IKGujral Punjab Technical University Kapurthala Distance Education Program
(Approved by UGC)

Quality Education at Affordable Cost

Prospectus (July-2017)

Information Technology

BSc-IT   **BCA**   **MSc-IT**   **MCA**   **PGDCA**

BSc-IT (LE)   **BCA (LE)**   **MCA (LE)**

Journalism & Mass Communication

BA-JMC   **MA-JMC**

Management

BBA   **B.Com**

What's Inside?

About University

IK Gujral Punjab Technical University is a state university which has a wide network of more than 180 Engineering, Management, Pharmacy, Hotel Management and Architecture Colleges in the State of Punjab that are approved by All India Council of Technical Education (AICTE) / apex regulatory bodies.

Punjab has been one of the most prosperous states in India since independence by way of Green Revolution coupled with white revolution. In order to give the equal momentum to the industrial growth of Punjab educated skilled workforce in sufficient numbers has always been a need of the hour. The Globalization of Indian economy in early 90's further extrapolated the need of such a young innovative workforce.

To address this issue of Technical & professional workforce shortage and to usher into a new era of Industrial Development comparable to International Standards, the Punjab Government constituted Punjab Technical University in 1997 by an Act of State Legislature. The University was entrusted with the responsibility of developing the new generation of technical manpower that can spearhead the industrial development of the State. Punjab Technical University has been founded to be the grooming ground for the future professionals like Engineers, Managers, & Researchers etc.

The university has produced thousands of technical and professional graduates since its inception who are highly placed with reputed organizations and many are also successfully running their entrepreneurial ventures.

University has bagged many awards and achievements and has also made number of national and international collaborations. IKG-PTU was conferred Best Technical University Award in 2013 by KIIT & ISTE. The university also got the prestigious CCI Technology Education Excellence Award in "Best University Promoting High quality Research at Master's and Doctoral Thesis Work" category in 2013.

About our Distance Education Program (DEP)

Distance Education plays a crucial role in enriching the knowledge base of any society. The need & importance of Distance Education is becoming more relevant in modern age where it becomes difficult to impart education to masses in conventional regular mode.

IKG-PTU understands the aforesaid need in India. To provide innovative professional education to the general masses, Distance Education Program (DEP) of the Punjab Technical University was conceived in 2001 and since then PTU DEP has grown as a market leader offering quality distance education to lacs of students.

The objective of the Program is to impart affordable, relevant, skill-based & remunerative professional education to the masses of the country including the deprived sections of society.

Today, the university is providing affordable and quality professional education across the state of Punjab including Chandigarh in the following streams:

- **Information Technology (IT)**
- **Management**
- **Journalism & Mass Communication**

IKG-PTU Distance Education Program Officers & Faculty

DDE Officers

S.No.	Name	Designation
1.	Sh. K.S.Pannu, IAS	Vice Chancellor
2.	Dr.Amanpreet Singh	Registrar
3.	Dr. Harmeen Kaur	Director(DDE)
4.	Dr. R.P.S.Bedi	Controller of Examinations
5.	Sh. Sandeep Kajal	Dy.Controller of Examinations(Secrecy)
6.	Sh. Parmjit Singh	Dy.Controller of Examinations
7.	Sh. Rajinder Dogra	Dy.Registrar(DDE)
8.	Sh. Rajinder Kumar	Assistant Registrar (DDE)
9.	Sh. Paramjit Singh Gill	Assistant Registrar(Examination)
10.	Sh. Pawan Kumar	Assistant Registrar(Examination)
11.	Sh. Rishi Gupta	Assistant Registrar(Examination)
12.	Sh. Hardeep Singh	Assistant Registrar(Examination)
13.	Smt. Vaneeta Bala	Assistant Registrar(Examination)

DDE Faculty

S.No.	Name	Designation
1.	Dr.Ranbir Singh	Associate Professor(Journalism & Mass Communication)
2.	Dr.Pooja Mehta	Assistant Professor(Management)
3.	Dr.Mandeep Kaur	Assistant Professor(Management)
4.	Dr.Chander Prakash	Assistant Professor(Biology)
5.	Dr. Sanjeev Bansal	Assistant Professor (Commerce)
6.	Ms.Gazal Sharma	Assistant Professor(Bio-Technology)
7.	Dr. Kapil Gupta	Assistant Professor(Management)
8.	Sh.Rajdeep Singh	Assistant Professor(Computer Science &Engg)
9.	Ms. Priyanka Mahajan	Assistant Professor(English)
10.	Sh. Barinderjeet Singh	Assistant Professor(Food Technology)
11.	Sh.Dinesh Gupta	Assistant Professor(IT)

Best of IKG-PTU Distance Education Program

Distance Education Program of IKG-Punjab Technical University is a unique Program of its kind. With its experience of 14 years of running distance education across the country, the university has evolved its Distance Education Program to the best in class standards. Following are the key reasons to pursue a course under Distance Education Program of IKG-PTU:

A State Government University

IKG-Punjab Technical University is a State Government University established under Punjab Technical University Act, 1996 (Punjab Act No. 1 of 1997).

UGC Recognition

Distance Education Bureau-University Grants Commission has given recognition to IKG-Punjab Technical University for offering Open & Distance Learning Programmes. All the courses being offered by IKG-PTU under Distance Education mode are recognized by UGC.

Nomenclature of all courses as per UGC

The nomenclature of all the courses being offered by IKG-Punjab Technical University Distance Education Program is as per UGC approved list. Accordingly the students getting PTU DEP degrees will never face a problem while applying for any job/higher studies anywhere!

Market Leader in Distance Education

Since 2001, Punjab Technical University has been pioneer in offering quality distance education across the country. University has produced lacs of graduates and post graduates who are well placed in reputed organizations and many are self employed.

Quality Education

IKG-PTU Distance Education Program provides an opportunity to students for their career growth along with holistic development of personality. The university adopts latest and industry oriented curriculum which are revised from time to time as per contemporary requirements. We have exclusive Board of Studies for every discipline which consists of eminent academicians and experts from industry for designing & developing the course curriculum.

Affordable Fee Structure

University has adopted a very nominal fee structure for all courses under Distance Education Program. The objective is to increase the access to quality education for the masses and especially the underprivileged and downtrodden sections of society. Quality education at affordable cost is a unique strength of IKG-PTU DEP which is indeed unparalleled across board.

Free of cost Study Material for all students of Distance Education

University provides free study material to all its students of distance education in the form of Self Learning Material (SLM). University has its own in-house Content Development Centre which has eminent academicians on its panel as Authors, Reviewers/Editors and Subject Experts. The SLMs are developed under direct control of university as per best in class academic standards and keeping in view the distance education pedagogy. The study material is designed strictly as per SLM format and is Self Contained so that students don't need to hunt for additional reading sources.

Same Syllabus & Examinations for regular courses

In order to bring equivalence for the degrees obtained through distance mode & regular mode, IKG-PTU has adopted the same syllabus & examinations for both. This parity of distance education academic structure with the regular counterpart has greatly enhanced the credibility of PTU distance education degrees.

Personal Contact Program (PCP) at university's own Study Centres

University offers **two weeks Personal Contact Program (PCP)** for all students enrolled in various courses in each semester. PCP will be conducted at university's main campus at Kapurthala and own Study Centres (constituent campuses) as per the schedule notified each semester. Students are may to attend the PCP for face to face interaction with faculty, academic counselling and the practical work.

Study Centres are reputed academic institutions equipped with state of the art infrastructure, experienced faculty and well-established labs for practicals.

Human Values & Professional Ethics (HVPE)

HVPE has been included as a compulsory subject in all the courses to sensitize the students about the human values and to inculcate ethical orientation in their professional and personal conduct. In fact university has established an International Resource Centre for Universal Human Values &Ethics at its campus which is also offering PG programmes in Human Values & Holistic Development.

Online Student Support Services

Distance learners require extensive support services as they are already located away from the university. IKG-PTU has instituted 24X7 student support service in the form of online web portal at Student Support Centre. Students can register any request, query, complaint through this web portal as well as through series of toll free numbers as well as land line & mobile numbers given as helpline at university website. Even an exclusive grievances portal has been activated for speedy settlement of any type of complaints. University is continuously evolving student support service mechanism/channels for better facilitation of distance learners and these will be notified accordingly from time to time.

Academic Streams & Courses Offered

University is offering distance education courses in the following three streams. These courses are being offered only in the state of Punjab & UT Chandigarh.

- **Information Technology (IT)**
- **Management**
- **Journalism & Mass Communication**

I.   Information Technology

Information Technology has touched almost all walks of our life. Be it a household or a professional dependence of everyone on IT & IT Enabled Services (ITES) is crystal clear. E-Correspondence, e-Commerce, e-Booking, e-banking, e-governance are the few examples to name & the use of such technologies is increasing at quite a rapid pace.

Information technology and computer applications have yielded greater accuracy and efficiency in all fields.

The role of Information Technology today has extended to communication, data management, Management Information Systems, Remote banking, Online Education etc.

IT courses under Open & Distance Learning mode at IKG-PTU has been designed to enable the students to compete& contribute towards the technological development of the society.
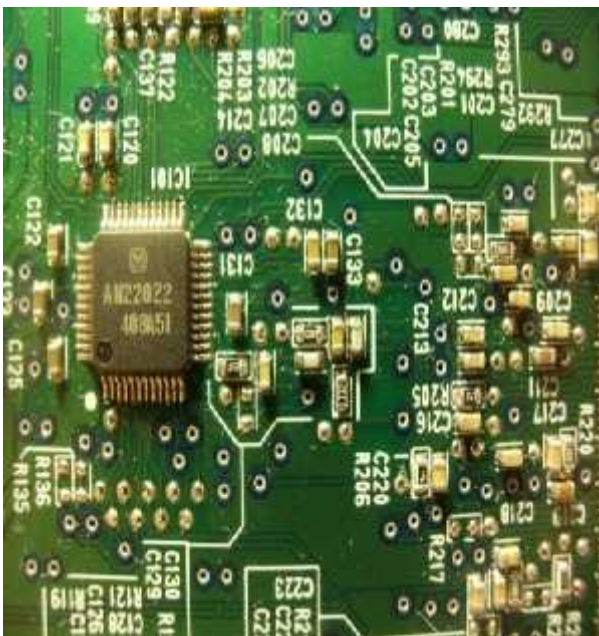
Details of courses offered in **Information Technology**

1.	**BCA**	**Bachelor of Computer Application**
2.	BCA (LE)	Bachelor of Computer Application (Lateral Entry)
3.	BSc-IT	Bachelor of Science-Information Technology
4.	BSc-IT (LE)	Bachelor of Science-Information Technology (Lateral Entry)
5.	MCA	Masters of Computer Applications
6.	MCA (LE)	Masters of Computer Applications (Lateral Entry)
7.	MSc-IT	Master of Science-Information Technology
8.	PGDCA	Post Graduate Diploma in Computer Applications

Course	Duration	Max. Duration	Eligibility	Tuition Fee
BCA	3 years	6 years	All those candidates who have passed the 10+2 or its equivalent examination in any stream conducted by a recognized Board / University / Council. **OR** Those candidates who have passed their Matriculation examination AND have also passed three year Diploma in any Trade from Punjab State Board of Technical Education & Industrial Training, Chandigarh or such Examination from any other recognized State Board of Technical Education, or SantLongowal Institute of Engineering & Technology, Longowal.	Rs.9,000/- per semester
BCA- (Lateral Entry Admission in 3rd semester)	2 years	4 years	3 Year Polytechnic Diploma in IT / CSE(or equivalent) OR 10+2 with 1 year Diploma in Computer Application / IT(or equivalent) from a recognized University with Mathematics as course at 10+2 or DIT/DCA level.	Rs. 9500/- per semester
BSc- IT	3 years	6 years	All those candidates who have passed the 10+2 or its equivalent examination in any stream conducted by a recognized Board / University / Council. **OR** Those candidates who have passed their Matriculation examination AND have also passed three year Diploma in any Trade from Punjab State Board of Technical Education & Industrial Training, Chandigarh or such Examination from any other recognized State Board of Technical Education, or Sant Longowal Institute of Engineering & Technology, Longowal.	1st & 2nd Semester Rs. 7,500/- each semester 3rd, 4th, 5th & 6th Semester Rs. 9,500/- each semester

Course	Duration	Max Duration	Eligibility	Fee
BSC-IT(Lateral Entry Admission in 3rd semester)	2 years	4 years	3 Year Polytechnic Diploma in IT/CSE(or equivalent) OR 10+2 with 1 year Diploma in Computer Application/IT(or equivalent) from a recognized University with Mathematics as course at 10+2 or DIT/DCA level.	Rs. 10,000/- per semester
MCA	3 years	6 years	All those candidates who have passed any recognized Bachelor"s degree of minimum three years duration with Mathematics/ Statistics /Business Mathematics / Business Statistics / Quantitative Techniques as Compulsory/ Optional/ Additional Paper as one of the subjects either at 10+2 or at graduation level. Or Have passed BCA course of minimum three years duration from any recognized University.	Rs. 10,000/- per semester
MCA (Lateral Entry Admission in 3rd semester)	2 years	4 years	All those candidates who have passed any recognized Bachelor's Degree of minimum 3 years duration in BCA, B.Sc.(IT/Computer Science)with Mathematics as a course at 10+2 level or at Graduate Level. Obtained at least 50%(45% in case of candidate belonging to reserved category) at the qualifying Examination	Rs. 10,500/- per semester
M. Sc- IT	2 years	4 years	All those candidates who have passed any recognized bachelor's degree of minimum three years duration with Mathematics / Statistics / Business Mathematics / Business Statistics / Quantitative Techniques / Computer Science/ Information Technology as compulsory / Optional / additional paper as one of the subjects either at 10+2 or at graduation level. OR PGDCA / BCA / B.Sc.(IT)	1st & 2nd Semester Rs. 8,000/- each semester 3rd & 4th Semester Rs. 9,000/- each semester
PGDCA	1 year	2 years	Graduation in any discipline.	Rs.8,000/- per semester
Note: Examination fee of Rs. 700/- will be charged per semester in addition to above mentioned tuition fee.				

Course Scheme

BCA (Bachelor of Computer Applications)   **No. of Semesters: 6**

BCA Semester-I					
Course Code	**Course Title**	**Theory (T)/ Practical (P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BSBC 101	Communication - I	T	4	40	60
BSBC102	Programming in C	T	5	40	60
HVPE101	Human Value and Professional Ethics	T	3	40	60
BSBC103	Mathematics I	T	6	40	60
BSBC104	Information Technology	T	4	40	60
BSBC 105	Software Lab-I (Programming in C)	P	2	60	40
BSBC 106	Software Lab-II (Information Technology)	P	2	60	40

BCA Semester-II					
Course Code	**Course Title**	**Theory(T) / Practical (P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BSBC 201	Communication II	T	4	40	60
BSBC 202	Basic Mathematics - II	T	6	40	60
BSBC203	OOPS using C++	T	5	40	60
BSBC204	Computer System Architecture	T	4	40	60
EVSC 101	Environmental Sciences	T	2	40	60
BSBC 205	Workshop on Web Development	P	2	60	40
BSBC 206	Software Lab-III(OOPS UsingC++)	P	2	60	40

BCA Semester-III					
Course Code	**Course Title**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BSBC 301	System Analysis and Design	T	4	40	60
BSBC 302	Data structures	T	5	40	60
BSBC 403	Digital Circuits and Logic Design	T	5	40	60
BSBC 304	Basic Accounting	T	5	40	60
BSBC 305	Software Lab-IV (Data Structures	P	3	60	40
BSBC 306	Hardware Lab-I(Digital Circuits & Logic Design)	P	2	60	40

BCA Semester-IV					
Course Code	Course Title	Theory(T)/ Practical(P)	Credits	Marks Distribution	
				Internal	External
BSBC 401	Software Engineering	T	5	40	60
BSBC402	Microprocessors &Microcontrollers	T	5	40	60
BSBC 403	Operating Systems	T	5	40	60
BSBC 404	DatabaseManagementSystems	T	5	40	60
BSBC 405	Hardware Lab-II(Microprocessors & Microcontrollers)	P	2	60	40
BSBC406	Software Lab-V (DatabaseManagement Systems)	P	2	60	40

BCA Semester-V					
Course Code	Course Title	Theory(T)/ Practical(P)	Credits	Marks Distribution	
				Internal	External
BSBC 501	DataWarehousing&Mining	T	4	40	60
BSBC502	Programmingin Java	T	5	40	60
BSBC 503	ManagementInformation System	T	4	40	60
BSBC504	Workshop onAdvanced Web Development	T	3	40	60
BSBC505	Software Lab-VI(Programmingin Java)	P	2	60	40
BSBC 506	ProjectWork-I	P	6	60	40

BCA Semester-VI					
Course Code	Course Title	Theory(T)/ Practical(P)	Credits	Marks Distribution	
				Internal	External
BSBC 601	PrinciplesofManagement	T	5	40	60
BSBC 602	Computer Graphics	T	5	40	60
BSBC603	ComputerNetworks	T	5	40	60
BSBC 604	Information Security	P	2	60	40
BSBC605	Software Lab-VII(ComputerGraphics)	P	2	60	40
BSBC 606	Project Work - II	P	6	120	80

Course Scheme

BScIT (Bachelor of Science IT)   **No. of Semesters: 6**

BSc IT Semester-I					
Course Code	**Course Title**	**Theory (T)/ Practical (P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BSIT101/ BSBC 101	Communication - I	T	4	40	60
BSIT102/ BSBC102	Programming in C	T	3	40	60
HVPE101	Human Value and Professional Ethics	T	5	40	60
BSIT103/ BSBC103	Mathematics I	T	6	40	60
BSIT104/ BSBC104	Information Technology	T	4	40	60
BSIT105/ BSBC 105	Software Lab-I (Programming in C)	P	2	60	40
BSIT106/ BSBC 106	Software Lab-II (Information Technology)	P	2	60	40

BSc IT Semester-II					
Course Code	**Course Title**	**Theory(T) / Practical (P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BSIT 201/ BSBC 201	Communication II	T	4	40	60
BSIT202/ BSBC 202	Basic Mathematics - II	T	6	40	60
BSIT203/ BSBC203	OOPS using C++	T	5	40	60
BSIT 204/ BSBC 303	Digital Circuits and Logic Designs	T	4	40	60
EVSC 101	Environmental Sciences	T	2	40	60
BSIT 205/ BSBC 206	Software Lab- III (OOPS using C++)	P	2	60	40
BSIT 206/ BSBC 307	Hardware Lab-1 (Digital Circuits and Logic Designs)	P	2	60	40

BSc IT Semester-III					
Course Code	**Course Title**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BSIT301/ BSBC 204	Computer System Architecture	T	4	40	60
BSIT 302/ BSBC 302	Data structures	T	4	40	60
BSIT303/ BSBC 403	Operating Systems	T	5	40	60
BSIT 304	Web Technologies	T	5	40	60
BSIT 305	Software Lab- IV (Operating systems)	P	2	60	40
BSIT 306/ BSBC 306	Software Lab- V (Data structures)	P	2	60	40
BSIT 307	Software Lab- VI (Web Technologies)	P	2	60	40

BSc IT Semester-IV					
Course Code	**Course Title**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BSIT401	Programming in PHP	T	5	40	60
BSIT402/ BSBC404	Database Management Systems	T	5	40	60
BSIT403/ BSBC301	System Analysis and Design	T	5	40	60
BSIT404/ BSBC603	Computer Networks	T	5	40	60
BSIT405/ BSBC305	Basic Accounting	P	4	60	40
BSIT406/ BSBC406	Software Lab-VII (Database Management Systems)	P	2	60	40
BSIT407	Software Lab-VIII (Programming in PHP)	P	2	60	40

BSc IT Semester-V					
Course Code	**Course Title**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BSIT 501	Information Security	T	5	40	60
BSIT502/ BSBC502	Programming in Java	T	5	40	60
BSIT503/ BSBC401	Software Engineering	T	5	40	60
BSIT 504/ BSBC501	Data Warehousing and Mining	T	5	40	60
BSIT505/ BSBC505	Software Lab-IX (Programming in Java)	P	2	60	40
BSIT 506	Project Work- I	P	4	120	80

BSc IT Semester-VI					
Course Code	**Course Title**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BSIT 601	Mobile Application Development	T	5	40	60
BSIT 602	Software Testing and Quality Assurance	T	5	40	60
BSIT603/ BSBC602	Computer Graphics	T	5	40	60
BSIT 604	Software Lab-X (Mobile Application Development)	P	2	60	40
BSIT 605/ BSBC605	Software Lab- XI (Computer Graphics)	P	2	60	40
BSIT 606	Project Work- II	P	4	120	80

Course Scheme

MCA (Masterof Computer Applications)   **No. of Semesters: 6**

MCA Semester-I					
Course Code	**Course Title**	**Theory(T) / Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
MCA101	InformationManagement	T	5	40	60
MCA102	ObjectOrientedProgramminginC++	T	5	40	60
MCA103	ComputerOrganization and AssemblyLanguage	T	5	40	60
MCA104	Accounting&Financial Management	T	5	40	60
MCA105	TechnicalCommunication	T	5	40	60
MCA106	Software Lab-I(Information Management)	P	2	60	40
MCA107	Software Lab–II(ObjectOriented Programmingin C++)	P	2	60	40
*There will be no practical examination for Technical Communication. Faculty must include the performance in internal assessment of theory.					

MCA Semester-II					
Course Code	**Course Title**	**Theory(T) / Practical (P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
MCA201	Mathematical Foundations of Computer Science	T	5	40	60
MCA202	Relational Database Management System	T	5	40	60
MCA203	Data Structures	T	5	40	60
MCA204	Data Communication and Networks	T	5	40	60
MCA205	Linux Operating System	T	5	40	60
MCA206	Software Lab–III(Relational Database Management System)	P	2	60	40
MCA207	Software Lab–IV(Data Structures)	P	2	60	40
MCA208	Software Lab–V (Based on Linux Operating System)	P	1	60	40

MCA Semester-III					
Course Code	**Course Title**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
MCA301	Database Administration	T	5	40	60
MCA302	Information Security	T	5	40	60
MCA303	Software Engineering& Project Management	T	5	40	60
MCA304	Java Programming	T	5	40	60
MCA305	Elective	T	5	40	60
MCA306	Software Lab-VI[Database Administration]	P	2	60	40
MCA307	Software Lab-VII[Java Programming]	P	2	60	40

List of Electives (3[rd]Sem)

Course Code	Course Title
MCA 305A	System Programming
MCA 305B	Theory of Computation
MCA 305C	Embedded System

MCA Semester-IV					
Course Code	Course Title	Theory(T)/ Practical(P)	Credits	Marks Distribution	
				Internal	External
MCA401	Mobile Application Development	T	5	40	60
MCA402	E-Commerce & Web Application Development	T	5	40	60
MCA403	Interactive Computer Graphics	T	5	40	60
MCA404	Advanced Operating Systems	T	5	40	60
MCA405	Software Lab-VIII(Web & Mobile ApplicationDevelopment)	P	3	60	40
MCA406	Software Lab-IX(Interactive Computer Graphics)	P	2	60	40
*Students will go undergo 6-8 weeks industrial training after 4th semester. Examination will be conducted alongwith 5th semester practical					

MCA Semester-V					
Course Code	Course Title	Theory(T) /Practical (P)	Credits	Marks Distribution	
				Internal	External
MCA501	Artificial Intelligence	T	5	40	60
MCA502	Design & Analysis of Algorithm	T	5	40	60
MCA503	Web Technologies	T	5	40	60
MCA504	Object Oriented Analysis& Design with UML	T	5	40	60
MCA505	Software Lab–XI(Web Technologies)	P	2	60	40
MCA506	Software Lab–XII(Object Oriented Analysis and Design with UML)	P	2	60	40
MCA507	Industrial Training*	P	S/U	-	-

Course Scheme: MCA (Master of Computer Applications)

Course Code	Course Title	Theory(T)/Practical(P)	Credits	Marks Distribution	
				Internal	External
MCA601	Data Warehousing & Mining	T	5	40	60
MCA602	Cloud Computing	T	5	40	60
MCA603	Advanced Computer Architecture	T	5	40	60
MCA604	Software testing & quality management	T	5	40	60
MCA605	Software Lab –XIII (Software testing)	P	1	60	40
MCA606	Project	P	8	180	120

MCA Semester-VI (table title)

Course Scheme

M. Sc. IT (Masterof Science-Information Technology)   No. of Semesters: 4

Course Code	Course Title	Theory(T)/Practical(P)	Credits	Marks Distribution	
				Internal	External
MSIT101	Information Management	T	5	40	60
MSIT102	Object Oriented Programming in C++	T	5	40	60
MSIT103	Computer Organization and Assembly Language	T	5	40	60
MSIT104	Operating Systems	T	5	40	60
MSIT105	Technical Communication	T	4	40	60
MSIT106	Software Lab – I (Information Management)	P	2	60	40
MSIT107	Software Lab – II (Object Oriented Programming in C++)	P	2	60	40

MSc-IT Semester-I (table title)

Course Code	Course Title	Theory(T)/Practical(P)	Credits	Marks Distribution	
				Internal	External
MSIT201	Data Communication and Networks	T	5	40	60
MSIT202	Relational Database Management System	T	5	40	60
MSIT203	Data Structures	T	5	40	60
MSIT204	Web Technologies	T	5	40	60
MSIT205	Software Lab – III (Relational Database Management System)	P	2	60	40
MSIT206	Software Lab – IV (Data Structures)	P	2	60	40
MSIT207	Software Lab – V (Web Technologies)	P	2	60	40

MSc-IT Semester-II (table title)

MSc-IT Semester-III					
Course Code	Course Title	Theory(T)/ Practical(P)	Credits	Marks Distribution	
				Internal	External
MSIT301	Computer Graphics	T	5	40	60
MSIT302	Software Engineering	T	5	40	60
MSIT303	Java Programming	T	5	40	60
MSIT304	Accounting and Financial Management	T	5	40	60
MSIT305	Software Lab – VI (Computer Graphics)	P	2	60	40
MSIT306	Software Lab – VII (Java Programming)	P	2	60	40
MSIT307	Minor Project	P	8	60	40

MSc-IT Semester-IV					
Course Code	Course Title	Theory(T)/ Practical(P)	Credits	Marks Distribution	
				Internal	External
MSIT401	Advanced Java Programming	T	5	40	60
MSIT402	Information Security	T	5	40	60
MSIT403	Theory of computation	T	5	40	60
MSIT404	Data Warehousing &Mining	T	5	40	60
MSIT405	Software Lab – VIII (Advanced Java Programming)	P	2	60	40
MSIT406	Major Project	P	8	120	80

Course Scheme

PGDCA(Post Graduate Diploma in Computer Application)   **Number of Semesters: 2**

PGDCA Semester-I					
Course Code	Course Title	Theory(T)/ Practical(P)	Credits	Marks Distribution	
				Internal	External
PDCA-101	Computer Fundamentals	T	4	40	60
PDCA-102	Programming in C++	T	4	40	60
PDCA-103	ComputerOperating System	T	4	40	60
PDCA-104	Relational Database Management System	T	4	40	60
PDCA-105	Communication and Soft Skills	T	3	40	60
PDCA-106	Computer Fundamental Lab	P	2	60	40
PDCA-107	Programming in C++ Lab	P	2	60	40
PDCA-108	RDBMS Lab	P	2	60	40

PGDCA Semester-II					
Course Code	Course Title	Theory(T)/ Practical(P)	Credits	Marks Distribution	
				Internal	External
PDCA-201	Programming in JAVA	T	4	40	60
PDCA-202	Web Technologies	T	4	40	60
PDCA-203	Software Engineering	T	4	40	60
PDCA-204	Data Communication and Networks	T	4	40	60
PDCA-205	JAVA LAB	P	2	60	40
PDCA-206	Web Technology Lab	P	2	60	40
PDCA-207	PROJECT	P	6	120	80

II.   Management

Business industry of India has been very dynamic right from the times of ancient trades. This sector offers career and growth opportunities to number of management graduates passing every year. Students seeking to establish their careers in the business industry opt for various under graduate and post graduate level management programs. Management education grooms the skills of students in the fields of management policies and practices, theories of management and leadership, processes of communication, organizational behaviour, organizational change and development, employment relationships, marketing research, analyzing business scenarios, stock market, Accountancy, E-Commerce, Finance, Marketing, Economics and Taxation laws and many more. Management & commerce education plays a very important role in the changing business world which leads to success in all sectors of economy.

Studying management& commerce courses at both undergraduate and postgraduate levels may interest not only those who seek their career in corporate sector but also those who wish to understand how organizations work. In management courses, students learn about the importance of planning, organizing the structure, design and culture of organizations, importance of human capital, research methods, management of finances, budgeting, role of leadership and how people work at organisations etc. Distance education Program of I.K Gujral Punjab Technical University, Kapurthala offers BBA, B.Com in this stream. The uniqueness of the program is its content, topic coverage & the teaching methodology. The syllabus has been rigorously designed by eminent experts from various institutes of national repute. The teaching methodologies include PCPs, counselling, industrial visits, orientation, internship, case study and research work. Focus is also on developing soft skills of the students. Some of the salient features as follows:

- Courses are specially designed for a higher level Career Placement
- Projects to enhance, analytical & deductive skills
- Industry Orientation

Job Prospects

BBA, B.Com are the professional courses and after completion of the courses students can aim for entry level or mid management level jobs immediately after in companies like manufacturing companies, Export and trading houses, financial concerns, banks, NGO's, Public Sector Units and Multinational corporations. The career pathways that are the most popular with BBA & B.Com are Accounting and finance, Healthcare, Human Resources, Education, Marketing and Sales, Management, Product Management, Technology Management, Chartered Accountant, Chartered Financial Analyst, Company Secretary, Loans Executive, Certified Financial Planner, Stock Broking etc.

Details of programs in Management

⌡ Bachelor of Business Administration (BBA)
⌡ Bachelor of Commerce (B.Com)

S.No	Course	Duration	Max Duration	Eligibility	Fee Structure
1.	BBA	3 Years	6 Years	All those candidates who have passed the 10+2 or its equivalent examination in any stream conducted by a recognized Board / University / Council. **OR** Those candidates who have passed their Matriculation examination AND have also	

					Rs. 9000 per semester
23				passed three year Diploma in any Trade from Punjab State Board of Technical Education & Industrial Training, Chandigarh or such Examination from any other recognized State Board of Technical Education, or Sant Longowal Institute of Engineering & Technology, Longowal.	
2.	B.Com	3 years	6 years	Having passed at least +2 examination of Punjab School Education Board or any other examination recognized as equivalent thereto with at least: 33% marks in the aggregate in case of commerce students who have passed 10+2 examination and 40% for the students who have opted for two of the following commerce subjects in 10+2 a. Accountancy b. Business Studies c. Economics d. Mathematics e. Office Management and Secretarial Practice. f. Principle and Practice of Insurance. g. Tax Procedure and Practice. and 45% for other candidates	Rs. 6,000 per semester

Note: Examination fee of Rs. 700 will be charged per semester in addition to above mentioned tuition fee.

Course Scheme

BBA (Bachelors of Business Administration)   **Number of Semesters: 6**

BBA Semester-I					
Course Code	**Course Title**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
HVPE 101	Human Values and Professional Ethics	T	3	40	60
BBA 101	Principles of Management	T	5	40	60
BBA 102	Microeconomics	T	5	40	60
BBA 103	Financial Accounting	T	5	40	60
BBA 104	Business Communication –I	T	5	40	60
BBA 105	Introduction to Computers	T	5	40	60

BBA Semester-II					
Course Code	**Course Title**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BBA 201	Organization Behaviour	T	5	40	60
BBA 202	Macroeconomics	T	5	40	60
BBA 203	Business Mathematics	T	5	40	60
BBA 204	Corporate Accounting	T	5	40	60
BBA 205	Business Communication –II	T	5	40	60
BBA 206	Computer Applications	T	5	40	60
BBA 207	Viva Voce	P	1		50

BBA Semester-III					
Course Code	**Course Title**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BBA 301	Human Resource Management	T	5	40	60
BBA 302	Marketing Management	T	5	40	60
BBA 303	Cost Accounting	T	5	40	60
BBA 304	Business Statistics	T	5	40	60
BBA 305	Management Information Systems	T	5	40	60
BBA 306	Seminar on Contemporary Issues	T	4	100	

Course Scheme: BBA (Bachelors of Business Administration)

BBA Semester-IV					
Course Code	Course Title	Theory(T)/ Practical(P)	Credits	Marks Distribution	
				Internal	External
BBA 401	Research Methodology	T	5	40	60
BBA 402	Financial Management	T	5	40	60
BBA 403	Consumer Behaviour	T	5	40	60
BBA 404	Business Laws-I	T	5	40	60
BBA 405	Income Tax Act	T	5	40	60
BBA 406	Production and Operations Management	T	5	40	60
BBA 407	Viva Voce	P	1		50

BBA Semester-V					
Course Code	Course Title	Theory(T)/ Practical(P)	Credits	Marks Distribution	
				Internal	External
BBA 501	Business Environment	T	5	40	60
BBA 502	Management of Financial Systems	T	5	40	60
BBA 503	Advertising and Sales Management	T	5	40	60
BBA 504	Managing across culture	T	5	40	60
BBA 505	Indirect Taxes	T	5	40	60
BBA 506	Seminar on Training Report	P	5	100	

BBA Semester-VI					
Course Code	Course Title	Theory(T)/ Practical(P)	Credits	Marks Distribution	
				Internal	External
BBA 601	Corporate Strategies	T	5	40	60
BBA 602	Small Business and Entrepreneurship	T	5	40	60
BBA 603	E- commerce	T	5	40	60
BBA 604	Business Laws-II	T	5	40	60
BBA 605	Banking and Insurance Services	T	5	40	60
BBA 606*	Project Presentation	P	5	40	60
EVSC 101	Environmental Science	T	2	20	30

Course Scheme

B.Com (Bachelor of Commerce)   **Number of semesters: 06**

B.Com Semester-I					
Course Code	**Course Title**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BCOP 101	Financial Accounting	T	4	40	60
BCOP 102	Business Organization &Management	T	4	40	60
BCOP 103	Micro Economics	T	4	40	60
BCOP 104	Business Mathematics	T	4	40	60
BCOP 105	Communicative English	T	4	40	60
HVPE 101	Human Values and Professional Ethics	T	3	40	60

B.Com Semester-II					
Course Code	**Course Title**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BCOP 201	Advanced Accounting	T	4	40	60
BCOP 202	Mercantile Law	T	4	40	60
BCOP 203	Macro Economics	T	4	40	60
BCOP 204	Business Statistics	T	4	40	60
BCOP 205	Business Communication	T	4	40	60
BCOP 206	Workshop on IT & E-Commerce	P	3	40	60

B.Com Semester-III					
Course Code	**Course Title**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BCOP 301	Corporate Accounting-I	T	4	40	60
BCOP 302	Company Law	T	4	40	60
BCOP 303	Money, Banking and International Trade	T	4	40	60
BCOP 304	Operation Research	T	4	40	60
BCOP 305	Human Resource Management	T	4	40	60
BCOP 306	Indian Economic Problem	T	4	40	60

Course Scheme: B.Com (Bachelor of Commerce)

B.Com Semester-IV					
Course Code	**Course Title**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BCOP 401	Corporate Accounting-II	T	4	40	60
BCOP 402	Indirect Tax Laws	T	4	40	60
BCOP 403	Cost Accounting-I	T	4	40	60
BCOP 404	Business Finance	T	4	40	60
BCOP 405	Management of Financial Services	T	4	40	60
BCOP 406	Seminar on Current Business Affairs	P	2	100	

B.Com Semester-V					
Course Code	**Course Title**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BCOP 501	Cost Accounting- II	T	4	40	60
BCOP 502	Income Tax –I	T	4	40	60
BCOP 503	Marketing Management	T	4	40	60
BCOP 504	Management Accounting	T	4	40	60
BCOP 505	Tally	P	2	100	
BCOP 506	Summer Training Report	P	1	100	

B.Com Semester-VI					
Course Code	**Course Title**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BCOP 601	Income Tax-II	T	4	40	60
BCOP 602	Industrial relations and Labour Laws	T	4	40	60
BCOP 603	Financial Management	T	4	40	60
BCOP 604	Environmental Science	T	4	40	60
BCOP 605	Entrepreneurship Development	T	4	40	60
BCOP 606	Comprehensive Viva Voce for all Six Semesters	P	1	40	60

Journalism and Mass Communication

Journalism is now one of the most sought after careers for talented and driven young professionals. Not only does it enable one to have a say in front of a national and international audience, it is also one of the four pillars of our democracy and gives a lot of power to influence ideas in the public space. Careers in journalism give this power aplenty to our students who opt for a life in the mass media. Today, media is very powerful medium to connect with millions of people in India and around the world. India has seen ample growth in this sector and according to market analysis and research, India's entertainment and media sector is expected to grow steadily over the next five years as per CII-PwC's report, titled 'India Entertainment & Media Outlook 2014'. The industry is expected to exceed Rs 227,000 crore (US$ 36.49 billion) by 2018, growing at compound annual growth rate (CAGR) of 15 per cent between 2013 and 2018.

In 2013, the overall entertainment and media industry was estimated at Rs 112,044 crores (US$ 18.01 billion) and grew by 19 per cent over the previous year. The largest segment, India's television industry, continued its strong growth momentum led by subscription revenues, representing a year-on-year growth of about 15 per cent. Internet access and internet advertising have been the fastest growing segments with annual growth rates of 47 per cent and 26 per cent, respectively.

 The Indian film industry is one of the biggest and fastest growing film industries which produce around 1000 films per year, the largest output of a media industry in the world. There are innumerable lucrative and highly paid jobs in various media channels. Today TV, Radio, cinema, print media and web world are the important streams of media. There are vast job opportunities in media such as researchers, media planner, media designer, technician, editor, producer, journalist etc. You could choose any stream of media or mass communication for your career prospects.

Job Prospects

- **Print Journalism**
    - Newspapers
    - Sub-editor
    - Editor
    - Proof Reader
    - Reporter
    - Correspondent / Special reporter
    - Writer
    - Feature writer
    - Leader writer
    - Columnist
    - Critic
    - Photojournalist
    - Cartoonist
- **Electronic Journalism**
    - Researchers
    - Floor Managers
    - Transmission Executives
    - Reporters
    - Sound technicians
    - Camera workers
    - Presenters
- **Other careers in media**
    - **Multimedia content developers,**
    - **Bloggers**
    - **Marketing copywriters**
    - **Multimedia content developers**
    - **Public relations officer**
    - **Freelance Writers**

Details of Programmes offered in Journalism & Mass Communication

1.	BA-JMC	Bachelor of Arts (Journalism & Mass Communication)
2.	MA-JMC	Master of Arts (Journalism & Mass Communication)

Course Name	Duration	Max. Duration	Eligibility	Tuition Fee
BA-JMC	3 Years	6 Years	10+2 in any stream or equivalent	Rs7,500/- each for 1st and 2nd semester Rs. 8,500/- each for 3rd, 4th, 5th and 6th semester
MA-JMC	2 Years	4 years	Graduation in any stream or Equivalent	Rs 8,500/- per semester
Note: Examination fee of Rs. 700 will be charged per semester in addition to above mentioned tuition fee.				

Course Scheme

BA Journalism and Mass Communication (BA-JMC)   **Number of semesters: 06**

BA-JMC Semester-I					
Course Code	**Course Name**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BJAMC 101	Principles ofCommunication	T	4	40	60
BJAMC 103	Global Media	T	4	40	60
BJAMC 105	Fundamentals of Journalism	T	4	40	60
BJAMC 107	Introduction to Print Media	T	4	40	60
BJAMC 109	Communication: Theories Models and Skills	T	4	40	60
BJAMC 111	Introduction to Computers (Practical)	P	4	40	60

BA-JMC Semester-II					
Course Code	**Subject Name**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BJAMC 102	Mass Communication: Concepts and Processes	T	5	40	60
BJAMC 104	Reporting Techniques & Skills	T	5	40	60
BJAMC 106	Editing and Principles of Layout and Design	T	5	40	60
BJAMC 108	Press Laws & Media Ethics	T	5	40	60
BJAMC 110	Practical Lab on Editing & reporting	P	2	40	60
BJAMC 112	Practical Lab on Column Writing	P	2	40	60

BA-JMC Semester-III					
Course Code	**Subject Name**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BJAMC 201	Media Management and Ethics	T	5	40	60
BJAMC 203	Public Relations	T	4	40	60
BJAMC 205	New Media Technologies	T	5	40	60
BJAMC 207	Basic of Camera Light and Sound	T	5	40	60
BJAMC 209	Development Communication	T	5	40	60

BA-JMC Semester-IV					
Course Code	**Subject Name**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BJAMC 202	Radio Production	T	5	40	60
BJAMC 204	Television Production	T	5	40	60
BJAMC 206	Photo Journalism- I	T	5	40	60
BJAMC 208	Indian Constitution, Economy and Politics	T	5	40	60
BJAMC 210	Event Management	T	4	40	60

BA-JMC Semester-V					
Course Code	**Subject Name**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
				Internal	**External**
BJAMC 301	World Media Scenario	T	5	40	60
BJAMC 303	Public Relations	T	4	40	60
BJAMC 305	Cyber Journalism	T	5	40	60
BJAMC 307	Photo Journalism-II	T	5	40	60
BJAMC 309	Photography and web content development Practical lab	P	2	40	60

BA-JMC Semester-VI (Industrial Training and Project)					
Course Code	**Course Title**	**Theory(T)/ Practical(P)**	**Credits**	**Marks Distribution**	
BJAMC 302	Industrial Training	P	8	200	50 (Viva Voce)
BJAMC 304	Project	P	8	100	50 (Viva Voce)

Course Scheme

MA (Journalism and Mass Communication) (MA-JMC)   **Number of semesters: 4**

CourseCode	Course Title	Theory(T)/ Practical(P)	Credits	Marks Distribution	
MA-JMC Semester-I				**Internal**	**External**
MAJMC 101	Introduction to Communication	T	4	40	60
MAJMC 102	Print Mediain India: Growth & Development	T	4	40	60
MAJMC 103	Print Media-I	T	4	40	60
MAJMC 104	Electronic Media & Photography	T	4	40	60
MAJMC 105	Advertising	T	4	40	60
MAJMC 106	Current Affairs	P	2	-	50
MAJMC 107	Project work	P	1	-	25

CourseCode	Course Title	Theory(T)/ Practical(P)	Credits	Marks Distribution	
MA-JMC Semester-II				**Internal**	**External**
MAJMC 201	Development Communication	T	4	40	60
MAJMC 202	Media Management	T	4	40	60
MAJMC 203	Media Laws and Ethics	T	4	40	60
MAJMC 204	Mass communication research-I	T	4	40	60
MAJMC 205	Radio and TV Production techniques	T	4	40	60
MAJMC 206	Current Affairs	P	2	-	50
MAJMC 207	Project work	P	1	-	25

MA-JMC Semester-III					
Course Code	Course Title	Theory(T)/ Practical(P)	Credits	Marks Distribution	
				Internal	External
MAJMC 301	Mass Communication Research-II	T	4	40	60
MAJMC 302	New Media Technology	T	4	40	60
MAJMC 303	Print Media-II Specialized reporting	T	4	40	60
MAJMC 304	Intercultural and International Communication	T	4	40	60
MAJMC 305	Public Relations and Corporate Communication	T	4	40	60
MAJMC 306	Current Affairs	P	2	-	50
MAJMC 307	Project work	P	1	-	25

MA-JMC Semester-IV					
Course Code	Course Title	Theory(T)/ Practical(P)	Credits	Marks Distribution	
				Internal	External
MAJMC 401	Media and Human Rights	T	4	40	60
MAJMC 402	Film Studies	T	4	40	60
MAJMC 403	Current Affairs	T	4	40	60
MAJMC 404	Dissertation	P	8	40	60

Rules & Regulations

Admission Process

The new admission shall be undertaken within the state of Punjab & UT of Chandigarh only. Entire admission process including fee submission shall be exclusively controlled by IKG-PTU through its **online web-portal ptuadmissions.nic.in**

Steps to take admission**:**

- At the starting of each admission session University issues Academic Calendar mentioning the dates for admissions & other information.
- All students aspiring admission to Distance Education Program shall directly deposit their Fee to the University through individual student login ids at the online web portal **ptuadmissions.nic.in** Fee can be paid only through Credit/Debit Card/Internet Banking. No other mode of fee submission shall be acceptable.
- Students are advised not to deposit any fee anywhere except as mentioned above. Still if any student submits his/her fee anywhere else, university will not be responsible for that.
- The detailed instructions for admission procedure & online fee submission will be available at the admission web portal itself.
- In case of any query, students may contact at email-ids dde@ptu.ac.in or Contact No. 9478098108, 9478098109, 01822-662502.

UGC / DEC Policy on pursuing two or more Programmes Simultaneously

- Any candidate applying for admission to IKGPTU Distance Education Program shall be governed by the following UGC / DEC Policy on pursuing two or more Programmes Simultaneously:

  The Distance Education Council in its 40th meeting held on 08 June 2012 approved a policy on pursuing two or more programmes simultaneously in various combination as under:

  Two Degree Programmes cannot be allowed to be pursued simultaneously. However, a student can pursue two programmes simultaneously through distance mode or combination of distance and regular modes from the same or different Universities / Institutions in various combinations, viz.,

  1. One Degree and one Diploma / PG Diploma / Certificate

  2. One PG Diploma and one Diploma / Certificate

  3. One Diploma and one Certificate

  4. Two PG Diplomas

5. Two Diplomas

6. Two Certificates

Accordingly every candidate will give an undertaking in the Admission Form itself that he shall not pursue two degree programs simultaneously and shall adhere to the UGC / DEC policy on pursuing two or more programs simultaneously.

Eligibility Check

Before taking admission students must ensure that they fulfil the eligibility conditions as mentioned in prospectus against each course. On successful submission of online form & fee, the student will be granted provisional admission immediately. University will check the eligibility of all the students and if the student is found eligible the admission will be confirmed and a Roll No will be issued to the student. In case, the student does not fulfil the eligibility criteria or a student does not report for eligibility check, the admission will be cancelled and fee will be refunded after deducting a processing fee of 20% of total fee submitted. However, no refund shall be made in case a student does not continue the course after he / she is found eligible in eligibility check and roll number is issued. In case of re-admission in subsequent semesters, no refund shall be made for fees once paid.

All the rules & regulations mentioned in prospectus, admission notification, academic calendar& any other notifications issued by the university from time to time shall be applicable to students.

Readmission Process

Student will be allotted a unique roll number in the first semester of admission. The roll number will continue to be the same for subsequent semesters and student will need to take readmission to next semesters against this roll number by filling the readmission form and paying the next semester fee. The course will have to be completed within maximum permissible duration. If the student does not take readmission in subsequent semesters, it will be his sole responsibility and any claims made later, after the readmission dates are closed shall not be entertained. It is advised that student should be in continuous touch with university website for knowing important information like readmission schedule, academic calendar, PCP schedule, assignments submission schedule, examination date-sheet, internal/external practical schedule & any other important information. No individual communication will be made to the students. All information will be uploaded by the university at its website: **www.dde.ptu.ac.in**

Personal Contact Program (PCP)

University will conduct two weeks Personal Contact Program (PCP) in every semester at its main campus (Kapurthala) and own Study Centres as per UGC norms. The PCP will be an encapsulated academic module aimed at face to face interaction with faculty counsellors. It will provide complete academic resources to the distance learners by offering them access to class room teaching environment and well equipped laboratories for practical work. University issues PCP schedule for every semester which is notified through website.

Internal Assessment

For theory part, the Internal Assessment shall be based upon two assignments to be submitted by students as per the assignments schedule notified by university. In case of practicals, classes will be held at our Study Centers during the PCP. The internal / external assessment for practicals will be on the basis of lab work / viva-voce. On the last day of PCP, internal practical exam / viva-voce will be held for all practical subjects at respective Study Centers to mark internal assessment for practical subjects.

Summer / Industrial Training & Substitute Arrangements

Wherever there is provision of summer / industrial training in the course scheme, it will be desirable that students take up the training in industry. However if any student cannot opt for summer / industrial training, he may take up Minor / Major Project of same credits on the basis of field study as approved by respective project coordinator / faculty.

Examination

Final Examinations will be conducted at the end of each semester. The schedule/Date Sheet of the semester end examination will be made available at University website. Theory examinations will be conducted at the examination centres established by the University. Practical/Viva-voce examinations will be conducted as per IKG-PTU norms and schedule notified.

The grade of pass marks required is minimum 40% in each paper.

If the student fails in any subject in the semester end theory examination he may apply for Re-checking / Revaluation of his answer script by applying for the same within stipulated time and submitting requisite fee as per applicable norms of examinations. The student can apply for reappear

examination in next semester for the subjects which he could not pass in previous semester. All the General Examination Norms / Unfair Means Cases (UMC) Norms / Re-checking / Revaluation / Reappear Norms as notified by university from time to time shall be applicable to the students.

DMC / Degree / Certificate

After every semester, Detailed Marks Card (DMC) shall be issued only to students passing all the subjects of the term end examinations and internal assessment. A consolidated DMC / Transcript would be available at the completion of the course.

The Degree / Diploma / Certificate will be awarded to the student only if he has acquired a pass grade in all the semester end examinations and internal assessment, within the maximum permissible duration of the course.

In case the student does not pass all the subjects (Semester End Examinations& Internal Assessment) in the maximum permissible duration of the course as mentioned in the course details, he will not be entitled for award of concerned Degree / Diploma / Certificate.

Student Welfare Schemes

- **25% tuition fee waiver to Defence Personnel / Ex-Servicemen & their wards.**

University provides 25% concession in tuition fee to the Defence Personnel / Ex-Servicemen and their wards who take admission in any of the courses being run by the University under distance education. An authentic proof for the same will be required to be submitted by the student seeking this fee waiver.

- **Fee waiver to Physically Handicapped students**

University provides concession in tuition fee to Physically Handicapped students. This waiver will be exactly in proportion to the percentage of disability. Student seeking this fee concession will be required to submit a certificate of disability / handicap certificate issued by Civil Surgeon or CMO where the percentage of disability must be mentioned.

- **Post Matric Scholarship Scheme**

University also admits students under the Post Matric Scholarship Scheme being run by the Government for the students belonging to SC / ST category with family income from all sources less than 2.5 lacs. The students seeking the benefit under this scheme will be required to submit a caste certificate & proof of income.

- **PTU Employees**

IKG-PTU employees will be entitled for full fee concession and their wards (unemployed / unmarried) will be entitled for 50% concession of course fee. The detailed provisions as notified by university in this regard shall also be applicable in this case.

- **Scholarship scheme**

Students admitted to Distance Education Program during 2017-18 shall also be eligible for scholarship scheme if they have secured high rank in qualifying exam subject to the following:

a) Full tuition fee to merit holders as declared by the university.
b) 50% tuition fee to the candidate who has secured more than 70% marks in the qualifying examination.