

# **Directorate of Open and Distance Learning**

## **Information on Courses, Fee and Application Procedure**

**2012-13**



**JAMIA HAMDARD**

**(Hamdard University)**

**Hamdard Nagar**

**New Delhi 110062**

Accredited by NAAC in Grade 'A'

[www.jamiahamdard.edu](http://www.jamiahamdard.edu)

E-mail: [director\\_dodl@jamiahamdard.ac.in](mailto:director_dodl@jamiahamdard.ac.in)

**Directorate of Open and Distance Learning**

# JAMIA HAMDARD, NEW DELHI

Telefax: 011-26059694, Ph: 011-26059688 (12 Lines)

|                                     |   |  |
|-------------------------------------|---|--|
| <b>Director</b>                     | : | Dr. T.Q.Siddiqui<br>Extn. 5341<br>E-mail: <a href="mailto:director_dodl@jamiahamdard.ac.in">director_dodl@jamiahamdard.ac.in</a>           |
| Assistant Professor<br>(Management) | : | Mr. M. Shahid P. Khan<br>Extn. 5343<br>E-mail:<br><a href="mailto:shahidparwezkh@jamiahamdard.ac.in">shahidparwezkh@jamiahamdard.ac.in</a> |
| Tutor<br>(DODL)                     | : | Ms. Babita Singh<br>Extn. 5343<br>E-mail: <a href="mailto:babitasingh@jamiahamdard.ac.in">babitasingh@jamiahamdard.ac.in</a>               |
| Consultant                          | : | Mr. M. Aqil<br>Extn. 5344<br>E-mail: <a href="mailto:maqil@jamiahamdard.ac.in">maqil@jamiahamdard.ac.in</a>                                |
| Learners' Grievance                 | : | Email: <a href="mailto:helpline_dodl@jamiahamdard.ac.in">helpline_dodl@jamiahamdard.ac.in</a>  |
| Redressal Cell                      | : | Extn: 5342   |
| <b>Office Support</b>               | : | Mrs. Jasvinder Kaur, Senior Assistant<br>Mr. S.K. Golam Dastagir, Junior Assistant<br>Ms. Huma Shah Masoodi, Junior Assistant              |
| <b>Technical Support</b>            | : | Mr. Najeeb A. Khan, Webmaster  |

## **JAMIA HAMDARD ADMINISTRATION**

|   |  |
|---|--|
| <b>Chancellor</b>   | <b>Mr. Saiyid Hamid</b>                      |
| <b>Vice-Chancellor</b>  | <b>Dr. G.N. Qazi</b>                         |
| <b>Registrar</b>  | <b>Dr. Firdous A.Wani</b>                    |
| <b>Finance Officer (Officiating)</b>                            | <b>Dr. Firdous A.Wani</b>                    |
| <b>Controller of Examinations and Admissions</b>                | <b>Prof. Ehsan A. Khan</b>                   |
| <b>Assistance Registrar (Admission)</b>                         | <b>Dr. M. Ibrahim</b>                        |
| <b>Director, Directorate of Open and Distance Learning</b>      | <b>Dr. T.O.Siddiqui</b>                      |
| <b>Dean, Faculty of Islamic Studies &amp; Social Sciences</b>   | <b>Prof. G.Y. Anjum</b>                      |
| <b>Dean, Faculty of Allied Health Sciences</b>                  | <b>Prof. S.K. Jain</b>                       |
| <b>Dean, Faculty of Management and Information Technology</b>   | <b>Prof. Ali A. Firdausi</b>                 |
| <b>Dean, Faculty of Medicine (Unani)</b>                        | <b>Prof. S. Mehtab Ali</b>                   |
| <b>Dean, Faculty of Pharmacy</b>                                | <b>Prof. R. Zafar</b>                        |
| <b>Dean, Faculty of Science</b>                                 | <b>Prof. M.Z. Abdin</b>                      |
| <b>Dean, Faculty Engineering and Interdisciplinary Sciences</b> | <b>Vice Chancellor</b>                       |
| <b>Dean, Hamdard Institute of Medical Sciences and Research</b> | <b>Dr. S.D. Dwivedi</b>                      |
| <b>Principal, Rufaida College of Nursing</b>                    | <b>Dr. Manju Chhugani</b>                    |
| <b>Dean, Students' Welfare</b>                                  | <b>Prof. S.H. Ansari</b>                     |
| <b>Advisor (Research)</b>                                       | <b>Prof. S. Raisuddin</b>                    |
| <b>Director, Internal Quality Assurance Cell (IQAC)</b>         | <b>Prof. S. Raisuddin</b>                    |
| <b>Librarian (In-charge Officiating)</b>                        | <b>Dr. A.K. Singh</b>                        |
| <b>Medical Superintendent, University Hospital</b>              | <b>Dr. S.K. Khatri</b>                       |
| <b>Medical Superintendent, Unani</b>                            | <b>Prof. S. Mehtab Ali</b>                   |
| <b>Proctor</b>  | <b>Dr. Javed Ahmed</b>                       |
| <b>Deputed Proctor</b>  | <b>Dr. Sarwar Alam,<br/>Dr. Asim A. Khan</b> |
| <b>Provost</b>  | <b>Dr. M. Amir</b>                           |
| <b>Foreign Students Advisor</b>                                 | <b>Dr. Asim A. Khan</b>                      |
| <b>Public Information Officer</b>                               | <b>Mr. S.M.H. Zahidi</b>                     |
| <b>Public Relation Officer</b>                                  | <b>Mr. Samad Rafiq Khan</b>                  |

## PROGRAMME COORDINATORS

Most of the courses offered by DODL are also running at Jamia Hamdard campus. The Coordinators at Jamia Hamdard centres are the Programme Coordinators of the course. Interested candidates may directly contact them for course detail, fee structure, syllabus etc.

| <b>Course</b>  | <b>Co-ordinator</b>  | <b>Contact &amp; Details</b>  |
|----------------|--|---|
| <b>PGDPRA</b>  | Prof. Asgar Ali,<br>Department of Pharmaceutics                          | Ph: 011-26059688 Extn. 5618<br><a href="mailto:aali@jamiahamdard.ac.in">aali@jamiahamdard.ac.in</a>   |
| <b>BCA</b>     | Mr. Safdar Tanweer<br>Department of Computer<br>Science                  | Ph: 011-26059688 Extn. 5855   |
| <b>PGDB</b>    | Prof. Shakir Ali,<br>Department of Biochemistry                          | Ph: 011-26059688 Extn. 5510, 5516<br>Email: <a href="mailto:sali@jamiahamdard.ac.in">sali@jamiahamdard.ac.in</a>  |
| <b>PGDC</b>    | Prof. M. Sarwar Alam,<br>Department of Chemistry                         | Ph: 011-26059688 Extn. 5550, 5555<br>Email: <a href="mailto:mislam@jamiahamdard.ac.in">mislam@jamiahamdard.ac.in</a>  |
| <b>PGDDTN</b>  | Dr. Manju Chhugani<br>Rufaida College of Nursing                         | Ph: 011-26059688 Extn. 5680   |
| <b>PGDHR</b>   | Dr. (Mrs.) S. Mehartaj Begum,<br>Centre for Federal Studies              | Ph: 011-26059688 Extn. 5883<br>E-mail: <a href="mailto:smbegam@jamiahamdard.ac.in">smbegam@jamiahamdard.ac.in</a>   |
| <b>PGDIPR</b>  | Dr. M. Shaharyar,<br>Department Pharmaceutical<br>Chemistry              | Ph: 011-26059688 Extn. 5660<br><a href="mailto:msyar@jamiahamdard.ac.in">msyar@jamiahamdard.ac.in</a>   |
| <b>PGDEMIA</b> | Dr. Altaf Ahmad,<br>Department of Botany                                 | Ph: 011-26059688 Extn. 5540<br><a href="mailto:aahmad_bot@jamiahamdard.ac.in">aahmad_bot@jamiahamdard.ac.in</a>   |
| <b>PGDMRT</b>  | Mr. Sakhi John,<br>Department of Health<br>Management                    | Ph: 011-23322254, 23319370<br>Extn. 5870<br>E-mail: <a href="mailto:sjohn@jamiahamdard.ac.in">sjohn@jamiahamdard.ac.in</a>  |
| <b>BBA</b>     | Mr. M. Shahid P. Khan,<br>DODL/Management &<br>Ms. Babita Singh,<br>DODL | Extn. 5343<br>E-mail:<br><a href="mailto:shahidparwezkhani@jamiahamdard.ac.in">shahidparwezkhani@jamiahamdard.ac.in</a><br><a href="mailto:Babitasingh@jamiahamdard.ac.in">Babitasingh@jamiahamdard.ac.in</a> |

## ***DIRECTORATE OF OPEN AND*** DISTANCE LEARNING OF JAMIA HAMDARD

**T**here has been a significant growth in the area of open & distance education around the world. Open Distance Learning (ODL) mode of education has been recognized as one of the effective tools of educationally empowering those sections of the society, which could not afford to join the formal on-campus education due to various reasons. As a result it is an effective tool for non-formal education. Presently, ODL institutions are not only imparting education as an alternative to the formal system but also making significant contribution in areas such as vocational and technical education and even in high technology based education. The distance education also has potential to reach to un-reached and even marginalized and excluded groups such as tribal populations and Muslim women. Open and distance education provides an opportunity to students for acquiring new knowledge and skills that are needed to function in the society. Jamia Hamdard being in education for a long time has taken initiatives to offer an opportunity to those students who are unable to get on-campus education and those who have limited access to educational resources.

The Directorate of Open and Distance Learning (DODL) of Jamia Hamdard was established in 2004 to promote education through open and distance learning system. Its flexible and innovative methods of education to ensure 'independent learning' to anyone, anytime and anywhere. ODL programmes of Jamia Hamdard also envisage to provide an opportunity to girls from Muslim community who by and large have been left out by the national educational endeavours.

Jamia Hamdard's study programmes under ODL are selective and customized to meet the learning requirements of knowledge seekers as well as to ensure that they learn at their own pace and convenience. Within the financial means of University, due care has been taken to keep the cost of education low so that educationally backward sections can take advantage of University's programmes through ODL mode. Towards this goal in view, the DODL of Jamia Hamdard has made concerted efforts to offer professional and job oriented courses with regular updates of curricula and study material and introduction of tools of Information Technology.

**ACADEMIC PROGRAMMES OF JAMIA HAMDARD  
OFFERED THROUGH ODL MODE IN 2013-14**

| <b>Name of the Programme/Course</b>                                      | <b>Eligibility</b>  | <b>Duration</b> |
|--|---|-----------------|
| P.G. Diploma in Bio-informatics (PGDB)                                   | B.Sc. in Biology or B.Sc. in Mathematics/ Statistics with Biology in 10+2 examination | 01 Year         |
| P.G. Diploma in Chemo-informatics (PGDC)                                 | B.Sc. with Chemistry as one of the subjects   | 01 Year         |
| P.G. Diploma in Dietetics & Therapeutics Nutrition (PGDDTN)              | B.Sc. degree in home Science or in Biological Science                                 | 01 Year         |
| P.G. Diploma in Pharmaceutical Regulatory Affairs (PGDPRA)               | B.Pharm./MBBS or Bachelor Degree with one years experience in Pharmaceutical Industry | 01 Year         |
| P.G. Diploma in Environmental Monitoring and Impact Assessment (PGDEMIA) | B.Sc. in any branch of Science  | 01 Year         |
| P.G. Diploma in Intellectual Property Right (PGDIPR)                     | Bachelor degree in any discipline   | 01 Year         |
| P.G. Diploma in Human Rights (PGDHR)                                     | Bachelor degree in any discipline   | 01 Year         |
| Bachelor of Computer Application (BCA)                                   | 10+2 in any discipline  | 03 Years        |
| Bachelor of Business Administration (BBA)                                | 10+2 in any discipline  | 03 Years        |

**NO AGE BAR**

**IMPORTANT NOTE**

Fee to be paid in the form of Demand Draft in favour of Jamia Hamdard payable at New Delhi. The University does not allow any of its Study and Learning Resource Centres to charge more than the fee as prescribed for a course. Please report any such instance to Learns' Grievance Redressal Cell or Director, DODL, Jamia Hamdard.

**T**he applicants are advised to read the instructions carefully and familiarize themselves with the admission procedure and guidelines before filling up the application form for admission to a programme of study. Please note that all the learning facility for all programmes is not offered through each Study and Learning Resource Centre (SLRC). Therefore, checking this information carefully is imperative before you fill in the form. Aspirants are also advised to visit the University website ([www.jamiahamdard.edu](http://www.jamiahamdard.edu)) on regular basis to check for additional information and any new announcement.

### **How to obtain Admission Form and Prospectus & Information Bulletin?**

1. The Application Form and Prospectus can be obtained from the **Directorate of Open and Distance Learning, Jamia Hamdard, Hamdard Nagar, New Delhi 110062** on payment of **Rs. 500** (Rupees Five Hundred) in cash or Demand Draft in favour of Jamia Hamdard payable at New Delhi. Application form fee for foreign nationals is US\$ 50 (or Rs. 2500).
2. The Application Form can also be obtained by post by sending a written application with complete address and along with a Demand Draft of **Rs. 600** (Rupees six hundred) in favour of Jamia Hamdard payable at New Delhi to the **Director, Directorate of Open and Distance Learning, Jamia Hamdard, New Delhi 110062**. **Foreign nationals will be required to pay US\$ 80 (or Rs. 3000)**
3. The Application Form and Prospectus can also be obtained from our Study and Learning Resource Centers. Please pay only the prescribed charges and take a receipt from the Centre for your record.
4. The application form may also be downloaded from the website [www.jamiahamdard.edu](http://www.jamiahamdard.edu). Please print the form on good quality A4 size paper, preferably by laser printer and enclose an application fee of Rs. 500 (US\$ 50 or Rs. 2500 in case of foreign nationals) in the form of Demand Draft in favour of Jamia Hamdard payable at New Delhi. Otherwise, the form will not be processed.
5. Application fee is non-refundable.
6. The candidate must submit their course fee directly to Jamia Hamdard by Demand Draft in favour of Jamia Hamdard payable at New Delhi.

### **Submission of completed application form**

Place the duly filled application form and enclosures (One set of attested Xerox copies of Marksheets of qualifying examination) in the envelope

provided. Those who use downloaded form should use A4 size or bigger envelope and keep the form unfolded.

The dully filled in application form, complete in all respects should be sent by post or submitted in person to the Office **of the Director, Directorate of Open and Distance Learning, Jamia Hamdard, Hamdard Nagar, New Delhi 110062.**

Those who used downloaded form should attached a fee of Rs. 500 (US\$ 50 or Rs. 2500 in case of foreign national) in the form of Demand Draft issued in favour of Jamia Hamdard payable at New Delhi.

The applicant should write his/her name, and phone or mobile number, if any on the backside of the Demand Draft.

**The last date for submitting the application form is 31<sup>st</sup> December, 2012.**

**In any case the completed application form should not be submitted to the Study and Learning Resource Centres of Jamia Hamdard.**



## **IMPORTANT INSTRUCTIONS**

All fee and charges shall be paid through **Demand Draft** only drawn in favour of **JAMIA HAMDARD**, payable at NEW DELHI. The candidate should write his/her name or phone number and admission form number on the backside of the Demand Draft.

Admissions are open to all those who possess prescribed minimum qualification from a recognized University/Board. The admissions would be provisional, subject to verification of required documents and eligibility criteria.

The candidates who have appeared in the qualifying examination and their results are not declared can also apply for admission. However, such candidates shall have to produce the marksheet, as a proof for the required eligibility criteria by **December 31, 2012**, failing which the provisional admission granted shall be cancelled.

The candidate will be accountable for the correctness of the information furnished the admission form. If it is discovered at any stage that a candidate has made false or incorrect statement or used fraudulent means for admission or does not fulfill the eligibility requirements, he/she will not be allowed to complete admission formalities. If admission has been completed, it can be cancelled at any stage and no fee will be refunded. University may also initiate legal action against such candidates.

Students should carefully select Study and Learning Resource Centers, learning resources for all the Courses are not offered at every SLRC. Students may check the availability of Course with the concerned Centre or visit the University website for information.

The University reserves the right to increase/restrict the number of students in a particular Programme or at a Study and Learning Resource Centre for the purpose of proper learning and functioning.

The prescribed minimum qualification should be from a recognized University/Board.

### **Admission of foreign nationals**

Admission of foreign nationals in the Open and Distance Learning Programmes will be made through the University only. Study and Learning Resource Centres will not admit any foreign national directly. SLRCs will forward applications of foreign nationals to Director, DODL which will then be processed by the Office of the Foreign Students' Advisor, FSA (Dr. Asim Ali Khan; [fsa@jamiahamdard.ac.in](mailto:fsa@jamiahamdard.ac.in)). FSA will issue offer letter to foreign nationals on the basis of which they will obtain "Students Visa". Foreign

Nationals with valid Student Visa will only be considered for continuance in the programme. Foreign nationals shall be required to produce equivalency certificate for their qualification/degree from Association of Indian Universities (AIU).

### **Selection list**

List of admitted candidates will be displayed on the University web site ([www.jamiahamdard.edu](http://www.jamiahamdard.edu)) soon after as admission process or processing of applications is over. Last date of admission closure will be notified by the University through web site. Selected candidates will be required to pay the prescribed course fee in along with examination fee in one installment.

The University may defer launching of a study programme, if sufficient number of applications has not opted for the programme. In such a case, application fee will be refunded to the candidates.

Jamia Hamdard reserves the right to shift students registered at one SLRC to another, if sufficient number of students are not registered or a SLRC is found working against the University's educational policies and goals. Such shifting can be done at any time. However, freshly admitted students who do not wish to shift can claim refund of fee as outlined below.

Change of SLRC on the request of admitted students will not be considered. However, in rare cases the Competent Authority may consider request for SLRC change on grounds of genuine circumstance such as transfer of parents from one city to another.

### **Withdrawal of admission and refund of fee**

Rs 1000/- will be deducted from the course fee and rest will be refunded in case the application for cancellation of admission is submitted within one month of the admission closure date. No amount will be refunded, if application for withdrawal is received after closure of admission.

### **Rejection of application for admission**

The application for admission may be rejected due to any of the following reasons:

1. The candidate does not fulfill the eligibility conditions.
2. The qualifying examination is not recognized by Jamia Hamdard.
3. The qualifying examination is not from a recognized University/Board.
4. A candidate has used fraudulent means for seeking admission.

5. The prescribed fee is not enclosed with downloaded form.
6. The incompletely filled in application form without Photograph and/or Signature.
7. Application form submitted after last date.

### **Allotment of enrolment number**

Every admitted student shall be allotted an Enrolment Number by the University. Reference of this enrolment number should be given by the student in all the correspondence with the Directorate of Open and Distance and Learning. Any correspondence without Enrolment Number will not be entertained.

### **Identity card**

Admitted students would be issued an identity Card by the Directorate of Open and Distance Learning. Students are advised to keep the identity card safely till the completion of the course. Students will have to produce the identity card at the time of contact classes and examination as and when asked by the authorities.

Plastic Identity Card will be issued to the student on payment of Rs. 100/- per year along with course fee.

Student enrolled in ODL programmes of Jamia Hamdard will also be required to show their identity while visiting the Central Library of the University for reading and consultation.

If the original identity Card is lost, a duplicate card can be obtained from the University on payment of Rs. 200 and a copy of FIR lodged with the concerned Police Station.

### **Study material**

The Self-instructional Material (SIM) is prepared by the experts of different Universities/Institutions from all over the country as well as by the faculty members of Jamia Hamdard. SIM is previewed and reviewed by the internal as well as outside experts and edited, modified and updated, whenever necessary, before it is finally dispatched to the students. In view of growing knowledge, syllabus is regularly updated and every care is taken to produce high quality courseware. Soft copies of SIM will also be provided, wherever available.

### **Delivery of study material**

Copies of printed SIM will be mailed to the study and Learning Resource Centres. Students are advised to contact the concerned Coordinator from time to time for SIM. Enrolled students will get study material **FREE OF COST** from their selected Study and Learning Resource Centres. Soft copies of SIM may also be provided.

### **Contact programme for face to face guidance**

The contact programmes shall be organized at Study and Learning Resource Centres of the University as per the norms of counseling for each course. The schedule will be supplied to all the students at the time of Admission by the SLRC. Prior information for the contact programmes will be given to the students, facilitating them to attend the programme. The information shall be notified to the students will in advance through the SLRC.

### **Library facility**

Each Study and Learning Resource Centre has library facility. Besides, students may use the DODL Section of the Central Library of the University. They will be allowed to use this facility on production of their identity card.

### **Attendance criteria**

Attendance of 60% in each programme is desirable. However, a candidate will not be eligible to appear in the session-end (annual) practical examination of a subject involving workshop/practical, if the attendance in that subject is below 60% Detail is provided in Programme Guide.

### **Assignments and internal assessment**

During the period of contact programme, assignments will be given to the students. The assignments shall be submitted by the candidate in the intervening months. These assignments will serve as feedback and will be counted towards internal assessment in each paper. Assignments may be submitted at concerned Study Centres as per the schedule notified by the Centres. Mid-term performance evaluation may be made by conducting the internal assessment of the students (if applicable).

Some courses also involve Project Work assignment which has to be submitted in time to the Study and Learning Resource Centres.

### **Examination and evaluation**

1. The examinations will be organized by the University at its designated Examination Centre.

2. All the students of Delhi centres shall be required to appear for examination at Jamia Hamdard examination centre.
3. The University may ask students from one Centre to appear at another Centre and may club students from different Centres and cities to one Central Examination Centre. University's decision in this regard would be final and no request of change of examination centre will be considered.
4. Examination schedule and the name of the Examination Centres will be notified by the Directorate of Open and Distance Learning, Jamia Hamdard and communicated to the students through the Study and Learning Resource Centres and website.
5. The prescribed Examination Fee (Rs. 2000) shall have to be deposited along with the annual fee in the form of Demand Draft drawn in favour of Jamia Hamdard payable at New Delhi.
6. In case a student does not fill up examination form along with the prescribed examination fee he/she have to be re-registered by paying a fee of Rs. 1000/- in the subsequent year along with the examination fee.
7. The medium of examination shall be English.
8. Students will be required to fill in Examination Form at least 2 months before the commencement of annual examination. Late submission of examination form will be allowed only with the payment of late fee of Rs. 50 per day after the notified date. In any case examination forms will have to be submitted before 15 days of commencement of examinations. The University may refuse to accept the examination form after this deadline.
9. Admit Card of the examination shall be dispatched to the Study Centres 15 days before the beginning of examination.
10. Presently, University conducts examination only once in a year at the end of academic session. However, University may switch to Semester System in future and the same will be communicated to the students in advance.
11. Candidates who fail in one or more paper (s) will have to re-appear for supplementary examination to clear backlog papers, which will be conducted along with the term end examination of the subsequent batch.

12. Results will be declared through the University website and the same will be communicated to the students through Jamia Hamdard's Study and Learning Resource Centres.
13. A student shall have to attain minimum passing percentage of 40% separately both in the internal assessment as well as in term-end examination in each paper.
14. A student can also apply for re- totaling of marks with a fee of Rs.100/- for each paper within 15 days of the declaration of result. No request for re- totaling will be entertained after 15 days of declaration of results. There is no provision of re-evaluation.
15. Under the Open and Distance Learning programme, the University does not provide Migration Certificate. It can only provide no-objection certificate (NOC)-cum-course completion certificate, if a written request is submitted for the same along with prescribed charges, if any.

**This information may not be complete. The University reserves right to change its policies related to admission and examination. Notices are issued time to time through the web site.**

**Dispute/legal jurisdiction- Delhi only**

Any dispute arising will be subject to Delhi jurisdiction only.

# UNDERGRADUATE PROGRAMME

## BACHELOR OF COMPUTER APPLICATION (BCA)

|                        |  |
|------------------------|--|
| <b>Programme code</b>  | 401  |
| <b>Duration</b>        | Minimum three year and maximum six years.  |
| <b>Eligibility</b>     | A candidate seeking admission to BCA programme must have passed 10+2 examination from a recognized board/institute/university  |
| <b>Course coverage</b> |  |
| <b>First year</b>      | <ul style="list-style-type: none"><li>• Computer Fundamentals</li><li>• PC Software</li><li>• Computer Mathematics</li><li>• Principles of Management</li><li>• Lab-I: (PC Software)</li><li>• Programming Fundamentals</li><li>• Operating Systems</li><li>• Programme in 'C'</li><li>• Business Systems</li><li>• Lab-II: (Programming in 'C')</li></ul>   |
| <b>Second year</b>     | <ul style="list-style-type: none"><li>• Computer System Architecture</li><li>• Object Oriented Programming in C++</li><li>• System Analysis &amp; Design</li><li>• Database Application in MS Access</li><li>• Lab-I: (C++ Application Development)</li><li>• Numerical and Statistical Analysis</li><li>• Data Structures in 'C'</li><li>• Computer Networks</li><li>• Web Technologies</li></ul> |
| <b>Third year</b>      | <ul style="list-style-type: none"><li>• Software Engineering</li><li>• Java Programming</li><li>• Operating Systems Administration with Windows 2000</li><li>• Advanced Web Development</li><li>• Lab-I: Website Development</li><li>• Project Work</li></ul>  |
| <b>Course fee</b>      | Rs. 18000 per annum+ Rs. 2000 examination.   |
| <b>Contact</b>         | Mr. Safdar Tanweer<br>Department of Computer Science, Jamia Hamdard<br>Ph: 011-26059688 Extn., 5853  |

# BACHELOR OF BUSINESS ADMINISTRATION (BBA)

|                        |  |
|------------------------|--|
| Programme code         | 403  |
| Duration               | Minimum three year and maximum six years.  |
| Eligibility            | A candidate seeking admission to BBA programme must have passed 10+2 examination from a board/institute/university.  |
| <b>Course coverage</b> |  |
| First year             | <ul style="list-style-type: none"><li>• Principles of Management</li><li>• Financial Accounting</li><li>• Business Communication</li><li>• Computer Fundamentals</li><li>• Marketing Management</li><li>• Managerial Economics</li><li>• Business Statistics</li><li>• Production &amp; Operations Management</li></ul>                              |
| Second year            | <ul style="list-style-type: none"><li>• Business Policy</li><li>• Business Law</li><li>• Human Resource Management</li><li>• Organizational Behaviour</li><li>• Mathematics for Business and Economics</li><li>• Financial Management</li><li>• Advertising Fundamentals</li><li>• Entrepreneurship &amp; Small Business Management</li></ul>        |
| Third year             | <ul style="list-style-type: none"><li>• Corporate Governance</li><li>• Marketing Research</li><li>• Sales Management</li><li>• Total Quality Management</li><li>• Conflict Management and Negotiation Skills</li><li>• Environmental Management</li><li>• Leadership</li><li>• Project Work</li></ul>  |
| Course fee             | Rs. 16000 per annum + Rs. 2000 examination fee   |
| Contact                | Mr. Shahid Parwez Khan,<br>DODL, Jamia Hamdard<br>Ph: 011-26059688 Extn. 5343<br>E-mail: <a href="mailto:shahidparwezkh@jamiyahamdard.ac.in">shahidparwezkh@jamiyahamdard.ac.in</a><br>Ms. Babita Singh,<br>DODL, Jamia Hamdard<br>Ph: 011-26059688 Extn. 5343<br>E-mail: <a href="mailto:bsingh@jamiyahamdard.ac.in">bsingh@jamiyahamdard.ac.in</a> |



## PG DIPLOMA PROGRAMMES

### POST GRADUATE DIPLOMA IN BIO-INFORMATICS (PGDB)

|                       |   |
|-----------------------|---|
| <b>Programme code</b> | 651   |
| <b>Duration</b>       | Minimum one year and maximum two years.   |
| <b>Eligibility</b>    | A candidate seeking admission to the above programme must have passed B.Sc. Examination in Biology or B.Sc in Math/Statistic with Biology as one of the subject 10+2 examination from a recognized institution. |

#### Course coverage

- Introduction to Bio-informatics
- Basics of Bio-computing
- Bio-statistics
- Biological Databases and their Management
- Computational Biology
- Biochemistry
- Microbiology

|                   |  |
|-------------------|--|
| <b>Course fee</b> | Rs. 18000 per annum + Rs. 2000 examination fee |
|-------------------|--|

|                |  |
|----------------|--|
| <b>Contact</b> | Prof. Shakir Ali,<br>Department of Biochemistry, Jamia Hamdard<br>Ph: 011-26059688 Extn. 5510, 5516<br>Email: <a href="mailto:sali@jamiahamdard.ac.in">sali@jamiahamdard.ac.in</a> |
|----------------|--|

### POST GRADUATE DIPLOMA IN CHEMO-INFORMATICS (PGDC)

|                       |  |
|-----------------------|--|
| <b>Programme code</b> | 652  |
| <b>Duration</b>       | Minimum one year and maximum two years.  |
| <b>Eligibility</b>    | A candidate seeking admission to the above Programme must have passed B.Sc or equivalent examination with Chemistry as one of the subject from a recognized institution. |

#### Course coverage

- Basics of Chemo-Informatics
- Medical Chemistry-Receptor Ligand Interaction
- Modern Combinatorial Chemistry
- Chemo-Informatics Database Design and their Management
- Chemical Information Sources
- Computational Chemistry
- Data Sequencing, Mining and Visualization
- Drug Design and Discovery

**Course fee**

Rs. 14000 per annum + Rs. 2000 examination fee

**Contact**

Prof. M. Sarwar Alam,  
Department of Chemistry, Jamia Hamdard  
Ph: 011-26059688 Extn. 5550, 5555  
Email: [mislam@jamiahamdard.ac.in](mailto:mislam@jamiahamdard.ac.in)

## POST GRADUATE DIPLOMA IN DIETETICS AND THERAPEUTIC NUTRITION (PGDDTN)

**Programme code** 653

**Duration** Minimum one year and maximum two years.

**Eligibility** A candidate seeking admission to the above Programme must have passed Bachelor Degree in Home Science/Biological Science.

### Course coverage

- Applied Health Science and Nutrition
- Diet Therapy and Applied Nutrition
- Community Nutrition
- Institutional Management in Dietetics
- Basics of Computer Science

**Course fee** Rs. 12000 per annum + Rs. 2000 examination fee

**Contact** Dr. Manju Chhugani  
Rufaida School of Nursing  
Ph: 011-26059688 Extn. 5680  
Email:

## POST-GRADUATE DIPLOMA IN PHARMACEUTICAL REGULATORY AFFAIRS (PGDPRA)

|  |   |
|--|---|
| <b>Programme code</b>  | 654   |
| <b>Duration</b>  | Minimum one year and maximum two years.   |
| <b>Eligibility</b>   | A candidate seeking admission to the above programme must have passed Bachelor Degree in pharmacy or Medical Sciences. A candidate having Bachelor Degree in any discipline with one years of experiences in Pharma Industry will also be eligible. |
| <b>COURSE CONVERGE</b>   |   |
| <ul style="list-style-type: none"><li>• <b>An Introduction to Pharmaceutical Drug Regulatory Affairs</b></li><li>• <b>General Pharmaceutical Laws and Guidelines</b></li><li>• <b>Drug regulatory Affairs in India</b></li><li>• <b>Information and Quality Management</b></li><li>• <b>Chemical, Pharmaceutical and Biological aspects of Regulatory documentation</b></li><li>• <b>Clinical Trials and Health care policies</b></li><li>• <b>International incensing</b></li><li>• <b>Regulatory considerations in controlled drug delivery and future aspects of Biopharmaceuticals</b></li></ul> |   |
| <b>Course Fee</b>  | Rs. 2000 per annum + Rs. Examination Fee + Rs. 100 Identity Card  |
| <b>Contact</b>   | Prof. Asgar Ali,<br>Department of Pharmaceutics, Jamia Hamdard<br>Ph: 011-26059688 Extn. 5618<br><a href="mailto:aali@jamiahamdard.ac.in">aali@jamiahamdard.ac.in</a>   |

## POST-GRADUATE DIPLOMA IN ENVIROMENTAL MONITORING AND IMPACT ASSESSMENT (PGDEMI A)

**Programme code** 655

**Duration** Minimum one year and maximum two years.

**Eligibility** A candidate seeking admission to the above Programme must have passed B.Sc. in any branch of Science.

### **Course coverage**

- Ecology and Environment
- Environmental Legislation
- Environmental Pollution and Quality Standards
- Instruments in Environmental Monitoring
- Contaminated Land and Remediation
- Air Quality Monitoring
- Water Quality Monitoring
- Environmental Impact and Risk Assessment

**Course fee** Rs. 12000 per annum + Rs. 2000 examination fee

**Contact** Dr. Altaf Ahmad,  
Department of Botany, Jamia Hamdard  
Ph: 011-26059688 Extn. 5540  
[aahmad@jamiahamdard.ac.in](mailto:aahmad@jamiahamdard.ac.in)

## POST-GRADUATE DIPLOMA IN INTELLECTUAL PROPERTY RIGHT (PGDIPR)

|  |  |
|--|--|
| <b>Programme code</b>  | 656  |
| <b>Duration</b>  | Minimum one year and maximum two years.  |
| <b>Eligibility</b>   | A candidate seeking admission to the above Programme must have passed Bachelor's degree examination in any branch of science.  |
| <b>Course coverage</b>   |  |
| <ul style="list-style-type: none"><li>• Introduction to intellectual Property</li><li>• Types of Intellectual property</li><li>• IPR in Pharma Technology</li><li>• IPR Litigation/Farmer's and Breeder's Right</li><li>• IPR in IT, Electronics and Communications</li><li>• IPR Law</li><li>• Patent Right Creation and Registration</li><li>• Patent Right Drafting and Specification Writing</li></ul> |  |
| <b>Course fee</b>  | Rs. 14000 per annum + Rs. 2000 examination fee   |
| <b>Contact</b>   | Dr. M. Shaharyar,<br>Department Pharmaceutical Chemistry, Jamia Hamdard<br>Ph: 011-26059688 Extn. 5660<br><a href="mailto:msyar@jamiahamdard.ac.in">msyar@jamiahamdard.ac.in</a> |

# POST-GRADUATE DIPLOMA IN HUMAN RIGHTS (PGDHR)

|                       |  |
|-----------------------|--|
| <b>Programme code</b> | 657  |
| <b>Duration</b>       | Minimum one year and maximum two years.  |
| <b>Eligibility</b>    | A candidate seeking admission to the above Programme must have passed Bachelor's degree examination in any discipline. |

## **Course coverage**

- Perspectives and Foundations of Human Rights
- Development and promotion of Human Rights
- Human Rights and Duties in International Perspective
- The Socially-economically Disadvantaged and Human Rights
- Impact of Technology on Human Rights
- Human Rights and Duties in India

|                   |  |
|-------------------|--|
| <b>Course fee</b> | Rs. 6000 per annum + Rs. 2000 examination fee  |
| <b>Contact</b>    | Dr. (Mrs.) S. Mehartaj Begum, Centre for Federal Studies, Jamia Hamdard<br>Ph: 011-26059688 Extn. 5889<br>E-mail: <a href="mailto:smtaj@jamiahamdard.ac.in">smtaj@jamiahamdard.ac.in</a> |

## POST-GRADUATE DIPLOMA IN MEDICAL RECORD TECHNIQUES (PGDMRT)

|  |  |
|--|--|
| <b>Programme code</b>  | 658  |
| <b>Duration</b>  | Minimum one year and maximum two years   |
| <b>Eligibility</b>   | A candidate seeking admission to the above Programme must have passed Bachelor's degree examination in any discipline, preferably with biology at 10+2 level.                  |
| <b>Course coverage</b>   |  |
| <ul style="list-style-type: none"><li>• Medical Terminology</li><li>• International clarification of diseases</li><li>• Medical Record Science</li><li>• Hospital Administration and statistics</li><li>• Legal aspects of Health care</li><li>• Health care Management System</li></ul> |  |
| <b>Course fee</b>  | Rs. 10000 per annum + Rs. 2000 examination fee   |
| <b>Contact</b>   | Mr. Sakhi John,<br>Department of Management, Jamia Hamdard<br>Ph: 011-26059688<br>Extn. 5870<br>E-mail: <a href="mailto:sjohn@jamiahamdard.ac.in">sjohn@jamiahamdard.ac.in</a> |



## INSTRUCTIONS FOR COMPLETING ADMISSION APPLICATION FORM

### General instructions

1. Candidates are required to carefully read the information carefully about various codes and other details. They are also advised to read the eligibility conditions for each Programme.
2. The application form must be filled in CAPITAL LETTERS using a BLACK BALLPOINT PEN ONLY. The applicants are advised to strictly follow the instructions given below for filling-up the admission form. Non-compliance may result in rejection of application.
3. Make sure that your signature; address and photograph are within the spaces provided.
4. Do not staple or pin anything with form. Use U-clips to attach documents.

### DETAILED INSTRUCTIONS

#### SIDE 1

#### Item 1: Programme of study

Fill in the code of the programme of study as given below.

| <b>Programme</b>   | <b>Code</b> |
|--|-------------|
| P.G. Diploma in Bio-informatics (PGDB)                                   | 651         |
| P.G. Diploma in Chemo-informatics (PGDC)                                 | 652         |
| P.G. Diploma in Dietetics & Therapeutics Nutrition (PGDDTN)              | 653         |
| P.G. Diploma in Pharmaceutical Regulatory Affairs (PGDPRA)               | 654         |
| P.G. Diploma in Environmental Monitoring and Impact Assessment (PGDEMIA) | 655         |
| P.G. Diploma in Intellectual Property Right (PGDIPR)                     | 656         |
| P.G. Diploma in Human Rights (PGDHR)                                     | 657         |
| PG Diploma in Medical Record Techniques (PGDMRT)                         | 658         |
| Bachelor of Computer Application (BCA)                                   | 401         |
| Bachelor of Business Administration (BBA)                                | 403         |

**Example:** If you are applying for PG Diploma in Bioinformatics, write 651 in the boxes as shown below.

|   |   |   |
|---|---|---|
| 6 | 5 | 1 |
|---|---|---|

**Item 2: Processing fee enclosed**

In the boxes, amount of the Bank Draft being enclosed as processing fee must be written, in case you have used DOWNLOADED FORM.

The processing fee is Rs. 500 for Indian candidates. For foreign nationals, processing fee is US\$50 (or Rs. 2500).

Example: A candidate who is applying for admission using a downloaded form will have to enclose a draft for Rs. 500.

This should be written in the boxes as follows.

|   |   |   |   |
|---|---|---|---|
| 0 | 5 | 0 | 0 |
|---|---|---|---|

Write your name, course name and name of study centre on the backside of the Bank Draft.

Leave the boxes blank, if you have not used downloaded form.

**Item 3: Study centre choice**

Write the appropriate code of your Study and Learning Resource Centre in the boxes. The list of Study Centres and their codes is given in the Prospectus and can also be checked from web site.

Note: No request for change of Study and Learning Resource Centre will be entertained. However, the University Reserves the right to allot any Study and Learning Centre to a student.

**Item 4: Employment status**

In the boxes, write A1 if you are employed and B2 if unemployed. Do not put a cross mark etc. in the boxes. Write one digit in one box.

**Item 5: Personal detail**

Name

Fill in your name, as recorded in the High School (Class 10) Certificate in CAPITAL LITERS. If your name has more than 28 characters, then

abbreviate it suitable to accommodate it within the boxes provided. Leave one box blank between the first, middle and last name. **Do not use Dr/Mr./Ms./Km. etc.**

**Example:** For Misbah Ahmad, write as shown below.

|   |   |   |   |   |   |  |   |   |   |   |   |  |  |  |  |  |  |  |  |
|---|---|---|---|---|---|--|---|---|---|---|---|--|--|--|--|--|--|--|--|
| M | I | S | B | A | H |  | A | H | M | A | D |  |  |  |  |  |  |  |  |
|---|---|---|---|---|---|--|---|---|---|---|---|--|--|--|--|--|--|--|--|

Father's name

Write name of your father as per your certificate. Leave one box blank between the first, middle and last name. **Do not use Dr., Mr. etc.**

**Example:** If father's name is Shafi Ahmad, write as shown below.

|   |   |   |   |   |  |   |   |   |   |   |  |  |  |  |  |  |  |  |  |
|---|---|---|---|---|--|---|---|---|---|---|--|--|--|--|--|--|--|--|--|
| S | H | A | F | I |  | A | H | M | A | D |  |  |  |  |  |  |  |  |  |
|---|---|---|---|---|--|---|---|---|---|---|--|--|--|--|--|--|--|--|--|

Date of Birth

Enter date of birth as given in your High School (Class 10) certificate in the space ovide.

**Example:** If your date of birth is 4<sup>th</sup> October 1986, fill it as shown below:

|     |   |       |   |      |   |
|-----|---|-------|---|------|---|
| 0   | 4 | 1     | 0 | 8    | 6 |
| Day |   | Month |   | Year |   |

Religion

Write the religion code in the box. The codes are given below.

| Religion     | Code | Religion | Code |
|--------------|------|----------|------|
| Buddhism     | 1    | Jainism  | 5    |
| Christianity | 2    | Parsi    | 6    |
| Hinduism     | 3    | Sikhism  | 7    |
| Islam        | 4    | Others   | 8    |

SC/ST

In the box, write 1 for SC and 2 for ST. Leave the box blank if you do not belong to any of these categories.

Gender

In the box, write 1 for male and 2 for female.

State of Domicile

Codes of Indian States are listed in table at the end of these instructions. Write the code of state of your domicile in the boxes.

Area

In the box, write 1 if you have passed 10+2 from a rural area and 2 if from an urban area.

Country Name

Write the name of your country. Indian student should write INDIA in entry. The following abbreviations can be used for the countries having long names.

KSA = Kingdom of Saudi Arabia

UAE = United Arab Emirates

UK = United Kingdom

USA = United States of America

Permanent Address PIN Code

Use PIN code number of your permanent address. International students may write ZIP code, if available. Otherwise, leave the boxes blank.

### **Item 6: Qualifying exam detail**

The codes for qualifying examination (to determine the eligibility for admission to the programme applying for) are listed in the table given at the end of these Instructions.

In the boxes, write code of the qualifying examination on the basis of which you are seeking admission to the programme you are applying for.

Year of Passing/Appearing: Write the year of passing the qualifying examination in the boxes provided. Write 2011, if you are appearing in the qualifying examination this year and your result is not declared as shown below.

|   |   |   |   |
|---|---|---|---|
| 2 | 0 | 1 | 1 |
|---|---|---|---|

Percentage: Write the percentage of the aggregate marks obtained in the qualifying examination as mentioned under the eligibility conditions. Please calculate the percentage correctly. Do not round it off. Leave the boxes blank, if you are appearing in the qualifying examination in 2011 and the result is awaited.

**Example:** The qualifying examination for admission. If your percentage in B.Sc. is 60.25, then write it as

|   |   |
|---|---|
| 6 | 0 |
|---|---|

|   |   |
|---|---|
| 2 | 5 |
|---|---|

**Item 7: Photograph**

A recent colour photograph of the same size as that of the box should be pasted. Photograph should neither be attested nor stapled.

**Item 8: Address**

Write clearly your mailing address using CAPITAL LETTERS on which you want to receive correspondence/Study Material. PIN code should also be written in the boxes. Provide your phone number with STD code and E-mail ID.

**Item 9: Signature**

The candidates must sign within the box using black ink ball pen.

**SIDE 2**

- Complete the information on Side 2 of the form, as required. Provide all the relevant information correctly and sign it, as instructed.

## Things to Remember

- Provide your phone number with STD code, mobile phone number, if any and E-mail ID for communication.
- Make sure that the enclosed Demand Draft (nonrefundable) is of appropriate amount and your name and address, name of programme and study centre are written on its back.
- The copies of the following documents are required to be submitted along with the application form: (Do not staple the documents with the form. Use only U-clip).
  1. Mark-sheet of the qualifying examination passed, if the results have been declared.
  2. Mark sheets of all other examinations passed.
  3. Date of Birth Certificate
  4. Photocopy of your passport (for foreign nationals/NRIs).
  5. Any other document certificate in support of your application, TOEFL/IELTS score in case of foreign nationals, experience certificate, if so desired for admission to a particular programme.

## Checklist

### Please check the following points before you submit your form:

- You have used right programme code.
- You have used right code for Study and Learning Resource Centre.
- You have enclosed demand draft of ` 500 (or US\$ 50 in case of foreign nationals) in favour of Jamia Hamdard payable at New Delhi, if downloaded form has been used.
- You have written your name, course and Study Centre, your phone number on the backside of Bank Draft.
- Your photograph is in place.
- You have written your address with PIN code using BLACK PEN in CAPITAL LETTERS.
- You have signed with BLACK PEN in the box provided.

### Submission of completed application form

1. Place the duly filled application form and enclosures (One set of attested Xerox copies of Marksheets of qualifying examination) in the envelope provided.
2. Those using downloaded form should use A4 size or bigger envelope and keep the form **unfolded**.

3. The dully filled in application form, complete in all respects should be sent by post or submitted in person to the Office **of the Director, Directorate of Open and Distance Learning, Jamia Hamdard, Hamdard Nagar, New Delhi 110062.**
4. In any case the completed application form should NOT be submitted to the Study and Learning Resource Centres of Jamia Hamdard.
5. **The last date for submitting the application form is 31 December, 2012.**

## ANNUAL FEE STRUCTURE FOR ODL PROGRAMMES

| Name of the Programme/Course   | Indian students (in Rs.) | Foreign nationals (in US \$)* |
|--|--------------------------|-------------------------------|
| P.G. Diploma in Bio-informatics (PGDB)                                   | 18,000                   | 1000                          |
| P.G. Diploma in Chemo-informatics (PGDC)                                 | 14,000                   | 1000                          |
| P.G. Diploma in Dietetics & Therapeutics Nutrition (PGDTN)               | 12,000                   | 1000                          |
| P.G. Diploma in Pharmaceutical Regulatory Affairs (PGDPRA)               | 20,000                   | 2000                          |
| P.G. Diploma in Environmental Monitoring and Impact Assessment (PGDEMIA) | 12,000                   | 1000                          |
| P.G. Diploma in Intellectual Property Right (PGDIPR)                     | 14,000                   | 1000                          |
| P.G. Diploma in Human Rights (PGDHR)                                     | 6,000                    | 800                           |
| PG Diploma in Medical Record Techniques (PGDMRT)                         | 12,000                   | 1000                          |
| Bachelor of Computer Application (BCA)                                   | 18,000                   | 1000                          |
| Bachelor of Business Administration (BBA)                                | 16,000                   | 1000                          |

\* Students from SAARC countries will pay fee as per the norms of the University.

## OTHER CHARGES

| Item  | Charges (in Rs.)*                   |
|---|-------------------------------------|
| Admission Application Form/Downloaded form free | 500 (US\$ 50 for foreign nationals) |
| Application form by post                        | 600 (US\$ 80 for foreign nationals) |
| Examination fee                                 | 2000                                |
| Backlog paper/Supplementary Examination         | 1000 per paper                      |
| Degree/ Diploma certificate                     | 500                                 |
| Provisional certificate                         | 200                                 |
| Transcript fee                                  | 200 per mark sheet                  |
| Duplicate mark sheet                            | 200                                 |
| Identity card                                   | 100                                 |
| Duplicate Admit Card                            | 100                                 |
| Re-totaling of marks                            | 200 per paper                       |
| Duplicate Identity card                         | 200                                 |
| Bonafide certificate                            | 100                                 |

\* Foreign nationals may pay charges in US\$ or equivalent Indian currency.



## STUDY AND LEARNING RESOURCE CENTRES (SLRC) OF JAMIA HAMDARD UNDER DODL

| Name of SLRC                    | Code | Address   | Coordinator and Contact Detail   | Programmes |
|---------------------------------|------|---|--|------------|
| Jamia Hamdard, New Delhi-110062 | 1012 | Department of Computer Science, Faculty of Management and Information Technology, Jamia Hamdard, New Delhi-110062 | Mr. Safdar Tanweer<br>Ph: 011-26059688 Extn. 5855  | BCA,       |
|                                 | 1015 | Department of Biochemistry, Faculty of Science, Jamia Hamdard, New Delhi-110062                                   | Prof. Shakir Ali<br>Ph: 011-26059688 Extn. 5510, 5516<br>Email: <a href="mailto:sali@jamiahamdard.ac.in">sali@jamiahamdard.ac.in</a>           | PGDB       |
|                                 | 1016 | Department of Chemistry, Faculty of Science, Jamia Hamdard, New Delhi-110062                                      | Prof. M. Sarwar Alam<br>Ph: 011-26059688 Extn. 5550, 5555<br>Email: <a href="mailto:msalam@jamiahamdard.ac.in">msalam@jamiahamdard.ac.in</a>   | PGDC       |
|                                 | 1017 | Rufaida School of Nursing, Jamia Hamdard, New Delhi 110062  | Dr. Manju Chhugani<br>Ph: 011-26059688 Extn. 5680<br>Email: <a href="mailto:manjuchugani@gmail.com">manjuchugani@gmail.com</a>                 | PGDDTN     |
|                                 | 1024 | Dept of Pharmaceutics, Faculty of Pharmacy Jamia Hamdard, New Delhi-110062  | Prof Asghar Ali, Coordinator<br>Ph: 011-26059688 Extn. 5618<br><a href="mailto:aali@jamiahamdard.ac.in">aali@jamiahamdard.ac.in</a>            | PGDPRA     |
|                                 | 1026 | Dept of Botany, Faculty of Science, Jamia Hamdard, New Delhi-110062   | Dr Altaf Ahmad<br>Ph: 011-26059688 Extn. 5540<br>E-mail: <a href="mailto:aahmad@jamiahamdard.ac.in">aahmad@jamiahamdard.ac.in</a>              | PGDEMIA    |
|                                 | 1038 | Department of Pharmaceutical Chemistry, Faculty of Pharmacy Jamia Hamdard, New Delhi-110062                       | Dr. M. Shaharyar<br>Ph: 011-26059688 Extn. 5660<br>E-mail: <a href="mailto:msyar@jamiahamdard.ac.in">msyar@jamiahamdard.ac.in</a>              | PGDIPR     |
|                                 | 1039 | Centre for Federal Studies, Faculty of Islamic Studies and Social Sciences, Jamia Hamdard, New Delhi -110062      | Dr. (Mrs.) S. Mehartaj Begam,<br>Ph: 011-26059688 Extn. 5883<br>E-mail: <a href="mailto:smtaj@jamiahamdard.ac.in">smtaj@jamiahamdard.ac.in</a> | PGDHR      |
|                                 | 1042 | Department of Paramedical Sciences, Faculty of Allied Health Sciences, Jamia                                      | Mr. Sakhi John<br>Ph: 011-26059688 Extn. 5870<br>E-mail:   | PGDMRT     |

|  |      |  |   |                      |
|--|------|--|---|----------------------|
|  |      | Hamdard,<br>New Delhi-110062   | <a href="mailto:sjohn@jamiahamdard.ac.in">sjohn@jamiahamdard.ac.in</a>  |                      |
| <b>Central Delhi Centre</b>                                  | 1003 | UPTRON ACL, A-19,<br>Connaught Place,<br>New Delhi - 110001  | <b>Mrs. Shalu Chawla</b><br>Ph: 011-23322254, 23319370<br>Mob: 09810518577<br>E-mail: <a href="mailto:samyakc@hotmail.com">samyakc@hotmail.com</a> ;<br><a href="mailto:info@uptroncdc.org">info@uptroncdc.org</a><br>Website: <a href="http://www.uptroncdc.org">www.uptroncdc.org</a> | BBA, BCA             |
| <b>Institute of Public Health and Hygiene</b>                | 1004 | R-Z-A-44 Mahipal Pur,<br>New Delhi – 110037  | Ms Nalini<br>Ph: 011-26782850-54; Mob:<br>09811013104<br>E-mail:<br><a href="mailto:nalini_nangalia@yahoo.co.in">nalini_nangalia@yahoo.co.in</a><br>Website:<br><a href="mailto:iphparamedic@yahoo.com">iphparamedic@yahoo.com</a>  | BBA, BCA,<br>PGDPRA  |
| <b>Dr. Zakhir Hussian Memorial Senior Secondary School</b>   | 1005 | 3, Jafrabad, North East<br>Delhi-110053  | Mr. Zainu-ul Abedin<br>Ph: 011-22562696,22198465<br>Mob: 09312292005<br>E-mail: <a href="mailto:school@bol.net.in">school@bol.net.in</a> ,<br><a href="mailto:schoolmmt@gmail.com">schoolmmt@gmail.com</a>  | BBA, BCA             |
| <b>Soft Dot Hi-Tech Educational &amp; Training Institute</b> | 1006 | 451, 4 <sup>th</sup> Floor,<br>Aggarwal Millenium<br>Tower, Netaji Subhash<br>Place,<br>Opp. TV Tower,<br>Pitampura,<br>New Delhi-110034 | Mr. Manuj Aggarwal,<br>Mob: 9811166833<br>Ph: 047002190-5<br>Email:<br><a href="mailto:info@softdoteducation.com">info@softdoteducation.com</a><br>Website:<br><a href="http://www.softdoteducation.com">www.softdoteducation.com</a>   | BBA, BCA             |
|  | 1007 | 8 <sup>th</sup> Floor, Jaina Tower-II,<br>District Centre,<br>Janakpuri<br>New Delhi-110058  | Ph: 011-41588840-43   | BBA, BCA             |
|  | 1010 | K-16, South Extension-I,<br>New Delhi-110049   | Ph: 011-24601315-16,<br>24601330, 24601347, 47221111<br>(South Extension)   | BBA, BCA             |
|  | 1046 | E-367, Nirman Vihar,<br>Near Metro Station,<br>Preet Vihar,<br>Delhi-110092  | Ph: 011-43018620-23   | BBA, BCA             |
| <b>Asian Institute of Management Studies</b>                 | 1008 | B-6/2, 1st Floor, Ramesh<br>Nagar, Main Najafgarh<br>Road,<br>New Delhi-110015   | Mr. Rajiv Bhatia<br>Ph: 011-25454921,20533258<br>Mob: 09810140581   | BBA, BCA             |
| <b>Step by Step Institute</b>                                | 1009 | 11,18, Hargobind<br>Enclave, Main Vikas<br>Marg, Preet Vihar, New<br>Delhi-110092  | Mr. H.S Dhingra/Ms. Jyoti<br>Dhingra<br>Ph: 011-43051111<br>Mob: 09873507557,9999766303<br>E-mail:<br><a href="mailto:infoeducational@yahoo.co.in">infoeducational@yahoo.co.in</a>  | BBA, BCA,<br>PGDPRA, |
| <b>Guru Gobind Singh College for MTMS</b>                    | 1011 | AL-7, Main Jail Road,<br>Hari Nagar,<br>New Delhi-110064   | Mr. Guruvinder Pal Singh<br>Ph: 011-25138337-40,<br>Mob: 09810455330<br>E-mail: <a href="mailto:gpsiict@yahoo.com">gpsiict@yahoo.com</a>  | BBA, BCA             |

|  |      |   |  |                     |
|--|------|---|--|---------------------|
|  | 1052 | 1/1 , Tilak Nagar, Main Najafgarh Road, New Delhi-110018  | Mr. Guruvinder Pal Singh<br>Mob: 09810455330<br>E-mail: <a href="mailto:gpsiict@yahoo.com">gpsiict@yahoo.com</a>   | BBA, BCA            |
| <b>Vag Infotech</b>  | 1014 | E -71, South Extension, Part – I, II Floor, New Delhi – 110049  | Mr. Vineet Gupta,<br>Ph: 011-46014803, 05<br>Mob: 9810062292<br>9811970063 (Mr. Brijesh Dimri)<br>E-mail: <a href="mailto:info@vagin.com">info@vagin.com</a><br>Website: <a href="http://www.vagin.com">www.vagin.com</a>                                      | BBA,<br>BCA,        |
|  | 1044 | 101, Vasant Plaza, Munirka, New Delhi- 110049   | Mr. Vineet Gupta,<br>Ph: 011- 460945789<br>E-mail: <a href="mailto:info@vagin.com">info@vagin.com</a><br>Website: <a href="http://www.vagin.com">www.vagin.com</a>   | BBA, BCA            |
|  | 1045 | B2-32A, Yamuna Vihar, Delhi-110053  | Mr. Vineet Gupta,<br>Mob: 9810062292<br>Ph: 011-22918064/22918067<br>E-mail: <a href="mailto:info@vagin.com">info@vagin.com</a><br>Website: <a href="http://www.vagin.com">www.vagin.com</a>   | BBA, BCA            |
|  | 1301 | NM-2&3, Old DLF Colony Sec-14, Gurgaon-122001   | Mr. Vineet Gupta<br>Ph: 0124-4083961, 4224961<br>Mob: 09990457756<br>E-mail:<br><a href="mailto:vaginfotechggn@gmail.com">vaginfotechggn@gmail.com</a><br>Website: <a href="http://www.vagin.com">www.vagin.com</a>  | BBA, BCA            |
| <b>Baba Saheb Ambedhkar Industrial Training Centre, (Unit of BSAITM)</b> | 1019 | Plot-13, Bodhella, 'C' Block, Vikas Puri, New Delhi-110018  | Mr. Charat Singh<br>Ph: 011-28532901, 28532959, 28532966<br>Mob: 9999700600<br>Fax: 011-28532966 Extn 29<br>E-mail:<br><a href="mailto:charatsingh@bsates.com">charatsingh@bsates.com</a>  | BBA, BCA            |
| <b>Global Business School</b>  | 1022 | H-54, Sector -63, NOIDA -201301, UP<br>(Provisional address subject to approval by the Competent Authority) | Dr. Sapna Bansal<br>Ph-91-0120-4201533-39,<br>Fax : 91-0120-4201532<br>Mob: 9311986005-6<br>9311257506<br>Email: <a href="mailto:coordinator@gds-india.org">coordinator@gds-india.org</a><br>Website: <a href="http://www.gbs.india.org">www.gbs.india.org</a> | BBA, BCA            |
| <b>Global Institute of Management Technology</b>                         | 1027 | 330A, Opp. E Block, Market Sarita Vihar, New Delhi- 110076  | Yogesh Kumar,<br>Ph: 011-29942045-46<br>Mob: 0995899440/6<br>Website: <a href="mailto:admin@gimt.org.in">admin@gimt.org.in</a><br>Email: <a href="http://www.gimt.org.in">www.gimt.org.in</a>  | BBA, BCA            |
| <b>God's Grace Study Centre</b>  | 1028 | Okhla Embankment , D-208, Abul Fazal Enclave Jamia Nagar, New Delhi-110025                                  | Dr. Nazira Mahmood,<br>Ph: 011-26957128, 011-26947031<br>Mob: 0091-9971944141<br>Email: <a href="mailto:info@godgraces.org">info@godgraces.org</a><br>Website: <a href="http://www.godgraces.org">www.godgraces.org</a>  | BBA, BCA,<br>PGDPRA |
| <b>Apex College of Management</b>  | 1029 | 840, Chirag Dilli, New Delhi-110017   | Mr. Manish Ahlawat<br>Ph: 011-29256393, 29255065;<br>Mob: 09871931983  | BBA, BCA            |

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|---|------|--|--|------------------------------------|
|   |      |  | Email:<br><a href="mailto:manish.ahlawat@gmail.com">manish.ahlawat@gmail.com</a><br>Website:<br><a href="http://www.apexcollege.org.in">www.apexcollege.org.in</a>   |                                    |
| <b>IPD College,</b>                                   | 1031 | 487/5, Peeragarhi Chowk,<br>Outer Ring Road,<br>New Delhi - 110087                                   | Ms. S. Yasmin<br>Ph.011- 25258500, 32495020<br>Mob: 09811287643<br>E-mail: <a href="mailto:ipdcollege@gmail.com">ipdcollege@gmail.com</a><br>Website: <a href="http://www.ipdcollege.ac.in">www.ipdcollege.ac.in</a>           | BBA, BCA                           |
| <b>Bright Vision Infotech</b>                         | 1032 | 1513, Pataudi House,<br>Behind Janta<br>Cooperative Bank,<br>Daryaganj,<br>New Delhi110002           | Mr. S.S. Shadman<br>Ph: 011- 23243036,<br>23281079,65161697, Mob:<br>09811810364<br>E-mail: <a href="mailto:info@bvi.org.in">info@bvi.org.in</a><br>Website: <a href="http://www.bvi.org.in">www.bvi.org.in</a>                | BBA, BCA                           |
| <b>Delhi Institute of Management &amp; Technology</b> | 1033 | H/No. 1665, Near Police Station<br>Najafgarh,<br>New Delhi-110043                                    | Mr. Dinesh Kumar Phalswal<br>Ph: 011-64672550,65045121<br>Mob: 09811721218<br>E-mail:<br><a href="mailto:dimtnajafgarh@gmail.com">dimtnajafgarh@gmail.com</a><br>Website: <a href="http://www.dimt.edu.in">www.dimt.edu.in</a> | BBA, BCA                           |
| <b>Invotech Institute of Advanced Learning</b>        | 1035 | 201-202, Aggarwal Tarun Plaza, Tarun Enclave, Pitampura,<br>New Delhi-110034                         | Ms. Usha Gupta<br>Ph: 011- 27026886,<br>Mob: 09212040066<br>E-mail: <a href="mailto:info@invotech.co.in">info@invotech.co.in</a>   | BBA, BCA,<br>PGDC, PGDB            |
|   | 1055 | 591/24, Ram Gali,<br>Vishwas Nagar,<br>Shahdara,<br>Delhi-110032                                     | Ms. Usha Gupta<br>Mob: 09212040066<br>E-mail: <a href="mailto:info@invotech.co.in">info@invotech.co.in</a>   | BBA, BCA,<br>PGDC, PGDB,<br>PGDPRA |
| <b>Delhi Institute of Mgmt and Service</b>            | 1036 | 1108-B, Akashdeep building, Barakhamba Road, Cannought Place,<br>New Delhi – 110001                  | Ms. Neeru Khungar,<br>Ph: 011-23316475, 23315018<br>Mob: 09350390764<br>E-mail: <a href="mailto:dimsinfo@gmail.com">dimsinfo@gmail.com</a><br>Website: <a href="http://www.bookghar.com">www.bookghar.com</a>                  | BBA, BCA,<br>PGDB                  |
| <b>Rapid Career Academy</b>                           | 1037 | 2509,1 <sup>st</sup> floor Hudson Lane, Kingsway Camp,<br>Near G.T.B. Metro Station,<br>Delhi-110009 | Mr. Sushil Babbar,<br>Mob:9891260968<br>Ph: 011-65178414,64667737<br>E-mail:<br><a href="mailto:rapidcareeracademy@rediffmail.com">rapidcareeracademy@rediffmail.com</a>   | BBA, BCA,<br>PGDB                  |
| <b>Bimal Institute of Information and Technology</b>  | 1047 | 17/1, Bimal Hospital, 1 <sup>st</sup> Floor, Main Rohtak Road, Nangloi,<br>Delhi-110041              | Mr. Amit Gupta<br>Ph : 011-25949142<br>Mobile: 9811130565,<br>9311139444<br>E-mail:<br><a href="mailto:amitgupta.heights@gmail.com">amitgupta.heights@gmail.com</a>  | BBA, BCA                           |
| <b>Future Institute of Information Technology</b>     | 1048 | U-94, Lampur Road,<br>(above Bank of Baroda)<br>Narela,<br>Delhi-110040                              | Mr. Jaidev Dahiya<br>Ph : 011-32557070, 011-32972447<br>Mobile : 9810074611<br>E-mail :<br><a href="mailto:fiithighereducation@gmail.com">fiithighereducation@gmail.com</a>  | BBA, BCA                           |
| <b>Academy of Technology and Management</b>           | 1049 | 12, Deep Central Market, Phase-I, Ashok Vihar,<br>Delhi-110052                                       | Prof. Shameena Gupta<br>Ph: 011-27456699<br>Email: <a href="mailto:Sgupta1965@gmail.com">Sgupta1965@gmail.com</a>  | BBA, BCA                           |

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| <b>Govindam Business School</b>  | 1050 | 514, Industrial Estate, Patparganj, Delhi-110092   | Mr. G.S. Arora<br>Mob: 9313000808<br>Ph: 011-22140555<br>E-Mail: crc.govindam@gmail.com<br>Website: www. Govindam. org  | BBA, BCA                   |
| <b>Indian Institute of Open and Distance Learning</b>                            | 1051 | K-103, 2 <sup>nd</sup> Floor, Lajpat Nagar-II, New Delhi-110024                                    | Ms. Manesha Parekh<br>Ph:011-46547400<br>Mobile : 9811693711, 9999983253<br>E-mail : <a href="mailto:maneesha@iodl.org">maneesha@iodl.org</a><br>Website : <a href="http://www.iodl.org">www.iodl.org</a>                       | BBA, BCA                   |
| <b>Shikshapeeth College of Management &amp; Technology</b>                       | 1056 | 16, Bindra Market, Tilak Nagar, Near Police Station, Opp. Metro Pillar no. 494, New Delhi - 110018 | Mr. Anuj Malhotra<br>Ph: 011 49393939<br>Email: <a href="mailto:info@scmt.co.in">info@scmt.co.in</a><br>Web:- <a href="http://www.scmt.co.in">www.scmt.co.in</a>  | BBA, BCA                   |
| <b>Kat Institute of Technology and Management</b>                                | 1057 | WZ- 49-B, Bodhella, Vikas Puri, New Delhi-110049   | Mr. Kishor Singh<br>Mb: 9911448840<br>Email <a href="mailto:Infokitdelhi@gmail.com">Infokitdelhi@gmail.com</a><br>Web: Katinstitute.com   | BBA, BCA                   |
| <b>International Institute of Professional Studies</b>                           | 1058 | 84-A Bharat Nagar, Opp. D-904, New Friends Colony, New Delhi- 110025                               | Ms. Seema Hasan<br>Ph: 011- 26320885, 26320887<br>Email: iipsindia @yahoo.com<br>Web: <a href="http://www.iips.co.in">www.iips.co.in</a>  | BBA, BCA                   |
| <b>MESCO - CADRE</b>   | 0210 | 22-1-1037/1 Darulshifa, Hyderabad-500024   | Mr. Salman Abid<br>Ph: 040-, 24411907;<br>Mob: 9849154810<br>Email:<br><a href="mailto:mesco_cadre@yahoo.com">mesco_cadre@yahoo.com</a><br>Website:<br><a href="http://www.mescoeducation.com">www.mescoeducation.com</a>       | PGDC, PGDB, PGDDTN, PGDPRA |
| <b>Satyendra Narayan Sinha Institute of Business Management</b>                  | 0502 | Road No-6, Hawaii Nagar,(Satyendra Nagar), Hatia, Ranchi-834003                                    | Prof. N.P. Singh<br>Ph: 0651-2408907, 2405950, 2505031, 2506811<br>Fax: 0651-2408907<br>E-mail: <a href="mailto:snsibm@rediffmail.com">snsibm@rediffmail.com</a><br>Website- <a href="http://www.snsibm.com">www.snsibm.com</a> | BBA, BCA<br>PGDPRA         |
| <b>PAI Distance Learning Centre (Maharashtra Cosmopolitan Education Society)</b> | 0601 | 2309-B,New Maddikhana,Camp, Pune-411001  | Mr. Rishi Acharya<br>Ph:020-64013441,44<br>Mob: 8888808108<br>Fax:020-26430962<br>Email: <a href="mailto:hr@pai-ils.com">hr@pai-ils.com</a><br>Website: <a href="http://www.pai.ils.com">http://www.pai.ils.com</a>             | BBA, BCA,<br>PGDPRA,       |
| <b>CSIR-Unit for Research and Development of Information Products (URDIP)</b>    | 0602 | 'Jopasana', 85/1, Paud Road, Kothrud, Pune - 411038  | Dr. R.R. Hirwani<br>Ph: 020-25383558<br>Fax: 020-25387208<br>E-mail: <a href="mailto:hirwani@urdip.res.in">hirwani@urdip.res.in</a>   | PGDC,<br>PGDB,<br>PGDIPR   |
| <b>Khair Technical Centre (ITI)</b>  | 3301 | Domaria Ganj, Sidharth Nagar Up-272189   | Mr. Irshad A. Khan<br>Ph: 05541-244438<br>Mob:09415482379<br>E-mail:<br><a href="mailto:khaircentre@rediffmail.com">khaircentre@rediffmail.com</a>  | BBA,BCA                    |
| <b>Jamea-tus-Salehat</b>   | 3308 | Rahe Murtaza, Rampur, U.P- 244901  | Mr. Mohammad Ahmad Rabbani<br>Ph:0595-2350784<br>Mob:09458865930<br>Fax:0595-2351508  | BBA, BCA                   |

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| <b>Bio-Informatics Institute of India</b>                | 3304 | C 56A/28 Sector 62, NOIDA-201309, UP  | Ms. Ritu Pal<br>Ph: 0120-4320801,02<br>Mob:9910337266, 9818473366<br>E-mail: <a href="mailto:ritu@bii.in">ritu@bii.in</a><br>Website: <a href="http://www.info@bii.in">www.info@bii.in</a> | BCA, BBA, PGDB, PGDC   |
| <b>Aligarh Muslim University</b>                         | 3311 | Department of Chemistry, Aligarh Muslim University, Aligarh-202001  | Prof. S. Ashfaq Nabi,<br>Ph: 0571-2700916, 2700920, 2703515<br>Ext 3357, 2404014,<br>Mob: 0 9897124670<br>E-mail: <a href="mailto:syedanabi1@gmail.com">syedanabi1@gmail.com</a>           | PGDC                   |
| <b>Al Barakaat Institute of Management Studies</b>       | 3306 | Anoopshahr Road, Aligarh- 202122  | Dr. Waseem Ahmad,<br>Coordinator<br>Ph: 0571-3291308,3299871<br>E-mail: <a href="mailto:abjhsc@gmail.com">abjhsc@gmail.com</a>   | BBA, BCA               |
| <b>Faize-Aam Modern Degree College</b>                   | 3314 | 72, Golf Road, Civil Lines, Mathura-281001  | Dr. Mohd. Ilyas,<br>Ph: 0565-2470772<br>Mob: 9412778787<br>Email. <a href="mailto:naturaleffect@gmail.com">naturaleffect@gmail.com</a>   | BBA, BCA               |
| <b>Faize-Aam-Degree College</b>                          | 3315 | Opposite Income Tax Office, G.T. Road Meerut-250001   | Dr. Fazlur Rehman<br>Ph: 0121- 4026406<br>Mob: 9837153046<br>E-mail: <a href="mailto:rehman12366@yahoo.com">rehman12366@yahoo.com</a>  | BBA, BCA, PGDB, PGDC   |
| <b>NIST</b>  | 1502 | Islamia College, Haval Srinagar-19002   | Mr. Er. Shabir-UI-Nabi<br>Ph: 0194-2410837<br>E-mail: <a href="mailto:nis_it@rediffmail.com">nis_it@rediffmail.com</a>   | BBA, BCA               |
| <b>MCA Institute of Information Technology</b>           | 3320 | Suchana Prodyogiki Bhavan, Opposite Prayag Mahila Vidyapeeth, Elgin Road, Civil Lines, Allahabad - 211001 | Ms. Manjula Garg,<br>Ph: 0532-2408806  | BBA, BCA               |
| <b>College of Management and Engineering</b>             | 3321 | 24/32 B, Stanley Road, Near Traffic Police Lines Allahabad- 211002  | Mr. Lallan Siddiquee<br>Ph (Mob): 09235552165<br>Email: <a href="mailto:admcmce@rediffmail.com">admcmce@rediffmail.com</a>   | BBA, BCA               |
| <b>Meena Shah Institute of Technology</b>                | 3319 | Karbala Road, Meena Nagar, Gonda - 271001   | Mr. Ajay Tondon,<br>Ph: 0526- 282551;<br>Mob: 09415534155<br>Fax: 0526-220108<br>E-mail <a href="mailto:msitef@rediffmail.com">msitef@rediffmail.com</a>                                   | BBA, BCA               |
| <b>Green Earth Institute</b>                             | 3322 | B-10, Vivek Vihar Lashkar, Gwalior, M.P- 474009   | Vivek Singh Bhadauria<br>Ph: 0751- 2429211<br>Mb: 09926689891  | PGDPRA                 |
| <b>Institute of Clinical Research and Allied Science</b> | 3323 | 50, Sampat Rao Alkapuri, Vadodara, Gujarat – 390007   | Dr. Leena Dupla<br>Mb: 09925240811<br>Email: <a href="mailto:mentorforsure@gmail.com">mentorforsure@gmail.com</a><br>Web:  | PGDPRA, PGDDTN, PGDIPR |

**Note:** The University may notify list of additional Study & Learning Resource Centres through website/newspaper. The University reserves the right to derecognize any of the SLRC listed above, if not found operating as per the ODL norms of the University.

## QUALIFYING EXAMINATION CODES

| Name of the Qualifying Examination | Code |
|------------------------------------|------|
| 10+2                               | 01   |
| B.A.                               | 02   |
| B.Sc.                              | 03   |
| B.Sc.(Ag)                          | 04   |
| B.Com.                             | 05   |
| B.B.A.                             | 06   |
| B.C.A.                             | 07   |
| B.Pharm.                           | 08   |
| B.Tech/B.E.                        | 09   |
| M.Com.                             | 10   |
| M.A.                               | 11   |
| M.Pharm.                           | 12   |
| M.Tech                             | 13   |
| M.B.A.                             | 14   |
| M.C.A                              | 15   |
| M.B.B.S.                           | 16   |
| Others                             | 17   |

## QUALIFYING EXAMINATION CODES

| Name of the State      | Code | Name of the State | Code |
|------------------------|------|-------------------|------|
| Andaman and Nicobar    | 01   | Lakshadweep       | 19   |
| Andhra Pradesh         | 02   | Madhya Pradesh    | 20   |
| Arunachal Pradesh      | 03   | Maharashtra       | 21   |
| Assam                  | 04   | Manipur           | 22   |
| Bihar                  | 05   | Meghalaya         | 23   |
| Chandigarh             | 06   | Mizoram           | 24   |
| Chhattisgarh           | 07   | Nagaland          | 25   |
| Dadra and Nagar Haveli | 08   | Orissa            | 26   |
| Daman and Diu          | 09   | Pondicherry       | 27   |
| Delhi                  | 10   | Punjab            | 28   |
| Goa                    | 11   | Rajasthan         | 29   |
| Gujarat                | 12   | Sikkim            | 30   |
| Haryana                | 13   | Tamil Nadu        | 31   |
| Himachal Pradesh       | 14   | Tripura           | 32   |
| Jammu and Kashmir      | 15   | Uttar Pradesh     | 33   |
| Jharkhand              | 16   | Uttaranchal       | 34   |
| Karnataka              | 17   | West Bengal       | 35   |
| Kerala                 | 18   | Other State       | 36   |



## EXAMINATION BOARD CODES

| <b>BOARD</b>                                  | <b>CODES</b> |
|---|--------------|
| Andhra Pradesh Board                          | 101          |
| Arunachal Pradesh Board                       | 102          |
| Assam Board                                   | 103          |
| Assam Hr. Secondary Education Board           | 104          |
| Bihar Board                                   | 105          |
| Central Board of Secondary Education Board    | 106          |
| General Secondary Education, KSA/UAE          | 107          |
| Gujarat Board                                 | 108          |
| Haryana Board                                 | 109          |
| Himachal Pradesh Board                        | 110          |
| Indian Council of Secoundry Education Board   | 111          |
| Indian School Certificate Examination Council | 112          |
| Jammun and Kashmir Board                      | 113          |
| Karnataka Board                               | 114          |
| Kerala Board                                  | 115          |
| Madhya Pradesh Board                          | 116          |
| Maharashtra Board                             | 117          |
| Manipur Board                                 | 118          |
| Meghalaya Board                               | 119          |
| Mizoram Board                                 | 120          |
| National Open Board                           | 121          |
| Orissa Board                                  | 122          |
| Punjab Board                                  | 123          |
| Rajasthan Board                               | 124          |
| Tamil Nadu                                    | 125          |
| Uttar Pradesh Board                           | 126          |
| West Bengal Board                             | 127          |
| Other Board                                   | 130          |
| Madarsa                                       | 131          |
| Jamia Millia Islamia Board                    | 132          |



## UNIVERSITY CODES

| University  | Code |
|---|------|
| Ajmer University, Ajmer                           | 201  |
| Aligarh Muslim University, Aligarh                | 202  |
| Allahabad University, Allahabad                   | 203  |
| Amravati University, Amravati                     | 204  |
| Andhra University, Waltair                        | 205  |
| Anna University, Chennai                          | 206  |
| Annamalai Open University, Annamalia Nagar        | 207  |
| APS University, Rewa                              | 208  |
| Arunachal University, Itanagar                    | 209  |
| Assam Agriculture University, Jorhat              | 210  |
| Assam University, Silchur                         | 211  |
| Avadh University, Faizabad                        | 212  |
| Bhim Roa Ambedkar Open University, Hyderabad      | 213  |
| Bhim Rao University, Agra                         | 214  |
| Bahrampur University, Behrampur                   | 215  |
| Banaras Hindu University, Varanasi                | 216  |
| Banasthali Vidyapeeth, Banasthali                 | 217  |
| Bangalore University, Bangalore                   | 218  |
| Bhagalpur University, Bhagalpur                   | 219  |
| Bharthiar University, Coimbatore                  | 220  |
| Barkatullah University, Bhopal                    | 221  |
| Bihar University, Muzaffarpur                     | 222  |
| Birla Institute of Technology and Science, Pilani | 223  |
| Bombay University, Mumbai                         | 224  |
| Bundelkhand University, Jhansi                    | 225  |
| Burdwan University, Burdwan                       | 226  |
| Chaudhary Charan Singh University, Meerut         | 227  |
| C.S. Azad University, Kanpur                      | 228  |
| Calcutta University, Calcutta                     | 229  |
| Calicut University, Calicut                       | 230  |
| Dayalbagh Educational Institute, Dayalbagh, Agra  | 231  |
| Delhi University, Delhi                           | 232  |
| Devi Ahilya University, Indore                    | 233  |
| Dibrugarh University, Dibrugarh                   | 234  |
| Dr. H.S. Gaur University, Pant Nagar              | 235  |
| G.B. Pant University                              | 236  |
| Garhawal University, Srinagar                     | 237  |
| Gauhati University, Gauhati                       | 238  |
| Goa University, Ponda                             | 239  |
| Gorakhpur University, Gorakhpur                   | 240  |
| Gujarat University, Ahmedabad                     | 241  |
| Gulbarga University, Gulbarga                     | 242  |
| Guru Ghasidas University, Bilaspur                | 243  |
| Guru Jambheshwar University, Hisar                | 244  |
| Guru Nanak Dev University, Amritsar               | 245  |

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| Guru Kangri, Haridwar                             | 246 |
| Haryana Agriculture University, Hisar             | 247 |
| Kashi Vidya Peeth ,varansi                        | 248 |
| Himachal Pradesh Krishi Vishwavidyalaya, Shimla   | 249 |
| Himachal Pradesh University, Shimla               | 250 |
| University of Hyderabad, Hyderabad                | 251 |
| IIT, Delhi  | 252 |
| IIT, Kharagpur                                    | 253 |
| Indira Gandhi National Open University, New Delhi | 254 |
| Indraprastha University, Delhi                    | 255 |
| J.N. Krishi Vishwavidyalaya, Jabalpur             | 256 |
| Jabalpur University, Jabalpur                     | 257 |
| Jadavpur University, Calcutta                     | 258 |
| Jamia Hamdard, New Delhi                          | 259 |
| Jamia Millia Islamia, New Delhi                   | 260 |
| Jammu University, Jammu                           | 261 |
| Jawaharlal Nehru University, New Delhi            | 262 |
| Jiwaji University, Gwalior                        | 263 |
| J.N. Vyas University, Jodhpur                     | 264 |
| Kakatia University, Warangal                      | 265 |
| Karnataka University, Bangalore                   | 266 |
| Kashmir University, Srinagar                      | 267 |
| Kerala University, Trivendrum                     | 268 |
| Kota Open University, Kurukshetra                 | 269 |
| Kumayun University, Nainital                      | 270 |
| Kurukshetra University, Kurukshetra               | 271 |
| L.N. Mithila University, Darbhanga                | 272 |
| Lucknow University, Lucknow                       | 273 |
| Madras University, Chennai                        | 274 |
| Madurai Kamraj University, Madurai                | 275 |
| Magadh University, Bodh Gaya                      | 276 |
| Maharshi Dayanand University, Rothak              | 277 |
| Mahatma Gandhi University, Kottayam               | 278 |
| Mahatma Phoolke University                        | 279 |
| Makhanlal Chatrurvedi Natl Univ. of Journalism    | 280 |
| Mangalore University, Mangalore                   | 281 |
| Manipur University, Manipur                       | 282 |
| Marathwada Agricultural University, Parbhani      | 283 |
| M.S. University, Baroda                           | 284 |
| Mysore University, Mysore                         | 285 |
| Maulana Azad National Urdu University, Hyderabad  | 286 |
| Nagarjuna University, Guntur                      | 287 |
| Nagpur University, Nagpur                         | 288 |
| North East Hill University, Shillong              | 289 |
| Orissa University, Bhubaneswar                    | 290 |
| Osmania University, Hyderabad                     | 291 |
| Pondicherry University, Pondicherry               | 292 |
| Panjab Rao Krishi Vidyapeeth,                     | 293 |

|   |     |
|---|-----|
| Patna University, Patna   | 294 |
| Poona University, Pune  | 295 |
| Punjab Ag. University, Ludhiana   | 296 |
| Punjab Technical University, Jalandhar                                      | 297 |
| Punjab University, Chandigarh   | 298 |
| Purvanchal University, Jaunpur  | 299 |
| Rajasthan Agriculture University, Bikaner                                   | 300 |
| Rajasthan University, Jaipur  | 301 |
| Ranchi University, Ranchi   | 302 |
| Rohilkhand University, Bareilly   | 303 |
| Roorkee University, Roorkee   | 304 |
| S.N.D.T. University, Mumbai   | 305 |
| Sambhalpur University, Sambhalpur   | 306 |
| Sher-e-Kashmir University of Agricultural Science & Technology,<br>Srinagar | 307 |
| Shivaji University, Kolhapur  | 308 |
| Sukhadia University, Udaipur  | 309 |
| University of North Bengal, Siliguri  | 310 |
| University of South Gujarat, Surat  | 311 |
| Utkal University, Bhubaneswar   | 312 |
| Veer Kunwar Singh University, Ara   | 313 |
| Vikram University, Ujjain   | 314 |
| Vinoba Bhave University, Hazaribagh   | 315 |
| Foreign University  | 316 |
| Other University in India   | 316 |

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**31<sup>st</sup> December, 2012**