SCHOOL OF DISTANCE EDUCATION
ANDHRA UNIVERSITY

PROSPECTUS

POST - GRADUATE COURSES
(M.A., M.Com. & M.A./ M.Sc. Maths Courses)
Visakhapatnam - 530 003
(Andhra Pradesh)
Phones : 2754966, 2844164, 2550223
Cell : 98481 – 99155
Website : www.andhrauniversityedu.in/sde

Price : By Hand : Rs. 40/-
By Post : Rs. 80/-

Downloaded Application should be sent along with a D.D for Rs. 40/- together with Admission Fee

July, 2013
Greetings from the School of Distance Education. Learning as a continuous process has been receiving much encouragement and as a consequence open learning has become the choicest mode for many.

School of Distance Education has been catering to the requirements of learners seeking higher Education. The SDE is on the path of ensuring quality of its services besides aiming to make the learners competitive.

Assignments Form an important part of Internal assessment component. I am glad to inform you that from this academic year (2013 - 2014) the marks for assignments has been enhanced from 15 to 20 marks.

This prospectus gives an overview of the different post-graduate courses being offered by the school. You are advised to go through the contents carefully before filling in your admission application form. We do not have any private agents. You can get clarifications if any required, directly from the staff of SDE, AU, on all working days.

Prof. N. L. Narasimha Rao
Director

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CHAPTER - I

SCHOOL OF DISTANCE EDUCATION

A BRIEF PROFILE

Distance Education is a well tried modern method of Education. Distance Education permits greater flexibility, and it is learner-centered.

The School of Distance Education, formerly School of Correspondence Courses of Andhra University was established on 1st July 1972 with the objective of increasing the access of higher education to disadvantaged sections of the society. Initially B. A and B.Com., courses were offered with the assistance of UGC. Liberalised admission into B.A., / B.Com., courses under open system was introduced in 1976.

M.A. (Economics) and M.Com. courses were started in the year 1978 - 79 with the assistance of the University Grants Commission. Later B.Ed. and M.Ed. courses were added during 1980 - 81 and 1982 - 83 respectively.

M.A. (English), M.A. (Public Administration), Post-Graduate Diploma in Co-operation and Rural Studies and B.Sc. courses were introduced from the academic year 1983 - 84.

The School has also started non-conventional one year P.G. Diploma Courses in Translation, Environmental Studies and Functional English, from the year 1989.

Besides these courses, the School introduced the following M.A. courses, from the academic year 1989 - 90.

1. M.A. (Hindi)  
2. M.A. (Telugu)  
3. M.A. (History)  
4. M.A. (Politics)  
5. M.A. (Sociology)

The School introduced the following courses w.e.f the Academic Year 1997 - 98.

1. P.G. Diploma in Personnel Management & Industrial Relations (H.R.M)  
2. P.G. Diploma in Voluntary Welfare Organisations / Management of Voluntary Organisations (MVO)  
3. P.G Diploma in Travel & Tourism Management.  

M.A./M.Sc in Mathematics and P.G Diploma in Computer Programming and Applications (PGDCPA) were offered from the year 2000 - 2001 and 3 certificate courses in computers were offered from 2002 - 03.

M.A. (Education) and M.L.I.Sc are offered from 2003 - 04 onwards.

During the Academic Year 2005 L.LM, M.Sc in Botany, Zoology, Physics and Organic Chemistry, B.E / B.Tech in Civil, Electrical, Electronics, Mechanical and Chemical Engineering branches were introduced. SDE signed an MOU with HSBC on 20th April 2006 to introduce a novel course B.Com (Customer Service Managemen) based on Earn while you learn concept with effect from the Academic year 2006 - 2007. Further during the Academic Year 2006, MCA, MBA (Executive) and MHRM Courses were introduced. PG Diploma in Public Interest and PG Diploma in Digital Governance are introduced during the calendar year 2010.

MBA (Hospital Administration) and MJMC courses have been introduced w.e.f the Academic Year 2011 - 12. Similarly Diploma in Management has also been introduced. M.Ed programme with NCTE Recognition has been introduced w.e.f. the Academic Year 2013 - 14. The School is also offering B.Sc programme exclusively, for the employees working in Dr. Reddy's Labs w.e.f the Academic Year 2012 - 13.

The School of Distance Education is run by skilled teachers and educational administrators who always strive to reach high academic standards. A student who is enrolled into this School studies the same syllabi, and is awarded the same degree as in the case of regular students of this University.
The core academic staff of the School will carry on the academic activities with the help of the well experienced teachers in their respective fields, who are working in this University as well as in other Universities.

Print material is the main stay of instruction supplemented by Week-end classes and Annual Personal Contact programme classes at various centres to facilitate face to face interaction between the teachers and students. The School invites well experienced teachers to participate in these Personal Contact Programmes besides our academic staff. During these programmes the teachers will give an extensive review of the subjects and clarify the doubts of the students. Besides Visakhapatnam, the School is organizing Personal Contact Programme classes. Week-end classes at the following places depending upon student enrolment:


The schedule of the centres and subjects offered will be sent to the students.

GYAN VANI:

Gyan Vani an educational channel run on co-operative principles funded by IGNOU, New Delhi is operated from April, 2002 onwards. Students can avail this facility on F.M. Channel (104.6 MHz) from 6.00 p.m. to 10.00 p.m. and 6. a.m. to 10 a.m every day. It is available around 100 kms. radius of Visakhapatnam city. Separate communication will be sent regarding the programmes being broadcast every day.

Phone-in programme to Clarify the doubts of students is Organised on II and IV Fridays of every month from 7.00 pm and 7.30 pm.

STAFF PATTERN OF THE SCHOOL – TEACHING STAFF

DIRECTOR:

Prof. N.L. Narasimha Rao, M.Com., Ph.D  
Commerce

PROFESSORS:

1. Prof. P. Hrushikesava Rao, M.Com., Ph.D  
Commerce
2. Prof. P. Krishna Prasad, M.A., Ph.D  
Political Science & Public Administration
3. Prof. L.D. Sudhakara Babu, M.A., Ph.D  
Co-operation & Applied Economics
4. Prof. V. Simmanna, M.A., Ph.D  
Telugu
5. Prof. K. Parameswara Rao, M.A., Ph.D, D.A.S., P.G.D.T.  
Economics
6. Prof. B. Mohini, M.A., Ph.D  
Hindi
7. Prof. J. Ramu Naidu, M.A., M.Ed., Ph.D  
Economics
8. Prof. T. Nirmalajyothi, M.A., M.P., D.S.S., Ph.D  
Education
9. Prof. G.S.V. Prasada Raju, M. Tech., Ph.D  
Computer Science
10. Prof. B. Raja Kumar, M.Com, M.Ed., Ph.D.  
Commer.
11. Prof. P. Hariprakash, M.A., Ph.D.  
Economics

ASSISTANT PROFESSORS:

12. Sri M. V. Raja Kumar, M.A., (Selection Grade)  
English
13. Mrs. P. Vijaya Ratnam, M.A., M.A. (Ed)  
Education

ASSISTANT PROFESSORS (CONTRACT):

14. Sri G. Sri Ram, MCA  
Computer Science
15. Dr. S. R. Subhani, M.A., M.Phil., Ph.D.  
Political Science & Public Administration
16. Dr. N. Komali Salomi, M.A., Ph.D, D.F.  
Social Work
CHAPTER - II

M.A.
ENGLISH LANGUAGE AND LITERATURE

Eligibility for Admission:

I Year: A Candidate seeking admission into the I Year M.A. in English Language and Literature shall be required to have passed.

B.A (Special English) / B.A. or B.Sc or B.Com or B. A. (O.L) or B.F.A. or B.A.L

[With Part I General English for a minimum of 200 Marks (I Year General English & II Year General English)]

Note:

1) Candidates who passed the qualifying examinations of other Universities which are recognised by Andhra University under 10 + 2 + 3 or 11 + 2 + 3 or 11 + 2 + 2 pattern of education are only eligible for admission.

2) Any Professional Graduate / Post Graduate with English as medium of instruction is also eligible.

Duration of the Course:

The course of study for M.A. English Language and Literature shall extend over a period of two academic years.

Course of Study:

At the end of the first year, the candidate has to appear for the Previous Examination. At the end of the Second Year, the candidate has to appear for the Final Examination.

The following is the Scheme of Examination. Each paper carries 100 marks (including 20 marks for assignments) and is of 3 hours duration.
### SCHEME OF EXAMINATION

<table>
<thead>
<tr>
<th>Subject Code</th>
<th>Subject Title</th>
<th>Theory Paper Max. Marks</th>
<th>Assignments</th>
<th>Total Marks</th>
<th>Duration</th>
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<tr>
<td>Paper : I</td>
<td>History of English Language</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : II</td>
<td>Shakespeare</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : III</td>
<td>Modern Literature – I</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<td></td>
<td>(1550 - 1700)</td>
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<tr>
<td>Paper : IV</td>
<td>Modern Literature – II</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<td></td>
<td>(1700 - 1850)</td>
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<tr>
<td>Paper : V</td>
<td>Modern Literature – III</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td></td>
<td>(1850 – 1950)</td>
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<td><strong>FINAL</strong></td>
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<td>The M.A. English Final Year course contains five papers in all.</td>
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<tr>
<td>Paper : I</td>
<td>Literary Criticism</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : II</td>
<td>American Literature</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : III</td>
<td>Indian English Literature</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : IV</td>
<td>Twentieth Century Literature Poetry and Drama</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : V</td>
<td>Twentieth Century Literature Prose and Fiction</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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</table>

### M.A. ENGLISH SYLLABUS

#### DETAILED SYLLABUS

**M.A. (Previous) ENGLISH, LANGUAGE & LITERATURE**

**Paper – I : HISTORY OF ENGLISH LANGUAGE**

**Text Books :**

01. F. T. Wood : Current English Usage
02. A.C. Baugh : History of English Language

**Paper – II : SHAKESPEARE**

**Detailed Study :**

01. Henry IV Part I
02. Hamlet

**Non-detailed Study:**

03. Sonnets
04. Twelfth Night
05. Tempest

**Paper – III - MODERN LITERATURE - I (1550 - 1700)**

**Detailed Study :**

01. Marlowe : Dr. Faustus
02. Bacon : (Ten Essays) : Of Truth ; Of Death ; Of Unity in Religion; Of Revenge; Of Adversities; Of Simulation and Dissimulation; Of Parents and Children; Of Marriage and Single Life; Of Envy ; Of Love.
03. Donne: The Good Morrow; The canonization ; A Valediction of my Name in the Window.
04. Milton : Paradise Lost Book – I

**Non-detailed Study:**

05. Marlowe : Edward II
06. Kyd : The Spanish Tragedy
07. Webster : The White Devil
08. Dryden : Absalom and Achitophel
09. Congreve : The Way of the World
10. Ben Jonson : Everyman in his Humor
11. Sidney : Defence of Poetry
12. Milton : Paradise Lost Book-IX
M.A. ENGLISH SYLLABUS

Paper IV – Modern Literature II (1700 – 1850)

Detailed Study:
1. Keats : Ode to Nightingale ; Ode on a Grecian Um ; Ode to Autumn ; Ode to Melancholy ; Ode to Psyche.
2. Wordsworth : The Prelude – Book – I
3. Johnson : Preface to Shakespeare
4. Sheridan : The Rivals

Non-detailed Study:
5. Pope : The Rape of the Lock
6. Coleridge : Rime of the Ancient Mariner
7. Shelly : Adonais
8. Lamb : Essays of Elia - First Series
9. Austen : Emma
10. Goldsmith : She Stoops to Conque

Paper V – Modern Literature III (1850 - 1950)

Detailed Study:
1. Tennyson : Ulysses
2. Browning : Andrea del Sarto, Poetry ELBS; Dylan Thomas; The hunchback in the Park; Graves : Mermaid, Dragon, Fiend ; Ted Hughes : Gog; Gum : On the Move.
3. Eliot : The Waste Land
4. Shaw : St. Joan

Non-detailed Study:
7. Yeats : Byzantium, Sailing to Byzantium.
8. Hardy : The Mayor of Casterbridge
9. Lawrence : Sons and Lovers
10. Woolf : To the Lighthouse
12. Becket : Waiting for Godot
13. Tennyson : Tears, Idle Tears
14. Browning : My Last Duchess

M.A. ENGLISH (FINAL) SYLLABUS

Paper I – Literary Criticism

Text Books:
1. Marjorie Boulton : Anatomy of Prose
2. Marjorie Boulton : Anatomy of Poetry

Paper II – American Literature

Detailed Study:
1. Whitman : Out of the Cradle Endlessly Rocking; When Lilacs in the Dooryard Bloom'd
2. Frost : Home Burial ; Birches
3. Emerson : The American Scholar
4. Miller : Death of a Salesman

Non-detailed Study:
5. Dickinson Poems (J303, J322, J347, J528, J712)
6. Thoreau : Walden
7. Hemingway : The Old Man and the Sea
8. Malamud : The Assistant
9. O'Neill : The Hairy Ape
10. Poe : The Raven
11. Melville : Moby Dick
12. Williams : The Glass Managerie

Paper III : Indian English Literature

Detailed Study:
1. Toru Dutt : Sita, Our Casuarina Tree; Aurobindo : Thought the Paraclete, Rose of God ; Ezekiel : Enterprise ;Ramanujan : The

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### M.A. ENGLISH (FINAL) SYLLABUS

#### Non-detailed Study:

2. Tagore : Gitanjali
3. Karnad : Hayavadana
4. Raja Rao : On the Ganga Ghat
5. Narayan : A Tiger for Malgudi
6. Anand : Untouchable
7. Anita Desai : A Fire on the Mountain
8. Arun Joshi : The Last Labyrinth
9. Shashi Deshpande : The Long Silence
12. Jayanta Mahapatra : The Moon Moments, Total Solar Eclipse; Ezekiel; Night of the Scorpion

#### Paper – IV : Twentieth Century Literature : Poetry and Drama

**Detailed Study :**

1. Auden : In Memory of W.B. Yeats

#### M.A. ENGLISH (FINAL) SYLLABUS

#### Detailed Study:

2. Dylan Thomas : Poem in October, The Force that through the Green Fuse Drives the Flower
3. Robert Graves : Recalling War, In Broken Images
4. Ted Hughes : Pibroach, November, Thrushes
5. Philip Lakrin : The Whitson Wedding, Church Going
6. Synge : The Playboy of the Western World

**Non-detailed Study :**

7. Thomas Gunn : My Sad Captains
8. Spender : The Prisoner, In Railway Halls
9. Christopher Fry : A Phoenix Too Frequent
10. Beckett : Happy Days
11. Pinter : The Birthday Party

#### Paper – V : Twentieth Century Literature : Prose and Fiction

**Detailed Study :**

1. T.S. Eliot : Sacred Wood; The Perfect Critic; The Possibilities of Poetic Drama; Hamlet and His Problems.

**Non-detailed Study :**

3. Lytton Strachey : Eminent Victorians
4. Joseph Conrad : Lord Jim
5. Joyce : A Portrait of the Artist as a Young Man
6. Maugham : The Moon and Six Pence
7. C.P. Snow : The Masters
8. Iris Murdoch : The Sand Castle
9. Golding : Lord of the Files
10. Graham Greene : The Power and the Glory
Eligibility for Admission:

I Year: Any bachelor's degree in Arts, Science or Commerce with Hindi as one of the subjects or any bachelors degree holder in Arts, Science or Commerce without Hindi as one of the subjects but having a diploma such as Sahitya Ratna, Bhasha Praveena or Vidwan or equivalent to that

Note: Candidates who passed the qualifying examinations of other Universities which are recognised by Andhra University under 10 + 2 + 3 or 11 + 2 + 3 or 11 + 2 + 2 pattern of education are only eligible for admission.

Duration of the Course:

The course of study for M.A. Hindi shall extend over a period of two academic years.

Course of Study:

At the end of the first year, the candidate has to appear for the Previous Examination. At the end of the Second Year, the candidate has to appear for the Final Examination.

The following is the Scheme of Examination. Each paper carries 100 marks (including 20 marks for assignments) and is of 3 hours duration.

Annexure

<table>
<thead>
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<th>Subject Code</th>
<th>Subject Title</th>
<th>Theory Paper</th>
<th>Assignments</th>
<th>Total Marks</th>
<th>Duration</th>
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<tr>
<td>Paper : I</td>
<td>History of Hindi Literature</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : II</td>
<td>Theory of Literature (Indian &amp; Western)</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : III</td>
<td>Modern Hindi Poetry</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : IV</td>
<td>Hindi Prose (Friction Drama)</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : V</td>
<td>Special Study of an Author</td>
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<tr>
<td>i. Premchand (or)</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<td>ii. Mohan Rakesh</td>
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<td>FINAL</td>
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<td>Paper : VI</td>
<td>Old &amp; Medieval Poetry</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : VII</td>
<td>Functional Hindi &amp; Translation</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : VIII</td>
<td>Linguistics &amp; History of Hindi Language</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : IX</td>
<td>Special Study of Literary Trend</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>i. Hindi Katha Sahitya (or)</td>
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<td>ii. Folk Literature</td>
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<tr>
<td>Paper : X</td>
<td>Special study of Literary Dimension-Hindi Essay</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : XI</td>
<td>Viva - Voce</td>
<td>-</td>
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<td>100</td>
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Note: Detailed syllabus will be sent to the candidates after admission.
CHAPTER IV

M.A.
TELANGU

Eligibility for Admission:

I Year: A Candidate seeking admission into the I Year M.A. Degree Course in Telugu shall be required to have passed B.A or B.Sc. or B.Com. with Telugu as subject of study or B.A. Oriental Learning or Bhasha Praveena with P.O.L or Bhasha Praveena with B.A. or B.Com. of Andhra University or Bhasha Praveena with B.A. or B.Com. of any other University recognised by the Andhra University or M.A. Sanskrit or M.A. Hindi of Andhra University or any other University recognised by Andhra University.

Note: Candidates who passed the qualifying examinations of other Universities which are recognised by Andhra University under 10 + 2 + 3 or 11 + 2 + 3 or 11 + 2 + 2 pattern of education are only eligible for admission.

Duration of the Course:

The course of study for M.A. Telugu shall extend over a period of two academic years.

Course of Study:

At the end of the first year, the candidate has to appear for the Previous Examination. At the end of the Second Year, the candidate has to appear for the Final Examination.

The following is the Scheme of Examination. Each paper carries 100 marks (including 20 marks for assignments) and is of 3 hours duration.

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<tr>
<th>Subject Code</th>
<th>Subject Title</th>
<th>Theory Paper</th>
<th>Assignments</th>
<th>Total Marks</th>
<th>Duration</th>
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<td>PREVIOUS</td>
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<tr>
<td>Paper I</td>
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<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<td>Paper II</td>
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<td>80</td>
<td>20</td>
<td>100</td>
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<td>Paper III</td>
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<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper IV</td>
<td>H^E=½ &lt;q=°~¡Å</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper V</td>
<td>Szø°H› &amp;-tÇ°Oã°I</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td></td>
<td>i. ^3#uHê ~¡KÇ# ([-¡bëe]o) (.«£)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>ii. ^E^=°Ç °øø0</td>
<td></td>
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</table>

| FINAL       |               |              |             |             |          |
| Paper I     | ~3^66^O4°øø0 | 80           | 20          | 100         | 3 hours  |
| Paper II    | ~#°øø0 øø0 | 80           | 20          | 100         | 3 hours  |
| Paper III   | ~°øø0 øø0 | 80           | 20          | 100         | 3 hours  |
| Paper IV    | Szø°H› &-tÇ°Oã°I | 80          | 20          | 100         | 3 hours  |
|             | i. ^3#uHê ~¡KÇ# ([-¡bëe]o) (.«£) |          |             |             |          |
|             | ii. ^E^=°Ç °øø0 |            |             |             |          |
| Paper V     | Szø°H› &-tÇ°Oã°I | 80          | 20          | 100         | 3 hours  |
|             | i. ^3#uHê ~¡KÇ# ([-¡bëe]o) (.«£) |          |             |             |          |
|             | ii. ^E^=°Ç °øø0 |            |             |             |          |

Note: Detailed syllabus will be sent to the candidates after admission.
CHAPTER - V

M.A.

ECONOMICS

Medium of Instruction:

English only*

Eligibility for Admission:

I Year: A Candidate seeking admission into the I Year M.A. Degree Course in Economics shall be required to have passed B.A Degree (pass or Hons. or Special) with Economics as one of the subjects.

Note: Candidates who passed the qualifying examinations of other Universities which are recognised by Andhra University under 10 + 2 + 3 or 11 + 2 + 3 or 11 + 2 + 2 pattern of education are only eligible for admission.

Duration of the Course:

The course of study for M.A. Economics shall extend over a period of two academic years.

Course of Study:

At the end of the first year, the candidate has to appear for the Previous Examination. At the end of the Second Year, the candidate has to appear for the Final Examination.

The course consists of study of five papers each in both previous and final years. The following are the titles of the papers.

The following is the Scheme of Examination. Each paper carries 100 marks (including 20 marks for assignments) and is of 3 hours duration.

* The students are given option to write the University examinations in Telugu Medium also.

Annexure

SCHEME OF EXAMINATION

<table>
<thead>
<tr>
<th>Subject Code</th>
<th>Subject Title</th>
<th>Theory Paper</th>
<th>Assignments</th>
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<td>Public Economics</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<td>Indian Economic Policy</td>
<td>80</td>
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<tr>
<td>Paper : I</td>
<td>Economic Growth and Development</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
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<td>International Trade and Finance</td>
<td>80</td>
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<tr>
<td>Paper : III</td>
<td>Economics of Social Sector and Environment</td>
<td>80</td>
<td>20</td>
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<td>20</td>
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<tr>
<td></td>
<td>Labour Economics</td>
<td>(or)</td>
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<td>(B) Paper : IV</td>
<td>Demography</td>
<td>80</td>
<td>20</td>
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<tr>
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<td>Viva-Voce Exam.</td>
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Note: Detailed syllabus will be sent to the candidates after admission.
CHAPTER - VI

M.A.

HISTORY

Medium of Instruction:

English only*

Eligibility for Admission:

I Year: A Candidate seeking admission into the I Year M.A. Degree Course in History shall be required to have passed B.A Degree (pass or Hons. or Special) with History as one of the subjects of study or B.A. (O.L.) or B.A.L.

Note: Candidates who passed the qualifying examinations of other Universities which are recognised by Andhra University under 10 + 2 + 3 or 11 + 2 + 3 or 11 + 2 + 2 pattern of education are only eligible for admission.

Duration of the Course:

The course of study for M.A. History shall extend over a period of two academic years.

Course of Study:

At the end of the first year, the candidate has to appear for the Previous Examination. At the end of the Second Year, the candidate has to appear for the Final Examination.

The following is the Scheme of Examination. Each paper carries 100 marks (including 20 marks for assignments) and is of 3 hours duration.

* The students are given option to write the University examinations in Telugu Medium also.

Annexure

SCHEME OF EXAMINATION

<table>
<thead>
<tr>
<th>Subject Code</th>
<th>Subject Title</th>
<th>Theory Paper</th>
<th>Assignments</th>
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<th>Duration</th>
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<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : II</td>
<td>History of Europe</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : III</td>
<td>History of Andhras upto 1565 A.D.</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : IV</td>
<td>History of U.S.A. (1776 - 1964)</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : V</td>
<td>Social and Economic History of Modern India (1757 - 1947)</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : VI</td>
<td>History of Modern Japan (1840 - 1951)</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>FINAL</td>
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<tr>
<td>Paper : I</td>
<td>Twentieth Century World since 1919</td>
<td>80</td>
<td>20</td>
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<td>History of Freedom Movement in India (1857 - 1947)</td>
<td>80</td>
<td>20</td>
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<td>3 hours</td>
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<td>History of Modern Andhras (1650 - 1956)</td>
<td>80</td>
<td>20</td>
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<tr>
<td>Paper : IV</td>
<td>Historiography and Historical Method</td>
<td>80</td>
<td>20</td>
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<tr>
<td>Paper : V</td>
<td>Tourism Theory and Application</td>
<td>80</td>
<td>20</td>
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<tr>
<td>Paper : VI</td>
<td>Archival Studies</td>
<td>80</td>
<td>20</td>
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</table>

Note:

1. Detailed syllabus will be sent to the candidates after admission.
2. Paper VI - to be effective from 2007 - 08 in case of Previous and 2008 - 09 in case of final years.
CHAPTER - VII

M.A.

POLITICAL SCIENCE

Objective of the Course :

Life begins and ends with the State and State is the subject matter of Politics. The purpose of this Course is to provide a comprehensive understanding of the dynamics of collective life to those who intend to become leaders, rulers, social activists and researchers of human condition. Hence, the course is essentially aimed at enlightenment for those who are already in public life in different capacities including practitioners of various professions.

Duration of the Course :

This is a two academic year's course offered in English medium on year-end pattern of examinations. The basic eligibility for admission into the course is a pass in any degree General / Professional / Vocational / Technical awarded by Andhra University or any other university recognised equivalent under the pattern of 10 + 2 + 3. The students enjoy the option of writing the examination in the regional language i.e. Telugu.

The course consists of study of five papers each in both previous and final years. The following are the titles of the papers.

The following is the Scheme of Examination. Each paper carries 100 marks (including 20 marks for assignments) and is of 3 hours duration.

### Annexure

#### SCHEME OF EXAMINATION

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<th>Subject Code</th>
<th>Subject Title</th>
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<th>Assignments</th>
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<tr>
<td>Paper : I</td>
<td>Indian Political Thought</td>
<td>80</td>
<td>20</td>
<td>100</td>
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<td>Paper : II</td>
<td>Western Political Thought</td>
<td>80</td>
<td>20</td>
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<tr>
<td>Paper : III</td>
<td>Indian Political System</td>
<td>80</td>
<td>20</td>
<td>100</td>
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<td>Paper : IV</td>
<td>State Government and Politics in A.P.</td>
<td>80</td>
<td>20</td>
<td>100</td>
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<tr>
<td>Paper : V</td>
<td>Specialisation (Any one of the following)</td>
<td>80</td>
<td>20</td>
<td>100</td>
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<tr>
<td>A)</td>
<td>Readings in Indian Political Thought</td>
<td>80</td>
<td>20</td>
<td>100</td>
</tr>
<tr>
<td>B)</td>
<td>Readings in Indian Federalism</td>
<td>80</td>
<td>20</td>
<td>100</td>
</tr>
<tr>
<td>C)</td>
<td>Mass Mobilization and Electoral studies</td>
<td>80</td>
<td>20</td>
<td>100</td>
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<tr>
<td>FINAL</td>
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<tr>
<td>Paper : I</td>
<td>Research Methodology</td>
<td>80</td>
<td>20</td>
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<td>Paper: II</td>
<td>Conflict Resolution: Policies and Performance of Institutions</td>
<td>80</td>
<td>20</td>
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<td>Paper : III</td>
<td>Comparative Politics</td>
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<td>Paper : IV</td>
<td>Theory of International Relations</td>
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<td>Paper : V</td>
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<td>20</td>
<td>100</td>
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<tr>
<td>A)</td>
<td>India's Foreign Policy</td>
<td>80</td>
<td>20</td>
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<tr>
<td>B)</td>
<td>Comparative Analysis of Select Asian Countries</td>
<td>80</td>
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</table>

Note: Detailed syllabus will be sent to the candidates after admission.
CHAPTER - VIII
M.A.
PUBLIC ADMINISTRATION

Objective of the Course :

Public Administrations commences with organized life. It is the source for all such branches of knowledge that deal with organization, management and administration. The subject matter of Public Administration is essentially linked with the business of the Government. In other words, Public Administration is an advanced professional course. The Course is designed to be useful for those who are in public or private employment interested in gaining critical insights into structure and behavioral dimensions of the organizations.

Structure of the Course :

This is a two academic year's course offered in English medium on year-end pattern of examinations. The basic eligibility for admission into the course is a pass in any degree General/Professional/Vocational Technical awarded by Andhra University or any other university recognised equivalent under the pattern of 10 + 2 + 3. The students enjoy the option of writing the examination in the regional language i.e. Telugu.

The course consists of study of five papers each in both previous and final years. The following are the titles of the papers.

The following is the Scheme of Examination. Each paper carries 100 marks (including 20 marks for assignments) and is of 3 hours duration.

<table>
<thead>
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<th>Subject Code</th>
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<tr>
<td>Paper : I</td>
<td>Administrative Theory</td>
<td>80</td>
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<td>80</td>
<td>20</td>
<td>100</td>
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<tr>
<td>Paper : III</td>
<td>Indian Administration</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : IV</td>
<td>Financial Administration</td>
<td>80</td>
<td>20</td>
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<td>Paper : V</td>
<td>Elective : (Any one of the following) :</td>
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<tr>
<td>A)</td>
<td>Rural Local Government</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>B)</td>
<td>Urban Local Government</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>C)</td>
<td>E-Governance in India</td>
<td>80</td>
<td>20</td>
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<td>Paper : I</td>
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<td>Paper : II</td>
<td>Readings in Public Policy</td>
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<td>20</td>
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<td>3 hours</td>
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<tr>
<td>Paper : III</td>
<td>Local Administration in Asia and West</td>
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<td>20</td>
<td>100</td>
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<td>Elective : (Any one of the following) :</td>
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<tr>
<td>A)</td>
<td>Social Welfare Administration</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>B)</td>
<td>Management of Public Enterprises</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>C)</td>
<td>Office Planning &amp; Management</td>
<td>80</td>
<td>20</td>
<td>100</td>
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Note : Detailed syllabus will be sent to the candidates after admission.
CHAPTER - IX

M.A.
SOCIOLOGY

Medium of Instruction:

English only*

Eligibility for Admission:

I Year: A Candidate seeking admission into the I Year M.A. Degree Course in Sociology shall be required to have passed any Degree of this university or any other university recognised as equivalent thereto.

Note: Candidates who passed the qualifying examinations of other Universities which are recognised by Andhra University under 10 + 2 + 3 or 11 + 2 + 3 or 11 + 2 + 2 pattern of education are only eligible for admission.

Duration of the Course:

The course of study for M.A. Sociology shall extend over a period of two academic years.

Course of Study:

At the end of the first year, the candidate has to appear for the Previous Examination. At the end of the Second Year, the candidate has to appear for the Final Examination.

The following is the Scheme of Examination. Each paper carries 100 marks (including 20 marks for assignments) and is of 3 hours duration.

* The students are given option to write the University examinations in Telugu Medium also.

Annexure

SCHEME OF EXAMINATION

<table>
<thead>
<tr>
<th>Subject Code</th>
<th>Subject Title</th>
<th>Theory Paper</th>
<th>Assignments</th>
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<tr>
<td>Paper : III</td>
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<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : IV</td>
<td>Indian Society</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : V</td>
<td>Society, Ecology &amp; Environment</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>FINAL</td>
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<tr>
<td>Paper : I</td>
<td>Rural Sociology &amp; Development</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
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<td>Urban Sociology &amp; Development</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : III</td>
<td>Society and Education</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : IV</td>
<td>Gender Studies</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<td>Optional Papers: (Any one of the following)</td>
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<td>100</td>
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<tr>
<td></td>
<td>i) Criminology (or)</td>
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<td>20</td>
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<td></td>
<td>ii) Social Demography</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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Note: Detailed syllabus will be sent to the candidates after admission.
CHAPTER - X

M.A.
PHILOSOPHY

Medium of Instruction:

English only*

Eligibility for Admission:

I Year: A Candidate seeking admission into the I Year M.A. Degree Course in Philosophy shall be required to have passed any Degree examination of this university or any other University recognised by Andhra University as equivalent thereto.

Note: Candidates who passed the qualifying examinations of other Universities which are recognised by Andhra University under 10 + 2 + 3 or 11 + 2 + 3 or 11 + 2 + 2 pattern of education are only eligible for admission.

Duration of the Course:

The course of study for M.A. Philosophy shall extend over a period of two academic years.

Course of Study:

At the end of the first year, the candidate has to appear for the Previous Examination. At the end of the Second Year, the candidate has to appear for the Final Examination.

The following is the Scheme of Examination. Each paper carries 100 marks (including 20 marks for assignments) and is of 3 hours duration.

* The students are given option to write the University examinations in Telugu Medium also.
CHAPTER - XI

M.A. / M. Sc.
MATHEMATICS

Medium of Instruction :
English only*

Eligibility for Admission:

I Year : A Candidate seeking admission into the I Year M.A./M.Sc. Degree Course shall be required to have passed B.A. or B.Sc with Mathematics as one of the subjects of study.

Note : Candidates who passed the qualifying examinations of other Universities which are recognised by Andhra University under 10 + 2 + 3 or 11 + 2 + 3 or 11 + 2 + 2 pattern of education are only eligible for admission.

Duration of the Course :
The course of study for M.A./M.Sc. Mathematics shall extend over a period of two academic years.

Course of Study :
At the end of the first year, the candidate has to appear for the Previous Examination. At the end of the Second Year, the candidate has to appear for the Final Examination.

The following is the Scheme of Examination. Each paper carries 100 marks (including 20 marks for assignments) and is of 3 hours duration.

Annexure

SCHEME OF EXAMINATION

<table>
<thead>
<tr>
<th>Subject Code</th>
<th>Subject Title</th>
<th>Theory Paper</th>
<th>Assignments</th>
<th>Total Marks</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>PREVIOUS</td>
<td></td>
<td>Max. Marks</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paper : I</td>
<td>Algebra</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : II</td>
<td>Linear Algebra, Differential</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td></td>
<td>Equations</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paper : III</td>
<td>Real Analysis</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : IV</td>
<td>Topology</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : V</td>
<td>Discrete Mathematics</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
</tbody>
</table>

FINAL

<table>
<thead>
<tr>
<th>Subject Code</th>
<th>Subject Title</th>
<th>Theory Paper</th>
<th>Assignments</th>
<th>Total Marks</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paper : I</td>
<td>Measure Theory and</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td></td>
<td>Functional Analysis</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paper : II</td>
<td>Complex Analysis</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
</tbody>
</table>

The remaining THREE papers are optionals and they are to be chosen one from each of the following three streams.

Stream – I :
1. Number Theory
2. Integral Equations
3. Linear Programmes and game Theory
Stream – II:
4. Lattice Theory
5. Commutative Algebra

Stream – III:
6. Numerical Analysis and Computer Techniques
7. Universal Algebra

Optional Papers:
1. Number Theory 80 20 100 3 hours
2. Lattice Theory 80 20 100 3 hours
3. Commutative Algebra 80 20 100 3 hours
4. Integral equations 80 20 100 3 hours
5. Linear Programming and Game theory 80 20 100 3 hours
6. Numerical Analysis and Computer Techniques 80 20 100 3 hours
7. Universal Algebra 80 20 100 3 hours

Note: Detailed syllabus will be sent to the candidates after admission.

CHAPTER - XII
M.A. PSYCHOLOGY

Medium of Instruction:
English only*

Eligibility for Admission:
A Candidate seeking admission into the I Year M.A. Degree Course in Psychology shall be required to have passed any Degree examination of this University or any other University recognised by Andhra University as equivalent thereto.

50% of seats will be allotted to Teachers, Doctors, Nurses and employees of Public, Private and Non-Government Organisations.

Note: Candidates who passed the qualifying examinations of other Universities which are recognised by Andhra University under 10 + 2 + 3 or 11 + 2 + 3 or 11 + 2 + 2 pattern of education are only eligible for admission.

Criteria for Admission:
The seats are limited. Admission in each category will be made basing on the aggregate marks at graduate level following rule of reservation.

Duration of the Course:
The course of study for M.A. Psychology shall extend over a period of two academic years.

Course of Study:
At the end of the first year, the candidate has to appear for the Previous Examination. At the end of the Second Year, the candidate has to appear for the Final Examination.

The following is the Scheme of Examination. Each paper carries 100 marks (including 20 marks for assignments) and is of 3 hours duration.
Annexure

**SCHEME OF EXAMINATION**

<table>
<thead>
<tr>
<th>Subject Code</th>
<th>Subject Title</th>
<th>Theory Paper</th>
<th>Assignments</th>
<th>Total Marks</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>PREVIOUS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td>Psychopathology</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>2.</td>
<td>Social Psychology</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>3.</td>
<td>Principles of Psychology</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>4.</td>
<td>Research Methodology</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>5.</td>
<td>Experimental Psychology and Psychological Assessment Practicals</td>
<td>50 Marks Theory</td>
<td>50 Marks Practicals</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>FINAL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Industrial and Organizational Psychology</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>7.</td>
<td>Counselling Psychology</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>8.</td>
<td>Clinical Psychology</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>9.</td>
<td>Psychology of Life Span</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>10.</td>
<td>Health Psychology</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
</tbody>
</table>

Fees: Total Fees: Rs. 20,000/-; (Previous): Rs. 12,250/-; (Final): Rs. 7,750/-

Personal Contact Programme:
Personal Contact Programme will be held for a period of 15 days in each year. **Attendance at the Personal Contact Programme is compulsory** failing, which the students will not be permitted to take the year-end examinations.

Qualifying Marks for Pass:
A candidate shall be declared to have passed in the Examination if he/she obtains not less than 40% of total marks and not less than 30 percent in each paper.

Personal Contact Programme & Examination Centre:
Andhra University Campus, Visakhapatnam only.

**CHAPTER - XIII**

**M. Com.**

Medium of Instruction:
English only*

Eligibility for Admission:
I Year: A Candidate seeking admission into the I Year M.Com. Degree Course shall be required to have passed any Bachelor's Degree other than B.F.A and B.A. (OL) examination of this University or any other University recognised as equivalent there to.

Note: Candidates who passed the qualifying examinations of other Universities which are recognised by Andhra University under 10 + 2 + 3 or 11 + 2 + 3 or 11 + 2 + 2 pattern of education are only eligible for admission.

Duration of the Course:
The course of study for M.Com., shall extend over a period of two academic years.

Course of Study:
At the end of the first year, the candidate has to appear for the Previous Examination. At the end of the Second Year, the candidate has to appear for the Final Examination.

The following is the Scheme of Examination. Each paper carries 100 marks (including 30 marks for assignments) and is of 3 hours duration.

* The students are given option to write the University examinations in Telugu Medium also.
### Annexure

**SCHEME OF EXAMINATION**

<table>
<thead>
<tr>
<th>Subject Code</th>
<th>Subject Title</th>
<th>Theory Paper</th>
<th>Assignments</th>
<th>Total Marks</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>PREVIOUS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paper : I</td>
<td>Advanced Business Economics</td>
<td>70</td>
<td>30</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : II</td>
<td>Advanced Management Accountancy</td>
<td>70</td>
<td>30</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : III</td>
<td>Indian and International Business Environment</td>
<td>70</td>
<td>30</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : IV</td>
<td>Management &amp; Organizational Behaviour</td>
<td>70</td>
<td>30</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : V</td>
<td>Statistics For Business Decisions</td>
<td>70</td>
<td>30</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FINAL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paper : I</td>
<td>Financial Management</td>
<td>70</td>
<td>30</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : II</td>
<td>Marketing Management</td>
<td>70</td>
<td>30</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : III</td>
<td>Human Resource Management</td>
<td>70</td>
<td>30</td>
<td>100</td>
<td>3 hours</td>
</tr>
</tbody>
</table>

The candidate shall choose any one of the following electives consisting of two papers:

**Electives : A. Accounting :**

- Paper : IV Financial Accounting and Audit 70 30 100 3 hours
- Paper : V Cost Management and Audit (or) 70 30 100 3 hours

**B. Advanced Banking :**

- Paper : IV Banking and Financial Institutions 70 30 100 3 hours
- Paper : V Financial Markets and Services 70 30 100 3 hours

**Note:** Detailed syllabus will be sent to the candidates after admission.


CHAPTER - XIV

FEE PARTICULARS AND MARKS QUALIFYING FOR A PASS

A. Tuition Fees for all M.A./M.Com./M.Sc. Courses : *

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>I Year</td>
<td>2,625/-</td>
</tr>
<tr>
<td>II Year</td>
<td>2,175/-</td>
</tr>
</tbody>
</table>

The I Year Tuition Fee includes:

i. Rs. 50/- towards Registration Fee
ii. Rs. 100/- towards Admission Fee
iii. Rs. 300/- towards University Exemption Fee
iv. Rs. 1,225/- towards Tuition Fee
v. Rs. 300/- towards Stationery & Postage
vi. Rs. 150/- towards Service Fee
vii. Rs. 500/- towards University Development Fee

The II Year Tuition Fee includes:

i. Rs. 1,225/- towards Tuition Fee
ii. Rs. 300/- towards Stationery & Postage
iii. Rs. 150/- towards Service Fee
iv. Rs. 500/- towards University Development Fee

Note: In the case of fresh admission into the 2nd year the candidates are required to pay the following fee

i. Rs. 50/- towards Registration Fee
ii. Rs. 100/- towards Admission Fee
iii. Rs. 300/- towards University Exemption Fee
iv. Rs. 1,225/- towards Tuition Fee
v. Rs. 150/- towards Stationery & Postage
vi. Rs. 300/- towards Service Fee
vii. Rs. 1000/- towards University Development Fee

Note: Candidates who passed the qualifying examinations of other Universities are required to pay the following amounts along with first instalment fee:

i. Recognition fee Rs. 300/-
ii. Matriculation fee Rs. 100/-

B. Marks Qualifying for a Pass for M.A./M.Com./M.Sc. Courses:

A candidate shall be declared to have passed the M.A./M.Com./M.Sc. Examination if he/she obtains not less than 40 per cent of the total marks and not less than 30 per cent in each paper. All other candidates shall be deemed to have failed in the examination.
Classification of Successful Candidates:

The names of the successful candidates at the M.A./M.Com./M.Sc. Degree Examination shall be arranged in the order in which they are registered for the examination in three classes on the basis of the total marks obtained by each candidate at the Previous and Final Examinations taken together.

First Class: Those who obtain not less than 60 per cent of the total marks.

Second Class: Those who obtain not less than 50 per cent of the total marks.

Total Class: Those who obtain not less than 40 per cent of the total marks.

Provision for Improvement:

i) Provision for improvement is allowed within a period of Three years from the year of passing the respective PG degree examination. Hence the candidates are eligible to take whole examination either previous or final under this provision.

ii) Further, paper-wise improvement is also allowed to them by restricting to only one chance immediately after passing the respective PG degree examination. An amount of Rs. 1,000/- is to be paid towards improvement fee per year besides the usual examination fee.

iii) Candidates, who already possessed PG Degree and not eligible to make use of improvement provision as per the current regulations, be allowed to take admission into the 2nd year of the respective course as per the regulations in force without offering any kind of exemptions from writing subject papers.

iv) Also the PG candidates are allowed to reappear for the subject paper(s) in which he or she obtains marks ranging from 30 – 39, though the candidate attains 40% aggregate mark in Previous and / or Final, irrespective of improvement provision, which is in force.

Supplementary Examinations:

Provision for Supplementary examinations is also provided for PG courses by collecting Rs. 500/- towards supplementary examination fee besides the usual examination fee. Supplementary examination will be held during December / January every year.
1. Any qualified candidate within India can apply for admission into the School of Distance Education. Admission is restricted to the candidates residing in India.

2. Transfer Certificate and Migration Certificate need not be submitted for admission.

3. Candidates who passed the higher examination should not apply for lower examination.

4. Candidates after graduating from the School of Distance Education are eligible for higher studies as in the case of regular students.

5. After enrolment, every student will be allotted a code number, which he/she should invariably mention in all his/her correspondence with the School. Full Code Number including the period of study should be quoted in all the correspondence. Correspondence without code number will not receive attention.

6. The student will be admitted into the School on the assumption that the entries in the Admission Application are correct and the student has to fulfil all the requirements as mentioned in the application. The original certificates of the students submitted along with the admission application form will be returned to the students by the Registered Post as soon as the admission formalities are over. However such of the original certificates which are required for record of the school will be retained and they will not be returned.

The first of July is treated as the day of commencement of the academic year.

7. The candidates are required to abide by the rules and regulations that are in force and those that will come into effect from time to time as formulated by the School and/or by the University.

8. Guidelines for answering assignments:

1. Assignments constitute the continuous evaluation which carry a weightage of 20 per cent in each paper except in the case of M.Com. where it is 30 per cent. There will be one assignment for each paper in a course. The candidates should answer compulsorily all the assignments for all subjects.

2. The main purpose of the assignment is to test the student’s comprehension of the course material sent to him/her and also to help him/her in getting through the courses. The information given in the printed course material should be sufficient for answering the assignments. The answers should be complete in all respects. Incomplete answers bring poor marks. The assignments are to be submitted to School of Distance Education, Andhra University before the due date. It is desirable that the student should retain a copy of all assignment responses which he/she submits.

3. Answering Assignments:

   While Answering Assignments:
   i) A student should read the assignment carefully and follow the specific instructions, if any
   ii) He/she has to study thoroughly the units on which assignments are based.
   iii) He/she should note down relevant point of answers; rearrange those points in a logical order and draw a rough outline of answer. In respect of essay questions, introduction as well as conclusion should be given. The answer should be logical, cohesive and it should have clear connections between sentences and paragraphs.

   The answer should cover the main points of the question.
From the academic year 2013 - 2014 onwards, it was introduced to obtain assignments from the candidate in all PG Courses offered in School of Distance Education for a maximum of 20 marks leaving theory component 80 marks. In case of M.Com. it is 30 marks and theory component is 70 marks.

Postal Address:

9. All Correspondence pertaining to the School of Distance Education must be addressed to

   The Director  
   School of Distance Education  
   Andhra University  
   Visakhapatnam - 530 003  
   ANDHRA PRADESH

The student is particularly requested to note that the Office of the School of Distance Education is different from the Central Administrative Office, Andhra University, Visakhapatnam.

Mailing of Communications:

10. All reading material will be mailed to the students by Express Parcel Post to the address of the students as per records of the School. The students are advised to make necessary arrangements in their respective delivery post offices at their end to get the delivery of different communications, reading materials from the School properly without delay. It is not possible for the School to own any responsibility for any postal mishap. However necessary arrangements may be made to provide another set of reading material/copy of communication etc., to the students if the issue of non-receipt/postal mishap is brought to our notice in time.

Identity Card:

11. The Identity Card issued to the candidate will be sufficient for the purpose of identification for the entire period of study in this School. If the Identity Card is lost, a fresh identify card will be issued on payment of Rs. 50/-.
Payment of Tuition Fees:

12. Tuition Fee is payable in a single instalment in I year and II years respectively. The I year tuition fee is payable at the time of admission to the concerned course along with the admission application form. The date of payment of II year tuition fee shall be intimated to the candidates separately.

Penal fee will be levied if the tuition fee is not paid on or before the due date as follows:

- Up to 2 months after the due date: Rs. 50/-
- After 2 months: Rs. 200/-

Change of Elective Subjects (s):

13. The candidates who opt for a change in elective subject have to pay the fees Rs. 300/- (in case the candidates request for)

Note: Prescribed application form should be used for effecting the change.

13A. The candidates who opt for a change of course have to pay the Fee Rs. 1,500/- (in case of the candidates request for)

Remittance to the School:

14. All the remittances to the School of Distance Education should be made through a Crossed Demand Draft Drawn in favour of the Registrar, Andhra University, Visakhapatnam, payable at Syndicate Bank, School of Distance Education A.U Campus Visakhapatnam - 3 or any nationalised bank payable at Visakhapatnam. The name of the candidate, code number if already allotted and the purpose of the remittance should be clearly mentioned in the covering letter along with the Demand Draft. The name of the candidate and complete code number are also to be noted on the back of the Demand Draft. Bank Challans, Money Orders and Postal Orders will not be accepted.

Refund of Fee:

15. In respect of those candidates whose applications are rejected by the School for any reason 10 per cent of the tuition fee besides admission and registration fee of Rs.150/- will be deducted from the fee paid and the balance will be refunded. Candidate who submits application for admission and withdraws on his/her own will not be entitled for refund.

Fee Concession:

16. The employees of Andhra University and or their children/spouse are exempted upto 50 per cent of Total Course Fee on the production of service certificate from the Registrar. The fee concession of 50 per cent is also available to the children/spouse of retired employees of the University.

Information relating to Examinations:

17. Examination applications will be mailed to the candidates who are on rolls by the School. In the case of former students of the School of Distance Education, the examination applications will be supplied on request only.

18. The Candidates will not be permitted to take the examinations unless they clear all the dues to the School.

19. The Code Number of the candidates should be written in the column provided in the examination application form for easy reference. Information relating to the examinations such as last date for receipt of examination fee, etc., will be generally informed by the School. However, students are also advised to see notifications in the press issued by the Director, School of Distance Education, Andhra University relating to such matters.

20. (i) A Candidate appearing for the examination for the first time shall pay the fee prescribed for the whole examination even if the candidate chooses to appear for some papers only. Thereafter the candidate can appear for any part or parts or papers.
For the sake of First appearance for the University Examinations, there should be a clear gap of one academic year from year to year. However once the study period is completed the candidate can appear for both previous and final examinations, provided he/she owes no dues to the School.

Irrespective of the appearance at the University examinations and the consequent result, the candidate is deemed to have entered into the next year of study in the School of Distance Education.

Examination fee once paid will under no circumstances be refunded or held over for subsequent examinations.

The centres of Examinations are given in the Examination application form. The candidates may choose any one centre given therein. The administration reserves the right to allot or not to allot a particular examination centre depending upon administrative convenience.

Issue of Hall Tickets, Marks Statements and Provisional Certificates etc.,:

Candidates have to collect their Hall tickets from the Chief Superintendent of the respective Examination centres. Issuing of Hall tickets will begin three days before the commencement of examinations. Hall Tickets will not be mailed to the candidates by post.

The School of Distance Education will arrange to despatch marks statements and Provisional Certificate etc., to the candidates of the School of Distance Education who have fulfilled all the requirements as per the existing rules and regulations.

If the candidate finds any delay in receiving the above he/she may write to the Director regarding the non-receipt of the same. The letter to the Director should contain all the particulars of examination such as month and year of appearance, centre, Register number etc., with Xerox copies of all marks memos.

The particulars of fee prescribed for the issue of Study Certificate / Migration Certificate are as follows:

<table>
<thead>
<tr>
<th>Certificate</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Migration Certificate</td>
<td>Rs. 250/- Plus @ Rs. 25/- for every belated year</td>
</tr>
<tr>
<td>Study Certificate</td>
<td>Rs. 100/- Plus @ Rs. 25/- for every belated year</td>
</tr>
</tbody>
</table>

However candidates who wish to obtain duplicate copies or triplicate copies of the Marks Statement / Provisional Certificate have to pay the following fees:

<table>
<thead>
<tr>
<th>Certificate</th>
<th>Fee for Duplicate Copy</th>
<th>Fee for Triplicate Copy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marks Statement</td>
<td>Rs. 200/-</td>
<td>Rs. 400/-</td>
</tr>
<tr>
<td>Provisional Certificate</td>
<td>Rs. 100/-</td>
<td>Rs. 150/-</td>
</tr>
<tr>
<td>Migration Certificate</td>
<td>Rs. 400/-</td>
<td>Rs. 600/-</td>
</tr>
<tr>
<td>Study Certificate</td>
<td>Rs. 200/-</td>
<td>Rs. 150/-</td>
</tr>
</tbody>
</table>

Note: Candidates who wish to obtain Migration Certificate or Date of Birth Extract have to pay the necessary fee as mentioned above in favour of the Registrar and send the same along with a requisition letter to the Director, School of Distance Education, Andhra University, Visakhapatnam.

Issue of Degree Certificate:

The Office of the School of Distance Education will arrange to issue the Degree Certificates to all the candidates of the School of Distance Education on payment of prescribed fee as under:

For issue of Degree in Advance : Rs. 600/-

(i) Old Degrees as per the existing rates (Revised after every convocation)

(ii) Duplicate Original Degree

<table>
<thead>
<tr>
<th>Degree</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Rs. 1500/- plus Rs. 50/- for each belated year</td>
</tr>
</tbody>
</table>

* Rs. 30/- For every belated year
** Rs. 25/- For every belated year
Note: The candidate should use the prescribed application form which can be obtained from the office of the School of Distance Education for the issue of Degree in Advance.

The payments towards prescribed fee for Degree Certificate are to be remitted in favour of Registrar, A.U., Visakhapatnam through Demand Draft.

The candidates have to enclose the Demand Draft to the prescribed application form for the issue of Degree and send the same to the Director, School of Distance Education, Andhra University, Visakhapatnam.

Filling of Examination Application Form:

25. The candidate has to send the duly filled in Application Form with the Demand Draft to the Registrar, Andhra University, Visakhapatnam - 530 003 on or before the last date as specified in the examination notification.

The candidate has to carefully go through the instructions given in the Application form before filling. The candidate should note that the Application form contains the Hall Ticket and the Examination Application Form. Incomplete Application are liable to be rejected. In case the Application is returned to the candidate due to any objection, the candidate has to re-submit the same directly to the Director, School of Distance Education, Andhra University, Visakhapatnam after complying with the objection that is raised.

Particulars of Previous Pass/Appearance:

26. In case the candidate has already passed/ appeared in any part/subject(s) previously, he/she has to invariably note the previous pass/appearance particulars such as the year of passing, the Register number, the examination centre are noted in the relevant columns of the Examination Application Form. However, this will not apply to the candidates who are appearing for the first time. The examination application form will be rejected if the previous pass/appearance particulars are not clearly noted.

Transfer Certificate:

27. The candidates are not required to submit Transfer Certificate and Migration Certificate for admission into any course. However, candidates desirous of obtaining T.C. from the School have to submit proof of Date of Birth evidence.

Address Slips:

28. The candidates are required to enclose 3 address slips along with the application for admission. If there is any change in the address, again 3 slips have to be sent to the School along with a covering letter.

29. Any change of address of a candidate should be intimated at least 15 days in advance by Registered Post to ensure prompt receipt of all correspondence from the School. Frequent changes of address cannot be entertained unless the period of stay at any place as per the change of address is for a period of 3 months. If the period is less than that, they have to make their own arrangements for redirecting their correspondence to the correct address.

Assignments:

30. The students are requested to send the Assignments. If they are not sent as per schedule, the School may not be in a position to arrange for their evaluation. The candidates must therefore be prompt in this regard.

Re-admission Procedure:

31. Candidates who are in default of payment of tuition fee for more than one full academic year which may result in the completion of the study period can get themselves readmitted for the next academic year by paying the prescribed fees. Such of those candidates who do not get themselves re-admitted shall be deemed to have distontinued only after the completion of the stipulated study period unless the candidates takes the Transfer Certificate from the School of Distance Education on submission of the requisition letter during the stipulated period study.
The Re-admission may be given on the submission of the application in the prescribed proforma after duly paying the following amounts in favour of the Registrar, Andhra University, Visakhapatnam.

1. Re-admission fee: Rs. 190/-
2. 1 term tuition fee of the respective year and course as the case may be

The prescribed proforma for re-admission can be obtained from the Office of the School of Distance Education on requisition.

Enquiries:

32. The students can make enquiries regarding courses, examination particulars etc., at the Learner Interface of the School of Distance Education at the nearest Study Centre of the School or through telephone 98481 99155 or 2754966.

33. Enquiries will be attended to in the office from 10.00 a.m. to 1.00 p.m. on all working days.

34. The School works for 5 days in a week. Saturday and Sunday are holidays. For other holidays the School observes State Govt. holidays.

35. The students are also advised to clear all their doubts of administrative and academic nature during the time of Personal contact Programme / week end class Programme.

CHAPTER - XVI

INSTRUCTIONS FOR FILLING THE APPLICATION FORM FOR ADMISSION INTO THE SCHOOL OF DISTANCE EDUCATION

1. The application duly filled-in together with all the required enclosures should reach the Director, School of Distance Education, Andhra University, Visakhapatnam - 530 003 by registered post on or before the date notified in the press.

2. The candidate is required to mention clearly the course of study and year for which he/she is seeking admission into the School of Distance Education.

3. The name of the student as well as his/her father/husband should correspond with those that are recorded in his/her matriculation certificate / S.S.L.C. / S.S.C./H.S. & M.P.S.L.C. Register.

4. The date of birth of the student should correspond with that as recorded in his/ her Matriculation or that of an equivalent examination.

5. The required original certificates are to be enclosed with the application form which will be returned later. One attested copy of each certificate must also be enclosed for the record.

6. Application sent without tuition fees will be rejected.

7. Incomplete applications will not be processed by the School and they will be rejected.

8. The following certificates in original are to be enclosed along with the application form:

   a) Degree / Provisional Certificate of the Previous examination passed: (One attested copy is also to be enclosed along with original certificate).

   b) Two copies of recent photographs (pass port size of the candidate duly attested by a Gazetted Officer at the lower portion of each photo. One is to be affixed to the application and the other to be enclosed).
c) Receipt of Payment of Fee: Crossed Demand Draft.
d) Date of Birth Extract.
e) Identity Card is to be enclosed duly signed and photo affixed.
f) Three address slips duly filled-in are to be enclosed.

Note: For candidates who passed the qualifying examinations of other Universities / Boards of Examination:

Candidates seeking admission into various courses who have passed the qualifying examinations of other Universities or Examinations of Boards of Examinations other than Andhra Pradesh are required to pay the following amounts in addition to the First Instalment Fee:

a. Recognition Fee Rs. 300/-
b. Matriculation Fee Rs. 100/-

SPECIAL NOTE
As per the guidelines issued by the Government of AP in e-Pass Website, which was conveyed by the Deputy Director (Social Welfare), Visakhapatnam (Rc. No. B3/613/2006, dt. 14.12.2010), the students pursuing Open University studies and Distance Learning are not eligible for Scholarships.

SPOT ADMISSIONS
In order to help the students in getting admitted easily the School has started the spot Admissions at select study centres. Students are advised to avail this facility. They can come to the notified study centre with filled-in applications forms with all the enclosures and requisite fee (Demand Draft). Admission will be given on the spot and all original certificates will be returned to the candidates immediately. Please see Admission Notification for full details.

LEGAL DISPUTES
All legal disputes in matters pertaining to the school of Distance Education have to be settled within the Jurisdiction of courts in Visakhapatnam city only.

The candidate is advised to retain this copy of the prospectus till the course is completed for the purpose of clarification of rules and regulations concerning the course.
CONTACT US

Name & Address
The Director,
School of Distance Education,
Andhra University,
Visakhapatnam - 530 003
Andhra Pradesh, INDIA.

Phones : 0891 - 2844142
0891 - 2550223
0891 - 2575475
Fax: 0891 - 2575752

Joint Registrar 7702257817
Deputy Registrar 9963474722
Assistant Registrar 7702257815

UG and Certificates Courses' Admissions,
Schedule of classes and also B.Com./B.Sc. Practicals
E - I Section : 0891 - 2844162
7702257811

UG Courses' Examinations
E - II Section :
0891 - 2844163, 9963474712

PG Courses' Admissions, MA Edn. &B.Ed
Addl. Methodology and MEd Admissions
Schedule of classes and Examinations
E - III Section :
0891 - 2844164
7702257813

Diploma / PG Diploma / Professional
Courses' / MBA/ MCA/ MHRM/LLM/
admissions schedule of classes and Exams.
E - IV Section :
0891 - 2844146
9963474714

Reading / Course Material 0891-2844145, 7702257818

Revaluation / Instant Examination Results Confidential Section
0891 - 2844158, 9963474716

Accounts Section
0891-2844997, 7702257820

Information regarding Fees dues,
TC(PC)/MC/OD/Study Certificates/
Marks Lists or Duplicates
Learner Interface :
0891 - 2844143
9848199155 / 7702257821

General Information Enquiry: 0891 - 2754966 or
9848199155 / 7702257821

Website: www.andhrauniversity.edu.in/sde

STUDY CENTRE CELL NUMBERS

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## RECORD OF FEE PAYMENT PARTICULARS

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Code Number :  

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(Candidates are advised to keep a record of payment of various fees to the School in the above Format)