BHARATI VIDYAPEETH
DEEMED UNIVERSITY, PUNE (INDIA)

‘A’ GRADE UNIVERSITY STATUS AWARDED BY MHRD, GOVT. OF INDIA
REACCREDITED WITH ‘A’ GRADE BY NAAC

SCHOOL OF DISTANCE EDUCATION

INFORMATION BROCHURE AND APPLICATION FORM 2013-2014
(For all Academic Study Centres except New Delhi Center)
Certificate of Accreditation

The Executive Committee of the National Assessment and Accreditation Council on the recommendation of the duly appointed Peer Team is pleased to declare the Bharati Vidyapeeth (Deemed University) Sadashiv Peth, Pune, Maharashtra as Accredited with CGPA of 3.16 on four point scale at A grade valid up to November 29, 2016

Date: November 30, 2011

Director
Dear Students,

I am trying to reach you through this small booklet, in which we have presented a brief profile of our institutions, Bharati Vidyapeeth and Bharati Vidyapeeth University.

I established Bharati Vidyapeeth which is the parent body of our University in 1964 to make higher education available to all those who are desirous of getting it. I also visualized that social transformation could be brought about through the medium of dynamic education. Bharati Vidyapeeth, thus, is an institution of higher education with a social commitment.

At Bharati Vidyapeeth, we are trying to give the best and up-to-date education to our students, through our colleges, where excellent academic facilities are provided. The faculty is student oriented and motivated to impart quality education. It is because of the high academic excellence which our institutions have achieved over the years that some of them together have been granted the status of University by the University Grants Commission and the Government of India.

There are quite a few young people who have no access to the higher education. In order to reach the unreached, our University has launched need based educational programmes, through distance mode of learning. It is through School of Distance Education, we aim at reducing the distance between the learner and the University.

I hope, you will be one of those fortunate students who would get an admission to one of our programmes. My best wishes to you for your successful career.

DR. PATANGRAO KADAM
Bharati Vidyapeeth University came into existence in the year 1996 under section 3 of the UGC Act, 1956. This status of deemed to be University was given to institutions of Bharati Vidyapeeth in appreciation of their academic excellence and the potential they had for further growth.

This is one of the largest multi disciplinary and multi-campus universities of its kind in the country imparting education in as many as 11 faculties. During the last 17 years, it has introduced a large number of innovative graduate, post graduate and diploma programmes and has also brought about reforms in its examination system. Its administration is 'students-service oriented'.

Now, it has 29 constituent institutions, located at Pune, New Delhi, Mumbai, Kolhapur, Karad, Sangli, Solapur.

The National Assessment and Accreditation Council (NAAC) has twice accredited the University and on both the occasions awarded the most prestigious 'A' Grade to the University. Also, University was awarded 'A' Grade status by MHRD Govt. of India.

In its one of the surveys, the Association of Indian Universities has rated this University as one of the top ten universities in the country attracting overseas students. The University has been given a permanent membership by the Association of Indian Universities, which is the national level organization for Indian Universities. The University is also a Member of Association of Commonwealth Universities.

Today, in India the access to the higher education is limited only to 12% of the students in the college going age group of 18-23 years. The students belonging to socially disadvantageous classes of the society and those in remote areas have very limited representation in higher education. The University has committed itself to offer the opportunities of higher education to such students through the distance education mode.

Our objectives are to reach the unreached and provide educational facilities to poorer and weaker sections of the society.

I, extend a very warm welcome to all our prospective students of School of Distance Education.

My best wishes to them for successful career.

PROF. DR. SHIVAJIRAO KADAM
Vice Chancellor,
Bharati Vidyapeeth University, Pune
Director’s Message

PROF. DR. VINOD S. INGAWALE
Director
School of Distance Education
Bharati Vidyapeeth University, Pune

Bharati Vidyapeeth University has established the School of Distance Education (SDE) during the year 2004-2005. The motto was ‘to reach the unreached’ and provide educational opportunities to working professionals and rural people.

Today, there are as many as 20 programmes in multiple disciplines.

A unique feature of SDE is the mode of interaction with its students. The study centres, which are the back-bone of SDE are established in the constituent units of the University itself. The study centers have been equipped with good library, computer facilities and student caring faculty.

A student is thus assured of education of a very high standard. It is in the best interest of your career to study at Bharati Vidyapeeth University School of Distance Education.

As the Director of School of Distance Education, I am happy to welcome you to the School and wish you all the success in your endeavour.

PROF. DR. VINOD S. INGAWALE
**SCHOOL OF DISTANCE EDUCATION**

**Advisory Council**

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Hon’ble Vice Chancellor, Bharati Vidyapeeth University, Pune  
: CHAIRMAN

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Former Chairman, University Grants Commission, New Delhi  
: MEMBER

**Prof. Dr. A. S. Nigavekar**  
Former Chairman, University Grants Commission  
Former Vice Chancellor, University of Pune  
: MEMBER

**Prof. Dr. R. G. Takawale**  
Former Vice Chancellor, University of Pune.  
Former Vice Chancellor, Yashwantrao Chavan Maharashtra Open University, Nashik.  
Former Vice Chancellor, Indira Gandhi National Open University, New Delhi.  
: MEMBER

**Prof. Dr. V. S. Prasad**  
Former Director, National Assessment and Accreditation Council (NAAC), Bangalore  
: MEMBER

**Prof. Dr. B. P. Sable**  
Former Vice Chancellor, Yashwantrao Chavan Maharashtra Open University, Nashik  
: MEMBER

**Prof. Dr. Mrs. A. Kalyani**  
Vice Chancellor, Tamilnadu Open University, Guindy, Chennai  
: MEMBER

**Prof. Dr. R. Krishnakumar**  
Vice Chancellor, Yashwantrao Chavan Maharashtra Open University, Nashik  
: MEMBER

**Prof. Dr. K. R. Iqbal Ahmed**  
Director, Distance Education Department.  
Maulana Azad National Urdu University, Hyderabad.  
: MEMBER
CONSTITUENT UNITS
AND RESEARCH INSTITUTES

One of the largest multi campus, multi disciplinary Universities established under section 3 of the UGC Act 1956 in India having Twenty Nine constituent units including Three Research Institutes.

### CONSTITUENT UNITS

<table>
<thead>
<tr>
<th>PUNE</th>
<th>NEW DELHI</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical College</td>
<td>Institute of Management and Research</td>
</tr>
<tr>
<td>Dental College and Hospital</td>
<td></td>
</tr>
<tr>
<td>College of Ayurved</td>
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<tr>
<td>Homoeopathic Medical College</td>
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<tr>
<td>College of Nursing</td>
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<tr>
<td>Poona College of Pharmacy</td>
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<tr>
<td>College of Architecture</td>
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<tr>
<td>College of Engineering</td>
<td></td>
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<tr>
<td>Institute of Management and Entrepreneurship Development</td>
<td></td>
</tr>
<tr>
<td>Yashwantrao Mohite College of Arts, Science and Commerce</td>
<td></td>
</tr>
<tr>
<td>Social Sciences Centre</td>
<td></td>
</tr>
<tr>
<td>Rajiv Gandhi Institute of Biotechnology &amp; Information Technology</td>
<td></td>
</tr>
<tr>
<td>College of Physical Education</td>
<td></td>
</tr>
<tr>
<td>Institute of Environment Education and Research</td>
<td></td>
</tr>
<tr>
<td>Institute of Hotel Management and Catering Technology</td>
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<tr>
<td>New Law College</td>
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<table>
<thead>
<tr>
<th>NAVI MUMBAI</th>
<th>KOLHAPUR</th>
<th>KARAD</th>
<th>SANGLI</th>
<th>SOLAPUR</th>
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<tbody>
<tr>
<td>Dental College and Hospital</td>
<td>Institute of Management</td>
<td>Yashwantrao Mohite Institute of Management</td>
<td>Medical College and Hospital</td>
<td>Abhijit Kadam Institute of Management and Social Sciences</td>
</tr>
<tr>
<td>College of Nursing</td>
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<td>College of Nursing</td>
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</tbody>
</table>

### RESEARCH INSTITUTES IN PUNE

- Interactive Research School in Health Affairs (IRSHA)
- Research and Development Centre in Pharmaceutical Science and Applied Chemistry
- Yashwantrao Chavan Institute of Social Science Studies & Research
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# Details of Programmes

## (A) Faculty Of Arts, Commerce & Social Sciences

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<td>Master of Computer Applications</td>
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1. INTRODUCTION

1.1 BHARATI VIDYAPEETH UNIVERSITY

Maharashtra has a very long and well nurtured tradition of private initiative in higher education. There are several organizations in Maharashtra, established by social reformers, educationists and others, which have made commendable contributions to the cause of education. Inspired by their work, Dr. Patangrao Kadam established Bharati Vidyapeeth in 1964 at Pune. The mission, which Bharati Vidyapeeth has defined for itself is to bring about intellectual awakening of people through the spread of education and to prepare human resources needed for all-round development, particularly economy of the country.

During the last 49 years or so, Bharati Vidyapeeth has made astonishing strides in the field of education, particularly in higher and professional education. At present, it conducts more than 184 educational units of various kinds, right from pre-primary schools to postgraduate institutions. They include 67 Colleges and Institutes of different disciplines.

In recognition of the academic excellence which the institutions of the Bharati Vidyapeeth have and in view of the potential for further growth they have, the Government of India on the recommendation of the University Grants Commission granted (under section 3 of the UGC Act, 1956), the status of deemed to be University to the Institutions of Bharati Vidyapeeth on 26th April, 1996.

This University is a multi campus, multi faculty University which is now one of the largest Universities of its kind in the country having as many as 29 constituent units including 3 research institutes. It has its campuses in Pune, New Delhi, Navi Mumbai, Kolhapur, Karad, Sangli and Solapur.

The academically conducive environment and excellent infrastructural facilities available in our campuses attract the students not only from various parts of India but also from abroad. At present, the University has enrollment of more than 1500 overseas students coming from 47 countries.
The University has put a premium on research. It has established three research institutes, namely:

- Interactive Research School for Health Affairs, Pune wherein research in subjects relating to health sciences with inter-disciplinary approach is undertaken,
- Research and Development Centre in Pharmaceutical Sciences and Applied Chemistry which generates high quality research with excellent impact factors and with prospects for patents and
- Yashwantrao Chavan Institute of Social Science Studies and Research which is involved in research in the areas of social sciences and humanities.

The University conducts academic programmes in, as many as, 11 faculties such as Medicine, Dentistry, Ayurved, Homoeopathy, Nursing, Pharmacy, Engineering, Architecture, Law, Management Studies, Environment Studies, Hotel Management and Catering Technology, Biotechnology, Arts, Science, Commerce and Social Sciences etc. Within a short span of 17 years, the University has launched as many as 286 academic programmes including 45 at the Under Graduate Level, 118 at the Post Graduate Level, 32 at the Diploma Level, besides Ph.D. programmes in 71 disciplines.

With the advantage of the academic autonomy it enjoys, the University has introduced quite a few innovative programmes in the emerging areas such as B.Tech in Bio-Medical Engineering, M.Pharm in Biotechnology, graduate programmes in 'Music and Dance', 'Acting and Script writing' and Master's programme in Optometry and courses in Cyber Law and Corporate Law etc. It has recently introduced a Post Graduate programme in Geo-informatics and Bio-informatics.

It is a matter of pride that the National Assessment and Accreditation Council (NAAC) has awarded ‘A Grade’ to the University both in 2004 and 2011. The MHRD, Govt. of India has awarded ‘A’ Grade status to the University. Some of the constituent units have also received rich accolades from other evaluating agencies such as National Accreditation Board.

Over the years, the University has developed a very rich infrastructural facilities, such as independent spacious well structured buildings, well equipped laboratories and continuously updated libraries in all its constitutes units. The teaching faculty periodically undergoes training to enrich themselves with latest knowledge and skills in the respective disciplines.

The academic facilities and expert guidance by teachers that's provided to the students of School of Distance Education are unique.

### 1.2 SCHOOL OF DISTANCE EDUCATION

As mentioned earlier, Bharati Vidyapeeth University is an academic institution with social commitment. It has made high quality education available to a large number of students through its constituent units. The University is aware that almost 90% of the prospective students, belonging to the college going age-group i.e. 18-23 years, do not get opportunities for higher education because of numerous difficulties, such as, residential locations in rural and tribal areas, financial constraints, and other personal time limitations on account of employment or household chores etc.

Considering that it is its responsibility to provide educational opportunities to such deprived students – rural, tribal, poor and women population, the University has established the School of Distance Education. Through this School, the University makes high quality education available to the students. The School makes available all the necessary amenities to the students enrolled with it to accelerate their self learning.

Besides providing high quality education to its students, the school has also certain other objectives such as -

- To promote the culture of self learning, continuing and lifelong learning in the society.
- To accelerate individual development and personal productivity through skill development.
- To relieve the students from the constraints of time and place while learning.
## 1.3 ACADEMIC STUDY CENTRES

<table>
<thead>
<tr>
<th>Academic Study Centres</th>
<th>Director</th>
<th>Coordinator</th>
</tr>
</thead>
<tbody>
<tr>
<td>BVU New Law College, Paud Road, Erandwane, Pune – 411038 Tel. No. 020 – 32505098, 25444616</td>
<td>Dr. Mukund Sarda</td>
<td>Dr. Smt. U.S. Bendale</td>
</tr>
<tr>
<td>BVU Institute of Management &amp; Entrepreneurship Development, Paud Road, Erandwane, Pune – 411038 Tel. No. 020 – 25431060</td>
<td>Dr. S. S. Vernekar</td>
<td>Mr. Hrishikesh Bhagat</td>
</tr>
<tr>
<td>BVU Institute of Management &amp; Research, Opp. Ordnance Depot, A-4, Rohtak Road, NH-10, Paschim Vihar Ext., New Delhi -110063 Tel. No. 011 – 25286442, 09250547203 / 204</td>
<td>Dr. Nitin Nayak Dr. Madhumita Nayak Mr. A. R. Deshmukh (Programme Director)</td>
<td>Dr. Navneet Gera</td>
</tr>
<tr>
<td>BV Institute of Management Studies &amp; Research, Sector-8, C.B.D. Belapur, Navi Mumbai – 400614 Tel. No. 022 – 27572433</td>
<td>Dr. D. Y. Patil Dr. Smt. A.A. Kalse</td>
<td></td>
</tr>
<tr>
<td>BVU Institute of Management, Kadamwadi, Kolhapur – 416003 Tel. No. 0231 – 2668654</td>
<td>Dr. V. M. Chavan Dr. R.D. Jadhav</td>
<td></td>
</tr>
<tr>
<td>BVU Yashwantrao Mohite Institute of Management, Sr. No. 114/2A, Venkateshnagar, Koyana Vasahat, Pune-Bangalore Road, Malkapur, Karad – 415139 Tel. No. 02164 – 241163 / 241169</td>
<td>Dr. O. P. Gupta Dr. S.N. Jagdale</td>
<td></td>
</tr>
<tr>
<td>BVU Institute of Management &amp; Rural Development Administration, Rajwada Chowk, Sangli – 416416 Tel. No. 0233 – 2325776</td>
<td>Dr. K. Subbaraman Mr. Riyajuddin Mujawar</td>
<td></td>
</tr>
<tr>
<td>BVU Abhijit Kadam Institute of Management &amp; Social Sciences, Bijapur Road, Solapur – 413004 Tel. No. 0217 – 2341234</td>
<td>Dr. S.V. Hippargi Mr. Pritam Kothari</td>
<td></td>
</tr>
</tbody>
</table>
1.4 NETWORK OF ACADEMIC STUDY CENTRES

The efficiently organized and managed study centres are an essential component of the Distance Education Mode. The Bharati Vidyapeeth University has established nine study centres in its own constituent units located in Pune, New Delhi, Navi Mumbai, Kolhapur, Karad, Sangli and Solapur which is a unique feature of our School. These centres function as an interface between the University and students and work as a collaborator in effective programme delivery.

The following facilities are provided at all the study centres:

- Subject specific and general academic counseling by the senior academics.
- Excellent Library facilities.
- Conduct of assignments, tutorial sessions/seminars and University examinations.

The academic programmes are conducted in collaboration with faculties of Bharati Vidyapeeth Deemed University institutions where these study centres are located. These Institutions have excellent buildings and infra structural facilities including state of the art learning resources. Through a decade of excellent educational inputs and academic ambience, these institutions have emerged as vibrant learning campuses in their areas. Through the academic counseling, seminars/tutorial sessions at local centres, continuous monitoring of the students learning is ensured. This works as an important motivating factor for a learner to learn. The Academic Co-ordination Unit for the Programme concerned is created for monitoring the programme and student progress most effectively.

1.5 PROGRAMMES OFFERED

Bharati Vidyapeeth University through centres located in its constituent units offers a number of short term, long term academic programmes leading to Certificates, Diplomas and Degrees. All the programmes, have been conceived and developed by the academic bodies of the University, through a properly laid down processes. Some of the programmes which are need-based are offered under distance learning mode also.

The programmes equip the learner with additional qualifications and provide them opportunities for self enrichment. The learner need not discontinue either vertical liberal education ladder or give up his/her job. Knowledge upgradation that a learner gets through these programmes helps in increasing his/her prospects for better employment.
<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Name of Programme</th>
<th>Eligibility</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>(A) FACULTY OF ARTS, COMMERCE &amp; SOCIAL SCIENCES:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>B.A.- Bachelor of Arts</td>
<td>10+2 or its equivalent</td>
<td>3 Yrs</td>
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<tr>
<td>2</td>
<td>B.Com.- Bachelor of Commerce</td>
<td>10+2 Commerce &amp; Science or its equivalent</td>
<td>3 Yrs</td>
</tr>
<tr>
<td>3</td>
<td>B. Lib. &amp; I. Sc. - Bachelor of Library &amp; Information Science</td>
<td>Any graduate in any discipline from any recognized University</td>
<td>1 Yr</td>
</tr>
<tr>
<td>4</td>
<td>M. Lib. &amp; I. Sc. - Master of Library &amp; Information Science</td>
<td>B.Lib. &amp; I.Sc. degree from any recognized University</td>
<td>1 Yr</td>
</tr>
<tr>
<td>5</td>
<td>M.A.- Master of Arts (English)</td>
<td>Any graduate (10+2+3 or equivalent) with special / entire English from any recognized University</td>
<td>2 Yrs</td>
</tr>
<tr>
<td>6</td>
<td>M.A.- Master of Arts (Economics)</td>
<td>Any graduate (10+2+3 or equivalent) in any discipline from any recognized University</td>
<td>2 Yrs</td>
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<tr>
<td>7</td>
<td>M.A.- Master of Arts (Sociology)</td>
<td>Any graduate (10+2+3 or equivalent) in any discipline from any recognized University</td>
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<tr>
<td>8</td>
<td>M.Com.- Master of Commerce</td>
<td>Any graduate from any recognized University</td>
<td>2 Yrs</td>
</tr>
<tr>
<td></td>
<td><strong>(B) FACULTY OF MANAGEMENT STUDIES:</strong></td>
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<td></td>
</tr>
<tr>
<td>1</td>
<td>BBA- Bachelor of Business Administration</td>
<td>10+2 in any stream or equivalent</td>
<td>3Yrs</td>
</tr>
<tr>
<td>2</td>
<td>BCA- Bachelor of Computer Applications</td>
<td>10+2 in any stream or equivalent</td>
<td>3Yrs</td>
</tr>
<tr>
<td>3</td>
<td>MBA- Master of Business Administration (Elective Specialization in: Production &amp; Operation Mgt., Financial Management, Marketing Management, International Business and Human Resource Management)</td>
<td>Any graduate (10+2+3 or equivalent) in any discipline with min. 50% marks (45% for SC/ST) from any recognized University.</td>
<td>2 Yrs</td>
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<tr>
<td>4</td>
<td>MBA- (Information Technology)</td>
<td>Any Graduate (10+2+3 or equivalent) in any discipline with min. 50% marks (45% for SC/ST) from any recognized University.</td>
<td>2 Yrs</td>
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<tr>
<td>5</td>
<td>MBA- (Executive)</td>
<td>Any Graduate (10+2+3 or equivalent) in any discipline from any recognized University with 3 yrs. working experience</td>
<td>1 &amp; 1/2 Yrs</td>
</tr>
<tr>
<td>6</td>
<td>MCA- Master of Computer Applications</td>
<td>Any Graduate (10+2+3 or equivalent) from any recognized University (i) with min. 50% marks (45% for SC/ST) (ii) with Mathematics / Statistics at 12th std OR graduate level <strong>Note:</strong> (ii) is not applicable to BCA, BSc. (Com) &amp; BCS graduates.</td>
<td>3 Yrs</td>
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<tr>
<td></td>
<td><strong>(C) FACULTY OF LAW:</strong></td>
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<tr>
<td>1</td>
<td>DTL - (Diploma in Taxation Laws)</td>
<td>Any Graduate in any discipline from any recognized University</td>
<td>1 Yr.</td>
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<tr>
<td>2</td>
<td>DLL - (Diploma in Labour Laws)</td>
<td>Any Graduate in any discipline from any recognized University</td>
<td>1 Yr.</td>
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<tr>
<td>3</td>
<td>DIPL - (Diploma in Intellectual Property Laws)</td>
<td>Any Graduate in any discipline from any recognized University</td>
<td>1 Yr.</td>
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</tbody>
</table>
Please Note:

- The Programme guide detailing with the course structure, syllabi and pattern of University examination are available on the [website: www.bharatividyapeethdistance.com](http://www.bharatividyapeethdistance.com)

It may be noted that, in case the numbers of candidates are less than 20 for any particular course at any particular centre, contact programme as well as examination will NOT be conducted at that centre for that particular course. The candidates will be allotted to the nearby centre for the purpose of Contact Programme as well as for University Examinations.

1.6 MODE AND DELIVERY OF PROGRAMMES

This system essentially involves self learning by the student through the specially prepared reading and other material which is provided to the student besides other sources of knowledge. At the academic study centre the student is provided with tutoring, subject counseling, special seminars and library facilities, assignments for evaluation and tutor comments. The support services at the centre motivate the learner in career development and for further education. Text books are made available in the library at the centre for supplementary reading. Facilities available at the centre are used for the computer practicals. In the field work activity, guidance of subject experts is available at the study centre. Every care is taken throughout the duration of the programme to see that the learner is not left alone on his own.

1.7 ADMISSION PROCEDURE

The Information Brochure (including Admission Form) is available at academic centres located in our Institutions in Pune, New Delhi, Navi Mumbai, Kolhapur, Karad, Sangli and Solapur.

The candidate will have to apply for admission to any academic programme in the prescribed form attached with this brochure. The candidate will be admitted provisionally to the programme on verification of the eligibility for admission. He / She will be asked to complete the eligibility requirement by sending the following original documents which will be returned after verification.

- 10th and 12th Mark sheet of examination attested by the Director of the Study Centre.
- Mark sheet of last qualifying examination attested by the Director of the Study Centre.
- Passing certificate of last qualifying examination attested by the Director of the Study Centre.
- Four I-card size photographs.
- Transfer Certificate / Leaving Certificate (Original).
- Migration Certificate (Original).
- Gap Certificate (If there is a gap of more than 2 years in education).
- Caste certificate (if applicable) attested by the Director of the Study Centre.
- Experience Certificate (if applicable)
- Bonafide Certificate (if applicable)
- Gazette Certificate (in case of change in name) attested by the Director of the Study Centre.
- An attested true copy of photo identity document.
- An attested true copy of age proof document.

Note: (i) Cost of 1st Year Information Brochure and Application Form is Rs. 500/- in cash (by post Rs. 600/-).
(ii) Admission Form is available for Rs. 100/- in cash (by post Rs. 200/-) for those students who are applying for 2nd & 3rd year admission.
(iii) Cost of Information Brochure is non refundable.

1.8 RULES REGARDING PAYMENT AND REFUND OF FEES

- The fees are to be paid by a Demand Draft / pay order drawn in favour of ‘Bharati Vidyapeeth University, School of Distance Education’ on any Nationalized Bank or Bharati Sahakari Bank Ltd., payable at Pune.
- If a student submits his application for cancellation of admission in a prescribed form duly completed within 15 calendar days from the date of his / her admission to that particular course, 10% of the total amount of tuition fees prescribed for the course will be deducted from the amount of tuition fees paid by him / her as administrative and other charges and the remaining amount will be refunded to him / her.
- If a student submits his application for cancellation of admission in a prescribed form duly completed after 15 days but within 30 calendar days from the date of his / her admission to that particular course 25% of the total amount of tuition fees prescribed for the course will be deducted from the amount of tuition fees paid by him / her as administrative and other charges and the remaining amount will be refunded to him / her.
- The fees will not be refunded either in part or in full, if the student submits his / her application for cancellation of his / her admission after 30 calendar days from the date of his / her admission to that course.
- The students shall be required to bear their own expenses in connection with project work, field visits, dissertation, postage for sending study assignments etc.
- The examination fees should be paid separately, as per the schedules announced by the University. The said fee is to be sent directly through Bank Draft drawn in the name of ‘Bharati Vidyapeeth University, School of Distance Education’.
- The students are advised that they should be regularly in contact with the Bharati Vidyapeeth University School of Distance Education for changes, if any, in the syllabus; dates of examinations etc. with a view to avoid any inconvenience.

1.9 PERSONAL CONTACT SESSIONS / SEMINARS

The Personal Contact Sessions and Seminars are conducted at the Academic Study Centres during the holidays (including Sundays or Saturdays and public holidays). Generally 40 to 45 hours are devoted to the contact sessions during an academic term for a Degree Programme.

For diploma programme, minimum one seminar is organized during each term.

In order to become eligible for respective Semester-End or Annual Examination a student has
- to attend Personal Contact Sessions / Seminar in adequate number.
- to complete study assignments to the satisfaction of the Co-ordinator.

The support services at the Study Centre for the duration of the programme. The services could be made available to students by payment of additional curricular transaction fees.
1.10 UNIVERSITY EXAMINATION SYSTEM

The University pattern of examination varies as per type of programme. For non professional programmes, there are annual examinations; and for professional programmes there are semester end examinations. The examinations are held twice in a year in the month of Nov./Dec. and in May/June. The exact dates, schedule of examinations and fees are notified by the University well in advance. Due weightage is given to home assignments, tutorials and project work. The medium for curricular transactions and examination is English.

Important Information Related to Examination

1. It is mandatory on the part of the students to appear for all examinations, assignments, Lab practical, projects as prescribed for the programme for which they have enrolled.

2. Students who have not submitted required eligibility documents, fees etc. at the time of admission, will not be allowed to appear for examinations or will not get marks statement(s) / result(s) till the time they comply with all the requirements.

3. Examinations fees are not included in the programme fees and have to be paid for each examination attempt along with the examination form, from time to time.

4. Information related to examination like schedule of examination form submission, examination time table, examination fees, revaluation / verification, results etc. will not be sent to the students by post. Student should visit the website regularly for the updates and/or student should be in contact with their study centre regularly for the updates.

The details, such as rules of passing, award of class etc. have been incorporated in the concerned Programme Book.

Note: Bharati Vidyapeeth University is School of Distance Education will not be responsible for overlaps in examination Time – Table if a student opts for a degree and a diploma programme simultaneously.

1.11 OTHER IMPORTANT INFORMATION

After the detailed study of the information brochure, a student is expected to choose the course of his/her choice, the specialization and academic study centre where contact programme and University examination will be conducted.

♦ Generally, a change in the above is not permitted. However, in exceptional circumstances, a candidate may be permitted to change his/her academic study centre, examination centre, specialization or address for correspondence.

For such changes the candidate
(i) must submit an application in writing and forward it through the director of the Study Centre, and
(ii) Pay the prescribed fee through D.D. as administrative charges. The fee shall be Rs. 1000/- in case of change in Study Centre, Rs. 500/- in case of change in examination centre or specialization, and Rs. 100/- for change in address for correspondence.
Hon'ble Founder Dr. Patangrao Kadam, Chief Guest of Convocation & Minister of Health & Family Welfare, Govt. of India Hon'ble Shri. Ghulam Nabi Azad & Hon'ble Vice Chancellor Prof. Dr. Shivajirao Kadam on the occasion of 14th Convocation.

Hon'ble Dr. Patangrao Kadam, Founder Bharati Vidyapeeth University, Hon'ble Mr. Justice Chandrashekhar Dharmadhikari, former Bombay High Court Judge and Eminent thinker, Hon'ble Shri. Maruti Chitampalli, Renowned Wild Life Conservationist and Reputed Marathi Writer, Hon'ble Shri. Popatrao Pawar, Celebrated Social Worker (Hiware bazar Prayog), Hon'ble Smt. Usha Chavan, Renowned Cine Artist, Hon'ble Shri. Murlidhar Shingote, Veteran Journalist and founder Editor Daily "Punyanagari", Hon'ble Padmashri Namdeo Dhasal, Renowned Writer, Poet and Social Activist. Hon'ble Dr. Shivajirao Kadam, Vice Chancellor Bharati Vidyapeeth University and Hon'ble Dr. Vishwajit Kadam, Secretary Bharati Vidyapeeth on the occasion of 18th Foundation Day of Bharati Vidyapeeth University.
Hon'ble Dr. Patangrao Kadam, Founder Bharati Vidyapeeth University, Hon'ble Shri. Sharad Pawar, Minister of Agriculture Govt. of India, Hon'ble Shri. Sushilkumar Shinde, Home Minister Govt. of India, Hon'ble Dr. Shivajirao Kadam, Vice Chancellor Bharati Vidyapeeth University on the occasion of 49th Foundation Day and Golden Jubilee Celebrations.

Hon'ble Dr. Vishwajeet Kadam, Secretary Bharati Vidyapeeth felicitating Hon'ble Shri. Prithviraj Chavan, Chief Minister, Govt. of Maharashtra in the presence of Hon'ble Founder Dr. Patangrao Kadam and Hon'ble Vice Chancellor Prof. Dr. Shivajirao Kadam
2. DETAILS OF PROGRAMME

(A) FACULTY OF ARTS, COMMERCE & SOCIAL SCIENCES:

2.1 Bachelor of Arts (B.A.)

Eligibility: 10 + 2 or its equivalent.
Duration: Three years.

<table>
<thead>
<tr>
<th>Fees</th>
<th>Year</th>
<th>Admission Fees (Rs.)</th>
<th>Tuition Fees (Rs.)</th>
<th>Total Fees (Rs.)</th>
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Structure:

**FIRST YEAR**
1. Compulsory English
2. English General Paper-1 (G1)
3. Marathi General Paper-1 (G1)
4. Economics General Paper-1 (G1)
5. Geography General Paper-1 (G1)
6. Sociology General Paper-1 (G1)
7. Political Science General Paper-1 (G1)

A student joining the First Year B.A. course shall offer six subjects mentioned above. He/she is advised to select the subjects of F.Y.B.A. very carefully because He/she has to select subjects for S.Y.B.A. and T.Y.B.A. from the subjects offered at F.Y.B.A. level.

1. Subject No. 1 is compulsory.
2. A student has to offer five subjects from subject No. 2 to No. 7 given above.
3. A student who wants to offer English or Economics as his special subject for his B.A. Degree must offer a paper in General English or General Economics at his F.Y.B.A. level respectively.

**SECOND YEAR**
1. Compulsory English
2. Special Level:

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<th>English</th>
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<td>i) Economics General Paper-2 (G2)</td>
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<td>ii) English Special Paper-1 (S1)</td>
<td>ii) Economics Special Paper-1 (S1)</td>
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<td>iii) English Special Paper-2 (S2)</td>
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<td>3. Marathi General Paper-2 (G2)</td>
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<td>4. Geography General Paper-2 (G2)</td>
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<td>5. Political Science General Paper-2 (G2)</td>
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**THIRD YEAR**
1. Compulsory English
2. Special Level:

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<th>Economics</th>
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<td>i. Economics Special Paper-3 (S3)</td>
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<td>ii. English Special Paper-4 (S4)</td>
<td>ii. Economics Special Paper-4 (S4)</td>
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<td>iii. English Special Paper-5 (S5)</td>
<td>iii. Economics Special Paper-5 (S5)</td>
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<td>iv. English Special Paper-6 (S6)</td>
<td>iv. Economics Special Paper-6 (S6)</td>
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<td>v. English Special Paper-7 (S7)</td>
<td>v. Economics Special Paper-7 (S7)</td>
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2.2 Bachelor of Commerce (B. Com.)

Eligibility: 10 + 2 Commerce and Science or its equivalent.
Duration: Three years.

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<th>Fees</th>
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<td>Total Fees 11600/-</td>
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**Structure:**

**FIRST YEAR:**
1. Compulsory English (Theory & Practical)
2. Financial Accounting - I
3. Business Economics
4. Geography of Resources
6. Any one subject from the following (Theory & Practical)
   a) Company Law & Practice-I  
   b) Banking & Insurance - I  
   c) Marketing - I
7. Additional English 
   (Elementary Phonology & Grammar) OR Marathi (Literature and communication)

**SECOND YEAR:**
1. Corporate Accounting I
2. Principles of Business Management
3. Communication skills
4. Money & Financial Systems
5. Any one subject from the following (Theory & Practical) 
   a) Company Law & Practice-II OR
   b) Banking & Insurance - II OR
   c) Marketing - II
6. Any one subject from the following (Theory & Practical) 
   a) Cost & Management Accounting-I OR
   b) Business Entrepreneurship - I

**THIRD YEAR:**
1. Corporate Accounting - II
2. Business Regulatory Framework OR Auditing & Taxation
3. Business Environment
4. Any one subject from the following (Theory & Practical) 
   a) Company Law & Practice- III OR
   b) Banking & Insurance III OR
   c) Marketing - III
5. Two papers of one subject (Theory & Practical) 
   a) Cost & Management Accounting (Paper II & III) OR
   b) Business Entrepreneurship (Paper II & III)

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2.3 Bachelor of Library & Information Science (B.Lib. & I. Sc.)

**Eligibility:** Any graduate in any discipline from any recognized University.

**Duration:** One Year.

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**Structure:**

(A) **Theory Papers:** -
There shall be seven papers as detailed below:
1) Library and Society,  
2) Library Management,  
3) Information Services  
4) Information Sources,  
5) Classification Theory  
6) Cataloguing Theory  
7) Information Technology - Applications to Libraries.

(B) **Practicals:** -
1) Classification Practical  
2) Cataloguing Practical  
3) Computer Practical  
4) Information Services and Sources Practical

(C) **Term Work and Project Work:** -
1. Term work including Tutorial and Terminal Examination.
2. Project Work including Bibliography on a given topic and newspaper clipping and report of the study tour (Visit to two local libraries).
2.4 Master of Library & Information Science (M.Lib. & I. Sc.)

Eligibility: B.Lib.&I.Sc. degree from any recognized University.
Duration: One Year.

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Structure:
The Programme consists of (A) 7 theory Courses / Papers, (B) Practical, and (C) Term Work.

(A) Theory Papers:
There shall be seven papers as detailed below:
1) Information, Communication and Society.
2) Information Sources, Services and Systems.
3) Information Processing and Retrieval.
4) Management of Library and Information Centres.
5) Academic and Public Library Systems in India.
6) Research Methodology and Statistical Techniques.
7) Application of Information Technology.

(B) Practical:
Application of Information Technology.

(C) Term Work:
Submission of assignments.

2.5 Master of Arts (M.A.) - (English)

Eligibility: Any graduate (10+2+3 or equivalent) with special / entire English from any recognized University.
Duration: Two years.

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Structure:
PART-I
Paper-I: Literature in English 1550-1832.
Paper-II: Indian English Literature.
Paper-III: Introduction to the Study of English Language.
Paper-IV: Research Methodology-I
Paper-V: One elective
   (Group A: any one paper elect)

Elective Papers:
GROUP A:
1. Major Form.
3. Linguistics and Stylistics - I
4. Indian Literature in English Translation.

GROUP B:
1. Major Author.
3. Linguistics and Stylistics - II.
4. World Classics in English Translation.

PART-II:
Paper-VII: English Language and Literature Teaching.
Paper-VIII: Contemporary Critical Thoughts.
Paper-IX: Research Methodology-II
Paper-X: One elective
   (Group B: the same serial number of paper under Group A)

2.6 Master of Arts (M.A.) - (Economics)

Eligibility: Any graduate (10+2+3 or equivalent) in any discipline from any recognized University.
Duration: Two years.

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Structure:

**PART - I**
- Paper I: Microeconomic Analysis.
- Paper II: Public Economics.
- Paper III: Agricultural Economics.
- Paper IV: Industrial Economics
- Economics of Labour.
- Paper V: Indian Economic Policy (Departmental Course).

**PART - II**
- Paper VI: Macroeconomic Analysis.
- Paper VII: Economics of Growth and Development.
- Paper VIII: Financial Institutions and Markets.
- Paper X: Research Methodology (Departmental Course).

### 2.7 Master of Arts (M.A.) - (Sociology)

**Eligibility:** Any graduate (10+2+3 or equivalent) in any discipline from any recognized University.

**Duration:** Two years.

**Fees:**

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**Structure:**

**PART - I**
- Paper I: Classical Sociological Tradition.
- Paper II: Perspectives on Indian Society.
- Paper III: Sociology of Religion.
- Paper IV: The Rural Society in India.
- Paper V: The Social Movements in India.

**PART - II**
- Paper VI: Methodology of Social Research.
- Paper VII: Sociology of Change and Development.
- Paper VIII: Education and Society.
- Paper IX: The Urban Society in India.
- Paper X: Criminology.

### 2.8 Master of Commerce (M.Com.)

**Eligibility:** Any Graduate from any recognized University.

**Duration:** Two years.

**Fees:**

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**Structure:**

**Code** | **PART - I** | **PART - II**
---|---|---
101 | Core Subject | Core Subject
102 | Business Finance | Management Accounting
Special Group A | Special Group A
A103 | Advanced Accounting I | Advanced Accounting III
A104 | Advanced Accounting II | Advanced Accounting IV
Special Group B | Special Group B
M105 | Marketing I | Marketing III
M106 | Marketing II | Marketing IV
Special Group C | Special Group C
C107 | Advanced Cost Accounting I | Advanced Cost Accounting III
C108 | Advanced Cost Accounting II | Advanced Cost Accounting IV
Special Group D | Special Group D
B109 | Business Administration I | Business Administration III
B110 | Business Administration II | Business Administration IV

**Note:**
1. A student can opt two subjects from Special Group A, B, C or D.
2. Special papers will be from the same group as chosen by the student in Part I.
(B) FACULTY OF MANAGEMENT STUDIES:

2.9 Bachelor of Business Administration (BBA)

Eligibility: 10+2 in any stream or equivalent
Duration: Three years

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<th>Fees</th>
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Structure:

BBA PART I

Semester I
101. Introduction to Business Mathematics.
102. Business Economics.
106. Computing Skills for Business Management.
107. English Language-I

Semester II
209. Applied Macro Economics.
211. Financial Accounting.
212. Environmental Studies.
214. English Language-II

BBA PART II

Semester III
315. Business Statistics - II.
317. Cost and Management Accounting.
318. Fundamentals of Marketing.
319. Introduction to Database Management Systems.
320. Enhancing Personal and Professional Skills - I.
321. English Language - III.

Semester IV
422. Business Information System.
423. Production and Operations Management.
424. Basics of Corporate Governance and Business Ethics.
426. Enhancing Personal and Professional Skills - II.
427. English Language - IV.
428. Industrial Exposure.

BBA PART III

Semester V
529. Agri-Business Management.
530. Entrepreneurship Development.
531. Research Methodology.
532. Legal Aspects of Business.
534. Elective-I.
535. Elective-II.

Semester VI
636. Project Management.
638. International Business.
639. E-Business Applications.
640. Elective-III.
641. Elective-IV.
642. Project Work.

Electives:

   I) Employee Relationship Management
   II) Labour Legislation
   III) Training and Development
   IV) Performance Appraisal Systems

2. Marketing Management
   I) Consumer Behaviour
   II) Sales and Distribution Management
   III) Advertising and Sales Promotion
   IV) Creative Selling

3. Financial Management
   I) Elements of Financial Services

4. International Business Management
   I) International Marketing
II) Elements of Management Control System
III) Elements of Corporate Finance
IV) Fundamentals of International Finance

5. Systems
I) Networking
II) Oracle
III) Operating Systems
IV) Internet Programming

2.10 Bachelor of Computer Applications (BCA)

Eligibility: 10+2 in any stream or equivalent
Duration: Three years

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Structure:
BCA PART I
Semester I
1.1 Fundamentals of Information Technology.
1.2 Algorithms and Programme Design.
1.3 Office Automation.
1.4 Business Organization and Systems.
1.5 Environmental Studies.
1.6 Mathematical Foundations.
1.7 Computer Laboratory-I.

Semester II
2.1 Digital Computer Design and Computer Organization.
2.2 System Analysis and Design.
2.3 C-Programming and Data Structure.
2.4 Organizational Behaviour.
2.5 Business Environment.
2.6 Numerical Methods.
2.7 Computer Laboratory-II.

BCA PART II
Semester III
1.1 Computer Architecture and Operating System.
1.2 Object Oriented Programming with C++
1.3 Database Design.
1.4 Management Accounting and Control.
1.5 Human Resource Management.
1.6 Computer Oriented Decision Models.
1.7 Computer Laboratory-III.

Semester IV
4.1 Software Engineering.
4.2 Data Communication and Networking.
4.3 Business Information System & Oracle.
4.4 Marketing Management.
4.5 Visual Programming.
4.6 Computer Oriented Statistical Methods.
4.7 Computer Laboratory-IV.

SECOND YEAR
Semester V
5.1 Web Design & Internet Programming.
5.2 Multimedia Management.
5.3 Advanced Networking.
5.4 Project Management.
5.5 Information System Audit.
5.6 Computer Laboratory-V.
5.7 Project-I.

Semester VI
6.1 E-Commerce Applications.
6.2 Microcomputer and Maintenance.
6.3 IT Enabled Services.
6.4 Communication and Personality Development.
6.5 Information System Audit-II.
6.6 Computer Laboratory-VI.
6.7 Project-II.
### 2.11 Master of Business Administration (MBA)

**Eligibility:** Any graduate (10+2+3 or equivalent) in any discipline with min 50% marks (45% for SC/ST) from any recognized University

**Duration:** Two years

<table>
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<tr>
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**Structure:**

**MBA PART I**

<table>
<thead>
<tr>
<th>Semester I</th>
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</tr>
</thead>
<tbody>
<tr>
<td>101 Management Concepts &amp; Applications</td>
<td>201 Marketing Management</td>
</tr>
<tr>
<td>102 Financial and Management Accounting</td>
<td>202 Financial Management</td>
</tr>
<tr>
<td>103 Economics for Business</td>
<td>203 Human Resource Management</td>
</tr>
<tr>
<td>104 Organizational Behavior</td>
<td>204 Production and Operations Management</td>
</tr>
<tr>
<td>105 Statistical Techniques</td>
<td>205 International Business</td>
</tr>
<tr>
<td>106 Managerial Skills Development</td>
<td>206 Macro Economics</td>
</tr>
<tr>
<td>107 Business Legislation</td>
<td>207 Research Methodology</td>
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<td>108 Information Technology</td>
<td>208 Disaster Management</td>
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**MBA PART II**

<table>
<thead>
<tr>
<th>Semester III</th>
<th>Semester IV</th>
</tr>
</thead>
<tbody>
<tr>
<td>301 Business Policy and Strategic Management</td>
<td>401 Entrepreneurship Development</td>
</tr>
<tr>
<td>302 Business Ethics and Professional Values</td>
<td>402 Innovation and Technology Management</td>
</tr>
<tr>
<td>303 Operations Research</td>
<td>403 Management Information System</td>
</tr>
<tr>
<td>304 Elective I</td>
<td>404 Elective V</td>
</tr>
<tr>
<td>305 Elective II</td>
<td>405 Elective VI</td>
</tr>
<tr>
<td>306 Elective III</td>
<td>406 Elective VII</td>
</tr>
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<td>307 Elective IV</td>
<td>407 Elective VIII</td>
</tr>
<tr>
<td>308 Training Project</td>
<td>408 Project Management</td>
</tr>
</tbody>
</table>

**Electives:**

1. **Marketing Management (MKT)**

<table>
<thead>
<tr>
<th>Elective I</th>
<th>Elective II</th>
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</thead>
<tbody>
<tr>
<td>304 Elective - I Consumer Behaviour</td>
<td>305 Elective - II Strategic Marketing</td>
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<tr>
<td>305 Elective - II Strategic Marketing</td>
<td>306 Elective - III Advertising &amp; Media Management</td>
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<tr>
<td>306 Elective - III Advertising &amp; Media Management</td>
<td>307 Elective - IV Rural And Social Marketing</td>
</tr>
<tr>
<td>404 Elective - V Relationship Marketing</td>
<td>308 Training Project</td>
</tr>
<tr>
<td>405 Elective - VI Sales &amp; Distribution Management</td>
<td>406 Elective - VII Brand Management</td>
</tr>
<tr>
<td>406 Elective - VII Brand Management</td>
<td>407 Elective - VIII Services Marketing</td>
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2. **International Business (IB)**

<table>
<thead>
<tr>
<th>Elective I</th>
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<tbody>
<tr>
<td>304 Elective - I Consumer Behaviour</td>
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<tr>
<td>305 Elective - II Strategic Marketing</td>
<td>306 Elective - III Export - Import Procedures And Documentation</td>
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<tr>
<td>306 Elective - III Export - Import Procedures And Documentation</td>
<td>307 Elective - IV World Business Environment</td>
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<tr>
<td>404 Elective - V International Marketing</td>
<td>405 Elective - VI Regulatory Framework of International Business</td>
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<tr>
<td>405 Elective - VI Regulatory Framework of International Business</td>
<td>406 Elective - VII Foreign Exchange Markets</td>
</tr>
<tr>
<td>406 Elective - VII Foreign Exchange Markets</td>
<td>407 Elective - VIII India's Foreign Trade Policy</td>
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3. **Production And Operations Management (PM)**

<table>
<thead>
<tr>
<th>Elective I</th>
<th>Elective II</th>
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<tbody>
<tr>
<td>304 Elective - I Materials Management</td>
<td>305 Elective - II Quality Management</td>
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4. **Human Resource Management (HRM)**

<table>
<thead>
<tr>
<th>Elective I</th>
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</thead>
<tbody>
<tr>
<td>304 Elective - I Labour Legislation</td>
<td>305 Elective - II Organizational Theory, Structure And Design</td>
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</tbody>
</table>
306 Elective - III Production Planning And Control
307 Elective - IV Industrial Management
404 Elective - V Logistics And Supply Chain Management
405 Elective - VI Transportation Management
406 Elective - VII Service Operations Management
407 Elective - VIII World Class Manufacturing

5. Financial Management (FIN)
304 Elective - I Applied Corporate Finance
305 Elective - II Risk And Insurance Management
306 Elective - III Investment Analysis & Portfolio Management
307 Elective - IV Financial Institutions & Banking Operations
404 Elective - V Management of Financial Services
405 Elective - VI Global Financial Analysis
406 Elective - VII Management Control System
407 Elective - VIII Corporate Taxation

2.12 Master of Business Administration - Information Technology (MBA-IT)

Eligibility: Any graduate (10+2+3 or equivalent) in any discipline with min 50% marks (45% for SC/ST) from any recognized University
Duration: Two years

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Structure:

MBA-IT (PART - I)

Semester I
101 Fundamentals of Information Technology
102 IT Enabled Services
103 Managerial Economics
104 Organizational Behavior
105 Innovation and Technology Management
106 Managerial skills Development

Semester II
201 Internet Programming for Business applications
202 Visual Programming & Multimedia Management
203 Analysis & Design of Information Systems
204 Business Accounting
205 Data analysis for Management
206 Practical Viva Voce

MBA-IT (PART - II)

Semester III
301 Project Management
302 Database Management with Oracle
303 Programming with C++
304 Marketing Management and Research
305 Operations Research
306 Practical Viva Voce

Semester IV
401 Programming with Java
402 Computer Networks and Networking
403 Data Warehousing and Data Mining
404 Financial Management and Control
405 Knowledge Management
406 Project
2.13 Master of Business Administration - Executive (MBA- Executive)

**Eligibility:** Any graduate (10+2+3 or equivalent) in any discipline from any recognized University, with 3 years working experience.

**Duration:** 1 and 1/2 years

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**Structure:**

**Semester I**
- 101 Principles of Management
- 102 Organizational Behaviour
- 103 Business Communication
- 104 Managerial Economics
- 105 Marketing Management
- 106 Financial Accounting
- 107 Management Science & Decision Technology

**Semester II**
- 201 Human Research Management
- 202 Management Accounting
- 203 Business Law
- 204 Research Methodology
- 205 Management Information Systems
- 206 Production and Operations Management
- 207 Business Policy & Strategic Management

**Semester III**
- 301 International Business
- 302 Elective 1
- 303 Elective 2
- 304 Elective 3
- 305 Elective 4
- 306 Elective 5
- 307 Project Work

**Electives:**

1. **Marketing Management (MKT)**
- 302 Elective-I Consumer Behaviour
- 303 Elective-III Advertising & Media Management
- 304 Elective-III Sales & Distribution Management
- 305 Elective-IV Brand Management
- 306 Elective-V Services Marketing

2. **International Business (IB)**
- 302 Elective-I Global Business Strategies
- 303 Elective-II Export-Import Procedure & Documentation
- 304 Elective-III International Marketing
- 305 Elective-IV Foreign Exchange Markets
- 306 Elective-V India’s Foreign Trade Policy

3. **Production Management**
- 302 Elective-I Production Planning and Control
- 303 Elective-II Operations Research Methodology
- 304 Elective-III Logistics Management Management
- 305 Elective-IV Transportation Management
- 306 Elective-V Service Operations Management

4. **Human Resource Management**
- 302 Elective-I Labour Legislation
- 303 Elective-II Training and Development
- 304 Elective-III Compensation and Benefits
- 305 Elective-IV Performance Management System
- 306 Elective-V Organizational Devp & Change Mgt.

5. **Financial Management**
- 302 Elective-I Investment Analysis & Portfolio Mgt.
- 303 Elective-II Mergers and Acquisitions
- 304 Elective-III Mgt. of Financial Inst. & Services Retailing
- 305 Elective-IV Management Control System
- 306 Elective-V Foreign Exchange Management

6. **Retail Management**
- 302 Elective-I Fundamentals of Retail
- 303 Elective-II Merchandising and Sales Promotion
- 304 Elective-III Information Techno., MIS & E-

- 305 Elective-IV Supply Chain Management
- 306 Elective-V Retail Marketing
2.14 Master of Computer Applications (MCA)

Eligibility: Any graduate (10+2+3 or equivalent) from any recognized University (i) with minimum 50% marks (45% for SC/ST) (ii) with mathematics / statistics at 12th std. OR graduation level. Note: (ii) is not applicable to BCA, B.Sc. (Computer) and BCS graduates.

Duration: Three years

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Structure:

FIRST YEAR
First Semester
101 Elementary Algorithms.
102 Computer Organization and Architecture.
103 Procedure Oriented Programming.
104 Introduction to Management Functions.
105 Mathematical Foundation.
106 Practical (Information Technology Laboratory).
107 Minor Software Project-I.

SECOND YEAR
Third Semester
301 Software Engineering.
302 Computer Communication Networks.
303 Object Oriented Programming.
304 Communication and Organization Behaviour.
305 Decision Technology.
306 Practical (Database Design, Implementation).
307 Minor Software Project-III.

THIRD YEAR
Fifth Semester
501 Software Project Management.
502 Artificial Intelligence and Applications.
503 I.T. Elective-III.
504 I.T. Elective-IV.
505 B.M. Elective-II.
506 Practical (Advanced Internet Programming).
507 Minor Software Project-V.

I.T. Elective Details
I.T. Elective-I
a) Theory of Automata.
b) Data Warehousing & Data Mining.
c) Embedded Systems Concepts and Modeling.

I.T. Elective-II
a) Programming with STL.
b) Database Management with SQL Server.
c) Embedded Systems Design and Programming.

I.T. Elective-III
a) Design of Language Processors.
c) Simulation Modeling.

B.M. Elective Details
B.M. Elective-I
a) Marketing Management.
b) Managerial Economics.

B.M. Elective-II
a) Knowledge Management.
b) Business Finance.
c) Design and Implementation of E-Commerce Application.
(C) FACULTY OF LAW:

**2.15 Diploma in Taxation Laws (DTL)**

**Eligibility:** Any graduate in any discipline from any recognized University.

**Duration:** One year

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**Structure:**
3. Wealth Tax and Service Tax.
4. Central Excise and Custom Laws

**2.16 Diploma in Labour Laws (DLL)**

**Eligibility:** Any graduate in any discipline from any recognized University.

**Duration:** One year

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**Structure:**
1. Law relating to Industrial Relations and Adjudication.
2. Social Security Legislations.
4. Legislations Affecting Conditions of Works.

**2.17 Diploma in Intellectual Property Laws (DIPL)**

**Eligibility:** Any graduate in any discipline from any recognized University.

**Duration:** One year

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**Structure:**
1. Intellectual Property Law- Evolution, Concept and Kinds.
3. Law Relating to Copy Right.
4. Law Relating to Trademarks and Industrial Design.
3. **IMPORTANT INFORMATION**

- The candidate seeking admission to any course should have completed 18 years of age as on the date of admission.
- The candidate once admitted will be treated as a registered student of the University and he/she will have to abide by its rules and regulations.
- The candidate after admission will be assigned to an Academic Study centre, as far as possible, of his/her choice through which he/she will get services such as counselling, library and lab facilities etc. The internal evaluation will be done and University examinations will be conducted at the allotted centre. The centre is allowed to arrange or rearrange the schedule for personal contact sessions/seminars.
- Study centres will conduct the Personal Contact Programmes (PCP)/Contact Classes as and when required or as per demand by a minimum of 5 students.
- Self Learning Material provided by SDE will be in printed form and in English language only. SDE is not liable to provide the aforesaid material in any other form or in other language.
- Students are requested to intimate change of their communication address immediately to SDE and to their respective study centre. The SDE and study centres will not be responsible for non-receipt of any communication or material by the student, if the change of address is not communicated to SDE and to their respective study centre immediately.
- The School of Distance Education or the study centre will not be responsible for delay or loss in transit of any communication or material.
- Information related to programme fees, examinations, Personal Contact Programme (PCP) etc. will not be sent to the students by post. Student should visit the website regularly for the updates and/or student should be in contact with their academic study centre regularly for the updates.
- SDE and study centres reserve the right to send or forward any information to the students on their personal mobile number or on number which they have mentioned in the admission forms through using the 'Mobile SMS Facility' at any point of time. Complaints of any kind by students will not be entertained in this regard.
- SDE and study centers reserve the right to send or forward any information to the students on their personal Email address or on Email ID which they have mentioned in the admission forms through using the 'Internet Facility' at any point of time. Complaints of any kind by students will not be entertained in this regard.
- Management reserves the right to schedule classes solely at its discretion and availability of teaching resources and other things.
- Students have to arrange for their travel and accommodation at their own cost and will wherever required.
- SDE reserves the right to change the structure of existing syllabus in any of the programme at any point of time or stop further admission in any of the programmes at any point of time.
- Assistance will be provided to secure placements for students; no guarantees are being made regarding the same.
- Any disputes that may arises are subject to the jurisdiction of the Court of the city where the respective Study Center is located.
- SDE reserve the right to add/remove/edit any terms or condition solely at its discretion.
- It is the student's responsibility to read and the familiar with the policies and regulations as laid down in this brochure. In case of any dispute, ignorance of regulations can not be used as an excuse.
DISTINCTIVE FEATURES OF THE UNIVERSITY

The University has been awarded 'A' Grade by Ministry of Human Resources Development, Govt. of India.

Accredited by the NAAC with prestigious 'A' Grade (2004) and reaccredited with 'A' Grade (2011)

Is one of the largest Universities in terms of Constituent Units established u/s 3 of the UGC Act, 1956.

Its three Constituent Units have also obtained ISO 2001-2009 certification.

Has organized several international and national levels Seminars, Conferences etc.

Is a University which academically and intellectually very productive whose faculty members have very laudable record of research publications and patents.

Has digitalized libraries of its constituent units.

Has created excellent infrastructure for all its constituent units, including well structured specious buildings continuously updated laboratories and libraries and hostels with all the necessary amenities and facilities.

Is proud of its Institute of Environment Science and Research Education, which has been identified as a nodal agency by the Government of India for its programmes of 'biodiversity and environmental products'.

Has established Women's Creativity Development Centre to undertake researches regarding women, particularly, those of disadvantage groups and to promote creativity among them.