



**SCHOOL OF DISTANCE EDUCATION
ANDHRA UNIVERSITY, VISAKHAPATNAM**

Examination Register Number

For Office Use only

(Form of Application for Registration)

MBA (Hospital Administration) Degree Examination - October 2020

(w.e.f Admitted Batch of 2011-12)

I/ II/ III / YEAR(S)

Affix Latest
Passport
Size(Bust)
Photo
(Attested)

Identity Card No.

1. Examination Centre

2. Name in Full
(In BLOCK LETTERS)

3. Date of Birth in Christian Era

4. Address for Communication
(in BLOCK LETTERS)

PIN

Phone / Mobile Number
e-mail :

5. Name of Father/Guardian

6. Examination for which the
candidate is now appearing :
I/II/III Year or Submitting
Assignments
(Tick✓Appropriate Box/Boxes)

I YEAR

Whole Exam	101	102	103	104	105	106

II YEAR

Whole Exam	201	202	203	204	205	206

III YEAR

Whole Exam	301	302	303	304	305	306	PROJ	VIVA

7*. Examination Fee particulars

D.D.No.....Dated.....
Bank.....Amount Rs.....
(Rupees)

Note : As per the instructions of the University, all the MBA Candidates have to pay the prescribed examination fee from the years 2018 and onwards.

8. Particulars of Qualifying Exam. passed, i.e., B.A/B.Sc/B.Com/ B.B.M/B.E/B.Tech / AMIE etc. (For I Year candidates only)

Examination	Year	Reg. No.	University

9. Particular of earlier pass/ appearance (s) :
(Specify month and year of passing of both theory and assignments)

I YEAR	101	102	103	104	105	106		
II YEAR	201	202	203	204	205	206		
III YEAR	301	302	303	304	305	306	PROJ	VVA

10. Number of Chances now availing (for improvement candidates only)

(Tick ✓ appropriate Box)

I Chance

II Chance

III Chance

Station :

Date :

Signature of the Candidate

DIRECTOR
School of Distance Education

Fee Particulars :

1. **Improvement fee** : Provision for MBA courses is allowed within a period of three years from the year of passing the MBA degree examination.

Paper-wise Improvement is also allowed only for one chance, i.e., immediately after passing the MBA degree examination. An Amount of Rs. **1,000/-** is to be paid towards improvement fee per year besides the usual examination fee.

2. All payments should be made only by way of DD in favour of “**The Registrar, Andhra University**”, **Visakhapatnam**. Fee once paid will neither be refunded nor be adjusted for subsequent examinations under any circumstances.
3. Answer booklet consisting of 32 pages shall be supplied to the candidates. Candidates have to answer all questions in the booklet only. No additional sheets will be supplied.

Enclosures :

- Xerox copy of Identity Card
- Xerox copies of marks lists of previous appearances in case of II / III year candidates
- Xerox copy of qualifying examination Passed/Provisional Certificate in case of I year Candidates only
- Three self-addressed envelopes of 11” x 5” size (unstamped).

Special Note : Candidates must obtain their original copy of the Hall-tickets from the Chief Superintendent of the respective examination centre, three days before the commencement of the examination.



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ANDHRA UNIVERSITY, VISAKHAPATNAM**

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MBA (Hospital Administration) Degree Examination - October , 2020

HALL - TICKET

This is to certify that

Son/ Daughter of is a candidate for the MBA

Degree Examination to be held at

He/She desires **to appear for the following papers :**

I YEAR	101	102	103	104	105	106		
II YEAR	201	202	203	204	205	206		
III YEAR	301	302	303	304	305	306	Project	Viva

Visakhapatnam

Director

Date :

School of Distance Education

Note: 1. The candidate should fill in the above columns except Register Number

2. The candidate should strike off the papers for which he/she is not appearing for

CERTIFICATE OF IDENTITY

Signature of the Candidate.....

This is to certify that.....

Son / daughter of..... is a candidate appearing for the MBA Examination and his/her signature is taken in my presence and he/she bears the following identification Marks:

Affix Latest
Passport
Size(Bust)
Photo
(Attested)

1.

2.

Station:

Signature of the attesting officer

Director

Date:

not below the Rank of Gazetted Officer

School of Distance Education

Note : 1.The Photos should be affixed and attested by the Attesting Officer both in the Application Form and Certificate of Identity.
2.The Attesting Officer's signature should be right across the photo extending over the blank space also.

SCHOOL OF DISTANCE EDUCATION
ANDHRA UNIVERSITY, VISAKHAPATNAM

INSTRUCTIONS TO THE CANDIDATES APPEARING FOR MBA EXAMINATION.

Candidates for University Examinations are required to observe, the following Instructins very carefully;

01. It will not be permissible for candidates to sit for the Examination at a center other than that at which nemes are registered, without the Special permission of the director, SDE. No permission for change of centre will be granted after applicaitons are registered.
02. Candidates appearing for Exams at other centres on the Special permission of the Director must be prepared to satisfy the Chief Superntendent of such centes as to their identity. They shall also sign again on the Identification certificates produced by them before the Chief Superintendent of the respective centes, If required.
03. Candidate should take their places in the examination hall at least ten minutes before the time fixed for distributing the papers. Candidates presenting themselves more than half an hour after the appointed time will not be admitted to the EXamination Hall.
04. Candidates should bring their Hall-Ticket to the Examination Hall each day of the Examinaiton for Inspection by the Chief Superintendent / Invigilator/ Observer.
05. Candidates are prohibited from writing upon their Hall-Tickets or Question Papers. Candidates are also phohibited from writing their names or any other name unconnected with the answers on any part of their Answer Books. The Register Numbers should be written very distinctly on the title pages of the Main Answer Book. Failure to Write their Register Number may involve the Rejection of Answer Papers. Their should fill in the subject and the year on the outer cover of the main answer book. Register number should not be noted on the additionl answer books.
06. No Candidate will be allowed to leave the Examination Hall till the expiry of at least one and half hours and a half after the question paper is distributed and candidates who leaves the hall during the period are not allowed again into the Exam hall.
07. Candidates are forbidden to ask questions of any kind during the examination. They are further forbidden to communicate with the examiners; should they do so, their answer papers will not be valued and their conduct will be reported to the Executive Council for disciplinary action.
08. Candidates are not allowed to use books of any kind in the Examination Hall. They are also prohibited from introducing into the examination Hall any book or portion of book, slate, blotting pad, cardboard, manuscript, type script or paper of any description and making use of any from these whether introduced into the hall by themselves or by any one else, from communicating with or copying from each other and from communicating with any person outside the Examination Hall. Any candidate detected in the violation of these rules will be summarily sent out of the Hall forthwith and his conduct will be reported to the University. Such candidates stands the risk of having all his answer papers for the Examination for which he has appeared rejected by the E.C. and of being debarred from sitting for the University Examination for such period as the E.C. may decide.
09. Required statistical Tables will be supplied. Candidates should not bring into the Examination Hall of their own copies.
10. Candidates are allowed to use battery operated pocket calculators with up to six functions, twelve digits and two memories, printing models of calculators are not allowed. Candidates are advised not to bring the Pager, Cellular Phone, digital diary or other electronic gadgets inside the examination hall excrpt the calculator as defined above.
11. Candidates are required to provide themselves with their own pens. They must however, use only blue/ black ink while answrng their question papers.
12. Particular attention invited to the instructions regarding rough working printed on the answer books. All rough work must be done on the right - hand side of the problem itself leaving a margin for that purpose with the headding 'rough work' underlined. The number of each question as given in the question paper should be noted both on the margin and int he center of the page of the answer book just above the respective answer. No separate books for rough working will be supplied to candidates. Papers should not be detached from the answer books of candidates. If the ordinary answer books are found insufficient, additional books will be supplied and these should be securely fastened to the main answer books by thread which can be had from the superintendent.

(By Order)

DIRECTOR



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Visakhapatnam

Director

Date :

School of Distance Education

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CERTIFICATE OF IDENTITY

Signature of the Candidate.....

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and his/her signature is taken in my presence and he/she bears the following identification Marks:

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Passport
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2.

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Signature of the attesting officer

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05. Candidates are prohibited from writing upon their Hall-Tickets or Question Papers. Candidates are also prohibited from writing their names or any other name unconnected with the answers on any part of their Answer Books. The Register Numbers should be written very distinctly on the title pages of the Main Answer Book. Failure to Write their Register Number may involve the Rejection of Answer Papers. They should fill in the subject and the year on the outer cover of the main answer book. Register number should not be noted on the additional answer books.
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07. Candidates are forbidden to ask questions of any kind during the examination. They are further forbidden to communicate with the examiners; should they do so, their answer papers will not be valued and their conduct will be reported to the Executive Council for disciplinary action.
08. Candidates are not allowed to use books of any kind in the Examination Hall. They are also prohibited from introducing into the examination Hall any book or portion of book, slate, blotting pad, cardboard, manuscript, type script or paper of any description and making use of any from these whether introduced into the hall by themselves or by any one else, from communicating with or copying from each other and from communicating with any person outside the Examination Hall. Any candidate detected in the violation of these rules will be summarily sent out of the Hall forthwith and his conduct will be reported to the University. Such candidates stands the risk of having all his answer papers for the Examination for which he has appeared rejected by the E.C. and of being debarred from sitting for the University Examination for such period as the E.C. may decide.
09. Required statistical Tables will be supplied. Candidates should not bring into the Examination Hall of their own copies.
10. Candidates are allowed to use battery operated pocket calculators with up to six functions, twelve digits and two memories, printing models of calculators are not allowed. Candidates are advised not to bring the Pager, Cellular Phone, digital diary or other electronic gadgets inside the examination hall except the calculator as defined above.
11. Candidates are required to provide themselves with their own pens. They must however, use only blue/black ink while answering their question papers.
12. Particular attention invited to the instructions regarding rough working printed on the answer books. All rough work must be done on the right - hand side of the problem itself leaving a margin for that purpose with the heading 'rough work' underlined. The number of each question as given in the question paper should be noted both on the margin and in the center of the page of the answer book just above the respective answer. No separate books for rough working will be supplied to candidates. Papers should not be detached from the answer books of candidates. If the ordinary answer books are found insufficient, additional books will be supplied and these should be securely fastened to the main answer books by thread which can be had from the superintendent.

(By Order)

DIRECTOR



**SCHOOL OF DISTANCE EDUCATION
ANDHRA UNIVERSITY, VISAKHAPATNAM**

VISAKHAPATNAM 530 003 : ANDHRA PRADESH

Phone: 0891-2844142, 2550223, 2575745 Fax No.0891-2575752

Website: www.andhrauniversity.edu.in/sde.html

Prof. P. HARI PRAKASH

DIRECTOR

No.SDE/MBA Hospital Admn./Examination/2020

05-08-2020

Dear Learner,

Greetings from the School of Distance Education.

Dear Student,

Please find enclosed one Examination Application Form of MBA (Hospital Admn.) Examinations of the School of Distance Education to be held in October 2020. The last date for submission of examination application, date of commencement of examinations are given below:

Examination	Last date for Submission of Examination Application	Date of Commencement of Examination
MBA (Hosp. Admn.) I Year	14-09-2020	05-10-2020
MBA (Hosp. Admn.) II Year	14-09-2020	13-10-2020
MBA (Hosp. Admn.) III Year	14-09-2020	20-10-2020

For 1 Subject Rs.400/-;

2 subjects Rs.800/-,

above 3 subjects Rs.1,000/- upto Seven Subject per Year

More than Seven Subjects per year Rs. 2,000/-

However, applications will also be received with penal fee as detailed below :

Rs.300/- upto 15-09-2020 to 21-09-2020

The applications received in this office after 21-09-2020 will not be accepted.

1. All the Candidates should be pay examination fee.
2. The candidate has to carefully go through the instructions given in the Application form before filling the application. The candidate should note that the application form contains the Hall- Ticket in duplicate also, the signature of the candidate is necessary both on the Hall-ticket and examination application form.

Note :

1. The candidates are informed that the defaulters of tuition fee to the School will not be permitted to take the examination and those who have not already paid, should pay the necessary tuition fee by **Demand Draft drawn in favour of the Registrar, Andhra University, Visakhapatnam**, without any further delay.

Hall Ticket: The candidate has to collect the Hall Ticket from the Chief Superintendent of the respective Examination Center within three days before the commencement of the examination. No further intimation will be sent to the candidates in this regard

* **Candidates will be Supplied 32 pages of Answer Sheets booklet in the examination hall. They will not be Supplied any other examination additional Answer Sheets.**

DIRECTOR



**SCHOOL OF DISTANCE EDUCATION
ANDHRA UNIVERSITY, VISAKHAPATNAM**

VISAKHAPATNAM 530 003 : ANDHRA PRADESH

Phone: 0891-2844142, 2550223, 2575745 Fax No.0891-2575752

Website: www.andhrauniversity.edu.in/sde.html

TIME-TABLE FOR MBA (Hospital Administration) EXAMINATIONS, October, 2020

I YEAR

Date	Day	Subject Title	Time
05-10-2020	Monday	Management Process and Behaviour	2 pm to 5 pm
06-10-2020	Tuesday	Accounting for Decision Making	2 pm to 5 pm
07-10-2020	Wednesday	Management of Out-Patient Department	2 pm to 5 pm
08-10-2020	Thursday	Patient Care and Behaviour	2 pm to 5 pm
09-10-2020	Friday	Health System Management	2 pm to 5 pm
12-10-2020	Monday	Management of Information Systems in Hospitals	2 pm to 5 pm

II YEAR

Date	Day	Subject Title	Time
13-10-2020	Tuesday	Human Factor in Health Organisation	2 pm to 5 pm
14-10-2020	Wednesday	Financial Management in Hospitals	2 pm to 5 pm
15-10-2020	Thursday	Operations Management in Hospitals	2 pm to 5 pm
16-10-2020	Friday	Medical Audit and Quality Management	2 pm to 5 pm
17-10-2020	Saturday	Hospital Services Marketing	2 pm to 5 pm
19-10-2020	Monday	Health Care Economics	2 pm to 5 pm

III YEAR

Date	Day	Subject Title	Time
20-10-2020	Tuesday	Hospital Waste Management	2 pm to 5 pm
21-10-2020	Wednesday	Risk and Disaster Management	2 pm to 5 pm
22-10-2020	Thursday	Legal and Ethical Issues for Hospitals	2 pm to 5 pm
23-10-2020	Friday	Operations Research	2 pm to 5 pm
26-10-2020	Monday	Health Insurance	2 pm to 5 pm
27-10-2020	Tuesday	Clinical, Diagnostic & Therapeutic Services	2 pm to 5 pm
03-11-2020	Tuesday	Viva-Voce examination at S.D.E.,A.U., Visakhapatnam only	9 am onwards

Note: MBA (Hospital Administration) Examinations will be held at following centres:

- 1) Govt.Arts College, Srikakulam
- 2) AKNU MSN Campus, Thimmapuram, Kakinada
- 3) School of Distance Education, Andhra University, Visakhapatnam
- 4) TSR & TBK Degree College, Gajuwaka, Visakhapatnam,
- 5) Syed Appala Swamy Degree College, Vijayawada. **However Viva Examination will be held at A.U. Campus, Visakhapatnam only.**

