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. 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.

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:

1. Srikakulam
2. Kakinada
3. Rajahmundry
4. Eluru
5. Bhimavaram
6. Narsapur
7. Guntur
8. Vizianagaram
9. Ongole

The schedule of the centres and subjects offered will be sent to the students.
STAFF PATTERN OF THE SCHOOL - TEACHING STAFF

DIRECTOR : 
STD Code 0891

Prof. B. Mohini 
M.A., Ph.D. 
(2844277) Hindi

PROFESSORS :
01. Prof. P. Hrushikesava Rao, (2844167) Commerce
   M.Com., Ph.D.
02. Prof. G.S.V. Prasada Raju, (2844995) Computer
   M.Tech., Ph.D.
03. Prof. P. Hari Prakash, (2844993) Economics
   M.A., Ph.D.

ASSOCIATE PROFESSOR :
04. Dr. J. Ramu Naidu, (2844992) Economics
   M.A., M.Ed., Ph.D., P.G.D.E.S.

ASSISTANT PROFESSOR :
05. Mrs. P. Vijaya Ratnam, (2844161) Education
    M.A., M.A., (Ed)

ASSISTANT PROFESSORS (Contract) :
06. Dr. G.Sri Ram, M.C.A., M.Tech. Computer Science
07. Dr. N. Komali Salomi, M.A.,Ph.D., D.F Social Work
08. Dr. B. Radhika, Education
   M.A. Edn., M.A.(Eng); M.A. (Phi). M.Phil., Ph.D.
09. Dr. K. Jayaram, M.Sc., M.Sc., M.Phil; M.Ed., Ph.D. Education
10. Dr. M. Sudarshana Rao, Education
    M.Sc., M.A.Edn., M.Phil; Ph.D
12. Dr. K. Krishna Dorababu, M.Sc., Ph.D., P.G.D.E.S. Geography
13. Dr. M. Manisekhar, MHRM, M.B.A., M.Phil, Ph.D. HRM
14. Dr. UVN Das, MBBS Consultant MBA (Hospital Administration)

OFFICERS :
01. Sri T. Chitti Babu, M.A (Edn.) Joint Registrar
02. Sri M. Hema Naik M.A. Deputy. Registrar
03. Sri K. Appa Rao B.Com., Asst, Registrar
SUPERINTENDENTS:
01. Sri M. Srinivasa Rao, M.A., Examinations - I
02. Sri B. Bodanna, M.A., Examinations - II
03. Sri P. Appala Naidu, M.A., Examinations-III
04. Smt. K. Kumari, M.A., B.Ed., Accounts Section and Establishment

LIBRARY:

Contact Phone Numbers
01. Learner Interface 9848199155 / 7702257821
02. Enquiry 0891 - 2844143 / 2754966
03. P.G. Admissions 0891-2844164 / 7702257811
04. P.G. Examinations 0891 - 2844164 / 9963474712
05. Course Material Section 0891 - 2844145 / 9963474711
06. Learner Counselling Centre 0891-2844146 / 9963474711
9963474712 / 9963474714

Website: www.andhrauniversity.edu.in/webnew/sde.html (for updates)
CHAPTER - II

M.A.

ENGLISH LANGUAGE AND LITERATURE

Eligibility for admission:

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

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.
### 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>
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<tr>
<td>Paper : I</td>
<td>History of the English Language</td>
<td>80</td>
<td>20</td>
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<td>Shakespeare</td>
<td>80</td>
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<td>80</td>
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<td>100</td>
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<td>3 hours</td>
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<td>Paper : I</td>
<td>Literary Criticism</td>
<td>80</td>
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<td>American Literature</td>
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<td>Indian English Literature</td>
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<td>Twentieth Century Literature Poetry and Drama</td>
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<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<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>

The M.A. English Final Year course contains five papers in all.
M.A. ENGLISH SYLLABUS
DETAILED SYLLABUS
M.A. (Previous) ENGLISH, LANGUAGE & LITERATURE

PAPER-I: HISTORY OF ENGLISH LANGUAGE

Textbooks:
1. F.T. Wood: Current English Usage
2. A.C. Baugh: History of English Language

Paper II - SHAKESPEARE

Detailed study:
1. Henry IV Part I
2. Hamlet

Non-detailed study:
3. Sonnets
4. Twelfth Night
5. Tempest

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

Detailed study:
1. Marlowe: Dr. Faustus
2. 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.
3. Donne: The Good Morrow; The canonization; A Valediction of my Name in the Window

Non-detailed Study:
5. Marlowe: Edward II
6. Kyd: The Spanish Tragedy
7. Webster: The White Devil
8. Dryden: Absalom and Achitophel
10. Ben Jonson: Everyman in his Humor
11. Sidney: Defence of Poetry
12. Milton: Paradise Lost Book-IX
PAPER IV-MODERN LITERATURE II (1700-1850)

**Detailed Study:**
1. Keats: Ode to Nightingale; Ode on a Grecian Urn; 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: Byzatium, 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
4. Sethuraman, ed. Contemporary Criticism, An Anthology

Paper - II : American Literature

Detailed Study:
1. Whitman : Out of the Cradle Endlessly Rocking; When Lilacs Last 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
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 Steriders; Jayanta Mahapatra : Indian Summer; A K Ramanujan : A River, Obituary, Chicago Zen Entries for Catalogue of Fears, Love Poem to a Wife; Kamala Das : Jai Surya, The Wild Bouganvilae
2. Tagore : The King of the Dark Chamber
3. Tagore : Man
   Gokak : English words

**Non-detailed Study :**

5. Tagore : Gitanjali
6. Karnad : Hayavadana
7. Raja Rao : On the Ganga Ghat
8. Narayan : A Tiger for Malgudi
10. Anita Desai : A Fire on the Mountain
11. Arun Joshi : The Last Labyrinth
12. Shashi Deshpande : The Long Silence
15. 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
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 : Pbrooch, 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.
2. Virginia Woolf : A Room of One's Own

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
CHAPTER - III
M.A. HINDI

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 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. 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

### SCHEME OF EXAMINATION

<table>
<thead>
<tr>
<th>Subject</th>
<th>Title</th>
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<th>Assignments</th>
<th>Total Marks</th>
<th>Duration</th>
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### Previous

<table>
<thead>
<tr>
<th>Paper : I</th>
<th>History of Hindi Literature</th>
<th>80</th>
<th>20</th>
<th>100</th>
<th>3 hours</th>
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</thead>
<tbody>
<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>
</tr>
<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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</tbody>
</table>
| Paper : V | Special Study of an Author  
   i. Premchand  
   (or)  
   ii. Mohan Rakesh | 80 | 20 | 100 | 3 hours |

### Final

<table>
<thead>
<tr>
<th>Paper : VI</th>
<th>Old &amp; Medieval Poetry</th>
<th>80</th>
<th>20</th>
<th>100</th>
<th>3 hours</th>
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<tbody>
<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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</tbody>
</table>
| Paper : IX | Special Study of Literary Trend  
   I) Hindi Katha Sahitya  
   (or)  
   II) Folk Literature | 80 | 20 | 100 | 3 hours |
| Paper : X | Special study of Literary Dimension  
   - Hindi Essay | 80 | 20 | 100 | 3 hours |
| Paper : X | I Viva - Voce | -- | -- | 100 | -- |

**Note:** Detailed syllabus will be sent to the candidates after admission.
CHAPTER - IV
M.A. TELUGU

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 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 or 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.
# Annexure

## SCHEME OF EXAMINATION

<table>
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<tr>
<th>Subject Code</th>
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<th>Theory Paper Marks</th>
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<tr>
<td>Paper : I</td>
<td>నిర్ధారణ నూతనీతి</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : II</td>
<td>నిర్ధారణ నూతనీతి</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : III</td>
<td>విద్యాసాగరం నూతనీతి</td>
<td>80</td>
<td>20</td>
<td>100</td>
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<tr>
<td>Paper : IV</td>
<td>స్థాయి సహాయ నూతనీతి</td>
<td>80</td>
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<td>100</td>
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<tr>
<td>Paper : V</td>
<td>చారిత్ర నూతనీతి - I</td>
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<td>Paper : I</td>
<td>నిర్ధారణ నూతనీతి</td>
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### i. చారిత్ర చారిత్ర (తెలుగు)

### ii. చారిత్ర చారిత్ర (తెలుగు)

### i. చారిత్ర చారిత్ర (తెలుగు)

### ii. చారిత్ర చారిత్ర (తెలుగు)

**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 subject.

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.
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<th>Subject Code</th>
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<td>Paper : I  Micro Economic Analysis</td>
<td>80</td>
<td>20</td>
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<tr>
<td>P1</td>
<td>Paper : II Macro Economic Analysis</td>
<td>80</td>
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<tr>
<td>P1</td>
<td>Paper : III Quantitative Methods</td>
<td>80</td>
<td>20</td>
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<tr>
<td>P1</td>
<td>Paper : IV Public Economics</td>
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<td>20</td>
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<tr>
<td>P1</td>
<td>Paper : V  Indian Economic Policy</td>
<td>80</td>
<td>20</td>
<td>100</td>
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<tr>
<td>P2</td>
<td>Paper : I  Economic Growth</td>
<td>80</td>
<td>20</td>
<td>100</td>
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<tr>
<td>P2</td>
<td>Paper : II International Trade and</td>
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<td>20</td>
<td>100</td>
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<tr>
<td>P2</td>
<td>Paper : III Economics of Social</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<td></td>
<td>Optional Papers:</td>
<td></td>
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</tr>
<tr>
<td>A</td>
<td>Candidate shall choose any one out</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>of A and B consisting of two papers</td>
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<tr>
<td>(A)</td>
<td>Paper - IV Industrial Economics</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>(A)</td>
<td>Paper - V Labour Economics</td>
<td>80</td>
<td>20</td>
<td>100</td>
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<tr>
<td>(A)</td>
<td>(or)</td>
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<tr>
<td>(B)</td>
<td>Paper - IV : Demography</td>
<td>80</td>
<td>20</td>
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<tr>
<td>(B)</td>
<td>Paper - V Economics of Gender and</td>
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<td>15</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td></td>
<td>Development</td>
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<td></td>
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<tr>
<td>(C)</td>
<td>Paper - VI Viva-Voce Examination</td>
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<td>--</td>
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</table>

**Note:** Detailed syllabus will be sent to the candidates after the admission.
CHAPTER- VI
M.A. HISTORY

Medium of Instruction:
English only*

Eligibility for admission:
1 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 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>
<th>Total Marks</th>
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<table>
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<th>Previous</th>
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<tbody>
<tr>
<td>Paper I</td>
</tr>
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<tr>
<td>Paper IV</td>
</tr>
<tr>
<td>Paper V</td>
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<td>Paper VI</td>
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<table>
<thead>
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<th>Final</th>
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<tbody>
<tr>
<td>Paper I</td>
</tr>
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<td>Paper II</td>
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<td>Paper IV</td>
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<tr>
<td>Paper V</td>
</tr>
<tr>
<td>Paper VI</td>
</tr>
</tbody>
</table>

### Note:
1) Detailed syllabus will be sent to the candidates after the 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.

Medium of Instruction : English only*

Eligibility for Admission :

Structure of the Course :

A Candidate seeking admission into the I year M.A. Degree Course in Political Science shall be required to have passed any Degree of this university or any other university recognised as equivalent thereto, under the pattern of 10+2+3.

Course of Study :

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>
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<tr>
<th>Subject Code</th>
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<th>Assignments Marks</th>
<th>Total Marks</th>
<th>Duration</th>
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<tbody>
<tr>
<td>Paper : I</td>
<td>Indian Political Thought</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : II</td>
<td>Western Political Thought</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : III</td>
<td>Indian Political System</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : IV</td>
<td>State Government &amp; Politics in A.P.</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : V</td>
<td>Specialisation</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td></td>
<td>(Any one of the following)</td>
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<tr>
<td></td>
<td>A) Readings in Indian Political Thought -</td>
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<tr>
<td></td>
<td><em>Gandhi, M.N.Roy, Ambedkar</em></td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td></td>
<td>B) Readings in Indian Administration.</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td></td>
<td>C) Readings in Indian Federalism</td>
<td>80</td>
<td>20</td>
<td>100</td>
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## Final

<table>
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<tr>
<td>Paper : I</td>
<td>Research Methodology</td>
<td>80</td>
<td>20</td>
<td>100</td>
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<tr>
<td>Paper : II</td>
<td>Public Policy Analysis</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : III</td>
<td>Comparative Politics</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : IV</td>
<td>Theory of International Relations</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<td>Paper : V</td>
<td>Specialisation</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td></td>
<td>(Any one of the following)</td>
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</tr>
<tr>
<td></td>
<td>A) India’s Foreign Policy</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td></td>
<td>B) Comparative Analysis of Select Asian</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<td></td>
<td>Countries</td>
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</tbody>
</table>

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

Medium of Instruction: English only*

Eligibility for Admission:

A Candidate seeking admission into the I year M.A. Degree Course in Political Science shall be required to have passed any Degree of this university or any other university recognised as equivalent thereto, under the pattern of 10+2+3.

Course of Study:

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</th>
<th>Assignments</th>
<th>Total Marks</th>
<th>Duration</th>
</tr>
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<tbody>
<tr>
<td></td>
<td></td>
<td>Max. Marks</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Previous

| Paper : I | Administrative Theory | 80 | 20 | 100 | 3 hours |
| Paper : II | Public Personal Administration | 80 | 20 | 100 | 3 hours |
| Paper : III | Indian Administration | 80 | 20 | 100 | 3 hours |
| Paper : IV | Financial Administration | 80 | 20 | 100 | 3 hours |
| Paper : V | Elective : (Any one of the following) : |
| A) Rural Local Government | 80 | 20 | 100 | 3 hours |
| B) Urban Local Government | 80 | 20 | 100 | 3 hours |
| B) E-Governance in India | 80 | 20 | 100 | 3 hours |

### Final

| Paper : I | Behavioural Sciences Methodology | 80 | 20 | 100 | 3 hours |
| Paper : II | Readings in Public Policy | 80 | 20 | 100 | 3 hours |
| Paper : III | Local Administration in Asia and West | 80 | 20 | 100 | 3 hours |
| Paper : IV | Development Administration | 80 | 20 | 100 | 3 hours |
| Paper : V | Elective : (Any one of the following) : |
| A) Social Welfare Administration | 80 | 20 | 100 | 3 hours |
| B) Management of Public Enterprises | 80 | 20 | 100 | 3 hours |

**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 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>
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<th>Assignments</th>
<th>Total Marks</th>
<th>Duration</th>
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<tbody>
<tr>
<td>Paper : I</td>
<td>Social Structure and Change</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : II</td>
<td>Social Research and Statistics</td>
<td>80</td>
<td>20</td>
<td>100</td>
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<tr>
<td>Paper : III</td>
<td>Sociological Theory</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<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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</table>

### Previous

| Paper : I    | Rural Sociology & Development | 80 | 20 | 100 | 3 hours |
| Paper : II   | Urban Sociology & Development | 80 | 20 | 100 | 3 hours |
| Paper : III  | Society and Education | 80 | 20 | 100 | 3 hours |
| Paper : IV   | Gender Studies | 80 | 20 | 100 | 3 hours |

**Optional Papers:** (Any one of the following)

- i. Criminology (or) | 80 | 20 | 100 | 3 hours |
- ii. Social Demography | 80 | 20 | 100 | 3 hours |

**Note:** Detailed syllabus will be sent to the candidates after the admission.
CHAPTER- X
M.A. PHILOSOPHY

Medium of Instruction:
English only*

Eligibility for admission:
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 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

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<tr>
<th>Subject Code</th>
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<th>Assignments Marks</th>
<th>Total Marks</th>
<th>Duration</th>
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<tbody>
<tr>
<td>Paper : I</td>
<td>Classical Indian Philosophy</td>
<td>80</td>
<td>20</td>
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<td>3 hours</td>
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<tr>
<td>Paper : II</td>
<td>Western Philosophy (Selected Philosophers)</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : III</td>
<td>Social and Political Philosophy</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : IV</td>
<td>Indian Heritage and Culture</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : V</td>
<td>Logic and Scientific Method</td>
<td>80</td>
<td>20</td>
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**Previous**

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<tr>
<td>Paper : I</td>
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<td>Paper : II</td>
<td>Ethics</td>
<td>80</td>
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<tr>
<td>Paper : III</td>
<td>Contemporary Indian Philosophy</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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<tr>
<td>Paper : IV</td>
<td>Contemporary Western Philosophy</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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**Paper : V Optional Paper**: Choose any one of the following papers:

1. Sankara Advaita Vedanta
   
   80 20 100 3 hours

   (or)

2. Gandhian Studies
   
   80 20 100 3 hours
CHAPTER - XI

MASTER OF JOURNALISM & MASS COMMUNICATION (MJMC)

Eligibility for admission:

I Year: A Candidate seeking admission into the I year MJMC shall be required to have passed:

Any Bachelor degree of this university or any other university recognized by the Academic Council.

Duration of the Course:

The course of study for Master of Journalism of Mass Communication shall extend over a period of two academic years.

Medium of Instruction & Examinations: English only

Academic Requirement:

a) The Two year study consists of theory papers and assignments. (see Annexure)

b) No Student shall be allowed to appear for the examinations both the theory and assignments unless he/she produces a certificate of completion of all the academic requirements.

Improvement provision:

The candidates declared to have passed in the examination of the MJMC course can reappear for the same examination after completing the course to improve their marks in the succeeding three years.
# 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 Max. Marks</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
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</tbody>
</table>

### 1st year

| Paper - I    | History of Mass Media                 | 80           | 20          | 100         | 3 hours             |
| Paper - II   | Reporting & Editing of Print Media    | 80           | 20          | 100         | 3 hours             |
| Paper - III  | Communication Theory                  | 80           | 20          | 100         | 3 hours             |
| Paper - IV   | Advertising & Public Relations        | 80           | 20          | 100         | 3 hours             |
| Paper - V    | Radio Journalism                      | 80           | 20          | 100         | 3 hours             |
| Paper - VI   | Media Management & Media Laws         | 80           | 20          | 100         | 3 hours             |

### 2nd year

| Paper - I    | Cultural Communication                | 80           | 20          | 100         | 3 hours             |
| Paper - II   | Development Communication             | 80           | 20          | 100         | 3 hours             |
| Paper - III  | Environment Communication             | 80           | 20          | 100         | 3 hours             |
| Paper - IV   | Television Journalism                 | 80           | 20          | 100         | 3 hours             |
| Paper - V    | International Communication           | 80           | 20          | 100         | 3 hours             |
| Paper - VI   | Research Methodology                  | 80           | 20          | 100         | 3 hours             |

Viva-Voce 100
Fee Particulars and Marks Qualifying for a pass

A. Tution Fee for Master of Journalism and Mass Communication Course is payable in a single instalment:

I Year : ₹ 7,000/-
II Year : ₹ 5,000/-

B. Marks Qualifying for a pass for MJMC course:

A candidate shall be declared to have passed the MJMC examination if he/she obtains not less than 40 percent of the total marks and not less than 30 percent in each paper. All other candidates shall be deemed to have failed in the examinations.

Classification of Successful Candidates:

Academic Requirement:

The names of the successful candidates at the MJMC Degree Examinations 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 percent of the total marks.
Second Class : Those who obtain not less than 50 percent of the total marks.
Third Class : Those who obtain not less than 40 percent of the total marks.
CHAPTER - XII
M.A./ M.Sc. MATHEMATICS

Medium of Instruction :

English only*

Eligibility for admission :

I Year: A Candidate seeking admission into the IYear 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.

Qualifying Marks of Pass :

A candidates shall be declared to have passed in the Examination if he / she obtains not less than 50 per cent of total marks on aggregate in each year and not less than 40 per cent in each paper. All other candidates shall be deemed to have failed in the examinations.

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

## SCHEME OF EXAMINATION

<table>
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<tr>
<th>Subject Code</th>
<th>Subject Title</th>
<th>Theory Paper Marks</th>
<th>Assignments Marks</th>
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<tbody>
<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 Equations and Models</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</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>

**Previous**

<table>
<thead>
<tr>
<th>Subject Code</th>
<th>Subject Title</th>
<th>Theory Paper Marks</th>
<th>Assignments Marks</th>
<th>Total Marks</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paper : I</td>
<td>Measure Theory and Functional Analysis</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</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 optional and shall be chosen from the following list:

### Stream - I

1. Number Theory | 80 | 20 | 100 | 3 hours |
2. Integral equations | 80 | 20 | 100 | 3 hours |
3. Linear Programming and Game Theory | 80 | 20 | 100 | 3 hours |

### Stream - II

4. Lattice Theory | 80 | 20 | 100 | 3 hours |
5. Commutative Algebra | 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 - XIII
M.SC. PSYCHOLOGY

Medium of Instruction:

English only

Eligibility for admission:

A candidate seeking admission into the I year M.Sc. 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 MSc 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 Max. Marks</th>
<th>Assignments Marks</th>
<th>Total Marks</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Previous</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>100</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Final        |                                                  |                         |                   |             |          |
| 6.           | Industrial and Organizational Psychology         | 80                      | 20                | 100         | 3 hours  |
| 7.           | Counselling Psychology                           | 80                      | 20                | 100         | 3 hours  |
| 8.           | Clinical Psychology                              | 80                      | 20                | 100         | 3 hours  |
| 9.           | Psychology of Life Span Development              | 80                      | 20                | 100         | 3 hours  |
| 10.          | Health psychology (Effective from 2007 Admitted Batch only) | 80                      | 20                | 100         | 3 hours  |

**Fees**: Total Fees: ₹ 25,000/- (Previous): ₹ 15,000/- (Final): ₹ 10,000/-
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- XIV
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 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.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 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>
<th>Total Marks</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Max. Marks</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Previous</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paper : I</td>
<td>Advanced Business Economics</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : II</td>
<td>Advanced Management Accountancy</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : III</td>
<td>Indian and International Business Environment</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : IV</td>
<td>Management &amp; Organizational Behaviour</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : V</td>
<td>Statistics For Business Decisions</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Final</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paper : I</td>
<td>Financial Management</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : II</td>
<td>Marketing Management</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : III</td>
<td>Human Resource Management</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Electives : A. Accounting :</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paper : IV</td>
<td>Financial Accounting and Audit</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : V</td>
<td>Cost Management and Audit (or)</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>B. Advanced Banking :</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paper : IV</td>
<td>Banking and Financial Institutions</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
<tr>
<td>Paper : V</td>
<td>Financial Markets and Services</td>
<td>80</td>
<td>20</td>
<td>100</td>
<td>3 hours</td>
</tr>
</tbody>
</table>

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

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

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>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>I Year</td>
<td>₹ 5,000/-</td>
</tr>
<tr>
<td>II Year</td>
<td>₹ 3,000/-</td>
</tr>
</tbody>
</table>

Note: In the case of fresh admission into the 2nd year the candidates are required to pay the following fee : along with the re-admission fee of ₹ 5,000/-

i. Rs.₹300/- towards Recognition Fee

ii. Rs.₹100/- towards Matriculation Fee

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 examinations.

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 percent of the total marks

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

* Except M.Sc. Psychology and MJMC
Third Class: Those who obtain not less than 40 percent 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 ₹ 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 500/- towards supplementary examination fee besides the usual examination fee. Supplementary examination will be held during December / January every year.
CHAPTER - XVI
GENERAL INSTRUCTIONS

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 the 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 percent in each paper. 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 as-
signments. 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.

iv) Each assignment is to be answered and submitted separately in a booklet form using A-4 Size papers providing clear cut margins and sufficient space in between each answer. On the top of the first page of each assignment the required information be furnished invariably in the format given below.

v) The responses should be in candidate’s own handwriting: Printed or Typed answers will not be accepted. Answers copied either from course material sent by the University or from the response sheets of other students or Xerox copy of other’s assignment will get zero marks. After receiving the assignment from the candidate, the Office of the School of Distance Education will arrange to send acknowledgment thereon.

4. The top of the first page of each assignment should consist of the following information.

a) Regd. No.: ............................................................................................

b) Academic Year: ..................................................................................

c) Study Center: ...................................................................................

d) Course Code & Title: ...........................................................................

e) Assignment No.: ................................................................................
5. The Candidates have to submit one assignment for each paper from the topic as given in the website www.andhrauniversity.info/sde for which they are awarded the marks after evaluating the assignment, and will be given to them.

From the academic year 2011-2012 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 as 80 marks. Whether the candidate appears for theory papers or not he/she has to submit assignments in the same year of study itself. Thereafter the candidate can appear for theory papers as per his/her convenience.

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 the 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 re-
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 candidates will be sufficient for the purpose of identification for the entire period of study in the 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:

- After due date: Rs. 50/- (Two Months)
- After 2 months: Rs. 200/- Plus
- Penal fee of Rs. 100/- for every belated year

Change of Elective Subject(s):

13. The candidates who opt for a change in elective subject have to pay the fee Rs. 500/- (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)

Remittances 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, Chinna Waltair, 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 percent of the tuition fee besides admission and registration fee of ₹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 from payment of tuition fees 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.

(ii) 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.

(iii) Irrespective of the appearance at the University examinations and the consequent result, the candidate is deemed to have en-
tered into the next year of study in the School of Distance Edu-
cation.

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

22. The centres of Examinations are given in the Examination applica-
tion 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.

Issues of Hall Tickets, Marks Statements and Provisional Cer-
tificates etc. :

23. (i) The 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 Ticketes will not be mailed to the candi-
dates by post.

(ii) The School of Distance Education will arrange to despatch marks
statements and provisional certificates etc. to the candidates of
the School of Distance Education, who have fulfilled all the re-
quirements as per the existing rules and regulations.

(iii) If the candidates 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 par-
ticulars of examination such as month and year of appear-
ance, centre, Register Number etc. with Xerox copies of all
marks memos.

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

Migration Certificate : ₹ 400/- Plus ₹ 100/- for every belated year

Study Certificate : ₹ 200/- Plus ₹ 30/- for every belated year

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>Service</th>
<th>Fee for Duplicate Copy</th>
<th>Fee for Triplicate Copy</th>
</tr>
</thead>
<tbody>
<tr>
<td>* Marks Statement</td>
<td>₹400/- + ₹100/-</td>
<td>₹800/- + ₹200/-</td>
</tr>
<tr>
<td>* Migration Certificate</td>
<td>₹1000/- + ₹100/-</td>
<td>₹1500/- + ₹200/-</td>
</tr>
<tr>
<td>* Consolidated marks</td>
<td>₹600/- + ₹100/-</td>
<td>₹800/- + ₹200/-</td>
</tr>
<tr>
<td>* Study Certificate</td>
<td>₹400/-</td>
<td>₹800/-</td>
</tr>
<tr>
<td>Provisional Certificate</td>
<td>₹400/-</td>
<td>₹800/-</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**:

24. The office of the School of Distance Education will arrange to issue the Degree Certificate to all the candidates of the School of Distance Education on payment of prescribed fee as under. For issue of Degree in Advance: ₹500/-

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

(ii) Duplicate Original Degree Rs. ₹1600/- plus Rs. ₹100/- For each belated year (Along with Police complaint & Notary certificate Mandatory)

**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 payment 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 download the examination applications from A.U. website and 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 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, after complying with the objection that is raised.

**Particulars of previous Pass/Appearance:**

26. In case the candidates 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.
Response Sheets:

30. The students are requested to send the response sheets within 14 days from the date of receipt of the lessons by them. 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. Please note that assignments are different from response sheets.

31. The candidates who are not able to complete their PG Degree under regulations under which they are admitted within the stipulated time period may seek re-admission by paying an amount of `.4,000/- towards readmission fees along with dues and the prescribed fee for the final year so to complete the course of study under the current regulation in force.

Enquiries:

32. The student 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 5.00 p.m on all working days.

34. The Second Saturday in every month is holiday to the School. The School observes the State Government 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 - XVII

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 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 as recorded in his/her matriculation Certificates/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. Applications 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 (passport size of the candidate duly attested by a Gazetted Officer at the lower portion of each photo. One to be affixed to the application and the other to be enclosed).

   (c) Receipt of payment of fee : Crossed Demand Draft/S.D.E. Challan.

      i) University employees / retired university employees have to enclose service certificate from the Registrar, Andhra University, Visakhapatnam if seeking fee concession.

   (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.

i. Recognition Fee ₹300/-

ii. Matriculation Fee ₹100/-
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 application 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.

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 Distant Learning are not eligible for Scholarships.

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 PHONE NUMBERS

Name & Address
Director,
School of Distance Education,
Andhra University
Visakhapatnam - 530 003
Phones : 0891-2844142,
0891-2550223, 2575745
Fax : 0891-2575752

Learner Counselling Centre
0891 - 2844146
9963474711, 9963474712
9963474714

Information regarding Fees dues,
TC/PC/MC/OD/Study Certificates/
Marks lists or duplications
General Information
Learner Interface :
0891-2844143, 9848199155
7702257821
Enquiry :
0891-2754966, 9848199155

Reading / Course Material
Course Material Section :
0891 - 2844145
7702257818, 9963474719

Assistant Registrar
7702257815

Deputy Registrar
9963474722

Joint Registrar
7702257817

OTHER CONTACT NUMBERS

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# RECORD OF FEE PAYMENT PARTICULARS

Name : ........................................................................................................

Code No : ...................................................................................................

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