr. Rs.. 500/- practical fee for final year extra.	- do -	- do -

Sr. No	Programmes currently offered	Eligibility/Criteria	Duration	Mode	Medium	Fee	Admission Schedule	Exam. Schedule
7.	M.Com.	B.Com. or B.A. with Economics or BBA of this University or an equivalent exam. recognized by this University as equivalent	- do -	- do -	Hindi	Rs. 5000/- per yr.	- do -	- do -
8.	M. Lib. Sc.	B.Lib pass exam. of this University or an Degree recognized equivalent thereto offered	1 yr.	- do -	English	Rs. 9000/-	- do -	- do -
9.	BCA	I) 10+2 or an equivalent exam. in any stream from any recognized Board/Institution II) Three Years Diploma courses after 10th class from state Boards of Technical Education Haryana or anyother Board recognized by any state Govt. or Union Territory.	3 yrs	Sem.	English	Rs. 10,000/- Per Sem.	Normal mid of Dec. to Feb. With late fee of Rs.500/- by end of March	1 week of January to 15 Feb. and 1st week of July to 14 August
10.	APGDCA	Bachelor Degree	1 yr	-do -	- do -	- do -	-do -	-do-
11.	M.Sc. Computer Sc.	Bachelor Degree	2 yrs.	-do -	- do -	- do -	- do -	-do -
	M.Sc. 3rd Sem. Lateral Entry	Should have passed PGDCA/APGDCA/ APGDIT/ DOEACC 'A' Level certifcate after graduation or an equivalent Exam. After Three year Bachelor Degree	1 yr.	- do -	- do -	- do -	- do -	- do -
12.	MCA MCA 3rd Sem. Lateral Entry	Three year Bachelor Degree from recognized University Should have passed PGDCA/ APGDCA/ APGDIT/DOEACC 'A' Level certifcate after graduation or an equivalent Exam. After Three year Bachelor Degree	3 yrs. course 2 yrs. course	- do - - do -	- do - - do -	- do - - do -	- do - - do -	- do - - do -
	MCA 5th Sem. Lateral Entry	M.Sc. (Computer Science) or anyother exam. Recognized as equivalent thereto	1 yr.	- do -	- do -	- do -	- do -	- do -
13.	BBA	10+2 with pass marks in in any discipline from a recognized Board of Education or an Equivalent exams recognized By the University.	3 yrs.	-do-	-do-	-do-	-do-	-do-
14.	MBA	Bachelor or Master's Degree from this University or any of the exam. Recognized as equivalent thereto OR Should have passed the Final exam. conducted by the Institute of Chartered Accountants of India or Institute of Company Secretaries of India or Institute of Cost & Works Accountants of India or equivalent OR Shastri (New Syllabus) passed candidates are also eligible for admission in MBA	2 years	-do-	-do-	-do-	-do-	-do-

Sr. No	Programmes currently offered	Eligibility/Criteria	Duration	Mode	Medium	Fee	Admission Schedule	Exam. Schedule
	MBA 3rd Sem. Lateral Entry	The candidates who have qualifed two years Post-graduate Diploma in Business Management, Post graduate Diploma in Business Administration (PGDBM/PGDBA) or Master Degree in Hotel Management or Tourism Management or Commerce course from M.D. University and The Students who are pursuing 2 year MBA programme in any affliated Insitute/Collage as regular student and unble to continue as such on account of employment or any justifed reason shall be allowed admission in 3rd semster of 2 years MBA through Distance Education	1 Year	- do -	- do -	- do -	- do -	- do -
15.	Master in Retail Management (MRM)	Who has passed Graduation in any stream OR Who has passed any other equivalent examination recognized by the M.D. University, Rohtak.						
16.	PG Diploma in Corporate and Industrial Security Management	Who has passed Graduation Examination in any stream OR Who has passed any other equivalent examination recognized by the M.D. University	one year	Annual	English/ Hindi	20,000/-	July	
17.	Certifcate course in Corporate and Industrial Security Management	Who has passed "10+2" examination in any stream. For serving/retired defence personnel the qualifcation will be "10+2" or army frst class education examination. OR Who has passed any other equivalent examination recognized by the M.D. University	Six Months	One Semester	-Do-	10,000/-	July	
18.	One year Post Graduate Diploma in Application of Psychology	Post Graduate or equivalent degree in any stream of Psychology of related subject with at least 45%marks	one year	Two Semester	-Do-	11000/-	July	

Note: - There is a provision of refund of 90% of total fee in case the candidate is found ineligible.

BACHELOR OF COMPUTER APPLICATIONS (BCA)

A candidate can get admission in this programme after passing 10+2 examination or equivalent thereto in any discipline or Three years Diploma courses after 10th class from state Board of Technical Education Haryana or any other board recognized from any state govt. or Union Territory. After successful completion of this course, student can do Master of Computer Applications (MCA) or Master of Science (Computer Science).

ELIGIBILITY

A candidate seeking admission to BCA programme must have passed 10+2 examination or equivalent thereto in any discipline.

FEE STRUCTURE

A total fees of Rs.10, 000/- per semester will be charged which is inclusive of fee for examination. In addition Rs.500/- will be charged as one time registration fee.

DURATION

It is a three year degree programme comprising six semesters but the student will have to complete this programme within a maximum period of six years. The candidate may be promoted to 2nd, 3rd & 4th semester from 1st, 2nd & 3rd semester respectively. However, for promotion to 5th semester & 6th semester a candidate should have passed all papers of 1st semester examination and 2nd semester examination respectively.

<div align="center">OR</div>

ii)   Passed 50% papers of each semester 1st, 2nd, 3rd & 4th examination respectively.

<div align="center">OR</div>

iii)   Passed 2/3 papers of semester 1st, 2nd, 3rd & 4th examination taken together.

Provided that a candidate shall not be allowed to attend classes in any semester unless he has fulflled the above re - quirements of the previous semester(s).

Provided further that a candidate who has paid dues for the higher class and is dropped for want of fulfllment of any of the above conditions shall not be required to pay the dues again on re-admission after fulfllment of above conditions.

MODE OF IMPARTING LEARNING

Theory & practical classes of minimum 180 hours will be held at the approved study centers. Study material in Self-instructional Module (SIM) will be provided to the students along with CD containing full contents of the course at the concerned study centre. The medium of instruction will be English only.

BACHELOR OF COMPUTER APPLICATIONS (BCA)

Duration: Three Years
Scheme of Examination

FIRST SEMESTER				
Paper Code	Title of Paper	Max. Marks	Internal Assessment	Exam duration Hours
BCA-101	Computer Fundamental and Programming	75	25	3
BCA-102	Mathematics-I	75	25	3
BCA-103	Mathematics-II	75	25	3
BCA-104	Business Practices	75	25	3
BCA-105	Practical Software Lab. (based on Paper BCA-101 and Software Tools)	75	25	6 (two sittings)
SECOND SEMESTER				
BCA-106	Data and File Structure	75	25	3
BCA-107	Structured Systems Analysis	75	25	3
BCA-108	Mathematical Foundations of Computer Science	75	25	3
BCA-109	Digital Electronics	75	25	3
BCA-110	Practical Software Lab. (based on Paper BCA-106 and Paper BCA-106 and Software Tools)	75	25	6 (two sittings)
Note: Environmental studies have been introduced as a qualifying paper. Students will be required to qualify the same otherwise the fnal result will not be declared and degree will not be awarded. Environmental Studies =Theory=75, Practical=25 Maximum Marks=100				
THIRD SEMESTER				
BCA-201	Computer System Architecture	75	25	3
BCA-202	Algorithms and Advance Data Structure	75	25	3
BCA-203	Micro-processors and Assembly Language	75	25	3
BCA-204	Data Base Systems	75	25	3
BCA-205	Practical-Software Lab (based on paper BCA-202 and BCA-204)	75	25	6 (two sittings)
FOURTH SEMESTER				
BCA-206	Operating Systems Organisation and UNIX	75	25	3
BCA-207	Software Engineering	75	25	3
BCA-208	Object Oriented Design and programming	75	25	3
BCA-209	Financial Accounting	75	25	3
BCA-210	Practical-Software Lab (based on paper BCA-206 and BCA-208)	75	25	6 (two sittings)

FIFTH SEMESTER				
Paper Code	Title of Paper	Max. Marks	Internal Assessment	Exam duration Hours
BCA-301	Data Communication and Networks	75	25	3
BCA-302	Computer Graphics	75	25	3
BCA-303	Principles of Visual and Windows Programming	75	25	3
BCA-304	Jawa Programming and Internet Applications	75	25	3
BCA-305	Practical-Software Lab (based on paper BCA-301, 302, 303 & 304)	75	25	6 (two sittings)
SIXTH SEMESTER				
BCA-306	INTERNET Technologies and applications	75	25	3
BCA-307	Scientifc and Statistical Computing	75	25	3
BCA-308	Multimedia Information Systems	75	25	3
BCA-309	Management Information Systems	75	25	3
BCA-310	Practical-Software Lab (based on paper BCA-306, 307 & 308)	75	25	6 (two sittings)

Note: Out of 100 marks for each paper, including Theory, Practicals and Project, 25 marks are reserved for internal assessment with the following distribution:

> Assignments   :   15 marks
> Internal Test(s)   :   10 marks

ADVANCED POST GRADUATE DIPLOMA IN COMPUTER APPLICATIONS (APGDCA)

This programme is available after passing three years bachelor degree in any discipline. The duration of this programme is one year.

After passing this programme a student may do Master degree like M.Sc. (Computer Science) or MCS (Master in Computer Science) by taking admission directly in III Semester of 2nd year.

ELIGIBILITY

A candidate seeking admission to APGDCA programme should have passed three years bachelor degree (or equivalent) in any discipline from a recognized university.

FEE STRUCTURE

A total fees of Rs. 10,000/- per semester will be charged which is inclusive of fee for examination. In addition Rs.500/- will be charged as one time registration fee.

DURATION

It is a one year programme comprising of two semesters but the student will have to complete this programme within a maximum period of two years .

MODE OF IMPARTING LEARNING

Theory & practical classes of minimum 180 hours will be held at the approved study centers. Study material in Self-instructional Module (SIM) will be provided to the students along with CD containing full contents of the course at the concerned study centre. The medium of instruction will be English only.

ADVANCED POST GRADUATE DIPLOMA IN COMPUTER APPLICATIONS (APGDCA)

Duration: One Year

Scheme of Examination

FIRST SEMESTER			
Paper No.	Title of Paper	Max. Marks/ Pass Marks	Exam Duration
APGDCA-01	Foundation Course in IT and MS-Offce 2000	100/40	3 Hrs.
APGDCA-02	Computer Networking & Multimedia	100/40	3 Hrs.
APGDCA-03	Programming in C & Data Structures	100/40	3 Hrs.
APGDCA-04	Computer Organisation and Architecture	100/40	3 Hrs.
APGDCA-05	Practical-I (Based on APGDCA-01 & 03)	100/40	4 Hrs.
SECOND SEMESTER			
APGDCA-06	Visual C++	100/40	3 Hrs.
APGDCA-07	Visual Basic & Oracle	100/40	3 Hrs.
APGDCA-08	System Analysis & Design	100/40	3 Hrs.
APGDCA-09	Practical-II (Based on APGDCA-06 & 07)	100/40	4 Hrs.
APGDCA-10	Project Work, Report & Vica-Voce (Based on any Language Software Development Tool etc.)	100/40	4 Hrs.

Note: Out of 100 marks for each paper, including Theory, Practicals and Project, 25 marks are reserved for internal assessment with the following distribution:

> Assignments : 15 marks

> Internal Test(s) : 10 marks

MASTER OF SCIENCE IN COMPUTER SCIENCE
M.Sc. (COMPUTER SCIENCE)

It's a 2 years Master degree course in Computer Science. A candidate can get admission in frst semester of this course after graduation in any discipline or can get admission in third semester after doing APGDCA/ APGDIT (Advanced Post Graduate Diploma in Information Technology)/ PGDCA/ PGDNM (Post Graduate Diploma in Networking Management) or an examination equivalent thereto.

A directly enrolled student will be awarded APGDCA after successful completion of frst two semesters of M.Sc.

ELIGIBILITY

A candidate seeking admission to M.Sc. (Computer Science) Previous i.e. 1st semester should have passed three years Bachelor Degree in any discipline or degree equivalent thereto from a recognized university.

However, a candidate who has passed APGDCA/ APGDIT (Advanced Post Graduate Diploma in Information Technology)/ PGDCA/ PGDNM (Post Graduate Diploma in Networking Management)/ DOEACC A' Level Certifcate after graduation or equivalent from a recognized university after three years Bachelor degree (or equivalent) is eligible to get admission directly to M.Sc. (Computer Science) Final i.e. 3rd semester under lateral entry scheme.

Provided further that the students who have appeared in APGDCA/APGDIT 1st & 2nd semester examinations from this University may also be admitted provisionally to M.Sc. 3rd semester under lateral entry scheme. The result of M.Sc IV Semester will be declared after his/her passing the APGDCA/APGDIT Examination.

FEE STRUCTURE

A total fee of Rs.10,000/- per semester will be charged which is inclusive of fee for examination. In addition Rs.500/- will be charged as one time registration fee.

DURATION

It is a two years programme comprising four semesters but the student will have to complete this programme within a maximum period of four years.

However, the duration of M.Sc. (Computer Science) under lateral entry scheme shall be minimum one year and maximum three years.

MODE OF IMPARTING LEARNING

Theory & Practical classes of minimum 180 hours will be held at the approved study centers. Study material in Self-instructional Module (SIM) will be provided to the students along with CD containing full contents of the course at the concerned study centre. The medium of instructions will be English only.

DDE LIBRARY

MASTER OF SCIENCE (COMPUTER SCIENCE)

Duration: Two Years

Scheme of Examination

FIRST SEMESTER			
Paper No.	Title of Paper	Max. Marks/Pass Marks	Exam Duration
M.Sc.-01	Foundation Course in IT and MS-Offce 2000	100/40	3 Hrs.
M.Sc.-02	Computer Networking & Multimedia	100/40	3 Hrs.
M.Sc.-03	Programming in C & Data Structures	100/40	3 Hrs.
M.Sc.-04	Computer Organisation and Architecture	100/40	3 Hrs.
M.Sc.-05	Practical-1 (Based on M.Sc-01 & 03)	100/40	4 Hrs.
SECOND SEMESTER			
M.Sc.-06	Visual C++	100/40	3 Hrs.
M.Sc.-07	Visual Basic & Oracle	100/40	3 Hrs.
M.Sc.-08	System Analysis & Design	100/40	3 Hrs.
M.Sc.-09	Practical-II (Based on M.Sc-06 & 07)	100/40	4 Hrs.
M.Sc.-10	Project Work, Report & Viva-Voce (Based on any Language, Software Development Tool etc.)	100/40	4 Hrs.
THIRD SEMESTER			
M.Sc.-11	RDBMS	100/40	3 Hrs.
M.Sc.-12	Software Engineering	100/40	3 Hrs.
M.Sc.-13	- Operating System & Unix - Programming in C	100/40	3 Hrs.
	and Data Structure*	100/40	3 Hrs.
M.Sc.-14	- Internet, Web Programming & Java - Computer	100/40	3 Hrs.
	Organisation and Architecture*	100/40	3 Hrs.
M.Sc.-15	Practical-III (Based on M.Sc-11 & 14)	100/40	4 Hrs.
	(Based on M.Sc-11 & 13)*	100/40	4 Hrs.
FOURTH SEMESTER			
M.Sc.-16	Artifcial Intelligence	100/40	3 Hrs.
M.Sc.-17	- Computer Graphics	100/40	3 Hrs.
	- System Analysis & Design*	100/40	3 Hrs.
M.Sc.-18	- Object Oriented Analysis & Design	100/40	3 Hrs.
	- Microprocessor & Assembly Language*	100/40	3 Hrs.
M.Sc.-19	Practical-IV (Based on M.Sc-17 & 18)	100/40	4 Hrs.
	(Based on M.Sc-18)*	100/40	4 Hrs.
M.Sc.-20	Project Report	100/40	4 Hrs.

* These papers are applicable to those students only who have done APGDIT course from M.D. University, Rohtak.
Note: Out of 100 marks for each paper, including Theory, Practicals and Projects, 25 marks are reserved for internal assessment with the following distribution:

>   Assignments   :   15 marks
>   Internal Test(s)   :   10 marks

MASTER OF COMPUTER APPLICATIONS (MCA)

MCA is a three year P.G. Degree course in Computer Applications. A candidate having passed

three years Bachelor Degree in any discipline can seek admission in frst semester or can seek admissions in third se - mester if he has passed APGDCA/ APGDIT/PGDCA/PGDCS or equivalent. A student who has passed M.Sc. (Computer Science) or Master in Computer Science (MCS) or equivalent will get Admission in MCA 5th Semester.

After the successful completion of this course, the students are eligible for the job of system operations programmer, website developer and system analyst.

ELIGIBILITY

A candidate seeking admission to Master of Computer Applications (MCA) should have three years Bachelor Degree (or Equivalent thereto) in any discipline from this university or any examination recognized by this university equivalent thereto. However, a candidate who has passed APGDCA/ APGDIT / PGDCA/ PGDCS/ DOEACC 'ALevel Certifcate after graduation or equivalent of this university or any other examination recognized as equivalent by this university after three years Bachelor degree (or equivalent) is eligible for admission in MCA 3rd semester directly.

A student who has passed M.Sc.(Computer Science) or Master in Computer Science (MCS) of this University or recognised as equivalent by this university will get admission in MCA 5th Semester directly.

A student who has appeared in APGDCA/APGDIT/ Ist & 2nd semester examination from this university may be admitted provisionally in MCA 3rd semester (Lateral Entry Scheme) directly through (Distance Education Mode) irrespective of the fact that student has not cleared both semesters. However, for promotion to 5th semester such a candidate should have passed all papers of Ist semester examination and 2nd sem. Examination. Similarly a student having passed M.Sc. (Computer Science) Ist semester through distance education mode of this University and has appeared in 2nd,3rd and 4th will get admission in MCA 5th semester (lateral entry scheme) through (Distance Education Mode). However, such student also should have passed all papers of 2nd semester Examination of M.Sc. (Computer Science) for promotion to 6th semester.

The candidate may be promoted to 2nd, 3rd & 4th semester from 1st, 2nd & 3rd semester respectively. However, for promotion to 5th semester & 6th semester a candidate should have passed all papers of 1st semester examination and 2nd semester examination respectively. OR

iv) Passed 50% papers of each semester 1st, 2nd, 3rd & 4th examination respectively. OR

v) Passed 2/3 papers of semester 1st, 2nd, 3rd & 4th examination taken together.

Provided that a candidate shall not be allowed to attend classes in any semester unless he has fulflled the above re - quirements of the previous semester(s).

Provided further that a candidate who has paid dues for the higher class and is dropped for want of fulfllment of any of the above conditions shall not be required to pay the dues again on re-admission after fulfllment of above conditions.

FEE STRUCTURE

Fee for I to VI semesters is Rs. 10,000/- per semester which is inclusive of fee for examination. In addition Rs.500/- will be charged as one time enrollment fee.

DURATION

It is a three year programme comprising six semesters but the student will have to complete this programme within a maximum period of six years .

However, the duration of MCA under lateral entry scheme shall be as follows:-

(a)   Students admitted in MCA 3rd semester directly on the basis of APGDCA /APGDIT/ PGDCA/ PGDCS/ DOEACC 'A Level Certifcate after graduation minimum two years and maximum fve years.

(b)   Students admitted directly to MCA 5th Semester on the basis of M.Sc. (Computer Science) or Master in Computer Science (MCS) m inimum one year and maximum four years.

MODE OF IMPARTING INSTRUCTION

30 hours of theory + 30 hours of practical classes per paper and per semester will be held at the approved study centres on Saturdays, Sundays and gazzetted holidays. Study material will be provided by this University except VI semester.. The medium of Instruction will be English only.

MASTER OF COMPUTER APPLICATIONS
(MCA)

Duration: Three Years

Scheme of Examination

FIRST YEAR

First Semester			
Paper No.	Title of Paper	Max.Marks	Exam Duration
MCA-01/M.Sc-01/APGDCA-01	Foundation Course in IT And MS-Offce 2000	100	3 Hrs.each
MCA-02/M.Sc-02/APGDCA-02	Computer Networking & Multimedia	100	3Hrs. each
MCA-03/M.Sc-03/APGDCA-03	Programming in C and Data Structure	100	3Hrs. each
MCA-04/M.Sc.-04/APGDCA-04	Computer Organisation And Architecture	100	3Hrs. each
MCA-05/M.Sc-05/APGDCA-05	Practical-1 (Based on M.Sc-01 & 03)	100	4Hrs. each
Second Semester			
MCA-06/M.Sc-06/APGDCA-06	Visual C++	100	3Hrs. each
MCA-07/M.Sc-07/APGDCA-07	Visual Basic & Oracle	100	3Hrs. each
MCA-08/M.Sc.-08/APGDCA-08	System Analysis & Design	100	3 Hrs each
MCA-09/M.Sc-09/APGDCA-09	Practical-II (Based on M.Sc.- 06 & 07)	100	4Hrs. each
MCA-10/M.Sc-10/APGDCA-10	Project Work, Report & Viva-Voce (Based on any Language, Software Development Tool, etc.)	100	4Hrs. each
SECOND YEAR			
Third Semester			
Paper No.	Title of paper	Max. Marks	Exam. Duration
MCA-11/M.Sc-11	RDBMS	100	3 Hrs. each
MCA-12/M.Sc-12	Software Engineering	100	3 Hrs. each
MCA-13/M.Sc.-13	- Operating System and Unix	100	3 Hrs. each
	- Programming in C & Data Structure*	100	3 Hrs. each
MCA-14/M.Sc-14	- Internet, Web Programming & Java	100	3 Hrs. each
	- Computer Organisartion & Architecture*	100	3 Hrs. each
MCA-15/M.Sc-15	Practical-III (Based on M.Sc-11 & 13) (Based on M.Sc-11 & 14)*	100	4 Hrs. each

Fourth Semester			
Paper No.	Title of paper	Max. Marks	Exam. Duration
MCA-16/M.Sc-16	Artifcial Intelligence	100	3 Hrs. each
MCA-17/M.Sc-17	- Computer Graphics	100	3 Hrs. each
	- System Analysis & Design	100	3 Hrs. each
MCA-18/M.Sc-18	- Object-oriented Analysis And Design		
	- Microprocessor and Assembly Language*	100	3 Hrs. each
MCA-19/M.Sc-19	Practical-IV (Based on M.Sc.-17 & 18) (Based on M.Sc.-16 & 18)	100	4 Hrs. each
MCA-20/M.Sc-20/	Project Report	100	4 Hrs. each

*These papers are applicable to those students who have done APGDIT course from M.D.University, Rohtak.

Note :   Out of 100 marks for each paper, including Theory, Practicals & Project 25 marks are reserved for internal assessment with the following distribution

Assignments	:	15 Marks
Test(s)	:	10 Marks

THIRD YEAR			
Fifth Semester			
Paper No.	Title of paper	Max. Marks	Exam. Duration
MCA-21	Internet Programming using C#	100	3Hrs. each
MCA-22	Software Testing and Quality Assurance	100	3Hrs.each.
MCA-23	Windows Programming	100	3 Hrs.each
MCA-24	IT Management	100	3Hrs. each
MCA-25	Software Lab-Based on MCA-21 & MCA-23	100	4Hrs. each
Sixth Semester			
MCA-26	Major Project	200	

Distribution of marks : Thesis/Project :

Viva-voce Examination	50
Internal Assessment	25

Marks will be awarded on the basis of Viva-voce examination conducted by one examiner (External only)

Thesis/Project Report will be submitted in triplicate (Hard Bound) with proper certifcation by the supervisor concerned who may be a person with fve years working experience and must have Master's degree in relevant feld or a regular teacher working in Govt./Semi-Govt. Institution/University/Engineering College.

Students are advised to come prepared for presentation/demonstration of their Thesis/Project at the time of their fnal viva-voce examination.

Note : Out of 100 marks for each paper, including Theory, Practicals & Project 25 marks are reserved for internal assessment with the following distribution:-

Assignments	:	15 Marks
Test(s)	:	10 Marks

BACHELOR OF BUSINESS ADMINISTRATION (BBA)

Admission to the frst semester of BBA programme will be open to the candidates who have passed 10+2 Exam or equivalent thereto in any discipline with 50% marks.

ELIGIBILITY

A candidate seeking admission to BBA programme must have passed senior secondary examination on the pattern of 10+2 in any discipline, from a recognized Board of education or an equivalent examination recognized by the University.

FEE STRUCTURE

A total fees of Rs. 10,000/- per semester will be charged which is inclusive of fee for examination. In addition Rs. 500/- will be charged as one time registration Fee.

DURATION

It is a three year degree programme comprising of six semesters.

i)   A candidate shall be promoted to second year of the programme i.e. 3rd/4th semester if he/she passes at least 50% of the papers prescribed in the 1st year (i.e. frst semester & second semester) failing which he/she shall be required to clear all the papers to make eligible for promotion to the next year. Similarly, a candidate shall be promoted to the third year of the programme i.e. 5th/6th semester if he/she passes at least 50% of the papers of second year failing which he shall have to clear all the papers to make him/her eligible for promotion. In such cases the candidates shall have to appear in the papers, which are currently in force.

ii)   A candidate shall have to pass all the six semester examinations within maximum period of six years of his/her admission to the frst semester of 3 year BBA failing which he/she will be deemed to be unft for the programme.

iii)   The minimum requirement to pass a paper shall be 40% marks in written examination internal assessment and in practical(s) separately.

MODE OF IMPARTING LEARNING

Theory & practical classes of minimum 180 hours will be held at the approved study centers. Study material in Self-instructional Module (SIM) will be provided to the students along with CD containing full contents of the course at the concerned study centre. The medium of instruction will be English only.

BACHELOR OF BUSINESS ADMINISTRATION (BBA)

Duration: Three Years
Scheme of Examination

FIRST YEAR

Paper No.	Title of paper(s)	External Marks	Internal Marks	Practical marks	Duration of Exams.
First Semester					
BBA-DDE 101	Principles of Management	75	25		3hrs.
BBA-DDE 102	Business Mathematics	75	25		3 hrs.
BBA-DDE 103	Financial Accounting	75	25		3 hrs.
BBA-DDE 104	Computers in Management	50		50	3hrs.
BBA-DDE 105	Industrial Sociology in India	75	25		3hrs.
Second Semester					
BBA-DDE 201	Indian System of Business and Banking	75	25		3hrs.
BBA-DDE 202	Microeconomic and Banking Foundation of Business	75	25		3 hrs.
BBA-DDE 203	Company Accounts	75	25		3 hrs.
BBA-DDE 204	Computer Programming	50		50	3hrs.
BBA-DDE 205	Business Communication	75	25		3hrs.
BBA-DDE 206	Introduction to Psychology	75	25		3hrs.

SECOND YEAR

Paper No.	Title of paper(s)	External Marks	Internal Marks	Practical marks	Duration of Exams.
Third Semester					
BBA-DDE 301	Organizational Behaviour	75	25		3hrs.
BBA-DDE 302	Business Statistics	75	25		3 hrs.
BBA-DDE 303	Basic Costing	75	25		3 hrs.
BBA-DDE 304	Macroeconomic Management	75	25		3hrs.
BBA-DDE 305	Data Base Management Systems	50		50	3hrs.
Fourth Semester					
BBA-DDE 401	Business Values and Ethics	75	25		3hrs.
BBA-DDE 402	Indian Business Environment	75	25		3 hrs.
BBA-DDE 403	Business Laws	75	25		3 hrs.
BBA-DDE 404	Business Research Methods	75	25		3hrs.
BBA-DDE 405	Introduction to Information Technology	50		50	3hrs.

THIRD YEAR					
Fifth Semester					
Paper No.	Title of paper(s)	Extern al Marks	Internal Marks	Practical marks	Duration of Exams.
BBA-DDE 501	Marketing Management	75	25		3hrs.
BBA-DDE 502	Financial Management	75	25		3 hrs.
BBA-DDE 503	Production Management	75	25		3 hrs.
BBA-DDE 504	Personnel Management	75	25		3hrs.
BBA-DDE 505	Advanced Information Technology	50		50	3hrs.
Sixth Semester					
BBA-DDE 601	Taxation Laws	75	25		3hrs.
BBA-DDE 602	Structured System Analysis and Design	50		50	3 hrs.
BBA-DDE 603	Fundamentals of International Business	75	25		3 hrs.
BBA-DDE 604	Consumer Protection	75	25		3hrs.
BBA-DDE 605	Project Report and Comprehensive Viva-Voce	200			3hrs.

MASTER OF BUSINESS ADMINISTRATION (MBA)

MBA programme designed with several streams of specialization in various functional areas of management is of two years duration. Each year shall be divided into two semesters

ELIGIBILITY

Admission to the frst semester of MBA programme will be open to candidates who:

(i)   have passed Bachelor's Degree or Master's Degree in any discipline from this university or an examinations recognised thereto   OR

(ii)   have passed the fnal examination conducted by the institute of chartered accountants of India or equivalent or Institute of company Secretaries of India or equivalent or Institute of Cost and Works Accountants of India or equivalent.   OR

(iii)   Shastri (New Syllabus) exam. pass condidates.

Provisions relating to admission through lateral:

The candidates who have qualifed two years Post-graduate Diploma in Business Management, Post graduate Diploma in Business Administration (PGDBM/PGDBA) or Master Degree in Hotel Management or Tourism Management or Commerce course from M.D. University and The Students who are pursuing 2 year MBA programme in any affliated Insitute/Collage as regular student and unble to continue as such on account of employment or any justifed reason shall be allowed admission in 3rd semster of 2 years MBA through Distance Education

FEE STRUCTURE

Fee for one semester is Rs. 10,000/-, which is inclusive of fees for examination. In addition Rs. 500/- will be charged as one time enrollment fee.

DURATION

It is a two year degree programme comprising of four semesters but the student will have to complete this programme within a maximum period of four years.

MODE OF IMPARTING LEARNING

30 hours theory and 20 practical classes per paper per semester will be held at the university approved study centres on Saturdays, Sundays and gazzetted holidays. Study material will be provided to the students. The medium of instruc-tion will be English only.

First Semester					
Paper No.	Title of Paper	External Marks	Internal Marks	Practical Marks	Exam Duration
2.11DE	Management Processes & Skill Development	70	30		3 Hrs.
2.12 DE	Managerial Economics	70	30		3 Hrs.
2.13 DE	Accounting for Managers	70	30		3 Hrs.
2.14 DE	Quantitative Methods	70	30		3 Hrs.
2.15 DE	Indian Ethos & Values	70	30		3 Hrs.
2.16 DE	Computer Application in Mgt.	50	50		3 Hrs.
Second Semester					
2.21 DE	Financial Management	70	30		3 Hrs.
2.22 DE	Marketing Management	70	30		3 Hrs.
2.23 DE	Human Resource Management	70	30		3 Hrs
2.24 DE	Indian Business Environment	70	30		3 Hrs
2.25 DE	Production & Operation Management	70	30		3 Hrs
2.26 DE	Organisational Behaviour	70	30		3 Hrs
Third Semester					
2.31 DE	Business Policy & Strategic Analysis	70	30		3 Hrs
2.32 DE	Decision Support Systems and MIS	70	30		3 Hrs
2.33 DE	Research Methodology	70	30		3 Hrs
2.34 DE	International Business Environment	70	30		3 Hrs
	Specialization Paper				3 Hrs
	Specialization Paper				3 Hrs
	Specialization Paper				3 Hrs
Fourth Semester					
2.41DE	Corporate Evolution & Strategic Implementation	70	30		3 Hrs.
2.42DE	Computer Networks and internet	50	50		3 Hrs.
2.43DE	Entrepreneurial Development	70	30		3 Hrs.
	Specialization Paper				3 Hrs
	Specialization Paper				3 Hrs
	Specialization Paper				3 Hrs
2.47DE	Project Report	50		50	

NOTE: (I) Students are required to choose three optional papers from each set of specialization in 3rd and 4th semesters.

(II) Students will be required to appear only in single specialization (consisting of 3 papers in 3rd and 3 papers in 4th Semester) examination along with their semester examinations as and when held.

(III) Students desirous of doing any additional specialization, he/she can do it by appearing in examination as an ex-student, on payment of a fee of Rs. 1000.00 per paper within a period of two years after the completion of 2-Year MBA (DDE) Programme.

LIST OF SPECIALIZATION PAPERS

Paper Code	Semester	Title of paper	External Marks	Internal Marks	Duration of exam.
(a) Finance					
FM2	III	Foreign Exchange Management	70	30	3 Hrs.
FM3	III	Project Planning,Analysis & Management	70	30	3 Hrs.
FM14	III	Working Capital Management	70	30	3 Hrs.
FM5	IV	International Financial Mgt.	70	30	3 Hrs.
FM7	IV	Security Analysis & Investment Mgt.	70	30	3 Hrs.
FM9	IV	Management of Financial Services	70	30	3Hrs.
(b) Marketing Management					
MM6	III	Sales & Distribution Management	70	30	3Hrs.
MM7	III	Advertising Management	70	30	3Hrs.
MM4	III	Consumer Behaviour	70	30	3Hrs.
MM1	IV	Industrial Marketing	70	30	3Hrs.
MM2	IV	Service Marketing.	70	30	3Hrs.
MM5	IV	Planning & Managing Retail Business	70	30	3Hrs.
(c) Human Resource Development					
OBHRD2	III	Strategic human Resource Management	70	30	3Hrs.
OBHRD6	III	Management of Industrial Relations	70	30	3Hrs.
OBHRD7	III	Organizational Change and Intervention Strategies	70	30	3Hrs.
OBHRD3	IV	Compensation Management	70	30	3Hrs.
OBHRD4	IV	Cross Culture & Global Human Resources Mgt.	70	30	3Hrs.
OBHRD8	IV	Human Resources Development	70	30	3Hrs.
(d) Information Technology Management					
ITM5	III	Multimedia & Web Development	50	50	3Hrs.
ITM7	III	Soft ware Engineering	70	30	3Hrs.
ITM10	III	System Analysis & Design	70	30	3Hrs.
ITM1	IV	Object Oriented Analysis & Design using C++	50	50	3Hrs.
ITM3	IV	Programming in Java	50	50	3Hrs.
ITM4	IV	Database Management System	50	50	3Hrs.

(e) Production & Operation Management					
Paper Code	Semester	Title of paper	External Marks	Internal Marks	Duration of exam.
POM1	III	Purchasing and Materials Management	70	30	3Hrs.
POM2	III	Total Quality Management	70	30	3Hrs.
POM3	III	Production planning & Control	70	30	3Hrs.
POM4	IV	Logistics Management	70	30	3Hrs.
POM5	IV	Industrial Engineering	70	30	3Hrs.
POM7	IV	Service Operations Management	70	30	3Hrs.
(f) International Business Management					
IBM1	III	International Trade Theory and Practical	70	30	3Hrs.
IBM2	III	International Marketing	70	30	3Hrs.
IBM3	III	Foreign Exchange Management	70	30	3Hrs.
IBM4	IV	Export import Procedure and documentation	70	30	3Hrs.
IBM5	IV	International Strategic Management	70	30	3Hrs.
IBM6	IV	International Financial Management	70	30	3Hrs.

GENERAL INSTRUCTIONS

The fee is to be paid in the form of Bank Draft or in the form of cash. Cheques will not be accepted.

COURSE FEE

Course Fee for MBA is Rs. 10,000/- per semester, for MCA is Rs. 10,000/- per semester, for BBA/BCA/APGDCA/M. Sc. (Computer Science) is Rs. 10,000/- per Semester. Alongwith it Enrollment fee of Rs. 500/- for MCA and MBA and Rs. 500/- for BBA/BCA/APGDCA/M.Sc..(Computer Science) will be charged at the time of admission. Thus, the student will deposit a PO/DD of Rs. 10,000/- for MBA and Rs. 10,000/- for MCA and Rs.10,000/- for BBA/BCA/APGDCA/M.Sc. (Computer Science) at the time of admission in MDU study centre in the name of Finance Offcer, M.D. University, Rohtak payable at ROHTAK

Bifurcation of Course Fee

Courses	Exam. Fee	Tuition Fee	PCP Fee	Study Material	Misc. Charges	Total fee charges
BCA	600/-	1500/-	1500/-	2000/-	4400/-	10000/- Per Semester
APGDCA	600/-	1500/-	1500/-	2000/-	4400/-	10000/- Per Semester
M.Sc.	600/-	1500/-	1500/-	2000/-	4400/-	10000/- Per Semester
MCA	600/-	1500/-	1500/-	2000/-	4400/-	10000/- Per Semester
BBA	600/-	1500/-	1500/-	2000/-	4400/-	10000/- Per Semester
MBA	600/-	1500/-	1500/-	2000/-	4400/-	10000/- Per Semester
MRM						20,000/-Per Semester
Diploma in Corporate and Industrial Security Management	600/-	1500/-	1500/-	2400/-	4000/-	10000/- Per Semester
PG Diploma in Corporate and Industrial Security Management	600/-	3000/-	3000/-	3000/-	10400/-	20,000/- Annual System

Fee Concession

1. 50 % concession in total fee (excluding Regn. fee) be granted to the University Employees/their wards/Spouses for MCA/MBA/BBA/BCA/APGDCA/M.Sc. (Computer Science)/MRM Courses.

2. 50% concession in fee in courses i.e. MBA, MCA, BBA, BCA, APGDCA/M.Sc. (Computer Science)/MRM through Distance Education to the serving defence personnel be granted only on tuition fee and PCP fee upto the level of JCO, who do not get any scholarship or fee concession and any other fnancial assistance from their employer. This concession will subject to the maximum of Rs. 5000/-only as approved by the E.C. vide its Reso. No. 17 dated 30-5-2005.

3. 50% concession in total fee (excluding Regn. fee) be granted to the Defence Service Personnel(Serving/ Retired) who submit the service identity card/ESM identity card/Authority Letter Counter sign by commanding offcer/Zila Sainik Board and pension book as welfare measure for P.G. Diploma Corporate and Industrial Security Management/ Diploma Corporate and Industrial Security Management Courses.

PG DIPLOMA IN CORPORATE AND INDUSTRIAL SECURITY MANAGEMENT (PGDCISM)

Admission to the PGDCISM programme will be open to the candidates who have passed Graduation examination in any stream or any other equivalent examination recognized by M.D. University, Rohtak

ELIGIBILITY

A candidate seeking admission to PGDCISM programme must have passed Graduation in any stream OR any other equivalent examination recognized by M.D. University, Rohtak

FEE STRUCTURE

A total fees of Rs. 10,000/- per semester will be charged which is inclusive of fee for examination. In addition Rs. 500/- will be charged as one time registration Fee.

DURATION

It is a One Year Diploma programme comprising of two semesters.
i) The minimum requirement to pass a paper shall be 50% marks in written examination internal assessment and in practical(s) separately.

MODE OF IMPARTING LEARNING

Theory 120 hours, project & practical classes of minimum 180 hours will be held at the approved study centers. Study material in Self-instructional Module (SIM) will be provided to the students along with CD containing full contents of the course at the concerned study centre. The medium of instruction will be English only.

DURATION SIX MONTHS
SCHEME OF EXAMINATION

	Subject	Contact Hours	Max Intl Assessment	External	Total
Paper 1	Security-Conceptual Aspects, Private/Industrial Security	*30+30	20	80	100
Paper 2	Information Security, Organising Security Audit	*30+30	20	80	100
Paper 3	Security Personnel, Security Audit	*30+30	20	80	100
Paper 4	Fire Prevention and First Aid, Intelligence and Communications	*30+30	20	80	100
Paper 5	Practical	30	20	80	100
Paper 6	Project Total	30	20 120	80 480	100 600

Note:
*Once every six months

^ Project will be evaluated through both internal external examiner appointed by the MDU (80 marks for external assessment will include 20 marks for viva-voce and 60 for project writing).

DIPLOMA IN CORPORATE AND INDUSTRIAL SECURITY MANAGEMENT (DCISM)

Admission to the DCISM programme will be open to the candidates who have passed 10+2 Examination or equivalent thereto in any discipline.

ELIGIBILITY

A candidate seeking admission to DCISM programme must have passed 10+2 in any stream. For serving/retired defence personnel the qualifcation will be 10+2 or Army First

FEE STRUCTURE

A total fees of Rs. 10,000/- per semester will be charged which is inclusive of fee for examination. In addition Rs. 500/- will be charged as one time registration Fee.

DURATION

It is a Six Months Diploma programme comprising of one semester.

ii) The minimum requirement to pass a paper shall be 50% marks in written examination internal assessment and in practical(s) separately.

MODE OF IMPARTING LEARNING

Theory 120 hours, project & practical classes of minimum 180 hours will be held at the approved study centers. Study material in Self-instructional Module (SIM) will be provided to the students along with CD containing full contents of the course at the concerned study centre. The medium of instruction will be English only.

	Subject	Contact Hours	Max Intl Assessment	External	Total
Paper 1	General Aspect of Security	30	20	80	100
Paper 2	Security Management	30	20	80	100
Paper 3	Security Personnel	30	20	80	100
Paper 4	Fire Prevention and First Aid	30	20	80	100
Paper 5	Practical	30	20	80	100
Paper 6	Project Total	*30	20 120	80 480	100 600

REFUND OF FEES

The refund of fee is permissible in the following cases:
1. If the admission has been refused by the University because of non-eligibility.
2. If the candidate has expired before the examination.
3. If the candidates has paid excess amount of fees
4. In all such cases 10% of the fee paid will be deducted while refunding the fees. However, fee shall not be refunded if a candidate wants to leave the course on his/her own will or in case he/she takes admission in any other course.

Note : Fee shall be forfeited if the candidate has supplied fake documents or stated wrong facts in the admission form or failed to supply required documents/information in time.

TEACHING FACILITY

Counselling and practical sessions will be held at university approved study centres/institute/college as follow:

MCA Course: 30 hours (Theory) + 30 hours (Practical) classes per paper and per semester will be held on Saturdays, Sundays and gazzetted holidays

MBA Course: 30 hours (Theory) + 20 hours (Practical) classes per paper and per semester will be held on Saturdays, Sundays and gazzetted holidays

In case of MBA each semester examination shall be open to a student who.
i)   has been on the rolls of the study centre (Institute /College) during the semester concerned.
ii)   has attended not less than 40% of the lectures in that semester.

In additions to semester examination, the candidate will have to submit assignment for each paper and appear in internal tests at study centre. The distribution of marks for internal assessment for MBA and MCA will be as

(i)   For MBA 30% marks in each written paper (b) excluding papers related to Computer / IT and Viva-Voce shall be assigned for internal assessment. There will be no internal assessment marks for papers relating to computers and IT specialization. For these papers, there will be 50 marks for theory and 50 marks for practical examination.
(ii)   In MCA 25 marks are reserved for internal assessment in each paper with the following distribution.

Assignments   :   15 Marks

Tests   :   10 marks

BCA/APGDCA/M.Sc. (Computer Science)

a)   Study Material – Study material in Self-Instructional Module (SIM) form will be provided to the students by the Study Centres.
b)   Counselling/Practical Sessions – counseling/practical sessions will be held at University approved study centres for a minimum of 180 hrs. in each semester.
c)   Assignments/Internal Tests – Assignments and internal tests are an integral component of the programme. Assignments evaluated by local co-ordinators will provide feedback. Internal tests will be conducted by study centres.

EXAMINATIONS

(I)   There will be semester system of examinations comprising of two semesters in a year, shall ordinarily be held in the month of January and July and on such dates as may be fxed by the Vice-Chancellor.
(II)   The University depending upon the strength of students will create the examination centres.
(III)   The medium of instruction and examination shall be English.
(IV)   Each candidate will be examined according to the scheme of examination and syllabus prescribed by the Academic Council of the university from time to time.
(V)   Additional examination fee will be charged as per university norms, if a student re-appears in any examination.
(VI)   Certifcate for candidates joining MCA under lateral entry scheme will be prepared on the following criteria
    (a)   A student who joins the MCA 3rd semester, his/her result will be prepared on the basis of III, IV, V and VI semester examinations
    (b)   A student who gets admission in MCA 5th semester his/her result will be prepared on the basis of V and VIth semester examinations.
    (c)   A candidate who will join M.Sc. (Computer Science) under lateral entry scheme his/her result will be prepared on the basis of 3rd and 4th Semester Examinations.

IMPORTANT INSTRUCTIONS

1. The candidates are advised to read the prospectus carefully and retain it till the completion of the program to clear any doubt about the rules and regulations.

2. The students are required to pay their fee through "Pay-Order/DD" in favour of "Finance Offcer, M.D. University, Rohtak". M.D. University is having its main account in Axis bank Rohtak, but the pay-order can be deposited anywhere through centralized banking system however DDs can be deposited only in Rohtak. So consult your nearest Study Center and choose from any of the two options mentioned below:

   i. If Axis Bank Branch is available in the city of admission of Study Center

   Candidates should make Pay-Order in favour of "Finance Offcer, M.D. University, Rohtak" payable at the city of Admission Center. For Eg. If a student is taking admission in a Study Center in Gorakhpur, then he has to make a Pay-Order payable at Gorakhpur or like-wise.

   ii. If there is No Axis Bank Branch in the city of admission of Study Center

   Candidates should make Pay-Order in favour of "Finance Offcer, M.D. University, Rohtak" payable at Rohtak.

3. The candidates should write the following particulars on the back of the Pay-Order/DD for safe accounting:
   • StudyCentercode,
   • NameofcandidatecontactPhoneNo
   • NameofProgramandSemester.

4. New Admission form is available in this prospectus along with New Admission/Re-registration ICR Sheet. You have to fll the admission form and ICR sheet along with relevant documents and submit them to the concerned study centre.

5. Incomplete Admission forms or ICR sheet in any respect or without requisite fee/late fee will be summarily rejected.

6. No Admission Form and ICR sheet received after the last date specifed for the purpose will be entertained. However, in case the last date for receipt of applications is a holiday or that day is declared holiday by the university, the next working day will be considered as the last date for the purpose.

7. In addition to the attested copies of testimonials, the students are required to submit the detailed marks card/certifcates alongwith application-cum-registration cum examination form to the concerned study centre. The original documents shall be returned to the candidates immediately after verifcation.

8. Offce timings of the Directorate 9 A.M. to 1.30 P.M. and 2 P.M. to 5. P.M./Monday to Friday (5 days a week)

9. All the admitted students are to maintain regular contact with study centre for any information.

10. Students are required to submit their next semester fee as per schedule to be notifed at the respective study centre. Re-Registration ICR form/sheet (to be available at study centres) shall have to be submitted for each semester.

11. As per the university rules, students are not permitted to change their Study Center within the same city. However Inter-City transfer of study centers is permitted i.e. student can take transfer from study center of one city to study center of another city. However these transfers are permitted only after the completion of semester and not mid-way with the permission of Director, DDE.

12. However, in extraordinary circumstances, a student who may be allowed to changes his/her study centre during a semester, shall have to pay 50% of the total fee of Rs.10000/- to the new Study Centre which he/she wants to join. The payments will be made through demand draft in the name of the new study centre.

    For all legal matters, the jurisdiction is restricted to the courts at Rohtak.

13. Students of Post-graduate Computer programmes viz. APGDCA and M.Sc. (Computer Science) are allowed to change from one P.G. Programme to another within one month of the last date of admissions.

Note: For further guidance, the candidates are advised to read the Ordinance, Syllabus Courses of BCA/BBA three year course (DE), APGDCA one year course (DE) M.Sc. (Computer Science) two year course (DE), M.B.A. three year programme through DE and MCA three year programme (Distance Education Mode) in the Directorate of Distance Education M.D. University, Rohtak available at Publication Cell of the University.

Students must check the Directorate of Distance Education website for Important Instructions & Deadlines. i.e.
www.mdudde.net

LIST OF SELF STYLED INSTITUTES/UNIVERSITIES/BOARDS WHICH HAVE BEEN DELARED BOGUS BY THE UNIVERSITY GRANTS COMMISSION AND OTHER GOVT. BODIES

1. All India Board of Secondary Education, New Delhi.
2. Board of Adult Education & Uttar Madhyamic Exam. Training/Proad Shiksha Sansthan, New Delhi.
3. The Central Board of Higher Intermediate Education, Patel Nagar, New Delhi.
4. Central Board of Higher Education Uttam Nagar (New Delhi).
5. Hindi Sahitya Sammelan Pryag (Allahabad) (U.P)
6. Bombay Hindi Vidhyapith Bombay.
7. Maharshi Valmiki National University, Delhi.
8. Maithili University/Vishwavidyalaya Darbangha, Bihar
9. Takshila Kenderya Vishwavidyalaya Uttam Nagar, New Delhi.
10. Mahila Gram vidyapith/Vishwavidyalaya, (Women's University), Prayag, Allahabad (UP)
11. Varanaseya Sanskrit Vishwavidyalaya, Varanasi (UP) Jagatpuri, Delhi
12. Commercial University Ltd. Daryaganj, Delhi
13. Testator Research University Bodihaya Ranur (Tamil Naidu)
14. Shri Narayana Open University Quilon (Kerala)
15. Gandhi Hindi Vidyapith, Prayag, Allahabad (UP)
16. National University of Electro Complex Homeopathy, Kanpur
17. University Newjerusalem Kathuparamba Cannore (Kerla)
18. World Social Work University, Perumguzhi (Kerla).
19. Netaji Subhash Chandra Bose University (Open University), Achaltal, Aligarh (UP).
20. Shrimati Mahadevi Verma Open University, Mughal Sarai (UP)
21. D.D.B. Sanskrit University, Putur, Trichi, Tamil Nadu.
22. Amritsar University, Amritsar (Punjab).
23. Arya University Srinagar (Jammu & Kashmir)
24. Bible University Ambur (North Arcot).
25. Eastern Orthodox University, Ambur (North Arcot)
26. Blobe University of Science, Kumbaronam.
27. St. John's University, Kizhanattam, Kerla
28. National University, Nagpur.
29. Self Culture University, Kizhanatlani.
30. United Nations University, Delhi
31. Vocational University, Delhi
32. Western University of Kapurthala.
33. Uttar Pradesh Vishwavidyala, Kosi Kalan, Mathura (UP).
34. Maharana Pratap Shiksha Niketan Vishwavidyalaya, Pratapgarh (UP)
35. Indian Education Council of U.PLucknow (U.P)
36. Bhartiya Shiksha Prishad (UP) Open Vishwavidyalay, Lucknow (UP)
37. Raja Arabia University, Nagpur.
38. Urdu University, M.L. Park, Bhopal.
39. Vocational University, Amritsar and Delhi.
40. Kesarwani Vidyapith, Jabalpur (MP).
41. Delhi Vishwa Vidyapeeth, 233 Tagore Park, Model Town, Delhi.

Note : Before fnalizing the admissions, the up-dated lists of recognized examinations of Haryana School Education Board, Bhiwani/Other Boards/Universities is/are also required to be consulted.

IMPORTANT INFORMATION

Normal Admission (without late fee) As to be notifed
With Late Fee of Rs. 500/-

Prospectus can be obtained from:

i]   Directorate of Distance Education, MDU, Rohtak
        Phone No. 1860-180-1810
 ii]   Study Centres

For Information, Please contact

Directorate of Distance Education,

MAHARSHI DAYANAND UNIVERSITY, ROHTAK – 124 001

Ph. No. 1860-180-1810, Fax: 01262 – 292435, E-mail: iscsupport@gmail.com
Website: www.mdudde.net

Price:	
At Counter	: Rs. 300/-
By Registered Post	: Rs. 350/-
for SC/BC Candidates of Haryana :	
At Counter	: Rs. 75/-
By Registered Post	: Rs. 125/-

Original/Duplicate

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

DIRECTORATE OF DISTANCE EDUCATION

ADMISSION-CUM-EXAMINATION FORM

(For details please consult the Information Brochure)

NO COLUMN SHOULD BE LEFT BLANK

Name of the Programme /Course applied.................................Semester..............................

Enrolment No. ……………………. University Roll No._____

(to be left blank)

Name of the Study Centre(SC).. SC Code ....

1.Name of the Candidate ....………………......................

(in block letters)

2. Father's Name ....……………...............

(in block letters)

3. Mother's Name ....……………....

(in block letters)

4. Date of Birth.. Male/ Female............................

5. SC/ST/BC/ Physically Handicapped : …..

6. University Employee (Yes/NO)* ………

7. Self/Ward/Spouse of MDU Regular Employee(Attach Certificate) : ....…….

8. Permanent Address : ....

…………..

9. Correspondence Address :

....…………………

....

10. Telephone Number (if any) ....

11. (a) ACADEMIC QUALIFICATIONS

Exam. Passed with %age	University/ Board	Year	Roll Number	Marks Max. Obtained Marks	Result
....	....	....	....	....	....
....	....	....	....		
....	....	....	....	....	....
....	....	....	....		

12. Name of Paper opted:Compulsory Papers: 1._____ 2._____

3._____ 4._____ 5._____ 6_____

Optional Papers: 1._____ 2._____

3._____ 4._____ 5._____ 6_____

13. Whether Disqualified from any Exam. Or any unfair means case pending. YES/NO

14. Crossed Bank Draft No. ....… of Rs…………......…….. Dated....................................... preferably of SBI in favour of Finance Officer, M.D. University, Rohtak, payable at SBI Branch. M.D. University, Rohtak Code No. 4734. As a precautionary measure students are advised to write their names, addresses and programme applied for on the back of the Bank Draft.

15. Are you appearing in other exam simultaneously with this exam.

16. List of document attached:

    1.   3.

    2.   4.

17. Lateral entry to which semester ....

*Proof to be attached.

Note : Candidates are required to attach the following documents with this form:

1. Original Certificate/ Detailed Mark Card of Qualifying examination along with attested photocopy.

Date: ....   (Signature of the Candidate)

....

Signature of
Incharge of Study Centre
(with seal)

<div align="center">

(FOR OFFICE USE ONLY)

</div>

Whether Eligible/ Not Eligible ....

Checked by

Clerk	Assistant	Superintendent
( )**	( )**	( )**

_____

**Names of the officials should be filled up.

<div align="center">

IMPORTANT :

</div>

INCOMPLETE ADMISSION FORMS IN ANY RESPECT AND WITHOUT REQUISITE FEE WILL BE SUMMARILY REJECTED.