

2018-19



**Directorate of Distance Education
Kurukshetra University, Kurukshetra**

(Established by the State Legislature Act-XII of 1956)
("A+" Grade, NAAC Accredited)

Category-I University under UGC (Categorization of Universities (only)
for Grant of Graded Autonomy) Regulations, 2018.

Website: www.ddekuk.ac.in

VISION OF THE UNIVERSITY

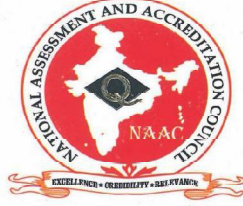
Be widely acknowledged as a distinguished seat of higher learning, ever striving to become a leading centre of academic excellence by expanding the frontiers of knowledge in global encompassment, with due emphasis on concerns and our rich cultural heritage.

VISION OF THE DIRECTORATE

To evolve a seamless system of higher distance education for sustainable life-long learning and up gradation of knowledge and skills by use of innovative approaches.



Team of Directorate of Distance Education, Kurukshetra University, Kurukshetra



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

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
Kurukshetra University
Kurukshetra, Haryana as
Accredited
with CGPA of 3.52 on seven point scale
at A⁺ grade
valid up to October 29, 2022*

Date : October 30, 2017



D. Singh
Director



Kurukshetra University, Kurukshetra

(Established by the State Legislature Act XII of 1956)
('A+' Grade, NAAC Accredited)
(Ranked 8th among State Universities Under Category-I)
(As per UGC Regulations on Graded Autonomy)

Dr. Kailash Chandra Sharma

M.Sc., Ph.D., FBS
Vice-Chancellor



Message

It gives me immense pleasure to invite you to take admission to various courses offered by the Directorate of Distance Education, Kurukshetra University, Kurukshetra.

I welcome you to join this illustrious Institution which is a part of oldest University of Haryana that has been accredited as A+ by NAAC and is listed in Category - I under UGC (Categorization of Universities for grant of graded Autonomy) regulations 2018.

Directorate of Distance Education has taken many students friendly initiatives in the last one year , such as, updating its study material, offering study material for sale at a very nominal price for regular and private B.A. students incentivising girl students by offering tuition fee concession and many more. This was recognized by Competition Success Review Magazine that conferred CSR Top Institutes of India Award for the year 2018 to the Directorate .

I wish you all the success in your studies

(Kailash Chandra Sharma)

From the Director's Desk



Directorate of Distance Education

Kurukshetra University, Kurukshetra-136 119



Message

I Invite students to the Directorate of Distance Education Admissions 2018-19. DDE vision of providing affordable and accessible education part time has led to a nurturing of a large numbers of learners. Beginning with a few courses today its offers a mix 40 traditional and professional courses with a student strength of 20000. It has evolved with time and has modernized its operations for effective student interface through online forms, online fee gateway, Mobile App, SMS and E-mail services.

Its curriculum is regularly updated and efforts are underway to provide all study material in downloadable format on the website of DDE accessible to its students through a unique individual user id. For the convenience of students; syllabi, model questions papers and old question papers are made available on the website. DDE arranges Personal Contact Programmes (PCP) for all students by expert teachers for broad coverage of syllabi, discussions and students' query handling.

The CSR Top Institutes of India Award for the year 2018 to DDE is an acknowledgment of the facts that the DDE has been striving to make its courses effective. This journey will continue and students shall have choices of new courses to broaden their minds and open new horizons. P.G. Diploma Courses in Taxation, Cyber Law & IPR, Business Analytics and Human Rights are in the offering and sincere efforts are on to give choices of Diploma in Yoga and Gita.

We wish to make your learning a pleasurable experience.

I wish you all a very successful life.

(Prof. Manjula Chaudhary)

STATUTORY OFFICERS OF THE UNIVERSITY

Hon'ble Chancellor,
Prof. Kaptan Singh Solanki
Governor, Haryana

VICE-CHANCELLOR

Dr. Kailash Chandra Sharma
M.Sc., Ph. D., FBS

Phones

01744-238039 (O)

REGISTRAR

Dr. Nita Khanna
M.Tech., Ph. D.

01744-238026 (O)

DIRECTORATE OF DISTANCE EDUCATION

DIRECTOR

Prof. Manjula Chaudhary
M.B.A., Ph.D

01744-238628 (O)

FACULTY OF THE DIRECTORATE

Associate Professors

- | | | | |
|----|---|---------|--|
| 1. | Ms. Sangeeta Sethi,
M.A.; M.Phil. | English | 01744-238879 (R)
ssethi@kuk.ac.in |
|----|---|---------|--|

Assistant Professors

- | | | | |
|----|--|-----------------|---|
| 1. | Dr. Kamraj Sindhu
M.A.; Ph.D., B.Ed.; PGDT;
PGDJMC; M.A.(MC) | Hindi | 094160-90378 (M)
sindhukamraj@rediffmail.com |
| 2. | Dr. (Mrs.) G. Ponmeni
M.Sc.; M.Ed.; M.Phil.,
M.LIB.SC.; Ph.D. | Education | 01744-238165 (R)
gponmenikuk@rediffmail.com |
| 3. | Mrs. Meenakshi Chahal
M.A., M.Ed. M. Phil. | English | 090500-21652(M)
mink_chahal@rediffmail.com |
| 4. | Dr. Jyotsna Gupta
M. Lib. Sc., Ph.D. | Library Science | 082959-61460(M)
dr.jyotsnagupta@rediffmail.com |
| 5. | Dr. (Mrs.) Geetika Sandhu
M.A., M.Phil., Ph.D. | English | 094668-37029(M)
geetikasandhu21@gmail.com |
| 6. | Dr. Kuldeep Singh
M.A., M.Phil., Ph.D. | History | 070158-35470(M)
kuldeepdcsa@gmail.com |
| 7. | Dr. (Mrs.) Kushwinder Kaur
M.Sc. (Hon's), Ph.D. | Economics | 090174-21898(M)
kushwinderkaur@gmail.com |
| 8. | Dr. Jitender Acharya
M.A., M.Phil., Ph.D. | Sanskrit | 98964-56199(M)
acharyai64@gmail.com |

FACULTY OF THE DIRECTORATE (ON CONTRACT)

Assistant Professors

- | | | | |
|----|---|------------------|--|
| 1. | Dr. Manju Sharma
M.Sc. , B.Ed , Ph.D. | Environment Edu. | 097299-87035 (M)
manjusharma09@gmail.com |
| 2. | Dr. Sukhjot Kaur
M.A., M.Phil., Ph.D. | Punjabi | 098960-61081 (M)
sukhjotkaur124@gmail.com |
| 3. | Dr. Jyoti
M.A., M.Phil, Ph.D. | Public Add. | 098134-61937 (M)
090509-61937 (M)
dr.ivotirkumar@gmail.com |
| 4. | Dr. Vikrant Mishra
M.A., M.Ed., Ph.D. | Education | 094684-28956 (M)
090506-44224 (M)
vikrantmishra82@gmail.com |
| 5. | Mr. Deepak Kumar
MCA, PGD IJ | Computer Sc. | 099915-36363 (M)
indian_deepakkumar@yahoo.com |
| 6. | Mr. Ravi Parkash
M.A., M.Phil. | Mass Comm. | 099927-02999(M)
raviyashil@gmail.com |

ADMINISTRATIVE OFFICERS

DEPUTY REGISTRAR

	P&T Phone	EPABX Ext.
Shri Pankaj Gupta	01744-238385(O)	2590(O)

SUPERINTENDENT

1.	Mrs. Asha Pruthi	01744-238196 (O)	2594(O)
2.	Dr. (Mrs.) Salochna Devi	01744-238196 (O)	2588(O)
3.	Shri Sat Pal	01744-238196 (O)	2589(O)
4.	Mrs. Seema Rani	01744- 238628 (O)	2124(O)

OTHER IMPORTANT PHONE NUMBERS FOR STUDENTS

K.U. Kurukshetra EPABX Nos.

(+91)-(1744)
238196 / 238410
238629 / 238679

1.	DDE Enquiry	01744-238518(O)	2600(O)
2.	Examination Enquiry	01744-238169(O)	2454(O)
3.	Assistant Registrar (Result-I)	01744-238299(O)	2461(O)
4.	Assistant Registrar (Result-II)	01744-238582(O)	2477(O)
5.	Assistant Registrar (Result-III)	01744-238320(O)	2544(O)
6.	Assistant Registrar (Re-ev.)	01744-239230(O)	2455(O)
7.	Sr.Administrative Officer (Regn.)	01744-238888(O)	2440(O)
8.	Assistant Registrar (Conduct)	01744-238966(O)	2474(O)
9.	Sr.Administrative Officer (Secrecy)	01744-238068(O)	2453(O)
10.	Controller of Examinations-I	01744-238377(O)	2113(O)
11.	Controller of Examinations-II	01744-238189(O)	2142(O)

Communications to be addressed at:

DIRECTOR
DIRECTORATE OF DISTANCE EDUCATION,
KURUKSHETRA UNIVERSITY,
KURUKSHETRA – 136 119 (HARYANA)

DDE Enquiry : **91-1744-238518**
Website : <http://www.ddekuk.ac.in>
E-mail (For General query: dde@kuk.ac.in
(For Online related query) : onlineddekuk@gmail.com

ADMISSION RULES AND PROCEDURE FOR INTERNATIONAL STUDENTS

1. Introduction

These rules define the procedure for the admission of international students to various courses of Directorate of Distance Education, Kurukshetra University, Kurukshetra. These rules are based on General guidelines issued by the University Grants Commission (UGC), Association of Indian Universities and Statutory/Regulatory directives issued from time to time.

2. The Office

The Directorate of Distance Education shall provide necessary guidance for admission of foreign students to the various courses run in the Directorate of Distance Education of University. All correspondence related to international students should be addressed to the Office of the Director, Directorate of Distance Education, Kurukshetra University, Kurukshetra -136119 (Haryana) India. The candidates shall apply directly to Directorate of Distance Education by downloading the Admission Brochure and Form from the website at “ddekuk.ac.in”. The office of Directorate of Distance Education shall forward the same to Advisor International Students, Kurukshetra University for verification of certificates.

3. International Students means

(i) **Foreign Student** Students holding passports issued by foreign countries including Persons of Indian Origin.

(ii) **Persons of Indian origin (PIO)** PIO shall mean the Persons who are citizens of other countries (except Pakistan and Bangladesh) who at any time held an Indian Passport, or either of his parent(s) or any of his grandparent(s) was a citizens of India by virtue of the provisions of the Constitution of India or Sec 2 (b) of Citizenship Act 1955 (Act No 57 of 1955).

(iii) **Non-residents Indians (NRIs)** Only those Non Resident Indian (NRI) students who have studied and passed the qualifying examinations from school or colleges in foreign countries will be treated as international students. This will include the students studying in the school or colleges situated in the foreign countries even if affiliated to the Boards of Secondary, Higher secondary Education or Universities located in India, (situated in India) and affiliated to the Boards of Secondary Education or Universities of foreign countries as external students. Dependents of NRI studying in India will not merit the status of international Students.

4. How to apply for Admission

The Directorate of Distance Education offers online admission facility through its own website www.ddekuk.ac.in. Online submission of application form can be done on the DDE website and online fee can be deposited on the DDE Website. **Candidates are required to submit the Examination Form Online** separately on the website “kuk.ac.in” for the term end examination once the application form is filled by them on website “ddekuk.ac.in”. It is mandatory for the students to deposit **hard copy of the form alongwith documents within 30 days of their online admission**. **For this purpose the date of deposit of fee will be counted as day one. In case of delay, late fee as applicable at the time of submission of form/documents will be charged.**

5. Documents required for admission of internal students

(i) **VISA:-** All the international students shall require a student VISA for the prescribed duration of course endorsed to the Kurukshetra University, Kurukshetra within one month from the date of admission in the Directorate. A copy of this VISA is to be submitted in the office of Directorate of Distance Education, Kurukshetra University, Kurukshetra.

VISA is not required for NRI students.

(ii) **Certificate from Association of Indian Universities (AIU):-** The course on which eligibility is relied upon must be included in the list of Association of Indian Universities (AIU) at website “www.aiu.ac.in”. In case of University/Board is not included in the said list, the candidate has to obtain and submit Equivalence Certificate to this effect from the Association of Indian Universities.

Submission of Equivalence Certificate from AIU is mandatory for foreign national. The AIU address is given below.

The Secretary General

Association of Indian Universities,

AIU House,

16, Comrade Indrajit Gupta Marg,

New Delhi-110002.

Phone No (91)-11-2320059, (91)-11-23232429;.

Fax No (91)-11-232321131

E-mail:aiu@de112.vsnl.net.in

(iii) **Verification of Original Documents:-** Original Documents of Foreign Students shall be verified before term end examinations. It shall be the responsibility of students to get documents verified well before the start of the term end examinations.

(iv) **Attested Transcripts:-** Candidate applying from their own country should submit their transcripts of certificates attested by the concerned accreditation authority/Government agency of their Country. Attested copies of Senior Secondary Certificate/Bachelors/Master Degree or equivalent thereof should be attached.

(v) **Character Certificate:-** A Character Certificate from the Head of Institution last attended along with its attestation by the concerned accreditation/Govt authority.

(vi) **Medical Certificate:-** All the international students have to undergo a medical examination and get the medical fitness certificate from Govt hospital on their arrival in University.

(vii) **Registration in foreign Regional Registration Office (FRRO):-** Within 14 days of arrival in India, the international student has to register his name with the police in the Foreigner Regional Registration Office (FRRO of the local police). For this the followings documents shall be submitted by the admitted students to the Office of the Advisor, International Students.

- (a) Photocopy of the passport
- (b) Proof of Residence
- (c) Photocopy of the VISA
- (d) Proof of Admission
- (e) Four passport Size photographs

6. Eligibility Qualification

International students should fulfill the minimum eligibility condition prescribed for admission as per the requirements of the course applied for. HOWEVER such candidates shall NOT be required to undergo the admission entrance test.

7. Seats for International Students

- (a) Unlimited seats shall be available for international students in all the courses run by DDE at its campus.
- (b) Candidates under this category shall be required to fulfill all/any other condition as may be prescribed and notified by Kurukshetra University Kurukshetra from time to time.
- (c) Candidates seeking admission have to apply on a prescribed form which can be downloaded from DDE website ddekuk.ac.in. This application form should be submitted to the office of the DDE, along with the attested/certified copies of all requisite documents mentioned in the form.

8. Last date for Receipt of Application for Admission

Last date for receipt of Application form duly completed in all respect will be 31st December of every academic session.

9. Hostel Facilities

Hostel facilities may be provided to foreign students during Personal Contact Programme (PCP) and term end examinations if available, as per rules. Each hostel is provided with indoor and outdoor facilities for games and sports, recreation facility like T.V sets etc. The detail of hostel fee can be obtained from the offices of Chief Wardens (Boys & Girls hostels), Kurukshetra University, Kurukshetra.

10. Important Telephone Numbers of Kurukshetra University Functionaries

1.	Vice- Chancellor	01744-238039 (O)
2.	Registrar	01744-238026 (O)
3.	Dean, Academic Affaris	01744-238045 (O)
4.	Dean, Students Welfare	01744-238096 (O)
5.	Chief Warden (Boys Hostel)	01744-238711
6.	Chief Warden (Girls Hostel)	01744-238278
7.	Controller of Examinations	01744-238377 (O)
8.	Advisor, International Students	01744-238297
9.	Director, Directorate of Distance Education	01744-238628(O),01744-238385(O)

11. Cancellation of Admission

The admitted students should note that his/her admission stands automatically cancelled if

1. He/she fails to obtain long term Student Visa in the name of the Kurukshetra University, Kurukshetra from the Indian Embassy in his/her country on the basis of the letter of provisional admission.
2. He/She fails to produce Original Statement of marks/grade point average certificate of the last qualifying examination of equivalent thereof before examination.
3. He/she is found to be medically unfit.
4. He/She fails to fulfill any condition of eligibility for admission to the course.

12. Guidelines & Schedule for Submission of Dissertation/Project Report etc.

FOR SUBMISSION OF DISSERTATION/ PROJECT REPORT/ FIELD WORK/ TRANSLATION WORK/ ASSIGNMENTS/ TRAINING REPORT AND/OR COMPLETION OF TRAINING/ INTERNSHIP IN PARTIAL FULFILLMENT OF THE REQUIREMENT OF THE FOLLOWING COURSES:

Sr. No.	Name of the courses for which Dissertation/Project Report (PR)/ Sessional Work/ Field Work(FW)/ Assignments/ Translation Work (TW)/ Training Report (TR) etc. is/are required to be submitted and/or Training/Internship is to be completed	Date up to which approval of topic/Supervisor of Dissertation/PR/TW Name of the company for Training/ Internship etc. is ordinarily to be got approved from the Course Coordinator by submitting the relevant details on PROFORMA Annexed in this Prospectus.	Due date for submission of the Dissertation/PR/ FW/TW/TR/SW/ Assignments/ Internship Certificate/ etc. and No. of copies to be submitted	Eligibility conditions for appointment of Supervisor/ Status of organization for undergoing training/Internship after approval from the Course Coordinator
(I)	(II)	(III)	(IV)	(V)
1.	MBA PART - I (Six weeks On-the-practical training after 1 st year exam.) MBA PART - II (Training Report)	31st March 2019 Within 15 days of Admission OR upto 15th January 2019 whichever is later.	28th Feb. 2020 (in MBA-II) (One copy) 28th Feb. 2020 (One copy)	A managerial personnel in the relevant filed of a Company or Corporation OR Agency. Training can be done in any industrial, commercial trading, undertaking etc. which may be from private/public OR corporate sector.
2.	MBA (HM) PART - I (Four week Practical Training after MBA (HM) PART - I) MBA (HM) PART - II (Practical Training in MBA (HM) PART-II)	31st March 2019 Within 15 days of Admission OR upto 15th January 2019 whichever is later.	28th Feb. 2020 in MBA (HM) Part-II (Two copies of Training Report) 28th Feb. 2019 (Two copies)	A managerial personnel in the relevant field of a Hotel/Travel Agency/Airlines/ or related organization. Practical Training can be done in a Hotel/Travel Agency/Airlines OR related organization to be approved by the Coordinator of the course. The concerned organization shall be 3 Star property and IATA approved in case of travel agency.
3.	LL.M. PART - II (Dissertation)	Within 15 days of Admission OR upto 15th January 2019 whichever is later.	31st March 2019 (One copy together with one copy of summary)	A teacher of Department of Law at this University OR at any other recognized University/Institution, who is either Ph.D. in Law OR has atleast FIVE years PG regular teaching experience to his credit.
4.	M.A. EDUCATION PART - II Dissertation Field Work	Within 15 days of admission OR upto 31st December 2018 whichever is later. During PCP	30th June 2019 (Two copies) 30th June 2019 (Two copies)	An approved/retired teacher of the University Teaching Department of Education of this University OR at any other University recognized by Kurukshetra University, Kurukshetra OR an approved/retired teacher of the Institute of Teacher Education affiliated with any University recognized by the Kurukshetra University, Kurukshetra having Ph.D (Education) OR 5 Years PG teaching experience in Education OR Experience of guiding research in education at doctoral level.

(I)	(II)	(III)	(IV)	(V)
5.	PGDEMM (Six week training)	Within 15 days of admission OR upto 15th January 2019 whichever is later	31st August 2019 (one copy)	A managerial personnel in the relevant field of a Company OR Corporation OR Agency. Training can be done in any industrial, commercial trading/undertaking etc. which may be from private, public OR corporate sector dealing with International Business.
6.	PGDT(H/E) (Translation work)	Within 15 days of admission OR upto 15th January 2019 whichever is later	15th June 2019 (Two copies)	A teacher in Hindi/English of the University Teaching Department at this University OR at any other recognized University OR a teacher at any College/Institute affiliated with any university having FIVE years Postgraduate teaching experience.
7.	BA/B.Com./BCA PART-I (Practical Assignments on Field Work in the Subject of Environmental Studies)	-----	30th March 2019 (One copy of around 20 pages neatly written or typed)	

I. CAUTION:

1. The Dissertation/Project Report/Field Work/Assignments/Practical Assignments/ Translation Work/ Training Report, etc. must be the ORIGINAL WORK of the candidate. Every candidate is required to make his/her own study and findings. The presentation of material common with any report submitted in the same session OR in the past in any Department/College/Institution will be considered as a case of copying and would lead to cancellation of Dissertation/Project Report/Field Work/ Practical Assignment/ Assignments/ Translation Work/ Training Reports etc. apart from registration of UNFAIR MEANS CASE (UMC) against the candidate. Two candidates cannot submit a common Dissertation/Project Report/ Practical Assignments/ Translation Work/ Training Report on the same topic.

2. Medium of Examination of the course will be the medium of writing Dissertation/ Project Report/ Field Work/ Assignment/ Practical Assignment/ Translation Work/ Training Report, etc.

II. TENTATIVE POINTS FOR THE GUIDANCE OF THE CANDIDATES for working on Dissertation/Project Report, etc.:

1. The selection of topic for Dissertation/Project Report is very important as the quality of work and its timely completion depends upon it. For selecting appropriate topic, candidates are advised to go through some of the Dissertation/Project Reports of the candidates of earlier session available in the Library of the Directorate of Distance Education, Kurukshetra University OR other Universities. This will give them an idea about the nature of the topic, research work involved, contents, methodology etc. Active supervision by an experienced teacher is the most important aspect of any project work. The candidates should finalize the topics in consultation with the Supervisor and seek approval of the Course Coordinator well in time.

2. There is no standard size of Dissertation/Project Report as it can vary with the subject of project. However, it can be around 80 to 100 typed pages having 1.5 line spaces with 12 size-points on A4 size in Arial Font for English and **KrutiDev** font for Hindi. The work should be brief and **precise**. The Dissertation/Project Report should be neatly typed and properly bound.

3. **Footnotes**, References should be given on each page OR at the end of each Chapter to acknowledge the works quoted/referred to in the Dissertation/Project Report.

4. THE DISSERTATION/PROJECT REPORT SHOULD CONTAIN THE FOLLOWING:

(i) Cover page giving title of Dissertation/Project Report, particulars of the candidate, Name and address alongwith designation of the Supervisor, Course, DDE Ref. No./Examination Roll No. and Session etc.

(ii) Copy of Proforma duly approved by the Course-Coordinator for the approval of Topic and Name of Supervisor.

(iii) Certificate (in Original) from the Supervisor stating that the candidate has done independent and original work of required standard under his/her supervision.

(iv) Certificate of declaration by the candidate that the Dissertation is his/her own ORIGINAL WORK and is the result of his/her own efforts.

(v) Preface/Acknowledgment.

(vi) Contents.

(vii) List of Tables, Graphs, etc.

5. TENTATIVE CHAPTER SCHEME OF THE DISSERTATION/PROJECT REPORT:

(i) Introduction and Review of related literature pointing out gaps in the study with purpose and significance of the study.

(ii) Objectives of the study.

(iii) Research Methodology: techniques of data collection, Nature of data, use of quantitative techniques limitation of the study etc.

(iv) Compilation, interpretations and Analysis of data.

(v) Main findings/conclusion and suggestion for policy implication.

(vi) Bibliography/References

(vii) Annexures etc.

6. IN CASE OF WRITING DISSERTATION OF LL.M. PART-II, the candidates should prepare a chapter wise scheme on the topic of the Dissertation and it should broadly cover the followings:

(i) Importance and Relevance of the study.

(ii) Objectives of the study.

(iii) Hypothesis of the study.

(iv) Research Methodology.

(v) Review of existing statutory Law and Case-Law.

(vi) Conceptual framework covering important terms and their meaning etc.

(vii) Analysis and interpretations.

(viii) Findings and suggestions.

(ix) List of cases.

(x) Bibliography and Annexures etc.

III. GUIDELINES TO BE FOLLOWED BY THE CANDIDATES DURING THE TRAINING/ INTERNSHIP PERIOD:

1. Fill up the required proforma for getting the names of the organization approved from the course coordinator.
2. The official designation and signature alongwith the official stamp of the supervisor and the common seal of the company/Institution should be properly affixed in the said proforma.
3. The training must be related to area of course/programme.
4. Training supervisor should be managerial personnel in the relevant field.
5. The instructions given by the training Supervisor must be followed.
6. During the training period observe the rules and regulations of the Company/organization.
7. On the completion of the training period, obtain a 'CERTIFICATE OF TRAINING' on the letterhead of the Company. It should be signed and properly stamped by either the training Supervisor OR authorized signatory of the company.

IV. 1. TENTATIVE POINTS FOR THE GUIDELINES OF THE CANDIDATES FOR WORKING ON THE TRAINING REPORT:

- (i) Cover page giving Title of the Training Report, the name of the establishment/ Company/Organization.
- (ii) Particulars of the candidate with name of the Course, Ref. No./Roll No. and Session etc.
- (iii) Letter for the approval of the name of the organization for training.
- (iv) Certificate of satisfactory completion of the training indicating the training period and dates of the Training to be obtained from the company.
- (v) Declaration by the candidates that the Training Report is the original work of the candidates and is the result of his/her personal efforts.
- (vi) Preface/Acknowledgment
- (vii) Contents.
- (viii) List of Tables, Chart, Photographs, Packages etc.

2. TENTATIVE CHAPTER SCHEME OF TRAINING REPORT:

- (i) Introduction, nature and importance of the study.
- (ii) The organizational structure and Management of the establishment/Company.
- (iii) Brief profile of the Company/Institution or Department.
- (iv) Details of activities.
- (v) Research Methodology.
- (vi) Analysis and interpretations of data.
- (vii) Findings/conclusions and suggestions.
- (viii) Bibliography/References.
- (ix) Annexures, if any.

V. 1. TENTATIVE POINTS FOR THE GUIDANCE OF THE CANDIDATES OF PGDT(H/E) FOR WORKING ON TRANSLATION WORK:

- (i) The candidates having English medium have to translate any level of English script into Hindi between 40-50 pages.
- (ii) Likewise, candidates having Hindi medium have to translate any level of Hindi script into English between 40-50 pages.
- (iii) The cover page giving title of the work (both in English and Hindi), Number of pages, Name of the University, Course Name, Supervisor's Name, Students Name, Directorate Ref. No./Roll No. and Session.
- (iv) Preface, Acknowledgment and Contents.
- (v) Translation work will be accepted if it is submitted along with the Supervisor's Certificate.

2. TENTATIVE SCHEME OF CHAPTERS OF TRANSLATION WORK:

- (i) Introduction; Nature, Importance of work, Methodology and Limitations.
- (ii) Presentation of Translation of the pages of prescribed book.
- (iii) Detailed discussion of terminology.

VI The candidates can consult the University Library and the Libraries of other Universities for collecting the data and other relevant information on the subject.

VII For any other enquiry in this behalf the candidate may consult the concerned Coordinators in the concerned Department of the University on any working day.

**LIST OF COURSES & FEE PAYABLE BY THE CANDIDATES RESIDING IN FOREIGN COUNTRIES
FOR THE SESSION (2018-19)**

TRADITIONAL COURSES

Sr. No.	Name of Course	Fee in US \$ Per Annum
1	Bachelor of Arts (General) (BA) 3-Year Part-I/II/III	1000
2	Bachelor of Commerce (General) (B.Com.) 3-Year Part-I/II/III	1000
3	Master of Arts (MA) in Hindi 2-Year Part-I/II	2000
4	Master of Arts (MA) in English 2-Year Part-I/II	2000
5	Master of Arts (MA) in Sanskrit 2-Year Part-I/II	2000
6	Master of Arts (MA) in Panjabi 2-Year Part-I/II	2000
7	Master of Arts (MA) in Political Sc. 2-Year Part-I/II	2000
8	Master of Arts (MA) in Philosophy 2-Year Part-I/II	2000
9	Master of Arts (MA) in Public Administration 2-Year Part-I/II	2000
10	Master of Arts (MA) in History 2-Year Part-I/II	2000
11	Master of Arts (MA) in Economics 2-Year Part-I/II	2000
12	M.Sc. in Mathematics 2-Year Part-I/II	2000
13	M.Sc. in Geography 2-Year Part-I/II	2000
14	Master of Commerce (M.Com.) 2-Year Part-I/II	2000

PROFESSIONAL COURSES

(I)	COMPUTER/ IT COURSES	
1	Certificate Course in Computer Applications (CCA) 1-Year	1000
2	Bachelor of Computer Application (3 Year) Part- I/II/III	2000
3	Post Graduate Diploma in Computer Applications (PGDCA) 1-Year	2000
4	M. Sc. in Computer Science Software (M.Sc.CSS) 2-Year Part-I/II	2000
5	Master of Computer Applications (MCA) 3-Year Part-I/II/III	2000
(II)	COMMERCE & MANAGEMENT COURSES	
1	Post Graduate Diploma in Export Marketing Management (PGDEMM) 1-Year	1000
2	P.G. Diploma in Taxation (PGDTX) 1-Year	
3	P.G. Diploma in Business Analytics (PGDBA) 1-Year	
4	Master of Business Administration (MBA) 2-Year Part-I/II	2000
5	Master of Business Administration in Hospitality Management (MBA HM) 2-Year Part-I/II	2000
(III)	LIBRARY AND INFORMATION SCIENCE COURSES	
1	Diploma in Library & Information Science (D. Lib.& Inf. Sc.) 1-Year	1000
2	Bachelor of Library & Information Science (B. Lib.& Inf. Sc.) 1-Year	1000
3	Master of Library & Information Science (M. Lib.& Inf. Sc.) 1-Year	2000
(IV)	JOURNALISM & MASS COMMUNICATION COURSES	
1	Post Graduate Diploma in Journalism and Mass Communication (PGDJMC) 1-Year	1000
2	Master of Arts in Mass Communication (MAMC) 2-Year Part-I/II	2000
(V)	EDUCATION COURSES	
1	Master of Arts in Education (MA Edu.) 2-Year Part-I/II	2000
(VI)	LAW COURSE	
1	LL.M. 2-Year Part-I/II	2000
2	P.G. Diploma in Cyber Law & IPR (PGDCL) 1-Year	
(VII)	ENVIRONMENTAL EDUCATION COURSES	
1	Post Graduate Diploma in Environmental Education (PGDEE) 1-Year	1000
2	Master of Arts in Environmental Education (MA EE) 2-Year Part-I/II	2000
(VIII)	OTHER COURSES	
1	Certificate Course in Urdu (CCU) 1-Year	1000
2	Post Graduate Diploma in Translation (Hindi/English) (PGDT- H/E) 1-Year	1000
3	P.G. Diploma in Human Rights (PGDHR) 1-Year	
4	Diploma in Yoga (DIY) 1-Year	
5	Diploma in Gita (DIG) 1-Year	

ELIGIBILITY CONDITIONS

ELIGIBILITY CONDITION FOR INTERNATIONAL STUDENTS:

International students fulfill the minimum eligibility conditions prescribed for admission as per the requirement of the course applied for. However such candidates will not be required to undergo the admission entrance test.

A. TRADITIONAL COURSES

1. B.A. (GENERAL) (3-YEAR) PART-I

ELIGIBILITY CONDITIONS:

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

OR

Pass in **three-year Diploma Course** examination conducted by the Board of Technical Education, Haryana or any other Board of Technical Education in India and recognized by the Director, Technical Education, Haryana as equivalent thereto, **provided that a candidate shall pass the subject of Hindi (Core) of +2 level examination**, if not already passed either at the supplementary examination of the same year or at the next succeeding annual examination. In case such a candidate fails to pass the subject of Hindi (Core) of +2 level Examination even in the next succeeding annual examination in **March, 2018**, his/her provisional admission/result of BA Part-I **shall be cancelled ab-initio with no claim for refund/adjustment of fees.**

MEDIUM OF INSTRUCTIONS

Name of subjects	Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
All subject of BA (Except English, Math & Panjabi)	Hindi	Hindi and English	Hindi OR English OR Panjabi
BA(English, Math)	English	Hindi and English	
BA (Panjabi)	Panjabi	Panjabi	Panjabi

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

Note: A candidate coming from a non-Hindi area or a candidate covered under Clause 10 (iii) of the Ordinance-General Rules for Examination, shall if he did not offer Hindi/Punjabi/Sanskrit/Urdu in the examination qualifying for admission to the B.A. (General) Part-I, offer in lieu of Compulsory Hindi/Panjabi/Sanskrit/Urdu the subject of Additional English which shall carry the same marks as for Hindi/Panjabi/Sanskrit/Urdu.

A candidate is required to take the following subjects:-

(A) TWO COMPULSORY SUBJECTS:

Paper No.	Subject Name	Code	
1	English	100	Two Papers of 50 Marks each
2	Hindi OR Sanskrit OR Panjabi	210 220 230	One Paper of 100 Marks
3	Environmental Studies*	250	

*(for details, please refer to page 24)

(B) CHOOSE TWO ELECTIVE SUBJECTS (ONLY ONE SUBJECT FROM ONE GROUP):

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

	Subject Name	Code		Subject Name	Code
GROUP-I	Hindi (E)	310	GROUP-III	Political Science	350
	Sanskrit (E)	320		Statistics*	
	Panjabi (E)	330	GROUP-IV	Economics	340
	Defence Studies*	410		Home Science*	455
	Psychology*			Philosophy*	430
GROUP-II	Public Administration	370	GROUP-V	Geography*	450
	Mathematics	390		History (Opt-i - History of India)	361
	Sociology	420		History (Opt-ii - History of Haryana)	362
	Health & Physical Education*	440			
	Music(Vocal)*	462			

Note: 1. *The Directorate would not supply the study material of these papers/subjects and PCP would also not be conducted for the same. The syllabus for these papers can, however, be supplied by the Directorate. In case any candidate selects from this paper, he/she would have to prepare the concerned papers at his/her own level.

2. A candidate coming from a Non-Hindi area shall if he/she did not opt any of the languages i.e. Hindi/Panjabi/Sanskrit in examination qualifying for admission to B.A.(General) Part-I, can opt in lieu of compulsory Hindi/Panjabi/Sanskrit, the subject of **additional English (240)** which shall carry the same marks as for Hindi/Panjabi/Sanskrit. **NO STUDY MATERIAL WILL BE SUPPLIED FOR THE SUBJECT OF ADDITIONAL ENGLISH.** The candidate shall have to prepare it on their own. The syllabi for the paper can, however, be supplied by the Directorate on request.

3. The Directorate introduced the grouping of subjects in undergraduate course i.e. in B.A. in phased manner w.e.f. the session 2014-15 and the same would be applicable in B.A. Part-I/II/III during the session 2017-18. A candidate shall offer two elective subjects from Group-I to Group-V selecting **any one subject** from a given group as mentioned above.

4. There will be three papers in Mathematics in B.A. Part-I, II, III carrying **33, 33 and 34 marks respectively.**

5. **Elective Subjects** of B.A. for which options are available in the Directorate of Distance Education are given here under:-

DETAIL OF OPTIONAL PAPERS IN BA PART-I B.A. (GENERAL) PART-I

SUBJECT	OPTION	NOMENCLATURE	CODE
HISTORY	Option-i	History of India (From earliest times to 1526 AD) OR	361
	Option-ii	History of Haryana (From Harappan Age to 1966 AD)	362

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

POLITICAL SCIENCE	Option-ii	Political Theory: Concepts	350
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B.A. GENERAL (3-YEAR) PART-II/PART-III

ELIGIBILITY CONDITIONS

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

NOTE: (a) The candidates who have been placed under compartment are allowed to re-appear in one subject only in the Senior Secondary examination (10+2 Standard) of the Board of School Education, Haryana or an equivalent examination of another University/ Board may be admitted provisionally for B.A.(General)/ B.Com./B.C.A. Part-I/D.Lib. Sc./ CCA. Such candidates shall be required to clear the compartment/re-appear subject in two chances i.e. in the supplementary examinations to be held in **Sept./Oct., 2017** and in **March, 2018** from the concerned University/Board. If such a candidate **fails to produce the proof of having cleared/passed/qualified the compartment/re-appear subject at the supplementary examination and at the Annual Examinations**, his/her provisional admission to the said course shall be treated as **cancelled ab-initio, with no claim for refund/adjustment of fees, without any further notice.**

(b) The candidates who have passed 10+2 examination after appearing in full subjects in the supplementary examination, 2017 shall also be eligible for admission to B.A.(General)/ B.Com./B.C.A.Part-I/D.Lib.Sc./CCA course provided that the candidate is in a position to fulfill the requirement of attendance in the PCP of the course at that stage. The candidates who have appeared in 10+2 examination in full subjects in the supplementary examination, 2017 but are unable to clear the examination are **not eligible** for admission.

(c) Candidates who got compartment/re-appear in 10+2 examination in not more than one subject after appearing in full subjects in the supplementary examination 2017 may be allowed provisional admission to B.A.(General)/B.Com./B.C.A.Part-I/D.Lib.Sc./CCA course provided that the candidate is in a position to fulfill the requirement of attendance in the PCP of the course at that stage at their own risk and responsibility, subject to their passing the 10+2 examination upto **March, 2018** examination and submission of result within one month from the date of declaration of their result failing which their candidature/result to the said course **shall stand cancelled ab-initio with no claim for refund/adjustment of fees.**

(d) A candidate who has not passed the subject of English in qualifying examination may be allowed provisionally to join the B.A.(General)/B.Com./B.C.A. Part-I/D.Lib. Sc./CCA Class, subject to qualifying the subject of English at the supplementary examination of the same year or annual examination of the following year. Provided that result of such candidates of the respective examinations shall be declared only after they have qualified in the required subject. If they do not clear the subject of English even in the next annual examination in **March, 2018**, their provisional admission/result to the said course **shall be cancelled ab-initio with no claim for refund/adjustment of fees.**

(e) A candidate who is placed under **compartment in one subject only** in the qualifying examination, i.e. B.A. Part-I, II of Kurukshetra University may be allowed provisionally to move to the next higher class subject to clearing the compartment subject in two consecutive chances up to the next annual examination to be held in **April, 2018.**

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

COMPULSORY/ELECTIVE PAPERS as already taken in B.A. Part-I/II will be the same in BA-II/III respectively as opted by the candidate from **Grouping given at Page 21** of this Prospectus.

Apart from the subjects taken in the B.A. Part-I, the candidate may opt the following options in B.A. Part-II/III:

DETAIL OF OPTIONAL PAPERS IN BA GENERAL PART-II/III B.A. GENERAL (3-YEAR) PART-II

SUBJECT	OPTION	NOMENCLATURE	CODE
HISTORY	Option-i	History of India (From 1526 – 1857 AD) OR	363
	Option-ii	Modern India (1858 – 1964 AD)	364

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

POLITICAL SCIENCE	Option-i	Indian Government & Politics	350
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B.A. GENERAL (3-YEAR) PART-III

SUBJECT	OPTION	NOMENCLATURE	CODE
POLITICAL SCIENCE	Option-i	Comparative Govt. and Politics (Government and Politics of U.K., U.S.A., China, Switzerland)	350
HISTORY	Option-i	Ancient and Medieval World	366
	Option-ii	Modern World	365
	Option-iii	East Asia in Modern Times	367
PUBLIC ADMN.		Local Government and Administration in India	370
SOCIOLOGY	Option-iii	Population and Society	420

NOTE: 1. The Directorate would supply the **Study Material for History (Option-ii) Modern World**. In case any candidate selects **Option(i) Ancient and Medieval World** or **Option(iii) East Asia in Modern Times**, he/she would have to prepare the concerned subject at his/her own level and **NO STUDY MATERIAL WOULD BE PROVIDED FOR THE SAME BY THE DIRECTORATE. The PCPs of Option(i & iii) will also not be conducted by the Directorate.**

2. For practical/additional subjects like Geography, Physical Education, Music, Philosophy etc. in UG courses, a fee of Rs. 500/- per subject shall be charged in addition to normal fees and no study material will be provided to the students. They shall have to prepare the practical/additional subjects at their own level.

3. **Candidates joining B.A. Part-II/III are required to opt for same subjects which they have opted in B.A. Part-I/II respectively.**

4. For subjects having practical, the candidates are required to submit a certificate from a recognized College/institution to the effect that they have completed the course prescribed for practical work in the subject concerned. This certificate must reach the Directorate by **28 February, 2018**, failing which Roll No. slips shall not be issued to the students.

COMPULSORY QUALIFYING SUBJECT OF ENVIRONMENTAL STUDIES (for BA/B.Sc./BCA/B.Com. PART-I STUDENTS)

The candidates seeking admission to the BA/B.Com./BCA Part-I course will also have to opt the Compulsory Qualifying subject of Environmental Studies and they will have to qualify the same **OTHERWISE THE FINAL RESULT WILL NOT BE DECLARED.**

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

PAPER-I	THEORY	75 Marks
	Part "A" : Short Answer Pattern	(25 Marks)
	Part "B" : Essay Type including choice	(50 Marks)

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

PAPER-II	FIELD WORK (PRACTICAL)	25 Marks
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The objective of the field work is to provide first-hand knowledge to students on various local environmental aspects on the basis of their:

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

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

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

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

2. B.COM. (3-YEAR) PART-I

ELIGIBILITY CONDITIONS

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

OR

Pass in **three-year Diploma Course** examination conducted by the Board of Technical Education, Haryana or any other Board of Technical Education in India and recognized by the Director, Technical Education, Haryana as equivalent thereto, **provided that a candidate shall pass the subject of Hindi (Core) of +2 level examination**, if not already passed either at the supplementary examination of the same year or at the next succeeding annual examination. In case such a candidate fails to pass the subject of Hindi (Core) of +2 level Examination even in the next succeeding annual examination in **March, 2017**, his/her provisional admission/result of B.Com. Part-I shall be cancelled ab-initio with no claim for refund/adjustment of fees.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
Hindi	Hindi and English	Hindi OR English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

B.COM. PART-I: SIX PAPERS OF 100 MARKS EACH (Paper-VI carries 70 marks for theory and

30 marks for Practical).

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
BC-101	Business Communication	101	BC-105	Business Management	105
BC-102	Business Mathematics	102	BC-106	Basics of Computer	106
BC-103	Financial Accounting	103	BC-107	Compulsory Qualifying Subject of Environmental Studies (for details please refer to page 20)	107
BC-104	Business Economics	104			

B.COM. (3-YEAR) PART-II/PART-III

ELIGIBILITY CONDITIONS:

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

NOTE: Rules regarding admission of compartment candidates etc. as enumerated for B.A. (Part-I) in Notes (a), (b), (c), (d) and (e) at page 22 & 23 shall also be applicable to B.Com. students.

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

B.COM. PART-II: SIX PAPERS OF 100 MARKS EACH.

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
BC-201	Business Laws	201	BC-204.	Business Statistics	204
BC-202	Corporate Accounting	202	BC-205	i) Principles of Marketing OR ii) Human Resource Management	
BC-203	Company Law & Auditing	203	BC-206.	i) Indian Financial System OR ii) Fundamentals of Insurance	206

B.COM. PART-III: SIX PAPERS OF 100 MARKS EACH.

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Income Tax	301	IV.	Business Environment	304
II.	Cost Accounting	302	V.	(Opt-i) Financial Market Operation	305
III.	Management Accounting & Financial Management	303	VI.	Opt.(v) Advertising & Sales Management	306

3. MASTER OF ARTS IN HINDI (2-YEAR) (PREVIOUS)

ELIGIBILITY CONDITIONS

Pass in Bachelor's Degree examination OR Shastri examination (new scheme) of three year duration of Kurukshetra University or of any other recognized University .

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
Hindi	Hindi	Hindi

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA HINDI (P) (Five papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Bhasha Vigyan Aur Hindi Bhasha	101	IV.	Adhunik Hindi Kavya	104
II.	Hindi Sahitya Ka Itihas	102	V.	Opt.(iv) Prem Chand OR	105
III.	Adhunik Gadya Sahitya	103		Opt. (vii) Haryanvi Bhasha Aur Sahitya	106

MASTER OF ARTS IN HINDI (2-YEAR) (FINAL)

ELIGIBILITY CONDITIONS

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

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

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA HINDI (F) (Five papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
VI.	Prachin Avam Madhyakalin Kavya	201	IX.	Bhartiya Sahitya	204
VII.	Kavyashastra Avam Sahityalochan	202	X.	Opt.(iii) Surdas OR	205
VIII.	Prayojanmulak Hindi	203		Opt. (vii) Haryana ka Hindi Sahitya	206

4. MASTER OF ARTS IN ENGLISH (2-YEAR) (PREVIOUS)

ELIGIBILITY CONDITIONS

Pass in Bachelor's Degree examination of Kurukshetra University **OR** of any other recognized University.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA ENGLISH (P) (Five papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Literature in English: 1550-1660	101	IV.	Literature in English: 1914-2000	104
II.	Literature in English: 1660-1798	102	V.	Study of A Genre (Opt-I) Fiction	105
III.	Literature in English: 1798-1914	103			

MASTER OF ARTS IN ENGLISH (2-YEAR) (FINAL)

ELIGIBILITY CONDITIONS

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

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

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA ENGLISH (F) (Five papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
VI.	Critical Theory	201	IX.	Opt.(i) Linguistics, Stylistics ELT	204
VII.	American Literature	202	X.	Literature and Gender	205
VIII.	Indian Writing in English	203			

5. MASTER OF ARTS IN SANSKRIT (2-YEAR) (PREVIOUS)

ELIGIBILITY CONDITIONS

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

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
Hindi/Sanskrit	Hindi/Sanskrit and English	Sanskrit

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA SANSKRIT (P) (Five papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Samhita Vaidikasahityam cha	101	IV.	Kavyam Kavyashastram Cha	104

II.	Vyakaranam Bhasavijnanam cha	102	V.	Dharmatantragamah	105
III.	Bharatiyadarshanam	103			

MASTER OF ARTS IN SANSKRIT (2-YEAR) (FINAL)

ELIGIBILITY CONDITIONS

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

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

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA SANSKRIT (F) (Five papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
VI.	Paliprakitayoh Bhasa Sahityam Cha Group-D: Sanskrit-Sahityam (Optional Group)	201	IX.	Kavyam Kavyashastrasya Cha Itihasah	204
VII.	Natya-Sahityam Natyashatram Cha	202	X.	Aitihāsikakavyam Khandakavyam Adhunikakavyam Gitikavyam Cha	205
VIII.	Kavyashastram	203			

6. MASTER OF ARTS IN PANJABI (2-YEAR) (PREVIOUS)

ELIGIBILITY CONDITIONS

Pass in Bachelor's Degree examination of Kurukshetra University **OR** of any other recognized University.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
Panjabi	Panjabi	Panjabi

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA PANJABI (P) (Five papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Opt.(i) Madhkali Punjabi Kavita	101	IV.	Punjabi Sahit Da Ithas	104
II.	Opt.(i) Adhunik Punjabi Galp	102	V.	Opt.(i) Parvasi Panjabi Sahit	105
III.	Sahit Sidhant Ate Viharak Adhyan	103			

MASTER OF ARTS IN PANJABI (2-YEAR) (FINAL)

ELIGIBILITY CONDITIONS

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

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

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA PANJABI (F) (Five papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
VI.	Modern Panjabi Poetry	201	IX.	Bhasha Vigyan, Panjabi Bhasha Ate Lipi	204
VII.	Opt.(i) Panjabi Natak Ate Ikangi	202	X.	Folklore and Culture	205
VIII.	Panjabi Vartak	203			

7. MASTER OF ARTS IN POLITICAL SCIENCE (2-YEAR) (PREVIOUS)

ELIGIBILITY CONDITIONS

Pass in Bachelor's Degree examination of Kurukshetra University **OR** of any other recognized University.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
Hindi	Hindi and English	Hindi OR English OR Panjabi

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA POLITICAL SCIENCE (P) (Five papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Political Thought	101	IV.	Major Ideas and Issues in Public Administration	104
II.	Indian Govt. & Politics	102	V.	Research Methodology	105
III.	Theories and Practice of International Relations	103			

MASTER OF ARTS IN POLITICAL SCIENCE (2-YEAR) (FINAL)

ELIGIBILITY CONDITIONS

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

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

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA POLITICAL SCIENCE (F) (Five papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
				Group-B: Paper-VIII, IX & X	
VI.	Political Theory	201	(i)	India's Foreign Policy & Relations	203
VII.	Comparative Politics	202	(ii)	International Law	204
			(iii)	International Organization and Global order studies	205

8. MASTER OF ARTS IN PHILOSOPHY (2-YEAR) (PREVIOUS)

ELIGIBILITY CONDITIONS

Pass in Bachelor's Degree examination of Kurukshetra University **OR** of any other recognized University.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
Hindi	Hindi and English	Hindi OR English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA PHILOSOPHY (P) (Five papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Logic (Indian & Western)	101	IV.	Ethics (Indian & Western)	104
II.	Epistemology and Metaphysics (Indian)	102	V.	Modern Indian Thought	105
III.	Epistemology and Metaphysics (Western)	103			

MASTER OF ARTS IN PHILOSOPHY (2-YEAR) (FINAL)

ELIGIBILITY CONDITIONS

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

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

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA PHILOSOPHY (F) (Five papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
	Paper-VI is Compulsory			Group-A: Optional Paper	
VI.	Contemporary Western Philosophy	206	VII.	Social and Political Philosophy	207
			VIII.	Philosophy of Religion	208
			IX.	Comparative Religion	209
			X.	Yoga as Applied Philosophy	210

9. MASTER OF ARTS IN PUBLIC ADMINISTRATION (2-YEAR) (PREVIOUS)

ELIGIBILITY CONDITIONS

Pass in Bachelor's Degree examination of Kurukshetra University **OR** of any other recognized University.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
Hindi	Hindi and English	Hindi OR English OR Panjabi

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA PUBLIC ADMINISTRATION (P) (Five papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Administrative Theory	101	IV.	State Administration	104
II.	Public Personnel Administration	102	V.	Option(A): Development Administration	105
III.	Financial Administration	103			

MASTER OF ARTS IN PUBLIC ADMINISTRATION (2-YEAR) (FINAL)

ELIGIBILITY CONDITIONS

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

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

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA PUBLIC ADMINISTRATION (F) (Five papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
VI.	Public Administration in India	201	IX.	Group(A): Urban Local Govt. in India, Britain, France and USA	204
VII.	Economic Policy and Administration	202	X.	Group(A): Rural Local Development Administration	205
VIII.	Research Method in Public Administration	203			

10. MASTER OF ARTS IN HISTORY (2-YEAR) (PREVIOUS)

ELIGIBILITY CONDITIONS

Pass in Bachelor's Degree examination of Kurukshetra University **OR** of any other recognized University.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
Hindi	Hindi and English	Hindi OR English OR Panjabi

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA HISTORY (P) (There shall be **Six papers out of which** the candidate has to **opt any FIVE Papers**. Each paper will carry **100 marks**)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Medieval Societies	101	IV.	Colonial India (1757 – 1857)	104
II.	Modern World	102	V.	History of China and Japan in Modern Times	105
III.	Polity and Economy of Medieval India (1200 to 1750)	103	VI.	History of Europe (1789 – 1914)	106

MASTER OF ARTS IN HISTORY (2-YEAR) (FINAL)

ELIGIBILITY CONDITIONS

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

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

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA HISTORY (F) (There shall be Six papers out of which the candidate has to opt any FIVE Papers. Each paper will carry 100 marks).

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
VII.	Historiography	201	X.	Modern India 1858-1947	204
VIII.	History of Haryana	202	XI.	Social History of India 1200-1947	205
IX.	Society and Culture in Medieval India 1200-1750	203	XII.	Economy and Business in India 1200-1947	206

11. MASTER OF ARTS IN ECONOMICS (2-YEAR) (PREVIOUS)

ELIGIBILITY CONDITIONS

Pass in Bachelor's Degree examination of Kurukshetra University OR of any other recognized University.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
Hindi	Hindi and English	Hindi OR English OR Panjabi

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA ECONOMICS (P) (Five papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Micro-Economics Analysis	101	IV.	Public Economics	104
II.	Macro-Economics Analysis	102	V.	Demography	105
III.	Quantitative Methods	103			

MASTER OF ARTS IN ECONOMICS (2-YEAR) (FINAL)

ELIGIBILITY CONDITIONS

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

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

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA ECONOMICS (F) (Five papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
VI.	International Trade & Finance	201	IX.	Economics of Growth and Development	204
VII.	Economics of Environment and Social Sector	202	X.	Opt.(V): Economics of Agriculture	205
VIII.	Indian Economic Policy	203			

12. MASTER OF SCIENCE IN MATHEMATICS (2-YEAR) (PREVIOUS)

ELIGIBILITY CONDITIONS

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

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

M.Sc. MATHEMATICS (P) (Five papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
MM-401.	Advanced Abstract Algebra	101	MM-404	Complex Analysis	104
MM-402	Real Analysis	102	MM-405	Differential Equations	105
MM-403	Topology and Functional Analysis	103			

MASTER OF SCIENCE IN MATHEMATICS (2-YEAR) (FINAL)

ELIGIBILITY CONDITIONS

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

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

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

M.Sc. MATHEMATICS (F) (Five papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
VI-MM-501	Partial Differential Equations & Mechanics	201	IX-MM-504	ANY ONE OF THE FOLLOWING:	
VII-MM-502	Discrete Mathematics & Computer Programming	202		Opt(i) Fluid Mechanics and Seismology	205
VIII-MM-503	ANY ONE OF THE FOLLOWING:			Opt(ii) Fuzzy Sets & Wavelets	206
	Opt(i) Mechanics of Solids	203	X-MM-505	ANY ONE OF THE FOLLOWING:	
Opt(ii) Number Theory	204	Opt(i) Integral Equations & Boundary Value Problems		207	
				Opt(ii) Coding Theory & Non-Commutative Rings	208

13. MASTER OF SCIENCE IN GEOGRAPHY (2-YEAR) (PREVIOUS)

ELIGIBILITY CONDITIONS

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

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	Hindi and English	Hindi OR English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

M.Sc. GEOGRAPHY (P) (There shall be Five Theory Papers and One Practical Paper. The Theory Papers I to IV will of 100 Marks and Paper-V (a) will be of 50 Marks. Paper-V(b) of Practical will be of 50 Marks)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Geomorphology	101	IV.	Geography of India	104
II.	Climatology	102	V(a).	Quantitative Methods and Cartographic Representation of Climate and Socio-Economic Data (Theory)	105
III.	Economic Geography	103	V(b).	Quantitative Methods and Cartographic Representation of Climatic and Socio-Economic Data (Practical)	106

MASTER OF SCIENCE IN GEOGRAPHY (2-YEAR) (FINAL)

ELIGIBILITY CONDITIONS

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

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

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

M.Sc. GEOGRAPHY (F) (There shall be Five Papers. Papers VI to VIII (Theory) will be of 100 Marks each and Paper No.IX(a) & IX(b) (Practical) will be of 50 Marks each. Paper-X(a) (Theory) will be of 50 Marks and Paper-X(b) (Practical) will be of 50 Marks.)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
VI.	History of Geographical Thought	201	IX(a)	Geographic Information Systems and Computer Mapping (Practical)	204
VII.	Agricultural Geography	202	IX(b)	Field Methods & Applications in Geography (Practical)	205
VIII.	Population Geography	203	X(a)	Remote Sensing Techniques, Topo-sheets Interpretation Morphometric Analysis (Theory)	206
			X(b)	Remote Sensing Techniques, Topo-sheets Intrepretation and Morphometric Analysis (Practical)	207

14. MASTER OF COMMERCE (M.COM.) (2-YEAR) (PREVIOUS)

ELIGIBILITY CONDITIONS

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

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	Hindi and English	Hindi OR English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

M.COM. (P) (Six Papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	MC501- Management Concepts and Organizational Behaviour	501	IV.	MC504- Advanced Statistics	504
II.	MC502- Business Environment	502	V.	MC505- Marketing Management	505
III.	MC503- Managerial Economics	503	VI.	MC506- Accounting for Managerial Decisions	506

MASTER OF COMMERCE (M.COM.) (2-YEAR) (FINAL)

ELIGIBILITY CONDITIONS

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

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

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

M.COM. (F) (A student will take Six Papers of 100 Marks each in all opting one compulsory paper and atleast **one paper from each of the Three optional groups**. Paper MC-601 carries 70 Marks for Theory and 30 Marks for Practical).

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
	COMPULSORY PAPER			OPTIONAL GROUP-II	
MC-601	Computer Applications to Business and E-Commerce	601	MC-605	Advertisement and Sales Management	605
	OPTIONAL GROUP-I		MC-606*	Marketing Research	606
MC-602	Financial Management and Policy	602	MC-607*	Services Marketing	607
MC-603	Security Analysis and Portfolio Management	603		OPTIONAL GROUP-III	
MC-604	Higher Accounting and Accounting Theory	604	MC-608	Human Resource Management	608
			MC-609*	Compensation Management	609
			MC-610*	Entrepreneurship Development	610

* The Directorate would not supply the Study Material of these optional papers. In case any candidate selects from these optional papers, he/she would have to prepare the concerned paper at his/her own level.

B. PROFESSIONAL COURSES

COMPUTER/IT COURSES

1. CERTIFICATE IN COMPUTER APPLICATIONS (1-YEAR)

ELIGIBILITY CONDITIONS

Pass in 10+2 Examination in **five subjects with English** as one of the subjects

from the Board of School Education, Haryana or any other examination recognized by this University as equivalent thereto.

OR

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

NOTE: 1. Rules regarding admission of compartment candidates etc. as mentioned for B.A. Part-I in Notes (a), (b), (c) & (d) at page 22 and 23 shall also be applicable to Certificate in Computer Applications.

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

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

CCA (Three Theory and two Practical Papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	CCA-1 Computer Fundamentals	101	IV.	Lab-1 Based on CCA-2	104
II.	CCA-2 PC Software	102	V.	Lab-2 Based on CCA-3	105
III.	CCA-3 Internet and Web Designing	103			

2. BACHELOR OF COMPUTER APPLICATIONS (BCA) (3-YEAR) PART-I

ELIGIBILITY CONDITIONS

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

OR

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

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

BCA PART-I (Eight Papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
BCA-101	Computer Fundamentals and Programming with 'C'	101	BCA-105	Mathematical Foundations-I	105
BCA-102	PC Software	102	BCA-106	Communicative English	106
BCA-103	Computer Oriented Numerical and Statistical Methods	103	BCA-107	Lab-I Programming in 'C' based on BCA-101 & BCA-103	107
BCA-104	Logical Organization of Computers	104	BCA-108	Lab-II Based on BCA-102	108
			BCA-109	Compulsory qualifying subject of ENVIRONMENTAL STUDIES [#]	109

[#]for details please refer to page 24.

BCA (3-YEAR) PART-II ELIGIBILITY CONDITIONS

Pass in BCA Part-I examination of Kurukshetra University **OR** of another recognized University shall be eligible to join BCA Part-II. A candidate who has got re-appear in not more than 50% papers of Part-I examination from this University shall also be eligible to join BCA Part-II provisionally subject to clearing the remaining paper(s) of Part-I in the permissible chances.

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

BCA PART-II (Eight Papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
BCA-201	Operating System	201	BCA-205	Software Engineering	205
BCA-202	Data Structures	202	BCA-206	Mathematical Foundations-II	206
BCA-203	Computer Architecture	203	BCA-207	Lab-I Based on BCA-202 Using 'C'	207
BCA-204	Database Management System	204	BCA-208	Lab-II Based on BCA-204	208

BCA (3-YEAR) PART-III ELIGIBILITY CONDITIONS

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

NOTE: 1. Rules regarding admission of compartment candidates etc. as mentioned for B.A. (Part-I) in Notes (a), (b), (c) & (d) at page 22 & 23 shall also be applicable to B.C.A. Part-I students.

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

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

BCA PART-III (Eight Papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
BCA-301	Object Oriented Programming Using C++	301	BCA-305	Computer Graphics	305
BCA-302	Web Designing	302	BCA-306	E-Commerce	306
BCA-303	Computer Networks	303	BCA-307	Lab-I Based on BCA-301	307
BCA-304	Management Information System	304	BCA-308	Lab-II Based on BCA-302	308

3. POST GRADUATE DIPLOMA IN COMPUTER APPLICATIONS (PGDCA) (1-YEAR) ELIGIBILITY CONDITIONS

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

NOTE: Candidates who fail to pass PGDCA examinations **within three years** of their admission to the course concerned shall deem to be unfit for the course at this University.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

PGDCA (Five theory papers and Two practical papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
CS-DE-11	Computer Organization & Networking Fundamentals	101	CS-DE-15	Operating System	105
CS-DE-12	Problem Solving Through 'C'	102	CS-DE-16	I: Programming Using C	106
CS-DE-13	Data Structures	103	CS-DE-17	II: Word, Excel, Access/SQL	107
CS-DE-14	Data Base Management System	104			

4. M. SC. IN COMPUTER SCIENCE SOFTWARE (M.SC.CS) (2-YEAR) PART-I ELIGIBILITY CONDITIONS

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

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

M.SC. COMP.SC.(S/W) PART-I (Five theory papers and Two practical papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
CS-DE-11	Computer Organization & Networking Fundamentals	101	CS-DE-15	Operating System	105
CS-DE-12	Problem Solving Through 'C'	102	CS-DE-16	I: Programming Using C	106
CS-DE-13	Data Structures	103	CS-DE-17	II: Word, Excel, Access/SQL	107
CS-DE-14	Data Base Management System	104			

M.SC. COMPUTER SCIENCE (SOFTWARE) (2-YEAR) PART-II

ELIGIBILITY CONDITIONS

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

OR

M.SC. COMPUTER SCIENCE (SW) PART-II (LATERAL ENTRY SCHEME)

Pass in any one of the following examinations of **this University or any other University/ Institute/DOEACC Society recognized by UGC/AICTE/DEC/Govt. of India/State Govt:**

- M.Sc. Part-I in any area of Computer;
- One year Diploma Course after graduation in any area of Computer.

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

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

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

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

M.SC. COMP.SC.(S/W) PART-II (Five theory papers and Two practical papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
CS-DE-21	Computer Graphics	201	CS-DE-25	Artificial Intelligence	205
CS-DE-22	Object Oriented Analysis and Design using UML and C++	202	CS-DE-26	Software Lab-I (C++)	206
CS-DE-23	Software Engineering	203	CS-DE-27	Software Lab-II (VB)	207
CS-DE-24	Visual Programming	204			

5. MASTER OF COMPUTER APPLICATIONS (MCA) (3-YEAR) PART- I

ELIGIBILITY CONDITIONS

Pass in Bachelor's degree examination of Kurukshetra University **OR** any other recognized University.

Important Note: Admission to MCA PART-I would be made through a **Common Entrance Test** to be conducted by the Directorate at Kurukshetra University or on any other centre created by the university in the University Jurisdiction on **26.11.2017 (SUNDAY)**. Duration of the Entrance Test will be one hour. There will be 50 questions in the Common Entrance Test with no negative marking for wrong answers. The Common Entrance Test will have Multiple Choice questions of 50 marks from the subjects of General English, Mathematical Ability, Reasoning, General Knowledge & Awareness and Computer Knowledge(10 questions from each subject)

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MCA PART-I (Five theory papers and Two practical papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
CS-DE-11	Computer Organization & Networking Fundamentals	101	CS-DE-15	Operating System	105
CS-DE-12	Problem Solving Through 'C'	102	CS-DE-16	Software Lab-I: Programming Using C	106
CS-DE-13	Data Structures	103	CS-DE-17	Software Lab-II: Word, Excel, Access/SQL	107
CS-DE-14	Data Base Management System	104			

MASTER OF COMPUTER APPLICATIONS (MCA) (3-YEAR) PART-II

ELIGIBILITY CONDITIONS

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

OR

MCA PART-II: LATERAL ENTRY SCHEME

ELIGIBILITY CONDITIONS

Pass in any one of the following examinations of **this University or any other University/Institute/ DOEACC Society recognized by UGC/AICTE/DEC/Govt. of India/State Govt.:**

- (i) M.Sc. Part-I in any area of Computer;
- (ii) One year Diploma Course after graduation in any area of Computer.
- (iii) B.Sc. (3-Year) (Computer Sc./Computer Applications/Information Technology)
- (iv) BCA (3-Year)

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

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MCA PART-II (Five theory papers and Two practical papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
CS-DE-21	Computer Graphics	201	CS-DE-25	Artificial Intelligence	205
CS-DE-22	Object Oriented Analysis and Design using UML and C++	202	CS-DE-26	Software Lab-I (C++)	206
CS-DE-23	Software Engineering	203	CS-DE-27	Software Lab-II (VB)	207
CS-DE-24	Visual Programming	204			

MCA (3-YEAR) PART-III

ELIGIBILITY CONDITIONS

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

OR

MCA PART-III: LATERAL ENTRY SCHEME

ELIGIBILITY CONDITIONS

Pass in two years Master degree/P.G. Diploma in any area of Computer of this University **or any other University/Institute/DOEACC Society recognized by UGC/AICTE/DEC/Govt. of India/State Govt.**

NOTE: 1. The candidates who have got reappear in 2-year Master degree/Diploma in any area of Computer are **not eligible** for admission to MCA Part-III.

2. The candidates shall be required to pass all the three parts of the course **within six years** to Part-I of this course failing which they will be required to repeat the course de-novo. However, this time limit would be **four years** and **three years** in the case of candidates who take admission in Part-II after passing one year diploma courses after graduation and Part-III after passing two years Master Degree/ Diploma in any area of Computer respectively.

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

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MCA PART-III (Five theory papers and Two practical papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
CS-DE-31	Data Communication and Networking Technologies	301	CS-DE-35	ELECTIVE PAPER (Any One of the following Five):	
CS-DE-32	Web Technologies	302	CS-DE-35(i)	Principles of Programming Languages	305
CS-DE-33	Advanced Computer Architecture	303	CS-DE-35(ii)	Design and Analysis of Algorithms	306
CS-DE-34	Advances in Databases	304	CS-DE-35(iii)	Linux and Shell Programming	307
			CS-DE35(iv)	Programming in Java*	308
			CS-DE-35(v)	Theory of Computation	309

	CS-DE-36	Software Lab-I Based on CS-DE-32	310
	CS-DE-37	Software Lab-II Based on CS-DE-34	311

*The Directorate would supply the Study Material for Paper CS-DE-35(iv) **Programming in Java (308)**. In case any candidate selects other options from the above Elective papers, he/she would have to prepare the concerned paper at his/her own level and no study material would be provided for the same by the Directorate.

(II) MANAGEMENT COURSES

1 POST GRADUATE DIPLOMA IN EXPORT MARKETING MANAGEMENT (PGDEMM) (1-YEAR)

ELIGIBILITY CONDITIONS

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

Note: Candidates who fail to pass PGDEMM examinations **within three years** of their admission to the course will be required to repeat the course de-novo.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	Hindi and English	English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

PGDEMM (Out of six papers of 100 Marks each, there would be five theory papers and the Paper-VI in Company Training.)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
EM 101	International Marketing	101	EM 104	Export Documentation & Procedures	104
EM 102	International Business Environment	102	EM 105	Financial Management	105
EM 103	International Marketing Research	103	EM 106	In Company Training (Six Weeks)	106

NOTE: A student will have to undergo Six week in Company training in a reputed organization. The Training Report to be submitted before **31st August, 2018**.

2 POST GRADUATE DIPLOMA IN TAXATION (PGDTX) (1-YEAR)

ELIGIBILITY CONDITIONS

Pass in Bachelor's Degree examination with 45% marks of Kurukshetra University or any other recognized University as equivalent thereto.

Note: A Candidate who fail to pass P.G. Diploma in Taxation examinations within period of three years of his admission to the course shall deem to be unfit for this course at this University.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

There shall be six papers of 100 marks each. Paper No.PGDTX-103 has 60 marks for theory+10 marks for internal assessment and 30 marks for practical. Paper No.PGDTX-106 has training report and viva-voce of 50 marks each.

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
PGDTX-101	Income Tax Law and Practice	101	PGDTX-104	Corporate Taxation	104
PGDTX-102	Goods and Services Tax	102	PGDTX-105	Indian Customs Act	105
PGDTX-103	Computerized Accounting System	103	PGDTX-106	Practical Training Report +Viva Voce	106

A student will have to join a Company/CA Firm for practical training 3-weeks during winter vacations. The student shall submit training report upto 31.3.2019.

3 POST GRADUATE DIPLOMA IN BUSINESS ANALYTICS (PGDBA) (1-YEAR)

ELIGIBILITY CONDITIONS

Pass in Bachelor's Degree examination of Kurukshetra University or any other recognized University as equivalent thereto.

Note: A candidate shall be required to pass P.G. Diploma in Business Analytics examination within three years of his/her admission to the course.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

(Out of six papers of 100 Marks each, there would be five theory papers and one in Training+Viva)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
PGDBA-101	Statistics For Analytics	101	PGDBA -104	HR Analytics	104
PGDBA -102	Financial Modeling and Analytics	102	PGDBA -105	Data Mining and Visualization	105
PGDBA -103	Marketing Research and Analytics	103	PGDBA -106	Training Report and Comprehensive Viva-voce	106

Note: A student will have to undertake training of three to four weeks in a well established reputed company regarding use of Business Analytics in corporate decision making. The Training Report to be submitted upto 30.04.2019.

4 MASTER OF BUSINESS ADMINISTRATION (MBA) (2-YEAR) PART-I

ELIGIBILITY CONDITIONS

Pass in Bachelor's degree examination of Kurukshetra University **OR** any other recognized University.

Important Note: Admission to MBA Part-I would be made through a Common Entrance Test to be conducted by the Directorate at Kurukshetra University or on any other centre created by the university in the University Jurisdiction on **26.11.2017 (SUNDAY)**. The duration of the Entrance Test will be one hour. However, the candidates who have successfully cleared the Entrance Test for admission into Management/Computer Programmes conducted by institutions like CAT/MAT/State/University level tests etc. are exempted from appearing in the Common Entrance Test. There will be 50 questions in the Common Entrance Test with no negative marking for wrong answers. The Common Entrance Test will have Multiple Choice questions of 50 marks from the subjects of General English, Mathematical Ability, Reasoning, General Knowledge & Awareness and Computer Knowledge (10 questions from each subject)

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MBA PART-I (Nine papers of 100 Marks each.)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
MBAD-101	Management Concepts and Organizational Behavior	101	MBAD-106	Financial Management	106
MBAD-102	Quantitative Techniques and Research Methodology	102	MBAD-107	Business Environment and Economics	107
MBAD-103	Accounting for Managers	103	MBAD-108	Fundamentals of Computer and E-Commerce	108
MBAD-104	Marketing Management	104	MBAD-109	Comprehensive Viva-Voce	109
MBAD-105	Human Resource Management	105			

Note: The students will have to undergo Six weeks On-the-Job training in a reputed concern/firm after first year examination and will submit the Training Report by **28th February 2019**

MBA (2-YEAR) PART-II

ELIGIBILITY CONDITIONS

Pass in Part-I of MBA examination from Kurukshetra University **OR** any other recognized University. A candidate, who has got reappear in not more than 50% papers of Part-I examination from Kurukshetra University, shall also be eligible to join Part-II of MBA (2-Year) course provisionally subject to clearing the remaining paper(s) of Part-I in the admissible chances.

OR

MBA (2-YEAR) PART-II: LATERAL ENTRY SCHEME

Pass in two year Post-graduate Diploma/Degree in Business Management/Human Resource Management/Financial Management/Marketing Management/Insurance Business Management/Export Marketing Management **OR** M.Com. from this University **OR** any University/Institute recognized by **UGC/AICTE/DEC/Govt. of India/State Govt.**

NOTE: The candidate shall be required to pass all two parts of the course within **five years** of their admission to Part-I of the course failing which they will be required to repeat the course de-novo. However, a candidate who joins directly in Part-II lateral entry, after having passed Post Graduate Diploma/Degree as mentioned above shall be required to pass Part-II examination within two years.'

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MBA PART-II (There will be Four Compulsory Papers (Two Theory Papers, One Training Report and Viva-Voce Examination) and Five optional papers from any of the specialized areas, viz. Finance, Marketing, Human Resource Management.)

COMPULSORY PAPERS

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
MBAD-201	Business Policy and Strategic Management	201	MBAD-203	Training Report	203
MBAD-202	Business Legislation	202	MBAD-204	Comprehensive Viva-Voce	204

OPTIONAL PAPERS

Specialization Area: **FINANCE (205)**

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
MBAFM-201	Security Analysis & Portfolio Management	205	MBAFM-204	Financial Institutions & Markets	205
MBAFM-202	International Financial Management		MBAFM-205	Project Management	
MBAFM-203	Management of Financial Services				

Specialization Area: **MARKETING (206)**

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
MBAMM-201	Consumer Behavior	206	MBAMM-204	Product & Brand Management	206
MBAMM-202	Advertising & Sales Management		MBAMM-205	Rural and Agriculture Marketing	
MBAMM-203	International Marketing & Export Management				

Specialization Area: **HUMAN RESOURCE MANAGEMENT (207)**

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
MBAHR-201	Management of Industrial Relations	207	MBAHR-204	Compensation Management	207
MBAHR-202	Labour Legislation in India		MBAHR-205	Human Resource Development	
MBAHR-203	Managing Interpersonal Group Processes				

Note: The Training Report to be submitted by **28th February, 2018.**

5 MASTER OF BUSINESS ADMINISTRATION (HOSPITALITY MANAGEMENT) (MBA-HM) (2-YEAR) PART-I

ELIGIBILITY CONDITIONS

Pass in Bachelor's degree examination of Kurukshetra University **OR** any other recognized University.

Important Note: Admission to MBA Part-I would be made through a Common Entrance Test to be conducted by the Directorate at Kurukshetra University or on any other centre created by the university in the University Jurisdiction on **26.11.2017 (SUNDAY)**. The duration of the Entrance Test will be one hour. However, the candidates who have successfully cleared the Entrance Test for admission into Management/Computer Programmes conducted by institutions like CAT/MAT/State/University level tests etc. are exempted from appearing in the Common Entrance Test. There will be 50 questions in the Common Entrance Test with no negative marking for wrong answers. The Common Entrance Test will have Multiple Choice questions of 50 marks from the subjects of General English, Mathematical Ability, Reasoning, General Knowledge & Awareness and Computer Knowledge (10 questions from each subject).

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MBA (HM) PART-I (Eight papers of 100 Marks each.)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
MBA(HM) 101	Elements of Hospitality Management	101	MBA(HM) 105	Human Resource Development	105
MBA(HM) 102	Introduction to Tourism Business	102	MBA(HM) 106	Principles of Management	106
MBA(HM) 103	Hotel/Tourism Marketing	103	MBA(HM) 107	Financial Accounting for Hotels & Travel Organizations	107
MBA(HM) 104	Tourism Product of India	104	MBA(HM) 108	General Viva	108

Note: The students will have to undergo Six weeks On-the-Job training in a reputed concern/firm after first year examination and will submit the Training Report by **28th February 2019.**

MBA (HM) (2 YEAR) PART-II

ELIGIBILITY CONDITIONS

Pass in MBA (HM) Part-I of Kurukshetra University, Kurukshetra **OR** from any other recognized University. A Person who has passed MBA (HM) Part-I provided that a candidate who has got re-appear in not more than 50% Papers of MBA (HM) Part-I examination of Kurukshetra University shall also be eligible to join MBA (HM) Part-II provisionally subject to clearing the remaining papers of MBA (HM) Part-I in the permissible number of chances.

OR

MBA (HM) (2-YEAR) PART-II LATERAL ENTRY SCHEME

Pass in one of the following examinations of this University or any other University/Institute recognized by UGC/AICTE/DEC/Govt. of India/State Govt.:

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

NOTE: The candidates shall be required to pass all the two parts of the course within **five years** of their admission to Part-I of this course failing which they will be required to repeat the course de-novo. However, a candidate who joins directly in Part-II lateral entry, after having passed Post Graduate Diploma/Degree as mentioned above shall be required to pass Part-II examination within two years.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MBA (HM) PART-II (There will be **Six Compulsory Papers**. Five Theory Papers, One Training Report and Viva-Voce Examination and **Three Optional papers** from any group of the specialized areas, viz. Tourism and Hotel. All theory papers carry 100 Marks each and Training Report & Viva-Voce carry 200 marks)

COMPULSORY PAPERS

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
MBA(HM) 201	Customer Relationship Management in Hospitality Sector	201	MBA(HM) 204	Financial Management	204
MBA(HM) 202	Event Management	202	MBA(HM) 205	Statistics and Research Methodology	205
MBA(HM) 203	Information and Communication Technologies Hospitality Industry	203	MBA(HM) 206	On the Job Training Viva-Voce	206

OPTIONAL PAPERS (The students can opt any group of optional papers i.e. **TOURISM AND HOTEL**.)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
TOURISM (CODE: 207-209)			HOTEL (CODE: 210-212)		
MBA(HM) 207	Air Travel Management	207	MBA(HM) 210	Front Office Management	210
MBA(HM) 208	Tour Packaging Management	208	MBA(HM) 211	Housekeeping	211
MBA(HM) 209	Travel Agency Management	209	MBA(HM) 212	Food & Beverage Management & Operations	212

Note: The Training Report to be submitted by **28th February, 2018**.

(III) LIBRARY AND INFORMATION SCIENCE COURSES

1 DIPLOMA IN LIBRARY AND INFORMATION SCIENCE (D.LIB.& INF.SC.) (1-YEAR)

ELIGIBILITY CONDITIONS

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

Note: 1. Rules regarding admission of compartment candidates, etc. as mentioned for B.A. Part-I in Notes (a), (b), (c) & (d) at page 18 & 19 shall also be applicable to Diploma in Library & Information Science course.

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

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
Hindi	Hindi and English	Hindi OR English OR Panjabi

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

D.LIB.& INF. SC.(Three Theory and two Practical Papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Library Organization and Management	101	IV.	Library Classification (Practice)	104
II.	Reference Service and Document Bibliography	102	V.	Library Cataloguing (Practice)	105
III.	Organization of Library Material	103			

2 BACHELOR OF LIBRARY AND INFORMATION SCIENCE (B.LIB. & INF. SC.) (1-YEAR)

ELIGIBILITY CONDITIONS

Pass in **Bachelor's or Master's Degree exam** of the Kurukshetra University or any other recognized University.

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

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	Hindi OR English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

B.LIB.& INF. SC.(There shall be Eight Papers of 100 Marks each. However, Paper No.VI will consist of 60 Marks for Theory and 40 Marks for Practical)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Library and Information Society	101	V.	Users and Information Services	105
II.	Knowledge Organization, Information Processing and Retrieval	102	VI.	ICT Applications in LIS (Theory and Practice)	106
III.	Management of Libraries and Information Centres	103	VII.	Library Classification Practice	107
IV.	Information Sources	104	VIII.	Library Cataloguing Practices	108

3 MASTER OF LIBRARY AND INFORMATION SCIENCE (M.LIB. & INF. SC.) (1-YEAR)

ELIGIBILITY CONDITIONS

Pass in Bachelor's Degree in Library & Information Science (B.Lib.& Inf. Science) of Kurukshetra University **OR** any other recognized University.

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

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	Hindi OR English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

M.LIB.& INF. SC.(There shall be eight papers. Paper-I to VI (Theory) will be of 100 marks each. Paper-VII (Practice) will be of 100 marks and Paper-VIII(Practice) will be in two part-A & B of 50 marks each.

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Information Analysis, Consolidation and Repackaging	101	V.	Social Science Information System	105
II.	Information Systems Management	102	VI.	Advanced ICT Applications in LIS (Theory)	106
III.	Information Retrieval	103	VII.	Advanced ICT Applications in LIS (Practice)	107
IV.	Research Methods and Statistical Techniques	104	VIII.	A. : Depth Classification (Practice)	108
				B. : Advanced Cataloguing (Practice)	109

(IV) JOURNALISM AND MASS COMMUNICATION COURSES

1 POST GRADUATE DIPLOMA IN JOURNALISM AND MASS COMM. (PGDJMC) (1-YEAR)

ELIGIBILITY CONDITIONS

Pass in Bachelor's Degree exam of the Kurukshetra University OR any other recognized University.

Note: Candidates who fail to pass PGDJMC examinations **within three years** of their admission to the course concerned shall be deemed to be unfit for the course at this University.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
Hindi/English	Hindi and English	Hindi OR English OR Panjabi

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

PGDJMC (Five theory papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Process & Practice of Communication	101	IV.	Reporting	104
II.	Print Media	102	V.	Advertising	105
III.	Electronic Media	103			

2 MASTER OF ARTS IN MASS COMMUNICATION (MA MC) (2-YEAR) PART-I

ELIGIBILITY CONDITIONS

Pass in Bachelor's degree examination of Kurukshetra University OR of any other recognized University.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
Hindi/English	Hindi and English	Hindi OR English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA MASS COMM. PART-I (Five theory papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Process & Practice of Communication	101	IV.	Reporting	104
II.	Print Media	102	V.	Advertising	105
III.	Electronic Media	103			

MASTER OF ARTS IN MASS COMMUNICATION (MA MC) (2-YEAR) PART-II

ELIGIBILITY CONDITIONS

Pass in MA (Part-I) Mass Communication of Kurukshetra University OR Post Graduate Diploma in Journalism and Mass Communication OR PG Diploma in Radio Prasaran of IGNOU, New Delhi OR Bachelor of Journalism (of one year after graduation) OR Bachelor of Journalism and Mass Communication (of one year after graduation) of Kurukshetra University OR of any other recognized University. One year PG Diploma Course in Advertising/Public Relations/Radio Television/Hindi Journalism/English Journalism having under graduate degree OR equivalent there to as one of its admission eligibility conditions and **recognized by the State Technical Department, Govt. of Haryana/UGC/Universities/Institutes through Regular/Correspondence be considered as equivalent to PGDJMC/MA Mass Communication (Previous) course run by Directorate of Distance Education of this University for the purpose of admission under Lateral Entry Scheme in Mass Communication course.**

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

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

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA MASS COMM. PART-II (Five theory papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
VI.	Editing	201	IX.	Public Relations	204
VII.	Media Research	202	X.	Media Production	205
VIII.	Development Communication	203			

(V) EDUCATION COURSES

1. MASTER OF ARTS IN EDUCATION (MA EDUCATION) (2-YEAR) PART-I

ELIGIBILITY CONDITIONS

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

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

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	Hindi OR English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA EDUCATION PART-I (Five Papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Philosophical Foundations of Education	101	IV.	Research Methods in Education	104
II.	Sociological Foundations of Education	102	V.	Methods of Data Analysis in Education	105
III.	Psychological Foundations of Education	103			

MASTER OF ARTS IN EDUCATION (MA EDUCATION) (2-YEAR) PART-II

ELIGIBILITY CONDITIONS

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

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

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA EDUCATION PART-II (Four Theory Papers of 100 Marks each and Paper-X : Theory Paper & Field Work/Dissertation and Field Work of 100 & 50 Marks respectively)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
VI.	Contemporary Issues in Indian Education	201	IX.	Any ONE of the following:	
VII.	Curriculum Development and Comparative Education	202		Management and Administration of Education*	205*
VIII.	Any One of the following:			(ii) Educational Technology	206
	Special Education*	203*	X.	Any ONE of the following:	
Educational Measurement and Evaluation	204	Mental Hygiene and Education & Field Work		207	
		(ii) Educational and Vocational Guidance & Field Work*		208*	
			(iii) Dissertation & Field Work	209	

NOTE: 1. * Out of three optional papers, the Directorate would supply the Study Material for Paper VIII(i) "Special Education (203), Paper IX (i) "Management and Administration of Education (205) and Paper X (ii) "Educational and Vocational Guidance & Field Work" (208). In case any candidate selects other options from the Elective papers, he/she would have to prepare the concerned paper at his/her own level and **NO STUDY MATERIAL WOULD BE PROVIDED FOR THE SAME BY THE DIRECTORATE.**

2. The Dissertation and Field Work are to be submitted by **30.6.2018**.

(VI) LAW COURSE

1 LL.M. (2-YEAR) PART-I

ELIGIBILITY CONDITIONS

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

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

LL.M. PART-I (There shall be Six Theory papers of 100 Marks each.)
(ALL PAPERS ARE COMPULSORY)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Law, Social Transformation and Judicial Process in India	101	IV.	Legal Theory	104
II.	Indian Constitutional Law and the New Challenges	102	V.	Corporate Law and Management	105
III.	Principles of Statutory Interpretation	103	VI.	Law of Contractual Transactions	106

LL.M. (2-YEAR) PART-II

ELIGIBILITY CONDITIONS

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

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

LL.M. PART-II (There shall be Five Theory papers and a Dissertation of 100 Marks each.)
(ALL PAPERS ARE COMPULSORY)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Research Methodology	201	IV.	Paper-IV of Group C : Insurance Law	204
II.	Paper-II of Group C : Law of Banking and Negotiable Instruments	202	V.	Paper-V of Group C : Legal Regulation of Economic Enterprises	205
III.	Paper-III of Group C : Law of Industrial and Intellectual Property	203	VI.	Dissertation*	206

* The **DISSERTATION** is to be submitted by **31.03.2018**.

2 POST GRADUATE DIPLOMA IN CYBER LAW & IPR (PGDCL) (1-YEAR)

ELIGIBILITY CONDITIONS

Pass in Bachelor's Degree OR Master's degree in any discipline from Kurukshetra University or any other recognized University as equivalent thereto.

Note: A candidate must pass the whole examination within three years of his/her admission to the course, failing which he/she will be deemed to be unfit for the course.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	English	English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

PGDCL (Six theory papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Cyber Law: Development and Challenges	101	IV.	Law of Patent Including Plant Varieties and Farmer's Right	104
II.	Information Technology Act, 2000	102	V.	Copyright and Design Law	105
III.	Role of Law in Cyber World	103	VI.	Trademarks Law and Geographical Indication of Goods	106

(VII) ENVIRONMENTAL EDUCATION COURSES

1 POST GRADUATE DIPLOMA IN ENVIRONMENTAL EDUCATION (PGDEE) (1-YEAR)

ELIGIBILITY CONDITIONS

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

Note: Candidates who fail to pass PGDEE examinations **within three years** of their admission to the course will be required to repeat the course *de-novo*.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	Hindi and English	Hindi OR English OR Panjabi

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

PGDEE (There shall be Four Theory papers of 100 Marks each.)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Basic Concepts of Ecology	101	III.	Environmental Pollution and Sources of Energy	103
II.	Population and Community Ecology	102	IV.	Major National and Global Environmental Issues	104

2 MASTER OF ARTS IN ENVIRONMENTAL EDUCATION (MA EE) (2-YEAR) PART-I

ELIGIBILITY CONDITIONS

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

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	Hindi and English	Hindi OR English OR Panjabi

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA ENVIRONMENTAL EDUCATION PART-I (There shall be Four Theory papers of 100 Marks each.)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Basic Concepts of Ecology	101	III.	Environmental Pollution and Sources of Energy	103
II.	Population and Community Ecology	102	IV.	Major National and Global Environmental Issues	104

M.A. ENVIRONMENTAL EDUCATION (2-YEAR) PART-II

ELIGIBILITY CONDITIONS

Pass in MA in Environmental Education Part-I of Kurukshetra University or P.G. Diploma in Environmental Education **from this University OR any recognized University**. Provided that a candidate who has got re-appear in not more than 50% papers of MA in Environmental Education Part-I of Kurukshetra University shall also be eligible for provisional admission to Part-II class subject to passing the remaining paper(s) of Part-I in the admissible number of chances.

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

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

MA ENVIRONMENTAL EDUCATION PART-II (There shall be Four Theory papers of 100 Marks each.)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
V.	Environmental Impacts and Education	201	VII.	Wild Life & Its Conservation	203
VI.	Natural Resource	202	VIII.	Water Resources & their Management	204

(VIII) OTHER COURSES

1 CERTIFICATE COURSE IN URDU (CCU) 1-YEAR

ELIGIBILITY CONDITIONS

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

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

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
Urdu	Urdu	Urdu

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

CCU (There shall be Three Papers, Paper I & II of 80 Marks for theory and 20 Marks for Internal Assessment and Paper-III Viva-Voce shall be of 50 Marks.)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Prose and Poetry	101	III.	Viva-Voce	103
II.	Grammar & Composition	102			

2 POST GRADUATE DIPLOMA IN TRANSLATION (HINDI/ENGLISH) (PGDT) 1-YEAR

ELIGIBILITY CONDITIONS

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

Note: Candidates who fail to pass PGDT (H/E) examinations within three years of their admission to the course concerned shall deem to be unfit for the course at this University.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
Hindi	Hindi and English	Hindi OR English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

PGDT(H/E) (There shall be Four papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Anuvad: Sidhant aur Pervidi	101	III.	Vayavharik Anuvad	104
II.	Vikalp: (i) Sarijnatmak Sahitya English ka Anuvad	102	IV.	Anuvad Prabandh (A) Vikalp (i) Translation from English to Hindi of a script of about 40-50 pages	105
	OR			(ii) Translation from Hindi to English of a script of about 40-50 pages	106
	(ii) Syntactic and Semantic Structures	103		(B) Ukt Anuvad Prabandh Ki Maukhiki Pariksha (Viva-Voce)	107

Note: 1. The student who opt Option-(i) from **Paper-II (102) will be required to opt Option-(i)(105)** from Paper-IV and who opt **Option-(ii) (103) from Paper-II is required to opt Option-(ii)(106)** from Paper-IV

2. Translation work under Paper-IV(A) above to be submitted by **15 June, 2018** on a topic approved by the Course Coordinator.

3 POST GRADUATE DIPLOMA IN HUMAN RIGHTS (PGDHR) (1-YEAR)

ELIGIBILITY CONDITIONS

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

Note: Candidates who fail to pass PGDHR examinations within three years of their admission to the course shall deem to be unfit for the course at this University.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
English	Hindi and English	Hindi OR English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

PGDHR (There shall be Five papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
101	Historical and Philosophical Perspectives of Human Rights	101	104	Human Rights and Duties in India : Law, Policy, Society and Enforcement	104
102	Human Rights and Criminal Justice System in India	102	105	Environment and Human Rights	105
103	Human Rights and Duties in International Perspective	103			

4. DIPLOMA IN YOGA (DIY) 1-year

ELIGIBILITY CONDITIONS

Pass in 12th/10+2 examination from the Board of School Education, Haryana or any other examination recognized as equivalent thereto.

Note: A candidate who have failed in one paper, may be allowed to re-appear only twice in the paper(s) at the subsequent examination.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
Hindi/English	Hindi/English	Hindi/English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

DIY (Two Theory Papers and one Practical of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Yoga: Bahirang Yoga	101	III.	Practical + Viva	103
II.	Yoga: Antrang Yoga	102	.		

Note: Every candidate is required to complete one month training programme of Yoga and submit a certificate to be issued by the Govt. Institutes(Central/State) /College/Department/University/Society/Trust (NGOs and others)

5. DIPLOMA IN GITA (DIG) 1-year

Pass in 12th/10+2 examination from the Board of School Education, Haryana or any other examination recognized as equivalent thereto.

Note: A candidate who have failed in one paper, may be allowed to re-appear only twice in the paper(s) at the subsequent examination.

MEDIUM OF INSTRUCTIONS

Medium of Study Material	Medium of Question Papers	Candidates can write Answers in the following languages
Hindi/English	Hindi/English	Hindi/English

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

DIG (Two Theory Papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Fundamental Philosophical concepts of Gita	101	II.	Gita and Life Management	102

IMPORTANT NOTE

Note:(i) Candidates who are placed under compartment in the qualifying examination (Bachelor's degree or equivalent examination) **shall not be allowed admission to Previous/Part-I of any Master's degree or P.G. Diploma** course even provisionally. However, such candidates can seek admission to courses after passing the compartment subject in the supplementary examination to be held in **September 2017** with usual late fee provided that the PCP for the said course has not been over. In case any candidate submits admission form before the declaration of result of the supplementary examination, he/she shall be treated as ineligible without any notice till he/she submits compartment/ reappear clearing certificate with usual late fee as is applicable at the time of submission of the certificates. In such cases, only late fee will be levied and no revival fee will be charged.

(ii) Similarly, the candidates, who have not passed BCA Part-I examination, will not be eligible for admission to BCA Part-III class even provisionally, even if they may have cleared or have reappear in Part-II examination. However, such candidates can seek admission to BCA Part-III class after passing the reappear paper(s) of BCA Part-I in the supplementary examination to be held in **December 2017** with usual late fee. Such candidates can seek admission upto the last date of admission with late fee or within 15 days of the date of declaration of result whichever is later, with usual late fee as may be applicable at that time.

AFFIDAVIT IN LIEU OF MIGRATION CERTIFICATE

(To be submitted on stamp paper of Rs. 10/- by the candidates who have passed their last examination from any other University/Board (other than Board of School Education Haryana)

AFFIDAVIT

I, _____ son/daughter of _____ resident of _____ do hereby solemnly affirm and declare as under:

1. That I am appearing in _____ (Name of the Course) from Directorate of Distance Education, KUK and I am also appearing simultaneously in _____ (Name of the Course) from _____ (Name of the University) under Enrolment No./ DDE Ref. No. _____ during the current academic session 2018-19 as per provisions given in the DDE Prospectus at page1-2, Sr. No. 5 of Important Instructions.

OR

That I am not appearing in any other examination from this University/any other University/Board during the session 2018-19 simultaneously with _____ (Name of the Course) Examination of the Kurukshetra University **except in the** examinations as mentioned at **Sr. No. 5 of Important Instructions** given in the Prospectus for the session 2018-19.

- 2. That I have not been debarred/disqualified/expelled by the previous University/Board from appearing in any University examination.
- 3. That no case of use of unfair means has been pending against me at the previous University/Board.
- 4. That in case my above statement is proved false, my candidature/result/ degree in respect of the course which I have joined in the Directorate of Distance Education of Kurukshetra University may be cancelled with no claim for refund of fees or restoration of candidature in the subsequent session and I shall bear all other consequences in this regard.

DEPONENT

VERIFICATION

I, the above named deponent do hereby verify that the contents of **paras 1 to 4** above are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Place: _____

DEPONENT

Dated: _____

(TO BE ATTESTED BY THE NOTARY PUBLIC)

SELF DECLARATION BY THE STUDENT*(No affidavit required)*

- I, _____ (full name of student with admission/registration/enrollment number) S/o, D/o Mr./Mrs./Ms. _____ having been admitted to _____ (Class and Part/Year) in the **DIRECTORATE OF DISTANCE EDUCATION, KUK** have carefully read "*THE HARYANA PROHIBITION OF RAGGING IN EDUCATIONAL INSTITUTION ORDINANCE, 2012*" and fully understood the provisions contained in the said Ordinance.
- I have, in particular, perused **clause 2(f) of the Ordinance** (please visit <http://ddekuk.ac.in/MandatoryDisc.php> to read the ordinance) and **am** aware as to what constitutes ragging.
- I have also, in particular, perused clause 8 of the Ordinance and I am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- I hereby solemnly **aver** and undertake that:
 - I will not indulge in any behaviour or act that may be constituted as ragging under the Ordinance.
 - I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under the Ordinance.
- I hereby affirm that, if found guilty of ragging, I am liable for punishment according to Ordinance, without prejudice to any other criminal action that may be taken against me under any penal law or any, law for the time being in force.
- I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ 2018.

Signature of the Student

Name : _____

Father's Name: _____

Address: _____

Mobile No. _____

E-mail Id: _____

To be submitted along with the Admission Form (from A-E)

SELF DECLARATION BY PARENT/GUARDIAN*(No affidavit required)*

- I, Mr./Mrs./Ms _____ (full name of parent/guardian) father/mother/guardian of _____ (full name of student with **University Roll Number**), having been admitted to the **DIRECTORATE OF DISTANCE EDUCATION, KUK** (name of the institution) have carefully read "*THE HARYANA PROHIBITION OF RAGGING IN EDUCATIONAL INSTITUTION ORDINANCE, 2012*" and fully understood the provisions contained in the said Ordinance.
- I have, in particular, perused **clause 2(f) of the Ordinance** (please visit <http://ddekuk.ac.in/MandatoryDisc.php> to read the ordinance) and **am** aware as to what constitutes ragging.
- I have also, in particular, perused clause 8 of the Ordinance and I am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- I hereby solemnly **aver** and undertake that:
 - My ward will not indulge in any behavior or act that may be constituted as ragging under the Ordinance.
 - My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under the Ordinance.
- I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to Ordinance without prejudice to any other criminal action that may be taken against my ward under any penal law or any, law for the time being in force.
- I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this _____ day of _____ month of _____ 2018.

Signature of the Parent/Guardian

Name: _____

Address: _____

Telephone/Mobile No. _____

Email ID _____



DIRECTORATE OF DISTANCE EDUCATION
KURUKSHETRA UNIVERSITY KURUKSHETRA
(Established by the State Legislature Act XII of 1956)
("A+" Grade, NAAC Accredited)



PROFORMA-I

Proforma for Approval of Topic/Name of the Supervisor of Dissertation/Project Report/Field Work/Translation Work/Training Report to be submitted in partial fulfillment of the course.

NOTE: Please send this Proforma duly filled in to this Directorate and start the work on receipt of the approval letter from this Directorate.

PARTICULARS OF THE CANDIDATE:

(a) Name/ Father Name _____ Course/Class: _____
DDE Ref. No.: _____ Year/Part (I/II/III): _____

Session: 2018-2019

(b) **Topic** (in English): _____

(in Hindi) : _____

SIGNATURE OF THE STUDENT

Address: _____

Mob. No.: _____
Email: _____

Dated: _____

PARTICULARS OF THE SUPERVISOR:

(a) Name: _____ Designation: _____
Qualifications: _____ Teaching Experience: UG: _____ Years
Postal Address: _____ PG: _____ Years

(b) University/Institute where working: _____

CONSENT OF THE SUPERVISOR:

I hereby convey my consent for supervising the work of the above mentioned candidate as indicated above which would be his/her original work.

Dated: _____

SIGNATURE OF THE SUPERVISOR
(with office stamp, if any)

APPROVAL OF THE COURSE-COORDINATOR:

The above mentioned Topic and Name of the Supervisor are hereby:

1. APPROVED	2. NOT APPROVED due to _____ _____ _____
--------------------	---

Dated: _____

Signature
(COURSE COORDINATOR)



**DIRECTORATE OF DISTANCE EDUCATION
KURUKSHETRA UNIVERSITY KURUKSHETRA**
(Established by the State Legislature Act XII of 1956)
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PROFORMA-II

Proforma for Approval of Training Establishment for undergoing Practical Training/Internship in partial fulfillment of the requirement of the Course.

NOTE: Please send this Proforma duly filled in to this Directorate and start the work on receipt of the approval letter from this Directorate.

PARTICULARS OF THE CANDIDATE:

(a) Name/ Father Name _____ Course/Class: _____
DDE Ref. No.: _____ Year/Part (I/II/III): _____

Session: 2018-2019

(b) **Area of Training** (in English): _____

(in Hindi) : _____

SIGNATURE OF THE STUDENT

Address: _____

Mob. No.: _____
Email: _____

Dated: _____

PARTICULARS OF THE SUPERVISOR:

(a) Name: _____ Designation: _____
Qualifications: _____
Postal Address: _____
(b) Organization where working: _____

CONSENT OF THE SUPERVISOR:

I hereby convey my consent for supervising the work of the above mentioned candidate as indicated above which would be his/her original work.

Dated: _____

SIGNATURE OF THE SUPERVISOR
(with office stamp, if any)

DETAILS OF ESTABLISHMENT FOR TRAINING/INTERNSHIP:

(a) Name in full (With complete address) : _____
(b) Category (Training/Internship, Manufacturing and others) : _____
(c) Proposed Area of Training/Internship: _____
(d) Period of proposed Training/Internship: _____
(e) Status/Annual turnover of the Training/Internship Establishment: _____

I/We hereby convey my/our consent for imparting training/internship on the topic indicated above to be submitted by the above mentioned candidate.

Dated: _____

SIGNATURE OF THE AUTHORIZED OFFICIAL
with Stamp/seal

APPROVAL OF THE COURSE-COORDINATOR:

The above mentioned Topic/Supervisor and training/internship establishment are hereby:

1. APPROVED	2. NOT APPROVED due to _____ _____
--------------------	--

Dated: _____

Signature
(COURSE COORDINATOR)

Sr. No. _____

DDE Ref.No. _____

(To be assigned by the office)

DIRECTORATE OF DISTANCE EDUCATION
KURUKSHETRA UNIVERSITY KURUKSHETRA
ADMISSION FORM (Session 2018-19)

FORM 'A'

- Note :-** 1. Candidates are advised to submit attested copies of marks sheet/certificate of qualifying exam, affidavit in lieu of Migration Certificate on the format (page -83) with their forms for checking of their admission eligibility.
2. The candidate must mention his/her Name, Father's Name, Address, Class on the back side, Left Corner of the Bank Drafts, failing which the Directorate shall not be responsible for the loss of Bank Drafts.

APPLICATION FORM FOR ADMISSION TO ----- Part _____ (1st / 2nd / 3rd)*

Bank Draft No. _____ Dated _____

Amount Rs. _____

Name of Issuing Bank: _____

Details of Fee Deposited by Bank Voucher: _____

For Office Use

DDE Fee Receipt No. & Date _____

Fee Clerk _____

Fee Asstt. _____

Affix with gum
your latest
Passport size
Photograph duly
ATTESTED

Signature of the candidate

1. Name (**IN BLOCK LETTERS**) _____ 2. Date of Birth: _____
3. Father's Name _____ 4. Mother's Name _____
- 4(a). K.U. Regn. No. _____ 4(b). Have you been issued Migration Certificate from K.U.? **Yes/No***
(if already registered with K.U.K.) (If Yes, affidavit as ANNEXURE at page-83 must be submitted)
5. Indian/Foreigner* Haryana Resident/Other State* Gen/SC/ST/BC-A/BC-B/TG/DA/ESM/FF/Blind*
If Foreigner, Name of the Country Urban/Rural* Sex (M/F/ Transgender)*
6. Postal Address _____
_____ Block _____ District _____ State _____
Pin _____ Mobile No. _____ Fax _____ E-Mail _____
7. Are you simultaneously appearing in any other examination? If so, indicate: Class/Exam. _____
Full Paper/Compt./Improvement _____ Exam Date _____
Number of Papers _____ University/Board _____
8. Aadhar Number: _____
9. Session of joining 1st year of the course _____
10. Self/Ward/Spouse of KU regular employee*
11. **Educational Qualifications**

Examinations	Board/ University	Roll No.	Year of Passing	Subjects	Marks obtd.	%age of marks
Matric/Hr. Sec.						
10+2						
B.A./ B.Com/ B.Sc./ BBA/ BIM/ BCA, etc.	I					
	II					
	III					
M.A./ M.Sc./ M.Com. etc.	I					
	II					
Any other Exam						
Last exam appeared/ Passed						

*Tick whichever is applicable.

11. Have you ever been disqualified or debarred from appearing in any examination? Yes/No

If so, give particulars:

University/Board _____ Year: _____ Class: _____ Roll No. _____

12. Medium of instruction only for PGDT (H/E)/PG Dip. in JMC/MA(Mass Communication): **ENGLISH HINDI**

13. Subjects offered (See Section-V of the Prospectus)

Compulsory Subjects/Papers

Optional Subjects/Papers

Sr. No.	Paper's Name	Paper Code	Sr. No.	Paper's Name	Paper Code
1			1		
2			2		
3			3		
4			4		
5			5		

14. Documents attached (See Section I, Cl. 8, Pages 3-5 of the Prospectus)

- | | |
|----------|----------|
| 1. _____ | 5. _____ |
| 2. _____ | 6. _____ |
| 3. _____ | 7. _____ |
| 4. _____ | 8. _____ |

DECLARATION

I declare that I have carefully read the instructions/rules and regulations contained in the Prospectus and I shall abide by the same strictly. The entries made by me in this form are correct to the best of my knowledge and nothing has been concealed therein. In the event of any information found incorrect, or violation of any rule of the Directorate, my candidature shall be liable to be cancelled at any time without any notice and I shall not be entitled to refund of any fee paid by me. I am fully aware of the law regarding ragging as well as the punishment and that if found guilty on this account, I am liable to be punished appropriately. I undertake that I shall not indulge in any act of ragging.

Place _____

Countersigned

Date _____

Father/Guardian

Signature of the Candidate

FOR OFFICE USE

(i) ELIGIBLE: Yes/Not because _____ _____
(ii) Documents wanting and discrepancy if any: _____ _____
(iii) Candidature cancelled due to non submission of _____ _____
Clerk(DE) Asstt.(DE) Supdt.(DE) DR/AR(DE)

14. Details of all the examinations in which already appeared:

Examination	Year/ Session	Roll No.	Board/ University	Subjects	Marks Obtained	Max. Marks	Result

15. Have you appeared in any other examination from this University or any other University simultaneously? Yes/No
If yes, write particulars of all such Examinations below.

Name of Class	Board/University	Subject in which to appear	Full Subjects/Reappear/ Improvement/ Additional

16. Have you ever been disqualified in any exam, or any UMC registered against you, if yes, give details:

(i) Examination/Class..... (ii) Session: (iii) Exam Roll No.....
(iv) Punishment awarded.....

17. Please write one sentence each in Hindi/English in your own handwriting:

In Hindi.....

In English.....

18. I solemnly declare and affirm that the particulars given above are correct and true to the best of my knowledge and nothing has been concealed therein. I am eligible for the Examination as per rules and regulations of the University. I have consulted Syllabus, Scheme, Eligibility conditions and have gone through general rules/ instructions of Kurukshetra University, Kurukshetra, before filling it and I undertake to abide by the same in all respects.

Dated:.....

Place:

Thumb Impression

Signature of the Candidate

ATTESTATION

(To be attested by the Directorate only)

- (i) Certified that the candidate has passed the qualifying lower Examination..... for the above mentioned class under Exam Roll No..... DDE Ref. No..... in April/Sept, 20.....and is eligible to appear in the said exam.
- ii) Certified that he/she was a bonafide student of this Directorate during the session..... to.....
- (iii) Particulars of the candidate and his/her photo are correct as per registration.

Dated:.....

Place:.....

Signature of attesting authority

With Office Seal

IMPORTANT NOTE: Incomplete Examination Form will not be entertained.

TO BE FILLED BY THE CANDIDATE

Address for Correspondence

Permanent Address

Name of Class.....DDE Ref. No.....	Name of Class.....DDE Ref. No.....
Name: _____	Name: _____
Father's Name: _____	Father's Name: _____
Address: _____	Address: _____
_____	_____
Distt. _____ State _____	Distt. _____ State _____
Pin Code _____ Mob.No. _____	Pin Code _____ Mob.No. _____

DDE Ref. No.....

Space for
affixing
**Unattested
Photograph**
of the candidate

KURUKSHETRA UNIVERSITY KURUKSHETRA

(Established by the State Legislature Act XII of 1956)

FOR STUDENT

Roll No.-cum- Admit Card

April/May, 2019

Name of Exam:

K.U. Regn. No.:

Name:

Father's Name: Sh.....

College/Dept.: Directorate of Distance Education
Kurukshetra University, Kurukshetra

For office use only

Exam. Roll No.:

Centre of Exam:

Signature of Candidate:

Controller of Examinations

Note: This Admit Card is to be preserved by the candidate and shown on demand on any day of the examination.

DDE Ref. No.....

Space for
affixing
**Unattested
Photograph**
of the candidate

KURUKSHETRA UNIVERSITY KURUKSHETRA

(Established by the State Legislature Act XII of 1956)

FOR CENTRE SUPRINTENDENT

Roll No.-cum- Admit Card

April/May, 2019

Name of Exam:

K.U. Regn. No.:

Name:

Father's Name: Sh.....

College/Dept.: Directorate of Distance Education
Kurukshetra University, Kurukshetra

For office use only

Exam. Roll No.:

Centre of Exam:

Signature of Candidate:

Controller of Examinations

DIRECTIONS FOR GUIDANCE OF THE CANDIDATES

Important Notes

1. This Roll Number (Admit Card) is NON-TRANSFERABLE.
2. The Roll Number (Admit Card) sent to students will be provisional and it is subject to final checking of eligibility etc.
3. Candidate must appear at the centre allotted to him/her unless otherwise specially ordered by the Controller of Examinations, K.U.K. For change of centre, apply at least 15 days before the date of commencement of examination on the prescribed form with the fee supported by the documentary proof of the ground due to which change is requested.
4. In case of any wrong statement in the Examination Form or suppressing of the facts, the candidate will be responsible for consequences which might lead to cancellation of candidature and other disciplinary action under the Rules and Regulations of the University in force, as the case may be.

Controller of Examinations

KURUKSHETRA UNIVERSITY KURUKSHETRA

FORM 'E'

(Established by the State Legislature Act XII of 1956)

("A+" Grade, NAAC Accredited)

DDE Ref. No. _____

COMPUTER DATA FORM

(For Examination Branch)

(This Examination Form duly filled in by the candidate (ALL ENTRIES IN BLOCK LETTERS) must be attached with the Admission Form)

FOR CANDIDATES OF DISTANCE EDUCATION FOR THE SESSION 2018-19

Regn No.

Roll No.

(To be assigned by the University)

TO BE FILLED IN BY THE CANDIDATES BY HIS/HER OWN HANDS

1. Name of Examination: Part:

2. Name of the Candidate

3. Father's Name

4. Mother's Name

Space for affixing
**Unattested
Photograph**
of the Candidate

Sign. of the Candidate

5. Date of Birth

Vide BD/OBC Scroll No.

Fee Remitted: Rs.....Date.....

6. Examination Centre * 1. 2.

7. Address (Name/Father's Name may not be mentioned here)

Pin Code Mob/Phone No.

District State

8. Sex Code (M/F) 9. GEN/SC/ST/BC/ TG/Differently Abled (DA), Blind (BL)

10. Subjects Offered:

Sr. No.	Name of the Paper	Paper Code	Sr. No.	Name of the Paper	Paper Code
1			6		
2			7		
3			8		
4			9		
5			10		

11. Medium Previous Roll No Session of Last Examination

12. Result

I solemnly declare that the particulars filled in by me are correct and nothing has been concealed and that in case of any discrepancy found therein, I shall be responsible for the consequences.

Dated:

Place:

Signature of the Candidate

Acknowledgement Card - I
(To be sent with 1st Installment
of Fee when required by the Office)

No.DDE-IV/ _____
Dated: _____
Session: 2018-19

Fee of Rs..... Sent vide B.D. No. Dated
(To be filled by the Student)

Your application for admission to the Course
has been received and you have been assigned Provisional Ref. No.....subject
to confirmation of your eligibility. Please quote this Ref. No. in your all future correspondence.

The fee remitted by you has been received vide Receipt No.
Dated For Rsand a sum of Rs
is still due from you which should be expedited within 15 days. Besides, 2nd Installment of fee
should reach this office by the due date.

Kurukshetra University,
Kurukshetra – 136 119

Assistant (Accounts)
for Director, DDE

Admit card for appearing in the University Examination will not be issued if full fees
have not been paid.

Acknowledgement Card - II
(To be sent with 2nd Installment of
Fee) Session: 2018-19

No.DDE-IV/ _____
Dated: _____

Fee of Rs..... Sent vide B.D. No. Dated
(To be filled by the Student)

The 2nd Installment of tuition fee/other dues (if any) from the student (DDE
Ref. No.) Course..... has been received vide Receipt
No..... Dated for Rs.
and a sum of Rs..... is still due from you which should be expedited.

Kurukshetra University,
Kurukshetra – 136 119

Assistant (Accounts)
for Director, DDE

Admit card for appearing in the University Examination will not be issued if full fees
have not been paid.

(ADDRESS TO BE FILLED IN BY THE CANDIDATES)

To

Postal
Stamp
Paste

PIN

From:
Director,
Directorate of Distance Education,
Kurukshetra University,
Kurukshetra – 136 119
Haryana (India)

(ADDRESS TO BE FILLED IN BY THE CANDIDATES)

To

Postal
Stamp
Paste

PIN

From:
Director,
Directorate of Distance Education,
Kurukshetra University,
Kurukshetra – 136 119
Haryana (India)



DIRECTORATE OF DISTANCE EDUCATION
KURUKSHETRA UNIVERSITY, KURUKSHETRA

Identity Card (2018-19)

Provisional

**Unattested
Stamp Size
Photo paste
here**

Name:.....

Father's Name:.....

Mother's Name:.....

Class:.....

Ref. No.:.....

Postal Address:.....

.....

.....

Mob. No.:.....

.....
Student's Sign

Note: Students should fill in all the
particulars except Ref. No.

Dy./Asstt. Registrar (DE)

INSTRUCTIONS

1. This card testifies the student's status as a student of Directorate of Distance Education in the Kurukshetra University, subject to confirmation of eligibility for the course.
2. This card is non-transferable. The student should carefully keep this card with him/her. It should be available with the student whenever he/she visits the Directorate office for any work for inspection when demanded by the Director or any other member of the staff authorized by the Director in that behalf.
3. The card should be carefully preserved, as no duplicate will be issued.
4. This card is valid for the session 2018-19 only. It may be forfeited by the Directorate if the student is found guilty of misbehavior or when any disciplinary action is taken against him/her.

GOLD MEDALIST

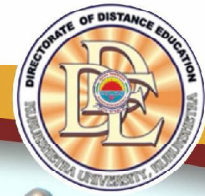


GOLD MEDALIST



“ Stay connected to DDE through SMS facility for alerts on PCP Schedule, Examination Date-sheet, Admit cards, Viva and any kind of information/ discrepancy. Provide your correct Mobile Number in Application Form. ”

“ You can download the DDE Mobile App available at Google Play Store and DDE Website www.ddekuk.ac.in for getting alerts on PCP Schedule, Examination Date-sheet, Admit cards, Viva etc. ”



Directorate of Distance Education

Kurukshetra University, Kurukshetra

Price:

For General Category

Rs. 600/- at KUK Counter

Rs. 650/- by Regd./Speed Post

Rs. 500/- If admission is Online

For SC/BC/Blind Candidates of Haryana Only

Rs. 150/- at KUK Counter

Rs. 200/- by Regd./Speed Post

Rs. 125/- If admission is Online