



PROSPECTUS 2025



दूरस्थ एवं ऑनलाइन शिक्षा केन्द्र Centre for Distance and Online Education KURUKSHETRA UNIVERSITY, KURUKSHETRA

(Established by the State Legislature Act XII of 1956)

('A++' Grade accredited by NAAC)

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 globally acknowledged as a distinguished
centre of academic excellence.

Mission of the University

To prepare a class of proficient scholars and professionals with
ingrained human values and commitment to expand the
frontiers of knowledge for the advancement of society.



Mission of the CDOE

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



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*

is pleased to declare

Kurukshetra University

Kurukshetra, Haryana as

Accredited

with CGPA of 3.56 on four point scale

at A⁺⁺ grade

valid up to January 31, 2031

Date : February 01, 2024



g. l. m. i.
Director

Prof. SOM NATH
VICE-CHANCELLOR

Ph.D (Civil Engineering), ME (Highways)
MIRC, MIUT, MISTE, MISRMTT

प्रो० सोमनाथ
कुलपति



Kurukshetra University,
Kurukshetra - 136 119 (INDIA)
(Established by the State Legislature Act XII of 1956)
(A⁺⁺ Grade, NAAC Accredited)

कुरुक्षेत्र विश्वविद्यालय,
कुरुक्षेत्र - 136 119 (भारत)
(राज्य विधान सभा के एक्ट XII द्वारा 1956 से स्थापित)
(A⁺⁺ ग्रेड, नैक प्रत्यायित)

MESSAGE

Kurukshetra University is the oldest University of Haryana. It is pioneer in many areas such as making education available in different with formats, consistent innovation, and student friendly interface. It is an accredited 'A++' Institution by NAAC and is listed in Category-I under UGC (Categorization of Universities for grant of graded Autonomy) Regulations 2018. Its Centre for Distance and Online Education (CDOE) follows the university vision of academic excellence and is making all endeavors to provide quality education to its learners through Open and Distance Learning (ODL) and Online modes.

The CDOE is aligning all its programmes at par with regular programmes of the university to allow seamless mobility across regular, ODL and Online modes alongwith adopting curriculum as per National Education Policy (NEP 2020). The other choices available to students are; Dual degree options and blend of professional & traditional courses. A good number of programmes in CDOE are targeted for lifelong learning and include language programmes, Yoga, Gita and many other short-term certificates. The students' friendly initiatives of CDOE in the last decade, such as, updated study material, offering links to open access material, online admissions, online fee gateway, SMS & E-mail services, incentivizing girl students by offering tuition fee concession and many more have been taken well by the learners.

CDOE launched its Online Education in January 2022 and is currently offering 19 Programmes at Degree (UG/PG), Diploma and Certificate Levels. The Online Programmes of CDOE are reaching global and Indian learners in different parts of the country.

CDOE is well recognized for its initiatives and 'CSR Top Institutes of India Award' was conferred on the centre by Competition Success Review Magazine for the year 2018, 2019, 2023 & 2024. For excellence in higher education, it received 'Making India Employable' award from Make India Employable in 2023. CDOE provides opportunities for all types of learners, and I welcome you to pursue full degrees, additional degrees, value enhancement and skill-based programmes from the centre.

I wish you all success in your chosen area of studies and a bright future.


(Som Nath)

From the Director's Desk



CENTRE FOR DISTANCE & ONLINE EDUCATION
Kurukshetra University, Kurukshetra
(Established by the State Legislature Act XII of 1956)
(‘A++’ Grade, NAAC Accredited)

Prof. Manjula Chaudhary
Director

MESSAGE

Centre For Distance and Online Education (CDOE), Kurukshetra University, Kurukshetra is an institution with a difference. It provides quality education with an aim to create bright thinking minds who can live up to the motto of our University which is “Perform Actions while Steadfasting in the State of Yoga”. With the vision of providing accessible, affordable and quality education to learners, I invite all the learners to take admission to the Centre For Distance And Online Education in ODL and ONLINE programmes for the Admissions 2025.

The CDOE has a legacy of providing relevant education in conformation with contemporary needs and vitalities affirming quality and excellence with a student strength of about 20 thousand. In July 2025 session, it is offering 39 traditional and professional programmes through ODL mode at UG and PG, Diploma and Certificate levels. The number of programmes offered through Online mode are 19 and cover the areas of foreign languages and diploma and certificate level courses in Data Analytics, Cyber Security, IoT, Cloud Computing, Block Chain, Full Stack and AI and ML etc. CDOE makes every possible effort to offer a wide selection of programmes to its learners.

The CDOE has evolved with time and has modernized its operations by creating an effective student portal to cater to the needs of students through the Integrated University Management System. It has regularly updated its curriculum and efforts are underway to provide all study material in downloadable format on the website to its students through a unique individual user id. For the convenience of students, syllabi, model question papers and old question papers are also made available on the CDOE website. CDOE has been arranging Personal Contact Programmes for all ODL students by the expert teachers for broad coverage of syllabi, discussion, guidance and students’ query handling. The facility of Online live lectures is available to Online programme students.

We at CDOE invite all learners to join our programmes in their lives journey. My endeavor will always be to continuously strive for excellence and steer the CDOE towards a preferred choice of our learners.

Wish you all a very successful learning pursuit.

(Manjula Chaudhary)



Hon'ble Chancellor

Shri Bandaru Dattatreya
Governor, Haryana

		Phones
VICE-CHANCELLOR	Prof. Som Nath Sachdeva Ph.D. (Civil Engineering), M.E.(Highways) MIRC, MIUT, MISTE, MISRMTT	01744-238039(O)
REGISTRAR	Lt. (Dr.) Virender Pal PGCTE, LLB, Ph.D.(Eng.)	01744-238026(O)
DIRECTOR	Prof. Manjula Chaudhary Ph.D (Management)	01744-238628(O)

FACULTY OF THE CENTRE

ASSOCIATE PROFESSOR

Dr (Mrs) Geetika Sandhu M.A., M.Phil., Ph.D	English	094668-37029(M) geetikasandhu21@gmail.com
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ASSISTANT PROFESSORS

Mrs Meenakshi Chahal M.A., M.Ed. M. Phil.	Teaching of Education/English(B.Ed)	090500-21652(M) mink_chahal@rediffmail.com
Dr (Ms) Jyotsna Gupta Ph.D	Library & Information Science	082959-61460(M) Jyotsna.KU.K@gmail.com
DrKuldeep Singh M.A., M.Phil., Ph.D	History	070158-35470 (M) kuldeepkuk29@yahoo.com
Dr(Ms) Kushwinder Kaur M.Sc. (Hons), Ph.D.	Economics	090174-218989(M) kushwinderkaur@gmail.com
DrJitender Acharya M.A.,M.Phil.Ph.D.	Sanskrit	070274-56199(M)



FACULTY OF THE CENTRE (On Contract)

- | | | |
|--|------------------|---|
| 1. Mr. Ravi Parkash
M.A (MC),M.Phil.(JMC) | Mass Comm. | 099927-02999(M)
raviyashil@gmail.com |
| 2. Dr. Manju Sharma
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| 3. Dr. Sukhjit Kaur
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| 5. Dr. Jyoti
M.A., M.Phil, Ph.D, NET,
JRF(Pub-Admn), B. Ed.,
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ADMINISTRATIVE OFFICERS

DEPUTY REGISTRAR

P&T Phone EPABX Ext.

Dr. Deepak Sharma
Ph.D., MCA, MLIS, CC (French)

2590(O) 01744-238385

SUPERINTENDENTS

- | | | |
|---|------------------|---------|
| 1. Sh. Rajpal Bhoye, M.A.(Eng.), MCA | 01744-238196(O) | 2588(O) |
| 2. Smt. Seema Rani, M.Sc (CS),MCA | 01744-238189(O) | 2589(O) |
| 3. Sh.Narender Karoli, M.A. (Pub.Admn.) | 01744-238196 (O) | 2590(O) |
| 4. Sh.Hari Singh, Dy. Supdt, M.A.,LLM | | |

OTHER IMPORTANT PHONE NUMBERS FOR STUDENTS

**K.U. Kurukshetra
EPABX Nos.**

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

- | | | |
|-------------------------------------|------------------------|----------------|
| 1. CDOE 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. Assistant Registrar (Regn.) | 01744-238888(O) | 2440(O) |
| 8. Assistant Registrar (Conduct) | 01744-238966(O) | 2474(O) |
| 9. Assistant Registrar (Secrecy) | 01744-238068(O) | 2453(O) |
| 10. Controller of Examinations | 01744-238377(O) | 2113(O) |

Communications to be addressed at:

**Director
Centre for Distance and Online Education
Kurukshetra University,
Kurukshetra-136119 (Haryana)**

**CDOE 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**



INTRODUCTION

Kurukshetra University, Kurukshetra established in 1956 has a well-developed multi-faculty Campus spread over 473 acres of land. Ever since laying of foundation stone by Dr Rajendra Prasad, the First President of India, the University has taken quantum leaps and has emerged as an advanced Centre of Study & Research for quality education in conformity with the international standards.

The University has centrally air-conditioned auditorium with a seating capacity of 1900 persons, Senate Hall, Conference Hall, well-equipped Sports Complex (Play fields, Gymnasium, Stadium, Swimming Pool, Tennis Courts, Volleyball, Basketball Courts, etc.), Teachers' Club, Club for Administrative staff, 26 Hostels, (12 for Boys & 14 for Girls), School, Health Centre, Business Complex, about 700 quarters for all categories of staff. Kurukshetra University, Kurukshetra has a rich Jawaharlal Nehru Library with more than 3.96 lac books, 250 journals (Foreign & Indian) and 15,324 rare manuscripts, Internet Section of 200 nodes, Computer Centre, Museum, Instrumentation (USIC) workshop, NSS Centre, Students' Guest House, Faculty House, etc. In addition to CENTRE FOR DISTANCE AND ONLINE EDUCATION, Institute of Integrated & Honors' Studies and Institute of Teacher Training & Research, the University has 49 Teaching Departments/Institutes on the campus and 284 affiliated colleges situated in the Districts of Ambala, Panipat, Kaithal, Yamuna Nagar, Karnal, Kurukshetra and Panchkula.

THE CENTRE FOR DISTANCE AND ONLINE EDUCATION

Kurukshetra University initiated Distance Education Programmes in 1976 through Directorate of Correspondence Courses to provide an opportunity of higher education to the persons who could not continue their studies because of reasons beyond their control. The Directorate's endeavour has been to combine the twin objective of reaching the unreached and meeting the rising educational aspirations of the masses. With the advancement and implementation of technology in imparting education through distance mode, the Directorate was renamed as CENTRE FOR DISTANCE AND ONLINE EDUCATION (CDOE). The Centre enrolls every year about 20000 students in about 39 undergraduate and postgraduate conventional and professional Programme. The courses and their curriculum are periodically reviewed and updated to incorporate the developments in the field. The Centre is also providing two year B.Ed. programme with the approval of NCTE for the benefit of working teachers in schools and other educational institutions.

The Centre has a separate three-storey teaching-block exclusively for the distance education students. It houses well-equipped, centrally air-conditioned Computer Labs and Library, lecture halls, common-rooms, teacher-rooms, etc. The Centre for Distance and Online Education has its own website www.ddekuk.ac.in for Online admission and other enquiries. The study material of various courses offered by the Centre for Distance and Online Education is being made available Online in the form of books.

The Centre for Distance and Online Education has received numerous awards for excellence as well CDOE has received several accolades, including the making India Employable Award in 2023, the CSR Top University of India award in 2024, 2023, the CSR Top Institute of India Award in 2019 and 2018.

**ADMISSION GUIDELINES AND SCHEDULE****(A) For Fresh Students**

Admissions are open round the year for new students in 1st (first) year of the various ODL Programmes to be offered by Centre for Distance and Online Education for January & July, 2025 session. The dates for these sessions will be as announced by DEB from time to time. Students shall refer to admission announcement/ advertisement to check the programmes available for Jan 2025 and July 2025 session.

If the number of students happens to be less than 10 in any session, the programme will be suspended and students will have the option to take full fee refund or change the programme.

(B) For continuing students**1) The Fee Schedule of receipt of fees of PG/UG ODL Programs for January & July, 2025 sessions (Annual System) is as follows.**

	January 2025 Session	July, 2025 Session
a) Without Late Fee	30.04.2025 (Wednesday)	31.10.2025 (Friday)
b) With Late Fee of Rs.500/-	30.05.2025 (Friday)	28.11.2025 (Friday)
c) With Late Fee of Rs.1000/-	30.06.2025 (Monday)	31.12.2025 (Wednesday)
d) With Late Fee of Rs.2000/-* (For All Master Degrees and All UG/PG/Diplomas except MBA-I, MCA-I)	31.07.2025	30-01-2026
e) With Late Fee of Rs.3000/-* (For all UG/PG programmes except MBA-I, MCA-I & B.Ed.-I)	29.08.2025	27-02-2026
f) With Late Fee of Rs.5000/-* (For all PG programmes except MBA-I, MCA-I & B.Ed.-I)	30.09.2025	31-03-2026

* (include late examination fee)

If last date is holiday, next working day will be treated as last date.



II) Fee schedule for Semester system continuing students admitted in session July, 2024 for 2nd, 3rd & 4th Semester.

	2 nd Semester	3 rd Semester	4 th Semester
a) Without Late Fee	28.03.2025 (Friday)	30.09.2025 (Monday)	31.03.2026 (Tuesday)
b) With Late Fee of Rs.1000/-	30.04.2025 (Wednesday)	31.10.2025 (Friday)	30.04.2026 (Thursday)
c) With Late Fee of Rs.2000/-	w.e.f. 01.05.2025 till 15 days before the commencement of respective exams.	w.e.f. 01.11.2025 till 15 days before the commencement of respective exams.	w.e.f. 01.05.2026 till 15 days before the commencement of respective exams.

*(include late examination fee)

If last date is holiday, next working day will be treated as last date.

III) Fee schedule for Semester system continuing students admitted in session January, 2025 of ODL Programmes for 2nd, 3rd, 4th, 5th & 6th Semester.

	2 nd semester	3 rd Semester	4 th Semester	5 th Semester	6 th Semester
a) Without Late fees	30.09.2025 (Tuesday)	31.03.2026 (Tuesday)	30.09.2026 (Wednesday)	31.03.2027 (Wednesday)	30.09.2027 (Thursday)
b) with late fee of Rs. 1000/-	31.10.2025 (Friday)	30.04.2026 (Thursday)	30.10.2026 (Friday)	30.04.2027 (Friday)	29.10.2027 (Friday)
c) With Late fee of Rs. 2000/-	w.e.f. 1.11.2025 till 15 days before the commencement of respective exams.	w.e.f. 1.05.2026 till 15 days before the commencement of respective exams.	w.e.f. 31.10.2026 till 15 days before the commencement of respective exams.	w.e.f. 01.05.2027 till 15 days before the commencement of respective exams.	w.e.f. 30.10.2027 till 15 days before the commencement of respective exams.

* (include late examination fee)

If last date is holiday, next working day will be treated as last date.

(C) Admission schedule and criteria for MBA-1st and MCA-1st (ODL Programmes), the sessions i.e. January & July, 2025.

January 2025	July, 2025	Remarks
Applications for admissions are open round the year. Last date for admission will be 17.03.2025.	Applications for admissions are open round the year Last date for admission will be 15-08-2025	The admission in January, 2025 will be made on merit basis and the left over seats will be filled in July, 2025 session on the same criteria.

Merit list of eligible candidates will be prepared as per "Distribution of seats and Guidelines for Reservation" available in the booklet "HandBook of Information" of the Kurukshetra University Kurukshetra. Dates may be changed as per UGC-DEB notification from time to time.


(D) Admission in B.ED (2- years) Part-I ODL Program for the session January & July,2025.

January, 2025	July, 2025	Remarks
Applications for admissions are open round the year Last date: 17.03.2025 (Monday) Merit List of Eligible candidates of B.Ed.- I CDOE Website on 24.03.2025	Application for admissions are open round the year. Last date 14.08.2025 (Thursday) Merit List of Eligible candidates of B.Ed.-I will be uploaded on CDOE Website on 20.08.2025	The admission in January, 2025 will be made on merit basis and the left over seats will be filled in July,2025 session on the same criteria.

Merit List will be prepared as per guidelines of NCTE and. Dates may be changed as per UGC-DEB notification from time to time.

(E) SECOND INSTALLMENT FEE SCHEDULE

Dates for payment of 2nd Installment of fee& schedule for various ODL programmes.

January, 2025		
	Without Late Fee	With late fee of Rs.1000/-
(i) B.A., B.com, B.C.A., C.C.A., C.C.U., D.Lib. Sc. Yoga & Gita	30.06.2025	1.7.2025 upto the commencement of respective Exams.
i) All Master Degrees and All PG Diplomas (ii) B.Ed. &B.Lib. Sc.		
July, 2025.		
(i) B.A., B.com, B.C.A., C.C.A., C.C.U., D.Lib. Sc. Yoga & Gita (ii) All Master Degrees and All PG Diplomas (iii) B.Ed. & B.Lib. Sc.	31.12.2025	1.1.2026 upto the commencement of respective Exams.



NOTE:-

1. The students will be able to change Programme/Course/option only once before the generation of exam roll no./Hall tickets.
 - * Students can make the above change on their own through the dashboard.
 - * Students shall check their eligibility for the change before inciting this.
2. While applying for change of programme/session/subject/option, the students who have already received study material in the previous programme/session/Subject/option must return the same along with the application for the change.
3. Difference of fee shall be adjusted if a student changes his/her programme with higher rate of fees to a programme with lower rate of fees if the programme duration is more than two years.
4. The fee on account of change of programme/class will be adjusted against the difference of fee already paid by the students for the Subject with higher rate of fee.
5. If the programme is changes with the higher rate of fees, the student will be required to pay difference of fee plus fee for the change of programme.
6. Admission in next year: All the students from Jan,2023 onwards will be treated as promoted cases. They shall deposit their dues and continuing students of next years than waiting for result.
7. Mostly from regular programmes is allowed to ODL/Online Programmes in all years the vice-versa is also allowed subject to the rules of respective Universities.

For Enquiry Contact



01744-238518(CDOEEEnquiry)



01744-238628, 01744-238385 (Deputy Registrar)



dde@kuk.ac.in



onlineddekuk@gmail.com(for online admission enquiry)



www.ddekuk.ac.in



facebook.com/kukharyana



[vc_kuk](https://twitter.com/vc_kuk)



TABLE-I

LIST OF PROGRAMMES & ANNUAL FEES (PER ANNUM) **LIST OF PROGRAMMES AND SCHEDULE OF RECEIPT OF** **APPLICATION FEES (PER ANNUM) JANUARY & JULY, 2025**

Sr. No.	Name of Course	Amount (Rs.)
A. TRADITIONAL PROGRAMMES		
1	Bachelor of Arts (General) (BA) 3-Year Part-II/III	6300
2	Bachelor of Arts (General) (BA) 3-Year (Semester system) (Semesters I&II)	6300
3	Bachelor of Commerce (General) (B.Com.) 3-Year Part-II/III	7000
4	Bachelor of Commerce (General) (B.Com.) 3-Year (Semester system) (Semesters I&II)	7000
5	M.A. in Hindi 2-Year Part-I/II	9600
6	M.A. in English 2-Year Part-I/II	9600
7	M.A. in Sanskrit 2-Year Part-I/II	7200
8	M.A. in Panjabi 2-Year Part-I/II	7200
9	M.A. in Political Sc. 2-Year Part-I/II	9600
10	M.A. in Philosophy 2-Year Part-I/II	7200
11	M.A. in Public Administration 2-Year Part-I/II	9600
12	M.A. in History 2-Year Part-I/II	9600
13	M.A. in Economics 2-Year Part-I/II	9600
14	M.Sc. in Mathematics 2-Year Part-I/II	9600
15	M.Sc. in Geography 2-Year Part-I/II	9600
16	Master of Commerce (M.Com.) 2-Year Part-I/II	11400
17	M.A. in Women's Studies-2 Year Part-I/II (Semester System) (Semesters I&II)	9600
18	M.A. in Sociology-2 Year Part-I/II (Semester System) (Semesters I&II)	9600
B. PROFESSIONAL PROGRAMMES		
(I) COMPUTER/ IT PROGRAMMES		
1	Certificate Course in Computer Applications (CCA) 1-Year	9900
2	Bachelor of Computer Application (3 Year) Part- I/II/III	16000
3	Post Graduate Diploma in Computer Applications (PGDCA) 1 Year	19300
4	M. Sc. in Computer Science Software (M.Sc.CSS) 2-Year Part-I/II	19300
5	Master of Computer Applications (MCA) 2Year Part-I/II (Semester System) (Semesters I&II)	19300
(II) COMMERCE & MANAGEMENT PROGRAMMES		
1	Advanced Graduate Diploma in Export Marketing Management (PGDEMM) 1-Year	9000
2	Advanced Graduate Diploma in Taxation (PGDTX) 1-Year	22600
3	Advanced Graduate Diploma in Business Analytics (PGDBA) 1 Year	22600
4	Master of Business Administration (MBA) 2 Year Part-I/II (Semester System) (Semesters I&II)	29700
(III) LIBRARY AND INFORMATION SCIENCE PROGRAMMES		
1	Diploma in Library & Information Science (D. Lib.& Inf. Sc.) 1-Year	11400
2	Bachelor of Library & Information Science (B. Lib.& Inf. Sc.) 1-Year	11400
3	Master of Library & Information Science (M. Lib.& Inf. Sc.) 1-Year	12700
(IV) JOURNALISM & MASS COMMUNICATION PROGRAMMES		
1	Advanced Graduate Diploma in Journalism and Mass Communication (PGDJMC) 1-Year	11400
2	Master of Arts in Mass Communication (MAMC) 2Year Part-I/II	11400



(V)	EDUCATION PROGRAMMES	
1	Bachelor of Education (B.Ed.) 2 Year Part-I/II	36700
2	Master of Arts in Education (MA Edu.) 2-Year Part-I/II	19300
(VI)	LAW PROGRAMMES	
1	Advanced Graduate Diploma in Cyber Law & IPR (PGDCL&IPR)(1-Year)	12700
(VII)	ENVIRONMENTAL EDUCATION PROGRAMMES	
1	Advanced Graduate Diploma in Environmental Education (PGDEE) 1-Year	9600
2	Master of Arts in Environmental Education (MA EE) 2-Year Part-I/II	9600
C	VALUE ADDED PROGRAMMES	
1	Certificate Course in Urdu (CCU) 1-Year	4100
2	Diploma in Gita (DIG) 1-Year	6800
3	Diploma in Yoga (DIY) 1-Year	6600
4	Advanced Graduate Diploma in Translation (Hindi/English) (PGDT- H/E) 1-Year	6600
5	Advanced Graduate Diploma in Human Rights (PGDHR) 1-Year	11600
6	Introductory Level Program in Bhagavad Gita (Sixty Hours Duration) (Through ISCKON)	500

Admission for July/January session till respective cut-off dates announced by UGC-DEB from time to time.

Date of admission will be considered when the fee is actually credited into the CDOE account.

Students have to ensure that fees are deposited on the right portal.

Note:-

1. This includes Examination /Registration /Establishment /Eligibility /Continuation /Membership fee of Population Club Rs.6/- Alumni Fee Rs.100/- etc. but exclusive of late admission or late examination fees, etc.
2. Fees mentioned above are charged per year and can be paid in one time/two installments.
3. The Students may pay Rs. 1000/- as Alumni Life Time Membership Fee, if interested.
4. NO SEPARATE INTIMATION WILL BE SENT FOR PAYMENT OF 2ND INSTALLMENT OR ANY OTHER BALANCE OF FEE.
5. Any student related information viz PCP Schedule, Fee deposit, Late Fee, Exam Schedule, Admit Card, etc. will be available on the student's Dashboard and no separate information will be sent to him/her in any form.
6. The students of programmes having 2-years and 3-years duration enrolled with this Center for the session Jan/July 2022 and have appeared in the examinations but could not clear 50% papers of Part-I and Part-II examinations may also be provisionally allowed to join Part-II and Part-III of the concerned programmes in Jan/July 2025 session by paying an additional fee of Rs. 500/- per deficient paper payable to the University at the time of admission subject to their clearing the remaining papers of Part-I and Part-II examinations in the permissible number of chances.
7. Additional fees such as late admission fee, late examination fee, etc., wherever applicable are required to be paid along with the 1st installment.
8. FEE SHALL BE CHARGED SEPARATELY FOR EACH YEAR OF THE PROGRAMME. From the session January, 2025 the students admitted in the first year, will be promoted to next higher class and no fresh admission will be needed.
9. The Blind students of Haryana residence may, on an application be granted Full Tuition Fee Concession. In addition, SC and BC students of Haryana residence are granted financial aid by the State Government in order to meet expenditure on tuition fee etc. in accordance with the rules framed by the Haryana Government from time to time. The details are available at Part-II of this Prospectus.



GUIDELINES AND SCHEDULE

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 PROGRAMME:

Sr. No.	Name of the programmes 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 upto 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 Programme 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 Programme 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)	30th Sep, 2025 Within 15 days of Admission OR upto 15th July, 2025 whichever is later	30th August, 2025 (in MBA-II) (One copy) 30th August, 2025 (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.
2	M.A. EDUCATION - II (Dissertation) Field Work	Within 15 days of admission OR upto 30th June, 2025 whichever is later. During PCP	30th Dec., 2025 (Two copies) 30th Dec., 2025 (Two copies)	An approved/retired teacher of the University Teaching Department of Education of this University OR at any other University 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.
3	APGDBA	Within 15 days of Admission OR upto 15th July 2025 whichever is later	30th Sept., 2025	Training can be done preferably in Business Analytics firm with turnover of at least Rs. 2 Crore.
4	APGDEMM (Six week training)	Within 15 days of admission OR upto 15th July, 2025 whichever is later	28th Feb., 2025 (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



Sr. No.	Name of the programmes 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 Prog 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 Programme Coordinator
(I)	(II)	(III)	(IV)	(V)
5	APGDTX	Within 15 days of admission OR upto 15th July 2025 whichever is later	30th Sept., 2025 (one copy)	For Organization/Company: Department Head/Sr. Executive of the Organization. For CA Firm: Public/Private Ltd. Company Regd. Firm under Partnership Act 1932/ Registered Tax Practitioner etc to learn tax Procedures.
6	APGDT(H/E) (Translation work)	Within 15 days of admission OR upto 15th July 2025 whichever is later	15th Dec. 2025 (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 Sept. 2025 (One copy of around 20 pages neatly written or typed)	



Note:- Before submission of dissertation, the students are required to get the plagiarism checked from the Programme Co-ordinator/Supervisor.

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/PracticalAssignments/ Translation Work/Training Report on the same topic.
2. Medium of Examination of the programme will be the medium of writing Dissertation/ Project Report/Field Work/ Assignment/ Practical Assignment/ Translation Work/ Training Report, etc.



SECTION – I

IMPORTANT INSTRUCTIONS

All admissions to ODL programmes CDOE are online through IUMS portal. All application, documents, fees are submitted in online mode only. Students should maintain a unique email id and mobile number for registration. After admissions, students will get a dashboard where all the communication will be made. No separate intimation will be sent to the students.

1. The candidates are advised to go through the Prospectus carefully before filling up the Online Admission Form & follow other instructions issued from time to time and to visit CDOE website www.ddekuk.ac.in regularly. The candidates should also remain vigilant and get in touch with the Centre at the appropriate time in case of non-receipt of CDOE Ref. No., study material, admit card/roll number, examination date sheet, result/DMC etc. All these will be available in the dash board of student and it is responsibility of student to check it from time to time.
 - (a) For any correspondence with CDOE, candidates are advised to mention registered email id, CDOE Ref. No., Name, Father's Name, Session, Class, Subject (in case of M.A./M.Sc.) and complete address, failing which the Centre will not be responsible for non-response to such communications and consequences thereof.
 - (b) It is mandatory for the candidates to submit all fees and documents as stipulated by CDOE. The candidature of an applicant is liable to be cancelled in case of non-payment of any type of dues/fee or part thereof and/or for non-submission of any document. It can, however, be restored during the session on payment of balance dues with late fee and submission of required documents along with the revival fee, as the case may be. If the outstanding dues are not remitted and the required documents are not submitted before the termination of the theory examinations and roll number is not issued to the candidate for the annual examination, his/her candidature shall not be revived in any case thereafter. Such a candidate can, however, seek admission afresh in the subsequent session to become eligible to appear in the university examination after paying all the dues afresh, however, no adjustment/refund of fee paid in previous session will be allowed.
 - (c) The date of receipt of fee or any other document will be considered the date on which the same is received in the account of CDOE. After deposit of fees online, the student has to verify the same through his/her login id so that the same is reflected in their accounts. The Centre will not be responsible for non-receipt or late delivery of any document or dues to be deposited by a student.
 - (d) The Centre **has not authorized any Agency/Institution or appointed any Agent** to deal with any matter relating to admissions, examinations or other related matters. **The candidates seeking admission to distance education programmes of this University are advised to contact this CDOE directly.**
2. **Recognition:**
 - (a) The examinations conducted by various recognized Indian Universities/Deemed Universities/State Education Boards are recognized (with the stipulation of No. of subject (s) or any other condition in specific cases as given in the Section-V of **ELIGIBILITY CONDITIONS** of the Prospectus) for the purpose of admission to various programmes in the Center for Distance & Online Education unless otherwise decided by the University to exclude any specific programme. The above does not apply for admission to the regular programmes in the University Teaching Departments/Colleges for which the admission will be done separately by the University.
 - (b) The examinations of **foreign Universities/Boards** which stand recognized by the Association of Indian Universities (AIU), New Delhi are recognized for the purpose of admission to various Online programmes in the Centre for Distance and Online Education.



3. Confirmation of Admission, allotment of CDOE Ref. No., issue of identity card, dispatch of study material, attendance of Personal Contact Programme, etc., will be **provisional** subject to confirmation of eligibility subsequently.
4. **Admissions-Fee deposit:** The Centre for Distance and Online Education offers online admission facility through its own website **www.ddekuk.ac.in** and **www.iuums.kuk.ac.in**. Online submission of application form and fees can be done with a **processing fee** of **Rs. 800/-** for Gen and **Rs.200/-** for SC/BC/EBPG/BLIND/PWD (more than 70 % disability) Candidates of Haryana only. If the fee receipt is not downloaded from the student login, students are advised to contact the CDOE immediately.

After deposit of fees online, the student has to verify the same through his/her login so that the same is reflected in their account. **If due to any technical error fee is deposited more than one time the extra fee is to be refunded as per rules.**

5. **Filling of online form-Online Admission Form will require upload of following documents. Students shall keep these ready in soft copy :-**

- (a) A self attested photocopy of the **certificate of the qualifying examination passed by the candidates** The candidates, **who have passed the qualifying examinations** in more than one Part, shall be require to **attach self-attested copies of Certificates/DMC/Degree of all the Parts**. However, the candidates shall have to submit the original certificates as and when required for verification failing which their candidature may be treated as cancelled without any notice.
- (b) A self – attested photo-copy of the **Matriculation** or equivalent certificate in support of date of birth (Not required, if already registered with this University) along with a copy of the certificate of last examination passed.
- (c) **Self Declaration Certificate** (in the case of candidates coming from Universities or Boards other than Kurukshetra University or Board of School Education, Haryana) on the proforma given to the effect as to whether or not they are appearing in any other examination simultaneously from any other University/ Board during the session **January/July2025**. However, **Original Migration Certificate** is to be submitted by those students who have already migrated from this University to another University but again took admission in this University within 40 days of their admission otherwise late fee as applicable will be charged from these students.
If the Student doing dual degree one from this University & another from Second University then the student should upload a certificate from other university as proof for the same.
- (d) A Character Certificate from the Head of the institution last attended or from a Gazetted Officer/ Sarpanch as per proforma given
- (e) Income Certificate of Parental Income from all sources, in case of BC(A) & BC B) Category candidates, applicable.
- (f) Certificate in respect of Differently Abled (DA) Candidates, if applicable
- (g) Certificate required to be furnished by the children and grand-children of Freedom Fighters (DFF), if applicable.
- (h) Certificate from Ex-Servicemen and their wards for Deceased or Disabled or Discharged Military/Paramilitary Personnel, Ex-Servicemen or Ex-Personnel of Para-Military Forces, if applicable.
- (i) Certificate from Ex-Employees and their wards for the Ex-employees of Indian Defence Service/Paramilitary Forces, if applicable.
- (j) **Scanned colored photograph**
- (k) Wherever applicable, self attested copy of **Scheduled Caste/Scheduled Tribe/Economical Weaker Sections/Blind Certificate**, duly signed by the 1st Class Magistrate/SDM/CMO, **failing which no benefit of SC/ST Scholarship/tuition fee concession/ relaxation will be given.**



- (l) Employment Certificate by employees of Kurukshetra University for claiming tuition fee concession.
- (m) SC/BC/Blind candidates of Haryana/PWD (more than 70 percent) are required to submit the SC/BC/Blind Certificate OR an additional amount of **Rs.600/-** on account of the difference of the cost of the Processing fee failing which it would be treated as non-payment of fee.
- (n) All legal disputes are subject to Kurukshetra Courts or Courts having jurisdiction in Kurukshetra.
- (o) **In case of any ambiguity in the rules, interpretation of the same by the University shall be final.**

Note:-

1. If the Center, so desires, the original certificate (s) from the candidate can be demanded for any purpose whatsoever and after doing the needful, the same will be returned
2. The candidates, who are appearing in **Compartment/Re-appear Papers of any lower class** from this University or any other University/Board **simultaneously**, and their result is withheld are required to submit the DMC of the result of the lower examination immediately to enable the office to get the result declared in time. While doing so, the candidate should mention registered email id, **CDOE Ref. No., Examination Roll No.** etc. of the programme which he/she is pursuing.
3. DMC of the candidates will be sent by Registered post after the declaration of the result. In case the result of any candidate is declared late **(RL), 'Provisional' or 'Cancelled'** etc. for any reasons, the candidates are advised to approach the Center/University immediately with the relevant documents i.e. CDOE Ref. No./Exam. Roll No. etc. to enable the Centre to take further necessary action accordingly.
4. Students are advised to regularly check CDOE KUK website and their dashboard on IUMS for updating.

REJECTION OF ADMISSION FORM

The Admission may be rejected due to non-fulfillment of any one or more of the following conditions, if:

1. The qualifying examination is not recognized by the Kurukshetra University.
2. Teaching experience certificate not as per specifications prescribed by the Centre (For B.Ed. Part-I only).
3. The admission/eligibility is not as per the respective Ordinances.
4. Self Attested copies of certificate/ DMC of qualifying exam are not uploaded with admission form.
5. Original certificate of qualifying examination is not produced in the Centre on demand.
6. Fee of 1st Installment is not remitted in full.
7. Affidavit duly attested by Magistrate 1st Class as per specimen given in the Annexure-XI is not submitted. Admission Form is incomplete.



- Note:-** (i) In case the admission form of any candidate is rejected due to non-submission of requisite documents, the candidature can be revived on submission of the same **with balance payment together with the revival fee of Rs. 1000/- before the generation of hall tickets/roll nos.**
- (ii) If a candidate is admitted on the basis of information submitted by him/her which is found to be incorrect or false at a later stage and found to have supplied false information/certificates/documents etc. or concealed some information in his/her Admission form, his/her admission will be cancelled and fee and other dues paid by him/her shall be forfeited besides disqualification from the University. The Centre may also refer to the police for investigation and registration of an FIR in the case as deemed fit against the candidate and his/her guardian.
- (iii) Students of this Center are not eligible for allotment of accommodation in the University Hostels. However, on request only limited number of girl/boys students can be allowed to stay as guests subject to availability in the Girls/Boys Hostels by the Chief Warden Girls/Boys, for attending the PCP and/or for appearing in the University examinations on payment of usual charges.

INSTRUCTIONS AGAINST RAGGING:

With Sixty Six years of its existence, Kurukshetra University has earned recognition as one of the renowned centers of teaching and research in the country. We appreciate the parents and the students for their interest and option towards pursuing their higher studies at Kurukshetra University. We wish them success in their plans towards getting admission in the programme of their choice on the campus. Those who succeed in joining a programme, should be making best use of the excellent facilities and congenial atmosphere available in the University towards all round development of their personality. We would expect our students to make best use of this opportunity and grow as able and responsible citizens. Students will be required to work hard with their energies focused towards achieving their goal.

We take pride in informing all those desirous of seeking admission, that over all these years, our University has the best traditions of maintaining a healthy and congenial academic environment. We are also glad to convey that with the determined and sincere efforts of our senior students and faculty, our campus has been free from the menace of Ragging.

Chairpersons/Directors of all the University teaching departments/Institutes to ensure that every student and their parents be asked to submit an undertaking every academic year to the effect that the concerned students will not take part in any activity leading to ragging of junior students.

What Constitutes Ragging? Ragging constitutes one or more of any of the following acts:

- any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- asking any student to do any act which such student will not in the ordinary programme do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students;



- f) any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g) any act of physical abuse including all variants of it : sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h) any act or abuse by spoken words, e-mails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student; any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.
- i) Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.
- j) All the senior students are advised to guide and treat junior students affectionately.
- k) Junior students may contact their Chairpersons or other University functionaries like Proctor, Dean Students' Welfare, Chief Warden, Wardens or Chief Security Officer for help and guidance.-
- l) Students of CDOE shall submit Anti-Ragging forms during PCP.

Note: *Use of Alcohol is prohibited on the University Campus.*

III TUITION FEE CONCESSION/FINANCIAL ASSISTANCE

1. To motivate the girls for education, a scheme named “**Shikshit Beti**” is applicable in CDOE for those girls who have obtained more than 70% marks at 10+2 level in which 25% concession in tuition fee is provided for taking admission to B.A-I only in the Center. The same concession to these students will be continued for B.A-II & III provided they obtained 70% marks in BA-I & BA-II respectively.
2. The **Blind students of Haryana residence may be granted Full Tuition Fee Concession**. In addition, SC and BC students of Haryana residence are granted financial aid by the State Government in order to meet expenditure on tuition fee etc. in accordance with the rules framed by the Haryana Government from time to time.
3. **Benefits of Fee for SC Candidates of Haryana (as decided by the Academic Branch)** There is a Post Matric Scholarship Scheme of GOI for welfare of candidate belonging to the Scheduled Caste Category. As per letter No.3/44-2012 Sch.(2) dated 18.06.2013 of the Director General Higher Education, Haryana, Panchkula. Such students whose parents/guardian income is upto Rs. 2.50 Lac per annum are eligible for benefits under the said scheme. The benefits include enrollment/registration, tuition, games, Union, Library, Magazine, Medical Examination and such other fees compulsorily payable by the student to the institution or University/Board. Refundable deposit like caution money, security deposit are, however, excluded. For students admitted under this scheme the application form has to be submitted by the students to the Director of the Institute.

Note: An income declaration shall be furnished by the self-employed parents/guardian. Employed parents are required to obtain income certificates from their employer and for any additional income from other sources; they would furnish declaration by way of an affidavit on non-judicial stamp paper.

- (i) No fee* will be charged by the University from the students belonging to SC category, whose parent's Income is upto 2.50 Lac p.a. They shall be admitted during the academic session January/July 2025 as per instructions of the Director, Higher Education, Haryana and the Director General, Technical Education



Department, Panchkula, Haryana. However, as per instructions dated 01.09.2018 of the Director, welfare of SC/BC Classes Department Haryana., Chandigarh, the students belonging to the Scheduled Caste Category who after verification of record by the office are found eligible for the PMS Scholarship, shall have to submit an undertaking in the Fee Section of the Centre for Distance and Online Education that they will deposit their fee immediately to the Centre as soon as they receive the Scholarship in their bank account.

- (ii) Students belonging to the SC Category who are eligible for Post Matric Scholarship Scheme should get their saving Bank Account linked with Aadhaar Card to get transferred the funds in their respective Bank Accounts.
- (iii) Students who are eligible for Scheduled Caste Scholarship(s) may apply online on the dates which will be announced/published in the newspaper/highereduhry.com portal by the State Govt./Funding Agencies.
- (iv) No intimation in this regard will be sent by the Centre separately.
- (v) The eligible applicants are required to submit hard copy of Post Matric Scholarship form in this Centre immediately.

NOTE: *THOSE CANDIDATES WHO HAVE NOT APPLIED FOR POST MATRIC SCHOLARSHIP ON THE WEB PORTAL OF GOVT. OF HARYANA BY DUE DATE, THEY WILL HAVE TO PAY FULL FEE BEFORE THE ISSUE OF EXAMINATION ROLL NO./hall ticket.

- 4. **Free Education for Dependent Children of Leprosy Affected Persons (LAPs):** No fee/dues will be charged from the dependent children of Leprosy Affected Persons and education in the Centre for Distance and Online Education will be free for them.
- 5. Full Tuition Fee Concession out of the fee payable to the University is admissible to the University Employees and their sons/daughters, younger sisters/brothers (wholly dependent) and non-working wife as per **Ordinance XXII printed at page 299 in K.U. Calendar Vol.-I, 2009**. Rest of the dues are payable in two installments.
- 6. Full Tuition Fee Concession in traditional programmes and 50% fee concession in professional programmes to the maximum two wards of retired University employees up to the age limit of 25 years with the condition that wards should not be in service and if there is any gap in their studies, employees should furnish affidavit duly attested by Notary Public that his/her son/daughter was not in service during the gap period.

IV. FINANCIAL ASSISTANCE

Financial assistance to a limited extent can be allowed to a very small number of students on merit-cum-means basis after having deposited the admission form and 1st installment of fee **on submission of an Income Certificate from 1st Class Magistrate** to validate the request. The annual income limit of the family by all sources should be upto Rs.1,50,000/- OR less for getting the Financial Assistance. However, the submission of application for financial assistance will not give any right to the candidate not to deposit or late deposit the 2nd installment of fee/other dues or to allow exemption from payment of late fee. Application for financial assistance along with the required Income Certificate should reach the office by 30th June 2025 for January, 2025 session. Application received after this date would be rejected. The Financial Assistance will be given from the RK Fund.

V. INTERNATIONAL STUDENTS

International Students are not allowed in any ODL programme and will be allowed only in Online programmes as per DEB letter F. No. 12-1/2024 (DEB-I) dated 26.04.2024.



FORMATIVE (INTERNAL) ASSESSMENT

(Guidelines and Instructions)

INTERNAL ASSESSMENT

All programmes of the Center have formative assessment of 30 % from the session July 2024 onwards. For old students of promotional classes this assessment is 20 %. for all programmes except B.Ed.

Guidelines for FORMATIVE (Internal Assessment):

1. The Centre would conduct written test(s) through Offline mode during Personal Contact Programmes. The written test(s) would be based on the syllabus of the concerned course(s).
2. In case, a candidate has not appeared in Internal Assessment test or he/she took admission after Personal Contact Programmes, then he/she will be awarded internal assessment proportionately on the basis of marks obtained by him/her in final examination. The internal assessment once awarded will not be revised afterwards.
3. The results of the students of all the programmes having Internal Assessment would be computed after aggregating the marks obtained by the candidates in theory papers and the Internal Assessment.
4. The marks of Internal Assessment obtained by the students will be displayed on the CDOE Website www.ddekuk.ac.in and students may apply for removal of discrepancy, if any, in their Internal Assessment and can also get their answer sheets re-checked Provision on IUMS on remittance of Rs.200/- within 7days from the date of uploading the Internal Assessment Marks Provision on IUMS portal on the CDOE Website.

APPLICABILITY OF SYLLABI AND SCHEME OF EXAMINATION

1. Unless otherwise decided in any specific case, the syllabi, scheme of examination and duration of the programmes and mode of examination will be the same as prescribed for regular students of the University Teaching Departments and the Colleges affiliated to the Kurukshetra University.
2. A candidate who fails in an examination or having been eligible fails to appear in the examination, shall, unless approved otherwise by the Academic Council, will appear in the examination according to the syllabus prescribed by the University for regular students for that examination.
3. Copy of syllabi in force for the distance education programmes will be appended on the first page of study material for reference to the students and will also be available at CDOE website www.ddekuk.ac.in
4. Notwithstanding the integrated nature of the programmes which are spread over more than one academic year, the Ordinance in force at the time that a student joins the programme shall hold good only for the examination held during or at the end of the academic session and nothing in the rule shall be deemed to debar the University from amending the rules and the amended rules, if any, shall apply to all students whether old or new.
5. Where the number of chances or total period for passing the Programme is limited, the candidates shall have to pass the examination including re-appear papers, if any, within the admissible chances during the period as prescribed in the respective Ordinance of the Programme.
6. The candidates are not allowed to offer any other option except the one mentioned in the Prospectus.
7. Candidates should clearly fill the options in their Online Admission Form.
8. Wherever applicable the candidates are advised to get the topic/name of the Supervisor/Name of the Company for training approved from the concerned Programme Coordinator well intime.
9. For Papers/Subjects having options, only those options/elective subjects have been mentioned in this prospectus which is on offer by the Centre. No other option is allowed.



SECTION-II

ELIGIBILITY CONDITIONS

I. RECOGNITION OF PROGRAMMES OF OTHER UNIVERSITIES/BOARDS

- (a) The examinations conducted by various recognized Indian Universities/Deemed Universities/State Education Boards are recognized (with the stipulation of No. of subject (s) or any other condition in specific cases as given in the Section-V of ELIGIBILITY CONDITIONS of the Prospectus) for the purpose of admission to various programmes in the Centre for Distance and Online Education unless otherwise decided by the University to exclude any specific programmer. The above does not apply for admission to the regular programmes in the University Teaching Departments/Colleges for which the admission will be done separately by the University.
- (b) The examinations of **foreign Universities/Boards** which stand recognized by the Association of Indian Universities, New Delhi are recognized for the purpose of admission to various programmes in the Centre for Distance and Online Education.

Note:-

- 1 Since 10+2 examinations of All India Board of Secondary Education, Delhi is not recognized by the Kurukshetra University, admissions of the candidates on the basis of having passed 10+2 from the All India Board of Secondary Education, Delhi are not permissible.
- 2 B.A. One Sitting examinations of the following Universities have not been recognized for the Purpose of admission to B.Ed/Post Graduate Degree/Advanced Graduate Diploma & Certificate programmes by this University. However, candidates, who have passed three year B.A. degree examination from these Universities, are eligible for admission to B.Ed./Post-Graduate Degree/Advanced Graduate Diploma programmes of this Centre on submission of attested copies of DMC of all the three parts
 - (i) Bihar University, Muzafarpur
 - (ii) Ranchi University, Ranchi
 - (iii) L.N. Mithila University, Darbhanga
 - (iv) Bhagalpur University, Bhagalpur
 - (v) Magadh University, Bodh Gaya.
- 3 **State-wise List of fake Universities declared by the University Grants Commission, New Delhi/Delhi**
 - (a) Commercial University Ltd., Daryaganj, Delhi.
 - (b) United Nations University, Delhi.
 - (c) Vocational University, Delhi.
 - (d) Indian Institute of Science and Engineering
 - (e) ADR-Centric Juridical University, ADR House, 8J, Gopala Tower, 25 Rajendra Place, N-Delhi
 - (f) Vishwakarma Open University for Self-Employment, RozgarSewasadan, 672, Sanjay Enclave, Opp. GTK Depot, Delhi -110033.
 - (g) Adhyatmik Vishwavidyalaya (Spiritual University) 351-352, Phase-I, Block-A Vijay Vihar, Ritala, Rohini, Delhi- 110085.
 - (h) Indian Institute of Planning & Management(IIPM), 133/4, Qutub Enclave, Ph-II, New Delhi – 16
 - (i) National Institute of Management Solutions, B1/1, 2nd Floor, Janakpuri, New Delhi

Karnataka

- (j) Badaganvi Sarkar World Open University Education Society, Gokak, Belgaum, Karnataka.

Kerala

- (k) St. John's University, Kishanattam, Kerala

Maharashtra

- (l) Raja Arabic University, Nagpur, Maharashtra.

West Bengal

- (m) Indian Institute of Alternative Medicine, 80 Chowringhee Road, Kolkata- 20.
(n) Institute of Alternative Medicine and Research, 8-A, Diamond Harbour Road, Builtech inn, 2nd Floor, Thakurpukur, Kolkatta – 700063



Uttar Pradesh

- (o) Varanaseya Sanskrit Vishwavidyalaya, Varanasi (UP)
- (p) Mahila Gram Vidyapith/Vishwavidyalaya, (Women's University) Prayag, Allahabad, Uttar Pradesh.
- (q) Gandhi Hindi Vidyapith, Prayag, Allahabad, Uttar Pradesh.
- (r) National University of Electro Complex Homeopathy, Kanpur, Uttar Pradesh.
- (s) Netaji Subhash Chandra Bose University (Open University), Achaltal, Aligarh, Uttar Pradesh.
- (t) Uttar Pradesh Vishwavidyalaya, Kosi Kalan, Mathura, Uttar Pradesh.
- (u) Maharana Pratap Shiksha Niketan Vishwavidyalaya, Pratapgarh, Uttar Pradesh.
- (v) Indraprastha Shiksha Parishad, Institutional Area, Khoda, Makanpur, Noida Ph-II, Uttar Pradesh

Odisha

- (w) Nababharat Shiksha Parishad, Anupoorna Bhawan, Plot No. 242, Shaktinagar, Rourkela - 769014.
- (x) North Orissa University of Agriculture & Technology, University Road Baripada, Mayurbhanj -757003

Puducherry

- (y) Sree Bodhi Academy of Higher Education, No. 186, Thilaspeth, Vazhuthavoor Road, Puducherry-605009

Andhra Pradesh

- (z) Christ New Testament Deemed University #32-23-2003, 7th Lane, Kakumanuprithata, Guntur – 523002

4. Examinations of the following Boards not recognized for the purpose of higher studies:

- (a) All India Board of Secondary Education, New Delhi.
- (b) Uttar Madhyama & Purva Madhyama of MDU Rohtak (Gurukul Jhajjar Scheme).
- (c) Central Board of Higher Education, East Patel Nagar New Delhi.
- (d) Board of Adult Education and Training/Board Shiksha Sansthan, New Delhi.
- (e) Any Diploma/Exams. of Prachin Kala Kendra, Chandigarh.
- (f) *Bhartiya Shiksha Parishad, Lucknow.
- (g) Board of Higher Secondary Education, Delhi.
- (h) Hindi Sahitya Sammelan, Prayag, Allahabad (U.P.).
- (i) Indian Education Council of U.P., Lucknow.

***Bhartiya Shiksha Parishad, Lucknow, U.P.- the matter is sub-judice before the District Judge, Lucknow.**

Note:- This is not an exhaustive list of Fake Universities and Boards. Before finalizing the admissions, the updated list of recognized examinations of the UGC and the Board of School Education, Haryana, Bhiwani is also required to be consulted.

Intermediate Examination of Bihar Intermediate Education Council, Patna has been recognized by this University subject to the condition that certificates issued by the Bihar Intermediate Education Council, Patna shall be duly checked and verified by Kurukshetra University from the Bihar Intermediate Education Council, Patna.

II. RELAXATION IN ELIGIBILITY CONDITIONS FOR ADMISSION TO B.Ed. Part-I, M.A. (Education) Part-I

- (a) For admission to B.Ed. Part-I, at least 47.5% marks in aggregate are required in case of SC/ST/Blind/Physically Handicapped candidates OR 55% in case of BE/B.Tech (52.25% in case of SC/ST/Blind/Physically Handicapped candidates) as per directions of Hon'ble Supreme Court of India.
- (b) For Scheduled Caste candidates the minimum pass marks in the qualifying examinations will be considered as the eligibility condition for admission to M.A. Education Part-I Programme only for Haryana Candidates.
- (c) 5% relaxation in minimum eligibility condition will be given to the blind/differently abled candidates.
- (d) There will be no rounding of percentage of marks for determining the eligibility for admission to various programmes.



TRADITIONAL COURSES

1. B.A.(GENERAL) (3-YEAR SEMESTER SYSTEM UNDER NEP 2020) 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

Pass in **three-year Diploma Programme** 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, with the subject of Communication Skill/English-I and Communication Skill/English - II.

MEDIUM OF INSTRUCTIONS

Hindi/English except language course in have medium will be in their respective language.

COURSES OF STUDY AND SCHEMES OF EXAMINATIONS

Course Type	Course Code	Nomenclature of Course	Credits	Internal Assessment Marks	End Term Examinations Marks	Total Marks	Passing Marks (in aggregate)	Examination Hours
FIRST YEAR SCHEME : Semester-1								
COMPULSORY 4 CORE Courses								
CC-1	As per list at the end of this table	As per list attached	4	30	70	100	40	3
CC-2			4	30	70	100	40	3
CC-3			4	30	70	100	40	3
CC-M1			2	15	35	50	20	3
MDC-1	B23-BCH-104	Biochemical Insights into the Human Body	3	25	50	75	30	3
AEC-1	B23-AEC-111	English Language and Communication Skills (Level-I)	2	15	35	50	30	3
SEC-1	B23-SEC-101	Office and spreadsheet tools learning	3	25	50	75	30	3
VAC-1	B-HVE-101	Human Values and Ethics	2	15	35	50	20	3



CORE Courses for B.A Programme (choose 3 Core Courses) : Semester- I		
Course Type	Course Code	Nomenclature of Course
CC-1/MCC-1 (English)	B23-ENG-101	Introduction to Short Story And Basic Grammar
CC-1/MCC-1 (Economics)	B23-ECO-101	MICRO ECONOMICS-I
CC-1/MCC-1 (History)	B23-HIS-101	Idea of Bharat
CC-1/MCC-1 (MATHEMATICS)	B23-MAT-101	CALCULUS (Theory & Practical)
CC-1/MCC-1 (POLITICAL SCIENCE)	B23-POL-101	Principles of Political Science - I
CC-1/MCC-1 (PUBLIC ADMINISTRATION)	B23-PAD-101	Elements Public Administration
CC-1/MCC-1 (Sociology)	B23-SOC-101	Introduction to Sociology
CC-1/MCC-1 (Punjabi)	B23-PNB-101	Aadhunik Punjabi Kavita Ate Viহারak Punjabi
CC-1/MCC-1 (Sanskrit)	B23-SKT-101	नीति साहित्य व्याकरण च
CC-1/MCC-1 (Hindi)	B23-HIN-101	हिंदी भाषा एवं आधुनिक कविता
CC-1/MCC-1 (Health & Physical Education)	B23-PED-101	History and Foundation of Physical Education (Theory & Practical)
CC-1/MCC-1 (Geography)	B23-GEO-101	Physical Geography (Theory & Practical)
CC-1/MCC-1 (Psychology)	B23-PSY-101	Foundation of Psychology (Theory & Practical)

MINOR Courses for B.A. Programme : Semester – I (choose only one Minor Course that <i>must be different from the chosen 3 Core Courses</i>)		
Course Type	Course Code	Nomenclature of Course
CC-M1 (Economics)	B23-ECO-103	INTRODUCTORY ECONOMICS
CC-M1 (History)	B23-HIS-103	Indian History & Culture
CC-M1 (POLITICAL SCIENCE)	B23-POL-103	Fundamentals of Political Science-I
CC-M1 (PUBLIC ADMINISTRATION)	B23-PAD-103	Issues in Public Administration
CC-M1 (SOCIOLOGY)	B23-SOC-103	Basic Concepts of Sociology
CC-M1 (HINDI)	B23-HIN-103	हिन्दी का व्यावहारिक व्याकरण
CC-M1 (PSYCHOLOGY)	B23-PSY-103	Problems of Adolescence
CC-M1 (Health & Physical Education)	B23-PED-103	Olympics Movement



Course Type	Course Code	Nomenclature of Course	Credits	Internal Assessment Marks	End Term Examinations Marks	Total Marks	Passing Marks (in aggregate)	Examination Hours
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FIRST YEAR SCHEME : Semester-II
COMPULSORY 4 CORE Courses

CC-4	As per list at the end of this table	As per list attached	4	30	70	100	40	3
CC-5			4	30	70	100	40	3
CC-6			4	30	70	100	40	3
CC-M2			2	15	35	50	20	3
MDC-2	B23-BCH-204	Biochemistry & Health	3	25	50	75	30	3
AEC-2	B23-AEC-211	English Language and Communication Skills (Level-2)	2	15	35	50	20	3
SEC-2	B23-SEC-207	Soft Skills	3	25	50	75	30	3
VAC-2	B23-VAC-201	Environmental Studies	2	15	35	50	20	3

Semester- II
CORE Courses for B.A Programme (choose only 3 Core Courses same as in 1st Semester)

CC-2/MCC-3 (English)	B23-ENG-201	Introduction to Prose and Basic Comprehension
CC-2/MCC-3 (Economics)	B23-ECO-201	MACRO ECONOMICS-I
CC-2/MCC-3 (History)	B23-HIS-201	History of India (From Earliest Times to 1206)
CC-2/MCC-3 (MATHEMATICS)	B23-MAT-201	ALGEBRA AND NUMBER THEORY (Theory & Practical)
CC-2/MCC-3 (POLITICAL SIENCE)	B23-POL-201	Principles of Political Science – II
CC-2/MCC-3 (PUBLIC ADMINISTRATION)	B23-PAD-201	Basics of Public Administration
CC-2/MCC-3 (SOCIOLOGY)	B23-SOC-201	Foundation of Sociological Thought
CC-2/MCC-3 (Punjabi)	B23-PNB-201	Punjabi Galap Ate Viharak Punjabi
CC-2/MCC-3 (Sanskrit)	B23-SKT-201	श्रीमद्भगवद्गीता, स्वस्थवृत्तं छन्दशास्त्रं, च
CC-2/MCC-3 (Hindi)	B23-HIN-201	मध्यकालीन हिन्दी कविता
CC-2/MCC-3 (Health & Physical Education)	B23-PED-201	Basic Anatomy and Physiology(Theory & Practical)
CC-2/MCC-3 (Geography)	B23-GEO-201	Human Geography (Theory & Practical)
CC-2/MCC-3 (Psychology)	B23-PSY-201	Social Psychology (Theory & Practical)



MINOR Courses for B.A. Programme : Semester –II (choose only one Minor Course that must be different from the chosen 3 Core Courses)		
CC-M2 (Economics)	B23-ECO-202	INTRODUCTION TO INDIAN ECONOMY
CC-M2 (History)	B23-HIS-202	Orality and Oral Culture in India
CC-M2 (POLITICAL SCIENCE)	B23-POL-204	Fundamentals of Political Science-II
CC-M2 (PUBLIC ADMINISTRATION)	B23-PAD-203	Rural Local Governance
CC-M2 (SOCIOLOGY)	B23-SOC-203	Indian Social System
CC-M2 (HINDI)	B23-HIN-202	राजभाषा हिन्दी: प्रावधान और प्रयोग
CC-M2 (PSYCHOLOGY)	B23-PSY-204	Stress Management
CC-M2 ((Health & Physical Education)	B23-PED-202	Asian and Commonwealth Games

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.

RULES REGARDING ADMISSION FOR COMPARTMENT CANDIDATES

- 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., 2025 and in March, 2026 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 programme shall be treated as cancelled ab-initio, with no claim for refund/adjustment of fees, without any further notice.
- The candidates who have passed 10+2 examination after appearing in full subjects in the supplementary examination, 2025 shall also be eligible for admission to B.A.(General)/ B.Com./B.C.A.Part-I/D.Lib.Sc./CCA programme but ordinarily up to such date as may be prescribed in the Prospectus provided that the candidate is in a position to fulfill the requirement of attendance in the PCP of the programme at that stage. The candidates who have appeared in 10+2 examination in full subjects in the supplementary examination, 2024 but are unable to clear the examination are not eligible for admission.
- 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 2024 may be allowed provisional admission to B.A.(General)/B.Com./B.C.A.Part-I/D.Lib.Sc./CCA programme provided that the candidate is in a position to fulfill the requirement of attendance in the PCP of the programme at that stage at their own risk and responsibility, subject to their passing the 10+2 examination up to March, 2025 examination and submission of result within one month from the date of declaration of their result failing which their candidature/result to the said programme shall stand cancelled ab-initio with no claim for refund/adjustment of fees.
- 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, 2025, their provisional admission/result to the said programme 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 May/June, 2026 (For old students only).

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS FOR OLD STUDENTS

COMPULSORY/ELECTIVE PAPERS as already taken in B.A. Part-I/II will be the same in BA-II/III respectively opted by the candidate from Grouping given 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 :-

DETAILS OF OPTIONAL PAPERS IN B.A. GENERAL PART-II/III

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

SUBJECTS	OPTIONS	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 ADMINISTRATION		Local Government and Administration in India	370
SOCIOLOGY	Option-iii	Population and Society	420

NOTE:-

- The Centre 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 CENTRE.
- 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.
- 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 programme prescribed for practical work in the subject concerned. This certificate must reach the Centre by 31 Oct 2025/28 February, 2026, failing which Roll No. slips shall not be issued to the students.



COMPULSORY QUALIFYING SUBJECT OF ENVIRONMENTAL STUDIES **(BA/BCA/B.COM. - OLD ANNUAL SCHEME)**

The candidates seeking admission to the BA/B.Com./BCA Part-I programme 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 BEDECLARED.

The programme 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:- CDOE students will appear in the same examination conducted by the University for Theory Papers along with other students of above mentioned programmes.

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 the subject of Environmental Studies.

The students of the Centre for Distance and Online 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 SEMESTER SYSTEM UNDER NEP 2020) PART-1

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) shall also be applicable to B.Com students.



Semester	Course Type	Course Code	Nomenclature of Course	Credits	Internal Assessment Marks	End Term Examinations Marks	Total Marks	Passing Marks (in aggregate)	Examination Hours
FIRST YEAR SCHEME									
I	CC-A1	B23-COM-101	Financial Accounting	4	30	70	100	40	3
	CC-B1	B23-COM-102	Business Laws	4	30	70	100	40	3
	CC-C1	B23-COM-103	Business Management	4	30	70	100	40	3
	CC-M1	B23-COM-104	Business Mathematics-I	2	15	35	50	20	3
	MDC-1	B23-BCH-104	Biochemical Insights into the Human Body	3	25	50	75	30	3
	AEC-1	B23-AEC-111	English Language and Communication Skills (Level-I)	2	15	35	50	20	3
	SEC-1	B23-SEC-101	Office and spreadsheet tools learning	3	25	50	75	30	3
	VAC-1	B-HVE-101	Human Values and Ethics	2	15	35	50	20	3
II	CC-A2	B23-COM-201	Computerized Accounting System	4	30	70	100	40	3
	CC-B2	B23-COM-202	Company Law	4	30	70	100	40	3
	CC-C2	B23-COM-203	Principles of Marketing	4	30	70	100	40	3
	CC-M2	B23-COM-204	Business Mathematics-II	2	15	35	50	20	3
	MDC-2	B23-BCH-204	Biochemistry & Health	3	25	50	75	30	3
	AEC-2	B23-AEC-211	English Language and Communication Skills (Level-2)	2	15	35	50	20	3
	SEC-2	B23-SEC-207	Soft Skills	3	25	50	75	30	3
	VAC-2	B23-VAC-201	Environmental Studies	2	15	35	50	20	3



PROGRAMMES 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 Human Resource Management	205
BC-203	Company Law & Auditing	203	BC-206.	i) Indian Financial System OR ii)fundamentalsof Insurance	206

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

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
BC-301	Income Tax	301	BC-304	Business Environment	304
BC-302	Cost Accounting	302	BC-305	(i) Financial Market Operations OR (ii) investment Management	305
BC-303	Financial Management	303	BC-306	(i) Advertising & Sales Management OR (ii) International Marketing	306

PROGRAMMES 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	205
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
BC-301	Income Tax	301	BC-304	Business Environment	304
BC-302	Cost Accounting	302	BC-305	(iii) Financial Market Operations OR (iv) Investment Management	305
BC-303	Financial Management	303	BC-306	(iii) Advertising & Sales Management OR (iv) International Marketing	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

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

M.A. 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 Kalthas	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 programme 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 programme, 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 programme within a maximum period of four years from the session of their admission to the concerned programme in Previous/Part-I.

**PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS****M.A. 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

PROGRAMMES 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 programme 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 programme, 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 programme within a maximum period of four years from the session of their admission to the concerned programme in Previous/Part-I.

PROGRAMMES 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 with the subject as Sanskrit in all three parts OR Shastri (Vishishta with English) of Kurukshetra University OR of any other recognized University, provide 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
Sanskrit	Sanskrit	Sanskrit

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS**M.A. SANSKRIT (P) (Five papers of 100 marks each)**

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Samhita Vaidikasahityam cha	101	IV.	KavyamKavyashastram Cha	104
II.	VyakaranamBhasavigyanam 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 programme 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 programme, 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 programme within a maximum period of four years from the session of their admission to the concerned programme in Previous/Part-I.

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS**M.A. SANSKRIT (F) (Five papers of 100 marks each)**

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
VI.	Paliprakritayoh Bhasha Sahityam Cha Group-D: Sanskrit-Sahityam (Optional Group)	201	IX.	KavyamKavyashastrasya Cha Itihasah	204
VII.	NatyasahityamNatyashastram Cha	202	X.	AitihasikakavyamKhandakavyam AdhunikakavyamGitikavyamCha	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

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

M.A. 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.	Panjabi Sahit Da Ithas	104
II.	Opt.(i) Adhunik Punjabi Galp	102	V.	Opt.(ii) Parvasi Panjabi Sahit	105
III.	SahitSidhantAteViharakAdhyan	103			

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

ELIGIBILITY CONDITIONS

Pass in Part-I/Previous of the relevant programme 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 programme, 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 programme within a maximum period of four years from the session of their admission to the concerned programme in Previous/Part-I.

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

M.A. PANJABI (F) (Five papers of 100 marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
VI.	Modern Panjabi Poetry	201	IX.	BhashaVigyan, PanjabiBhasha 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



PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

M.A. POLITICALSCIENCE (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 programme 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 programme, 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 programme within a maximum period of four years from the session of their admission to the concerned programme in Previous/ Part-I.

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

M.A. 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

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

M.A. 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 programme 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 programme, 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 programme within a maximum period of four years from the session of their admission to the concerned programme in Previous/Part-I.

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS**M.A. 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	Yoga as applied Philosophy	207
			VIII	Philosophy of Religion	208
			IX	Comparative Religion	209
			X	Philosophical Teaching of Shrimad bhagved-GITA	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

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS**M.A. 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 programme from Kurukshetra University, Kurukshetra. 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 programme, 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 programme within a maximum period of four years from the session of their admission to the concerned programme in Previous/Part-I.



PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

M.A. 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.	Gp(A) : Urban Local Govt. in India, Britain, France and USA	204
VII.	Economic Policy and administration	202	X.	Gp(A): Rural Local Development Administration	205
VIII.	Research Method in Public Administration	203			

10. MASTER OF ARTS IN SOCIOLOGY (2-YEAR) (SEMESTER SYSTEM)

ELIGIBILITY CONDITIONS

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

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

Course No.	Name of the Subject/Paper	No.of Credit	Teaching Scheme (Hrs/Week)			Examination Scheme Marks		
			L	T	P	(Sem. Theory Exam)	Internal Assessment	Total
M.A. Part-I Semester-I								
M-SOCC-001	General Sociology	4	4	½Hrs/G	-	70	30	100
M-SOCC-002	Sociological theory-I	4	4	½Hrs/G	-	70	30	100
M-SOCC-003	Research Methodology-I	4	4	½Hrs/G	-	70	30	100
M-SOCE-011	Rural Sociology	4	4	½Hrs/G	-	70	30	100
M-SOCE-014	Social Psychology	4	4	½Hrs/G	-	70	30	100
M-SOCE-015	Social Problems	4	4	½Hrs/G	-	70	30	100
M.A. Part-I Semester-II								
M-SOCC-004	Sociology Theory-II	4	4	½Hrs/G	-	70	30	100
M-SOCC-005	Indian Society and Culture	4	4	½Hrs/G	-	70	30	100
M-SOCC-006	Research Methodology-II State	4	4	½Hrs/G	-	70	30	100
M-SOCE-016	Political Sociology	4	4	½Hrs/G	-	70	30	100
M-SOCE-017	Sociology of Education	4	4	½Hrs/G	-	70	30	100
M-SOCE-018	Sociology of Population Studies	4	4	½Hrs/G	-	70	30	100
M-SOC-019	Sociology of Rural Development	4	4	½Hrs/G	-	70	30	100
M-SOCE-020	Criminology	4	4	½Hrs/G	-	70	30	100
OESS (Compulsory)	Students will have to opt One Optional Elective Paper as per Page37	2	2			50	--	50**



M.A.Part-II Semester-III								
M-SOCC-007	Advanced Social Theory Trends CPG	4	4	½Hrs/G	-	70	30	100
M-SOCC-008	Computer Applications in Social Research	4	4	½Hrs/G	-	70	30	100
M-SOCE-021	Gender and Society	4	4	½Hrs/G	-	70	30	100
M-SOCE-022	Family & Marriage Welfare Counseling	4	4	½Hrs/G	-	70	30	100
M-SOCE-023	Sociology of Religion	4	4	½Hrs/G	-	70	30	100
M-SOCE-024	Social Impact Assessment	4	4	½Hrs/G	-	70	30	100
M-SOCE-025	Social Change and Development	4	4	½Hrs/G	-	70	30	100
M-SOCE-026	Sociology of Marginalized Sections	4	4	½Hrs/G	-	70	30	100
M-SOCE-027	Social Change and Social Movements in India	4	4	½Hrs/G	-	70	30	100
M-SOCE-028	Practical-Practice of Computer Applications Human Rights	4	4	½Hrs/G	6Hrs/G	70	30	100**
OESS (Compulsory)	Students will have to opt One Optional Elective Paper	2	4	½Hrs/G		50	30	50**
M.A.Part-II Semester-IV								
M-SOCC-009	Sociological Concepts & Key Ideas	4	4	½Hrs/G	-	70	30	100
M-SOCC-010	Society, Economy and Development	4	4	½Hrs/G	-	70	30	100
M-SOCE-029	Cultural Studies	4	4	½Hrs/G	-	70	30	100
M-SOCE-030	Environment and Society	4	4	½Hrs/G	-	70	30	100
M-SOCE-031	Industrial Sociology	4	4	½Hrs/G	-	70	30	100
M-SOCE-032	Sociology of Organization and Human Research Development	4	4	½Hrs/G	-	70	30	100
M-SOCE-033	Sociology of Health	4	4	½Hrs/G	-	70	30	100
M-SOCE-034	Perspectives on Indian Society	4	4	½Hrs/G	-	70	30	100
M-SOCE-035	Sociology of Mass Communication	4	4	½Hrs/G	-	70	30	100
M-SOCE-036	Practical-Practice of Research Methodology	4			6Hrs/G			100**
Total Credit (M.A. Semester-I,II,III & IV)		148	84		36Hrs			

* The Paper M-SOCE-028 in Semester III & M-SOCE-036 in Semester IV will have practical components. There will be maximum 3 Groups of Practical in each Semester. Therefore, total workloads will be 18 hrs/Week in each semester

** Indicates that there is no internal assessment marks in Practical Paper & Optional Elective Paper.



The M.A. Sociology has been divided into four Semester spread over two years. Every Student has to pass in 84 credits (48 Compulsory + 32 Optional Credits and 4 Credits 2 in Semester II and 2 in Semester III from Optional Elective Paper from other Department-) out of 148 Credits as necessary to earn the degree under the new scheme. In 1st and 2nd semesters, 12 Compulsory Credits from Compulsory Papers and 8 Optional Credits from Optional Papers shall be offered to the students, whereas in 3rd & 4th semester 8 Compulsory Credits from Compulsory Papers and 12 Optional Credits from Optional Papers shall be offered to the students. In addition to this **One Optional Elective Paper from other Department of 2 Credits each in Semester II & III are required to earn the Master Degree in Sociology.** However, the choice of Optional Credits is subjected to the availability of teaching faculty in the Department.

11. 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

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

M.A. 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	Opt one paper out of Code No.105 &106		
II.	Modern World	102	III.	Polity and Economy of Medieval India (1200 to 1750)	103
V.	History of China and Japan in Modern Times	105	OR		
VI.	History of Europe (1789 –1914)	106	IV	Colonial India (1757 – 1857)	104

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

ELIGIBILITY CONDITIONS

Pass in Part-I/Previous of the relevant programme 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 programme, 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 programme within a maximum period of **four years** from the session of their admission to the concerned programme in Previous/Part-I.

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

M.A. 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

12. 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

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

M.A. 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 programme 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 programme, 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 programme within a maximum period of **four years** from the session of their admission to the concerned programme in Previous/ Part-I.

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

M.A. 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.(VIII): Economics of Agriculture	205
VIII.	Indian Economic Policy	203			



13. 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

PROGRAMMES 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 programme 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 programme, 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 programme within a maximum period of **four years** from the session of their admission to the concerned programme in Previous/Part-I.

PROGRAMMES 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

**14. 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

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

	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

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)

MASTER OF SCIENCE IN GEOGRAPHY (2-YEAR) (FINAL)**ELIGIBILITY CONDITIONS**

Pass in Part-I/Previous of the relevant programme 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 programme, 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 programme within a maximum period four years from the session of their admission to the concerned programme

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 50Marks.)

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 Interpretation and Morphometric Analysis(Practical)	207

**15. MASTER OF COMMERCE (M.COM.) (2-YEAR) (PREVIOUS)****ELIGIBILITY CONDITIONS**

Pass in Bachelor's Degree examination 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

PROGRAMMES 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 programme 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 programme, 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 programme within a maximum period of four years from the session of their admission to the concerned programme in Previous/Part-I.

PROGRAMMES 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

**B. PROFESSIONAL COURSES****COMPUTER/IT PROGRAMMES****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 Programme 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) shall also be applicable to Certificate in Computer Applications.

2. M A candidate who fails to pass the Certificate Programme in Computer Applications examination within three years of his/her admission to the programme shall be declared to be unfit for this programmes 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

PROGRAMMES 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.

OR

Pass in three year Diploma Programme 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

PROGRAMMES 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

BACHELOR OF COMPUTER APPLICATIONS (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.

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS: BCA PART-II

(08 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

**BACHELOR OF COMPUTER APPLICATIONS 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) 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 programme will be required to repeat the programme de-novo.

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS: BCA PART-III

(08 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 APPLICATION (PGDCA) (2-Semesters)**ELIGIBILITY CONDITIONS**

Pass in Bachelor's Degree exam of the 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	English	English



Scheme of Examination for Post Graduate Diploma in Computer Applications (PGDCA)
as per NEP-2020 Curriculum and Credit Framework for Postgraduate Programmes
(CBCS LOCF) with effect from the session 2025-26

Framework-2 Scheme-P

Semester	Course Type	Course Code	Nomenclature of course	Practical (P)/ Seminar/ CHM/OEC/ EEC/ Dissertation/ Project	Credits		Internal Assessment Marks	End Term Examination Marks	Total Marks	Examination hours
					Course	Semester Total				
1	CC-1	M24-CAP-101	Client Side Web Technology	Th	4	26	30	70	100	3
	CC-2	M24-CAP-102	Operating System & Linux	Th	4		30	70	100	3
	CC-3	M24-CAP-103	Data Structure	Th	4		30	70	100	3
	CC-4	M24-CAP-104	Programming in Java	Th	4		30	70	100	3
	PC-1	M24-CAP-105	Practical -1	P	4		30	70	100	4
	PC-2	M24-CAP-106	Practical -2	P	4		30	70	100	4
	Seminar	M24-CAP-107	Seminar	S	2		0	50	50	1
	BC-1*	M24-CAP-108	Computer Fundamentals and Problem Solving Through C	Th	0		30	70	100	3
	BC-2*	M24-CAP-109	Practical - 3	P	0		15	35	50	4
*The students who have passed computer science as a subject in graduation/10+2 level/any diploma course from a recognized university are not required to do the bridge course in first semester.										
2	CC-5	M24-CAP-201	Server Side Web Technology	Th	4	26	30	70	100	3
	CC-6	M24-CAP-202	Computer Network	Th	4		30	70	100	3
	CC-7	M24-CAP-203	Database Management Systems	Th	4		30	70	100	3
	CC-8	M24-CAP-204	Artificial Intelligence	Th	4		30	70	100	3
	PC-3	M24-CAP-205	Practical-4	P	4		30	70	100	4
	PC-4	M24-CAP-206	Practical-5	P	4		30	70	100	4



Semester	Course Type	Course Code	Nomenclature of course	Practical (P)/ Seminar/ CHM/OEC/ EEC/ Dissertation/ Project	Credits		Internal Assessment Marks		End Term Examination Marks	Total Marks	Examination hours
					Course	Semester Total					
	BC-3 [#]	M24-CAP-207	Mathematical Foundations for Computer Science	Th	0		30	70	100	3	
	BC-4 [#]	M24-CAP-208	Practical - 6	P	0		15	35	50	4	
	CHM	M24-CHM-201	Constitutional, Human and Moral Values, and IPR	Th	2		15	35	50	3	
	Internship	M24-INT-200	An internship course of 4 Credits of 4-6 weeks duration during summer vacation after 2 nd **				50	50	100		
**semester is to be completed by every student. Internships can be either for enhancing the employability or for developing the research aptitude											
#The students who have passed mathematics/statistics as a subject in graduation/ 10+2 level from a recognized university are not required to do the bridge course in second semester.											
NOTES: A student can opt one elective course in a semester, i.e. up to 40% of total elective courses mentioned in the scheme, through SWAYAM/NPTEL or other online portals recognized by the UGC and the university.											

Note: Students who have not passed Computer Science as a subject at the graduation level/10+2 level/ or through any diploma course from a recognized university are required to undertake a bridge course in the first semester. Successful completion of this bridge course is mandatory for eligibility to obtain the MCA degree. However, it should be noted that while the marks obtained in the bridge course will be reflected on the final year grade sheet, they will not be included in the calculation of the CGPA/SGPA. Similarly, students who have not studied Mathematics/Statistics as a subject at the graduation level/10+2 level from a recognized university are required to complete a bridge course in the second semester. Passing this bridge course is also mandatory for eligibility to obtain the MCA degree. As with the first-semester bridge course, the marks obtained will appear on the final year grade sheet but will not contribute to the CGPA/SGPA.

**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 there to.

MEDIUM OF INSTRUCTIONS

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

PROGRAMMES 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	Software Lab-I: Programming Using C	106
CS-DE-14	Data Base Management System	104			

M.SC.COMPUTERSCIENCE(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:**

- (i) M.Sc. Part-I in any area of Computer;
- (ii) One year Diploma Programme after Graduation in any area of Computer.

NOTE:-

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



- The candidates shall be required to pass both the parts of the programme within four years from their admission to Part-I of the programme. A candidate who fails to pass the whole examination (Part-I & II) within four years of his/her admission to these programmes, will be required to repeat the programme 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 programme as above.
- The candidates who are taking admission to M. Sc(CS)-II year under Lateral Entry Scheme may two attested copies of the certificates of the qualifying examination

PROGRAMMES 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-23	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			

MASTER OF COMPUTER APPLICATIONS (MCA) - 4 Semesters

ELIGIBILITY CONDITION:

Passed any graduation degree having obtained at least 50% marks (47.5 % marks in case of candidates belonging to reserved category (SC/ST/Differently abled) (for students having no Mathematics background at 10+2 level or at graduation level, a compulsory bridge course, framed by the University, has to be done and an additional bridge course related to computer subjects for students having no computer science background at 10+2 level or at graduation level, has to be done as per the norms of the University. No. of Seats in MCA is 1000.

MEDIUM OF INSTRUCTIONS

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



Scheme of Examination for Master of Computer Applications (MCA)
as per NEP-2020 Curriculum and Credit Framework for Postgraduate Programmes
(CBCS LOCF) with effect from the session 2025-26 (in phased manner)

Framework-2
Scheme-P

Course Type	Course Code	Nomenclature of Course	Theory (Th)/ Practical (P)/ Seminar/ CHM/OEC/EEC/ Dissertation/ Project Work	Credits		Internal Assessment Marks	End Term Examination Marks	Total Marks	Examination hours
				Course	Semester Total				
CC-1	M24-CAP-101	Client Side Web Technology	Th	4	26	30	70	100	3
CC-2	M24-CAP-102	Operating System & Linux	Th	4		30	70	100	3
CC-3	M24-CAP-103	Data Structure	Th	4		30	70	100	3
CC-4	M24-CAP-104	Programming in Java	Th	4		30	70	100	3
PC-1	M24-CAP-105	Practical -1	P	4		30	70	100	4
PC-2	M24-CAP-106	Practical -2	P	4		30	70	100	4
Seminar	M24-CAP-107	Seminar	S	2		0	50	50	1
BC-1*	M24-CAP-108	Computer Fundamentals and Problem Solving Through C	Th	0		30	70	100	3
BC-2*	M24-CAP-109	Practical - 3	P	0		15	35	50	4

*The students who have passed computer science as a subject in graduation/10+2 level/any diploma course from a recognized university are not required to do the bridge course in first semester.

Semester- II

CC-5	M24-CAP-201	Server Side Web Technology	Th	4	26	30	70	100	3
CC-6	M24-CAP-202	Computer Network	Th	4		30	70	100	3
CC-7	M24-CAP-203	Database Management Systems	Th	4		30	70	100	3
CC-8	M24-CAP-204	Artificial Intelligence	Th	4		30	70	100	3
PC-3	M24-CAP-205	Practical-4	P	4		30	70	100	4
PC-4	M24-CAP-206	Practical-5	P	4		30	70	100	4
BC-3 [#]	M24-CAP-207	Mathematical Foundations for Computer Science	Th	0		30	70	100	3



Course Type	Course Code	Nomenclature of Course	Theory (Th)/ Practical (P)/ Seminar/ CHM/OEC/ EEC/ Dissertation/ Project Work	Credits		Internal Assessment Marks	End Term Examination Marks	Total Marks	Examination hours	
				Course	Semester Total					
BC-4 [#]	M24-CAP-208	Practical - 6	P	0		15	35	50	4	
CHM	M24-CHM-201	Constitutional, Human and Moral Values, and IPR	Th	2		15	35	50	3	
Internship	M24-INT-200	An internship course of 4 Credits of 4-6 weeks duration during summer vacation after 2 nd semester is to be completed by every student. Internships can be **				50	50	100		
** either for enhancing the employability or for developing the research aptitude.										
#The students who have passed mathematics/statistics as a subject in graduation/10+2 level/any diploma course from a recognized university are not required to do the bridge course in 2md semester.										
Semester-III										
CC-9	M24-CAP-301	Design and Analysis Of Algorithms	Th	4	26	30	70	100	3	
CC-10	M24-CAP-302	Machine Learning in Python	Th	4		30	70	100	3	
DEC-1 (One course is to be opted out of M24-CAP-303 to M24-CAP-305)	M24-CAP-303	Ethical Hacking	Th	4		30	70	100	3	
	M24-CAP-304	Computer Architecture	Th	4		30	70	100	3	
	M24-CAP-305	May be offered through MOOC/Swayam Portal	Th							
DEC-2 (One course is to be opted out of M24-CAP-306 to M24-CAP-308)	M24-CAP-306	Computer Graphics	Th	4		30	70	100	3	
	M24-CAP-307	Big Data & Pattern Recognition	Th	4		30	70	100	3	
	M24-CAP-308	May be offered through MOOC/ Swayam Portal	Th							
PC-5	M24-CAP-309	Practical-7	P	4			30	70	100	4
PC-6	M24-CAP-310	Practical-8	P	4			30	70	100	4
OEC	M24-OEC-308	Data Analytics using Excel	Th	2		15	35	50	3	



Course Type	Course Code	Nomenclature of Course	Theory (Th)/ Practical (P)/ Seminar/ CHM/OEC/ EEC/ Dissertation/ Project Work	Credits		Internal Assessment Marks	End Term Examination Marks	Total Marks	Examination hours
				Course	Semester Total				
Semester-IV									
DEC-3 (One course is to be opted out of M24- CAP-401 to M24-CAP- 404)	M24-CAP-401	Object Oriented Design and Uml	Th	4	26	30	70	100	3
	M24-CAP-402	Data Science	Th	4		30	70	100	3
	M24-CAP-403	Theory of Computation	Th	4		30	70	100	3
	M24-CAP-404	May be offered through MOOC/ Swayam Portal	Th						
DEC-4 (One course is to be opted out of M24- CAP-405 to M24-CAP- 408)	M24-CAP-405	Blockchain Technology	Th	4		30	70	100	3
	M24-CAP-406	Biometric Security	Th	4		30	70	100	3
	M24-CAP-407	Soft Computing	Th	4		30	70	100	3
	M24-CAP-408	May be offered through MOOC/ Swayam Portal	Th						
DEC-5 (One course is to be opted out of M24- CAP-409 to M24-CAP- 412)	M24-CAP-409	Mobile Computing	Th	4		30	70	100	3
	M24- CAP - 410	Cloud Computing and IOT	Th	4		30	70	100	3
	M24- CAP - 411	Principles of Programming Languages	Th	4		30	70	100	3
	M24- CAP - 412	May be offered through MOOC/ Swayam Portal	Th	4		30	70	100	3
EEC	M24- CAP - 413	Cyber Security Fundamentals	Th	2		15	35	50	3
Dissertation / Project	M24-CAP-414	Dissertation/Project	D	12		0	300	300	-

NOTES:

1. A student can opt one elective course in a semester, i.e. up to 40% of total elective courses mentioned in the scheme, through SWAYAM/NPTEL or other online portals recognized by the UGC and the university.



- 2 Students who have not passed Computer Science as a subject at the graduation level, 10+2 level, or through any diploma course from a recognized university are required to undertake a bridge course in the first semester. Successful completion of this bridge course is mandatory for eligibility to obtain the MCA degree. However, it should be noted that while the marks obtained in the bridge course will be reflected on the final year grade sheet, they will not be included in the calculation of the CGPA/SGPA. Similarly, students who have not studied Mathematics/Statistics as a subject at the graduation level or 10+2 level from a recognized university are required to complete a bridge course in the second semester. Passing this bridge course is also mandatory for eligibility to obtain the MCA degree. As with the first-semester bridge course, the marks obtained will appear on the final year grade sheet but will not contribute to the CGPA/SGPA

(II) **COMMERCE & MANAGEMENT PROGRAMMES**

1. **ADVANCED GRADUATE DIPLOMA IN EXPORT MARKETING MANAGEMENT (AGDEMM) (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 AGDEMM examinations within three years of their admission to the programme will be required to repeat the programme 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

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

AGDEMM (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 separately for each session.

2. **MASTER OF BUSINESS ADMINISTRATION (MBA) - 4 Semesters**

ELIGIBILITY CONDITIONS

Pass in Bachelor's degree examination of Kurukshetra University **OR** any other recognized University. No. of seats in MBA is 1000. Admission to MBA would be made through merit in the qualifying examination.



PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS:

Master of Business Administration (MBA) is a Two-year CBCS/LOCF Programme. The student will get degree on successfully completing 102 credits)

SEMESTER-I

Paper No.	Subject Name	Total Marks	External Marks	Internal Marks /Practical	Hours	Credits
MBAD-101	Management Process & Organizational Behavior(MPOB)	100	70	30	4	4
MBAD-102	Fundamentals of Statistics for Business Decisions(FSBD)	100	70	30	4	4
MBAD-103	Managerial Economics(MAEC)	100	70	30	4	4
MBAD-104	Financial Accounting(FIAC)	100	70	30	4	4
MBAD-105	Business Communication(BUCU)	100	70	30	4	4
MBAD-106	Indian Economy and Business Environment(IEBE)	100	70	30	4	4

SEMESTER-II

Paper No.	Subject Name	Total Marks	External Marks	Internal Marks /Practical	Hours	Credits
MBAD-201	Human Resource Management(HRMA)	100	70	30	4	4
MBAD-202	Computer Applications in Management(CAMA)	100	50	50 (Prac exam by external examiner)	3	4
MBAD-203	Marketing Management(MAMA)	100	70	30	4	4
MBAD-204	Financial Management(FIMA)	100	70	30	4	4
MBAD-205	Business Research Methods(BRME)	100	70	30	4	4
MBAD-606	Production and Operations Management(PDMA)	100	70	30	4	4

SEMESTER-III

Paper No.	Subject Name	Total Marks	External Marks	Internal Marks /Practical	Hours	Credits
MBAD-301	Strategic Management(STMA)	100	70	30	4	4
MBAD-302	Optimization Models for Business Decisions(OMBD)	100	70	30	4	4
MBAD-303	Summer Training (SUTR)	100	100	-	4	4

SEMESTER-IV

Paper No.	Subject Name	Total Marks	External Marks	Internal Marks /Practical	Hours	Credits
MBAD-401	Business Ethics and Corporate Governance(BECG)	100	70	30	4	4
MBAD-402	Entrepreneurship Development(ENDE)	100	70	30	4	4
MBAD-403	Comprehensive Viva-Voce (COVV)	50	50	-	-	2

Note:- The students opt for any specialization viz. Finance, Marketing, Human Resource Management. He/ She will have to opt for any four papers of chosen specialization in each of 3rd & 4th Semesters.



Specialization Area: FINANCE

SEMESTER-III

Paper No.	Subject Name	Total Marks	External Marks	Internal Marks /Practical	Hours	Credits
MBADFM-301	Quantitative Analysis for Financial Decision Making	100	70	30	4	4
MBADFM 302	Foreign Exchange Management	100	70	30	4	4
MBADFM-303	Financial and Commodity Derivatives	100	100	30	4	4
MBADFM-304	Banking & Financial Services	100	100	30	4	4
MBADFM-305	Corporate Restructuring and Control	100	100	30	4	4
MBADFM-306	Security Analysis	100	100	30	4	4

SEMESTER-IV

Paper No.	Subject Name	Total Marks	External Marks	Internal Marks /Practical	Hours	Credits
MBADFM-401	Financial Engineering	100	70	30	4	4
MBADFM-402	Project Planning & Management	100	70	30	4	4
MBADFM-403	Behavioral Finance	100	70	30	4	4
MBADFM-404	Portfolio Management	100	70	30	4	4
MBADFM-405	Insurance & Risk Management	100	70	30	4	4
MBADFM-406	Private Equity and Wealth Management	100	70	30	4	4

Specialization Area: MARKETING

SEMESTER-III

Paper No.	Subject Name	Total Marks	External Marks	Internal Marks/ Practical	Hours	Credits
MBADMM-301	Advertising Management	100	70	30	4	4
MBADMM- 302	Marketing Research & Analytics	100	70	30	4	4
MBADMM -303	Sales & Logistics Management	100	70	30	4	
MBADMM -304	Consumer Behaviour	100	70	30	4	4
MBADMM -305	Strategic Brand Management	100	70	30	4	4
MBADMM -306	Digital Marketing	100	70	30	4	4



SEMESTER-IV

Paper No.	Subject Name	Total Marks	External Marks	Internal Marks/ Practical	Hours	Credits
MBADMM-401	International Marketing	100	70	30	4	4
MBADMM 402	Business Marketing	100	70	30	4	4
MBADMM -403	Service Marketing	100	70	30	4	4
MBADMM -404	Strategic Marketing	100	70	30	4	4
MBADMM -405	Rural and Agribusiness Marketing	100	70	30	4	4
MBADMM -406	Retail and Mall Management	100	70	30	4	4

Specialization Area: HUMAN RESOURCE MANAGEMENT

SEMESTER-III

Paper No.	Subject Name	Total Marks	External Marks	Internal Marks/ Practical	Hours	Credits
MBADHRM-301	Management of Industrial Relations	100	70	30	4	4
MBADHRM-302	Indian Labour Legislation	100	70	30	4	4
MBADHRM- 303	Group Dynamics & Leadership Excellence	100	70	30	4	4
MBADHRM-304	HR Analytics	100	70	30	4	4
MBADHRM-305	HRD : System & Strategies	100	70	30	4	4
MBADHRM-306	Ompetency Mapping & Assessment Centres	100	70	30	4	4

SEMESTER-IV

Paper No.	Subject Name	Total Marks	External Marks	Internal Marks/ Practical	Hours	Credits
MBADHRM-401	Training and Development	100	70	30	4	4
MBADHRM-402	Strategic Human Resource Management	100	70	30	4	4
MBADHRM-403	Change Management & Organizational Development	100	70	30	4	4
MBADHRM-404	Counselling, Mentoring & Negotiation Skills	100	70	30	4	4
MBADHRM-405	Compensation & Reward Mgt.	100	70	30	4	4
MBADHRM-406	Talent Acquisition & Performance Management	100	70	30	4	4



Note:- At the end of 2nd Sem. all learners will have to undergo summer training of 4-6 weeks with an industrial, business or service organization by taking up a project study. A copy of internship report in format prescribed by the CDOE shall be submitted in PDF only two months prior to 3rd end semester examination. The internship report shall be evaluated by the external examiner.

MBA (3rd Semester)

ELIGIBILITY CONDITIONS

Pass in 2 Semesters 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 Semester 1 & 2 examination from Kurukshetra University, shall also be eligible to join 3rd Semester of MBA (4-Semesters) programme provisionally subject to clearing the remaining paper(s) of Semester 1/2 in the admissible chances

OR

MBA (3rd Semester) - Lateral Entry Scheme/ Promotional Class

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 and University/Institute recognized by UGC/AICTE/DEC/Govt. of India/State Govt.

OR

Note:- The Training Report to be submitted separately for January & July session

Syllabi form only will generated lateral entry separately.

(iii) LIBRARY AND INFORMATION SCIENCE PROGRAMMES

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) shall also be applicable to Diploma in Library & Information Science programme.

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

**PROGRAMMES 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 programme within three years of his /her admission to the programme, shall be declared to be unfit for this programme 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

PROGRAMMES 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 programme shall deem to be unfit for this programme 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

PROGRAMMES 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 & 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 PROGRAMMES

1. ADVANCED GRADUATE DIPLOMA IN JOURNALISM AND MASS COMM.: 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 AGDJMC examinations within three years of their admission to the programme concerned shall deem to be unfit for the programme 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

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

GDJMC (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 (2-YEAR): PART-I****ELIGIBILITY CONDITIONS**

Pass in Bachelor's degree examination 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
Hindi/English	Hindi and English	Hindi OR English

PROGRAMMES OF STUDY AND SCHEME OF EXAMINATIONS

M.A. 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			

3. 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** Advanced Graduate Diploma in Radio Pressrun 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 Advanced Graduate Diploma Programme 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 AGDJMC/MA Mass Communication (Previous) programme run by Centre for Distance and Online Education of this University for the purpose of admission under Lateral Entry Scheme in Mass Communication programme.**

Provided that a candidate who has got re-appears 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 programme within four years, from their admission to part-I of the programme. However, this time limit in the case of candidates who join Part-II of this programme after passing AGDJMC, B.J. and B.J.M.C. shall be three years.

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

M.A. 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 PROGRAMMES

1. BACHELOR OF EDUCATION (B.ED.) 2-YEAR PART-I/II

The admission will be made on the basis of merit in the qualifying examinations and as per Reservation Policy of Haryana state. **No. of seats for B.Ed-I are 500.**

ELIGIBILITY CONDITIONS (B.ED. PART-I)

The eligibility conditions for admission to B.Ed.(2-year) Programme through Distance Mode will be as under:-

- (i) Bachelor's /Master's degree from a recognized University with atleast 50% marks in aggregate(47.5% in case of SC/ST/Blind/Physically Handicapped candidates) **OR** 55% in case of BE/B.Tech(52.25% in case of SC/ ST/Blind/Physically Handicapped candidates) as per directions of Hon'ble Supreme Court of India.
- (ii) Trained in-service teachers in elementary education.
- (iii) Candidates who have completed a NCTE recognized teacher education programme through face-to-face mode.
- (iv) Only in service teachers working in any Recognized Government/Aided/Private School/Educational Institution are eligible.

NOTE:-

- (a) The Teaching Experience Certificate will be accepted only on the prescribed proforma given at **Annexure-XIII** in the Prospectus. In case a candidate has served in more than one Institution(with/without break), he/she should use the photocopy of this proforma for submitting the teaching experience certificates for each institution of service.
- (b) The candidates seeking admission in B.Ed. 1st Year should ensure to submit proof of Teaching Experience in a school/other educational institutions duly certified by Headmaster/Principal on the prescribed format as per Annexure-XII.
- (c) There will be no rounding off percentage of marks for determining the eligibility for admission to B.Ed. programme.
- (d) Admission dues to be paid only after confirmation of admission and on demand from the Center after finalization of the merit list for admission to B.Ed. Part-1st.
- (e) Candidates seeking admission for B.Ed. Part-1st should bring their Original Certificates at the time of Admission/Counseling after declaration of Merit list by the Centre.
- (f) The reservation for SC/ST/EWS/OBC/PWD and other categories shall be as per the rules of Haryana Govt.

RESERVATION POLICY FOR ADMISSION TO B.ED. (2-YEAR): PART-I

(A) Distribution of seats

The seats shall be distributed as under:

- (1) All India Open Category including: ***15%** (*10% out of All India Category seats Haryana reserved for EWS of All India)
- (2) Bona fide Residents of Haryana : **85%** (State quota is equally divided into Haryana Open General Category and Reserved Categories of Haryana)



(B) Reservation of seats for Bona fide Residents of Haryana : The seats shall be reserved for the categories as under :

1.	Haryana Open General Category		* 50% of State Quota (i.e. 42.5% of total intake)
	Economical Weaker Sections of Haryana (who are not covered under the existing scheme of reservation for SC/BC (Block-A & B) other than category (ii) a & b below.)		*10% of seats reserved for EWS out of Haryana Open General Category seats.
2.	Reserved Categories of Haryana		*50% of State Quota (i.e. 42.5% of total intake)
	(i)	Scheduled Castes of Haryana	20% of State Quota (i.e. 17% of total intake) 10% each
		(a) Scheduled Castes	
		(b) Deprived Scheduled Castes	
	(ii)	Backward Classes of Haryana (except Socially advanced persons/Sections (creamy layer))	27% of State quota (i.e. 23.95% of total intake) 16 % for Block-A (i.e. 13.6% of total intake) 11 % for Block-B (i.e. 9.35% of total intake)
3.	Differently Abled		03% of State Quota (i.e. 2.55% of total intake) If the seats reserved for differently abled persons remain vacant due to non-availability of suitable differently abled candidates, it may be offered to Ex-servicemen and their wards (1%) and dependents of Freedom Fighters (1%). In case, 01 seat out of 3% state quota reserved for differently abled persons, remains vacant, first priority may be given to the candidate (i.e. ESM & their wards and dependents of Freedom Fighter who will be higher in merit.
4.	Further 3% horizontal reservation is also provided to Ex-servicemen/Freedom Fighters and their dependents by providing reservation within reservation of 1% of General category, 1% out of Scheduled Castes and 1% from Backward Classes category for admissions to the various educational institutions of the Govt. and Govt. aided/institutes located in Haryana. As far as block allocation in Block A and Block B of Backward Classes category is concerned, year wise rotational system will be adopted. For example, if Block A of Backward Classes are given seats in the Academic Year 2022, the next Block i.e. B Block of category of Backward Classes will be given seats in the next academic year i.e. 2025 and so on. The concerned Chairperson/Director of the Department/Institute shall maintain a roster register for horizontal reservation of Ex-servicemen/Freedom Fighter & their dependents and carry forward all fractions till one seat is accumulated through different fractions over the year. As and when the total comes to one, a seat will be provided to the concerned category.		

(C) Guidelines for Reservation :

- The Reservation of seats is as per the Reservation Policy of the Haryana Govt. and is subject to any change/amendment by the State Govt. from time to time.**
- If the reserved seat(s) of BC Block 'A' remain vacant these will be filled up from BC Block 'B' and vice versa.
- The seats remaining vacant under various reserved categories other than SC category will be converted into General Category only if up to the date of display of final list or day of final counseling (whichever applicable), no eligible candidate belonging to the respective reserved categories is available for admission.
- If a candidate of Haryana General, SC, BC and EWSs also apply for Differently Abled/ESM/DF category will be considered first for Haryana General, SC, BC and EWSs category.
- Candidates claiming reservation under Scheduled Caste will submit the certificate as per **Annexure-IV**, Backward Class (Block 'A' & 'B') will submit the certificate on the prescribed Proforma as per **Annexure-V**, and Income Certificate from the Competent Authority at the time of Counseling. Vide



Notification No.1282-SW(I) dated 28.08.2018 the Government Notification No.808-SW(I) dated 17.08.2016 has been examined in consultation with the Advocate General Haryana. The Advocate General relying upon the judgment of the Hon'ble Punjab and Haryana High Court has opined that the criteria for computing annual income as prescribed under the above notification as gross annual income shall include income from all sources. All previous notifications and instructions provided for a different mode of computing annual income stands over-ridden. Income certificate mentioning gross annual income issued after 17.08.2016 shall only be considered for availing any benefit under BC(A) and BC(B) category. Instructions for gross annual income of BC (A) and BC (B) category issued vide Haryana Government, Welfare of Schedule Castes and Backward Classes Department Notification No. 1282-SW(1) dated 28.08.2018 be followed and Haryana Government Notification No. 808-SW(1) dated 17.08.2016 be set aside as the Hon'ble Punjab & Haryana High Court, Chandigarh vide its judgment dated 07.08.2018 rendered in CWP 15731 of 2018, titled as Nisha vs. State of Haryana and ors. while deciding bunch of CWPs including CWP No. 18234, Anupama & Anuradha Vs. State of Haryana and Others (relating to admission under BC category in LL.B. 3-Yr. programme of the KUK session 2018-19) while allowing the said CWPs the Hon'ble High Court has set aside the Haryana Govt. Notification dated 17.08.2016 and has further directed that the counseling shall be held afresh **on the basis of the earlier existing criteria limiting the preference to those BCs with an income upto Rs.6 lakhs with no further sub-classification.**

6. Sons and Daughters of Parents whose annual income from all sources does not exceed Rs. 8 Lakh can apply for All India Category seats (i.e. 15% of sanctioned intake) under Central Govt. policy would be in addition to the existing reservation upon production of an Income & Asset Certificate issued by a competent authority (i.e. DM/DC/ADC/SDM or Tehsildar).
7. Only the candidates having permanent disability of not less than 40% (being otherwise fit for admission to the programme) will be considered for admission as Differently Abled. Disability certificate must be issued by the Chief Medical Officer of the concerned District. However, the certificate shall be subject to verification by a Medical Board of the University constituted for the purpose and the decision of the Board shall be final. Differently abled candidates belonging to Haryana are required to submit the certificate as per **Annexure-VII**.
8. Children and Grand-Children of Freedom Fighters of Haryana are required to submit a certificate from the concerned Deputy Commissioner of the concerned District as per **Annexure-VIII**.
9. Certificate from Ex-Servicemen and their wards for Deceased or Disabled or Discharged Military/ Para-Military Personnel, Ex-Servicemen or Ex-Personnel of Para-Military Forces as per **Annexure-X**.
10. Certificate from Ex-Employees and their wards for the Ex-employees of Indian Defence Services/Para-Military Forces as per **Annexure-XI**.
11. For horizontal reservation, ESM/DFF candidates of General, SC and BC category will also have to furnish ESM/DFF certificate.
12. As per instructions of the Government of Haryana, General Administration Department, General Services-III Branch, Chandigarh containing in letter No. 23/10/2013-1GSIII dated 10.08.2017 for giving following priorities or preferences to the wards of Armed Forces personnel for admission in medical/professional/professional programmes running in the University Teaching Departments/ Institutes/ Affiliated/Maintained Colleges/ Institutes:
 - (a) Priority-I : Widows/Wards of Defence personnel killed in action.
 - (b) Priority-II : Wards of disabled in action and boarded out from service.
 - (c) Priority-III : Widows /Wards of Defence personnel who died while in service with death attributable to service.
 - (d) Priority-IV : Wards of disabled in service and boarded out with disability attributable to military service.
 - (e) Priority-V : Wards of Ex-servicemen who are in receipt of Gallantry Awards:
 - (i) Param Vir Chakra
 - (ii) Ashok Chakra
 - (iii) Sarvottam Yudh Seva Medal



- iv) Maha Vir Chakra
- v) Kirti Chakra
- vi) Uttam Yudh Seva Medal
- vii) Vir Chakra
- viii) Shaurya Chakra
- ix) Yudh Seva Medal
- x) Sena, Nau Sena, Vayu Sena Medal
- xi) Mention - in-Despatches

(f) Priority-VI : Wards of Ex-servicemen.

The Admission Committee vide its Res.No. 6 dated 14.05.2018 has resolved the above instructions of the State Govt. be implemented in all the programmes being run in the University Teaching Departments/Institutes & affiliated/ maintained Colleges.

13. In pursuance of the decision of Hon'ble Punjab & Haryana High Court, Chandigarh dated 11/4/2013 in the LPA 98/2013 (O&M) CWP No.20359 of 2012, Shri. Ishwar Singh Vs KUK & Others, preference shall be given to ESM first before giving admission to wards against ESM reserved seats.
14. Under differently abled category, atleast one candidate will be admitted even if the share is less than 0.5 seat.
15. All the eligible candidates, whether from Haryana or from reserved categories can also compete for seats allocated under All India Category.
16. All the eligible candidates of reserved categories shall be considered first for Haryana General Category seats.
17. Candidates who have passed their qualifying examination from a university in the State of Haryana will be deemed to be Haryana residents and will not be required to submit certificates of bonafide residents of Haryana.
18. Admission Criteria for EWSs derived from the Government of Haryana, Notification No. 23/12/2019-1 GS-III dated 25.02.2019 and even No. dated 13.03.2019 as under:-

(a) Income & Assets Certificate issuing Authority:

- (i) The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority. The Competent Authority for EWS Income and Asset Certificate shall be Tehsildar of the area where the applicant normally resides.
- (ii) As per instructions given in Govt. of Haryana General Administration Dept. (G-III Branch) Notification No. 23/12/2019-1GS-III dated 13.03.2019, Verifying Authorities for issue of EWS Certificate shall be same as prescribed for issue of resident/income certificates as specified in instruction No.23/28/2003 3GS-III, dated 30.01.2004.
- (iii) The prescribed format for Economically Weaker Section(EWS) Income and Asset Certificate shall be provided at [Annexure-IX](#).

(b) Criteria of Income & Assets:

- (i) Persons who are not covered under the existing scheme of reservation for Scheduled Caste, Backward Classes (Block-A) and Backward Classes (Block-B) and whose family has gross annual income below Rs. 6.00 lakh (Rupees six lakh only) are to be identified as EWSs for benefit of reservation, Income shall also include income from all sources i.e. salary, agriculture, business, profession etc. for the financial year prior to the year of application.
- (ii) Also persons whose family owns or possesses any of the following assets shall be excluded from being identified as EWS, irrespective of the family income:-
 - (aa) 5 acres of agricultural land and above;
 - (ab) Residential flat of 1000 sq. ft. and above;
 - (ac) Residential plot of 100 sq. yards and above in notified municipalities;



- (ad) Residential plot of 200 sq. yards and above in areas other than the notified municipalities;
- (ae) Total immovable assets owned are valued at Rs. One Crore or more.
- (iii) The property held by a "Family" in different locations or different places/cities would be clubbed while applying the land or property holding test to determine EWS status.
- (iv) The term "Family" for this purpose will include the person who applies for benefit of reservation, his/her parents, spouse as well as children and siblings below the age of 18 years.

Note:- For any other clarification, Government of Haryana, Notification No. 23/12/2019-1GS-III dated 25.02.2019 and even No. dated 13.03.2019 will be referred

MEDIUM OF INSTRUCTIONS

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

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

B.ED. (2-YEAR) PART-I

There shall be nine Paper Programmes. Paper Programme-1 to 3 & 6 will carry 100 marks each. Paper Programme 4 having two parts (A+B) of 50 marks each as well as Paper Programme-12 (EPC-I & EPC-3) will also carry 50 marks each respectively. However, Paper Programme 13(A) will be of 175 marks.

Sr. No.	Programme/Subject Name	Code	Sr. No.	Programme/Subject Name	Code
1.	Programme-1 Childhood and Growing Up	101	6.	Programme-6 Pedagogy of a School Subjects-1 Any one of the following:	
			1	Pedagogy of Science	106
			2	Pedagogy of Social Sciences	107
			3	Pedagogy of Mathematics)	108
2.	Programme-2 Contemporary India and Education	102	7.	Programme- 12**EPC-1Reading and Reflecting on Text	109
3.	Programme-3 Learning and Teaching	103	8.	Programme- 12**EPC-3 Critical Understanding of ICT	110
4.	Programme-4(A) Language across curriculum	104	9.	Programme- 13(A) School Teaching Practice Pedagogy-1 for 45 days	111
5.	Programme-4(B) Understanding disciplines and subjects	105			

* It is the same programme for I & II year so it is to be opted in 1ST or in 2ND Year NOT in both the years (108)
 **It is School Based Activity.

Note:- The minimum duration of the programme leading to the Degree of Bachelor of Education (B.Ed.) shall be two years. However, maximum period allowed for completion of the programme will be five years. The programme is a judicious mix of theory and practical programmes to develop knowledge, skills and aptitude in practicing teachers.

B.ED. (2-YEAR) PART-II

**ELIGIBILITY CONDITIONS**

A candidate who has passed B.Ed. Part-I examination of this University shall be eligible to join Part-II class in the Center of Distance Education. The students of B.Ed. (2-Year) programme having 2-years duration enrolled with this Center for both the sessions 2024 and have appeared in the examination but could not clear 50% papers of B.Ed Part-I examinations may also be provisionally allowed to join B.Ed. Part-II of the programme by paying an additional fee of Rs. 500/- per deficient paper payable to the University at time of admission subject to clearing the remaining papers of B.Ed Part-I examinations in the permissible number of chances.

Note:- A candidate, who fails to pass B.Ed. Examinations within a period of five years of his /her admission to the programme, shall be required to repeat the programme de novo.

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

B.Ed.II: There shall be nine Paper Programmes. Paper Programme-5 will be of 50 marks and paper programme 7 to 9 will carry 100 marks. Paper Programme 10, 11 and Paper Programme-12 (ECP-2 and ECP-4 will be of 50 marks each respectively. However, Paper Programme-13 (B) will carry 175 marks.

Sr. No.	Paper No./Subject Name	Code	Sr. No.	Paper No./Subject Name	Code
1.	Programme-5: Gender School & Society	201	6.	Programme-11**: Optional Programme	
2.	Programme-7: Pedagogy of School Subjects- II Anyone of the following			i) : Environmental Education	208
	Pedagogy of English	202		ii) : Health and Physical Education**	209
	Pedagogy of Hindi	203		iii): Peace Education	210
	Pedagogy of Mathematics*	204		iv): Guidance and Counseling	211
3.	Programme-8: Knowledge & Curriculum	205	7.	Programme-12*** EPC-2: Drama & Art in Education	212
4.	Programme-9: Assessment for learning	206	8.	Programme-12*** EPC-4 :Understanding the Self	213
5.	Programme-10: Creating & Inclusive school	207	9.	Programme-13 (B): School Teaching Practice Pedagogy-II for 45 days	214

* Pedagogy of Mathematics (Pedagogy of Mathematics is not for the students who have opted the same in the 1st year.)

** The Centre would supply the Study Material only for Paper: (ii) Health and Physical Education. In case any student selects other options from the above optional 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 Centre and the PCP would also not be conducted.

*** It is School Based Activity.

2. 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 programme: B.A. (Hons.) in Education **OR** Bachelor Degree in any discipline with at least 50% marks in aggregate **OR** 45% marks in the subject of Education.



MEDIUM OF INSTRUCTIONS

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

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

M.A. 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 programme within four years, from their admission to Part-I of the programme.

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

M.A. 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		(i) Management and Administration of Education*	205*
VIII.	Any One of the following:			(ii) Educational Technology	206
	(i) Special Education*	203*	X.	Any ONE of the following:	
	(ii) Educational Measurement and Evaluation	204		(i) Mental Hygiene and Education & Field Work	207
				(ii) Educational and Vocational Guidance & Field Work*	208*
				(iii) Dissertation & Field Work	209

Note:- *Out of three optional papers, the Centre 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 CENTER.

**(vi) LAW PROGRAMME****1. ADVANCED GRADUATE DIPLOMA IN CYBER LAW & IPR (AGDCL& IPR): 1-YEAR****ELIGIBILITY CONDITIONS**

Pass in Bachelor's Degree OR Master's degree in any discipline from 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 programme, failing which he/she will be deemed to be unfit for the programme.

MEDIUM OF INSTRUCTIONS

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

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

AGDCL (Six theory papers of 100 Marks each)

Paper No.	Subject Name	Code	Paper No.	Subject Name	Code
I.	Cyber Law: Development & 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 PROGRAMMES**1. 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 programme within four years from their admission to this programme.

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

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

M.A. 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

**MASTER OF ARTS IN ENVIRONMENTAL EDUCATION (MA EE) (2-YEAR): PART- II****ELIGIBILITY CONDITIONS**

Pass in MA in Environmental Education Part-I of Kurukshetra University or Advanced .G. Diploma in Environmental Education from this University OR any recognized University. Provided that a candidate who has got re- appears 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 programme within four years, from their admission to part-I of the programme. However, this time limit shall be three years in the case of candidates who join Part-II of this programme under Lateral Entry Scheme.

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATION

M.A. 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) VALUE ADDED PROGRAMMES****1. ADVANCE GRADUATE DIPLOMA IN TRANSLATION (HINDI/ENGLISH) (AGDT): 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 AGDT (H/E) examinations within three years of their admission to the programme concerned shall deem to be unfit for the programme 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

PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS

AGDT(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 OR	102	IV	Anuvad Prabandh (A) Vikalp (i) Translation from English to Hindi of a script of about 40-50 pages OR	105
	(ii) Syntactic and Semantic Structures	103		(ii) Translation from Hindi to English of a script of about 40-50 pages	106
				(B) Ukt Anuvad Prabandh Ki Maukhiki Pariksha (Viva-Voce)	107

Note:- The student who opt Option-(i) from Paper-II (102) will be required to opt Option-(i)(105) from Paper-IV & who opt Option- (ii) (103) from Paper-II is required to opt Option- (ii) (106) from Paper-IV. Translation work under Paper-IV(A) above to be submitted by 15/06/26 (for Jan,2025 session) & 15/12/2026 (for July 2024 session) on the topic approved by the programme Coordinator.

2. ADVANCE GRADUATE DIPLOMA IN HUMAN RIGHTS (AGDHR): 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 AGDHR examinations within three years of their admission to the programme shall deem to be unfit for the programme 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

**PROGRAMMES OF STUDY AND SCHEMES OF EXAMINATIONS****AGDHR** (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			

3. 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

PROGRAMMES 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	
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).

4. DIPLOMA IN GITA (DIG) 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

**PROGRAMMES 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

- (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 Advanced Graduate Diploma programme even provisionally.** However, such candidates can seek admission to programmes after passing the compartment subject in the supplementary examination but ordinarily up to such date as may be prescribed in the Prospectus with usual late fee provided that the PCP for the said programme 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 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.



SECTION-VI

GUIDELINES AND SCHEDULE

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 PROGRAMME:

Sr. No.	Name of the programmes 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 Prog Coordinator by submitting the relevant details on Proforma Annexed in this Prospectus.	Due date for submission of the Dissertation/PR/FW/ TW/TR/SW/Assignment s/ 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 Programme Coordinator
(I)	(II)	(III)	(IV)	(V)
1.	MBA PART- I (Six weeks On-the-practical training after 1st year exam.) MBA PART- II (Training Report)	30th Sep, 2025 Within 15 days of Admission OR Upto 15th July, 2025 whichever is later	30th August, 2025 (in MBA-II) (One copy) 30th August, 2025 (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.
2.	MBA (HM) PART- I (Four week Practical Training after MBA (HM) PART - I) MBA (HM) PART - II (Practical Training in MBA (HM) PT- II)	30th Sep, 2025 Within 15 days of Admission OR upto 15th July, 2025 whichever is later	30th August, 2025 in MBA (HM) Part-II (Two copies of Trg Report) 30th August, 2025 (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 programme. The concerned organization shall be 3 Star property & IATA approved in case of travel agency.
3.	M.A. EDUCATION PART - II (Dissertation) Field Work	Within 15 days of admission OR upto 30th June, 2025 whichever is later. During PCP	30th Dec., 2025 (Two copies) 30th Dec., 2025 (Two copies)	An approved/retired teacher of the University Teaching Department of Education of this University OR at any other University 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.



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4.	PGDEMM (Six week training)	Within 15 days of admission OR upto 15th July, 2025 whichever is later	28th Feb., 2026 (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
5.	PGDT(H/E) (Translation work)	Within 15 days of admission OR upto 15th July 2025 whichever is later	15th Dec. 2025 (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.
6.	BA/B.Com./BCA PART-I (Practical Assignments on Field Work in the Subject of Environmental Studies)	-----	30th Sept. 2025 (One copy of around 20 pages neatly written or typed)	

Note:- Before submission of dissertation, the students are required to get the plagiarism checked from the Programme Co-ordinator/Supervisor.

A) 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 programme will be the medium of writing Dissertation/ Project Report/ Field Work/ Assignment/ Practical Assignment/ Translation Work/ Training Report, etc.

B) 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 Centre for Distance and Online 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 Programme 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 Aria Font for English and **Kruti Dev** 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 REPORTS SHOULD CONTAIN THE FOLLOWING:
 - (a) Cover page giving title of Dissertation/Project Report, particulars of the candidate, Name and address along with designation of the Supervisor, Programme, CDOE Ref. No./Examination Roll No. and Session etc.
 - (b) Copy of Proforma duly approved by the Programme-Coordinator for the approval of Topic and Name of Supervisor.
 - (c) Certificate (in Original) from the Supervisor stating that the candidate has done independent and original work of required standard under his/her supervision.
 - (d) Certificate of declaration by the candidate that the Dissertation is his/her own ORIGINAL WORK and is the result of his/her own efforts.
 - (aa) Preface/Acknowledgment.
 - (ab) Contents.
 - (ac) List of Tables, Graphs, etc.
5. TENTATIVE CHAPTER SCHEME OF THE DISSERTATION/PROJECT REPORT:
 - (a) Introduction and Review of related literature pointing out gaps in the study with purpose & significance of the study.
 - (b) Objectives of the study.
 - (c) Research Methodology: techniques of data collection, Nature of data, use of quantitative techniques limitation of the study etc.
 - (d) Compilation, interpretations and Analysis of data.
 - (e) Main findings/conclusion and suggestion for policy implication.
 - (f) Bibliography/References.
 - (g) Annexure etc.

C) GUIDELINES TO BE FOLLOWED BY THE CANDIDATES DURING THE TRAINING/INTERNSHIP PERIOD:

1. Fill up the required proforma for getting names of the organization approved from the programme coordinator.
2. The official designation and signature along with 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 programme/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 letter head of the Company. It should be signed and properly stamped by either the training Supervisor **OR** authorized signatory of the company.



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

- (a) Cover page giving Title of the Training Report, the name of the establishment/ Company/ Organization.
- (b) Particulars of the candidate with name of the Programme, Ref. No./Roll No. and Session etc.
- (c) Letter for the approval of the name of the organization for training.
- (d) Certificate of satisfactory completion of the training indicating training period and dates of the training to be obtained from the company.
- (e) Declaration by the candidates that the Training Report is the original work of the candidates and is the result of his/her personal efforts.
- (f) Preface/Acknowledgment
- (g) Contents.
- (h) List of Tables, Chart, Photographs, Packages etc.

2. TENTATIVE CHAPTER SCHEME OF TRAINING REPORT

- (a) Introduction, nature and importance of the study.
- (b) The organizational structure and Management of the establishment/Company.
- (c) Brief profile of the Company/Institution or Department.
- (d) Details of activities.
- (e) Research Methodology.
- (f) Analysis and interpretations of data.
- (g) Findings/conclusions and suggestions.
- (h) Bibliography/References.
- (i) Annexure, if any.

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

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

2. TENTATIVE SCHEME OF CHAPTERS OF TRANSLATION WORK:

- (a) Introduction; Nature, Importance of work, Methodology and Limitations.
- (b) Presentation of Translation of the pages of prescribed book.
- (c) Detailed discussion of terminology.

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

(G) 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.



SECTION –IV

1. SUBMISSION OF MIGRATION CERTIFICATE/AFFIDAVIT (in lieu of Migration Certificate)

All the candidates who have passed their last examination from any other University/Board (other than the Kurukshetra University, Kurukshetra and the Board of School Education, Haryana) are required to submit their original Migration Certificate OR **Self declaration in lieu of Migration Certificate (strictly according to the Proforma given at the end of the Prospectus)** to the effect that they are not appearing in any other examination from any other University/ Board during the session 2024 simultaneously except in the examination(s) mentioned in the Important Instructions No. 5 given in the beginning of the Prospectus. **THIS DECLARATION MUST BE SENT ALONG WITH THE ADMISSION FORM FAILING WHICH THE ADMISSION FORM IS LIABLE TO BE REJECTED.** Submission of wrong affidavit will lead to cancellation of admission with no claim for refund of fees or restoration of candidature in the **subsequent session** and the candidate will have to bear all other consequences in this regard.

IMPORTANT NOTE: Original Migration Certificate only is to be submitted in respect of those students who have already migrated from Kurukshetra University and later again took admission in this University within 40 days of their re-admission to this university otherwise late fee as applicable for deposit of migration certificate for restoration cases will be charged.

2. ISSUE OF MIGRATION CERTIFICATE

A student enrolled with the Centre for Distance and Online Education may be allowed to migrate to any other University or Board in mid of the session provided he/she gets his/her candidature cancelled. **NO REFUND OF FEES ALREADY PAID WILL BE ALLOWED.**



SECTION – VIII

REFUND OF FEES

If a candidate withdraws from the programme/programme in which he/she was admitted in the Centre for Distance & Online Education, the fee to the candidate will be refunded as per following rules.

Sr. No.	Percentage of refund of aggregate fee	Requirement of the UGC	Adopted by CDOE
1.	100% @	15 days before the formally notified last date of Admission #.	90% (after deduction of 10%)
2.	80%	Not more than 15 days after the formally notified last date of admission #.	80%
3.	50%	More than 15 days but less than 30 days after Formally-notified last date of admission #.	50%
4.	00%	More than 30 days after formally-notified last date of admission #.	00%

First cut off date of admission given in the prospectus of respective year.

@ As per Clause 4.2.4. of the UGC Notification CDOE shall deduct 10% of the aggregate fees as processing charges from the refundable amount.

- Refund of fees is permissible only when an applicant submits complete admission form with all required certificates and documents but is declared ineligible for not fulfilling the eligibility conditions. The fees and funds paid by such a candidate shall be refunded after a deduction of 25% of the total amount paid by him/her with the approval of the Director. Application for refund under this rule shall be entertained only if it reaches the Centre within six months of the issue of the letter by the Center declaring the candidate as ineligible or upto **31 January, 2026** whichever is later.
- Amount deposited in excess of prescribed fees, if any, will be refunded after deducting 10% of the excess amount on a request received from the students within six months from the date of deposit or by **31/01/2026 (for January, 2025 session)**, whichever is later with the approval of the Director.
- In case of demise of a candidate pursuing distance education programme before the commencement of exams without having appeared in any paper, the fee paid by such student shall be refunded after deduction of 10% of the total amount paid by him/her with the approval of the Director (CDOE) provided the request from any of his/her parents or first relation is received within six months from the date of death or upto **31/01/2026 (for January, 2025 session)**, whichever is later.
- In case a candidate deposits/remits fee with the Center which is not related to his/her admission in the Centre or the admission form of a candidate is not entertained being time-barred, the fee paid by such candidate will be refunded after deducting 10% of the fee paid provided the request for refund is received within six months from the date of deposit or letter from the University or by **30/05/ 2026** for July sessions, whichever is earlier.
- In case the request of a candidate for change of subject/programme/option/revival of candidature is not acceded to for any reason whatsoever, the fee paid by him/her for change of subject / option / programme/ revival of candidature will be refunded after deducting 10% of the fee paid provided the request for refund is received within six months of conveying the rejection or upto **30th May 2026** for both sessions, whichever is earlier.

Note:- The Centre would process the refund of fee as given in Note (a–f) by 31/01/2026 for January, 2025 session and 31/07/2026 for July, 2025 session. **However, If due to any technical error fee is deposited more than one time the full fee is to be refunded.**



THE FEES REMITTED BY THE APPLICANT SHALL NOT BE REFUNDED IF:

- (a) The admission of an applicant is not finalized due to non-payment of fee dues and other charges or a part thereof by the prescribed date.
- (b) The applicant has not submitted the required certificates, DMC, Degree for verification and affidavit as per annexure or the Certificate etc. submitted by him/her are found bogus or forged.
- (c) The candidature of a student is cancelled as fee defaulter or for non-submission of documents, etc. or a student does not appear in the examination after the issue of Roll No., the fee paid by him/her shall neither be refunded nor adjusted in any case against the fee of next session even, if he/she seeks readmission to a programme.
- (d) A candidate takes admission in two programmes simultaneously (except for the programmes as mentioned at Section-I (Important Instructions) at Sr. No. 5 of this Prospectus). For admission to any other two different programmes, his/her candidature for one of the programmes is cancelled; THE FEE PAID BY HIM/HER FOR THAT PROGRAMME WILL NOT BE REFUNDED.

Note:- The decision of the Director, Centre for Distance and Online Education regarding interpretation of any rule in the Prospectus/Ordinance will be final.

👉 While apply for Re-evaluation/Re-checking of Answerbook(s), contact directly to the Assistant/Deputy Registrar (Re-evaluation), Examination Wing-1, K.U. Kurukshetra



SECTION - IX

EXAMINATIONS

A. GENERAL INFORMATION ABOUT EXAMINATIONS

1. The **annual examination of undergraduate and post graduate** programmes will **tentatively commence from 1st week of November, 2025 & Dec, 2025 (for January, 2025 session)** respectively and the date of commencement of the annual examinations of **one-year Certificate/Diploma/Advanced Graduate Diploma programmes** will tentatively be **in the second week November, 2025 & Dec, 2025 (for January 2025 session)**. These can, however, be extended under some compelling circumstances. Exact dates shall, however, be notified by the Controller of Examinations. No request for adjustment in dates of the University examination to suit the convenience of any person will be entertained.
2. **Admit Cards/Roll No. Slips and date sheet** for appearing in the University examination shall be provisional subject to fulfilling the eligibility, etc. **Admit Cards/Roll Nos. and date-sheets are generally dispatched to the candidates concerned by the Centre 10-12 days before the commencement of examination concerned, if the students have fulfilled all the requirements and paid their all kinds of fees/dues and submitted the requisite documents.** If any candidate does not receive his/her Admit Card/Roll No. slip in time, he/she should contact the Centre with two passport size photographs for issue of duplicate Roll No. Slip/Admit Card two days before the commencement of examination.
3. **No correspondence regarding Non-Receipt of Roll Number will be entertained from any student after the Theory Papers Examinations are over and He/She himself/herself will be responsible for the consequences of not appearing in the Examinations. The University in such cases will not consider the requests of the students for refund/adjustment of fee paid by them or any claim for compensation or re- examination.**
4. **Evaluation for B.Ed. Programme:**
Theory: For theory courses, evaluation comprises following aspects:
 - (a) 30% internal assessment for theory papers on Assignments.
 - (b) The term-end examination has a weightage of 70% of the total for each programme.
Practical: For Practical courses, evaluation comprises the following aspects:
 - (a) 75/175 marks internal assessment for Programme-XIII Teaching Practice, Pedagogy I & II,
 - (b) 50% for Programme-XII–Enhancing Professional capacities (EPC) 1, 2, 3 & 4.

5. For B.Ed. Programme - Skill in Teaching (Class-Room Teaching Practice)

Teaching practice: A learner enrolled in the B.Ed. programme shall go through a teaching practice for three months, in the schools where he/she works, under supervision of senior teacher/academic counselor. Each lesson will be a guided, supervised, assessed, lesson and feedback given. The learner shall be provided constructive feedback on his/her performance (Strengths and weakness) by the supervisors/teacher educators. Thus, the learner shall discuss with supervisors/ teacher educators the preparation of the lesson plans, delivery of lessons and feedback on the lessons delivered. Each learner shall receive personal supervision and feedback on his/her teaching practice from the teacher.

6. ANNUAL EXAMINATION for B.Ed. Programme

The examination will be held two times during the B.Ed. (2-Years) programme at the end of each session i.e. December, 2024/January, 2025 respectively.



7. For Compartment cases of B.A./B.Com., the **Supplementary examination** shall ordinarily be held in the month of **September/October** or on such dates as may be fixed by the University. For eligible Re-appear cases of other programmes, the Supplementary examination shall be held in the month of **November/December** or on such dates as may be fixed by the University. **The Roll number and date sheet for the Supplementary examinations shall be sent to the candidates concerned direct by the Examination Branches. No correspondence for Re-Appear Examinations will be entertained by the Center.**
8. The candidates who apply for Re-appear/Supplementary Examination are advised to contact to the Examination Branches/Controller of Examinations directly for all kind of information related to Re-appear/Supplementary Examinations.
9. **The candidates who apply for Re-evaluation/Re-checking of Answer Book(s) are advised to contact directly to the Assistant/Deputy Registrar (Re-evaluation), Examination Wing-I, K.U. Kurukshetra. There is no role of the Centre and no correspondence will be entertained by the Centre in this regard.**
10. All rules and regulations as contained in the Calendars of this University shall be applicable for matters not specifically covered in the Prospectus.

B. EXAMINATION CENTRES

The provisional list of places of Examination centres where the students of Centre for Distance and Online Education may be allowed to take their examination is as under:

WITHIN THE JURISDICTION OF KURUKSHETRA UNIVERSITY

- (i) **FOR UNDER-GRADUATE PROGRAMMES** : Ambala Cantt., Ambala City, Anjanthali, Assandh (only for Girls), Barara (only for Girls), Barwala (Panchkula), Cheeka, Chhachhrauli, Dhand, Gharaunda, Hansi, Hisar, Israna, Jagadhri, Jind, Kaithal, Kalka, Karnal, Kaul, Kurukshetra, Ladwa, Lohar Majra (only for Girls), Madlauda, Matak-Majri, Mullana, Naraingarh, Narwana, Panchkula, Panipat, Pehowa, Pundri, Radaur, Sadhaura, Safidon, Saha, Samalkha, Shahabad (M), Yamuna Nagar, Kalayat.
- (ii) **FOR POST-GRADUATE PROGRAMMES**: Ambala Cantt., Ambala City, Hisar, Jagadhri, Jind, Kaithal, Kalka, Karnal, Kurukshetra, Narwana, Panchkula, Panipat, Yamuna Nagar.
- (iii) **FOR B.ED. (2-YEARS) PROGRAMME**: Ambala Cantt., Ambala City, Karnal, Kurukshetra, Yamuna Nagar, Kaithal, Panipat, Panchkula.

Note:-1. THE UNIVERSITY RESERVES THE RIGHT TO CONDUCT THE EXAMINATIONS AT DIFFERENT CENTERS OR CHANGE THE EXAMINATION CENTRES OF THE CANDIDATES WITHOUT ASSIGNING ANY REASON.

2. IN NO CASE EXAMINATION CENTRE AT ANY OTHER PLACE WILL BE ALLOWED TO BE CREATED.

C. INSTRUCTIONS FOR RE-APPEAR/COMPARTMENT/FAILED/EX-STUDENTS

1. A student who has completed the prescribed programme of instruction in the Centre and other requirements such as, payment of full fee, submission of required documents including Migration Certificate or affidavit as per annexure, attendance at PCP where compulsory, but does not appear in the examination, or having appeared fails or is placed under compartment/Reappear, may be allowed to appear/re-appear in the examination/paper(s) as the case may be, as an ex-student, without attending a fresh programme of instruction, in the permissible chances within the maximum period prescribed in the relevant Ordinance for passing the programme. (For B.Ed. Programme: While re-appearing in the examination, the candidate shall be exempted from re-appearing in the paper(s)/ practical(s) in which



he/she has obtained at least 40% marks.) The last date for submission of Examination Forms for appearing in the Supplementary Examination is 5th August for Under-graduate programmes and 20th September for Post-graduate programmes or as indicated on the prescribed Examination Form, which is available on the KUK Website: www.kuk.ac.in. If the result of a candidate is declared late he/she can submit his/her Examination Form within 20 days of the date of declaration of the result as mentioned on the front side of D.M.C., OR 15 days from the date of dispatch of the DMCs by the Examination Branch/CDOE, whichever is later. Re-appear/failed/compartament candidates will submit their Examination Forms directly to the concerned Examination Branch after getting the same attested to avoid misplacement of the same. The failed candidates or candidates who have got reappear in more than 50% papers can appear only at the next annual examination to be held in for both sessions, as the case may be.

The Roll Numbers/Admit Cards and date-sheet of ex-students will be sent to them directly by the Examination Branch.

2. A candidate appearing as an Ex-student of this Centre shall pay the examination fee as prescribed by the Kurukshetra University from time to time. The Examination Forms can be obtained from the University Press on payment of Rs. 10/- at the counter and can be obtained by Registered post from the Manager, Printing & Publications, Kurukshetra University, Kurukshetra by sending crossed Bank draft for Rs. 50/- drawn in favour of Registrar, Kurukshetra University, Kurukshetra. The Examination Form can also be downloaded from the University Website: www.kuk.ac.in
3. All the particulars in the Examination Form must be completed in a legible handwriting. Examination Form alongwith full fee in the form of crossed Bank Draft should reach the Centre for Distance and Online Education at least one week before the date fixed by the University for Submission of Examination Forms as indicated on the Examination Form so that the same may be sent to the Examination Branch, duly attested by the Centre in time. If the Examination Form and/or fee are received late, candidate shall be required to pay usual late fee as prescribed under rules. The Ex-students are advised to submit their Examination Forms personally in the Exam. Branch, after getting the same attested from this Centre in order to avoid payment of late fee.
4. The Examination Forms can also be got attested from the Gazetted Officer or the Principal of a college affiliated with any recognized University in the country by showing the DMC and identity card. The Examination Fee can also be deposited in cash with Punjab National Bank in University campus.
5. For attestation of Examination Form from this Centre, students are required to bring with them their identity cards, issued by the Centre and the DMCs for verification.
6. All enquiries about payment of fee in respect of ex-students may be addressed to the Superintendent (Cash & Fee) Accounts Branch, K.U., Kurukshetra. Further inquiry, if any, regarding the result etc. of ex-students may be made from the office of the Controller of Examinations, K.U.K. (Phone: 01744-238377/238189) OR Examination Enquiry at Phone No. 01744-238169 OR at Intercom No. 2454 through KU Telephone Exchange No. 238410/238196/238629/ 238679).

Note:- The Bank Draft for the Examination Fee should be drawn in favour of Registrar, Kurukshetra University payable at Kurukshetra. The candidate must mention his/her name, father's name, address, class of exam on the backside, left corner of the Bank Draft to avoid loss of the same. Attested Examination Form may be submitted directly to the concerned Examination Branch.



SECTION - X

INSTRUCTIONAL METHODOLOGY

1. STUDY MATERIAL

- (a) Each programme is divided into Lessons which are planned, developed, designed and prepared by the competent faculty members drawn from different Universities/Colleges/Institutions under the leadership of the Coordinator of various programmes who are senior teachers of Kurukshetra University. **Though every effort will be made to provide the study material, however, the students may also consult books prescribed/recommended in the relevant syllabus and not to depend solely on study material to enrich and enlarge scope of learning.** The study material supplied by the Centre is only to supplement the prescribed/ recommended books. The available study material will be supplied to the students in installments.
- (b) Discrepancy, if any, in the dispatch of **study material** should be brought to the notice of the Centre immediately. If any student receives study material for wrong subject(s)/option(s), he/ she should return the same to the Center, while pointing out the discrepancy, to enable the Center to supply the correct study material immediately.
- (c) **It is not obligatory to cover the complete syllabi in study material.** However, efforts will be made to cover up the deficiency in the study material, if any, due to delay in writing/updating or printing of the same, in the Personal Contact Programme to be arranged by the Centre. **it will, however, not be accepted as basis for seeking postponement of the examination or refund/ adjustment of fee, etc.**

2. PERSONAL CONTACT PROGRAMME

- (a) The **instruction** through study material is supplemented by Personal Contact Programme (s) of one week to 24 days duration depending upon the programme. This programme includes on-line/Off-line regular effective class-room teaching, practical, wherever applicable, face to face discussions, promoting thereby an interaction between the teachers and the taught. However, no PCP of a class/programme may be conducted if the enrolment in that class/programme is very small.
- (b) Interactive contact classes/Personal Contact Programme (PCP) will be organized for the students of B.Ed.(2-Years) programme at Centre and its approved University, Affiliated Colleges. Besides this each student shall undertake Field Practical's of Three months' duration, one and half month in each year for practice teaching and related work experience activities.
- (c) This programme is for the benefit of the students and they are advised to participate in it regularly. However, 75% attendance for B.Ed. and 50% for other programmes shall be compulsory to become eligible to appear in the examination.
- (d) In exceptional cases, the Director may exempt any candidate from this condition of attending the PCP on valid reason to his satisfaction for which supporting documents like Medical Certificate, etc. may also be enclosed with the application for seeking exemption. In case PCP of any programme is not held before the commencement of the University examination the same will not be the basis for withholding the candidates from appearing in the University Examination.
- (e) In case a candidate has not attended the Personal Contact Programme (Theory and Practical) and has also not been allowed exemption from attending the same, but he/she has already cleared all the dues of the Centre and submitted all the required documents including the Migration Certificate or declaration as per annexure before the commencement of the annual examination to be held in 2024-25 and is



otherwise eligible, may appear in the annual examination next year, after fulfilling the requirements of attending the Personal Contact Programme along with the students of next year i.e. 2025-2026, if PCP (Theory and Practical) are held for the students of the said session, on payment of an additional fee @ Rs.1000/- each for PCP Theory/Practical separately, by submitting the examination form and examination fees afresh to the Controller of Examinations. Such a student will have to apply for attending the PCP etc., to the Director(CDOE) on plain paper with requisite fee of Rs. 1000/- each indicating full particulars of his/her studentship in the Center during the previous session.

3. TENTATIVE SCHEDULE AND LIST OF COLLEGES FOR PERSONAL CONTACT PROGRAMMES(PCP)

The detailed schedule of PCP for each and every class will be available at CDOE Website www.ddekuk.ac.in. Students are advised to download their relevant schedule and report at their allotted college.

- (a) **Undergraduate Programmes:** The Centre organizes Personal Contact Programmes on-line/Off- line for undergraduate programmes preferably during the duration of the Programme in the affiliated Colleges. The tentative list of the Colleges where these programmes are organized is given hereunder:-
G.M.N. College, Ambala Cantt.; S.D. College, Ambala Cantt.; D.A.V. College, Ambala City; S.A. Jain College, Ambala City; M.D.S.D. Girls College, Ambala City; C.R.M. Jat College, Hisar; D.N. College, Hisar; Imperial College, Hisar; R.K.S.D. College, Kaithal; Dyal Singh College, Karnal; G.N. Khalsa College, Karnal; I.B. College, Panipat; S.D. College, Panipat; Arya College, Panipat; M.L.N. College, Yamuna Nagar; G.N. Khalsa College, Yamuna Nagar; Bhagwan Parshu Ram College, Kurukshetra; Centre for Distance and Online Education, Kurukshetra University, Kurukshetra; C.R. Kisan College, Jind; Jat College, Kaithal; D.A.V. College for Girls, Yamuna Nagar, D.A.V College, Karnal.
- (b) **Postgraduate Programmes:** Personal Contact Programmes are organized in the Kurukshetra University Teaching Departments.
- (c) **For Diploma/Bachelor/Master of Library & Inf. Science:** The instruction shall be imparted through study material, and/or Personal Contact Programmes. There will be two intensive Personal Contact Programmes, one is separately for the theory papers and the other for practical in Classification/ Cataloguing in the second term. PCP for Theory and Practical paper(s) may be held before the examination of theory papers. However, in exceptional circumstances P.C.P. for practical paper(s) may be held after the examination of Theory Paper(s).
- (d) **For CCA, BCA, PGDCA, M.Sc. Computer Sc.(SW), M.C.A and M.Sc. Geography:** Two intensive Personal Contact . Programmes (Theory and Practical) separately for CCA, BCA, PGDCA, M.Sc Computer Science(Software), MCA and M.Sc. Geography will be conducted. PCP for Theory and Practical paper(s) may be held before the examination of theory papers. However, in exceptional circumstances PCP for practical paper(s) may be held after the examination of Theory Paper(s).
- (e) **For B.Ed. (2-Years) Programme:** The Centre has identified the following five Kurukshetra University Affiliated B.Ed. Colleges (duly approved by NCTE) for delivery of programme:
- (i) Centre for Distance and Online Education, Kurukshetra University, Kurukshetra.
 - (ii) Institute of Teacher Training and Research, K.U. Kurukshetra.
 - (iii) SL DAV College of Education, Ambala City.
 - (iv) SNS College of Education for Women, Yamuna Nagar.
 - (v) Dr. Ganesh Dass DAV College of Education for Women, Karnal.



SECTION - XI

CHANGE OF COURSE/PROGRAMME

The students are advised to select their programmes/session/subjects/options of papers where available very carefully. A student maybe allowed to change the option/subject/programme only once before the generation of hall tickets/roll nos., if otherwise eligible on submission of an application alongwith the fee as mentioned below:-

July,2025 (For All UG & PG Courses)	
Upto 30.06.2025	Rs. 1,000/-
w.e.f. 01.07.2025 to 29.08.2025	Rs. 1,500/-
w.e.f. 30.08.2025 till generation of examination roll nos.	Rs. 2,500/-

Note:-

- 1 The option to change will be allowed only once before the generation of hall tickets/roll nos for examination.
2. While applying for change of programme/session/subject/option, the students who have already received study material in the previous programme/session/subject/ option must return the same along with application for the change.
3. Difference of fee shall be adjusted if a student changes his/her programme with higher rate of fees to a programme with lower rate of fees if the Programme duration is of more than two years.
4. The fee on account of change of programme/class will be adjusted against the difference of fees already paid by the students for the subject with higher rate of fee.
5. If the progamme is changed with the higher rate of fees, the student will be required to pay difference of fee plus fee for the change of prgramme.



SECTION- XII FACILITIES AVAILABLE

(A) STUDENT SUPPORT SERVICES

A special feature of the Centre is to ensure removal of difficulties at personal level. Students finding any difficulty in pursuing the distance education programmes with this Centre may get in touch with Director/Concerned Officer/Official or the **Coordinator, Students Support Services in the Centre of Distance Education K.U.K. during working hours.**

The students may also discuss and get their problems solved in consultation with the teachers of the Centre and/or the Programme Co-ordinators during working hours on any working day in the Centre/concerned University Teaching Department.

(B) LIBRARY-CUM-STUDY HALL

The Center has a **centrally air conditioned** Library-cum-Study Hall in its premises at Kurukshetra University having a rich collection of books. Students are advised to visit the Library of the Centre to take advantage of the facilities available to consult books during office hours, on production of the Identity Card issued by the Centre, whenever they happen to visit the CDOE Library.

(C) TEACHING BLOCK

A three storey teaching block exclusively for the distance education students has well-equipped, Library, lecture theatres, common rooms, teachers' rooms, audio-visual aid room, canteen, etc.

(D) UNIVERSITY EMPLOYMENT INFORMATION AND GUIDANCE BUREAU

In collaboration with the Department of Employment of the Haryana Govt., the University is running a full-fledged Employment Information and Guidance Bureau to assist the students in making choice of career and programmes. Students can take full advantage of the facilities available at the Bureau.



**SCHEDULE & FEE FOR SUBMISSION OF MIGRATION CERTIFICATE
CDOE - January (Session)**

Sr. No.	Months*	Fee/Late Fee (Rs.)
1.	1 st January to 30 th April	No Fee
2.	1 st to 31 st May	Rs.1,000/-
3.	1 st to 30 th June	Rs.2,000/-
4.	1 st to 31 st July	Rs.3,000/-
5.	1 st to 31 st August	Rs.4,000/-
6.	1 st to 30 th September	Rs.5,000/-
7.	1 st October onwards	Rs.10,000/-

CDOE - July (Session)

Sr. No.	Months*	Late Fee (Rs.)
1.	1 st July to 31 st October	No Late Fee
2.	1 st to 30 th November	Rs.1,000/-
3.	1 st to 31 st December	Rs.2,000/-
4.	1 st to 31 st January	Rs.3,000/-
5.	1 st to 28/29 th February	Rs.4,000/-
6.	1 st to 31 st March	Rs.5,000/-
7.	1 st April onwards	Rs.10,000/-

***In case Bank or University holiday(s) falls on the last closing date(s) of the aforesaid months for deposit of late fee. The last working day of the aforesaid months of the University/Bank will be counted as the last date for deposit of late Migration Fee.**

Note:-

- The candidate is required to deposit a sum of Rs.10,000/- onwards upto a maximum period of 2 years (months & dates mentioned at points No.7 - January & July sessions) and thereafter beyond 2 years with the late fee of Rs.12,000/- for late submission of Migration Certificate.



2. The late fee for late submission of Migration Certificate be allowed to be deposited by the Student through RTGS in the Bank Account of i.e. VC Collection Account, State Bank of India, Kurukshetra University, SBI Bank A/c No.10139650221, IFSC – SBIN0001600, PFMS Unique Code VAHRKU00009735. The student is required to deposit/supply/upload original UTR No. Receipt for verification of amount deposited by him/her. The student can also deposit late fee in cash on the University counter in favour of Director, CDOE, KUK and is required to submit the original Receipt in the Centre or send late Migration Fee in the shape of Bank Demand Draft in favour of Director, Centre for Distance and Online Education, K.U.K. payable at State Bank of India, Kurukshetra University, Kurukshetra.
3. In case the student submits his/her Migration Certificate in the Centre. The date of submission of Migration Certificate will be applicable on which the student submits in the CDOE or received through post in the CDOE with proper diary no. and date marked by the CDOE.
4. The admission schedule notified by the UGC-Distance Education, New Delhi and the Centre for Distance and Online Learning, KUK will be applicable. However, if any changes are notified in the Admission Schedule by the UGC-DEB, New Delhi, the Centre will notify the revised admission schedule accordingly.
5. The Schedule & Late Fee for Submission of Migration Certificate is applicable w.e.f. July 2025 session onwards.
6. Dual degree programmes are allowed in the Centre. The candidate is required to upload on the IUMS portal in original Dual Degree Certificate in lieu of Migration Certificate to be filled in by other University/Institute as per Proforma-III. The candidate is required to submit original Dual Degree Certificate in the Centre.



ANNEXURE-I

Instructions regarding Bonafide Residents of Haryana issued vide letter No.62/17/95-6 GSI dated 3rd October, 1996, No.62/32/2000-6GSI dated 23rd May, 2003, No.62/27/2003-6GSI dated 29th July, 2003 and No.62/62/2011-6GSI dated 17th January, 2012 by the Chief Secretary to Government, Haryana.

SUBJECT: BONAFIDE RESIDENTS OF HARYANA - GUIDELINES REGARDING

1. I am directed to invite your attention to Haryana Govt. letters noted in the margin on the subject noted above vide which the instructions were issued regarding simplification of procedure for obtaining the certificate of Domicile for the purpose of admission to educational institution (including technical/ medical institution). The matter has been reconsidered in the light of judgment delivered by the Hon'ble Supreme Court of India in the case of Dr. Pradeep Jain vs. Union of India and others reported as AIR 1984-SC-1421, wherein it has been held that instead of the word 'Domicile' the word 'Resident' be used in the instructions issued by the State Government and it has been decided to revise the Government instructions. Henceforth, the following categories of persons would be eligible for the grant of Resident Certificate:-

- (i) Candidates, who have passed the examination qualifying there for selection in an institution from a school/ college in Haryana.
- (ii) Children/Wards (if parents are not living)/Dependents:-
 - (a) of the regular employees of Haryana State posted in or outside Haryana State or working on deputation.
 - (b) of the regular employees of the statutory bodies/corporations established by or under an act of the State of Haryana who are posted in Chandigarh or in Haryana or outside Haryana.
 - (c) of the regular employees of the Government of India posted in Chandigarh or in Haryana in connection with the affairs of the Haryana Government.
 - (d) Children/wards (if parents not living)/dependents of persons who after retirement have permanently settled in Haryana . and draw their pensions from the treasuries situated in the State of Haryana.
 - (e) Children/wards (if parents are not living)/dependents of pensioners of Haryana Government irrespective of the fact that the original home of the retiree is in a state other than Haryana or he has settled after retirement in or outside Haryana;
 - (f) Children/Wards (if parents are not living)/dependents of persons, who have permanent home in Haryana and include persons who have been residing in Haryana for a period of not less than 15 years or who have permanent home in Haryana but on account of their occupation they are living outside Haryana;
 - (g) The wives of such persons who are bona fide residents of Haryana irrespective of the fact that they had belonged to any other State before marriage;
 - (h) Persons who were born in Haryana and produce a certificate to that effect; provided that the parents/ guardians (if parents are not living) of persons belonging to any one of the above mentioned categories are :
 - (i) Citizen of India;
 - (ii) Produce an affidavit to the effect that they or their children/wards (if parents are not living)/ dependents have not obtained the benefit of Resident in any other State.
 - (iii) Children & Wards of the accredited journalists residing at Chandigarh and recognized by Govt. of Haryana.



2. All candidates claiming to be bona fide residents of Haryana should produce a Haryana Resident Certificate signed by the District Magistrate/General Assistant to Deputy Commissioner or Sub- Divisional Officer (Civil) of the District/Sub-divisions/Tehsildars of Revenue to which the candidates belong. Resident Certificates in respect of elsewhere .or in respect of the Children/Wards/ Dependents of Haryana Govt. employees who are posted at Chandigarh, Delhi or .elsewhere or in respect of Children/Wards/Dependents of pensioners of Haryana Govt. or in respect of the .Children/Wards/Dependent of the employees of the Government of India posted at Chandigarh or in Haryana in connection with the affairs of Haryana Government, or in respect of Children/.Wards/Dependents of the employees and retirees of the Statutory Bodies/Corporations of Haryana established by or under an Act of the State of Haryana or a .Central Act and located at Chandigarh, Haryana or outside Haryana, should be by their respective Heads of Departments.
3. Candidates seeking admission in educational institutions (including medical and technical institutions) located in Haryana, may not be required to produce Resident Certificate, if they have passed the examination from a school/college situated in Haryana. For this purpose, a certificate of the Principal/Headmaster from concerned institution where the children/wards studied last should be considered sufficient. The Principal/Headmaster of the institution shall be competent to issue such certificate, which should be sufficient.
4. If a candidate is admitted on the basis of claim that he belongs to the State of Haryana but at any subsequent time is discovered that his claim was false, the student shall be removed from the institution, all fees and other dues paid up to the date of such removal shall be confiscated. The Principal/Headmaster may take such other action against the student and his/her parents/guardians as he may deem proper in the circumstances of any particular case.
5. The children/wards/dependents of the employees of Punjab & Haryana High Court, who are discharging their duties in connection with the affairs of the State of Haryana and have not availed facility from their parent State, the State of Punjab and U.T. Administration Chandigarh, would also be eligible for grant of Resident Certificate of the State of Haryana only for the purpose of admission in academic/ technical/medical institutions of the State of Haryana. However, in that case the employees of the Punjab & Haryana High Court shall be entitled to draw this benefit at one place/State only. Head of the Department of the Punjab & Haryana High Court would be competent to issue such a certificate.



ANNEXURE-II

LIST OF SCHEDULED CASTES IN HARYANA

List of Deprived Scheduled Castes & Other Scheduled Castes			
Sr. No	Sr. No. In Gol List	List of Castes	Category
1.	1	Ad Dharmi	Deprived Scheduled Castes
2.	1. A.	Aheria, Aheri, Hari, Heri, Thori, Turi	Deprived Scheduled Castes
3.	2.	Balmiki	Deprived Scheduled Castes
4.	3.	Bangali	Deprived Scheduled Castes
5.	4.	Barar, Burar, Berar	Deprived Scheduled Castes
6.	5.	Batwal, Barwala	Deprived Scheduled Castes
7.	6.	Bauria, Bawaria	Deprived Scheduled Castes
8.	7.	Bazigar	Deprived Scheduled Castes
9.	8.	Bhanjra	Deprived Scheduled Castes
10.	9.	Chamar, Jatia Chamar Rehgar, Raigar, Ramdasi Ravidasi, Balahi, Bhato Bhambi, Chamar- Rohidas, Jatav, Jatava, Mochi, RAm dasia	Deprived Scheduled Castes
11.	10.	Chanal	Deprived Scheduled Castes
12.	11.	Dagi	Deprived Scheduled Castes
13.	12.	Darai	Deprived Scheduled Castes
14.	13.	Deha, Dhaya, Dhea	Deprived Scheduled Castes
15.	14.	Dhanak	Deprived Scheduled Castes
16.	15.	Dhogri, Dhangri, Sigg	Deprived Scheduled Castes
17.	16.	Dumna, Mahasha, Doom	Deprived Scheduled Castes
18.	17.	Gagra	Deprived Scheduled Castes
19.	18.	Gandhila, Gandil, Gondola	Deprived Scheduled Castes
20.	19.	Kabirpanthi, Julaha	Deprived Scheduled Castes
21.	20.	Khatik	Deprived Scheduled Castes
22.	21.	Kori, Koli	Deprived Scheduled Castes
23.	22.	Marija, Marecha	Deprived Scheduled Castes
24.	23.	Mazhabi, Mazhibi Sikh	Deprived Scheduled Castes



25.	24.	Megh, Meghwal	Deprived Scheduled Castes
26.	25.	Nat,Badi	Deprived Scheduled Castes
27.	26.	Od	Deprived Scheduled Castes
28.	27.	Pasi	Deprived Scheduled Castes
29.	28.	Perna	Deprived Scheduled Castes
30.	29.	Pherera	Deprived Scheduled Castes
31.	29. A	Rai Sikh	Deprived Scheduled Castes
32.	30.	Sanhai	Deprived Scheduled Castes
33.	31.	Sanhal	Deprived Scheduled Castes
34.	32.	Sansi, Bhedkut, Manesh	Deprived Scheduled Castes
35.	33.	Sansoi	Deprived Scheduled Castes
36.	34.	Sapela, Sapera	Deprived Scheduled Castes
37.	35.	Sarera	Deprived Scheduled Castes
38.	37.	Sikligar, Bariya	Deprived Scheduled Castes
39.	37.	Sirkiband	Deprived Scheduled Castes


ANNEXURE - III
**LIST OF BACKWARD CASTES IN HARYANA
(BLOCK-A)**

1.	Naik	2.	Barra	3.	Beta, Hensi or Hesi
4.	Bagria	5.	Barwar	6.	Barai, Tamboli
7.	Baragi, Bairagi, Swami, Sadh	8.	Battera	9.	Bharbhunja, Bharbhuj
10.	Bhat, Bhatra, Darpi, Ramiya	11.	Bhuhalia Lohar	12.	Changar
13.	Chirimar	14.	Chang	15.	Chimba, Chhipi, Chimpa Darzi, Rohilla
16.	Daiya	17.	Dhobis	18.	Dakaut
19.	Dhimar, Mallah, Kashyap-Rajpoot, Kahar Jhiwar, Dhinwar, Khewat, Mehra, Nishad, Sakka, Bhisti, Sheikh-Abbasi	20.	Dhosali, Dosali	21.	Faquir
23.	Gwaria, Gauria or Gwar	23.	Ghirath	24.	Ghasi, Ghasiara or Ghosi
25.	Gorkhas	26.	Gawala, Gowala	27.	Gadaria, Pal, Baghel Diaya
28.	Garhi – Lohar	29.	Hajjam, Nai, Naie, Sain	30.	Jhangra- Brahman, Khati, Suthar, Dhiman-Brahmin, Tarkhan, Barhai, Baddi
31.	Joginath, Jogi, Nath, Yogi	32.	Kanjar or Kanchan	33.	Kurmi
34.	Kumhars, Prajapati	35.	Kamboj	36.	Khanghera
37.	Kuchband	38.	Labana	39.	Lakhera, Manihar, Kachera
40.	Lohar, Panchal-Brahamin	41.	Madari	42.	Mochi
43.	Mirasi	44.	Nar	45.	Noongar
46.	Nalband	47.	Pinja, Penja	48.	Rehar, Rehara or Re
49.	Raigar	50.	--	51.	Rechband
52.	Shorgir, Shergir	53.	Soi	54.	Singhikant, Singiwala
55.	Sunar, Zargar, Soni	56.	Thathera, Tamera	57.	Teli
58.	Banzara, Banjara	59.	Weaver (Jullaha)	60.	Badi/Baddon
61.	Bhattu/Chattu	62.	Mina	63.	Rahbari
64.	Charan	65.	Chaaraj (Mahabrahman)	66.	Udasin
67.	Ramgarhia	68.	Rangrez, Lilgar Nilgar, Lallari	69.	Dawala, Soni-Dawala, Nyaaria
70.	Bhar, Rajbhar	71.	Nat (Muslim)	72.	Jangam

(BLOCK- B):

1.	Ahir/Yadav	2.	Gujjar	3.	Lodh/Lodha/Lodhi
4.	Saini, Shakya, Koeri, Kushwaha, Maurya	5.	Meo	6.	Gosai/Gosain/Goswami

At present Raigar, Mochi, Weaver (Julaha) (BC) and Julaha (SC) and Badi Castes find a mention in the list of both Scheduled Caste and Backward Classes. The persons belonging to these Castes who are not covered under the Scheduled Castes on account of being Non-Hindus and Non-Sikhs can take the benefit under the Backward Classes only.



CHAPTER-3 : RESERVATION OF SEATS AND GUIDELINES FOR RESERVATION

3.1 DISTRIBUTION OF SEATS

The seats shall be distributed as under:

S.No.	Category		Percentage
1.	All India Open Category including Haryana		*15% of the Sanctioned Intake (*10% out of All India Category seats reserved for EWS of All India)
2.	Bona fide Residents of Haryana (State Quota)		85% of the Sanctioned Intake (State Quota is equally divided into Haryana Open General Category and Reserved Categories of Haryana)
	(i)	Haryana Open General Category	*50% of State Quota (i.e. 42.5% of total intake)
	a.	Economically Weaker Sections of Haryana (who are not covered under the existing scheme of reservation for the Scheduled Castes, Backward Class (Block-A & B) other than category (ii) a & b below.)	*10% of seats reserved for EWS out of Haryana Open General Category seats.
	(ii)	Reserved Categories of Haryana	50% (of State Quota i.e. 42.5% of total intake)
	a.	Schedule Castes of Haryana	20% of State Quota (i.e. 17% of total intake)
		(i) Scheduled Castes	10% of State Quota (i.e. 8.5% of total intake)
		(ii) Deprived Schedule Castes	10% of State Quota (i.e. 8.5% of total intake)
	b.	Backward Classes of Haryana (except Socially Advanced Persons/ Sections (Creamy Layer)	27% of State Quota (i.e. 22.95% of total intake)
	i.	BC (Block-A)	16% of State Quota (i.e. 13.6% of Total Intake)
	ii	BC (Block-B)	11% of State Quota (i.e. 9.35% of Total Intake)
	(iii)	Differently Abled	03% of State Quota (i.e. 2.55% of Total Intake)
	If the seats reserved for differently abled persons remain vacant due to non-availability of suitable differently abled candidates, it may be offered to Ex-servicemen and their wards (1%) and dependents of Freedom Fighters (1%). In case, 01 seat out of 3% state quota reserved for differently abled persons, remains vacant, first priority may be given to the candidate (i.e. Ex-servicemen and their wards and dependents of Freedom Fighter) who will be higher in merit.		
	(iv)	Further 3% horizontal reservation is also provided to Ex-servicemen/Freedom Fighters and their dependents by providing reservation within reservation of 1% of General category, 1% out of Scheduled Castes and 1% from Backward Classes category for admissions to the various educational institutions of the Govt. and Govt. aided/ institutes located in Haryana. As far as block allocation in Block A and Block B of Backward Classes category is concerned, year wise rotational system will be adopted. For example, if Block A of Backward Classes are given seats in the Academic Year 2023, the next Block i.e., B Block of category of Backward Classes will be given seats in the next academic year i.e. 2024 and so on. The concerned Chairperson/Director of the Department/Institute shall maintain a roster register for horizontal reservation of Ex- servicemen/Freedom Fighter & their dependents and carry forward all fractions till one seat is accumulated through different fractions over the year. As and when the total comes to one, a seat will be provided to the concerned category.	



Note:- (a) The reservation of seats as per reservation policy of Haryana Government and is subject to any change/amendment by the State Government from time to time. Where a seat set aside for candidate from Deprived Scheduled Castes for admission in Government Educational Institutions is not filled up in academic year due to non-availability of candidate of Deprived Scheduled Castes possessing the requisite qualifications, the same shall be made available to candidate of Scheduled Castes. Reserved seats will not be carried forward to next year.

(b) Remaining instructions for reservation shall remain the same as already notified by the State Government from time to time.

3.2 GUIDELINES FOR RESERVATION:

- (i) If the reserved seat(s) of BC Block 'A' remain vacant these will be filled up from BC Block 'B' and vice versa.
- (ii) The seats remaining vacant under various reserved categories other than SC category will be converted into General Category only if up to the date of display of final list or day of final counselling (whichever applicable), no eligible candidate belonging to the respective reserved categories is available for admission. These vacant seats will be filled up by Haryana General Category (HGC), in case no candidate of HGC is available it will be offered to the candidates of All India Category.
- (iii) The Haryana Govt. vide Notification No.22/132/2013-1GS-III dated 22.03.2022 has intimated that as per Govt. Instruction No.22/132/2013-1GS-III dated 21.03.2014 regarding issuance of caste certificate wherein various competent authorities to verify and issue caste certificate were notified along with other terms & conditions and formats of the caste certificates.

The Haryana Parivar Pehchan Act, 2021, provides for the assignment of the Parivar Pehchan Number (PPN) as a unique identifier number to each family. The database, namely Family Information Data Repository (FIDR), contains PPN alongwith corresponding information generally required for determining eligibility for, or the provision of any scheme, service, subsidy or benefit provided/implemented by or on behalf of the State Govt./any Govt. Agency/Local Authority. State Govt. has been empowered under Section 8 of Act to prescribe Parivar Pehchan Number (PPN) as a requirement for the purpose of determining above mentioned eligibility or provision. The verified information linked with PPN available in Family Information Data Repository (FIDR) has now made it feasible to issue Caste Certificates over the Counter through SARAL Portal. In view of the above, Govt has issued revised instructions/guidelines in supersession of all the previous instructions issued till now, as under:-

(a) Portal for the issue of Caste Certificate : The Caste Certificate (including Certificates for Scheduled Caste, Deprived Scheduled Caste, Bakward Class, Other Backward Class, Tapriwas, Vimukt Jati (Denotified Tribes) , and Nomadic Tribe) shall now be issued to eligible residents of Haryana based on PPN through the SARAL portal (<https://saralharyana.gov.in>) facsimile signed by ADC-cum-DCRIO (Additional Deputy Commissioner-cum-District Citizen Resources Information Officer) or Head of the Department/Organization, as the case may be.

(b) Validity of a Caste Certificate:

1. A Caste Certificate once issued (in its standard format) shall be valid for the life time of the person so long as such caste/tribe is not removed or modified in the notifications issued by the Welfare of SC and BC Dept., Haryana.
2. Where a Caste Certificate is requested for specific use outside the context of Govt. of Haryana, it shall be issued in the format prescribed by the Govt. of India.



3. Certificates which include income and/or assets based information like creamy layer criteria shall become invalid after the validity period prescribed on the said certificate. Such certificates shall be valid for the current financial year i.e. till coming 31st March (included) from the date it has been issued.
4. A Caste Certificate may also become invalid if after due process, it has been concluded that the caste was incorrectly mentioned on the certificate or wrongly verified in the FIDR, due to any reason whatsoever.

As per Govt. Notification No.2/27/2019-1 GS-III dated 8.10.2020 and No.22/132/2013-1GS-III dated 22.03.2022, the candidates claiming reservation under Scheduled Caste will submit the certificate as per **Annexure-II (1)** (Scheduled Caste Certificate) and **Annexure-II (2)** (Deprived Scheduled Caste Certificate). Backward Class (Block 'A' & 'B') will submit the certificate on the prescribed Proforma as per **Annexure-III** and Income Certificate from the Competent Authority. Vide Notification No. 512-SW(1)2021 dated 01.12.2021 and 491-SW(1) dated 17.11.2021 the Government of Haryana Welfare of Scheduled Castes and Backward Classes Department has specified the criteria for persons within Backward Class as Creamy Layer regarding Reservation in Services and Admissions in Educational Institution. Son(s) and daughter (s) of parents having gross annual income of Rs.6 Lakhs or above OR possessing wealth above Rs.1 Crore for period of last three consecutive years. Income from all sources shall be clubbed to arrive at the gross annual income.

- (i) **Affidavit/Undertaking by the BC and EWS Candidates:** BC (Block A&B) and EWS candidates for benefit of reservation shall also have to furnish the certificates as per proforma given in the Hand Book of Information. In case, a candidate uploads the old BC/Income Certificate or EWS Income & Asset Certificate, he/she shall furnish an affidavit on the prescribed proforma to the effect that he/she is not covered under the criteria of creamy layer (for BC Category) (**Annexure-XVI**) or belongs to Economically Weaker Sections (**Annexure XVII**), which is not recognized as a Schedule Caste and Backward Classes (Block-A & B) by the Government of Haryana, as per **Annexure- III&IV**, respectively at the time of display of first/second/third/final list and so on. The said affidavit shall be furnished jointly by both father and mother of the candidate. The student shall submit BC/Income Certificate or EWS Income & Asset Certificate within 15 days from the date of display of his/her name in admission list, failing which his/her admission is liable to be cancelled. The income certificate mentioning gross annual income issued on/after 1.4.2024 for claiming reservation/supernumerary seat/tuition fee waiver in any category (where admission criteria is income based) shall only be considered for availing benefit under any reserved category/supernumerary seat/tuition fee waiver category.
- (ii) Only the candidates having permanent disability of not less than 40% (being otherwise fit for admission to the programme) will be considered for admission as Differently Abled. Disability certificate must be issued by the Chief Medical Officer of the concerned District. However, the certificate shall be subject to verification by a Medical Board of the University constituted for the purpose and the decision of the Board shall be final. Differently Abled candidates belonging to Haryana are required to submit the certificate as per **Annexure-VI** (Medical certificate for Differently abled) given in the HBI.



- (iii) A Medical Board of the following doctors for the session 2024-25 has been constituted for verification of differently abled certificates of differently abled candidates for admission to various programmes in the University Teaching Departments/Institutes:
- (a) Dr. Ashish Aneja, M.O (Chairman) (b) Dr. Minu Gupta, M.O (Member)
- (iv) Children and Grand-Children of Freedom Fighters of Haryana are required to submit a certificate from the concerned Deputy Commissioner of the concerned District as per **Annexure-VII**.
- (v) Certificate from Ex-Servicemen and their wards for Deceased or Disabled or Discharged Military/ Paramilitary Personnel, Ex-Servicemen or Ex-Personnel of Para-Military Forces as per **Annexure-VIII**.
- (vi) Certificate from Ex-Employees and their wards for the Ex-employees of Indian Defence Services/Paramilitary Forces as per **Annexure-IX**.
- (vii) For horizontal reservation, ESM/DFF candidates of General, SC and BC category will also have to furnish ESM/DFF certificate.
- (viii) In pursuance of the decision of Hon'ble Punjab & Haryana High Court, Chandigarh dated 11.04.2013 in the LPA 98/2013 (O&M) CWP No.20359 of 2012, Sh. Ishwar Singh Vs KUK &Others, preference shall be given to ESM first before giving admission to wards against ESM reserved seats
- (ix) As per instructions of the Government of Haryana, General Administration Department, General Services-III Branch, Chandigarh containing in letter No. 22/10/2013-1GSIII dated 10.08.2017 for giving following priorities for reservations or preferences to the wards of Armed
- (x) Forces personnel for admission in medical/professional/non-professional programmes running in the University Teaching Departments/Institutes/Affiliated/Maintained Colleges/Institutes:-

(a)	Priority-I	Widows/Wards of Defence personnel killed in action.
(b)	Priority-II	Wards of disabled in action and boarded out from service.
(c)	Priority-III	Widows/Wards of Defence personnel who died while in service with death attributable to military service.
(d)	Priority-IV	Wards of disabled in service and boarded out with disability attributable to military service.
(e)	Priority-V	Wards of Ex-servicemen who are in receipt of Gallantry Awards: (i) Param Vir Chakra, (ii) Ashok Chakra, (iii) Sarvottam Yudh Seva Medal, (iv) Maha Vir Chakra, (v) Kirti Chakra, (vi) Uttam Yudh Seva Medal, (vii) Vir Chakra, (viii) Shaurya Chakra, (ix) Yudh Seva Medal, (x) Sena, Nau Sena, Vayu Sena Medal, (xi) Mention-in- Despatches
(f)	Priority-VI	Wards of Ex-servicemen.

The Admission Committee vide its Res. No. 6 dated 14.05.2018 has resolved the above instructions of the State Govt. be implemented in all the programmes being run in the University Teaching Departments/Institutes and affiliated/ maintained Colleges.



- (xi) Under Persons with Disabled category, at least one seat will be offered, even if the share is less than 0.5 seat.
- (xii) If a candidate of Haryana General, SC, BC and EWSs also apply for Persons with Disability/ ESM/ DFF category will be considered first for Haryana General, SC, BC and EWSs category.
- (xiii) *All the eligible candidates, whether from Haryana or from reserved categories can also compete for seats allocated under All India Category.
- (xiv) *All the eligible candidates of reserved categories of Haryana shall be considered first for Haryana General category seats.
*(Note:- Allotment of seats under Clause (xvi) & (xvii) above shall be strictly as per Director General Higher Education, Haryana Letter No.12/1-2017AD(3) Dated 04.06.2018 and Principal Secretary to Govt. Haryana Welfare of Scheduled Castes and Backward Classes, Department, Chandigarh letter No.EC/2018/20179-389 dated 26.04.2018.
- (xv) Candidates who have passed their qualifying examination from a university in the State of Haryana will be deemed to be Haryana residents and will not be required to submit certificates of bonafide residents of Haryana.
- (xvi) 30% seats in M.P.Ed., B.P.Ed. and P.G.Diploma in Yoga will be reserved for female candidates in all categories.
- (xvii) Differently Abled candidates will not be considered for admission to M.P.Ed., B.P.Ed. and P.G. Diploma in Yoga.
- (xviii) **Criteria for EWS in Haryana Category seats:** Admission Criteria for EWSs derived from the Government of Haryana, Notification No. 22/12/2019-1GS-III dated 25.02.2019 and even No. dated 13.03.2019 as under:
 - a. Income & Assets Certificate Issuing Authority:**
 - (i) The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority. The Competent Authority for EWS Income and Asset Certificate shall be Tehsildar of the area where the applicant normally resides.
 - (ii) As per instructions given in Govt. of Haryana General Administration Dept. (G-III Branch) Notification No.22/12/2019-1GS-III dated 13.03.2019, Verifying Authorities for issue of EWS Certificate shall be same as prescribed for issue of resident/income certificates as specified in instruction No. 22/28/2003-3GS-III, dated 30.01.2004.
 - (iii) The prescribed format for EWS Income and Asset Certificate shall be provided at Annexure-IV.
 - b. Criteria of Income & Assets:**
 - (i) Persons, who are not covered under the existing scheme of reservation for Scheduled
 - (ii) Caste, Backward Classes (Block-A) and Backward Classes (Block-B) and whose family has gross annual income below Rs.6.00 lakh (Rupees six lakh only), are to be identified as EWSs for benefit of reservation. Income shall also include income from all sources i.e. salary, agriculture, business, profession etc. for the financial year prior to the year of application.



(iii) Also persons whose family owns or possesses any of the following assets shall be excluded from being identified as EWS, irrespective of the family income:-

- a) 5 acres of agricultural land and above;
 - b) Residential flat of 1000 sq. ft. and above;
 - c) Residential plot of 100 sq. yards and above in notified municipalities;
 - d) Residential plot of 200 sq. yards and above in areas other than the notified municipalities;
 - e) Total immovable assets owned are valued at Rs. One Crore of more.
- (v) The property held by a "Family" in different locations or different places/cities would be clubbed while applying the land or property holding test to determine EWS status.
- (vi) The term "Family" for this purpose will include the person who applies for benefit of reservation, his/her parents, spouse as well as children and siblings below the age of 18 years.

Note:- For any other clarification, Government of Haryana, Notification No. 22/12/2019-1GS-III dated 25.02.2019 and even No. dated 13.03.2019 will be referred.

(xix) **Criteria for EWS in All India Category Seats:**

The reservation @ 10% to Economically Weaker Sections in All India Category seats (i.e. 15% of sanctioned intake) under Centre Govt. policy would be in addition to the existing reservation. Admission Criteria for EWSs derived from the Ministry of Personnel, Public Grievances & Pensions Department of Personnel & Training, Government of India Notification No.36039/1/2019-Estt (Res) dated 31.01.2019 and the Director General Higher Education, Haryana, Panchkula vide their letter No.40395 DHE-190005/97/2020-UNP (STATE)-DHE dated 19.04.2021as under:

(a) **Criteria of Income & Assets:**

- (i) Persons who are not covered under the scheme of reservation for SCs, STs and OBCs and whose family has gross annual income below Rs. 8.00 lakh (Rupees eight lakh only) are to be identified as EWSs for benefit of reservation. Income shall also include income from all sources i.e. salary, agriculture, business, profession, etc. for the financial year prior to the year of application.

Also persons whose family owns or possesses any of the following assets shall be excluded from being identified as EWS, irrespective of the family income:-

- (a) 5 acres of agricultural land and above;
 - (b) Residential flat of 1000 sq. ft. and above;
 - (c) Residential plot of 100 sq. yards and above in notified municipalities;
 - (d) Residential plot of 200 sq. yards and above in areas other than the notified municipalities.
- (ii) The property held by a "Family" in different locations or different places/cities would be clubbed. while applying the land or property holding test to determine EWS status.
- (iii) The term "Family" for this purpose will include the person who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.



(b) Income & Assets Certificate Issuing Authority:

- (i) The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority. The Income and Asset Certificate issued by any one of the following authorities in the prescribed format as given in **Annexure-V** shall only be accepted as proof of candidate's claim as belonging to EWS:-
- (a) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/ Additional Deputy Commissioner/1st Class Stipendary Magistrate/ Sub-Divisional Magistrate /Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner
 - (b) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate.
 - (c) Revenue Officer not below the rank of Tehsildar and Sub-Divisional Officer or the area where the candidate and/or his family normally resides.



ANNEXURE-IV

HARYANA GOVERNMENT

Certificate Sr. No. _____ Year _____ Tehsil _____

Photo of
applicant to
be Attested
by Issuing
AuthoritySCHEDULED CASTE CERTIFICATE

This is to certify that Shri/Smt./Kumari _____
son/daughter of Shri _____ resident of Village/
Town _____ Tehsil _____ Distt. _____
of the State/ Union Territory _____ belongs to the
Caste/Tribe, which is recognized as a Schedule Caste/Schedule Tribe under the
Constitution (Scheduled Caste) order, 1950.

Place : _____

Signature with seal of Issuing Authority

Full Name _____

Date : _____

Designation _____

Address with Telephone No. with Code _____

Issuing Authority: Tehsildar-cum-Executive Magistrate, Naib Tehsildar-cum-Executive Magistrate, Head of the Department in case of Government Employees.



ANNEXURE-V

BACKWARD CLASS CASTE CERTIFICATE (BLOCK “A” OR “B”)

This is to Certify that Shri/Smt./Kumari _____
son/daughter of Shri _____ resident of
Village/Town _____ Tehsil _____
District _____ of the State/Union Territory _____
belongs to _____ Caste, which has been Notified as Backward
Class by the Haryana Government and is placed in Block ____
(mention Block “A” or “B”).

This is to certify that he/she does not belong to the person/section (Creamy layer) as per
State Govt. letter No.1170-SW(1)-95 dated 07.06.1995 & No.213-SW(1)-2010 dated
31.08.2010, No.23/23/2004 3GS-III dated 14.06.2016 and No.1282-SW(1) dated
28.8.2018.

Place : _____

Signature with seal of Issuing Authority

Date : _____

Full Name _____

Designation _____

Address with Telephone No. with Code _____

Issuing Authority: Tehsildar–cum–Executive Magistrate, Naib Tehsildar–cum–Executive
Magistrate, Head of the Department in case of Government
Employees.



ANNEXURE-VI

CHARACTER CERTIFICATE

Name of Department/College: _____

Session: _____

Certified that Mr./Miss/Mrs. _____ son/daughter
of Shri _____ has been a bona fide student
of this Department/College during the period _____. He/She appeared
in the _____ Examination of the University/Board held in
_____ under Roll No. _____ and
*passed obtaining _____ marks out of _____ marks or
*failed/*placed under compartment in the subject of _____

1. Academic Distinction, if any _____
2. Co-curricular activities, if any _____
3. Brief particulars of disciplinary action by College/Department/University (including punishments such as expulsion, warning, fined for violation of College/Department/Hostel rules, UMC/ Disqualification etc., if any _____
4. General Conduct during stay in the Institution: Good/Satisfactory/Unsatisfactory.

Dated: _____

Signatures of the Principal/
Chairperson of the Deptt.
(with Office seal)

*Strike out whichever is not applicable.



ANNEXURE-VII

MEDICAL CERTIFICATE FOR DIFFERENTLY ABLED

OFFICE OF THE CHIEF MEDICAL OFFICER, _____

No.: _____

Dated: _____

Certified that Sh./Km./Smt. _____ son/daughter/wife of Sh. _____ resident of _____ District _____ appeared before the Medical Board for medical check up. On his/her Medical Examination, it is found that the nature of Differently Abled /Disability is _____ % and (as applicable), is as under:

1. Blind or Low Vision : _____
2. Hearing Impairment : _____
3. Loco motor disability/cerebral palsy: : _____

Thus the candidate Differently Abled as per standard norms of Haryana Government.

Signature of Applicant

CHIEF MEDICAL OFFICER

(With legible seal)

Place: _____

Dated: _____

Note: The Differently Abled disability should not be less than 40% and should not interfere with the requirement of professional career such as Engineering/Architecture/Technician etc.

ANNEXURE-VIII

CERTIFICATE TO BE FURNISHED BY CHILDREN/GRAND CHILDREN OF FREEDOM FIGHTERS

Certified that Mr./Ms. son/daughter of Shri. _____ Resident of (Complete address) _____ Freedom fighter of Haryana (Identity No. _____) is father/grandfather of Mr./Ms. _____ of Village/Town _____ Police Station _____ Tehsil _____ District _____ Sr. No.: _____

Dated: _____

DEPUTY COMMISSIONER
of concerned District of Haryana
(office stamp)

Place: _____



ANNEXURE-IX

(Applicable only for B. Ed students)

Government of Haryana
(Name & Address of the authority issuing the certificate)
(ECONOMICALLY WEAKER SECTIONS)

EWS INCOME AND ASSET CERTIFICATE

Certificate No. _____

Dated: _____

VALID FOR THE YEAR: _____

This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of _____ is Permanent resident of _____, Village/Street _____, Post Office _____, District _____, Pin Code _____ whose photograph is affixed below and attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her family** is below Rs.6 lakh (Rupees Six Lakh only) for the financial year _____.

It is further certified that His/her family does not own or possess any of the following assets***

1. 5 acres of agricultural land and above;
2. Residential flat of 1000 sq. ft. and above;
3. Residential plot of 100 sq. yards and above in notified municipalities;
4. Residential plot of 200 sq. yards and above in areas other than the notified municipalities;
5. Total immovable assets owned are valued at Rs. One Crore of more.

Shri/Smt./Kumari _____ belongs to the _____ caste, which is not recognized as a Scheduled Caste, Backward classes (Block-A) and Backward Classes (Block-B).

Recent
Passport size
attested
photograph of
the applicant

Signature with seal of Office
Name:
Designation:

* Note 1: Income means income from all sources i.e. salary, agriculture, business, profession etc.,

** Note 2: The term 'Family' for this purpose will include the person, who applies for benefit of reservation, his/her parents, spouse as well as children and siblings below the age of 18 years.

*** Note 3: The property held by a "Family" in different locations or different places/cities are to be clubbed while applying the land or property holding test to determine EWS status.



ANNEXURE-X

**CERTIFICATE FOR DECEASED OR DISABLED OR
DISCHARGED MILITARY/PARA-MILITARY PERSONNEL
EX-SERVICEMEN OR EX-PERSONNEL OF PARA-MILITARY FORCES**

Certified that Number _____ Rank _____ Name _____ Son/Daughter of
_____ Father of _____ Resident of Village _____ Post office _____
Tehsil _____ Distt. _____ Belonging to the State of Haryana, has served in the
Army / Air-Force/Navy/ _____ Name of the Para-Military Force) _____ from _____
to _____ and subsequently invalidated out of service as under :

- (1) Medical Category
 - (i) for JCO' s. _____
 - (ii) for ORS : Shape-I, II, III etc. _____
 - (iii) for Rank/Designation(in case of Para-Military Forces) _
- (2) Reason of discharge/retirement _____
- (3) Death whether killed in action _____ or any other reason _____
- (4) If killed in action _____ name of the war/operation _____
- (5) Disabled : Whether disabled during the war/operation(name) _____
- (6) Nature of disability
 - (i) whether permanent i.e. for life _____
 - (ii) whether temporary up to what extent) _____ Next RSMB IS DUE _____
Name of Records _____

Case No. _____

Signature of the issuing authority
designation and official seal and stamp

Date : _____

Place : _____

Note : Only the certificate issued by the Officer duly authorized by the Army/Navy/Air-Force/Concerned
Para- Military Force Headquarters, as the case may be, shall be entertained.



ANNEXURE-XI

**CERTIFICATE FOR THE EX-EMPLOYEES OF INDIAN DEFENCE
SERVICES/PARA-MILITARY FORCES**

Certified that Number _____ Rank _____ Name _____ S/o or
D/o _____ Father/Mother of _____ Resident of Village _____
_____ Post Office _____ Tehsil _____ Distt. _____
belonging to the State of Haryana, as per his/her service record at the time of entry into service, had served in
the Army/Air-Force/Navy/ _____ (Name of the Para-Military Force) from _____
to _____ and subsequently discharged/retired from the service on _____ as per
his/her service record. At the time of entry into service the home address given is _____
(Distt. _____) Haryana.

Place : _____

Date : _____

Signature of Officer Commanding /
Zila Sainik Board/Competent Authority
(With Official Seal)

** Strike out whichever is not applicable*



ANNEXURE-XII

SELF DECLARATION IN LIEU OF MIGRATION CERTIFICATE

(To be submitted by the candidates who have passed their last examination from any other University/Board)
(Other than Board of School Education Haryana)

SELF DECLARATION

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

1. That I am appearing in _____ (Name of the Programme) from Centre for Distance and Online Education, KUK and I am also appearing simultaneously in _____ (Name of the Programme) from _____ (Name of the University) under Enrolment No./CDOE Ref. No. _____ during the current academic session **January 2025/July 2025** as per provisions given in the CDOE Prospectus at page 1-2, 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 January 2025/July 2025** simultaneously with _____ (Name of the Programme) Examination of the Kurukshetra University **except in the except in the** examinations as mentioned at **Sr. No. 5 of Important Instructions** given in the Prospectus for the **session January 2025/July 2025**.

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 programme which I have joined in the Centre 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.

Signature of student

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: _____

Dated: _____

Signature of Student



ANNEXURE-XIII

(ONLY FOR THE CANDIDATES SEEKING ADMISSION TO B.ED. PART-I)

TEACHING EXPERIENCE CERTIFICATE

Certified that Mr./Miss/Mrs. _____ S/o/D/o Shri _____
_____ resident of _____ Village/town _____
Tehsil _____ Distt. _____ having Qualification _____ has
been working in _____ (Name of the School)
since _____ as a Nursery Teacher/ Primary Teacher/TGT/PGT till
_____. He/She has _____ years _____
months of teaching experience.

During his/her service in this school, his/her work and conduct remained good.

Signature of Head of the School with
Stamp

Date: _____

Name _____

Designation _____

Place : _____

Address _____

Important: Certificate with incomplete entries will be rejected.



ANNEXURE –XIV

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

1. 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 **CENTRE FOR DISTANCE AND ONLINE EDUCATION, Kurukshetra University, Kurukshetra(Haryana)**, have carefully read “*THE HARYANA PROHIBITION OF RAGGING IN EDUCATIONAL INSTITUTION ORDINANCE, 2012*” and fully understood the provisions contained in the said Ordinance.
2. I have, in particular, perused **clause 2(f) of the Ordinance** and **am** aware as to what constitutes ragging.
3. 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.
4. I hereby solemnly **aver** and undertake that:
 - (a) I will not indulge in any behaviour or act that may be constituted as ragging under the Ordinance.
 - (b) 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.
5. 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.
6. 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 _____ 2025.

Signature of the Student

Name: _____

Father's Name: _____

Address: _____

Mobile No. _____

E-mail ID: _____

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



SELF DECLARATION BY PARENT/GUARDIAN

(No affidavit required)

1. 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 **CENTRE FOR DISTANCE AND ONLINE EDUCATION, Kurukshetra University, Kurukshetra** have carefully read "THE HARYANA PROHIBITION OF RAGGING IN EDUCATIONAL INSTITUTION **ORDINANCE, 2012**" and fully understood the provisions contained in the said Ordinance.
2. I have, in particular, perused **clause 2(f) of the Ordinance** and **am** aware as to what constitutes ragging.
3. 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.
4. I hereby solemnly **aver** and undertake that:
 - (a) My ward will not indulge in any behaviour or act that may be constituted as ragging under the Ordinance.
 - (b) 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.
5. 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.
6. 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 _____ 2025.

Signature of the Parent/Guardian

Name: _____

Address: _____

Telephone/Mobile No. _____

Email ID _____

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



दूरस्थ एवं ऑनलाइन शिक्षा केन्द्र
CENTRE FOR DISTANCE AND ONLINE EDUCATION
Kurukshetra University, Kurukshetra-136119 (India)
(Established by the State Legislative Act XII of 1956)
('A++' Grade NAAC Accredited, Category-I University)

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 fulfilment of the Programme.

Note: Please send this Proforma duly filled in to this Centre and start the work on receipt of the Approval Letter from this Centre

PARTICULARS OF THE CANDIDATE:

(a) Name/ Father Name _____ Programme/Class: _____

CDOE Ref. No.: _____ Year/Part (I/II/III): _____ Session: **January/July 2025**

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

(in Hindi) : _____

SIGNATURE OF THE STUDENT

Name of the Student: _____

Address: _____

Dated: _____

Mobile No.: _____

Email: _____

PARTICULARS OF THE SUPERVISOR:

(a) Name: _____ Designation: _____

Qualifications: _____ Teaching Experience: UG _____ Years PG _____ Years

Postal Address: _____

(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

APPROVAL OF THE PROGRAMME-COORDINATOR:

(with office stamp, if any)

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

	APPROVED		NOT APPROVED due to
--	-----------------	--	----------------------------

Dated _____

Signature
(PROGRAMME COORDINATOR)



दूरस्थ एवं ऑनलाइन शिक्षा केन्द्र
CENTRE FOR DISTANCE AND ONLINE EDUCATION
Kurukshetra University, Kurukshetra-136119 (India)
(Established by the State Legislative Act XII of 1956)
('A++' Grade NAAC Accredited, Category-I University)

PROFORMA – II

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

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

PARTICULARS OF THE CANDIDATE:

(a) Name _____ (b) Father Name _____
 (c) Programme/Class: _____ (d) CDOE Ref. No.: _____
 (e) Year/Part (I/II/III): _____ (f) Session: January/July 2025
 (g) Area of Training (in English) _____
 (in Hindi) _____

Dated: _____

SIGNATURE OF THE STUDENT
 Address: _____

PARTICULARS OF THE SUPERVISOR

Mob. No.: _____ Email: _____

a) Name: _____
 b) Designation: _____
 c) Qualifications: : _____
 d) Postal Address: : _____
 e) Organization where is 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 PROGRAMME-COORDINATOR:

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

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

Dated: _____

Signature
 (PROGRAMME COORDINATOR)



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PROFORMA – III
DUAL DEGREE CERTIFICATE

(valid w.e.f. July 2025 session onwards)

Session: January, 202 ____ OR July, 202 ____

Name of the Programme: _____

CDOE Reference No.: _____

KUK Registration No. _____

Name of the Candidate: _____

Father's Name _____

Certified that I am pursuing above programme in the CDOE and I have carefully filled up the above information. I will upload the Dual Degree Certificate on the IUMS portal of the CDOE and will supply original Dual Degree Certificate to the Centre for Distance and Online Education, K.U.K. within time. Nothing has been concealed by me.

Dated: _____

Signature of the Candidate

.....

CERTIFICATE FROM OTHER UNIVERSITY

(In lieu of Migration Certificate to Kurukshetra University)

Session: January, 202 ____ OR July, 202 ____

Name of the University: _____

Name of the Department/Institute/College: _____

Regn. No. _____ (if any)

Name of the Programme: _____

Dept./Institute/College Ref./Exams. Roll No.: _____

Name of the Candidate: _____

Father's Name _____

Dated: _____

Signature of the Candidate

Certified that this University has no objection on the another aforesaid programme she/he is pursuing simultaneously in the Centre for Distance and Online Education, Kurukshetra University, Kurukshetra. The above certificate is issued in lieu of Migration Certificate of this University to Kurukshetra University, Kurukshetra for Restoration of old Registration No. of Kurukshetra University of the candidate. Nothing has been concealed therein by the candidate.

Dated: _____

Head of the Department/Institute
(with stamp)



ADMISSION PROGRAMMES

JULY 2025

Open Distance Learning (ODL) Programmes	Online Programmes (Semester System)
TRADITIONAL PROGRAMMES ★ Semester System: B.A., B.Com (6-Sem.), M.A. Sociology (4 Sem.) ★ Annual System: M.A. (2-years) in Hindi, English, Sanskrit, Punjabi, Political Science, Philosophy, Public Administration, History, Economics, M.Com., M.Sc. Mathematics & M.Sc. Geography	TRADITIONAL PROGRAMMES ★ Undergraduate (6 Semesters): B.A. & B.Com. ★ Post Graduate (4 Semesters): M.A. English, M.A. Political Science, M.A. Mass Comm. & M.Com. INTRODUCED FROM JULY 2025 SESSION ★ M.Sc. Mathematics & M.A. History
PROFESSIONAL (COMPUTER / IT PROGRAMMES) ★ Semester System: MCA (4-Semesters) & P.G. Diploma in Computer Applications (2-Semesters) ★ Annual System: Certificate Programme in Computer Application (1-year), Bachelor of Computer Application (3-year), M.Sc. Computer Science (Software) (2-year)	PROFESSIONAL PROGRAMMES ★ Undergraduate (6 Semesters) Bachelor of Business Administration ★ Post Graduate (4 Semesters) Master of Business Administration Master of Computer Applications
COMMERCE & MANAGEMENT PROGRAMMES ★ Semester System: MBA (4-Semesters) ★ Annual System: Advanced Graduate Diploma in Export Marketing Management (1-year)	DIPLOMA PROGRAMMES (2 Semesters) ★ Diploma in Cyber Security ★ Diploma in Artificial Intelligence and Machine Learning ★ Diploma in Data Analytics Introduced from July 2025 session ★ Post Graduate Diploma in Bhagwad Gita Studies ★ PG Diploma in Computer Applications
LIBRARY & INFORMATION SCIENCE PROGRAMMES ★ Diploma in Library & Information Science (1-year) ★ Bachelor of Library & Information Science (1-year) ★ Master of Library & Information Sc. (1-year)	CERTIFICATE PROGRAMMES IN TECHNOLOGY (1 Semester) ★ Internet of Thing (IOT) ★ Block Chain Management ★ Full Stack Development ★ Cloud Computing
JOURNALISM & MASS COMMUNICATION PROGRAMMES ★ M.A. Mass Comm. (2-year) ★ Advanced Graduate Diploma in Journalism & Mass Comm. (1-year)	CERTIFICATE PROGRAMMES IN FOREIGN LANGUAGES (1 Semester) ★ Certificate Course in German Language ★ Certificate Course in French Language ★ Certificate Course in Japanese Language
EDUCATION PROGRAMMES ★ Bachelor of Education (2-year) ★ M.A. Education (2-year)	HIGHLIGHTS ★ Programmes with 30% Internal Assessment ★ Government Scholarships available ★ Financial assistance for Weaker Sections ★ Incentive for Girl students in B.A. (ODL)
LAW PROGRAMMES ★ Advanced Graduate Diploma in Cyber Law & IPR (1-year)	RECOGNITION All the programmes offered by the Centre are duly entitled by the Distance Education Bureau, University Grants Commission, New Delhi. The B.Ed. and MBA & MCA programmes are also entitled by the statutory bodies i.e. NCTE and AICTE respectively. Recognition letters are available on CDOE Website: www.ddekuk.ac.in
ENVIRONMENTAL EDUCATION PROGRAMMES ★ M.A. Environmental Education (2-year)	CDOE Enquiry : 91-1744-238518 Emails: For General Query: dde@kuk.ac.in For online related Query: onlineddekuk@gmail.com
OTHER PROGRAMMES (1-Year) ★ Advanced Graduate Diploma in Human Rights ★ Advanced Graduate Diploma in Translation (Hindi / English) ★ Diploma in Yoga ★ Diploma in Gita ★ Introductory Level Programme in Bhagavad Gita (60 hours duration) through ISCKON	DIRECTOR (CDOE)
LATERAL ENTRY PROGRAMMES ★ M.Sc. Computer Science (Software) (2-year) Part-II ★ M.A. Mass Communication (2-year) Part-II ★ M.A. Environmental Education (2-year) Part-II • Lateral Entry is allowed in all the programmes subject to fulfilment of the eligibility conditions laid down in the prospectus 2025. • Multiple Entry Exit for NEP based programmes. • Dual Degree allowed.	

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Stay connected to Your Dashboard for alerts on PCP Schedule, Examination Date-Sheet, Admit Cards, Viva and any kind of information/ discrepancy. Fill up your correct Mobile Number and E-mail ID for processing of Admission Form.

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दूरस्थ एवं ऑनलाइन शिक्षा केन्द्र

Centre for Distance and Online Education

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Application Link Admission & Queries

The admission process for above programmes shall be online. The desirous candidate can apply through KUK website: <https://kuk.ac.in> OR directly visit the link [www.kukonline.in](http://i ums.kuk.ac.in/anon_distanceStudentsSignup.htm) for Online Programmes and http://i ums.kuk.ac.in/anon_distanceStudentsSignup.htm for ODL Programmes

	Session January 2025	Session July 2025
Date of opening of portal for Online Registration	- 01-01-2025	01-07-2025
Last Date for Online Admission in all Programmes	- 31-03-2025	10-09-2025
Last Date for B.Ed., MCA & MBA Programmes	- 17-03-2025	25-08-2025

Apply Mode: Online

Processing Fee: ₹ 800/- for General Category & ₹ 200/- for SC/BC/PWD/Blind Candidates for Haryana only