

***“Education at Your Doorstep”***

***DISTANCE EDUCATION BUREAU (UGC) recognised***

**Distance Learning Programmes**

# **PROSPECTUS**

**2014-15**



**DIRECTORATE OF DISTANCE EDUCATION**

**Guru Jambheshwar University of Science & Technology**

**Hisar - 125001 (Haryana)**

**(‘A’ Grade NAAC Accredited University)**

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**[www.ddegjust.ac.in](http://www.ddegjust.ac.in)**

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## **FOREWORD**

It is my immense pleasure to write a foreword for this Prospectus which will be reaching in the hands of keen distance learners spread throughout the country. In keeping with its mission to reach the unreached and to provide learning at the doorstep, the Directorate of Distance Education, since its inception in 1997, has made appreciable headway in terms of quality of imparting learning, student support services, number of programmes, number of students enrolled and geographic spread in the country. The programmes being offered are designed by keeping in view the present market conditions and new job opportunities available in India and abroad. It is important to mention that the professional and academic programmes on offer support the broader mission of the university “to facilitate and promote studies and research in emerging areas of higher education with focus on new frontiers of technology, pharmacy, environmental studies, non conventional energy sources and management studies and also to achieve excellence in these and connected fields.”

In order to enhance opportunities in government jobs for the distance learners, all the programmes on offer have been got recognized from the DEB (UGC). Further the University has the honour to have been twice accredited as ‘A’ grade by the National Accreditation and Assessment Council (NAAC). The Directorate has the distinction of being a forerunner in maintaining the quality assurance in distance education. The system of imparting learning through distance mode has inbuilt flexibility so that the very mission of the directorate can be achieved to the best advantage of the students’ community. The study centres entrusted to impart learning are required to comply with the standards and norms for starting, running, and maintaining the centres and delivering services to the students. Any of the alumni of the directorate are not only serving in very high positions in the public and private sectors of the country, but some are also working as successful entrepreneurs.

I wish that our students of distance learning get special attention and cooperation from not only the staff of the Directorate but also from the other institutions on whom they need to bank upon for sorting out their problems from time to time. I wish our distance learners a bright career ahead.

**M.L. RANGA**

**Prof. R.S. JAGLAN**

**Registrar**

Guru Jambheshwar University  
of Science & Technology,  
Hisar- 125 001(Haryana)

## **From the Registrar**

Guru Jambheshwar University of Science & Technology has been established with a mandate to transform and redefine the face of technical education, thereby culminating into a confluence to thought, knowledge and practice to facilitate the fullest development of the individual. The objective of University is to facilitate and promote studies in emerging areas of higher education in new frontiers of management, technology and environmental studies etc. Our aim is to produce engineers, scientists and managers who are technically sound, professionally competent and socially relevant. In order to impart education to the students residing at far off places in the country, the University established the Directorate of Distance Education in the year 1997. At present the Directorate is running 16 programmes through Distance Education mode. The objective of introducing these programmes is to reach the masses and provide them with quality education. All the 16 programmes are approved by Distance Education Bureau (DEB), UGC, New Delhi.

I am confident that the students enrolled for various courses of the distance education of the University will be highly benefited in view of the requirement of the market trends.

I express the hope that the Directorate of Distance Education of the University will come up to the expectations of all the students who join its various courses. I wish the students all success.

**R.S. JAGLAN**

**Prof. YOGESH CHABA**  
**Director, Distance Education**  
Guru Jambheshwar University  
of Science & Technology,  
Hisar- 125 001(Haryana)

### **From the Director's Desk**

It gives me immense pleasure to welcome you to the portal of Directorate of Distance Education, Guru Jambheshwar University of Science and Technology, Hisar. The Directorate of Distance Education of this University was established in year 1997, in order to meet out the demand for job oriented courses.

The Directorate is at present offering 16 DEB (UGC) approved job oriented courses. The details of all the courses are given in this Prospectus which has been designed touching all the facets of the registration process, rules/regulations, fee payment schedule, PCP schedule and examination etc. in a very lucid manner. The Directorate provides the facility to the students for enrollment to various distance education programmes through the study centres as well as directly through the Directorate. The personal contact programmes (PCP) are organized by the directorate for the students enrolled directly with the directorate and the teachers hold the classes of the students and satisfy their queries. The study centres also organize stipulated number of classes by devising the schedule suiting the requirements of students. The Directorate gets the study material prepared and vetted from the experts in the vetted fields and updates the same from time to time. In order to look after the interests of students, the Directorate has appointed senior teachers as Course Coordinators for each programme. The support services and administrative staff of the directorate are trained and committed to provide cutting edge services to the satisfaction of distance learners.

I congratulate the students who have opted to join the DEB(UGC) approved distance learning programme of this 'A' Grade NAAC Accredited University. I am sure that the students taking admissions in various courses run by the Directorate will be immensely benefited in view of the ever growing job market in India and abroad.

**YOGESH CHABA**

## About Guru Jambheshwar Maharaj Ji

Guru Jambheshwar Ji was a saint and great environmentalist of 15<sup>th</sup> Century. Amongst all the saints of the 15th century, Guru Jambheshwar Ji was unique in preaching about the conservation of the biodiversity to his followers. He made it a creed for them by including the same in his 29 commandments. Thus Guru Jambheshwar Ji was not only a religious guru but a great ecologist and environmentalist, many centuries ahead of the scientists.

He was born in 1451 A.D. (Samvat 1508) corresponding to 8th day of dark half of the Lunar month Bhadrapad on Janamashtami, in a village Pipasar situated in the revenue jurisdiction of Nagaur, district of Rajasthan, India. He adopted the life of an ascetic teacher in 1484 AD and started living on the Samrathal Dhora, sand hill of Mukam village situated in Nokha tehsil of Bikaner district of Rajasthan. He enshrined in his followers compassion towards nature and protection of life as the supreme religious goal.

He founded the Bishnoi sect in 1485 AD corresponding to the eighth day of the black fortnight of the month of Kartika of the year 1542 of the Vikrami Era at Samrathal Dhora and prescribed 29 commandments dealing with various aspects of life. He spent the remaining 51 years of his life in spreading his great vision. He expounded his religious philosophy and the essence of these principles in the forms of verses. These spiritual verses have a vigour of their own, vibrant, passionate and sincere. These are distinguished by their vivid, conversational style and moral exhortation.

Among the 29 commandments laid down by Guru Jambheshwar Ji, eight commandments have been prescribed to preserve biodiversity, and encourage good animal husbandry. Seven commandments provide directions for healthy social behavior. Ten Commandments are directed towards personal hygiene and maintaining good basic health. Four commandments provide guidelines for worshipping God daily and always remember that God is omnipresent. Guru Jambheshwar Ji has been occupying a unique place in the Bhakti movement. Though mainly his area of activity had been the desert land of Thar yet he had been touring other places too. Due to these extensive tours he has been spreading the message:

“Jeeya Nai Jugati or Mhan (Moova) nai mugati”.

(To live is a device and to die is salvation) within and outside the country.

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## Chapter-I

# The University

- 1.1 The Guru Jambheshwar University of Science & Technology, Hisar, was established on October 20, 1995 by an Act of the Legislature of the State of Haryana with the objectives 'to facilitate and promote studies and research in emerging areas of higher education with focus on new frontiers of technology, pharmacy, environmental studies, non-conventional energy sources and management studies and also to achieve excellence in these and connected fields'. It was formally inaugurated on November 1, 1995. It is named after Guru Jambheshwar Ji Maharaj, a saint environmentalist of 15<sup>th</sup> century. Keeping in view the nature of courses offered at the university and the mandate for which it had been established the name of the university has been changed as Guru Jambheshwar University of Science & Technology.

The University enjoys a rare distinction of getting recognized by the University Grants Commission under Section 2 (f) for recognition of degrees, on 11.1.1996 and, under section 12(B) of the UGC Act to be eligible for central assistance on 7.2.1997, i.e., within 15 months of its coming into being. The University opted for accreditation by National Assessment and Accreditation Council (NAAC), an autonomous organization of the University Grants Commission, in 2001-02. As a result of the exercise, the NAAC accredited this University at "A" level (institutional score 85%) in 2002 and has been re-accredited as grade "A" with CGPA 3.26 for further five years commencing from October 2007.

### 1.2 LOCATION

The University is situated at Hisar, a rapidly growing town situated at about 166 Kms. from Delhi on Delhi-Rohtak-Hisar-Sirsa-Fazilka National Highway (NH-10) and at a distance of about 230 Kms. from Chandigarh on NH-65. It is well connected by rail and road. Hisar is one of the principal cities catering to the administrative and commercial needs of huge rural population. It is a major centre of higher education and research with two major Universities of the State, a number of research institutions, degree colleges, breeding farms and a growing industrial environment. An Army Cantonment located in Hisar enriches its cultural life.

### 1.3 JURISDICTION

The jurisdiction of the University extends to the courses being run in the areas of science, technology, engineering, pharmacy and management as mentioned in the Act.

### 1.4 CAMPUS

The University is situated over a sprawling area of about 372 acres. The campus is laid out with picturesque landscape, numerous buildings of various sizes and wised road network. It presents a spectacle of harmony in architecture and natural beauty. Approximately 200 acres of area has been developed with all providing modern facilities such as road networks, sewerage, pipe lines for water, electricity supply and parks have been developed at various places. The university has 7 teaching blocks. There are 149 residential houses of different types

for various categories of employees. Construction work for Staff quarters and Sewer line is under progress. Many more are planned. The University has the Branch of a nationalized bank with ATM facility and a post office in the Shopping Complex. Beautification of the campus is being attached priority to provide healthy and pollution free environment on the campus. The University is running its Cafeteria. Besides a spacious Library & Guest House/Faculty House are also located on the Campus.

#### 1.5 HOSTELS

There are Seven Hostels (three for boys, three for girls and a working women hostel) in the University, which have capacity of about 1600 residents. The hostels are provided with Colour Televisions, Chess Board, Carom Board, Chinese Checker Board, Badminton, Table-Tennis, Newspaper Stands etc. for recreation and entertainment of the students within the hostel premises. All the hostels have been provided with modern facilities such as Electric Geyser, Music System, Telephone Facilities, Desert Coolers, Water Coolers fitted with aqua guards, insect killers and adequate play grounds. The Girls hostels have been provided with physical fitness machines for jogging, cycling and abdominal exerciser. All Hostels are connected with Internet facility.

#### 1.6 ACADEMIC PROGRAMMES

The University offers a wide range of academic programmes/courses at post-graduate and undergraduate level. All these courses are designed by taking into consideration the special needs of the market and the Industry and the Model Curricula supplied by the UGC/AICTE. Emphasis is laid on both theoretical and practical training for exposing students to the latest developments in the various areas of science and technology. For the purpose, the University also invites academicians, professionals & researchers from various institutions and industries. Adequate training and placement facilities are available for the students. The University also arranges campus interviews. Workshops, Seminars and Symposia are conducted regularly. In plant industrial training is an essential component of most of the courses. In addition to these, the University also offers courses through Distance Mode as mentioned in the Prospectus.

# The Directorate of Distance Education

The Directorate of Distance Education of this University was established in 1997 with four different programmes namely; MBA, PGDCA, BBA & CIC. Since then a lot of head-way has been made in terms of number of programmes, number of students enrolled, number of study centres, production of quality self instructional study material (SIM) etc. Not only the new courses were added, but some of the courses were replaced by the new ones so as to make them highly job-oriented and enable the students to pursue them while being in jobs and self employment. At present 16 undergraduate and post-graduate programmes are being conducted and the learning is imparted in two modes, including directly by the directorate and through the study centres. The Directorate proposes to start some more new job oriented programmes for which the process of approval from Distance Education Bureau has already started. Those students who do not find it convenient to enroll themselves through the study centres for whatsoever reasons, for them the facility to get enrolled directly in the Directorate of Distance Education of this University, is also provided. For such students, the directorate organizes Personal Contract Programme (PCP) during which the teachers hold classes and satisfy the queries of the students. The Study Centres also organize stipulated number of classes of the students by devising the schedule suiting the requirement of the students. The students enrolled through the study centres get the needful material and information from the university through their respective centres. The study material is got prepared by the Directorate with the association of specialists in the respective areas and the same is updated as and when the changes are brought about in the course curriculum as per need of the market. In order to have the interest of the students closely watched, the Directorate has appointed course coordinators from the respective parent teaching departments for each of the programme. Notwithstanding the moderate amount of fee charged for each course, the students have the facility to pay the same in half yearly installments so that the students with limited means can also afford to get education. The prospectus is supplied to the SC/BC/SBC & EBP candidates of Haryana State at concessional price.

### CHAPTER-III

## Course Offered, Eligibility and Entrance Test

The examinations conducted through distance mode by the Universities approved by the UGC are recognised by this University with the conditions that the same are also approved by the DEB(UGC), DEC or Joint Committee of UGC-AICTE-DEC.

The courses offered through the Directorate of Distance Education and the eligibility conditions to admission are as follows: -

Course Code	Course Name	Duration	Eligibility
<b>POST GRADUATE COURSES</b>			
01	M.Sc. (Computer Science)	(i) Two Years (ii) One Year (Under Lateral entry scheme)	Bachelor's degree in any discipline. PGDCA/PGDCSA/PGDCS/Post B.A. or B.Sc./DCA/BIT or BIS (only those enrolled upto year 2000-01)/A level of DOEACC (After Graduation)
02	Master of Computer Applications (MCA)	(i) Three Years	Bachelor's degree in any discipline
		(ii) Two Years (Under Lateral entry scheme)	PGDCA/PGDCSA/PGDCS/Post B.A. or B.Sc./DCA/BIT or BIS (only those enrolled upto year 2000-01)/A level of DOEACC (After Graduation) OR Recognized Bachelor's Degree of minimum 3 yrs duration in BCA, B.Sc.(IT/Computer Science) with Mathematics as a course at 10+2 level or at Graduate Level. Obtained at least 50% (45% in case of candidate belonging to reserved category at the qualifying Examination).
		(iii) One Year (Under Lateral entry scheme)	M.Sc. (Computer Sc.)/M.Sc. (Software)/M.Sc. (IT)/MIT
03	MCA (5 Yrs. Integrated course after 10+2)	Five Years	10+2 or equivalent examination from Board of School Education, Haryana/CBSE or any other Board recognized by Board of School Education, Haryana/CBSE or 3 years Diploma from Board of Technical Education, Haryana or its equivalent from recognized board.
11	MCA (5 yrs. Integrated course)	Four Years (Under Lateral entry scheme)	3 year Diploma in Computer Engg./Information Tech. from Board of Technical Education Haryana or its equivalent from recognized Board.
04	M.A. (Mass Communication)	Two Years	Graduation in any stream from any recognized University
08	M.A. (Mass Communication) Lateral Entry	One Year	PG Diploma in Journalism/Communication/ Mass Communication/Advertising/Public Relations after graduation in any discipline from a UGC recognized University or institution approved by Equivalence Committee of GJUST, Hisar.
06	Master of Business Administration (MBA)	Two Years	Bachelor's Degree with 3 years of supervisory managerial/professional experience OR Professional Degree in Engineering/Medicine/ Architecture/Law/ Pharmacy OR Professional Qualifications in Accountancy/cost and works Accountancy/Company Secretary ship, etc. OR A Master's degree in any subject OR Bachelor's Degree with 50% marks in any discipline

			(45% marks in case of SC/ST candidates).
	MBA (with one Additional Specialization)	One Year	MBA degree from this University
10	MBA (Lateral Entry)	One Year	M.Com/MBE/MFC/MMT/PG degree or 2 years diploma in Public Administration or Tourism Management or Hotel Management or Hospitality Management/One or two years diploma in Management or Business Administration or Personnel Management or Industrial Relations after graduation from any UGC recognized University/AICTE approved institution/1st & 2nd Semester of MBA regular (passed from HSB, GJUS&T).
07	Master of Commerce (M.Com)	Two Years	Any Graduate from a recognized University or Fellow of ICSI/ICAI/ICFAI/ICWAI/Similar body.
09	M.Sc. (Mathematics)	Two Years	B.A.(Hons.)/B.Sc.(Hons.) in Mathematics or B.A./B.Sc. with Mathematics as one of the subjects.
<b>P.G. DIPLOMA COURSES</b>			
26	PG Diploma in Computer Applications (PGDCA)	One Year	Bachelor degree in any discipline from a recognized university.
27	PG Diploma in Advertising & Public Relations (PGDA&PR)	One Year	Bachelor degree in any discipline from a recognized university.
28	PG Diploma in Taxation (PGDT)	One Year	Any Graduate or Post-Graduate degree from recognized University or Fellow of ICSI/ICFAI/ICWAI/ ICAI.
29	PG Diploma in Environmental Management (PGDEM)	One Year	Bachelor degree in any discipline from a recognized university.
30	PG Diploma in Bakery Science & Technology (PGDBST)	One Year	Bachelor degree in any discipline from a recognized university.
31	PG Diploma in Counseling & Behaviour Modification (PGDCBM)	One Year	Bachelor degree in any discipline from a recognized university.
32	PG Diploma in Industrial Safety Management (PGDISM)	One Year	Bachelor degree in any discipline from a recognized university.
<b>UNDER GRADUATE COURSES</b>			
51	Bachelor of Business Administration (BBA)	Three Years	10+2 or equivalent examination from Board of School Education, Haryana/CBSE or any other Board recognized by Board of School Education, Haryana/CBSE or 3 years Diploma from Board of Technical Education, Haryana or its equivalent from recognized board
53	BBA (Lateral Entry)	Two Years	Diploma in Business Management (3 years Regular diploma after Matriculation examination).
52	B.A. (Mass Comm.)	Three Years	10+2 or equivalent examination from Board of School Education, Haryana/CBSE or any other Board recognized by Board of School Education, Haryana/CBSE or 3 years Diploma from Board of Technical Education, Haryana or its equivalent from recognized board

Note:

1. In case of lateral entry admission to MBA, the degree shall be awarded on the basis of aggregate of marks obtained in 3rd and 4th semester including project based on internship and viva-voce examination. The fees will be the same as charged from MBA students of Directorate of Distance Education in their 3rd and 4th semester.
2. In case of lateral entry of MBA regular students- a) Their request should be recommended and forwarded by the Director, HSB giving the certificate on the application that the student has left the regular course of MBA; b) The students will have to submit the passing proof of their 1st and 2nd semester of regular classes of MBA up to 31 December of the relevant year as per rule; c) The students will have to deposit the fee of Distance Education afresh and their fee already deposited for regular course will not be adjusted.

### ENTRANCE TEST

As a mandatory requirement of DEC/DEB, entrance tests will be conducted for admission to MBA, MCA (3Yrs.) and MCA (5 Yrs. Integrated). The Entrance Test will comprise of objective type multiple choice questions on (A) General English (B) Numerical Ability (C) Reasoning (D) General Awareness.

### SYLLABUS

The students desirous to take admission in the MBA and MCA programmes of DE will have to appear in an entrance test and clear the same with a valid score. The Entrance Test will comprise of Multiple Choice Questions (MCQs) from the subjects covering **English, Numerical Ability, Reasoning and General Awareness**. There will be 90 questions in the entrance test with no negative marks for wrong answers. The time limit for entrance test will be 90 Minutes. The purpose of this test is to judge the mental, analytical and general ability of the students for management and computer programmes. The contents of the subjects in the entrance test are as follows:

#### Part I:

**General English:** Vocabulary, Synonyms, Antonyms, Odd-One Out, Idioms and Phrases, Spotting Errors, Word Usage, English Structure etc.

#### Part II:

**Numerical Ability:** Numbers, Percentage, L.C.M. & G.C.F., Fractions, Simplification, Square Root and Cube Root, Simple Interest, Compound Interest, Area, Time, Speed and Distance, Linear Equation and Quadratic Equation etc.

#### Part III:

##### Reasoning:

Analogy Test, Coding-Decoding, Blood Relation Test, Analytical Reasoning, Classification etc.

#### Part IV

##### General Awareness:

Social, Political (national and international), Cultural, Sports and other general issues etc.

**Note: The Question Paper for MBA and MCA (3 Years) will be same and MCA (5 Years Integrated) will be different.**

## CHAPTER-IV

# The Courses and Their Structure

The candidates may note that

- In all the programmes 30% of the Maximum marks will be allocated for internal assessment in each theory paper based on two assignments (handwritten) of the 15% marks each.
- There will be one section of 7-10 short answer type question carrying 50% weightage of the maximum marks in the question papers.

### **Post Graduate Diploma in Computer Applications (PGDCA);**

### **M.Sc.(Computer Science) and Master of Computer Applications(MCA)**

This is a modular programme having three components including PGDCA, M.Sc. (Computer Science) and MCA. The students leaving the course after successful completion of first year will be awarded Post -Graduate Diploma in Computer Applications, the students leaving the course after successful completion of 2<sup>nd</sup> year will be awarded degree of M.Sc. (Computer Science) [except those who took admission through lateral entry in MCA-2<sup>nd</sup> year on the basis of BCA, B.Sc. (IT/CS)] and after successful completion of all the 3 years, they will be awarded the degree of MCA.

### **Course Structure**

#### **26. POST GRADUATE DIPLOMA IN COMPUTER APPLICATION (PGDCA) / 1ST YEAR MCA (3 YEARS)**

I Semester			II Semester		
Paper Code	Nomenclature of Paper	Max. Marks	Paper Code	Nomenclature of Paper	Max. Marks
MS-01	Introduction to IT	100	MS-06	Data Structure and Algorithms	100
MS-02	Computer Programming and Problem Solving	100	MS-07	Computer Organization and Architecture	100
MS-03	Digital Electronics	100	MS-08	Operating System	100
MS-04	System Analysis and Design	100	MS-09	Business Data Processing	100
MS-05	Practical (Based on MS-01 & MS-02) (In two sittings each of 3hrs duration)	100	MS-10	Practical (Based onMS-06 &MS-09) (In two sittings each of 3 hrs duration)	100

#### **01. MASTER OF SCIENCE (COMPUTER SCIENCE)/2ND YEAR OF MCA (3 YEARS)**

III Semester			IV Semester		
MS-11	RDBMS	100	MS-16	Computer Networks	100
MS-12	Software Engineering	100	MS-17	Object Oriented Programming using 'C++'	100
MS-13	Computer Graphics	100	MS-18	Internet and Web Programming	100
MS-14	Management information System	100	MS-19	Computer Based Optimization Methods	100
MS-15	Practical (Based on MS-11 & MS-13) (In two sittings each of 3hrs duration)	100	MS-20	Practical (Based on MS-17 &MS-18) (In two sittings each of 3hrs duration)	100

**02 MASTER OF COMPUTER APPLICATIONS (MCA)-3 RD YEAR**

V Semester			VI Semester		
MS-31	Data Warehousing and Data Mining	100	MS-41	Thesis/ Project*	200
MS-32	C Sharp (C#) Programming	100		Distribution of marks: Thesis / Project Evaluation Viva-Voce Examination Including seminar/ presentation/ Demonstration	100 100
MS-33	Advanced Computer Architecture	100			
MS-34	High Speed Networks	100			
MS-35	Practical Based on MS-32 (In one sitting of 3 hours duration)	100			

\*Marks will be awarded on the basis of Viva-voce Examination conducted in the presence of examiners. If a candidate obtains less than total 80 marks out of 200 marks irrespective of marks obtained in Thesis/Project and Viva-Voce Examination, he/she will be declared fail and will be directed to work on a fresh topic. This project will be submitted not earlier than one semester duration, which should be internship based.

One copy of Thesis/Project Report will be submitted (simple binding with chart paper in sky blue colour) through study centre with proper certification by the supervisor concerned who may be a person with five years working experience and must have Master's degree in relevant field 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 final Viva-voce examination.

**03 MCA (FIVE YEARS INTEGRATED COURSE AFTER 10+2)****11 MCA (FIVE YEARS INTEGRATED COURSE) LATERAL ENTRY**

The course is designed in modular form. This course provides BCA (Bachelor of Computer Applications) degree after successful completion of first three years & in case of those who have taken admission in MCA (Master of Computer Applications) lateral entry, BCA (Bachelor of Computer Application) degree will be awarded after completion of two years and MCA (Master of Computer Applications) degree after completion of the course.

**COURSE STRUCTURE**

Paper Code	Nomenclature of Paper	Max. Marks	Paper Code	Nomenclature of Paper	Max. Marks
MCA I Year			MCA II Year		
MCA-101	Computer Fundamentals	100	MCA-201	Data Structure & Algorithms	100
MCA-102	Computer Programming & Problem Solving Using C	100	MCA-202	Database Management System	100
MCA-103	Mathematics-I	100	MCA-203	Digital Electronics	100
MCA-104	Business Flow System	100	MCA-204	Computer Organization and Architecture	100
MCA-105	Operating System-I	100	MCA-205	Mathematics II	100
MCA-106	Communication & Presentation Skills	50	MCA-206	Communication Skills-Scientific and Technical Writing	50
MCA-107	Lab-1 based on MCA-101	100	MCA-207	Lab-1 based on MCA-201	100
MCA-108	Lab-2 based on MCA-102	100	MCA-208	Lab-2 based on MCA-202	100



MCA III Year			MCA IV Year		
MCA-301	Computer Networks	100	MCA-401	Computer Graphics & Multimedia	100
MCA-302	Object Oriented Programming Using C++	100	MCA-402	Artificial Intelligence	100
MCA-303	Software Engineering	100	MCA-403	Analysis & Design of Computer Algorithm	100
MCA-304	Internet Fundamentals	100	MCA-404	Operating System -II	100
MCA-305	Mathematics III	100	MCA-405	Computer Networks -II	100
MCA-306	Social Implication of IT	50	MCA-406	Management Information System	50
MCA-307	Lab-1 based on MCA-302	100	MCA-407	Lab-1 based on MCA-401	100
MCA-308	Minor Project Distribution of Marks: Viva-Voce Evaluation Viva-voce will include Presentation/Seminar/Demonstration	100 50 50	MCA-408	Lab based on MCA-402	100
MCA V Year					
MCA-501	Principles of Programming Language	100	MCA-504	System Simulation and Modeling	100
MCA-502	Advanced Architecture and Parallel Processing	100	MCA-505	Data Mining and Data Warehousing	100
MCA-503	Object Oriented Design and Modeling	100	MCA-506	Project (6months internship based) Distribution of Marks: Viva-Voce Evaluation Viva-Voce will include Presentation/ Seminar/Demonstration	250 100 150

**Note: The Project should be internship based of not less than 6 months' duration**

#### **04 M.A. (MASS COMMUNICATION)**

#### **08 M.A. (MASS COMMUNICATION) 2<sup>nd</sup> LATERAL ENTRY**

(Includes Journalism, Newspaper, Radio and Television, Public Relations and Advertising, Media Research, Media Law)

In order to cater to the market need for trained persons in mass communication, the Directorate introduced a two years integrated course of M.A. (Mass Communication) with the provision of lateral entry and lateral escape. Any candidate having taken admission into the two years M.A. (Mass Communication) course can leave the course after one year. If a candidate leaves this course after successful completion of first year, he/she will be awarded PG Diploma in Mass Communication (PGDMC). This programme exposes the students to very important aspects of mass communication as given in the course structure.

## COURSE STRUCTURE

Paper Code	Nomenclature of Paper	Max. Marks	Paper Code	Nomenclature of Paper	Max. Marks
<b>M.A. (Mass Communication) I year /PGDMC</b>			<b>M.A. (Mass Communication) II year</b>		
MMC-101	Human Communication	100	MMC-201	Media Writing	100
MMC-102	Mass Communication	100	MMC-202	Media Productions	100
MMC-103	Print Media	100	MMC-203	Media Management	100
MMC-104	Electronic Media Communication	100	MMC-204	Media Laws	100
MMC-105	Advertising & Corporate	100	MMC-205	Media Research	100
MMC-106	Production Portfolio (MMC-1)	100	MMC-206	Production Portfolio (MMC-II)	100

## 06 MASTER OF BUSINESS ADMINISTRATION (MBA)

Master of Business Administration programme has been designed to cater to the senior level management requirements of the industry. After successful completion of first year, the students shall be awarded Post Graduate Diploma in Business Administration (PGDBA) and after successful completion of the entire course, the students shall be awarded the degree of Master of Business Administration (MBA). The Diploma will, however, be awarded, in case the students do not continue their studies till the completion of their MBA degree and wish to drop out after passing all the papers of the final year.

### COUSE STRUCTURE

#### First year

Paper Code	Nomenclature of Paper	Max. Marks	Paper Code	Nomenclature of Paper	Max. Marks
<b>I SEMESTER</b>			<b>II SEMESTER</b>		
CP-101	Management Process and Organizational Behaviour	100	CP-201	Human Resource Management	100
CP-102	Managerial Economics	100	CP-202	Financial Management	100
CP-103	Environment Management	100	CP-203	Marketing Management	100
CP-104	Accounting for Managers	100	CP-204	Production and Operations Management	100
CP-105	Business Communication	100	CP-205	Statistical Analysis	100
CP-106	Computer Applications in Management	100	CP-206	Research Methodology	100

#### Second Year

During Second year, in addition to compulsory papers a student will have to opt one Specialization area comprising four papers in each of the third and fourth semesters.

III SEMESTER			IV SEMESTER		
CP-301	Business Policy and Strategic Analysis	100	CP-401	Entrepreneurship Development	100
			CP-402	Project Report (Internship Based)	100
CP-302	Business Legislation (Plus all the four papers from any one area of specialization)	100	CP-403	Comprehensive Viva-Voce (Including Viva-Voce on Project Report)(Plus all the four papers from any one area of specialization)	50

**NOTE:** Project Report (Internship Based): The students will have to undergo a six months internship in any public/private/co-operative organization or any institution where the candidate is employed. The internship training will be started just after the completion of theory exam of IIIrd Semester. Synopsis is to be submitted upto 31<sup>st</sup> March and the Project Report up to 31<sup>st</sup> July without late fees. Period of Project writing will be considered as part of Internship period.

#### **MBA with One Additional Specialization**

MBA with one Additional Specialization is a one year programme with maximum duration of three years consisting of two semesters i.e., 3<sup>rd</sup> and 4<sup>th</sup> Semester.

#### **LIST OF PAPERS OF VARIOUS SPECIALIZATION AREAS**

##### **FINANCE**

III SEMESTER			IV SEMESTER		
FM-303	Corporate Taxation	100	FM-404	Management of Financial Services	100
FM-304	Security Analysis and Investment Management	100	FM-405	Project Planning, Analysis and Management	100
FM-305	Management of Financial Institutions	100	FM-406	International Financial Management	100
FM-306	Principles of Insurance	100	FM-407	Financial Derivatives	100

##### **MARKETING**

III SEMESTER			IV SEMESTER		
MM-307	Advertising Management	100	MM-408	Product and Brand Management	100
MM-308	Sales Management	100	MM-409	E-Commerce	100
MM-309	Consumer Behavior	100	MM-410	International Marketing	100
MM-310	Rural Marketing	100	MM-411	Marketing of Services	100

**ORGANIZATIONAL BEHAVIOUR AND HRD**

III SEMESTER			IV SEMESTER		
OBH-311	Management of Industrial Relation	100	OBH-412	Management Training and Development	100
OBH-312	Managing Interpersonal and Group Process	100	OBH-413	Organizational Change and Intervention Strategies	100
OBH-313	Human Resource Planning and Development	100	OBH-414	Human Resource Development: Strategies and Systems	100
OBH-314	Organizational Effectiveness & Change	100	OBH-415	Cross Cultural and Global Management	100

**INTERNATIONAL BUSINESS**

III SEMESTER			IV SEMESTER		
IB-315	International Business Environment	100	IB-416	International Financial Management	100
IB-316	Export import-Procedures, Documentation and Logistics	100	IB-417	International Marketing	100
IB-317	India's Foreign Trade & Policy	100	IB-418	Global Human Resource Management	100
IB-318	Foreign Exchange Management	100	IB-419	E-Commerce	100

**INFORMATION TECHNOLOGY**

III SEMESTER			IV SEMESTER		
ITM-319	Management Support System	100	ITM-420	ERP	100
ITM-320	System Analysis & Design	100	ITM-421	RDBMS & SQL Concepts	100
ITM-321	Database Management	100	ITM-422	Applications Development Using Oracle	100
ITM-322	Internet Programme for E-Commerce	100	ITM-423	E-CRM	100

**07. MASTER OF COMMERCE (M.COM.)**

Master of Commerce is a two years annual course and has been designed to meet the requirement of graduates aspiring to make their career in academics, research and corporate world. The course aims to strengthen the theoretical, analytical and applied knowledge base of commerce. There is ample scope of employment for a commerce post-graduate particularly in teaching, research and corporate sector. The course curriculum has been designed in accordance with the UGC's NET syllabus. Care has been taken to include all relevant and latest aspects of the discipline of commerce so that the students can make their way through UGC NET examinations and apply for teaching and research jobs in Universities, Colleges and Industries.

## COURSE STRUCTURE

### A. COMPULSORY PAPERS

M.Com I Year			M.Com II Year		
Paper Code	Nomenclature of Paper	Max. Marks	Paper Code	Nomenclature of Paper	Max. Marks
MC-101	Management Concepts & Organizational Behaviour	100	MC-201	E-Commerce	100
MC-102	Communication and Secretarial Practice	100	MC-202	Entrepreneurship Development & Small Business Management	100
MC-103	Business Environment	100	MC-203	Marketing Management	100
MC-104	Economic Analysis	100	MC-204	Financial Management	100
MC-105	Management Accounting	100	MC-205	(To be opted from following optional groups)	100
MC-106	Business Statistics	100	MC-206	-do-	100
MC-107	Computer Applications in Business	100	MC-207	-do-	100
			MC-208	Comprehensive Viva-Voce	100

### B. OPTIONAL GROUPS

In M.Com -2<sup>nd</sup> year the students are required to opt any one of the optional groups for their specialization. Each group consists of three papers of 100 marks each.

Optional Group –I (Finance)			Optional Group –II (Marketing)		
MC-205F	Corporate Taxation	100	MC-205M	Consumer Behaviour	100
MC-206F	Investment Management	100	MC-206M	Advertising and Sales Mgt.	100
MC-207F	Insurance and Banking	100	MC-207M	Marketing Research	100

Optional Group –III (International Business)			Optional Group –IV (HRM)		
MC-205IB	International Business	100	MC-205H	Human Resource Management	100
MC-206IB	Export-Import Procedures and Documentations	100	MC-206H	Industrial Relations and Labour Laws	100
MC-207IB	Foreign Exchange Management	100	MC-207H	Human Resource Planning	100

### 09. MASTER OF SCIENCE (MATHEMATICS)

I SEMESTER			II SEMESTER		
Paper Code	Nomenclature of Paper	Max. Marks	Paper Code	Nomenclature of Paper	Max. Marks
MAL-511	Algebra	100	MAL-521	Abstract Algebra	100
MAL-512	Real Analysis	100	MAL-522	Measure and Integration Theory	100
MAL-513	Mechanics	100	MAL-523	Methods of Applied Mathematics	100
MAL-514	Ordinary Differential Equations-I	100	MAL-524	Ordinary Differential Equations-II	100
MAL-515	Complex Analysis-I	100	MAL-525	Complex Analysis-II	100

III SEMESTER			IV SEMESTER		
MAL-631	Topology	100	MAL-641	Functional Analysis	100
MAL-632	Partial Differential Equations	100	MAL-642	Differential Geometry	100
MAL-633	Mechanics of Solids-I	100	MAL-643	Mechanics of Solids-II	100
MAL-634	Fluid Mechanics	100	MAL-644	Integral Equations	100
MAL-635	Advance Discrete Mathematics	100	MAL-645	Programming in 'C' (Theory & Practical) Th: 60,Pr:40)	100

Note: 20% marks are allocated to practical file prepared by each candidate for the paper MAL-645 programming in 'C' (Practical). The practical file will consist of at least 15 programs based on syllabus of Paper MAL-645 Programming in 'C'.

## 27. P.G. DIPLOMA IN ADVERTISING & PUBLIC RELATIONS (PGDA & PR)

The P.G. Diploma in Advertising and Public-Relations is intended to prepare the students to work as copy writer, media planner, corporate communicator, public relations officer and field publicity offer. As is evident from the course structure, this course provides the exposure to the communication functions of Advertising & Public Relations.

### COURSE STRUCTURE

Paper Code	Nomenclature of Paper	Max. Marks
PGDAPR-101	Basic Principles of Advertising and Public Relations	100
PGDAPR-102	Practice of Advertising	100
PGDAPR-103	Advertising Ethics, Codes and laws	100
PGDAPR-104	Practice of Public Relations	100
PGDAPR-105	Basic Principles of Marketing and Management	100
PGDAPR-106	Production/Assignment	100

## 28. P.G. DIPLOMA IN TAXATION (PGDT)

Post-Graduate Diploma in Taxation is a one year course and has been designed to cater to the middle and higher level tax management requirements of the society in general and the business and Industry in particular. The course is intended to impart learning in a way that a candidate on successful completion of this course becomes competent to provide consultancy or get a suitable job in the industry.

### COURSE STRUCTURE

Paper Code	Nomenclature of Paper	Max. Marks
PGDT-101	General Business Concepts	100
PGDT-102	Income Tax Law and Practice	100
PGDT-103	Central Excise Tax	100
PGDT-104	Indian Custom Tax	100
PGDT-105	Central Sales Tax	100
PGDT-106	Tax Administration	100
PGDT-107	Practical Training Report	50
PGDT-108	Comprehensive Viva-Voce	50

### 29. P.G. DIPLOMA IN ENVIRONMENTAL MANAGEMENT (PGDEM)

There is a need for environmentally aware manpower in every section of the society including educational, industrial and agricultural sectors, defence services, government offices, N.G.O.'s, media and judiciary. The P.G. Diploma in Environmental Management has been designed to educate people from various sections about various aspects of environmental problems and their management.

#### COURSE STRUCTURE

Paper Code	Nomenclature of Paper	Max. Marks
PGDEM-01	Fundamentals of Environment	100
PGDEM-02	Natural Resource Conservation and Management	100
PGDEM-03	Environment Pollution	100
PGDEM-04	Pollution Control and Management	100
PGDEM-05	Energy and Disaster Management	100
PGDEM-06	Environment Awareness and Legislation	100

### 30. P.G. DIPLOMA IN BAKERY SCIENCE AND TECHNOLOGY (PGDBST)

Milling and baking industry is encountered with several challenges, particularly arising from the quality of the products, limited variety of products produced and lack of trained people. Post Graduate Diploma Course in Bakery Science and Technology is designed by the Dept. of Food Technology of this University to acquaint the students with important aspects of bakery machineries, production methods, management, quality control, product specifications hygiene and sanitation.

Paper Code	Nomenclature of Paper	Max. Marks
PGDBST-01	Wheat Grain Structure , quality and milling	100
PGDBST-02	Functionality of wheat flour components and bakery ingredients	100
PGDBST-03	Quality Testing of Wheat Flour and Bakery Products	100
PGDBST-04	Rheology and Chemistry of Dough	100
PGDBST-05	Bread Industry and Processes	100
PGDBST-06	Soft Wheat Products and Processes	100

### 31. P.G. DIPLOMA IN COUNSELING AND BEHAVIOUR MODIFICATION (PGDCBM)

This diploma course is highly specialized and job oriented. The course contains the theory and methods of application of Psychological Principles in counseling and behavior modification.

#### COURSE STRUCTURE

Paper Code	Nomenclature of Paper	Max. Marks
PGDCBM-01	Fundamentals of Psychology	100
PGDCBM-02	Personality	100
PGDCBM-03	Guidance and Counseling	100
PGDCBM-04	Psychological Testing	100
PGDCBM-05	Psychotherapy	100

### 32. P.G. DIPLOMA IN INDUSTRIAL SAFETY MANAGEMENT (PGDISM)

Safety acts as a basic ingredient which all further parameters could be added to improve productivity. No amount of efforts would work to enhance the productivity and quality until safety is ensured. To ensure the same, the services of qualified safety officers are necessary to assist the management. The Directorate is offering one year PG Diploma in Industrial Safety Management that aims to groom safety managers for the corporate, govt., semi-govt. and public sector companies.

#### COURSE STRUCTURE

Paper Code	Nomenclature of Paper	Max. Marks
PGDISM-01	Principles of Industrial Safety	100
PGDISM-02	Industrial Toxicology, Environment Pollution and Occupational Health	100
PGDISM-03	Industrial Hazards and Accidents	100
PGDISM-04	Safety Management and Organization	100
PGDISM-05	Safety Statistics and Accident Inspection	100
PGDISM-06	Safety Legislation	100
PGDISM-07	Computer Application (Theory: 50 Practical: 50)	100
PGDISM-08	Dissertation on field work	100
PGDISM-09	Comprehensive Viva-Voce	100

### 51. BACHELOR OF BUSINESS ADMINISTRATION (BBA)

Bachelor of Business Administration is a three year degree course and has been designed to cater to the junior level managerial requirements of the industry. The course structure is devised in a way that students are exposed to all the functional specifications and allied areas of management.

#### COURSE STRUCTURE

BBA-I Year			BBA-II Year		
Paper Code	Nomenclature of Paper	Max. Marks	Paper Code	Nomenclature of Paper	Max. Marks
BBA-101	Foundations in Management and Organizational Behavior	100	BBA-201	Business Law	100
BBA-102	Business Environment	100	BBA-202	Business Statistics	100
BBA-103	Business Economics	100	BBA-203	Marketing Management	100
BBA-104	Financial Accounting-I	100	BBA-204	Financial Accounting-II	100
BBA-105	Business Mathematics	100	BBA-205	Financial Management	100
BBA-106	English Language	100	BBA-206	Business Communication	100
BBA-107	Computer Awareness	100	BBA-207	System Analysis and Design	100
BBA-III Year					
BBA-301	Entrepreneurship Development	100			
BBA-302	Human Resource Management	100			
BBA-303	Production Management	100			
BBA-304	Cost and Managerial Accounting	100			
BBA-305	Sales Management	100			
BBA-306	Income Tax Law and Practice	100			
BBA-307	In-Company Training (6 to 8 weeks)	100			



## 52. B.A. (MASS COMMUNICATION)

This course has been devised to meet the ever growing demand of those who wish to make a career in mass communication after successful completion of their 10+2 examination.

B.A. (Mass Communication ) I Year			B.A. (Mass Communication ) II Year		
Paper Code	Nomenclature of Paper	Max. Marks	Paper Code	Nomenclature of Paper	Max. Marks
BMC-101	Human Communication	100	BMC-106	Social sciences -I	100
BMC-102	Hindi	100	BMC-107	Social Sciences-II	100
BMC-103	English	100	BMC-108	Mass Communication	100
BMC-104	Basic Writing Skills	100	BMC-109	News Writing	100
BMC-105	Computer Applications	100	BMC-110	Production Portfolio (I)	100

B.A. (Mass Communication ) III Year		
BMC-111	Reporting	100
BMC-112	Editing	100
BMC-113	Advertising and Public Relation	100
BMC-114	Media Issues	100
BMC-115	Production Portfolio (II)	100

## CHAPTER-V

# Fee Structure and Dates for Remittance of Fee & Admission Form

### 01. MASTER OF SCIENCE (COMPUTER SCIENCE)/MCA 2<sup>nd</sup> YEAR

Installment No	Amount in Rupees	Without Late fee	With late fee of Rs.500/-	With late fee of Rs.1000/-
1 <sup>st</sup> Installment	10250/-*	31.08.2014	30.09.2014	31.10.2014
2 <sup>nd</sup> Installment	7750/-	31.01.2015	28.02.2015	31.03.2015

### 02. MASTER OF COMPUTER APPLICATIONS (MCA) 3<sup>rd</sup> YEAR

1 <sup>st</sup> Installment	11250/-*	31.08.2014	30.09.2014	31.10.2014
2 <sup>nd</sup> Installment	8750/-	31.01.2015	28.02.2015	31.03.2015

### 03. MCA (FIVE YEARS INTEGRATED COURSE AFTER 10+2)

#### MCA-I Year

1 <sup>st</sup> Installment	9250/-*	31.08.2014	30.09.2014	31.12.2014
2 <sup>nd</sup> Installment	7750/-	31.01.2015	28.02.2015	31.03.2015

#### MCA-II Year

1 <sup>st</sup> Installment	9250/-*	31.08.2015	30.09.2015	31.12.2015
2 <sup>nd</sup> Installment	7750/-	31.01.2016	29.02.2016	31.03.2016

#### MCA-III Year

1 <sup>st</sup> Installment	9250/-*	31.08.2016	30.09.2016	31.12.2016
2 <sup>nd</sup> Installment	7750/-	31.01.2017	28.02.2017	31.03.2017

#### MCA-IV Year

1 <sup>st</sup> Installment	9250/-*	31.08.2017	30.09.2017	31.12.2017
2 <sup>nd</sup> Installment	7750/-	31.01.2018	28.02.2018	31.03.2018

#### MCA-V Year

1 <sup>st</sup> Installment	10250/-*	31.08.2018	30.09.2018	31.12.2018
2 <sup>nd</sup> Installment	8750/-	31.01.2019	28.02.2019	31.03.2019

### 11. MCA (FIVE YEARS INTEGRATED COURSE) LATERAL ENTRY

#### MCA-II Year

1 <sup>st</sup> Installment	9250/-*	31.08.2014	30.09.2014	31.12.2014
2 <sup>nd</sup> Installment	7750/-	31.01.2015	28.02.2015	31.03.2015

**MCA-III Year**

1 <sup>st</sup> Installment	9250/-*	31.08.2015	30.09.2015	31.12.2015
2 <sup>nd</sup> Installment	7750/-	31.01.2016	29.02.2016	31.03.2016

**MCA-IV Year**

1 <sup>st</sup> Installment	9250/-*	31.08.2016	30.09.2016	31.12.2016
2 <sup>nd</sup> Installment	7750/-	31.01.2017	28.02.2017	31.03.2017

**MCA-V Year**

1 <sup>st</sup> Installment	10250/-*	31.08.2017	30.09.2017	31.12.2017
2 <sup>nd</sup> Installment	8750/-	31.01.2018	28.02.2018	31.03.2018

**04. M.A. (MASS COMMUNICATION)****M.A. (MASS COMMUNICATION) - I Year/PGDMC**

1 <sup>st</sup> Installment	7800/-*	31.08.2014	30.09.2014	31.12.2014
2 <sup>nd</sup> Installment	4200/-	31.01.2015	28.02.2015	31.03.2015

**M.A. (MASS COMMUNICATION) - II Year**

1 <sup>st</sup> Installment	7800/-*	31.08.2015	30.09.2015	31.12.2015
2 <sup>nd</sup> Installment	4200/-	31.01.2016	29.02.2016	31.03.2016

**08. M.A. (MASS COMMUNICATION) LATERAL ENTRY**

1 <sup>st</sup> Installment	7800/-*	31.08.2014	30.09.2014	31.12.2014
2 <sup>nd</sup> Installment	4200/-	31.01.2015	28.02.2015	31.03.2015

**06. MASTER OF BUSINESS ADMINISTRATION (MBA)****MBA - I Year**

1 <sup>st</sup> Installment	10250/-*	31.08.2014	30.09.2014	31.10.2014
2 <sup>nd</sup> Installment	7750/-	31.01.2015	28.02.2015	31.03.2015

**MBA - II Year**

1 <sup>st</sup> Installment	10250/-*	31.08.2015	30.09.2015	31.10.2015
2 <sup>nd</sup> Installment	7750/-	31.01.2016	29.02.2016	31.03.2016

**10. MASTER OF BUSINESS ADMINISTRATION (MBA) LATERAL ENTRY**

1 <sup>st</sup> Installment	10250/-*	31.08.2014	30.09.2014	31.10.2014
2 <sup>nd</sup> Installment	7750/-	31.01.2015	28.02.2015	31.03.2015

**07. MASTER OF COMMERCE (M.COM)****M.Com - I Year**

1 <sup>st</sup> Installment	7800/-*	31.08.2014	30.09.2014	31.12.2014
2 <sup>nd</sup> Installment	4200/-	31.01.2015	28.02.2015	31.03.2015
3 <sup>rd</sup> Installment	7800/-*	31.08.2015	30.09.2015	31.12.2015
4 <sup>th</sup> Installment	4200/-	31.01.2016	29.02.2016	31.03.2016

**09. MASTER OF SCIENCE (MATHEMATICS)**

1 <sup>st</sup> Installment	9250/-*	31.08.2014	30.09.2014	31.10.2014
2 <sup>nd</sup> Installment	6750/-	31.01.2015	28.02.2015	31.03.2015
3 <sup>rd</sup> Installment	9250/-*	31.08.2015	30.09.2015	31.10.2015
4 <sup>th</sup> Installment	6750/-	31.01.2016	29.02.2016	31.03.2016

**26. P.G. DIPLOMA IN COMPUTER APPLICATIONS PGDCA)/MCA-I Year**

1 <sup>st</sup> Installment	10250/-*	31.08.2014	30.09.2014	31.10.2014
2 <sup>nd</sup> Installment	7750/-	31.01.2015	28.02.2015	31.03.2015

**27. P.G. DIPLOMA IN ADVERTISING & PUBLIC RELATIONS (PGDA&PR)**

1 <sup>st</sup> Installment	6600/-*	31.08.2014	30.09.2014	31.12.2014
2 <sup>nd</sup> Installment	3400/-	31.01.2015	28.02.2015	31.03.2015

**28. P.G. DIPLOMA IN TAXATION (PGDT)**

1 <sup>st</sup> Installment	7800/-*	31.08.2014	30.09.2014	31.12.2014
2 <sup>nd</sup> Installment	4200/-	31.01.2015	28.02.2015	31.03.2015

**29. P.G. DIPLOMA IN ENVIRONMENTAL MANAGEMENT (PGDEM)**

1 <sup>st</sup> Installment	6600/-*	31.08.2014	30.09.2014	31.12.2014
2 <sup>nd</sup> Installment	3400/-	31.01.2015	28.02.2015	31.03.2015

**30. P.G. DIPLOMA IN BAKERY SCIENCE AND TECHNOLOGY (PGDBST)**

1 <sup>st</sup> Installment	6600/-*	31.08.2014	30.09.2014	31.12.2014
2 <sup>nd</sup> Installment	3400/-	31.01.2015	28.02.2015	31.03.2015

**31. P.G. DIPLOMA IN COUNSELING AND BEHAVIOUR MODIFICATION (PGDCBM)**

1 <sup>st</sup> Installment	6600/-*	31.08.2014	30.09.2014	31.12.2014
2 <sup>nd</sup> Installment	3400/-	31.01.2015	28.02.2015	31.03.2015

**32. P.G. DIPLOMA IN INDUSTRIAL SAFETY MANAGEMENT (PGDISM)**

1 <sup>st</sup> Installment	6600/-*	31.08.2014	30.09.2014	31.12.2014
2 <sup>nd</sup> Installment	3400/-	31.01.2015	28.02.2015	31.03.2015

**51. BACHELOR OF BUSINESS ADMINISTRATION (BBA)****BBA - I Year**

1 <sup>st</sup> Installment	8400/-*	31.08.2014	30.09.2014	31.12.2014
2 <sup>nd</sup> Installment	4600/-	31.01.2015	28.02.2015	31.03.2015

**BBA - II Year**

1 <sup>st</sup> Installment	8400/-*	31.08.2015	30.09.2015	31.12.2015
2 <sup>nd</sup> Installment	4600/-	31.01.2016	29.02.2016	31.03.2016

**BBA - III Year**

1 <sup>st</sup> Installment	8400/-*	31.08.2016	30.09.2016	31.12.2016
2 <sup>nd</sup> Installment	4600/-	31.01.2017	28.02.2017	31.03.2017

### 53. BBA (Lateral Entry)

#### BBA - II Year

1 <sup>st</sup> Installment	8400/-*	31.08.2014	30.09.2014	31.12.2014
2 <sup>nd</sup> Installment	4600/-	31.01.2015	28.02.2015	31.03.2015

#### BBA - III Year

1 <sup>st</sup> Installment	8400/-*	31.08.2015	30.09.2015	31.12.2015
2 <sup>nd</sup> Installment	4600/-	31.01.2016	29.02.2016	31.03.2016

### 52. B.A. (MASS COMMUNICATION)

#### B.A. (MASS COMMUNICATION) - I Year

1 <sup>st</sup> Installment	7800/-*	31.08.2014	30.09.2014	31.12.2014
2 <sup>nd</sup> Installment	4200/-	31.01.2015	28.02.2015	31.03.2015

#### B.A. (MASS COMMUNICATION) - II Year

1 <sup>st</sup> Installment	7800/-*	31.08.2015	30.09.2015	31.12.2015
2 <sup>nd</sup> Installment	4200/-	31.01.2016	29.02.2016	31.03.2016

#### B.A. (MASS COMMUNICATION) - III Year

1 <sup>st</sup> Installment	7800/-*	31.08.2016	30.09.2016	31.12.2016
2 <sup>nd</sup> Installment	4200/-	31.01.2017	28.02.2017	31.03.2017

\*includes Rs.500/- as University Regn. fee in case of fresh admission and as continuation fee in case of promotion to next class /Year and Rs.2000/- as university examination fee in the case of semester courses and Rs.1000/- in the case of Annual Courses.

#### Important Notes Regarding Fee (For All Courses)

- The first installment of fee must be sent along with the admission form without which the same shall be rejected.
- The fee structure given in the above chapter includes Admission fee, Registration fee, Continuation fee, Examination fee, Study material fee and fee for PCP and also share of study centres for providing student-support service and teaching as per norms of the University. Students are advised not to make any excess payment. However, Rs.1000/- will be charged separately as examination fee from re-appearing candidates.
- The students taking admission through the study centres may deposit the prescribed fee with their study centres for onward transmission to the University. The study centres may deposit the fee in the nearest branch of PNB in account No.0203021100000023 or UBI in account No.344302050000103 or HDFC bank in account No.01551450001129 in the name of the individual student and for that purpose individual fee deposit voucher (Annexed with the prospectus) may be used instead of depositing the fee in the name of

Study centre itself. The candidates taking admission direct in the University may deposit the required fee by way of Demand Draft in favour of the Registrar, GJUS&T, Hisar OR will deposit their fee in any CBS Branch of PNB in account No.0203021100000023 or UBI in account No.344302050000103 or HDFC bank in account No.01551450001129. Fee may also be deposited by the Study Centre/direct students through demand drafts in favour of the Registrar, GJUS&T, Hisar or in cash with University Accounts Branch. A copy of form (challan) for remittance of fee with the above Banks is given in the Prospectus as Annexure-VI.

- iv) Please write your name, course, enrolment number and complete address on the backside of the demand draft failing which the Directorate will not be responsible for non-attendance of any communication or non-adjustment of fee in his/her account and consequences thereof in this regard.
- v) In case of non-receipt of any type of dues/fees or part thereof, a late fee of Rs.500/- per month/per student subject to a maximum Rs.2500/- will be charged. If the outstanding dues are not remitted up to termination of theory examination, the candidature of the candidate will be treated as cancelled. The candidature can, however, be restored in genuine cases during the session on payment of balance dues along with late fee of Rs.500/- per month subject to a maximum of Rs.2500/- and re-admission fee of Rs.1000/- with the approval of the Vice Chancellor. Thereafter, such a candidate can, however, seek admission afresh in the subsequent sessions, if otherwise eligible to appear in the University examination. No adjustment/refund of fee paid in previous session will be admissible.

In case of already admitted students, if a candidate drops for whole session(s) and fails to submit the required fee as per schedule given in the prospectus and submits the fee after a gap of session/year, he/she can be re-admitted on payment of Rs.1000/- as re-admission fee. Provided further he/she will have to deposit all dues with late fee as per the schedule/rule given in the prospectus of the year in which he/she had taken admission.

- vi) The fee or any document will be deemed to have been received only when it is actually delivered in the Directorate office. For delay on the part of postal authorities or courier services the directorate will not be responsible.
- vii) All admissions/enrolments are provisional. However, the University reserves the right to cancel an admission, if any deficiency for admission to a course is found at a later stage.
- viii) 50% concession in total fee will be given to GJUS&T employees and their dependents/wards/spouse.
- ix) 25% concession of total fees of distance learning programmes will be allowed to the students pursuing regular courses in GJUS&T, Hisar or any other recognized University/college, who are interested to simultaneously join a distance learning programme. The candidate claiming concession will be required to produce a certificate of *bona fide* student from the head of the institution concerned.

**As per the policy of the Distance Education Council conveyed vide their letter F.No.DEC/Notification/40.5.1.5/2012 dated 01.11.2012, a student can pursue two programmes simultaneously through distance or combination of distance and regular modes from the same or different University (ies)/Institution(s) in various combinations, viz.,**

- 1. One Degree and one Diploma/PG Diploma/Certificate**
- 2. One PG Diploma and one Diploma/Certificate**

**3. One Diploma and one Certificate**

**4. Two PG Diplomas**

**5. Two Diplomas**

**6. Two Certificates**

- x) The Scheduled Caste students of Haryana whose family income from all sources is up to Rs.2.5 Lacs per annum as prescribed by the State Govt. for Post Matric Scholarship and who produces, at the time of admission, the "Caste" and "Income" certificates/ affidavit issued by the competent authority, are not required to pay any kind of fees and they may pay a sum of Rs.1000/- (Refundable) as security/caution money. The eligible SC students will submit the Post Matric Scholarship forms at the time of admission/fee deposition. It can be obtained from the office of the distance education or may be downloaded from the University website [www.ddegjust.ac.in](http://www.ddegjust.ac.in). The fee will be recovered from his/her scholarship amount. In case the student does not apply for scholarship or is found ineligible for award of scholarship or being eligible he/she is not awarded scholarship due to one or other reason, he/she will be liable to pay full fee along with late fee @ 10/- per day.
- xi) The fee concession on the pattern of Guru Jambheshwar University of Science & Technology employees will also be extended to the employees of the office of the Directorate of Technical Education Haryana in the Head Office at Chandigarh and the Audit staff posted in Guru Jambheshwar University of Science & Technology, Hisar for pursuing studies in all the courses being run by the University. However, the Audit Staff will be entitled to avail such facility up to the period till they remain posted in Guru Jambheshwar University of Science & Technology, Hisar.
- xii) The students must remit the fee of subsequent semesters/installments as per the schedule without waiting for the result so as to enable the Directorate to supply the study material in time.

**CHAPTER - VI****Duration/Period for Passing the Course**

Course Code	Course	Minimum Duration	Maximum Duration	Annual or Semester System
01	M.Sc. (Computer Sc.)	1 Year after PGDCA	i) Three years for lateral entry ii) Four years for students admitted in PGDCA-1 <sup>st</sup> sem.	Semester
02	MCA-3 <sup>rd</sup> Yr.	1 Year after M.Sc. (Computer Sc.)	i) Three years for lateral entry to MCA (3 <sup>rd</sup> Yr.) ii) Four years for lateral entry to M.Sc. (Computer Sc.) 2 <sup>nd</sup> Yr. iii) Six years for students admitted in PGDCA-1 <sup>st</sup> Year	Semester
03	MCA (5 Yrs Integrated)	5 Years	8 Years	Annual
11	MCA (5 Yrs Integrated) Lateral Entry	4 Years	7 Years	Annual
04	M.A. (Mass Comm.)	2 Years	4 Years	Annual
08	M.A. (Mass Comm.) LE	1 Year	3 Years	Annual
06	MBA	2 Years	4 Years	Semester
10	MBA Lateral Entry	1 Year	3 Years	Semester
07	M.Com.	2 Years	4 Years	Annual
09	M.Sc. (Mathematics)	2 Years	4 Years	Semester
26	PGDCA	1 Year	3 Years	Semester
27	PGDA&PR	1 Year	3 Years	Annual
28	PGDT	1 Year	3 Years	Annual
29	PGDEM	1 Year	3 Years	Annual
30	PGDBST	1 Year	3 Years	Annual
31	PGDCBM	1 Year	3 Years	Annual
32	PGDISM	1 Year	3 Years	Annual
51	BBA	3 Years	5 Years	Annual
53.	BBA(Lateral Entry)	2 Years	4 Years	Annual
52	B.A. (Mass Comm.)	3 Years	5 Years	Annual



## MEDIUM OF INSTRUCTIONS AND EXAMINATIONS

Code	Course	Medium of Instructions	Medium of Exam/Assignments
01	M.Sc. (Computer Sc.)	English	English
02	MCA-3 <sup>rd</sup> Yr.	English	English
03	MCA (5 Yrs Integrated)	English	English
04	M.A. (Mass Comm.)	English	English or Hindi or Urdu or Punjabi
08	M.A. (Mass Comm.) LE	English	English
06	MBA	English	English
10	MBA Lateral Entry	English	English
07	M.Com.	English	English or Hindi
09	M.Sc. (Mathematics)	English	English
26	PGDCA	English	English
27	PGDA&PR	English	English or Hindi
28	PGDT	English	English or Hindi
29	PGDEM	English	English
30	PGDBST	English	English
31	PGDCBM	English	English or Hindi
32	PGDISM	English	English
51	BBA	English	English
52	B.A. (Mass Comm.)	English or Hindi	English or Hindi

## MODE OF IMPARTING LEARNING FOR ALL COURSES

- i) The Directorate will supply study material in the form of Self Instructional Mode (SIM) printed book/lessons. The direct students will get the same directly from the Directorate and the students enrolled through study centres will collect the material from their respective study centres.
- ii) Class Room Teaching
  - a) For students enrolled through study centres:

The study centre will be responsible for imparting 25 hrs\* or more teaching for each theory/practical papers in a year for annual courses and 15 hrs\* or more teaching per theory/practical paper per semester for semester courses according to the need of the students.
  - b) For students enrolled directly in the Directorate/University:

The personal contact programme (PCP) of 15 days duration for annual courses and 10 days duration for semester courses will be arranged for each of the course by the course coordinators at the University campus. Theory/Practical teaching as per requirement will be provided to the students by the subject specialists. Number of days of PCP may be appropriately reduced if the number of students present during PCP is less than 25% of direct students in the course concerned. The number of days of PCP will be reduced to three if the number of students present during PCP is less than 5 in a class/course. The number of hours, in such case will also be reduced proportionately and will not exceed 3 hours per day. The schedule of classes will be notified by each study centre for the students of each course and a copy of the schedule will be sent to the Directorate of Distance Education, GJUS&T Hisar at least one week before the commencement of classes. The PCPs will be held as per the schedule of given in the prospectus. No separate information will be sent to the directly enrolled students. However, the students are advised to report to the concerned course coordinator for PCP at the contact given thereon.

## CHAPTER - VII

# Important Notes and General Information

### 7.1 ABOUT THE EXAMINATION/EXAMINATION FORM

There will be annual system of examination for all courses (except MBA, PGDCA/M.Sc. (Computer Sc.)/MCA 3 years programmes and M.Sc. Mathematics, which will be divided into two semesters). The examination of semester courses shall be held twice in a year, i.e., in the months of Jan. & June and for annual courses once in a year in the month of May/ June every year or on such dates as may be fixed by the Vice-Chancellor. The examination of re-appearing candidates of odd semesters will be held only with the odd semester examinations and the examinations for the candidates re-appearing in even semester will be held only with even semester examinations. The examination of re-appearing candidates of annual courses will also be held with examinations of odd semester courses, in addition to their annual examinations.

### 7.2 COURSE STRUCTURE

Examination	Without Late Fee	With Late Fee of Rs.500/-	Schedule of Examinations
Exams to be held in January	30 <sup>th</sup> November	31 <sup>st</sup> Dec. or 10 days before the commencement of exams.	10 <sup>th</sup> to 31 <sup>st</sup> January
Exams to be held in May for B.A. (Mass Communication) 3 <sup>rd</sup> yr., BBA 3 <sup>rd</sup> yr. & MCA 3 <sup>rd</sup> of MCA (5 years Intg.)	31 <sup>st</sup> March	30 <sup>th</sup> April or 10 days before the commencement of exams.	10 <sup>th</sup> to 31 <sup>st</sup> May
Exams to be held in June	30 <sup>th</sup> April	31 <sup>st</sup> May or 10 days before the commencement of exams.	10 <sup>th</sup> to 30 <sup>th</sup> June

#### Note:

- No examination Form will be accepted after the last date with late fee of Rs. 500/- except in exceptional case on valid ground which may be accepted with the approval of the Vice- Chancellor with additional late fee of Rs.100/- per day. However, the candidates can submit their examination forms for re-appear/ improvement within 20 days without any late fee from the date of declaration of the result.
- The University reserves the right to alter the schedule / provisions whenever considered necessary.
- The examination form and fee for re-appear, once deposited shall not be permitted to be withdrawn. Such examination fee is neither refundable nor adjustable for any other course or subsequent examination.
- The students of those courses where there is only project in last semester may be allowed to appear in their re-appear papers of odd semester in the examination of last semester i.e. VI Semester.
- The Re-appear examination forms along with requisite fee and required documents are to be sent directly to the Assistant Registrar/Deputy Registrar (Results), G.J.U.S. & T. Hisar.

- 7.3 A candidate who gets Re-appear in one or more papers shall pay a fee of Rs.1000/- for the whole examination. A specimen of examination Form for such candidates (having re-appear) has been provided in the prospectus (Annexure-II). Photocopy of the form can also be used for subsequent years/exams. A candidate who has been placed under compartment/re-appear in the more than one examination is required to apply separately for re-appear(s) on separate examination form meant for re-appear/improvement along with requisite fee. The students are advised to use photocopy of the same for re-appear/improvement. The University will not be responsible to supply to the candidates the examination form meant for re-appear(s). The candidates are eligible to do improvement after passing the course within the maximum period of a course as prescribed in Chapter-IV. Thereafter, no candidate will be eligible for improvement after expiry of prescribed period. The students are, therefore, required to be in touch with the University. The candidate who is desirous of completing degree or improving his /her division / score can avail Mercy chance by payment of Fee of Rs. 5000/- per paper subject to a maximum of Rs. 10000/-
- 7.4 The examination centre will ordinarily be created at the university and other places to be decided from time to time. Change of centre of theory/practical examination can be allowed in genuine cases by the Director or the officer authorized by him up to 10 days before the commencement of the examination, on valid grounds on payment of Rs. 1000/-. The direct students shall have to exercise their option for examination centre in the space provided in the admission form. However, this option will not confer any absolute right to the students for such centres. The exam centres to the students seeking admission through Study Centres shall be allotted according to the date sheet/ exam centre to be created/ approved by the university. The university will conduct the examination at various places outside Hisar keeping in view the strength of students in the area concerned.
- 7.5 i) The minimum passing marks in each paper and in aggregate shall be 35% in M.A. (Mass Communication), BBA and B.A.(Mass Communication ) and 40% in M.Sc. (Mathematics), PGDEM, PGDBST, PGDA&PR, PGDCBM, PGDCA/M.Sc.(Computer Science)/MCA (3&5 yrs.Course), MBA, M.Com., PGDT & PGDISM.
- ii) The sessional awards will be counted towards passing the papers of all courses of Distance Education run by this University and the candidate securing minimum pass marks in each paper. For passing an examination, a student will be required to obtain the passing marks (sessional + theory/practical/external awards) in each paper and in aggregate.

A candidate who fails or remains absent in one or more papers of any semester examination, i.e., odd/even of any course will be eligible to re-appear in the exams as per clause 7.1, if otherwise eligible. The result of the candidates who have passed the course shall be classified in the divisions as under on the basis of aggregate marks obtained in all the examinations and the division obtained by the candidate shall be stated in his/her degree:

- |    |                                                      |     |                 |
|----|------------------------------------------------------|-----|-----------------|
| a) | Those who obtain 60 % or more marks                  | --- | First Division  |
| b) | Those who obtain 50% or more but less than 60% marks | --- | Second Division |
| c) | Those who obtain less than 50% marks                 | --- | Third Division  |

d) Candidates who pass all the exams in the first attempt and within the minimum duration of the course by obtaining 75% or more marks of the total aggregate shall be declared to have “Passed with Distinction”

7.6 i) The schedule for submitting Synopsis / Project / Training Reports / Thesis / Assignments / Dissertation / Production portfolio wherever applicable as per guidelines to be circulated by the Directorate is as follows: -

Course	Paper Code	Title of Report	Date of Submission
MBA	CP-402	Synopsis	31 <sup>st</sup> March
MBA	CP-402	Project Report Internship Based	31 <sup>st</sup> July
MBA	CP-403	Comprehensive Viva- Voce	The viva will normally start in batches of students tentatively in the month of August for which separate information will be given.
BBA	BBA-307	In-Company Training	31 <sup>st</sup> March
PGDT	PGDT-107	Practical Training Report	30 <sup>th</sup> April
MCA	MS-41	Synopsis	31 <sup>st</sup> March every year without late fee and 15 <sup>th</sup> April every year with late fee of Rs.500/-. For supplementary examination – 31 <sup>st</sup> August of every year without late fee & 30 <sup>th</sup> September with late fee of Rs.500/-.
MCA	MS-41	Thesis/Project Report	30 <sup>th</sup> June every year
BA(M.C.)	BMC-110/115	Production Portfolio	Within 30 days of completion of annual examination of the course.
MA(M.C.)	MMC-106/206	Production Portfolio	-do-
PGDA&PR	PGDAPR-106	Assignment	-do-
MCA(5 Yrs Int)	MCA-308	Minor Project	31 <sup>st</sup> March every year
MCA(5 Yrs Int)	MCA-506	Synopsis	31 <sup>st</sup> January every year without late fee and 28/29 <sup>th</sup> February every year with late fee of Rs.500/-
MCA(5 Yrs Int)	MCA-506	Research Project	30 <sup>th</sup> June every year
PGDISM	PGDISM-08	Dissertation on Field Work	30 <sup>th</sup> April

**Note:**

- The students of above mentioned courses are required to submit their Project Reports/Thesis/ Training Reports/Assignments/Production Portfolio duly complete in all respects upto the dates mentioned against each without late fee. Thereafter, the reports shall be accepted with late fee of Rs.1000/- upto one month by the Director. However, in exceptional cases, the Vice-Chancellor may allow a candidate to submit his project/training report/ thesis with late fee of Rs.2000/- upto next **one month** only. If a candidate still fails to submit the same, he/she will be treated as "absent" and/or re-appear case. He/She can apply for re-appear within the time period permissible under the rules.
- For supplementary examination the candidates will have to submit Project/Training Reports/Thesis/Dissertation/Assignments/Production Portfolio (wherever applicable) up to 30<sup>th</sup>

November for the examination to be held in January and 30th April for the exams to be held in June and in case of re- appear within 20 days of the declaration of result, every year along with reappear exam form & fee. In case these are not submitted by this date, the same will be accepted with late fee of Rs.1000/- up to 31st December by the Director. However, in exceptional cases, the Vice-Chancellor may allow a candidate to submit his Project/Training Report/Thesis/Dissertation/ Assignments/Production portfolio with late fee of Rs. 2000/- up to 31st January only. If a candidate still fails to submit the same up to 31st January, he/she will be treated as "absent" and a re-appear case. He/She can apply for re- appear within the time period permissible under the rules.

#### **7.6-a PROVISION FOR ADMISSION OF FOREIGN STUDENTS:**

- i) The admission in distance education programmes will also be offered to foreign students from the current session. There will be no limit of seats for foreign students in distance education programmes.
- ii) A uniform fee of US\$1000/- per annum for the duration of the programme will be charged from a foreign student admitted in distance education programme.
- iii) Foreign students admitted in distance education programme will be exempted from attending the Personal Contact Programme (PCP) if at all made compulsory in any course. Their queries relating to the courses will be attended by the coordinator of the concerned programme.
- iv) The examination centre for such candidates will be arranged by the Controller of Examinations at the Indian Embassies in the country concerned. Where such arrangement will not be possible for whatsoever reasons the exams will be held in India on any exam centre as chosen by the candidate.

#### **7.7 ABOUT ADMISSION FORM**

- i) Incomplete admission form, in any respect and without requisite fee will be summarily rejected. The students seeking admission direct or through study centre must ensure that they are eligible for taking admission. In case of any doubt they can consult the Directorate before submission of admission form.
- ii) The university does not take the responsibility for postal delay or loss of any document letter in transit.
- iii) No application form for admission received after the last date specified for the purpose will be entertained. However, in case the last date is holiday or that day is declared holiday by the university, the next working day will be considered as the last date for the purpose. Concession of 5 days to Study Centres at Hisar & 10 days to out station Study Centres beyond the last date will be admissible.
- iv) Besides attested copies of the testimonials (evidencing date of birth, score in qualifying examination etc.) the students are required to send the original certificates along with application form. In case a study centre/ student fails to submit the original documents by respective cut off dates, the original documents shall have to be submitted with a late fee of Rs. 500/- per month per student subject to maximum Rs.1000/- before the termination of theory examination. For safe return of original certificates after their verification by the office, the students admitted directly are advised to send along with application form a self addressed envelope of size 10" x 12" bearing postage stamps worth Rs.35/-.

- v) The university reserves the right to change the course curriculum whenever it will be felt that the change/modification could best serve the interest of the students and the potential employers.
- vi) Suppression of any information or furnishing any false information by a candidate will lead to immediate cancellation of his/her admission at any time. In such cases fee paid shall not be refunded.
- vii) For change of address the Directorate should be informed at least 4 weeks in advance to avoid any misplacement of the study material and any other correspondence.
- viii) The information given is an indication of the university's plans as on date of publication of this document. Details can be modified from time to time for academic and operational reasons. The students will be governed by latest regulations applicable to them during academic year.
- ix) In the event of any inconsistency in the rules framed for admission or in the event of any clarification with respect to the above said rules/instructions, the matter shall be referred to the Vice-Chancellor for interpretation and the interpretation given by the Vice-Chancellor shall be final. The Vice-Chancellor is also competent to remove any inconsistency and decide as to which provision shall take precedence over the other.
- x) Any legal dispute relating to admission of a student will be subject to jurisdiction of the courts at Hisar only.

xi) Character certificate:

Candidates who have passed the qualifying examination in 2013-14 may submit Character Certificate from the Head of the Institution last attended. Those who have passed the qualifying examination as a private candidate or earlier to 2013-14 should submit their Character Certificates duly signed by a Gazetted Officer. A candidate who is in service may submit the character certificate issued by the employer.

- xii) The eligible students who have paid first installment of fees will be informed of their enrolment numbers (which will also be mentioned on the Identity Card). This enrolment No. will continue for the entire duration of the programme. The same number will be used as examination Roll Number of the student. Duplicate enrolment card will be issued by the University Directorate only on payment of Rs 100/-.
- xiii) There is no bar of passing of any paper for promotion to 2nd and subsequent years in respect of MBA, M.A. (Mass Comm.), M.Com., BBA, B.A. (Mass Comm.), M.Sc. (CS), MCA (3 & 5 yrs), M.Sc. (Mathematics). However, the total duration to complete the courses will be as per Chapter VI.
- xiv) The admissions to M.Sc.(Computer Science)/ 2nd year of MCA(3 yrs) and 3rd year of MCA (3 yrs)& M.A.(Mass Communication) 2nd year is also allowed through lateral entry scheme subject to passing the qualifying examination from the universities as per eligibility mentioned in Chapter-III.

## **7.8 INTER UNIVERSITY MIGRATION CERTIFICATE**

The students passing out various final examinations seeking inter university migration certificate may apply on the proforma provided in the prospectus (Annexure-IV). For this purpose the proforma duly filled in along with DD of Rs.1000/- in favour of Registrar, GJUS&T Hisar and attested copies of DMC of last / final exam. passed may be sent to the Directorate of Distance Education. In case original migration certificate is lost, the application for duplicate migration certificate along with fee & affidavit from 1st class Magistrate is required.

### **7.8-a CHANGE OF STUDY CENTRE**

A student once admitted to a study centre will not ordinarily be allowed to change the study centre. However, the change of study centre may be allowed on valid grounds in 2nd and 4th semester which will be effective from 3rd & 5th semester respectively for apportionment of fee except that a student admitted to a study centre can become direct student of the University at any stage. In the case of annual courses, the change of study centre may be allowed after payment of fee of 2nd installment of each year which will be effective from the next year of the course for apportionment of fee. For change of study centre, NOC from both the centres with a fee of Rs.1500/- should be sent to the Directorate at least 15 days before the last date of payment of fee of that semester / installment. No change of study centre is permissible at the same station except Delhi.

## **7.9 RE-EVALUATION**

- i) A candidate may apply for re-evaluation on the prescribed form as given in the Prospectus (Annexure-III) along with the original D.M.C. and the requisite fee of Rs. 200/- per paper within 30 days of the declaration of the result or the despatch of the Detailed Marks Card to the Directorate of Distance Education (to the candidate, in case of Ex-student) as the case may be, whichever is later. Provided that the Vice-Chancellor in hard and exceptional cases, may permit, with a late fee of Rs. 500/- in case of a candidate who submits the re-evaluation form after stipulated period but not later than 90 days of the declaration of the result.
- (ii) The re-evaluation forms along with original detailed marks card & a photocopy of the original DMC and requisite fee of Rs.200/- per paper are to be sent directly to the Assistant Registrar / Deputy Registrar (secrecy), G.J.U.S. & T., Hisar.

## **7.10 MISCELLANEOUS INFORMATION**

- (i) The candidates appearing in the qualifying examination and whose result has not yet been declared may apply for admission to various courses as per schedule of admissions. Such candidates will have to produce the evidence of their having cleared the qualifying examination by respective notified last date of admission with late fee failing which their candidature for admission will be treated as cancelled and he/she will be treated as ineligible. It will be within the discretion of Vice-Chancellor to extend this date on valid grounds, with late fee to be decided from time to time.

- (ii) 50% fee will be refunded in case any candidate is found ineligible for admission to the particular course applied for. However, no fee will be refunded in case a candidate discontinues studies after admission for whatsoever reasons.
- (iii) The candidates who have passed the qualifying examination in more than one part, say first year, second year etc. shall be required to send original certificates and attested copies of certificates/DMC/Degree of all the parts instead of only the final year of degree.
- (iv) An attested photocopy of the matriculation or equivalent certificates in support of certification of date of birth (not required, if already registered with this University) and also an attested copy of the certificate of all examinations passed prior to the qualifying exam. will also be submitted along with admission form.
- (v) In case it is noticed, at any stage, that any bogus certificate/information was submitted by a candidate, his/her candidature shall stand cancelled and degree/diploma/marks sheet, if already issued will be withdrawn and the candidate will be liable to be prosecuted.
- (vi) The Director of Study centre will ensure the fulfillment of eligibility conditions, completion of required fee and documents after comparing the same with the original before sending the admission form to the University. In case of non-fulfillment of eligibility, the concerned study centre will be responsible for the same. The candidate will not be entitled to seek any relief or have any remedy against the university.
- (vii) After the declaration of the result, DMC of candidates will be sent by UPC post. If the case is RL (Result Late) or has been declared provisional or cancelled etc. for any reason, the candidates are advised to approach the University immediately with the relevant document to enable the University to take further necessary action accordingly.
- (viii) Examination form duly attested by the Director of study centre concerned be filled and signed at appropriate places including the Enrolment card. Attested photos be affixed on examination form and Admit Card at the space provided for the purpose.
- (ix) Employment certificate of GJUS&T, Directorate of Technical Education Haryana and University audit staff for claiming the fee concession be enclosed.
- (x) No admission even "Provisional" shall be made on the basis of certificates issued by the principal of the college. Admissions are to be made only on the basis of certificates issued by a recognised Board/University.
- (xi) Candidates will have to ensure the submission of all required documents and fee in time as mentioned in the prospectus, failing which they will themselves be responsible for the consequences including withholding the enrolment-cum-Identity card for appearing in the University examinations.
- (xii) The candidates will have to keep sufficient spare copies of the photographs affixed on application/admission form so that the identity of the candidate could easily be verified for issuance of



duplicate Identity Card, for examination forms, etc. No other photograph will be acceptable to the directorate.

- (xiii) Fee along with photocopy of admission forms and re-registration form shall be submitted by the candidates separately for promotion to M.Sc., MCA (3yrs.), MCA(5 yrs Integrated), M.Com., MBA and M.A. (Mass Comm.) and M.Sc. (Mathematics).
- (xiv) No fee shall be accepted in the form of money order or cheques. However, the candidates can deposit the fee in cash directly in the Accounts Branch of the University, Original copy of the receipt must be deposited in the Directorate of Distance Education.
- (xv) All correspondence relating to submission of re-appear examination form, re-evaluation form and removal of discrepancy if any, in Degree/Diploma/Certificate/DMC etc., should be addressed to the Controller of Examinations, GJUS&T, Hisar.
- (xvi) The issue of study material, if any, subject to checking of eligibility after receipt of admission forms along with fees shall not constitute the basis for claiming admission in a course. If a candidate fails to submit the proof of eligibility within the stipulated period or is found ineligible for admission at a later stage his/ her admission will be cancelled irrespective of the issuance of study material, etc.
- (xvii) Option of papers (wherever applicable) once exercised will not ordinarily be allowed to be changed. However, the change in option may be allowed by the Director in genuine cases upto 15 days before the commencement of examinations subject to depositing a fee of Rs. 500/-. After this a late fee of Rs.1000/- will be charged up to the declaration of result of the concerned semester/Annual Exam.
- (xviii) The result of all the courses is uploaded on the University Website: [www.ddegjust.ac.in](http://www.ddegjust.ac.in) as soon as it is declared. The students are advised to visit the University Website or Contact their Study Centre for their result.
- (xix) The students can avail membership facility of the University Library for reference of books and other library resources.

## CHAPTER - VIII

### Schedule of Operations

<b>1. For Semester Scheme of Examination</b> (i) Despatch of Syllabus, and 1 <sup>st</sup> installment of study material to the candidate/Study Centre		Up to 31 <sup>st</sup> October
<b>2. For Annual Scheme of Examination</b> (i) Despatch of Syllabus, and 1 <sup>st</sup> installment of study material to the candidate/Study Centre		31 <sup>st</sup> December
<b>3.</b> Despatch of admission advice/ Regn.-cum-Roll No.		Within 15 days of the receipt of Admission form complete in all respects.
<b>4.</b> Despatch of study material for subsequent semesters/years of the Course		Within one month from the date of receipt of required fee.
<b>5. Personal Contract Programme/Teaching Programmes</b>		
Name of Course(s)	Schedule for students directly enrolled by Directorate of Distance Education (during following dates of the concerned year)	For students enrolled through the Study Centres to be completed by the following dates of the concerned year
PGDCA/M.Sc.(CS)/MCA/MBA/ M.Sc. (Maths.) (Odd Sem.)	21 <sup>st</sup> Nov. to 30 <sup>th</sup> Nov.	30 <sup>th</sup> Nov.
PGDCA/M.Sc.(CS)/MCA/MBA/ M.Sc. (Maths.) (Even Sem.)	1 <sup>st</sup> May to 10 <sup>th</sup> May	10 <sup>th</sup> May
MCA (5 yrs Integrated)	1 <sup>st</sup> May to 15 <sup>th</sup> May	15 <sup>th</sup> May
M.Com. 1 <sup>st</sup> & 2 <sup>nd</sup> yr, PGDT, PGDISM, PGDCBM	1 <sup>st</sup> March to 15 <sup>th</sup> March	15 <sup>th</sup> March
M.A. (Mass Comm.)-1 <sup>st</sup> & 2 <sup>nd</sup> yr	13 <sup>th</sup> March to 27 <sup>th</sup> March	27 <sup>th</sup> March
PGDA&PR, PGDEM, PGDBST	11 <sup>th</sup> Feb. to 25 <sup>th</sup> Feb.	25 <sup>th</sup> Feb.
BBA/B.A. (Mass Comm.)1 <sup>st</sup> yr	11 <sup>th</sup> Feb. to 25 <sup>th</sup> Feb.	25 <sup>th</sup> Feb.
BBA/B.A. (Mass Comm.)2 <sup>nd</sup> yr	26 <sup>th</sup> Feb. to 12 <sup>th</sup> March	12 <sup>th</sup> March

#### **Note:**

- (i) No separate information for conduct of PCP will be sent to the students except in case of change in the above schedule. The PCP for direct students will be conducted at GJUS&T, Hisar Campus, for which the concerned Coordinator may be contacted.
- (ii) Exact dates for PCP will be notified by the concerned Study Centres.

**LIST OF STUDY CENTRES OF GURU JAMBHESHWAR**  
**UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR**

**HARYANA**

Sr. No.	Centre Code	Name & Address of Study Centre	Courses
1.	1101	Shaheed Bhagat Singh College of Management & Technology, Institutional Area, Centre Green, N.H.3, NIT, Faridabad – 121 001 T.No. 0129-2414083, 2434728, 9810294702(M) E mail ID : <a href="mailto:yadvindersandhu@yahoo.co.in">yadvindersandhu@yahoo.co.in</a>	MBA, M.Com, PGDT, PGDEM, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, BA(MC) M.Sc.(Maths)
2.	1103	Dronacharya Institute of Management & Information Technology, Plot no.76 P, Part-III, Sector-5, GURGAON T.No. 0124-2253144, 2251602, 4087145, 09910380105 Fax No. 2251602 E-mail ID : <a href="mailto:dimit_eng@rediffmail.com">dimit_eng@rediffmail.com</a>	MBA, M.Com, PGDT, PGDEM, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
3.	1104	Sri Guru Harkrishan Institute of Management, Sector-13 Ex., Urban Estate, KARNAL T.No. 0184-4030493, 2202435, 93541-20710, 98960-81866 Fax No. 0184-2206237 E-mail ID : <a href="mailto:ghim_karnal@yahoo.com">ghim_karnal@yahoo.com</a>	MBA, M.Com, PGDT, PGDEM, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, BA(MC), M.Sc.(Maths)
4.	1105	Shanti Niketan College of Management & Technology, M.C. Colony, HISAR. T.No.01662-247880, 09896677880, 09255544340, Fax : 247880 E-mail ID : <a href="mailto:shantiniketancollege@yahoo.co.in">shantiniketancollege@yahoo.co.in</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
5.	1106	National Computer Academy (NCA), 1499, Urban Estate, JIND – 126 102 T. No. 98961-08047, 98963-40241 E-mail ID : <a href="mailto:sonu_nca@yahoo.com">sonu_nca@yahoo.com</a>	MBA, M.Com, PGDT, PGDEM, BBA, MA(MC), PGDA&PR, BA(MC), MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
6.	1108	Rukmani Devi Institute of Management & Technology, Sheoran Bhawan, Near Delhi Road Phatak, Gandhi Nagar, Charkhi Dadri . T.No.01250-221389 M : 9812255088 E mail ID : <a href="mailto:rdimt.charkhidadri@gmail.com">rdimt.charkhidadri@gmail.com</a> <a href="mailto:rdmitgjuckd@yahoo.co.in">rdmitgjuckd@yahoo.co.in</a>	MCA (3 & 5 yrs), PGDCA, M.Sc(CS), MA(MC), PGDA&PR, BA(MC) , M.Sc.(Maths)
7.	1109	Disha Institute of Information Technology, Delhi Road, (Near Jat College) Rohtak–124001 T.No.01262-266548, 295549, 295583, 92156-85228 Fax No. 01262-295549 E-mail ID : <a href="mailto:DCMT@rediffmail.com">DCMT@rediffmail.com</a>	MBA, M.Com, PGDT, PGDEM, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, BA(MC), M.Sc(Maths)
8.	1110	Sanlok Institute of Management & Information Technology, 168/8, Model Town, GURGAON – 122 001 T.No.0124-2330300, 2325641, 09891936274, 09212341475 Fax No. 2330300, 2325641 E-mail ID : <a href="mailto:sanlokcomputers@gmail.com">sanlokcomputers@gmail.com</a> , <a href="mailto:sanlokcomputers@rediffmail.com">sanlokcomputers@rediffmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
9.	1111	K. M. Institute of Management & Information Technology, Campus: K. M. College of Education, Hansi Gate, BHIWANI T.No.01664-290162, 206016 Fax No : 01664-255285 E mail ID : <a href="mailto:kmimit@gmail.com">kmimit@gmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)

11.	1114	O.D.M. Computer & Management Education, Gali No. 8, Jawahar Nagar, Hisar T.No.01662-238789, 310620, 9315515131 E mail ID : <a href="mailto:odmhisar@yahoo.com">odmhisar@yahoo.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, BA(MC) M.Sc.(Maths)
12.	1118	Baba Institute of Information Technology (BIIT), Near RKSD College, KAITHAL. Tel. No. 01746-228616, 9729998889 E mail ID : <a href="mailto:biit2004_ktl@yahoo.com">biit2004_ktl@yahoo.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, BA(MC) M.Sc.(Maths)
13.	1119	Zad Computers, 181, HUDA Complex, Near New Telephone Exchange, Rohtak T.No.01262-256437	MBA, M.Com, PGDT, PGDEM, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), BA(MC) M.Sc.(Math)
14.	1121	Satya Institute of IT & Mangement, "HARTRON CAMPUS" Behind City Plaza Complex, Old Kachehry Chowk, HISAR, T.No. 01662-238058, 98123-38058, 98120-86917, 92158-38058 E mail ID : <a href="mailto:singlahisar@yahoo.com">singlahisar@yahoo.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, PGDMC, BA(MC) M.Sc.(Maths)
15.	1122	ODM Computer & Management Education, Opp. HOPs Apartment, Premdeep Building, Jharsa Road, GURGAON T.No. 0124-4119251, 09212444007, 9315515131 (M) E mail ID : <a href="mailto:odmgurgaon@yahoo.com">odmgurgaon@yahoo.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, PGDMC, BA(MC), M.Sc.(Maths)
16.	1125	Aryans Institute of Management & Technology, 83, Devi Murti Colony, Tehsil Road, Sehgal Complex, Behind Civil Hospital, Panipat. T.No.0180-4015890, 92554-82673, 98124-29620	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, BA(MC) M.Sc.(Maths)
17.	1126	Institute of Media & Technology, SCO-35,36 Sector - 12-A, GURGAON Tel. No. 0124-2302727, 09899230380 Fax No.2302727 E-mail ID : <a href="mailto:imtek3@hotmail.com">imtek3@hotmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, PGDMC, BA(MC), M.Sc.(Maths)
18.	1127	National Institute of Management & Technology (NIMT), Opp. Payal Nursing Home, Mohan Nagar, Pipli Road, Kurukshetra T.No.01744-326500, 94161-88489 E-mail ID : Nethisar@yahoo.	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, BA(MC), M.Sc.(Maths)
19.	1128	SGIIT, Gali No.2, Gobind Nagar, Near Bus Stand, Hisar Sirsa Road, SIRSA 092543-99219, 094164-99219 E-mail ID : <a href="mailto:sgiitsirsa@yahoo.co.in">sgiitsirsa@yahoo.co.in</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
20.	1132	Vivekanand Institute of Management & Information Technology, Ist Floor, Kishori Lal Sewa Sadan, Naya Bazar, Bhiwani. T.No.94160-58159 E-mail ID : <a href="mailto:vimitbwn@rediffmail.com">vimitbwn@rediffmail.com</a>	MBA, M.Com, PGDT, BBA, M.Sc.(Maths)
21.	1133	The Indian Institute of Technology and Health Education (IITHE), Ram Kishan Niketan, Vikas Nagar, Near Maa Rajeshwari School, Hathwala Road, Samalkha (Panipat). T.No. 0180-2570211, 2570212, 09466691856, Fax : 4059867 E-mail ID : <a href="mailto:iithe1@yahoo.co.in">iithe1@yahoo.co.in</a> , <a href="mailto:nsnarindersingh1@gmail.com">nsnarindersingh1@gmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, PGDMC, BA(MC), M.Sc.(Maths)

22.	1134	Samarghosh Institute of IT and Management, 7, Bansal Colony, SIRSA T.No.01666-224089, 92155-24089 Fax no. 01666-228004, E-mail ID : <a href="mailto:thesamarghosh@rediffmail.com">thesamarghosh@rediffmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
23.	1135	International Media Institute, Surya Kiran Building, Opp. S.B.I., M.G. Road, Gurgaon T.No.0124-4088471, 72, 73 E-mail ID: <a href="mailto:mail@imediai.org">mail@imediai.org</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, PGDMC, BA(MC), M.Sc.(Maths)
24.	1137	Leads International Institute of Engineering & Technology, SCO-96, Mahila Ashram Shopping Complex, Behind Bus Stand, KARNAL Ph.:0184-3204300, 93156-43000, 92155-70003. E mail ID : <a href="mailto:leads_educationword@rediffmail.com">leads_educationword@rediffmail.com</a> , <a href="mailto:Leads.educationworld@gmail.com">Leads.educationworld@gmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
25.	1140	Shri Balaji Institute of Computer & Management(SBI) New Chaudhary Complex, Rally Sector 12-A, Panchkula M : 09888112553, 9416139575 E mail ID : <a href="mailto:sbipanchkula@yahoo.co.in">sbipanchkula@yahoo.co.in</a>	MBA, M.Com, PGDT, PGDEM, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
26.	1141	SRG Education, SSI Chamber, 2 <sup>nd</sup> Floor, Atlas Road, Near Subhash Chowk, Opp. Bulbul Restaurant, Sonapat T.No.0130-3202804, 2253224, 9812006432 Fax No. 0130-2201257 E-mail ID: <a href="mailto:ssi_mdu@yahoo.com">ssi_mdu@yahoo.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
27.	1145	MJP Institute of Management & Technology, Opp. Panchayat Bhawan, Behind Yadav Hospital, Mahendergarh Road, Narnaul – 123001 T.No.01282-204624, 09466312123, 9896030556 E-mail ID : <a href="mailto:mjpinstitute@mail.com">mjpinstitute@mail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
28.	1148	NSB School of Business, 11/2, Delhi Mathura Road, Near Badarpur Border, Faridabad – 121 003 T.No.011- 41676794, 95, 09250919918, Fax No.-41677052 E-mail ID : <a href="mailto:director@nsb.in">director@nsb.in</a>	MBA, M.Com, PGDT, BBA, MA(MC), PGDA&PR, PGDMC, BA(MC), M.Sc.(Maths)
29.	1155	Shree Ganesh Institute of Science & Technology (SGIST) Near Shree Ganesh Tyre Service, Narnaul Road, Rewari T.No.01274-326005, 326017, 645042, 9315458999, E- mail ID : <a href="mailto:sgist_gju@yahoo.com">sgist_gju@yahoo.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
30.	1157	Sai Institute of Management & Technology, C/o Hartron Workstation, Paras Cinema Road, KURUKSHETRA T.No. 01744-290444, 94163-69995 E mail ID : <a href="mailto:arorakamal14@yahoo.com">arorakamal14@yahoo.com</a>	MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
31.	1160	Pinnacle Institute of Mgt. & Tech., Near Bus Stand, New Sabji Mandi Road, , TOHANA (Distt. Fatehabad) T.No. 01692-220311, 7357882409 E mail ID : <a href="mailto:pimtedu@gmail.com">pimtedu@gmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, BA(MC), PGDISM, PGDCBM, M.Sc.(Maths)
32.	1163	AIM College of IT & Management, SCO 36, IInd. Floor,Guru Jambheshwar Market, (Parijat Chowk), HISAR.T.No. 92533-50008, 94164-43238, 90172-52820, 94663-70638 E-mail ID: <a href="mailto:aimcollege@rediffmail.com">aimcollege@rediffmail.com</a> , <a href="mailto:head_aimcollege@rediffmail.com">head_aimcollege@rediffmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)

33.	1165	B. K. N. Institute of IT & Management, IInd Floor, Sheetal Complex, D-Park, ROHTAK T. No. 01262-212413, 94160-50205, Fax No. 01262-210144 E-mail ID : <a href="mailto:bkneduinstitute@yahoo.com">bkneduinstitute@yahoo.com</a> , <a href="mailto:bkneduinstitute2008@gmail.com">bkneduinstitute2008@gmail.com</a>	MBA, M.Com, PGDT, PGDEM, BBA, MCA (3 & 5 yrs), PGDCA, PGDA&PR, M.Sc.(CS), PGDCBM, PGDISM, M.Sc.(Maths)
34.	1166	BLD Institute of Management & Technology, Street No.2, Rishi Nagar, Near local Bus Stand, HISAR T.No. 01662-310510, 098960-32328 E mail ID : <a href="mailto:sunil_bld@rediffmail.com">sunil_bld@rediffmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, BA(MC), M.Sc.(Maths)
35.	1169	Saraswati Institute of Mgt. & Tech. (SIMT), 88 Manauli House, Opp. Reliance Fresh, Ambala City. T. No. 0171-2550745, 94163-70609, 9996313209 E mail ID : <a href="mailto:simt1169@gmail.com">simt1169@gmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
36.	1172	Janta Institute of Management & Technology (JIMT), KURUKSHETRA.(M): 986127197, 8950506558 E-mail ID : <a href="mailto:jimtkurukshetra@gmail.com">jimtkurukshetra@gmail.com</a> .	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
37.	1174	Shri Balaji Institute of Computer & Management, SCO-93, Prem Nagar, AMBALA CITY Tel. No. T.No. 0171-2553237, 6533624, M : 9729035725, 9354627370 E-mail ID : <a href="mailto:sbiinstitute.ambala@gmail.com">sbiinstitute.ambala@gmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc(Maths)
38.	1176	Buddha Institute of Mgt. & Tech. (BIMT), SCO No. 5, Sector – 14, Opp. Civil Hospital, HISAR M : 9466044774, 7404292020, 7206484248 Tel No : 01662-291677. E mail ID : <a href="mailto:manojmedal05@gmail.com">manojmedal05@gmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, BA(MC), M.Sc.(Maths)
39.	1177	Aryans Institute of Mgt. & Tech., H. No. 989/17, G. T. Road, NH-10, Opp. Parshu Ram Gate, Gandhi Colony, HANSI – 125 033. (M): 9034557257, 9812555585, Tel : 01663 – 256142. E mail ID : <a href="mailto:aryanshansi@rediffmail.com">aryanshansi@rediffmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
40.	1179	Informatics Institute of Computer Education (IICE) Society, Plot No. 670/25 (Ist Floor), Vikas Nagar, HANSI Tel. No. 9215515915 E mail ID : <a href="mailto:svphansi@gmail.com">svphansi@gmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
41.	1180	Dev Institute of Competition, SCO-86, 1 <sup>st</sup> & 2 <sup>nd</sup> Floor, PLA Complex, HISAR. Tel No. 9416386569, 9254164001 E mail ID : <a href="mailto:devender1129@gmail.com">devender1129@gmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, PGDMC, BA(MC), M.Sc.(Maths)
42.	1181	Kay-Tech IT College, Opp. Civil Hospital, Chautala Road, MANDI DABWALI (Distt. Sirsa). Tel No. 94165-91315, 92543-85234. E-mail ID: <a href="mailto:kay_tech2007@yahoo.com">kay_tech2007@yahoo.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
43.	1182	Sunrise Institute of Management & Information Technology (SIMIT), 2 <sup>nd</sup> Floor, Space Empire, Near Welcome Palace, Barnala Road, SIRSA. Tel No. 01666-235718, 9416035718, 9728400029 E mail ID : <a href="mailto:simitsirsa@yahoo.com">simitsirsa@yahoo.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
44.	1183	Paras Institute of Management & Technology, DSS – 23,24, 25 (Ist Floor),PLA Shopping Complex, Near Town Park, Hisar Tel. No. 01662-227700, 098961-62844, 098961-38986, 098966-85777 E-mail ID: <a href="mailto:parasinstitute@gmail.com">parasinstitute@gmail.com</a>	MBA, M.Com, PGDT, BBA, M.Sc.(Maths)

45.	1189	Royal Institute of Science and Management, V.Po. Wazirpur, Distt. Gurgaon. Tel No. 0124-2276166, 098119-34270 Fax: 2276166 E mail ID : <a href="mailto:royal.wazirpur@gmail.com">royal.wazirpur@gmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
46.	1191	Gautam Rishi Institute of Management & Technology, Near Laxmi Hotel, Brahmachari Road, MOHINDER GARH – 123 029. Tel No. 94165-75606, 94667 – 90900, E-mail ID: <a href="mailto:grinstitute.mgarh@gmail.com">grinstitute.mgarh@gmail.com</a>	MBA, M.Com, PGDT, PGDEM, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
47.	1194	SG Matribhumi College, Opp. Mayadevi Hospital, Near Sabji Mandi, JIND 98132-44242, 94663-35544. E mail ID : <a href="mailto:sgmcollegejind@yahoo.com">sgmcollegejind@yahoo.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
48.	1195	Ascent College of Information Technology, 516/8, Near I. B. College, G. T. Road, PANIPAT Tel No. 0180-4009456, 9896264068 E-mail ID: <a href="mailto:ascentit@gmail.com">ascentit@gmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
49.	1196	M.B. College of Computer Management & Allied Studies, SCO-32, Pocket-A, Sector-14, Hisar. Fax : 01662-276666 (M) : 9215353802, 09466659727 E mail ID: <a href="mailto:mbcollegehsr@gmail.com">mbcollegehsr@gmail.com</a> , <a href="mailto:rajumbc90@gmail.com">rajumbc90@gmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, BA(MC), PGDISM, PGDEM, M.Sc.(Maths)
50.	1197	Balaji Institute of Management and Technology, Koshi Mor, Opp. Old Tehsil, , Ward No. 15, JHAJJAR Tel.No : 9813393454, 9813112110 E mail ID : <a href="mailto:sushil.bimt@yahoo.com">sushil.bimt@yahoo.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
51.	1198	Neeraj College of Management & Technology, VPO Manesar, Distt. Gurgaon (M) : 09818239777 E.mail ID : <a href="mailto:neerajcollege@gmail.com">neerajcollege@gmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
52.	1199	Admission and Learning College (ALC), Bassau Market, Ward No. 15, Barwala (Hisar) - 125 121. Tel : 01693-242163, (Mob) : 9466748000 E. Mail ID : <a href="mailto:alcbawala1199@gmail.com">alcbawala1199@gmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
53.	3101	Educare Institute of Management & Technology, 45, Nai Anaj Mandi, REWARI-123 401 Tel : 01274-221409 Mob: 9416445170/73, 9416577011 E mail ID : <a href="mailto:eimtrewari@rediffmail.com">eimtrewari@rediffmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, BA(MC), M.Sc(Math)
54.	3104	Nav Chetna Institute of Management & Technology, 460/8, Sant Nagar, Behind SBOP Patiala Chowk, Jind. 9812875605, 9255657655 (M)	PGDCA, M.Sc.(CS), MCA (3 & 5 years), BBA, MBA, PGDT, M.Com, M.Sc.(Maths)
55.	3105	Balaji College of Management & Technology, Adarsh Nagar, Malerna Road, Ballabgarh(Faridabad) Tel Nos : 0129-2212682, 09310002234, 09873718019 Fax No. 0129-4151969 E mail ID : <a href="mailto:info@balajicollegefaridabad.com">info@balajicollegefaridabad.com</a> . <a href="mailto:jagdeesh999@rediffmail.com">jagdeesh999@rediffmail.com</a>	M.Sc.(CS), MCA (3 & 5 years), PGDCA, M.A. (Mass Comm.), PGDA&PR, B.A.(Mass. Comm.) MBA, .M.Com., PGDT,BBA, M.Sc.(Maths.)
56.	3107	Narain Dass Memorial Institute of Management & Technology, Punhana (Mewat). Tel. Nos : 01268-682666, 9215404142 (M) E mail ID : <a href="mailto:ndm_puhana@yahoo.co.in">ndm_puhana@yahoo.co.in</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)



57.	3109	Akash Management & Technology Institute, Opp. Food & Supplies Office, Rewari. Tel : 01274-222880 M : 9416065599 E mail ID : <a href="mailto:www.vishu.yadav63@gmail.com">www.vishu.yadav63@gmail.com</a>	MBA, M.Com, PGDT, BBA, PGDCA, MCA(3 & 5 yrs) , M.Sc. (Maths)
58.	3110	ZIMT (Zenith Institute of Management & Technology), SCF 26-27, Model Town, Near Papiha Park, Fatehabad. (M) :09991805859,9215205859, 9254307100. E mail ID : <a href="mailto:zimtfatehabad@gmail.com">zimtfatehabad@gmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
59.	3111	Vishwas Institute of IT & Management, Gurgaon Road, Pataudi, Distt. Gurgaon Fax No : 0124-2672096 Tel.No: 0124-2672096, 9416245251, 9812420323 E mail ID : <a href="mailto:vishwasit&amp;mgt_rediffmail.com">vishwasit&amp;mgt_rediffmail.com</a>	MBA, M.Com, PGDT, BBA, PGDCA, M.Sc.(CS), MCA(3 & 5 yrs), M.Sc. (Maths)
60.	3113	M.D. Institute of Education Technology & Management, Dohki, PO Bikaner, Distt. Rewari. (M) :9416213255 E mail ID : <a href="mailto:jsgokal@rediffmail.com">jsgokal@rediffmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
61.	3118	Pushpa Institute of Technology & Management, Jalalpur, Distt. Rewari. Tel : 01274-269729, M : 9416739148 E mail ID : <a href="mailto:pitmjp@gmail.com">pitmjp@gmail.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc(CS), MA(MC), PGDA&PR, BA(MC), PGDCBM, PGDISM, M.Sc.(Math)
62.	3119	Brahmanand Public School, Brahmanand Colony, Nissing (Karnal).Tel : 01745-271912, M : 9416335237 E mail ID : <a href="mailto:brahmand_nissing@yahoo.co.in">brahmand_nissing@yahoo.co.in</a>	MBA, M.Com., PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc(CS), MA(MC), PGDA&PR, PGDMC, BA(MC), M.Sc.(Math)
63.	3120	S.E.S. Distance Education, Near Rao Tula Ram Chowk, Mohindergarh Tel : 01285-222288, (M) : 8930563535 E mail ID : <a href="mailto:singhraj63535@rediffmail.com">singhraj63535@rediffmail.com</a>	MBA, M.Com., PGDEM,BBA, MCA (3 & 5 yrs), PGDCA, M.Sc(CS), MA(MC), BA(MC), PGDCBM, M.Sc.(Math)
64.	3121	Bhumika Institute of Management & Technology, Sigra, Rewari Road, Mohindergarh Tel: 01285-249520 (M) :9466020500, 9671620500 E mail ID : <a href="mailto:bhumikagroupofeducation@gmail.com">bhumikagroupofeducation@gmail.com</a> .	MBA, M.Com., PGDT,BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Math)
65.	3122	Daffodil Institute of Software Excellence, SCF-210, CUE-1, Green Square Market, Besides Khetarpal Hospital, Hisar, (M) :9729069099, 8295116300 E mail ID : <a href="mailto:disehsr@gmail.com">disehsr@gmail.com</a>	MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Math)
66.	3123	Soft-Tech Institute of Technology & Management, Uklana Mandi, Tehsil & Distt. Hisar-125 113. Fax : 01693-234623 (M) : 9812008822 E mail ID : <a href="mailto:swadhwa111@gmail.com">swadhwa111@gmail.com</a>	MBA, M.Com., PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, BA(MC), M.Sc.(Maths)
67	3124	ZAD Institute of IT & Mgt., SCO 68-69, 1 <sup>st</sup> Floor, Red Square Market, Hisar. (M) : 9896668005, 9896668001 E mail ID : <a href="mailto:ziim@rediffmail.com">ziim@rediffmail.com</a>	MBA, M.Com., PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), M.Sc.(Maths)
68.	3125	Krishna Education Society, Gurdial Singh Colony, Ward No.10, Indri, Distt. Karnal. Tel No.0184-2383353 (M) : 9466558353, 9813437384, 9466058353 E mail ID : <a href="mailto:klranga72@gmail.com">klranga72@gmail.com</a>	1 <sup>st</sup> year of MBA, M.Com., PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), BA(MC), M.Sc.(Maths)



69.	3127	International Institute of Management, Media & IT(IIMMI), S.C.F.No.4, Sector-6, Bahadurgarh (M:09467673776) Tel : 01276-242511 E mail ID : <a href="mailto:iimmibahadurgarh@gmail.com">iimmibahadurgarh@gmail.com</a>	MBA, M.Com., PGDT, PGDEM, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, PGDMC, BA(MC), M.Sc.(Maths)
70.	3128	International Institute of Mass Media, 3/A/155, NIT, Faridabad-121 001. (M:9350042595) E mail ID : <a href="mailto:intl.inst@gmail.com">intl.inst@gmail.com</a>	MBA, M.Com., PGDT, BBA, PGDEM, MCA (3 & 5 yrs), PGDCA, M.Sc(CS), MA(MC), PGDMC, PGDA&PR, BA(MC), PGDCBM, PGDISM, M.Sc.(Math)
71.	3129	Sadhna Academy for Media Studies, S-4, Central Plaza, Golf Course Road, Sector-53, Gurgaon. (M :9999131400, 9999131500, 9999131700, 9999131800 E mail ID : <a href="mailto:sams@sadhna.com">sams@sadhna.com</a> , <a href="mailto:noida.sams@gmail.com">noida.sams@gmail.com</a>	MA(MC), BA(MC), PGDMC & PGDA&PR,

## CHANDIGARH

72.	1402	Bells Education & Research Society, SCO-2, Sector-34-C, Chandigarh – 160022. T.No.0172-2667771, 5018168 Fax No. 0172-2667770 E mail ID : <a href="mailto:bellseducation@yahoo.com">bellseducation@yahoo.com</a>	MBA, M.Com, PGDT, BBA, MCA (3 & 5 yrs), PGDCA, M.Sc.(CS), MA(MC), PGDA&PR, BA(MC), PGDCBM, PGDISM, M.Sc.(Maths)
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## ADMISSION-CUM-EXAMINATION FORM

FORM NO.....

Regn.-cum-Roll No.   
(for office use)

**DIRECTORATE OF DISTANCE EDUCATION**  
**GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY HISAR**  
 APPLICATION FORM FOR ADMISSION TO DISTANCE LEARNING PROGRAMME  
**SESSION 2014-15**

The application form filled in by the student along with requisite fee, copies of certificate and student identity card must reach the Director, Distance Education, G.J. University of Science & Technology, Hisar before the last date

Fill in the following table (choose only one programme)

Programme Applied for	Fee Details	Date	Amount	
	DD / UR No.			
	HDFC A/c No. 01551450001129			
	PNB A/c No. 0203021100000023			
	UBI A/c No. 344302050000103			

Space  
for  
Photo  
(Attested)

- Name of Candidate (In Eng.)   
(as in Matriculation Certificate)  
(In Hindi)
- (a) Father's Name (In Eng.) Sh. ....  
(In Hindi) Sh. ....  
(b) Mother's Name (In Eng.) Smt. ....  
(In Hindi) Smt. ....  
Note: Candidate must fill up column No.1 & 2 in both the languages and in Capital Letters in English
- (a) Postal Address (use capital Letters) .....PIN Code .....  
(b) Permanent Address (use capital Letters) .....PIN Code .....  
(c) Phone No. with STD Code/Mobile No.....  
(d) E-mail Address .....
- Date of Birth .....Day.....Month.....Year
- Education Qualifications: -

Examination	Board/University	Year of Passing	Marks obtained	Total Marks	%age of marks
(a) Matric					
(b) 10+2 or its equivalent					
(c) BA/B.Com/B.Sc/BMC/BBA/BCA					
(d) BJMC/PGDMC/PGDAPR					
(e) PGDCA/PGDCSA/PGDCS/Post BA or B.Sc./DCA/BIT or BIS(4 yrs)/A Level of DOEACC (after graduation)/BCA/B.Sc(IT/CS)					
(f) M.Sc.(Com.Sc.)/M.Sc.(Software)/M.Sc.(IT)/MIT					
(g) Any other examination					

- Whether Entrance Test Qualified (Applicable to MBA/MCA-3 yrs/MCA-5 yrs. Integ.) Yes/No (Tick Mark)
- Name of the test on the basis of which Exemption from Entrance Test Claimed MAT/CAT/Any other Equivalent Test (Pl. attach self attested photocopy)

6. Are you an old student of the Directorate (tick the column) Yes ☐ No ☐  
If yes please mention  
i) Name of Course: .....  
ii) Regn.-cum-Roll No. : .....  
iii) Result : .....
7. (a) Nationality (b) Country of Residence
8. General Information (Tick Mark only relevant column)  
(a) Sex: Male ☐ Female ☐  
(b) Category: General ☐ SC ☐ BC/OBC ☐ PH ☐  
(attach documentary evidence of Reserved Category)  
Self/Wards/Spouse of GJUS&T Regular Employee/GJUS&T Audit Staff/Directorate of Technical Education, Haryana Staff ☐
9. Were you ever disqualified by any University/Board to appear in any examination?  
If yes, give details .....
10. Option of Language in case of B.A (MC) Candidates: Hindi ☐ English ☐
11. Choice of City for centre of Examination (Applicable only in the case of direct students)  
1..... 2..... 3.....
12. List of Enclosures:  
(a) ..... (b) .....  
(c) ..... (d) .....

#### DECLARATION BY THE APPLICANT

I hereby declare that I have read and understood the conditions of eligibility for the programme for which I seek admission. I fulfill the minimum eligibility criteria and I have been provided with necessary information in this regard. In the event of any information found incorrect or misleading, my candidature shall be liable to cancellation by the University at any time and I shall not be entitled to refund of any fee paid by me to the University. I have received a copy of prospectus supplied by the University.

**Full Signature of Candidate**

#### UNDERTAKING

(Only for those candidates who have appeared in qualifying examination and result has not been declared as yet)

I.....S/o / D/o Sh. .... hereby undertake that I stand appeared in examination conducted by Board/University held in .....I am seeking admission in course at my own risk and responsibility and I will submit the proof of my having cleared the qualifying exam, which is required for admission to the above course by 31.12.2014 failing which my candidature shall stand automatically cancelled and I will not make any claim in any court of law on this account.

Place: .....

Date: .....

**Full Signature of Candidate**

**Signature with seal of the  
Head of the Study Centre**

(for office use)

Eligibility subject to submission of following documents:

1. ....
2. ....
3. ....

Clerk/Asstt.

DS / Supdt.

DD(DE)

(for office use)

Not eligible due to

1. ....
2. ....
3. ....

Clerk/Asstt.

DS / Supdt.

DD(DE)



## GURU JAMBHESHWAR UNIVERSITY OF SCIENCE AND TECHNOLOGY, HISAR

Examination Form for Re-appear and Improvement Candidates only

**(Candidates are advised to use photocopy of this form for each course/semester separately and submit the same along with the requisite fee and attested copy of result /DMC directly to the Controller of Examination G.J.U.S.&T. Hisar)**

Regn.-cum-Roll No. ....(To be filled by the candidate)

Application form for .....Semester/Year of ..... Course for Jan/June 20..... examination.

Name of Candidate : .....

Father's Name : .....

Medium of Examination : .....

Examination Centre 1. .... 2. .... 3. ....

Space for  
Photo  
(Attested)

Subjects of Re-appear/Improvement Papers (Write Clearly the Nomenclature and Paper Code)

1. .... 2. .... 3. ....

4. .... 5. .... 6. ....

7. .... 8. .... 9. ....

Last session in which candidate appeared and got re-appear ..... Enrolment no. ....

**Session in which the candidate has passed the final examination (Improvement cases only):**

.....  
Have you ever been disqualified by this or other University? If yes, give detail as below:

Examination ..... Semester.....

Session..... Fee Paid vide Univ. Receipt No./ DD No. ....

Date.....for Rs. ....

I solemnly declare that the particulars filled by me are correct and that in case of any discrepancy found therein, I shall be responsible for the consequences.

Postal Address .....

E-mail.....Phone No. with STD Code/Mob. No.....

Dated..... Signature of the Candidate .....

## GURU JAMBHESHWAR UNIVERSITY OF SCIENCE AND TECHNOLOGY, HISAR

**Provisional Roll no. Slip (only for Re-appear/improvement candidate)**

**Note:** The candidate may be admitted to the Examination Hall on production of this slip for appearing in the following examination.

Regn.-cum-Roll No. ....

Space for  
Photo  
(Attested)

Name of Course / Exam..... Semester..... for examination .....20.....

Name of Candidate .....Father's Name.....

Signature of the Candidate..... Centre of Exam.....

Controller of Examinations  
**See overleaf**

## ATTESTATION

I certify that the candidate .....S/o /D/o Sh.....

(a) is eligible to appear in the above examination; and

(b) the particulars filled in by him/her are correct.

**Dated :** .....

Signature of the Director of the  
Study centre last attended  
with official seal

**Note:** The candidates are required to mention the address on the back side of Provisional Roll no. Slip.

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### (TO BE FILLED BY THE CANDIDATE)

Regn.-cum-Roll No.....Course.....

Name: .....

Father's name: .....

Address (Correspondence) : .....

PIN .....



# GURU JAMBHESHWAR UNIVERSITY OF SCIENCE AND TECHNOLOGY, HISAR

## FORM FOR RE-EVALUATION OF ANSWER-SCRIPTS

(To be filled in Candidate's own handwriting and submitted along with requisite fee and original DMC in the office of the Controller of Examinations within 30 days of the declaration of the result/dispatch of the DMC whichever is later )

<b>SECRECY BRANCH DIARY NO. &amp; DATE**</b>		<b>RE-EVALUATION**</b>	
No..... Date.....		CASE NUMBER .....	
Particulars of fee @ Rs.200/- (Per Answer book)	Amount/Value (In Rs.) .....	University Cash Receipt No. & Date	Bank Draft No. & Date

- Name of Applicant .....
- Father's Name .....
- Name of Examination.....
- Year & Session.....
- Semester.....
- Roll no. ....
- Subject and paper(s) in which re-evaluation is applied/desired: -

Paper/Subject	Paper Code as Printed On the top of Q. Paper	Marks Obtained
1. ....	.....	.....
2. ....	.....	.....
3. ....	.....	.....
4. ....	.....	.....
5. ....	.....	.....
6. ....	.....	.....

- Specimen of handwriting of applicant in the language in which the answer-book(s) has/have been written  
.....  
.....  
.....  
Address (in capital letters) .....  
.....  
Phone No. with STD Code / Mobile No. ....

- For Office use (EDP Cell / Secrecy Branch)  

Paper / Subject	I.D.	Marks Obtained	Answer Book Code	Signature
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### UNDERTAKING:

I (Applicant) solemnly affirm and declare that the above facts are true to the best of my knowledge and belief and I will be responsible for any kind of discrepancy in it. Further the re-evaluation result (favourable or not) will be binding upon me and in case of any dispute the decision of the University authorities will be final.

Dated: .....

(Signature of the Applicant)

### LIST OF DOCUMENTS ATTACHED:

- Original Fee receipt Bank Draft : Yes / No
- Original Detailed marks Card : Yes / No

\*Tick mark the relevant: \*\* for office use

## **INSTRUCTIONS FOR RE-EVALUATION**

### **(Subject to Change)**

1. A candidate may apply for re-evaluation on the prescribed form, along with the original DMC, a photocopy of the original Detailed Marks Card (DMC) & requisite fee, within 30 days of the declaration of the result or the despatch of the DMC to the Directorate of Distance Education, (to the candidate in case of Ex-student) as the case may be, whichever, is later. No re-evaluation form will be accepted thereafter under any circumstances.
2. Re-evaluation will be permitted only for the theory examinations conducted by this University.
3. No re-evaluation is allowed for examinations in Practical/Viva-Voce/Training Report/Project Report etc. or any other paper wherein there is a joint evaluation by two examiners.
4. University will not be responsible for postal delay in receipt of the form from the candidate.
5. Application form once submitted may be withdrawn on written request in respect of one or all papers applied for re-evaluation provided that the answer-books have not been sent to the re-evaluator. No fee refund, however, will be permissible under such a situation.
6.
  - (a) The re-evaluation fee is Rs.200/- per answer book.
  - (b) It should be in favour of Registrar, Guru Jambheshwar University of Science & Technology, Hisar & payable at Punjab National Bank, G.J.U.S.&T., Hisar.
7. On a written request, a candidate may be permitted to see his/her re-evaluated answer-books for identification purpose only. Such request should be submitted, along with a fee of Rs.100/- per answer-book, within 15 days of the communication of re-evaluation result.
8. Ignorance of the title/codes of any paper shall not be accepted as plea for wrong entry in the application form.
9. Incomplete application forms, deficient in fee shall be rejected and no refund of fee is permissible under such a situation.
10. In case of any clarification/ambiguity, the power to interpret the rules vests with the Vice-Chancellor and in case of any dispute the decision of the Vice-Chancellor will be final and binding.
11. The candidates should plan their future programme of taking examination/admissions in accordance with their original result already communicated by the university till it is actually superseded by the re-evaluation result. The university does not take any responsibility of any consequence arising out of the delay in completion of the process of re-evaluation and declaration of re-evaluated result. The university shall also not be responsible if the re-evaluation result of any candidate is delayed for some mistake/discrepancy found in the original evaluation/re-evaluation of the answer book.
12. All disputes are subject to the jurisdiction at Hisar.
13. BEFORE SUBMITTING THE RE-EVALUATION FORM IN THE UNIVERSITY OFFICE THE STUDENTS ARE ADVISED IN THEIR OWN INTEREST TO RETAIN SUFFICIENT ATTESTED PHOTO COPIES OF ORIGINAL D.M.C. FOR ACADEMIC PURSUITS OR FOR SEEKING JOB OPPORTUNITIES ANY WHERE ETC.



# GURU JAMBHESHWAR UNIVERSITY OF SCIENCE AND TECHNOLOGY, HISAR

## APPLICATION FORM FOR INTER-UNIVERSITY MIGRATION CERTIFICATE

- (i) All the particulars should be filled in by the candidate himself/herself.
- (ii) Read instructions carefully on overleaf before filling in this form.
- (iii) No person is entitled to apply on behalf of another person or to receive the migration Certificate.
- (iv) The office will not be responsible for any delay, if the form is found incomplete.
1. Name of the applicant (Block Letters) .....
2. Father's Name (Block Letters) .....  
(Spellings of Name & Father's Name should be same as shown in Students Identify Card/Detailed Marks Card (DMC))
3. Registration / Enrolment No. ....
4. Particulars of Last Examination: -  
Name of Exam.....Session/Year.....Roll/Enrollment No.....Result.....

### IMPORTANT NOTE

ATTESTED/PHOTOSTAT COPY OF THE CERTIFICATE OF LAST EXAM. ALONG WITH THIS MIGRATION FORM MUST BE SENT TO THE DY. DIRECTOR (DISTANCE EDUCATION), GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR.

5. Whether disqualified by this University; if so give the following particulars: -  
(i) Examination in which disqualified .....Session/Year.....Roll no.....  
(ii) Period for which disqualified .....
6. Name of institute / college, if still on roll.....  
Class.....Roll No.....
7. Name of Study Centre last attended .....  
Year/Session .....Class.....Roll No.....
8. Name of the University to which the applicant  
Wants to migrate .....
9. Name of Institution/College where the applicant has joined/intends to join .....  
Class.....Roll no.....academic session.....
10. Fee remitted Rs.....(a) University Receipt No., Book No. and date.....  
(Also attach original receipt)  
(b) Bank draft No. & date .....  
Bank draft should be drawn in favour of the Registrar, G.J.U.S.&T., Hisar and should be Payee's A/c
11. Postal Address .....  
.....  
I solemnly declare that: -  
(i) The particulars filled in by me are correct, and nothing has been concealed.  
(ii) I did not appear in any other examination thereafter from this University.  
(iii) In case of compartment/re-appear I will not appear in the compartment/re-appear, subject to the last examination from Guru Jambheshwar University of Science & Technology, Hisar.  
(iv) I shall be responsible for the consequences; if the above statements are found incorrect.  
Dated.....(Signature of the applicant)

For use of Accounts
Branch only
Rs.
Receipt no.
Dated.....
Asst. (Accounts)

### FOR OFFICE USE

Form and particulars in the M.C. No.....Dated: .....

M.C. Checked

M.C. Signed and may be issued

Fee received entered in the

Register. Issue of M.C. is in order

Dealing Official

Assistant

Supdt. (DE)

Dy. Director (DE)



## INSTRUCTIONS

1. All the required particulars should be carefully filled in by applicant. The office will not be responsible for any delay in case the form is incomplete.
2. (a) Inter University Migration Certificate/Duplicate Migration Certificate Fee Rs.1000/-  
(b) Cancellation Fee of Migration Certificate Rs. 200/-
3. Migration Fee once paid is not refundable in any case.
4. Attested/Photostat copy of the certificate of last examination passed/failed must be sent along with this form by the applicant.
5. Migration Certificate to the Students who have taken any examination from this University will be issued after the declaration of their result.
6. Under the rules, Inter-University Migration Certificate shall be issued to those candidates who are already registered with this University.
7. In all correspondence with the University till the receipt of Migration Certificate. Name, Father's Name, Registration No., particulars of last examination passed/failed or appeared, the University receipt No. and date of the Migration fee must be quoted.
8. Any concealment of facts is an offence and the candidate shall be held responsible for consequences.
9. In case original migration certificate is lost the application for duplicate migration certificate along with fee and affidavit from First Class Magistrate is required.

**GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY HISAR****DIRECTORATE OF DISTANCE EDUCATION**

Registration Form for Entrance Test for admission to MBA/MCA-3Yrs/MCA-5 Yrs Intg.

**The candidates who have qualified CAT/MAT/other similar test are exempted from Entrance Test.**

(Candidates/Study Centres can use photocopy of this form or download from University website

[www.ddegjust.ac.in](http://www.ddegjust.ac.in) )

<b>Entrance Test will comprise of objective type multiple choice questions on (A) General English (B) Numerical Ability (C) Reasoning (D) General Awareness</b>
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Roll No. \_\_\_\_\_

(To be allotted by the Study Centre)

Programme Applied for (please tick)	MBA	
	MCA-3 Yrs	
	MCA-5 Yrs Intg.	

Space for Self Attested Photo
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Name of Candidate \_\_\_\_\_

Father's Name \_\_\_\_\_

Correspondence Address \_\_\_\_\_

Contact No. (Telephone/Mobile) \_\_\_\_\_ E-mail ID \_\_\_\_\_

 Please mention whether you like to be enrolled with \_\_\_\_\_ Study Centre / Direct with University  
 any of the Study Centre or direct with the University (Tick Mark)

(In case of Study Centre please mention name of the Study Centre with centre code)

Centre Code \_\_\_\_\_ Name of Study Centre \_\_\_\_\_

Highest Educational Qualification: \_\_\_\_\_

Examination	Board/University	Year of Passing	Marks Obtained	Percentage of Marks

**DECLARATION BY THE APPLICANT**

I hereby solemnly affirm and declare that the information furnished as above is correct to the best of my knowledge and belief and nothing has been concealed therein. I am aware that my candidature is liable to be cancelled in case of submission of false information or concealment of facts.

Full Signature of the candidate

Place: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / 2014.....

**GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY HISAR****DIRECTORATE OF DISTANCE EDUCATION**

Roll No. \_\_\_\_\_

Admit Card for Entrance Test for Admission to MBA/MCA-3 Yrs/MCA-5 Yrs Integrated

Programme Applied for (please tick) 1. MBA 2. MCA-3 Yrs 3. MCA-5 Yrs Intg.

Name of Candidate \_\_\_\_\_ S/o Sh. \_\_\_\_\_

Signature of Candidate

 Signature of Director of Study Centre  
 (with seal)

## LIST OF FAKE UNIVERSITIES

State-wise List of fake Universities declared by the University Grants Commission as on May, 2014 taken from UGC website [www.ugc.ac.in](http://www.ugc.ac.in)

### Bihar

1. Maithili University/ Vishwavidyalaya, Darbhanga, Bihar

### Delhi

2. Commercial University Ltd., Daryaganj, Delhi.
3. United Nations University, Delhi.
4. Vocational University, Delhi.
5. ADR-Centric Juridical University, ADR House, 8J, Gopala Tower, 25 Rajendra Place, New Delhi-110 008.
6. Indian Institute of Science and Engineering, New Delhi

### Karnataka

7. Badaganvi Sarkar World Open University Education Society, Gokak, Belgaum, Karnataka.

### Kerala

8. St. John's University, Kishanattam, Kerala.

### Madhya Pradesh

9. Kesarwani Vidyapith, Jabalpur, Madhya Pradesh.

### Maharashtra

10. Raja Arabic University, Nagpur, Maharashtra.

### Tamil Nadu

11. D.D.B. Sanskrit University, Putur, Trichi, Tamil Nadu.

### West Bengal

12. Indian Institute of Alternative Medicine, Kolkata.

### Uttar Pradesh

13. Varanaseya Sanskrit Vishwavidyalaya, Varanasi (UP) Jagatpuri, Delhi.
14. Mahila Gram Vidyapith/ Vishwavidyalaya, (Women's University) Prayag, Allahabad, Uttar Pradesh.
15. Gandhi Hindi Vidyapith, Prayag, Allahabad, Uttar Pradesh.
16. National University of Electro Complex Homeopathy, Kanpur, Uttar Pradesh.
17. Netaji Subhash Chandra Bose University (Open University), Achaltal, Alighrah, Uttar Pradesh.
18. Uttar Pradesh Vishwavidyalaya, Kosi Kalan, Mathura, Uttar Pradesh.
19. Maharana Pratap Shiksha Niketan Vishavidyalaya, Pratapgarh, Uttar Pradesh.
20. Indraprastha Shiksha Parishad, Institutional Area, Khoda, Makanpur, Noida Phase-II, Uttar Pradesh.
21. Gurukul Vishwavidyalaya, Vrindavan, Uttar Pradesh.

\*Bhartiya Shiksha Parishad, Lucknow, UP- the matter is *subjudice* before the District Judge-Lucknow.

Note: Before finalizing the admissions the updated list of recognized examinations of Board of School Education, Haryana Bhiwani/ other boards/ Universities is /are also required to be consulted.



GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR

## ACADEMIC PROGRAMMES 2014-15

DISTANCE EDUCATION COURSES		REGULAR COURSES	
<b>Post Graduate Courses</b> Master of Business Administration (MBA) Master of Commerce (M.Com.) M.Sc. (Computer Science) Master of Computer Applications (MCA) MCA (5-Years Integrated) M.A. (Mass Communication) M.Sc. Mathematics <b>P.G. Diploma Courses</b> P.G. Diploma in Computer Applications (PGDCA) P.G. Diploma in Environmental Management (PGDEM) P.G. Diploma in Taxation (PGDT) P.G. Diploma in Advertising & Public Relations (PGDA & PR) P.G. Diploma in Bakery Science and Technology (PGDBST) P.G. Diploma in Counseling and Behaviour Modification (PGDCBM) P.G. Diploma in Industrial Safety Management (PGDISM) <b>Graduate Courses</b> Bachelor of Business Administration (BBA) B.A. (Mass Communication)		<b>Post Graduate Courses</b> M.Tech. (Computer Science & Engineering) M.Tech. (Environmental Science & Engineering) M.Tech. (Electronics & Communication Engineering) M.Tech. (Mechanical Engineering) M.Tech. (Printing Technology) M.Tech. (Nano Science and Technology) M.Tech. (Optical Engineering) M.Tech. (Food Engineering) M.Tech. (Geo-informatics) M.Tech. )Biomedical Engineering) M.Pharm. (Pharmaceutical Chemistry) M.Pharm. (Pharmaceutics) M.Pharm. (Pharmacology) M.Pharm. (Pharmacognosy) Master of Physiotherapy (Musculoskeletal Disorders) Master of Physiotherapy (Sports Physiotherapy) Master of Physiotherapy (Neurological Disorders) Master of Physiotherapy (Pediatric Physiotherapy) Master of Physiotherapy (Cardiothoracic & Pulmonary Disorders) Master of Computer Applications Master of Business Administration (MBA) MBA - Finance MBA - Marketing MBA - International Business MBA - (Evening) M.Sc. (Psychology) M. Com M.Sc. (Biotechnology) M.Sc. (Microbiology) M.Sc. (Chemistry) M.Sc. (Environmental Sciences) M.Sc. (Food Technology) M.Sc. (Mass Communication) M.Sc. (Mathematics) M.Sc. (Physics) M.Sc. (Advertising Management & Public Relations) <b>Under Graduate Courses</b> Bachelor of Pharmacy Bachelor of Physiotherapy B.Tech. (Biomedical Engineering) B.Tech. (Computer Science & Engineering) B.Tech. (Electronics & Communication Engineering) B.Tech. (Information Technology) B.Tech. (Mechanical Engineering) B.Tech. (Printing Technology) B.Tech. (Food Engineering)	
<b>Price: At Counter for General Rs.400/-</b>		<b>At Counter for SC,BC,SBC &amp; EBP candidates of Haryana only Rs.100/-</b>	
<b>By Post for General Rs.450/-</b>		<b>By Post for SC,BC,SBC &amp; EBP candidates of Haryana only Rs.150/-</b>	
<b>Prospectus can be had from:</b>			
<b>Incharge, Reception &amp; Information Cell and Sale Counter, Near City Gate, GJUS&amp;T, Hisar-125001 (Hry) Ph.01662-263363, 263504</b>		<b>Study Centres of GJUS&amp;T, Hisar</b>	
		<b>Download from <a href="http://www.ddegjust.ac.in">www.ddegjust.ac.in</a></b>	