



BOOK OF INFORMATION 2018



ସୂଚନା ପୁସ୍ତିକା - ୨୦୧୮

ଦୂରନିରନ୍ତର ଶିକ୍ଷା ନିର୍ଦ୍ଦେଶାଳୟ, ଉତ୍କଳ ବିଶ୍ୱବିଦ୍ୟାଳୟ

DIRECTORATE OF DISTANCE & CONTINUING EDUCATION

Utkal University, Bhubaneswar-7, Odisha

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Cover :

A painting drawn on the wall of the Platinum Jubilee Building (2018) of DDCE is “the Inverted Pipal Tree”. The theme is drawn from the Upanishads and similar concepts of involution and evolution are also echoed by other religions. Religious ficus or Aswastha is also known as the Bodhi tree, signify the origin and unfolding of the humanity with its genesis in the divine order above us. Two of them represent the involution and descendance of divinity on one hand and the evolution and transcendence of human race on the other.



DDCE, UTKAL UNIVERSITY

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Governor's Visit
27th Nov 2017
University Foundation Day





Our Chancellor



His Excellency Shri Satya Pal Malik
Hon'ble Governor of Odisha





*Mahasaraswati is the Mother's Power of Work and
her spirit of perfection and order.*

*She is the most skilful in executive faculty and
the nearest to physical Nature.*

- Sri Aurobindo



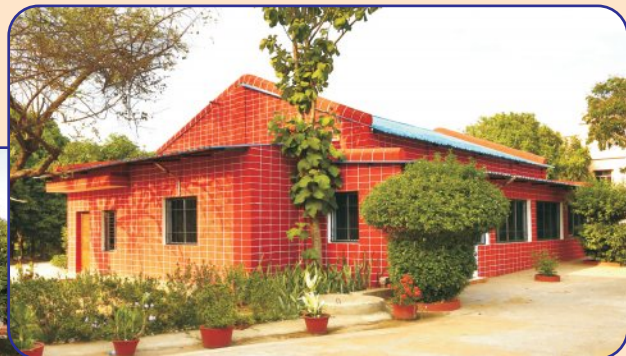
Our Vice Chancellor



Prof. Soumendra Mohan Patnaik



Ecofriendly DDCE



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Hardware & Networking



Sri Bhaskar Chandra Chand
Daptari



Smt. Kanti Paikaray
Peon



Sri Damodar Barik
Driver



Sri Bairagi Charan Singh
Driver



Sri Banambar Behera
Supportive Staff



Sri Braja Mohan Gochhayat
Supportive Staff



Sri Sridhar Naik
Supportive Staff



Sri Landa Naik
Supportive Staff



Sri Chitta Ranjan Nayak
Supportive Staff



Sri Balam Sethy
Electrician



Sri Rabindra Jena
Supportive Staff



Mangaru Mundagadia
Supportive Staff



Sri Srikanta Kumar Ojha
Gardener



Sri Pitambara Behera
Gardener



Sri Tapan Kumar Ray
Supportive Staff



DDCE Shree Mandap

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INCUMBENCY CHART OF
DIRECTOR, DDCE, UTKAL UNIVERSITY
Utkal University Evening College
1962-1974

Principal, BJB College acted as the Principal of the University Evening College

DIRECTORATE OF CORRESPONDENCE COURSE

Prof. R.S. Rath, Ph.D, (OSD)	27.11.1974 to 28.10.1975
Prof. R.S. Rath Ph.D.	29.10.1975 to 31.05.1993
Sri A.N. Mishra, M.A (I/C)	10.06.1993 to 24.11.1995
Prof. S.P. Pani, Ph.D.	25.11.1995 to 14.10.1996

DIRECTORATE OF DISTANCE & CONTINUING EDUCATION

Prof. S.P. Pani, Ph.D.	15.10.1996 to 30.09.2000
Prof. (Mrs.) A. Mishra (I/C)	01.10.2000 to 20.03.2002
Prof. P.C. Tripathy (I/C)	20.03.2002 to 01.07.2002
Prof. R.C. Mohapatra (I/C)	01.07.2002 to 25.11.2002
Prof. B.C. Guru (I/C)	25.11.2002 to 05.06.2003
Prof. P.K. Sahoo (I/C)	05.06.2003 to 04.02.2004
Prof. H.K. Swain (I/C)	04.02.2004 to 03.11.2004
Prof. S.P. Pani, Ph.D.	03.11.2004 to 20.04.2010
Prof R.K. Bal (I/C)	20.04.2010 to 08.12.2010
Prof. S.P. Pani, Ph.D.	08.12.2010 to 30.11.2017
Dr. S.K. Acharya, (I/C)	30.11.2017 to





Foreword

The Directorate of Distance & Continuing Education, originally established as the University Evening College way back in 1962 has travelled a long way in the last 55 years. Nearly hundred thousands students have passed through the portals of this great temple of learning. We may not have numerous great tales of outstanding academic achievements but we have great tales of success in life, of recovering lost opportunities, tremendous satisfaction in life, turning points in career and those who feel that without us they would not be where they are today. There are also flashes when our students figure in best ten in their honours subjects. In 2017 in the PG exam 90 students were placed in Grade A and above. In the Management Programme 01 & 58 students were placed in E & A Grade and above respectively. In BA, B.Com. 512 students were placed in first class in the year 2017. Team DDCE feels proud and vindicated with the success stories of its students. Our perspective students must be free from despair and negative attitude. They must be enthusiastic, full of energy and confident of their future.

We are miles away from our vision and mission. Education for all and Any time – Anywhere – Any one Education are not mere slogans for us yet we alone cannot achieve a fragment of our goal without the support of all our stake holders- the civil society, government, our own University- teachers, administration and other facilitators and above all our students. We rededicate ourselves to our vision and mission.

Our high lights for 2017-18 include the following:

DDCE has taken a new initiative namely Virtual Tutorial project with the following objectives:

- To create a platform for establishing learning equity amongst tribal students of Odisha across disciplines and across University through a digital mechanism.
- To provide supplement to classroom teaching to colleges with inadequate teachers or otherwise.
- To provide through audio and video demonstration of concepts in virtual tutorial mode by expert teachers and through animation software.
- To provide bilingual support both in Odia and English to make them conversant with both.

Government of Odisha has provided Rs. 2.5 Crores under RUSA for the project. A state of the art studio has been established. Nearly 250 lecturers have been recorded so far in the Under Graduate Courses (BA/ B.Com/ B.Sc.). DDCE is in the process of releasing the video lecturers for Commerce stream in the upcoming session.

Besides on 27th November 2017 His Excellency Dr. S.C. Jamir, Hon'ble Governor of Odisha and our Chancellor has inaugurated renovated Heritage Hall. In 1958 the first hall at Utkal University was built in Vani Vihar. It originally functioned as the campus office for construction. The MSRC Utkal University press operated in this Hall on shifting from Cuttack. Since 1980s Directorate of correspondence courses functioned from this Hall. This has been renovated as a Multipurpose Hall.

On 20th December 2016 Prof (Dr.) A.K. Das, Vice Chancellor, Mr. M.K. Biswal, Registrar and Team DDCE led by Prof. S.P. Pani, Director, DDCE, Utkal University had laid the foundation of Platinum Jubilee Building at DDCE. This was inaugurated on 27th November 2017 our Platinum Foundation day, by the Governor, His Excellency, Shri S.C. Jamir.

DDCE IT Team published the BA, B.SC and B.Com result of Utkal University (including our own) on 24th April 2018.

DDCE has also built up a Parking Lot and a stone garden in its premises. The Heritage Hall, or the building in which Utkal University shaped itself, way back in 1960s was also inaugurated by the Governor. The Platinum Jubilee Building has added more space to the existing infrastructure.

We welcome the 2018-19 batch to our family. We urge upon our students to make commitments to utilize their time, body and mind for pursuit of knowledge. They must go beyond the print course material and Personal Contact Programme. They must increasingly use online open sources of knowledge, teach each other and interact more with faculty members including outsiders. They must overcome difficulties and their limitations and shine. Let them remember- **Satyam Param Dhimahee**, 'meditate on the highest truth' the aphorism Utkal University has adopted in its logo and practice the same. Let our students shine as lamps and light thousand others lamps.

Sujit Kumar Acharya with Team DDCE



University Theme Song

ଉଦ୍‌ବୋଧନ ସଙ୍ଗୀତ

ରଚନା - ପଣ୍ଡିତ ଶ୍ରୀ ଗୋଦାବରୀଶ ମିଶ୍ର

ତୁଙ୍ଗ - ଶିଖରୀ -ଚୂଳ

କୁଞ୍ଜକାନନ - ମାଳ

ପୁଣ୍ୟ ଜଳଧି - ଜଳ

ଖେଳି ଉଠେ ସଦନେ,

ପ୍ରୀତୀ ଗଗନ - ଶିରେ

ଭାସି ଜନକ ନୀରେ

ଆସ ତପନ ଉର୍ଦ୍ଧ୍ୱ

ଏ ଉଜ୍ଜ୍ୱଳ ଭୁବନେ । ଘୋଷା ।

ତୁଙ୍ଗ - ଶିଖରୀ -ଚୂଳ ...

ଆହା ଏ ଉଜ୍ଜ୍ୱଳ କିବା ସରଗ ଭୂମି

ବିଲ ବନ ଶୈଳ ସିନ୍ଧୁ ସୁଷମା ଘେନି

ଜନନୀ ଏ ଦେଶେ ଆଜି

ଏ ଜନନୀ କୋଳେ ରାଜି



ଧନ୍ୟ କୋଟି ନର ନାରୀ

ମର ନର ଜୀବନେ । ୧ ।

ପ୍ରୀତୀ ଗଗନ - ଶିରେ ... ଏ ଉଜ୍ଜ୍ୱଳ ଭୁବନେ (ଘୋଷା)

ତୁଙ୍ଗ - ଶିଖରୀ -ଚୂଳ ...

ତୋ ଭଳି ଜନନୀ ଥାଉ ଜନମଭୂମି

କି ଦୁଃଖ ଏ ଓଡ଼ିଆର ପରାଣେ ପୁଣି ?

ମୋହନ ମୂରତି ସେହି

ଦିଅ ଗୋ ମା ଆଜି ଫେଲ

କୋଟିଏ ସନ୍ତାନ ତୋର

ପ୍ରଣମୁ ଏ ଚରଣେ । ୨ ।

ପ୍ରୀତୀ ଗଗନ - ଶିରେ ... ଏ ଉଜ୍ଜ୍ୱଳ ଭୁବନେ (ଘୋଷା)



Our Legend Stones

Utkal University

Foundation: 27.11.1943

THE FOUNDATION OF THIS CAMPUS OF UTKAL UNIVERSITY
AT VANIVIHAR, BHUBANESWAR WAS LAID BY

Dr. RAJENDRA PRASAD,

THE FIRST PRESIDENT OF THE REPUBLIC OF INDIA
ON THE FIRST DAY OF JANUARY, 1958.

THIS CAMPUS OF THE UTKAL UNIVERSITY
AT VANIVIHAR, BHUBANESWAR, WAS INAUGURATED BY

Dr. S. RADHAKRISHNAN, BHARATARATNA,

PRESIDENT OF THE REPUBLIC OF INDIA
ON THE SECOND DAY OF JANUARY, 1963.



In the Crest of the Utkal University, the **Ship** symbolises maritime activities and the **Stalk of Corn** represents the beneficence of agriculture while the **Mount** and the **Fort** stand for natural bounty and the past military glory respectively of the land of Utkal. Against this background Utkal University seeks to spread light and learning, with **Lamp** and **Book** as emblems, and to propagate its highest ideal, ***SATYAM PARAMA DHIMAHİ*** meditate on the Highest Truth.

Vision and Mission Utkal University

Vision

- To be a centre of excellence in higher education with a focus on innovative teaching, learning, research, consultancy and extension activities for building a creative, enlightened and productive civil society.

Mission

- To provide the students with knowledge, skills, values and sensitivity necessary for successful citizenship.
- To create and disseminate knowledge through interdisciplinary research and creative inquiry in developing a meaningful and sustainable society.
- To equip the students with problem solving, leadership and teamwork skills and inculcating a sense of commitment to quality, ethical behavior and respect for others.
- To provide a platform for free flow of ideas where discovery and creativity will foster professional growth and will usher in a better world.
- To ensure academic excellence in this dynamic knowledge economy by exposing the students to new ideas, new ways of understanding, new ways of knowing in their journey of intellectual transformation.

Objectives of ddce

- To provide opportunity to those who are unable to pursue higher education in the conventional mode of teaching.
- To provide equal opportunity for higher education through distance mode.
- To provide opportunity to adult and working population to upgrade their knowledge, skill and qualifications and to advance their career perspective.
- To provide flexibility in enrolment in terms of age, choice of courses, methods of learning and appearance at examinations etc.
- To complement and supplement the Higher education system of the state.
- To promote research and creation, dispersion and advancement of knowledge.
- To enable learners to overcome barriers: geographical, socio-economic and gender etc.
- To promote continuing education.
- To promote the cause of quality manpower under the faculty of Humanities and Social Sciences, Management and Business Studies and IT, Computer Science and Application.

Motto of ddce

- *Education for all*

The Legend (1962-2018)

DIRECTORATE OF DISTANCE AND CONTINUING EDUCATION

UTKAL UNIVERSITY

Utkal University

The Utkal University founded on 27.11.1943 is the mother University of Odisha. Pandit Nilakantha Dash, Maharaja Krushna Chandra Gajapati and Pandit Godavarish Mishra, amongst other doyens of modern Orissa, played a leading role in the establishment of the University. On 27th of Nov 1943, the Utkal University started functioning at Ravenshaw College (now University), Cuttack. Dr. Rajendra Prasad, the first President of India, laid down the foundation of the present 400 acre sprawling campus on 1st January 1958. The University thereafter was singularly honoured when a great educationist Dr. Sarvapalli Radhakrishnan, the second President of India inaugurated the present campus at Vani Vihar on 2nd January 1963. It was originally an affiliating and examining body only.

A number of Post-Graduate Departments and other centers were established in the University Campus. There are more than three hundred general affiliated colleges under the University. The University has 15 Autonomous Colleges under its jurisdiction. It has 27 constituent Post-Graduate Departments, 2 Constituent Law Colleges, a Directorate of Distance & Continuing Education and a number of centers like Population Studies, School of Women's Studies, Ambedkar Study and Social Exclusion and Inclusive Policy Study, an Academic Staff College, a Pre-School and a High School etc. The University offers number of Self Financing Courses.

Utkal University is recognized by the UGC. It is a member of the Indian Association of Universities and Commonwealth Association of Universities. Utkal University has been reaccredited by NAAC with A+ Grade in December 2017 for a period of five years.

University Evening College

The Directorate of Distance and Continuing Education (DDCE) a constituent directorate of the Utkal University had a modest beginning as the University Evening College in October, 1962 with an objective to provide continuing education. The College offered I.A. and B.A. programme. It operated in the premises of BJB College, an affiliated college, under Utkal University. Shri Ram Chandra Rajguru, Shri Damodar Mishra, Shri Baidyanath Mishra and Shri Shiv Kumar Panda were the Principals. Shri Purna Chandra Pattanaik, Shri Ashutosh Pattanaik, Sri Khitish Chandra Dey and Shri K.P.A. Pillai served as Vice Principals.

Directorate of Correspondence Courses

On 27th November, 1974, The University Evening College was converted into Directorate of Correspondence Courses under the auspices of Shri Gyan Chand, IAS, the Administrator. Dr. Ram Shankar Rath, took over as the OSD of DCC and served as its first Director from 29.10.1975 to 31.05.1993. The DCC offered I.A and B.A. Programmes from July 1975. B.Com was subsequently added and B. Ed was offered for a short duration. The DCC operated from the Administrative Block of the

Utkal University. It was shifted to its present campus in 1987. The first floor of the DCC building was inaugurated on 1 January, 1995 by Prof. S.N. Acharya, Vice Chancellor. Shri A.N. Mishra served as the Director in-charge from 10.06.1993 to 24.11.1995. Prof. S.P. Pani took over as the Director from 25.11.1995. Prof. Pani served as the Director for 18 years (1995-2000, 2004-2010 & 2010-2017) in phases.

Directorate of Distance and Continuing Education

As per the revised UGC guidelines for Open and Distance Learning, the DCC was converted to Directorate of Distance and Continuing Education w.e.f. 15.10.1996. Prof. G.K. Das, Vice Chancellor, Prof. Ajit K. Mohanty, Prof. K.B. Pattanaik, Prof. S.P. Pani and Shri Alekh Chandra Mishra, A.O., DDCE played an active role in giving new directions to the rechristened institution. Since 1st Dec 2018 Dr. Sujit Kumar Acharya, Head Dept. of Business Administrative of our Directorate has taken over as Director.

DDCE introduced several new programmes in succession besides BA, and B.Com (Pass and Hons.). M.A. in Odia and History in 1996, Political Science and Sanskrit in 1997, Public Administration, English and Education in 2000, Economics, M.Com and MSW in 2011 were introduced. M.A. Sociology was offered from 2000 to 2005 and has been revived since 2013. DDCE introduced courses in Computer Science in 1998 under the leadership of Shri A.K. Tripathy, IAS, and the Vice Chancellor. Subsequently, MCA in regular mode as an evening course was introduced in 1999 under the tutelage of Prof. G.N. Das, Vice Chancellor. DDCE offered B. Sc (ITM), BITM, and Diploma in Digital Art, BCA, DCA and PGDCA etc. for a short duration. DDCE introduced a Management Programme in 2000. At present, IMBA, MBA and PG Diplomas in Management (HR, MM, FM, POM, and TTM and DNM) are being offered under distance mode. From 2014-15 sessions DDCE is offering MBA Evening Program for working executives in face to face Regular Mode. Prof. R.K. Jena, the first Coordinator, Prof. S.K. Das, Prof. B.R. Mohanty, Prof. S. Sahoo, Prof. P.K. Sahoo, Prof. R.C. Mohapatra and others assisted DDCE. Post Graduate Diploma in Banking and Insurance Management (In Regular Face to Face Mode) in collaboration with ICICI Bank was introduced in 2007 at the initiative of Prof. L.N. Mishra, Vice Chancellor, Shri A.K. Tripathy IAS, Commissioner-cum-Secretary, Govt. of Odisha, Dept. of Higher Education, Shri K.V. Kamath, Chairman and Shri Paul Delima, DGM, ICICI Bank and Prof. S.P. Pani. Certificate and Diploma Courses in NGO Management in Odia medium were introduced 2010 in collaboration with UNAIDS, New Delhi. Prof. B.K. Rath, Vice Chancellor, Ms. Sarita Yadav, UNAIDS and Prof. S.P. Pani provided the necessary leadership. This course stands suspended from 2014. The Soft Skill Development Cell was established in 2007. MSW, MCOM and M.A. Economics were introduced in 2011. M.A. in Hindi was introduced in 2013. The Internal Quality Assurance Cell, Utkal University was functioning in DDCE from 2011 to 2014. DDCE had also set up the Centre for Women's Studies in 1997. Prof. Sukhadeo Throat, Chairman, UGC inaugurated the Centre for Social Exclusion and Inclusive Policy Study established by DDCE on 23.02.2008. Both are now independent centers and stands shifted out of DDCE.

The PCP Block was added in 1997. An Extension Counter of the Syndicate Bank was opened on 16.09.1997 and was upgraded to a Branch on 10.11.2005. The foundation stone for the Silver Jubilee

Building was laid by Prof. S.P. Pani on 14 July 1999. The Silver Jubilee Building stands on the place where Shri Rajendra Prasad, the first President of India, had laid the foundation stone of Utkal University on 1 January 1958. The office establishment and the library have been functioning in this building since January, 2005. Prof. P.K. Sahoo, Vice Chancellor, along with Prof. S.P. Pani, Director and Team DDCE laid the cornerstone of the 2nd Floor of the Silver Jubilee Building and Old Administrative Block on 30.06.2012. The second floor of the Silver Jubilee Building was inaugurated by Prof. P.K. Sahoo, Vice Chancellor, Prof. S.P. Pani, Director and Team DDCE on 13.05.2013. This floor has been now named as “TATHAGATA BHABAN”. An image of Lord Buddha in Dharma Chakra Prabartan Mudra has been placed in the corridor. The library hall named after Bharata Ratna Ambedkar is located in the Tathagata Bhavan. A new complex of halls named after Indian noble laureates Mother Terrasa, Amartya Sen, C.V. Raman and R.N. Tagore now stands at the second floor of the old building. Those halls along with Ambedkar Hall were inaugurated on 27th November 2013 by His Excellency S.C. Jamir Hon'ble Governor of Odisha and our Chancellor. The centre for Teacher Education was inaugurated by Honorable Chancellor, Utkal University on 27th November 2016. Virtual Tutorial Project was inaugurated by Honorable Vice Chancellor, Utkal University on 1st February 2017. Civil Service Coaching Centre of Utkal University was inaugurated by Shri G.V.V Sarma, IAS, Principal Secretary to Govt. of Odisha on 20th March 2017. The Foundation stone of Platinum Jubilee Building was laid by Prof (Dr.) A.K. Das, Vice Chancellor, and Mr. M.K. Biswal, Registrar and Team DDCE led by Prof. S.P.Pani, Director. On 27th November 2017 His Excellency Dr. S.C. Jamir, Hon'ble Governor of Odisha and our Chancellor has inaugurated the renovated Heritage Hall, the Shree Mandap and the Platinum Jubilee building.

Computerization was initiated in 1994. The first computer was procured in 1996. Today we have 3 computer labs, 100+ Computers, 5+ Servers, +5 Printers, Lease and Radio Link Internet Connectivity, and Structured LAN and have computerized admission, accounts and examination processes, initiated modest Online Learning for PGDBIM and operate the Utkal University Examination Management System.



Major Events / Activities (2008-2009 to 2017-2018)

Year	Date	Event	Participants	Activity Conducted
2018	Feb 2018	NCTE Teams visits for grants at permission	Team UDTE, Utkal University & Director DDCE	NCTE team visit for Commerce B.Ed, M.Ed & Integrated B.Ed under UDTE at PJ Building.
	Feb 2018	Review meeting of Virtual Tutorial Project under RUSA	Vice- Chancellor and official of the Govt. of Odisha & Utkal University.	Reviewed the Progress of the Virtual Tutorial Project under RUSA
2017	30 th Nov 2017	Prof. S.P. Pani Director Retired & Dr. S.K. Acharya taken over as Director	Vice Chancellor, Utkal University & Team DDCE	Cultural Program & Farewell meeting at DDCE.
	29 th Nov 2017	1 st Cultural program in the Heritage Hall by DDCE students	VC, Utkal University	Cultural program to mark the Inaugural
	27 th Nov 2017	Inauguration of Platinum Jubilee Building and Heritage Hall by His Excellency Dr. S C Jamir on the Foundation Day of the University	In presence of VC, Utkal University & Director, DDCE	Inauguration of Platinum Jubilee Building at DDCE
	11 th Nov 2017	RUSA Review Meeting	VC, Utkal University Director, DDCE Registrar, Utkal University Parameswaran B Dr. Mihir Das And RUSA representatives from various colleges	A review meeting to track the progress of RUSA funded projects at various Universities and Colleges
	2 nd -7 th Nov 2017	Review –cum-Hands on Training Program of RUSA 1.0 by Higher Education Department, Govt. of Odisha	VC, Utkal University Director, DDCE Parameswaran B Dr. Mihir Das And RUSA representatives from various colleges	Training program for RUSA representatives
	22 nd Sept 2017	National Academic Depository State level Awareness Program cum Workshop by UGC HRD Centre	Kishore Kumar, Education Officer, UGC VC, Utkal University Director, DDCE Registrar, Utkal University Chairman , PG Council Utkal University, COE Utkal University, and representatives from various constituent colleges from Odisha & Andhra Pradesh	Workshop to make colleges aware of National Academic depository
2017	08.07. 2017	Celebrating 10 years of publication of SEARCH Journal	Chairman , PG Council Utkal University, Director, DDCE and Participants	A special Issue on Decentering English Studies was released
	20.03.2017	Inauguration of Civil service Coaching Centre	Shri G.V.V Sarma, IAS, Commissioner-cum-Principal Secretary to Govt. of Odisha	Civil Service Coaching Centre was inaugurated
	18-20 March 2017	International Conference on Indian Cultural Heritage: Past, Present & Future	Utkal University teachers & Institute of Media Studies teachers and other research Scholar.	International Conference

	01.02.2017	Inauguration of Remote Tutorial Assistance through Virtual Tutorial Project	Prof. A.K. Das, Vice Chancellor, Utkal University.	Inauguration of Virtual Tutorial Studio Recording of 1 st lecture in the studio by Prof. S. P.Pani on freedom struggle
2016	20.12.2016	Laying of Foundation Stone for Platinum Jubilee Building	Prof. A.K. Das, Vice Chancellor, Shri M.K. Biswal, Registrar and Team DDCE led by Prof. S.P. Pani, Director, DDCE, Utkal University	Laid of Foundation stone
	15.12.2016 - 17.12.2016	UUEMS CBCS Training Program on Examination Software	Prof. A.K. Das, Vice Chancellor, Utkal University. Controller of Examination, Utkal University Director, IQAC Director, DDCE DEO of respective colleges	Training for DEOs of autonomous and non-autonomous colleges under Utkal University for UG Program
	27.11.2016	Inauguration of Centre for Teacher Education in the Foundation Day Ceremony	Honorable Chancellor, Prof. A.K. Das, Vice Chancellor, Utkal University.	Digital Inauguration of Centre for Teacher Education
	27.11.2016	Launching of Remote Tutorial Assistance through Virtual Tutorial Project in the Foundation Day Ceremony	Honorable Chancellor, Prof. A.K. Das, Vice Chancellor, Utkal University.	Digital Launching of Remote Tutorial Assistance through Virtual Tutorial Project
	18.11.2016	NAAC Peer Team Visit at DDCE	Prof. A.K. Das, Vice Chancellor, Utkal University. IQAC members NAAC Peer Team	PPT Presentation on Virtual Tutorial Project
	12.08.2016	Plantation at DDCE	Prof. A.K. Das, Vice Chancellor, Utkal University. Director, DDCE Teaching and Non-Teaching Staff, DDCE	Planting of trees in DDCE Garden
	26 January 2016	Vice Chancellors Conference	Vice Chancellors of Utkal, Barhempur, Sambalpur, Fakir Mohan, North Odisha University.	Power point Presentation on Virtual Tutorial project
	8 February 2016	Expression of Interest	Vice Chancellor of Utkal University, Director DDCE and Representatives from interested Farms	Briefing Session on Virtual Tutorial Project for interested Farms
2015	27 Jan. 2015 to 20 Feb. 2015	Winter Orientation Refresher Course for College Teachers	College and University Teachers	UGC Sponsored ASC Program.
2014	19 th July 2014	Training Program on Computerization of Zonal Valuation of +3 first year regular Exam 2014.	Representatives of Central Valuation Zones	UUEMs Training Program
	17 th May 2014	Training Program on Computerization of Zonal Valuation of +3 2 nd year regular/ back Exam 2014.	Representatives of Central Valuation Zones	UUEMs Training Program
	14 th March 2014	IT Training for Central Valuation Zone Officials	Representatives of central valuation Zones	IT Training
	28 th Feb to 27 th March 2014	Orientation course	College and University Teachers	Orientation course on teaching learning process
	27 Nov 2013	Chancellor's Visit	Vice Chancellor & Registrar and DDCE Students and staff	Inauguration of Nobel Laureate Halls and Library Hall

2013	6 th Oct to 9 th Oct 2013	Training program for UUEMS	All principals from affiliated colleges	Training Program on Exam Management
	28 th Oct 2013	Workshop on Question Preparation	Subject experts	Preparation of question for all P.G. courses
	5 th Aug to 31 st Aug 2013	Orientation course	University and college teachers	UGC sponsored orientation course
	31 st July to 21 st Aug 2013	Refresher course	College and University teachers	UGC sponsored refresher course on social science
	12 th July to 18 th July 2013	Workshop	Research scholars from English and Odia Depts	Training on Translation studies
	7 th July 2013	Invited Lecture by Prof. P. K. Das., EFLU, Hyderabad	Research personnel	Talk on M. Foucault
	6 th July - 2013	Short term course For scholars	Research personnel	UGC sponsored short term course on meta analysis by Prof. Damodar Suar from IIT KGP.
	20 th June to 10 th July 2013	Summer refresher/orientation program	Teachers from Government Colleges and Universities	UGC sponsored teachers training programme
	9 th May, 2013	Training Programme	Principals and Data Entry Operators	Training Programme for Principals and Data Entry Operators of colleges on Utkal University Examination Management System
	16 th April, 2013	Workshop	Subject Experts	Workshop on restructuring syllabus of Environmental Science and Science in Everyday Life for UG Courses
	4-31 March, 2013	Orientation Programme	Participants drawn from Govt. Colleges, Rashtriya Sanskrit Santhan, OUAT and other Institutes both from inside and outside the state.	Conducted in collaboration with UGC Academic Staff College, Utkal University. Young College and University teachers were trained.
	13-14 March, 2013	Workshop	Authors	Authors were trained on preparation of course ware in Self Learning Pattern
	February, 2013	Induction Training Programme	Academic Consultants of DDCE	The Academic Consultants were trained on various aspects of Distance Education
	29 th January to 18 th February, 2013	Refresher Course in Education	Teachers of Education drawn from general colleges, Teacher Education Colleges and Universities were trained.	Conducted in collaboration with UGC Academic Staff College, Utkal University. Teacher's Training Program.
	16 th Dec. 2012	Workshop	Subject Experts of Hindi, Computer Sc. And Commerce.	Development of Syllabus of M.A in Hindi, P.G.DCA, B.Com under Choice based Credit System.
	17 th Nov. 2012	Workshop	Subject Experts of Home Sc.	Development of Syllabus of Home Sc. Hons. & P.G under Choice based Credit System.

2012	3 rd Nov. 2012	Workshop	Subject Experts of Education	Development of Syllabus of Education Hons. & P.G under Choice based Credit System.
	21 st Sept. 2012	Workshop	Subject Experts of Hindi.	Development of Syllabus of Hindi under Choice based Credit System.
	15 th & 16 th Sept. 2012	Workshop	University Teachers.	Choice based Credit System.
	4 th Aug. 2012	UGC Regional Seminar	Registrars of Universities of Eastern India.	UGC Regional Seminar on Action Plan on Reforms of Affiliating System.
	25 th June-14 th July 2012	SUMMER COURSE	College & Universities Teachers.	UGC sponsored Summer course on Social Sciences: Issues & Challenges for 21 st Century.
	23 rd April.-30 th April 2012	Workshop	Subject Experts	Restructuring Curriculum for Courses Offered By DDCE.
	17 th -20 th of March 2012	Workshop	Research Scholars and College Teachers	Theories of Literature (English).
			Research Scholars and College Teachers	Translation Studies (Odia to English)
			Research Scholars and College Teachers	Research Methodology for Commerce & Management.
2011	4 th Jan -9 th of Feb.2012	Induction Training Program	Postal Assistants	Induction Training Program for newly recruited Postal Assistants conducted by P&T Dept., Govt. of India..
	19 th Dec. -22 nd Dec. 2011	Training Program	Data Entry Operators of Affiliated Colleges.	Training Program of DEO of Colleges under Utkal University Examination Management System.
	3 rd Dec. 2011	Workshop	Subject Experts	Restructuring Academic Programs of DDCE
	26 th & 27 th March 2011.	National Seminar	University Teachers & Research Scholars.	Social Exclusion and Social Justice in India
2010	12 th Feb. & 13 th Feb. 2011	National Conference	University Teachers & Research Scholars.	National Conference on ODL: Issues of Learning, Governance and Quality Assurance.
	15 th Feb.-21 st Feb. 2010	National Level Integration Camp	NSS Student Volunteers & Teacher Co-coordinators.	National Level Integration Camp organized by NSS Bureau, Utkal Unievrsity.
	4 th Jan.-06 th Jan 2010	ICLAS National Conference	Teachers & research Scholars.	The Indian Association For Commonwealth Literature and Language Studies.
2009	6 th Dec. 2009	Regional Session of Orissa History Congress	University College Teachers & Research Scholars.	Orissa History Congress
	14 th & 15 th Sept. 2009	Workshop	Language Experts & Teachers.	Author's & Language editor's workshop for preparing Course ware of NGO Management Program.
	3 rd March-7 th March. 2009	Workshop	University & College Teachers.	Preparation of "Question Bank" for Management and Commerce Stream

	18 th & 19 th Feb. 2009	Workshop	Subject Experts.	Preparation of Distance Education Study Materials for Arts & Commerce Jointly Held by Council of Higher Education Odisha & DDCE.
2008	12 th May- 27 th May 2008	Training Program	Teachers.	Project Genesis 2 nd phase training Program at Infosys.
	27 th March- 29 th March 2008	Workshop	Doctoral & M.Phil Scholars	Research Methodology for Humanities.
	10 th March -11 th March 2008	Faculty Development Programme	Subject Experts	"The ICICI e-Learning Banking Simulation Modules"
	10 th March -16 th March 2008	Executive Training Program	Executives from Postal Department.	Training Program in Marketing & Network Software for Executives of India Post
	30 th & 31 st Jan.2008	Campus Recruitment Drive	Students	Campus Recruitment Drive For Infosys.
	20 th Jan.2008	State level Seminar	Public/ Teachers/Students.	On Gandhian Philosophy organized by DDCE on behalf of Govt. of Odisha



CULTURAL PROGRAM AT DDCE



CULTURAL PROGRAM AT DDCE

Feed Back

**Student feedback is obtained after each Personal Contact Programme.
Following table reflects the result**

Sl.No.	Year	Subject	Punctuality (Avg. in %)	Knowledge of the Teacher	Course Coverage	Quality of the Teacher
1	2017-2018	MBA	95.23	98.12	87.23	91.20
2		IMBA	95.45	96.65	95.86	90.12
3		All P.G Diploma	91.27	95.23	85.73	90.12
4		All M.A	90.75	87.65	90.65	87.25
5		B.A/ B.Com	94.23	89.57	94.23	91.05
1	2016-2017	MBA	98.55	97.33	96.11	87.32
2		IMBA	98.67	96.67	98.67	99.33
3		All P.G. Diploma	94.35	95.62	96.52	94.52
4		All M.A	98.00	91.00	95.33	99.33
5		B.A/B.Com	94.52	89.68	97.56	89.53
1	2015-2016	MBA	97.35	98.54	95.20	96.52
		IMBA	96.36	97.25	94.85	95.84
		All P.G. Diploma	95.32	96.88	97.42	93.32
		N.G.O Management	100	98.62	96.62	90.75
		All M.A	95.06	94.11	90.32	89.51
		B.A/B.Com	95.32	88.68	96.54	90.32
1	2014-15	MBA	96.34	98.34	94.23	95.63
2		IMBA	95.45	96.65	95.86	96.34
3		All P.G. Diploma	94.35	95.62	96.52	94.52
4		N.G.O Management	100	97.53	95.66	89.75
5		All M.A	96.05	93.18	89.32	95.45
6		B.A/B.Com	94.52	89.68	97.56	89.53

Student Intake

SL.NO.	YEAR	INTAKE	TOTAL STUDENT STRENGTH
1	2017-2018	4411	12,088
2	2016-2017	4837	13,088
3	2015-2016	4545	10,058
4	2014-2015	4067	10,076
5	2013-2014	3806	9334
6	2012-2013	3762	8071
7	2011-2012	4446	8364
8	2010-2011	4111	7797
9	2009-2010	3427	6941
10	2008-2009	2854	6175
11	2007-2008	2752	5890
12	2006-2007	2487	5895
13	2005-2006	2386	6113
14	2004-2005	2455	5988
15	2003-2004	2023	5614
16	2002-2003	2390	9683
17	2001-2002	2812	10115
18	2000-2001	3551	9556
19	1999-2000	2261	6375
20	1998-1999	2111	6440
21	1997-1998	2556	6328
22	1996-1997	2297	6137
23	1995-1996	1475	6536
24	1994-1995	2365	8114
25	1993-1994	2696	8860
26	1992-1993	3054	8759
27	1991-1992	3455	8172
28	1990-1991	3086	6877
29	1989-1990	3086	5885
30	1988-1989	2674	5180
31	1987-1988	2131	3507
32	1986-1987	1376	1376
33	1983-1984	1376	1376
34	1982-1983	203	203
35	1981-1982	369	369
36	1979-1980	520	3782
37	1978-1979	3262	3868
38	1977-1978	606	2420
39	1976-1977	2489	3089
40	1975-1976	600	600

University Exam Result Analysis 2016 - 2017

COURSE	APPEARED	PASSED	% OF PASS	GRADE					
				O	E	A	B	C	D
MA IN ECONOMICS	104	68	65.38	O	O	5	43	20	O
MA IN EDUCATION	395	269	68.10	O	O	41	146	77	5
MA IN ENGLISH	160	99	61.88	O	O	2	21	73	3
MA IN HINDI	107	88	82.24	O	O	4	45	39	0
MA IN HISTORY	68	29	42.65	O	O	O	5	22	2
MA IN ODIA	360	219	60.83	O	O	O	55	155	9
MA IN POLITICAL SCIENCE	128	57	44.53	O	O	O	18	35	4
MA IN PUBLIC ADMINISTRATION	22	16	72.73	O	O	O	4	12	0
MA IN SANSKRIT	134	69	51.49	O	O	1	19	46	3
MA IN SOCIOLOGY	68	45	66.18	O	O	1	14	28	2
MASTER IN SOCIAL WORK	85	55	64.71	O	O	2	23	29	1
MASTER IN COMMERCE	453	308	67.99	O	O	34	184	88	2

Average pass percentage: 62.39 %

UG COURSE							% OF PASS
	APPEARED	1ST DIVISION WITH Distinction	1ST DIVISION	2nd DIVISION WITH Distinction	2nd DIVISION	GENERAL WITHOUT HONOURS	
BA HONS	949	400	87	110	183	34	85.77
BCOM HONS	135	11	14	2	55	6	65.19
		GENERAL WITH Distinction	GENERAL	% OF PASS	NA	NA	NA
BA GENERAL	425	0	257	88.47	NA	NA	NA
BCOM GENERAL	15	0	11	80.00	NA	NA	NA

Average pass percentage: 91.49 %

COURSE	APPEARED	PASSED	% OF pass	GRADE					
				O	E	A	B	C	D
MBA	311	277	89.06	0	01	58	92	75	1
IMBA	8	6	75.00	0	0	1	4	1	0
PG. DIPLOMAS	40	30	51.4	0	0	12	13	5	0

Average pass percentage: 66.97 %

The Core Faculty



Dr. Sujit Kumar Acharya, DIRECTOR I/C

Asst. Professor, Business Admin.

(M.B.A., MAPM & IR, M.Com, M.Phil., Ph.D).

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Dr. Sujit K. Acharya is Head of the Department of Business Administration, DDCE, Utkal University, presently the Director (I/C), holds Master Degree in Personnel Management and Industrial Relations (PM & IR), Master in Commerce (M.Com- Finance) from Utkal University and Master in Business Administration (HRM) from Pondicherry University. He did his M. Phil (Commerce) and Ph.D. from the department of PM & IR Utkal University in the area of HRD Climate. Before joining Utkal University he has served as a faculty and Head (PGP) at Institute of Management, Bhubaneswar (IMB). His areas of specialization include HRM, OB, HRD and OD. Dr. Acharya has over 17 years of teaching experience across disciplines like Commerce, Management, PM&IR and Soft Skills. Presently four scholars have to got Ph.D Degree under Dr. S.K. Acharya.

In addition he is also an expert Corporate and Personality Development Trainer. He has conducted many training programmes for NALCO, OPTCL, Doordarshan, Allhabad Bank. Under his guidance four PhD. Scholars have completed their PhD. from Utkal University and four PhD. research scholars are continuing their research work under the Department of Business Administration, Commerce and PM & IR, Utkal University. He has guided numerous Management Projects. To his credit he has attended many National and International Seminars, Workshops and training programs. He has authored 12 research papers in International Journals and 16 research articles in National level Journal. He has contributed to nine edited books published by national level. He has authored Human Resource Planning and Development (2011/ HPH Publications), Managing Change and Strategic Change (2013/ HPH Publications), Human Resource Management (2015/ HPH Publications) and Manpower Planning and Strategic Change (2017/ HPH Publications. He has contributed numerous chapters to course ware for distance learners. He has also edited the study materials published for the distance learners by DDCE, Utkal University. Dr. Acharya has presented 35 papers both in International and National level seminars. He is also the editors of several national level journals. Dr. Acharya is an accomplished Taekwon-Do Player and has represented India at International events. He has won gold medals several times in the Taekwon- Do National, Zonal and State level Championships.

Dr. Mamata Rani Behera, Asst. Professor, Odia

(M.A, M.Phil, Ph.D)

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Dr. Mamata Rani Behera is Head of the Dept of Odia DDCE, Utkal University. She is educated at Sailabala Women's college, Cuttack and P.G. Dept. of Odia Utkal University.

She has qualified UGC NET & JRF in the year 1993 & obtained her M. Phil (1996) and Ph. D. Degree in the area of modern odia poetry from Utkal University in the year 2000. Under her guidance five doctoral research scholars are actively engaged in research including four are UGC research Fellow . She has also guided more than hundred Odia Research Project of P.G. Odia students of DDCE, U.U.

She has delivered lectures as a resource person in different seminars and UGC sponsored refresher and orientation programs and presented papers in numerous international and national seminar and conferences.

She has edited study materials of P.G. and U.G courses. She is coordinating self finance courses like NGO Management (2010-14) PGDBIM (2014-16) and MCA programs (2017-). She is assigned **examination in charge of various courses offered by DDCE.**

She has trained from IIT, Kharagpur, subjects with specialization effective speaking and making presentations - a knowledge dissemination program.

She has authored several Critical papers and as a creative writer a number of poems, short stories have been published in leading odia magazines. She is the author of two short story collections two poetry collections and two research books and a novel.

Before joining in this university she was comparing a Literature program- in yuva Vani All India Radio Cuttack and she is a drama artist of A.I.R. Cuttack since 1989. A.I.R Cuttack, Bibidha Varati has board casted her several talks, discussions on various current topics.

Now, she is doing her post doctoral Research on a sensitive area of post independent Odia Poetry.

Dr. Prajna Paramita Panigrahi, Asst. Professor, English

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Dr. P.P. Panigrahi is Head of the Department of English DDCE, Utkal University. She was educated at Rama Devi Women's Autonomous College and PG Department of English, Utkal University. She qualified UGC NET in Dec. 1999. She obtained her Ph.D Degree from Utkal University in 2004. Apart from teaching English to regular Honours and Post Graduate students, she deals with Communicative English in professional MBA and MCA courses. Further, she conducts training in Spoken English and Personality Development. She has authored several critical papers and two books namely: *The Voyage Within: Women in the works of Indian Women Novelists in English* and *Image of women in the works of Kamala Markandaya*. Her other interests include Gender Studies and Literary Criticism.

Ms. Sony Snigdha Sahoo, Asst. Professor

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Ms. Sony Snigdha Sahoo is Head of the Department of Computer Science and Applications Department, DDCE, Utkal University. She has completed her B.Tech in Comp. Sc. & Engg. from Trident Academy of Technology, BPUT and M.Tech in Comp. Sc. & Engg. from Institute of Technical Education and Research, SOA University. She has qualified UGC NET in June 2014. She has worked as a Junior Project Fellow and a faculty in Comp. Sc. at Regional Institute of Education, Bhubaneswar from June 2011-April 2012. She has then worked as Assistant Professor in Dept. of Comp. Sc. & Engg. at Centurion Institute of Technology, CUTM, Bhubaneswar from June 2012 to Sept 2015. She joined DDCE in September 2015. Ms. Sahoo has nearly 5 years of teaching experience. She has attended a number of seminars, conferences, workshops and training programs. She has one publication in International Journal of Computer Science and Information Technology to her credit. She is in-charge of IT at DDCE and Coordinates all matters relating to recording of Under Graduate Science program of Virtual Tutorial Project. She is currently pursuing her PhD and her areas of interest include Soft Computing, Data Mining and Artificial Intelligence.

Dr. Biswo Ranjan Mishra, Asst. Professor, Commerce

(M.Com (Gold Medalist), M.Phil, LLB, Ph.D, UGC (Net)

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Dr. Biswo Ranjan Mishra is Head of the Department of Commerce, DDCE, Utkal University. He has completed his Ph.D degree from P.G Department of Commerce, Utkal University in the area Corporate Sustainability Reporting Practices. He is graduated from S.C.S College Puri securing 2nd rank in Utkal University. He has secured first position in first class in M.Com examination of Utkal University. He obtained his M.Phil Degree from School of Commerce and Management, Ravenshaw University .He has also qualified UGC (NET). Mr. Mishra has 06 years of corporate experience in the field of law and accountancy. He has over 10 years of teaching experience .Prior to joining Utkal University he has worked as faculty member in different reputed institutions like ICFAI, IMIS, SOA University and DHE, Government of Odisha. To his credit he has attended numerous Seminars, Workshops and training programs. He has published 15 number of research papers in reputed journals and conference proceedings. He has published a book titled “Financial Derivatives” for BPUT students. His area of interest is Financial Derivatives, Security Analysis, Portfolio Management, International Finance and Financial Reporting.

Mr. Subas Chandra Mishra, Academic Consultant &

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Mr. Subas Chandra Mishra graduated from Utkal University, obtained MCA and M.Com from Sambalpur University. He has also obtained MBA degree from F.M. University, Odisha He is a Microsoft Certified Engineer and a Cisco Certified Network Associate. He had also completed Advanced Diploma in Computer Hardware and Networking from IIHT , New Delhi . He handles the Computer Science courses offered by the Directorate. He has pursued his Ph.D degree in Commerce in F.M. University. His area of research is Liquidity in Corporate Sector of India. He had attended a National Workshop on Development of SLM organized at IGNOU, New Delhi in March 2016.

**Dr. Rashmi Ranjeeta Das: Academic Consultant &
Associate Coordinator for Management Courses.**

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Dr. Rashmi Ranjeeta Das is an Academic Consultant & Asso. Course Coordinator for Management & P.G Diploma in Banking and Insurance Program. Dr. Das obtained Ph.D (Commerce), MBA (Finance & Marketing), M.Sc (Environmental Science) from Utkal University and M.Com from IGNOU. Her Ph.D research work is on “Business Process Re-engineering in Commercial Banks”. Her area of interest for counseling in UG & PG Level is Financial Management, Business Environment, Financial Market, Bank Marketing and other general Management Subjects. She has undergone Training Programs at INFOSYS, ICICI Bank, IIT, Kharagpur and Stride IGNOU. To her academic credit, she has attended seven International Conference and more than 20 national conferences and seminars. She has also presented papers in various International and National Conferences and seminars. She published seven articles (3 articles in referred International Journals and 4 articles in National Journals) and a book entitled “Financial Market and Institution”. She has recently presented the following papers in National and International Conferences: “Paperless Financial System: With special reference to State Bank of India”. “Make in India: An Innovation for transforming India into a Manufacturing Leader”. “Opportunity and Challenges for rural marketing India”. “Cultural Prospective in Modern Banking System in India”. “Issues and Challenges of Pradhan Mantri Kaushal Vikas Yojana in India”. “Issues and Challenges of Corporate Governance in Indian Banking Sector”. “The Contribution to Individual Entrepreneurs to Sustainable development”.

Mr. Giridhari Sahoo: Academic Consultant, Commerce.

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Mr. Giridhari Sahoo, graduated from Utkal University, obtained his M.Com Degree from P.G Department of Commerce, Utkal University and M.Phil Degree from School of Commerce and Management Studies, Ravenshaw University. He has joined Ph.D programme in the P.G Department of Commerce, Utkal University after qualifying for the same. He had attended a National Workshop on Development of SLM organized at IGNOU, New Delhi in 2013-14.

Ms. Renuka Kumar, Academic Consultant, MSW

(MSW)

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Ms. Renuka Kumar has completed MSW from Pune University. She is having seven years of experience in working with many social development organisations. She was involved in various research studies conducted by the Government of Odisha. Her major studies are, “A study On Ensuring Sustainable Livelihood Options for the Beggars at Puri and Konark”, “Life behind bars” - a Socio Economic study on women prisoners in Odisha and “A study on Reproductive and Child health in Padampur block of Bargarh district, Odisha”. She was also teaching MSW students in NISWASS and CSSR, Bhubaneswar. She has attended numerous national seminars, workshops and training programs. In addition, she had attended a national Workshop on Development of SLM organized at IGNOU, New Delhi in 2014. Presently she is pursuing Ph.D on the topic “Distance Education is a means to women Empowerment, A study of DDCE” under Utkal University. She has published number of research articles in different Journals. Her international publication is “*Inclusion policy vs. Exclusion practices of Third gender in Odisha: Observation from 2014 polls,*” Published on International Journal of Contemporary research in Social Science. Her areas of interest are **classroom teaching, concept development, proposal writing, documentation, coordination and** implementation of development projects related to women empowerment, Social development, Gender issues and Child rights.



Ms. Pragyan Paramita, Academic Consultant, Hindi

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Ms. Pragyan Paramita, is a gold medalist in M.A. Hindi for securing highest mark in 2009 from Rama Devi Women's Autonomous College, Bhubaneswar. She has completed her M.Phil on the topic Jainendra Ke Upanyas “Tyagpatra” Me Manovigyan from Ravenshaw University. At present she is continuing her Ph.D on the topic “Kamleshwar Ke Katha Sahitya Me Vyangya” under Utkal University. She is in charge of Hindi programme offered in DDCE. Her core works is to taking classes and coordinate the PCP programmes. She is also entrusted with the editing of Hindi course materials developed by DDCE. She has presented a paper on “Swatantrata Andolan Aur Hindi

Natak” at the National Seminar on “Hindi Sahitya Me Swatantrata Andolan” organised by Vishwavidyalay Anudan Aayog and Department of Hindi, Ravenshaw University. She had attended a National Seminar on “Anuvad ki Prasangikta Par Rashtriya Sangosthi Aur Dwibhashi Kavya Sangosthi” organised by Kendriya Hindi Nidesalay and Vishwamukti, at KIIT, Bhubaneswar. She has participated in “National Seminar on Development of Self-Learning Materials for Distance and Online Learning” organised by Staff Training and Research Institute of Distance Education (STRIDE), IGNOU, New Delhi.

Dr. Madhab Chandra Sethi, Academic Consultant, History

(MA, M.Phil, Ph.D)

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Dr. Madhab Chandra Sethi obtained his PG , M.Phil and Ph.D Degree from PG Department of Ancient Indian History, Culture and Archaeology, Utkal University. He is UGC-NET qualified. As a student, he had worked on “**A Study of Stupa Architecture of Orissa with Special Reference to Udayagiri, Lalitgiri and Ratnagiri**” at M.Phil level. His doctoral thesis was titled “**Khandagiri and Udayagiri Reconsidered: A Study in Continuity**” in Ancient Indian History, Culture and Archaeology. His Doctoral thesis has been highly appreciated by both the external examiners, for its critical analysis and for placing Khandagiri and Udayagiri in a national perspective. Before joining DDCE, Utkal University he was an ICHR & RGNF, UGC Research Fellow at the P.G.Dept. of Ancient Indian History, Culture and Archaeology, Utkal University. He has attended several National and International Conference held in India related to Art, History and Archaeology and published several papers. He is actively involved in the Archaeological Excavations, conducted by the P.G.Dept. of Ancient Indian History, Culture and Archaeology, Utkal University. His present interests include monuments, rock cut sculpture and architecture. He is a Life Member of Odisha History Congress. He had attended a National Workshop on Development of SLM organized at IGNOU, New Delhi in March 2016.

The Other Faculty

Besides the regular faculty members of DDCE and P.G. Departments of Utkal University a number of faculty members from other educational institutions, professionals including bankers, Chartered Accountants, Cost Accountants, Company Secretaries, Corporate Executives and Researchers at various academic institutions act as part timers. We also avail the services of retired experienced teachers. Faculties are also drawn from affiliated colleges of Utkal University and Biju Pattnaik University of Technology.

Infrastructure

Physical:

Land-15 Acres, Halls-05(2Ac), Class rooms-25, Conference Room-03, (AC), Dining Room-01, Tube Well-02, Computer Cell-03, Garage- 05, Parking Shed-05. DDCE have added more than eight hundred square metre of floor space with an auditorium and twenty additional class rooms.

Library:

Books-18479, Seating Capacity-80, Infilibnet Connectivity Available, N-Computing-18 Nodes for e-reading, News papers-09 and Magazine and Journals-04.

Information Technology:

Servers-06, Computers-99, Laptops-03, LCD Projectors-06, Scanners-03, Printers-14.

Software:

Vizual Studio enterprise edition, SQL Server Standard edition and Firewall-01.

Net Lease Cable Connectivity:

8 mbps from BSNL & Lease Net Radio Connectivity-10mbps from STPI.

Banking Facility:

ATM syndicate Bank & ICICI Bank Branch: Syndicate Bank, E-receipt System, Online Payment System.

Garden:

Lawns-02, Seasonal Beds-05, Mango+Coconut Groove-01 and Fish Pond-01.

Electricity:

Transformer-250KVA and Slient Diesel Generator-100KVA.

Virtual Tutorial Studio:

HP M706n (B6S02A) Laser Jet Pro Printer-1, HP HPE StoreEasy 1650 NAS Storage and Server-1, HP M403d Laser Jet Pro Printer-1, HP M435nw (A3E42A) Printer-1, HP-5130 Ethernet Switch : HPE FlexNetwork-1, I Ball iB-PFS1042U Server Rack-1, Dell S2240L Server Monitor-1, USB Keyboard & Mouse Combo Pack-1, Sennheiser EW135G3 HAND HELD MIC System-1, Sennheiser, EW 112P G3, Wireless Lapel Mic-2, Sennheiser Professional HeadPhone-3, Telex CES2 Earset for Teachers-4, Genelec 8020B Speaker-6, Soundcraft FX-16ii Audio Mixer-1, Talkback system ,with 8-way intercom with 4 Nos. Belt Pack-1, Camera Sony HD Studio PXW-X160-3, Sony MCS 8M, HD Video Switcher-1, Sony QDAEX1/SC1 Card Adapter-6, Sony MRWE80/BC1 Memory Card Reader USB 3-4, Sony QDG64A/J Memory Card-6, Sony VPL#SW630C Projector with interactive Pen-2, Sony PSS-640 Ceiling Mount Kit for Projector-2, Sony VPL#SW630C interactive Pen-2, SONY 32 412 D Led TV-2, Battery Pack Sony 2BPU-60-3, Battery Pack Sony 2BPU-30-3, Battery Pack Sony Charger-3, Manfrotto MVH500AH, 755XBK Tripod-3, Ajakona IO-XT Video Ingest direct to computer-1, Ajakona Ki Pro Quad Video Recorder-1, Ajakona Pak Media and Pak Dock-1, iMac 27 - inch 5K Retina, Core i5 3.2GHz-2, Apple Keyboard-2, Apple Mouse-2, Microtek Supermax Series UPS, MPKK-180-11-4, Exide UPS Battery, EP-42-12-60, UPS Rack-4, Canara CLP901DS, LED Spot Daylight with Stand-6, Ureach UB960H Card Duplicator-1, Scan Disk 16 GB Micro SD Card-500, SENs BACK003S Backdrop Kit-1, SENs BACK003 Backdrop Cloth-1, Transcoding Software-1, Adobe CC Package (Device License)-1, Daikin R410A Air Conditioning- 2.



VTP Class

Course Code Numbers

Management Programme	CODE
MBA (2 Yr.)Distance)	030302
MBA 2 Year Evening Program (Regular Face to Face Mode)	030303
IMBA / BBA	030702

P.G. Diplomas

Financial Management	030403
Marketing Management	030405
Human Resource Management	030406
Tour & Travel Management	030407
Dietetics & Nutrition Management	030408
Production & Operation Management	030409
Banking & Insurance Management (Regular)	030404
Public Policy Management	030410
Agri Business Management	030411

Computer Science & Application Programme

MCA (3 Yr.)	020304
MCA (2 Yrs. Lateral)	020704
M.Sc. Computer Science & Application	020312
M.Sc. IT	020313
M.Sc. ITM	020314

UNDER GRADUATE PROGRAM:

B.A. Hons

Education Hons	010105
English Hons*	010106
History Hons	010109
Hindi Hons*	010108
Odia Hons	010114
Pol. Science Hons	010116
Sanskrit Hons*	010119
Sociology Hons*	010120
One may opt for other subjects	
* Self Study.	

B.Com. Hons.

030101

POST GRADUATION (GENERAL)

M.A. Economics	010304
M.A. Education	010305
M.A. English	010306
M.A. Hindi	010308
M.A. History	010309
M.A. Odia	010314
M.A. Pol. Sc.	010316
M.A. Pub. Admn	010318
M.A. Sanskrit	010319
M.A. Sociology	010320
MSW (Social Work)	010326
M.Com.	030300

Admission Schedule

For All Courses are Subject to Availability of Seats.

Last Date with Usual Fees is Upto 30th July 2018.

From 31st July to 31st August 2018 with Late Fees Rs.500/- .

DDCE Follows First Come First Serve Principle

The **ONLINE** Admission Test for Management Program and MCA Program is on **ROLLING SYSTEM**. Candidates have to appear **Online Test** at DDCE on any working day. Those who secure qualifying marks can take admission immediately. Conduct of online admission Test is always is subject to availability of seats. Reservation policy of P.G. Council, Utkal University shall be applicable. All SC/ST students meeting the minimum requirements of admission shall be admitted into various courses.

NO EXTENSION OF DATE is allowed. However cases of defense personnel are considered on case to case basis.



Eligibility

Course	Eligibility
MBA	Bachelor Degree holder in any discipline or equivalent and qualifying in the Entrance Test.
MBA Evening	Bachelor Degree holder in any discipline or equivalent. Those born before 1 st June 1987 or working personnel with at least 2 years work experience are eligible. Work experience is to be proved with salary transfer to bank account or any other means subject to the satisfaction of DDCE. Selection through Entrance Test and Personal Interview.
PGDIM Human Resource Management/Marketing Management/Financial Management/Diet and Nutrition Management /Tour and Hospitality Management/Production and Operation Management/Agri Business Management/ Public Policy Management	Bachelor Degree holder in any discipline or equivalent. Selection through Entrance Test.
PGDBIM	Bachelor Degree holder in any discipline or Equivalent. SC/ST Students would enjoy usual relaxation. Selection through Entrance Test and Personal Interview.
IMBA/BBA	+2 or equivalent, Selection through Entrance Test



Distribution of SSDC Certificate to the Management Students by Director, At DDCE.

MCA(Both 2 and 3 years)	<p>A. Any Graduate Degree under 10+2+3 pattern recognized by the Utkal University with pass in Mathematics or Statistics as a subject at least of +2 or Senior Secondary Level are eligible for 3 year course .</p> <p style="text-align: center;">OR</p> <p>B. Those who have Passed Bachelor of Computer Application (BCA)/Bachelor of Science with Computer Science (Hon's) / Bachelor of Science in Information Technology (B.Sc.(IT)) / Bachelor of Science in Information Technology & Management (B.Sc.(ITM)) recognized by Utkal University are eligible for 2 year course .</p> <p>The first and second semesters shall be waived for all those who have passed BCA / B. Sc. (Comp. Sc (H)) / B. Sc (IT) / B. Sc (ITM) i.e. conditions under B . They shall be directly admitted into third semester.</p> <p>SELECTION THROUGH ENTRANCE TEST AND PERSONAL INTERVIEW.</p>
M.A. Economics	Any graduate BA/ B. Com/ B. Tech/B.A. LLB/ B. Sc. LLB/ B.Com LLB etc.
M.A. Education	Any graduate from Utkal University or Any other University with Education as a subject (Hons /Pass / Elective) at graduation level. Those with B.Ed / D.Ed/ Any other recognized teacher's training program under Government/ Board/University are also eligible. Those who are in teaching profession with at least 5 years experience may be granted waiver at the discretion of DDCE.
M.A. English	Any graduate with English as a subject from Utkal University or any other University recognized by Utkal University is eligible to take admission.
M.A. in Hindi	Any graduate with Hindi as a subject / or ratna/shastri from Utkal University or any other University recognized by Utkal University or any graduate with 10+2 / kobida +3 is eligible to take admission.
M.A. History	Any graduate from Utkal University or any other University recognized by Utkal University under 10+2+3 is eligible to take admission.

M.A. Odia	Any graduate (with Odia as subject at least +2 level) from Utkal University or any other University recognized by Utkal University under 10+2+3 is eligible to take admission.
M.A. Political Science	Any graduate from Utkal University or any other University recognized by Utkal University under 10+2+3 is eligible to take admission.
M.A. Public Administration	Any graduate from Utkal University or any other University recognized by Utkal University under 10+2+3 is eligible to take admission.
M.A. Sanskrit	Any graduate with Sanskrit as a subject from Utkal University or any other University recognized by Utkal University under 10+2+3 is eligible to take admission. Answers are to be written in Devanagiri.
M.A. Sociology	Any graduate from Utkal University or any other University recognized by Utkal University under 10+2+3 is eligible to take admission.
Master in Social work	Any graduate from Utkal University or any other University recognized by Utkal University under 10+2+3 is eligible to take admission.
M.Com	B.Com, BBA from Utkal University or any other University recognized by Utkal University, under 10+2+3 Chartered Accountants, Company Secretaries, Cost Accountants and Master Degree in Business Administration are also eligible for admission.



Selection & Admission Schedule 2018-2019 Session: Computer Science

Course/ No. of Seats	Mode/Medium of Instruction	Selection process	Admission schedule & Other
MCA (40)/M Sc Computer Sc/M.Sc.(IT)	Regular/ English	<ul style="list-style-type: none"> On line admission Test at DDCE for Computer Science Programme. Personal interview (in addition to on Line Test) MCA course. On line Test shall consist at 100 Multiple Choice Questions covering Reasoning, Comprehension, English Language and Quantitative Aptitudes. Result shall be published in our website on the same day. No other communication shall be sent to you. Rolling on line Test shall be conducted subject to availability of seats. Seats are preserved at par with provision as PG Council, Utkal University subject to clearing at the entrance test. 	<p>Apply Online and submit the printout along with a set of self attested copies of mark sheets and certificates from 10th class onwards. Personally submit it or send by post.</p> <p>You shall be allotted a slot for appearing the online test at DDCE. Result would be published on the same day. On selection produce all your originals for verification. On verification payment advice shall be generated by DDCE. You are required to make payment and take admission within 7 days from the selection.</p>
MCA - Lateral Entry (40)	Regular/ English		

Subject to availability of seats last date without late fees is 30th July 2018. 31st July 2018 to 31st August 2018 with late fees of Rs 500/-.
Please note that 2nd and 4th Saturdays are Non-Banking days.

Selection & Admission Schedule 2018-2019: Management Programme

Course/ No. of Seats	Mode/Medium of Instruction	Selection process	Admission schedule & Other
MBA, P.G. Dip. HR / MM / D&NM / FM/ T&TM/ POM /PPM/ABM(500)	Distance/English	<ul style="list-style-type: none"> On line admission Test at DDCE for Business Management Programme. Personal interview (in addition to on Line Test) for MBA Evening, P.G Dip in Banking and insurance Management course. On line Test shall consist at 100 Multiple Choice Questions covering Reasoning, Comprehension, English Language and Quantitative Techniques. Result shall be published in our website on the same day. No other communication shall be sent to you. Rolling on line Test shall be conducted subject to availability of seats. Seats are preserved at par with provision as PG Council, Utkal University subject to clearing at the entrance test. 	<p>Apply Online and submit the printout along with a set of SELF attested copies of mark sheets and certificates from 10th class onwards. Personally submit it or send by post.</p> <p>You shall be allotted a slot for appearing the online test at DDCE. Result would be published on the same day. On selection produce all your originals for verification. On verification payment advice shall be generated by DDCE. You are required to make payment and take admission within 7 days from the selection.</p>
IMBA / BBA (100)	Distance/English		
MBA Evening Programme (40)	Regular /English		
P.G. Dip. in Banking & Insurance Mgt. (24)	Regular/ English		

Subject to availability of seats last date without late fees is 30th July 2018. 31st July 2018 to 31st August 2018 with late fees of Rs 500/-.
Please note that 2nd and 4th Saturdays are Non-Banking days.

Selection & Admission Schedule 2018-2019: General Courses U.G & P.G.

Course/ No. of Seats	Mode/Medium of Instruction	Selection process	Admission schedule & Other
B.A. (Hons-Odia/ Sociology/ History./Pol. Sc./ Sanskrit/ Economics/ Education.) Unlimited	Distance/ English/Odia	<ul style="list-style-type: none"> • First come first serve • All eligible SC/ST student shall be admitted provided they take admission within due date. 	<p>Apply on line. Upload photograph and signature. Take a print out. For assistance you may visit DDCE. Attach all mark sheets and certificates 10th class onwards. Visit DDCE office with originals for spot admission. On verification of your eligibility and originals and submission of CLC and/or migration certificate, a demand note shall be generated. On payment of fees in cash at bank. You shall be admitted.</p> <p style="text-align: center;">FOR DETAILS AND UPDATES VISIT US AT: www.ddceutkal.ac.in</p>
B.Com. (Hons.) Unlimited	Distance/ English		
M.A Education	Distance/ English		
M.A Economics	Distance/ English		
M.S.W.	Distance/ English		
M.A History	Distance/ English		
M.A Political Science	Distance/ English		
M.A English	Distance/ English		
M.A Public Admin	Distance/ English		
M.A Sociology	Distance/ English		
M.A (Odia)	Distance/ Odia		
M.A Sanskrit	Distance/ Sanskrit in Devanagiri		
M.A., Hindi	Distance/ Hindi		
M.Com.	Distance/ English		

Subject to availability of seats last date without late fees is 30th July 2018. 31st July 2018 to 31st August 2018 with late fees of Rs 500/-.
Please note that 2nd and 4th Saturdays are Non-Banking days.

Selection Process

- Online admission Test at DDCE for Business Management and Computer Science Programme.
- Personal interview (in addition to on Line Test) for MBA Evening, P.G Diploma in Banking and Insurance Management and MCA course.
- Online Test shall consist at 100 Multiple Choice Questions covering Reasoning, Comprehension, English Language and Quantitative Techniques.
- Result shall be published in our website on the same day. No other communication shall be sent to the students.
- Rolling online Test shall be conducted subject to availability of seats.
- For B.A/B.Com and M.A courses the selection process is first come first serve basis.

Reservation

For all the courses, subject to eligibility and proof of belonging to the following categories, reservation of seats will be as follows:

- a) As per the Government of Odisha Notification No.HE-FE-III-Admn.-64/14/11710/HE, dated 01.06.2015, the reservation of seats shall be as follows:
1. 22.5% of seats shall be reserved for Scheduled Tribe students.
 2. 16.25% of seats shall be reserved for Scheduled Caste students.

The seats reserved for the SC and ST are not interchangeable. In case of non-availability of applicants/ candidates in one of these categories, seats will be filled up from the candidates of the general merit list.

- b) One seat is reserved for the candidates who have represented the country in the International Games and Sports during last three years for admission into P. G. Courses. In case of non-availability of such students, the reserved seat will be filled from merit list.
- c) One seat is reserved for the children / wife of the Martyrs / Ex-serviceman / in-service personnel of the Indian Armed Force, and in case of non-availability of such students, the seat is to be filled in from the merit list. Certificate to this effect shall be produced from the Rajya / Zilla Sainik Board. The preference shall be given as in the order.
- d) 3% of the total number of seats in each department will be reserved for P.H. students having 40% or above recommended by the Medical Board at the time of admission. In case of non-availability, the seats will be filled up from the merit list.
- e) For Kashmiri migrants relaxations will be as follows:
- (i) Such student can be admitted over and above the sanctioned strength of a department of the total number of seats to the extent of 2 seats.
 - (ii) Extension in the date of admission by about 30 days will be allowed.

- (iii) Relaxation will be given in cut-off percentage up to 10% subject to minimum eligibility requirement.
 - (iv) Domicile requirements will be waived.
 - (v) Migration in second and subsequent years will be allowed subject to the condition given in e (i) above.
 - (vi) Reservation of at least two seats in merit -wise quota in Technical / Professional institutions.
- f) **Sports Persons:**
- (i) Those who have represented the state during last three years at National level sports shall get 10% weightage of marks over and above the aggregate career marks.
 - (ii) Those who have represented Utkal University at the Inter University Sports during last three years shall get 5% weightage of marks over and above the aggregate career marks.
- Provided that participants in the sports events recognized/ organized by Director of Sports/ Sports Council of the Utkal University only will be eligible for the weightage of (i) & (ii) above.**
- g) **International Students:**
- Admission into P.G. courses are subject to clearance from Government of India with a student visa and submission of due medical fitness certificate including HIV test and eligibility, one additional seat (over and above the sanctioned strength) in the P.G. Courses may be reserved for each of the categories such as foreign students, NRIs, and Government of India sponsored candidate, after due consideration of such applications by the HOD and Chairman, P.G. Council with prior approval of the Vice- Chancellor. Admissions under these categories may be considered within two months from the last date of admission, if he has submitted the application with all documents within due date.
- h) For all the reservation categories and special weightage categories, the applicant must submit certificates from competent authorities, acceptance of which is subject to satisfaction of Head of the Department. In respect of Physically Handicapped, the candidate may be asked to appear before a Medical Board constituted by the Chairman, P.G. Council in consultation with the Principal, S.C.B. Medical College with at least 3 (three) members constituting the quorum. The Board may co-opt a specialist Physician/Surgeon. The decision of the Medical Board will be final and binding.

Documents Required for Admission

- A set of self attested copies of mark sheets and certificates from 10th class onwards along with originals are required for verification.
- Original C.L.C. and Migration Certificate (for the Candidates from other than Utkal University).
- Caste certificate for SC & ST candidates.

Each candidate is required to carry a photo identity card (Aadhar Card/Driving license/ PAN Card/ Voter's I Card or Identity card issued by employer/ educational institute etc.) for the online test for Management and Computer Science Programme.

Fees Structure for Admission Session 2018-2019

Course	At the time of admission					2 nd year		3 rd year		4 th year		5 th year	
	Admission Processing Fees	Course Fee (Rs.)	*Exam. Fee (Rs.)	SSDC (Rs.)	Corpus Fund (Rs.)	Course Fee (Rs.)	Exam Fee (Rs.)	Course Fee (Rs.)	Exam Fee (Rs.)	Course Fee (Rs.)	Exam Fee (Rs.)	Course Fee (Rs.)	Exam Fee (Rs.)
MBA (Distance Mode)	600	30000	3080*	3600	3600	30000	3080*						
MBA (Evening Regular Program)	600	36000	3080*	12000	3600	36000	3080*						
P.G. Dip. HR / MM / D&NM / FM/ T&TM/ POM/ ABM/PPM (Distance Mode)	600	21600	3280*	3600	3600								
IMBA / BBA (Distance Mode)	600	12000	3080*	3600	3600	12000	2880	12000	3080*	18000	2880	18000	3080*
P.G. Dip. in Banking & Insurance Mgt. (Morning Regular Mode)	600	30000	3280*	12000	3600								
MCA. (Morning Regular Mode)	600	30000	3080*		3600	30000	2880	30000	3080*				
MCA - Lateral Entry.	600	30000	3080*		3600	30000	3080*						
MSc.CS/MSc.IT/M.Sc.ITM (Morning Regular Mode)	600	8400	3080*		3000	8400	3080*						
M.A (Odia / History / Political Science / English / Public Admin / Sociology / Economics / Education / Sanskrit/ M.S.W./ Hindi/ M.Com.)(Distance Mode)	600	6000	2120*		1800	6000	1920	6000	2120*				
B.A/B.Com.(Distance Mode)	600	6000	2120*		1800	6000	1920	6000	2120*				

All Fees are Payable by 30th July 2018

Readmission /Admission Late Fee Rs. 500/- from 31st July 2018

FOR GENERATION OF DEMANDNOTE/ CHALLAN VISIT OUR WEBSITE: www.ddceutkal.ac.in

For change of subjects at P.G. I level and for change of Hons. or stream fresh application shall be required with fees of Rs. 600/-. This shall be allowed upto 30th July For

BA/ B.Com. Change of elective subjects after admission shall be allowed with fees of Rs. 50/- only up to 31st August, 2018 (i.e. The last date of admission)

***includes Registration/ Re-registration, Migration & Original Certificate fees.**

CONTACT HELP DESK AT DDCE

Director

Academic Calendar 2018-19

Course	Semester/ Year	Contact Class		Examination Tentative Schedule
BA/ B.Com		From	To	
BA /B.com 3rd Year	2016 admission Batch	02.07.2018	11.07.2018	The University exam schedule will be notified at Website, 20 days before the commencement of examination.
BA /B.com 3rd Semester	2017 admission Batch	16.07.2018	25.07.2018	The University Semester exam schedule will be notified at Website, 20 days before the commencement of examination. Internal Exam will be conducted during the PCP
BA / B.Com 1st Semester	2018 Admission Batch	03.09.2018	12.09.2018	
Educational Practical (1st Sem/ 3rd Sem/ 3rd Year)	2018/2017/2016 Admission Batch	26.09.2018	29.09.2018	X
BA / B.Com 2nd Semester	2018 Admission Batch	28.01.2019	06.02.2019	The University Semester exam schedule will be notified at Website, 20 days before the commencement of examination. Internal Exam will be conducted during the PCP
BA / B.Com 4th Semester	2017 Admission Batch	22.03.2019	31.03.2019	
MA Programme		From	To	
MA/M.Com/MSW (3rd Semester)	2017 Admission Batch	26.07.2018	04.08.2018	December - January -2019
MA/M.Com/MSW (1st Semester)	2018 Admission Batch	14.09.2018	23.09.2018	
MA/M.Com/MSW (2nd Semester) 6 Subjects	2018 Admission Batch	11.02.2019	20.02.2019	June- July- 2019
MA/M.Com/MSW (2nd Semester) rest 6 Subjects	2018 Admission Batch	21.02.2019	02.03.2019	
MA/M.Com/MSW (4th Semester) 6 Subjects	2017 Admission Batch	11.03.2019	15.03.2019	
MA/M.Com/MSW (4th Semester) rest 6 Subjects	2017 Admission Batch	22.03.2019	26.03.2019	
Management Programme		From	To	
IMBA/ BBA 3rd & 5th Semester	2017/2016 Admission Batch	02.07.2018	11.07.2018	November- December - 2018
IMBA 7th & 9th Semester	2015/2014 Admission Batch	16.07.2018	25.07.2018	
MBA 3rd Semester	2017 Admission Batch	06.08.2018	17.08.2018	
IMBA/ BBA & All PG Diploma 1st Semester	2018 Admission Batch	03.09.2018	12.09.2018	
MBA 1st Semester	2018 Admission Batch	26.09.2018	10.10.2018	
SSDC & Yoga for MBA/IMBA/PGDIP/BBA	2018 Admission Batch	29.10.2018	07.11.2018	May- June- 2019
BBA/IMBA 2nd,4th & 6th Semester	2018/17/16 Admission Batch	16.01.2019	27.01.2019	
IMBA 8th & 10th Semester	2015/2014 Admission Batch	28.01.2019	06.02.2019	
MBA 2nd Semester	2018 Admission Batch	21.02.2019	02.03.2019	
MBA 4th semester & All PG Dip 2nd Sem.	2017/2018 Admission Batch	22.03.2019	31.03.2019	

Except the BA/ B. Com all other internal/ assignment examination will be conducted during University Examination.

Curriculum/ Regulation/ Courses of Study
Master of Business Administration (Course Code - 030302)
Under CBCS (with effect from 2017)

Year/ Seme ster	Subject	Paper	Title of the Paper	Max. Marks <div>Total</div>	
I Year 1 st Sem.	Core (eight papers Total Marks 800)	1330302101	MANAGEMENT CONCEPTS AND PRACTICES	100	
		1330302102	FINANCIAL ACCOUNTING	100	
		1330302103	ORGANIZATION BEHAVIOUR	100	
		1330302104	HUMAN RESOURCE MANAGEMENT	100	
		1330302105	MARKETING MANAGEMENT	100	
		1330302106	FINANCIAL MANAGEMENT	100	
		1330302107	BUSINESS ETHICS	100	
		1330302108	BUSINESS REGULATORY FRAME WORK	100	
I Year 2 nd Sem.	Elective (Select any Six Papers) Select papers shall be offered by DDCE. Total Marks 600)	1330302201	MANAGERIAL ECONOMICS	100	
		1330302202	CORPORATE LAW & TAX COMPLIANCES	100	
		1330302203	BUSINESS POLICY & STRATEGIC MANAGEMENT	100	
		1330302204	COST AND MANAGEMENT ACCOUNTING	100	
		1330302205	QUANTITATIVE METHODS FOR MANAGEMENT	100	
		1330302206	RETAIL MANAGEMENT	100	
		1330302207	E- BUSINESS	100	
		1330302208	CORPORATE GOVERNANCE	100	
		1330302209	AGRI BUSINESS MANAGEMENT	100	
		1330302210	PUBLIC POLICY	100	
		1330302211	MARKETING SERVICES	100	
		1330302212	PROJECT MANAGEMENT	100	
		1330302213	DISASTER MANAGEMENT.	100	
Select elective courses shall be offered.					
Year 3 rd Sem.	Core (eight papers Total Marks 800)	1330302109	MANAGEMENT OF CHANGE & STRATEGIC ISSUES	100	
		1330302110	PRODUCTION & OPERATION MANAGEMENT	100	
		1330302111	ENTREPRENEURSHIP DEVELOPMENT	100	
		1330302112	BANKING & INSURANCE MANAGEMENT	100	
		1330302113	INTERNATIONAL BUSINESS	100	
		1330302114	MANAGEMENT INFORMATION SYSTEM	100	
		1330302115	BUSINESS ECONOMIC ENVIRONMENT	100	
		1330302116	RESEARCH METHODOLOGY	100	
Elective and Free Elective (Six papers)		Special Papers			
	HUMAN RESOURCE MANAGEMENT	1330302218	HUMAN RESOURCE PLANNING AND DEVELOPMENT.	100	
		1330302219	MANAGING EMPLOYEE RELATION & RELATED LAWS	100	
		1330302220	MANAGEMENT OF TRAINING AND DEVELOPMENT	100	
	FINANCIAL MANAGEMENT	1330302221	FINANCIAL MARKET & INSTITUTIONS	100	
		1330302222	MERCHANT BANKING & FINANCIAL SERVICES	100	
		1330302223	SECURITY ANALYSIS & PORTFOLIO MANAGEMENT	100	

II Year 4th Sem Total Marks 800	MARKETING MANAGEMENT	1330302224	CONSUMER BEHAVIOUR	100
		1330302225	ADVERTISING AND BRAND MANAGEMENT	100
		1330302226	PRODUCT & SALES DISTRIBUTION MANAGEMENT	100
	BANKING AND INSURANCE MANAGEMENT			
		1330302227	RISK & CLAIMS MANAGEMENT	100
		1330302228	BANKING AND INSURANCE LAWS	100
		1330302229	BANKING AND INSURANCE MARKETING	100
	TOUR & TRAVEL MANAGEMENT			
		1330302230	TOURISM & TRAVEL TRADE	100
		1330302231	HOTEL MANAGEMENT	100
		1330302232	TOUR ORGANISATIONS & TRAVEL MANAGEMENT	100
	DIETETICS & NUTRITION MANAGEMENT			
		1330302233	HUMAN SYSTEM MANAGEMENT	100
		1330302234	THERAPEUTIC MANAGEMENT	100
		1330302235	MICROBIAL MANAGEMENT AND FOOD INDUSTRY	100
	PRODUCTION & OPERATION MANAGEMENT			
		1330302236	TOTAL QUALITY MANAGEMENT	100
		1330302237	PURCHASING & MATERIAL MANAGEMENT	100
		1330302238	OPERATION PLANNING CONTROL	100
	INFORMATION SYSTEM MANAGEMENT			
		1330302246	DBMS & RDBMS	100
		1330302247	ENTERPRISE RESOURCE PLANNING	100
		1330302248	SYSTEM ANALYSIS & DESIGN	100
	AGRI BUSINESS MANAGEMENT			
		1330302249	AGRI RURAL MARKETING	100
		1330302250	AGRI FINANCIAL MANAGEMENT	100
		1330302251	MICRO FINANCE MANAGEMENT	100
	PUBLIC POLICY MANAGEMENT			
		1330302252	PUBLIC SYSTEM MANAGEMENT	100
		1330302253	ECONOMICS OF PUBLIC POLICY	100
		1330302254	PUBLIC POLICY ANALYSIS & EVALUATION	100
		1330302255	PROJECT VIVA	200
GRND TOTAL MARKS				3000
In fourth semester, one has the option to select any two groups consisting of three papers in each of the groups.				

*"Education is the Manifestation of
Perfection Already Existing in Man"*

- Swami Vivekananda

Curriculum/ Regulation/ Courses Of Study
Integrated Master of Business Administration
(A Five Year Program)
&
Bachelor in Business Administration
(A Three Year Program)
(Course Code - 030307)
Under CBCS (with effect from 2017)

Course Structure of BBA and IMBA

Year/ Sem.	Category	Paper	Title of the Paper	Total Marks
BBA/IMBA I Year 1st Sem. (500 Marks)	Core (Five papers)	13030702101	Management Concepts and Practices	100
		13030702102	English - I	100
		13030702103	Business Mathematics	100
		13030702104	Psychology	100
		13030702105	Computer Fundamentals	100
BBA/IMBA I Year 2nd Sem. (500 Marks)	Core (Five papers)	13030702106	Financial Accounting	100
		13030702107	Fundamentals of Economics	100
		13030702108	Business Organization	100
		13030702109	Business Statistics	100
		13030702110	Information Technology in Business	100
BBA/IMBA II Year 3rd Sem. (500 Marks)	Core (Five papers)	13030702111	Organizational Behaviour	100
		13030702112	Cost Accounting	100
		13030702113	Managerial Economics	100
		13030702114	English - II	100
		13030702115	Web Fundamental	100
BBA/IMBA II Year 4th Sem. (500 Marks)	Core (Five papers)	13030702116	Quantitative Methods for Management	100
		13030702117	Business Economic & Environment	100
		13030702118	Business Regulatory Frame Work	100
		13030702119	Indian Ethos & Value	100
		13030702120	Management Accounting	100
BBA/IMBA III Year 5th Sem. (500 Marks)	Core (Five papers)	13030702121	Indian Economy & Macro Economics	100
		13030702122	Operation Research	100
		13030702123	Written & Oral Communication	100
		13030702124	Contemporary Indian Society & Culture	100
		13030702125	Research Methodology	100
BBA/IMBA III Year 6th Sem.	Core (Six)	13030702126	Human Resources Management	100
		13030702127	Financial Management	100
		13030702128	Marketing Management	100

(700 Marks)	papers)	13030702129	Production & Operation Management	100
		13030702130	Mgt. Information System	100
		13030702131	Project Report	200
IMBA IV Year 7 th Sem. (500 Marks)	Core (Five papers)	13030702132	Management Comm. Skills & Development	100
		13030702133	Business Ethics & Corporate Governance	100
		13030702134	Industrial Laws	100
		13030702135	Business and company law	100
		13030702136	E-Business	100
IMBA IV Year 8 th Sem. (500 Marks)	Core (Five papers)	13030702137	Corporate & Tax Law	100
		13030702138	International Business	100
		13030702139	Entrepreneurship Development	100
		13030702140	Management Support System	100
		13030702141	Business Policy & Strategic Management	100
IMBA Year 9 th Sem. (600 marks)	Elective & Free Electives (Six papers)		GROUP- A --HRM	
		13030702142	Human Resource Planning and Development	100
		13030702143	Managing employees and related laws	100
		13030702144	Managing Training and Development	100
			GROUP- B --FM	
		13030702145	Financial market and Institution	100
		13030702146	MERCHANT BANKING & FINANCIAL SERVICES	100
		13030702147	SECURITY ANALYSIS & PORTFOLIO MANAGEMENT	100
			GROUP- C --MM	
		13030702148	CONSUMER BEHAVIOUR	100
		13030702149	ADVERTISING AND BRAND MANAGEMENT	100
		13030702150	PRODUCT & SALES DISTRIBUTION MANAGEMENT	100
			GROUP- D --POM	
		13030702151	Total Quality Management	100
		13030702152	Purchasing & Material Management	100
		13030702153	Operation Planning Control	100
			GROUP- E --ISM	
		13030702154	DBMS & RDBMS	100
		13030702155	Enterprise Resource Planning	100
		13030702156	System Analysis & Design	100
NB: One has to opt one groups a his/ her specialization group (three papers). Besides one has to choose three papers from any other four groups. (i.e. excluding the specialization/Elective paper group opted). These three papers can also be drawn from a single group.				

IMBA			GROUP- A --HRM	
		13030702157	International Human Resource management	100
		13030702158	Management Change and Strategic Issues	100
			GROUP- B --FM	
		13030702159	International Finance	100
V Year 10th Sem. (600 marks)	Elective & Free Electives (Four papers)	13030702160	Merger and Acquisitions	100
			GROUP- C --MM	
		13030702161	PBM	100
		13030702162	MR & SERVICES	100
			GROUP- D --POM	
		13030702163	TM	100
		13030702164	LM	100
			GROUP- E --ISM	
		13030702165	Telecom for Business	100
		13030702166	Data Structure	100
	Core	13030702167	Project Viva	200
NB: In 10 th Semester one will cover the rest two papers of the elective group opted in the 9 th Semester. One will opt any two papers from any group (other than those opted earlier). These two papers can also be drawn from the same free Elective group opted in the 9 th Semester. Total Mark in BBA-3200 & IMBA- 5400.				



Post Graduate Diploma in Management

(A One Year Program)

Financial Management (Course Code- 030403)
Marketing Management (Course Code- 030405)
Public Policy Management (Course Code-030410)
Agri Business Management (Course Code-030411)
Human Resource Management (Course Code-030406)
Tour and Hospitality Management (Course Code- 030407)
Dietetics and Nutrition Management (Course Code-0 30408)
Production and Operation Management (Course Code-030409)

P.G. Diploma in Human Resource Management

(COURSE CODE- 030406)

Semester	Paper	Title of the Paper	Max. Marks
1st Semester	PAPER-1	MANAGEMENT CONCEPTS AND PRACTICES	100
	PAPER-2	ORGANIZATION BEHAVIOUR	100
	PAPER-3	BUSINESS ETHICS	100
	PAPER-4	HUMAN RESOURCE MANAGEMENT	100
	PAPER-5	MANAGEMENT OF CHANGE & STRATEGIC ISSUES	100
Semester	Paper	Title of the Paper	Max. Marks
2nd Semester	PAPER-6	RESEARCH METHODOLOGY	100
	PAPER-7	HUMAN RESOURCE PLANNING AND DEVELOPMENT.	100
	PAPER-8	MANAGING EMPLOYEE RELATION & RELATED LAWS	100
	PAPER-9	MANAGEMENT OF TRAINING AND DEVELOPMENT	100
	PAPER-10	PROJECT	100

P.G. Diploma in Human Marketing Management

(COURSE CODE- 030405)

Semester	Paper	Title of the Paper	Max. Marks
1st Semester	PAPER-1	MANAGEMENT CONCEPTS AND PRACTICES	100
	PAPER-2	ORGANIZATION BEHAVIOUR	100
	PAPER-3	BUSINESS ETHICS	100
	PAPER-4	MARKETING MANAGEMENT	100
	PAPER-5	RETAIL MANAGEMENT	100
Semester	Paper	Title of the Paper	Max. Marks
2nd Semester	PAPER-6	RESEARCH METHODOLOGY	100
	PAPER-7	CONSUMER BEHAVIOUR	100
	PAPER-8	ADVERTISING AND BRAND MANAGEMENT	100
	PAPER-9	PRODUCT & SALES DISTRIBUTION MANAGEMENT	100
	PAPER-10	PROJECT	100

P.G. Diploma in Financial Management

(COURSE CODE- 030403)

Semester	Paper	Title of the Paper	Max. Marks
1st Semester	PAPER-1	MANAGEMENT CONCEPTS AND PRACTICES	100
	PAPER-2	ORGANIZATION BEHAVIOUR	100
	PAPER-3	BUSINESS ETHICS	100
	PAPER-4	FINANCIAL ACCOUNTING	100
	PAPER-5	FINANCIAL MANAGEMENT	100
Semester	Paper	Title of the Paper	Max. Marks
2nd Semester	PAPER-6	RESEARCH METHODOLOGY	100
	PAPER-7	FINANCIAL MARKET & INSTITUTIONS	100
	PAPER-8	MERCHANT BANKING & FINANCIAL SERVICES	100
	PAPER-9	SECURITY ANALYSIS & PORTFOLIO MANAGEMENT	100
	PAPER-10	PROJECT	100

P.G. Diploma in Dietetics and Nutrition Management

(COURSE CODE-0 30408)

Semester	Paper	Title of the Paper	Max. Marks
1st Semester	PAPER-1	MANAGEMENT CONCEPTS AND PRACTICES	100
	PAPER-2	ORGANIZATION BEHAVIOUR	100
	PAPER-3	BUSINESS ETHICS	100
	PAPER-4	FOOD ,NUTRITION AND DIETETICS	100
	PAPER-5	PUBLIC HEALTH POLICY & MANAGEMENT	100
Semester	Paper	Title of the Paper	Max. Marks
2nd Semester	PAPER-6	RESEARCH METHODOLOGY	100
	PAPER-7	HUMAN SYSTEM MANAGEMENT	100
	PAPER-8	THERAPEUTIC MANAGEMENT	100
	PAPER-9	MICROBIAL MANAGEMENT AND FOOD INDUSTRY	100
	PAPER-10	PROJECT	100

P.G. Diploma in Tour and Hospitality Management

(COURSE CODE- 030407)

Semester	Paper	Title of the Paper	Max. Marks
1st Semester	PAPER-1	MANAGEMENT CONCEPTS AND PRACTICES	100
	PAPER-2	ORGANIZATION BEHAVIOUR	100
	PAPER-3	BUSINESS ETHICS	100
	PAPER-4	TOURISM ORGANISATION	100
	PAPER-5	TOURISM MARKETING, EVENT MANAGEMENT	100
Semester	Paper	Title of the Paper	Max. Marks
2nd Semester	PAPER-6	RESEARCH METHODOLOGY	100
	PAPER-7	TOURISM & TRAVEL TRADE	100
	PAPER-8	HOTEL MANAGEMENT	100
	PAPER-9	TOUR ORGANISATIONS & TRAVEL MANAGEMENT	100
	PAPER-10	PROJECT	100

P.G. Diploma in Production and Operation Management

(COURSE CODE-030409)

Semester	Paper	Title of the Paper	Max. Marks
1st Semester	PAPER-1	MANAGEMENT CONCEPTS AND PRACTICES	100
	PAPER-2	ORGANIZATION BEHAVIOUR	100
	PAPER-3	BUSINESS ETHICS	100
	PAPER-4	PRODUCTION & OPERATION MANAGEMENT	100
	PAPER-5	TECHNOLOGY MANAGEMENT	100
Semester	Paper	Title of the Paper	Max. Marks
2nd Semester	PAPER-6	RESEARCH METHODOLOGY	100
	PAPER-7	TOTAL QUALITY MANAGEMENT	100
	PAPER-8	PURCHASING & MATERIAL MANAGEMENT	100
	PAPER-9	OPERATION PLANNING CONTROL	100
	PAPER-10	PROJECT	100

P.G. Diploma in Agri Business Management

(COURSE CODE-030411)

Semester	Paper	Title of the Paper	Max. Marks
1st Semester	PAPER-1	MANAGEMENT CONCEPTS AND PRACTICES	100
	PAPER-2	ORGANIZATION BEHAVIOUR	100
	PAPER-3	BUSINESS ETHICS	100
	PAPER-4	MARKETING MANAGEMENT	100
	PAPER-5	AGRI BUSINESS MANAGEMENT	100
Semester	Paper	Title of the Paper	Max. Marks
2nd Semester	PAPER-6	RESEARCH METHODOLOGY	100
	PAPER-7	AGRI RURAL MARKETING	100
	PAPER-8	AGRI FINANCIAL MANAGEMENT	100
	PAPER-9	MICRO FINANCE MANAGEMENT	100
	PAPER-10	PROJECT	100

P.G. Diploma in Public Policy Management

(COURSE CODE- 030410)

Semester	Paper	Title of the Paper	Max. Marks
1st Semester	PAPER-1	MANAGEMENT CONCEPTS AND PRACTICES	100
	PAPER-2	ORGANIZATION BEHAVIOUR	100
	PAPER-3	BUSINESS ETHICS	100
	PAPER-4	HUMAN RESOURCE MANAGEMENT	100
	PAPER-5	INTRODUCTION TO PUBLIC POLICY	100
Semester	Paper	Title of the Paper	Max. Marks
2nd Semester	PAPER-6	RESEARCH METHODOLOGY	100
	PAPER-7	PUBLIC SYSTEM MANAGEMENT	100
	PAPER-8	ECONOMICS OF PUBLIC POLICY	100
	PAPER-9	PUBLIC POLICY ANALYSIS & EVALUATION	100
	PAPER-10	PROJECT	100

Curriculum/ Courses Of Study
Master of Business Administration (Course Code-030303)
Under CBCS (with effect from 2017)
Under Face to Face Mode (Evening Program)

Year/ Semest er	Subject	Paper	Title of the Paper	Max. Marks
				Total
I Year 1 st Sem.	Core (eight papers Total Marks 800)	1330302101	MANAGEMENT CONCEPTS AND PRACTICES	100
		1330302102	FINANCIAL ACCOUNTING	100
		1330302103	ORGANIZATION BEHAVIOUR	100
		1330302104	HUMAN RESOURCE MANAGEMENT	100
		1330302105	MARKETING MANAGEMENT	100
		1330302106	FINANCIAL MANAGEMENT	100
		1330302107	BUSINESS ETHICS	100
		1330302108	BUSINESS REGULATORY FRAME WORK	100
I Year 2nd Sem.	Elective (Select any Six Papers) Select papers shall be offered by DDCE. Total Marks 600)	1330302201	MANAGERIAL ECONOMICS	100
		1330302202	CORPORATE LAW& TAX COMPLIANCES	100
		1330302203	BUSINESS POLICY & STRATEGIC MANAGEMENT	100
		1330302204	COST AND MANAGEMENT ACCOUNTING	100
		1330302205	QUANTITATIVE METHODS FOR MANAGEMENT	100
		1330302206	RETAIL MANAGEMENT	100
		1330302207	E- BUSINESS	100
		1330302208	CORPORATE GOVERNANCE	100
		1330302209	AGRI BUSINESS MANAGEMENT	100
		1330302210	PUBLIC POLICY	100
		1330302211	MARKETING SERVICES	100
		1330302212	PROJECT MANAGEMENT	100
		1330302213	DISASTER MANAGEMENT.	100
Select elective courses shall be offered.				
Year 3 rd Sem.	Core (eight papers Total Marks 800)	1330302109	MANAGEMENT OF CHANGE & STRATEGIC ISSUES	100
		1330302110	PRODUCTION & OPERATION MANAGEMENT	100
		1330302111	ENTREPRENEURSHIP DEVELOPMENT	100
		1330302112	BANKING & INSURANCE MANAGEMENT	100
		1330302113	INTERNATIONAL BUSINESS	100
		1330302114	MANAGEMENT INFORMATION SYSTEM	100
		1330302115	BUSINESS ECONOMIC ENVIRONMENT	100
		1330302116	RESEARCH METHODOLOGY	100
Elective and Free Elective (Six papers)		Special Papers		
	HUMAN RESOURCE MANAGEMENT	1330302218	HUMAN RESOURCE PLANNING AND DEVELOPMENT.	100
		1330302219	MANAGING EMPLOYEE RELATION & RELATED LAWS	100
		1330302220	MANAGEMENT OF TRAINING AND DEVELOPMENT	100
	FINANCIAL MANAGEMENT			
		1330302221	FINANCIAL MARKET & INSTITUTIONS	100
		1330302222	MERCHANT BANKING & FINANCIAL SERVICES	100
		1330302223	SECURITY ANALYSIS & PORTFOLIO MANAGEMENT	100

II Year 4 th Sem Total Marks 800	MARKETING MANAGEMENT	1330302224		CONSUMER BEHAVIOUR	100
		1330302225		ADVERTISING AND BRAND MANAGEMENT	100
		1330302226		PRODUCT & SALES DISTRIBUTION MANAGEMENT	100
	BANKING AND INSURANCE MANAGEMENT	1330302227		RISK & CLAIMS MANAGEMENT	100
		1330302228		BANKING AND INSURANCE LAWS	100
		1330302229		BANKING AND INSURANCE MARKETING	100
	TOUR & TRAVEL MANAGEMENT	1330302230		TOURISM & TRAVEL TRADE	100
		1330302231		HOTEL MANAGEMENT	100
		1330302232		TOUR ORGANISATIONS & TRAVEL MANAGEMENT	100
	DIETETICS & NUTRITION MANAGEMENT	1330302233		HUMAN SYSTEM MANAGEMENT	100
		1330302234		THERAPEUTIC MANAGEMENT	100
		1330302235		MICROBIAL MANAGEMENT AND FOOD INDUSTRY	100
	PRODUCTION & OPERATION MANAGEMENT	1330302236		TOTAL QUALITY MANAGEMENT	100
		1330302237		PURCHASING & MATERIAL MANAGEMENT	100
		1330302238		OPERATION PLANNING CONTROL	100
	INFORMATION SYSTEM MANAGEMENT	1330302246		DBMS & RDBMS	100
		1330302247		ENTERPRISE RESOURCE PLANNING	100
		1330302248		SYSTEM ANALYSIS & DESIGN	100
	AGRI BUSINESS MANAGEMENT				
		1330302249		AGRI RURAL MARKETING	100
		1330302250		AGRI FINANCIAL MANAGEMENT	100
		1330302251		MICRO FINANCE MANAGEMENT	100
	PUBLIC POLICY MANAGEMENT	1330302252		PUBLIC SYSTEM MANAGEMENT	100
		1330302253		ECONOMICS OF PUBLIC POLICY	100
		1330302254		PUBLIC POLICY ANALYSIS & EVALUATION	100
1330302255		PROJECT VIVA	200		
GRND TOTAL MARKS					3000
In fourth semester, one has the option to select any two groups consisting of three papers in each of the groups.					

Unique features (Facilities)

Choice based credit semester system with option to specialize in more than one area. Besides core subject, elective and free elective are offered.

The entire course material is available in Self Learning Pattern as in IGNOU and other leading universities.

DDCE has well stocked library available to students for reading.

Excellent Learning Ambience.

Curriculum/ Courses of Study

P.G. Diploma in Banking and Insurance Management

(Course Code - 030404)

Under CBCS (with effect from 2017)

Under Face To Face Mode

Objectives:

- To create a manpower pool for employment in Banking and Insurance Sector.
- To enhance the placement opportunity and to provide teaching-learning support for pursuance of career in Banking and Insurance sector.
- To bridge the gap between the requirement of the industry and corporate sector and the curriculum offered in the University.
- To facilitate industry academic collaboration for better education of the students.

Teaching

Learning : Classes shall be held from 8.00 A.M. to 2.00 P.M. in the DDCE. The students may utilize the online ICICI Bank E-learning Modules as per suitability.

Mode : The course is offered under face to face regular Continuing Education Program (Not under distance mode). The student would be required to attend classes on all days. In order to be eligible for appearing the University Examination 75% attendance is the minimum requirement.

Tentative : First Semester **December, 2017/** Second Semester **May, 2018.**

Examination Schedule

INDUSTRY – ACADEMIA IN COLLABORATION:

ICICI BANK WITH UTKAL UNIVERSITY

(Subject to renewal of MoU with ICICI Bank)

The Industry – Academia collaboration between ICICI Bank and Utkal University is a giant step forward in creating a pool of banking literate pre-employment force in the country. This initiative will provide students industry specific learning on Banking and Financial Services. The Banking and Financial Services Industry (BFSI) is growing rapidly and this venture will enable the education sector to align its curriculum with banking industry needs. This will effectively bridge the gap between the industry need and the curriculum offered in Universities. This will also enable the banking industry to have a ready source of trained entry-level employees.

ICICI Bank has collaborated with Utkal University to make available course content, e-learning courses and faculty familiarization programs. ICICI Bank has set up a Learning Centre along with a bank lab simulator at DDCE, in the University.

The curriculum covers the basics of banking, retail credit, corporate and business credit, rural finance, customer service and business etiquette amongst others. This offering is a blend of Instructor Led Training (ILT), assignments and self paced e-learning and skill enhancement/ simulator lab sessions. The ILT aspect is

being supported by ICICI Bank through its faculty familiarization workshops via the Train the Trainer methodology. The e-learning modules are a self-paced self-learning exercise.

To make the e-learning modules accessible to the students, ICICI Bank has facilitated an on-line Campus Learning Management System (Campus LMS) which will host the banking e-learning modules. This internet link will be the window into the world of banking for students. This initiative offers interactive and engaging e-learning modules on Foundations of Banking spanning 40 e-learning days. Courses covering banking basics, quality, processes, compliance, behavior/ skill related and insurance are focus areas. The courses are followed by an assessment session – on clearing the same, the student will be awarded a certificate by DDCE.

Skill enhancement is a very important element of this initiative. The simulator learning offers exposure to the practical feel of transactions in the banking industry. Simulation based learning would allow students to practice transaction processing, application of knowledge and practice of soft skills.

The blend of theoretical information, self paced e-learning courses and practice/ skill development education will provide adequate knowledge and practice for students who wish to commence their career in banking. This collaboration will help academia prepare young people to handle banking transactions and services. Banks would be only too glad to hire skilled employees who are equipped to perform the tasks.

This collaboration is likely to change the face of young banking recruits – from tentative starters to confident professionals.

DDCE Utkal University is offering the course; DDCE is responsible for teaching-learning and conduct of examination. ICICI has extended its collaboration to assist the Utkal University by gifting a state of Art Banking Lab and providing E-learning course ware.

Curriculum The curriculum structure has two parts – the prescribed syllabus of Utkal University and the Foundation in Banking E-learning modules of ICICI Bank.

Structure: **PG Diploma in Banking & Insurance Management** **Face to Face Mode**

Semester	Paper	Title of the Paper	Max. Marks
1st Semester	PAPER-1	MANAGEMENT CONCEPTS AND PRACTICES	100
	PAPER-2	ORGANIZATION BEHAVIOUR	100
	PAPER-3	BUSINESS ETHICS	100
	PAPER-4	ACCOUNTING AND FINANCIAL MANAGEMENT	100
	PAPER-5	BANKING & INSURANCE MANAGEMENT	100
Semester	Paper	Title of the Paper	Max. Marks
2ND Semester	PAPER-6	RESEARCH METHODOLOGY	100
	PAPER-7	RISK & CLAIMS MANAGEMENT	100
	PAPER-8	BANKING & INSURANCE LAW	100
	PAPER-9	BANKING & INSURANCE MARKETING	100
	PAPER-10	PROJECT	100

The E-learning Modules of ICICI Bank*

Course structure consists.

Anti Bribery and Anti Corruption – Video, Auto Loans, Bankers Selling Skill Builder, Banking Conduct of Business and Payment Services Regime, Basics of Investing, Basics of Process Management, Basics of Retail Asset Finance, Branch Profitability, CASA – Video, Check a Cheque – Video, Collections Process for Retail Assets, Complaints Handling, Corporate Etiquette – Video, Corporate Internet Banking, Corporate Internet Banking – Video, Credit Bureau, Credit Cards - Basics and Fraud Prevention Measures, Credit Risk Assessment, Current Account – Video, Customer Engagement – Video, Data Protection, Effective Business Writing, Emergency Response Procedures, Employee Engagement for Prevention of Sexual Harassment at Workplace, English Language Training - Week 1, English Language Training - Week 4, English Language Training - Week 5, English Language Training - Week 6, English Language Training - Week 7, English Language Training - Week 8, English Language Training - Week 9, FAB, Farmer Finance – Video, FCRM2, Finacle - Cash Receipts and Cash Payments, Finacle - Demand Draft issue, Farmer Finance – Video, Finacle - Introduction and Menu Options, Finacle Processes, Foundation Course of Anti Money Laundering India, Fraud Prevention - PL & CC – Video, General Banking Operations, General Banking Operations – Video, Gold Loan – Video, I Core 10X - Account Closure Processing, I Core 10X - Account Level Modification, I Core 10X - Account Related Inquiry, I Core 10X - Cash Deposit, I Core 10X - Cash Operations, I Core 10X - Cash Withdrawal, I Core 10X - Charge Collection, I Core 10X - Cheque Book Maintenance, I Core 10X – CIF, I Core 10X - Demand Draft Duplicate -Revalidation-Cancellation, I Core 10X - Demand Draft Modifications, I Core 10X - Demand Draft Printing –Inquiry, I Core 10X - ECS Mandate Processing, I Core 10X – Inventory, I Core 10X - Inward Clearing Part I, I Core 10X - Inward Clearing Part II, I Core 10X - Issuance of Demand Draft, I Core 10X - Loan Against Fixed Deposits, I Core 10X - Mobile and Email Alert Registration Processing, I Core 10X – NEFT, I Core 10X - Outward Clearing Part I, I Core 10X - Outward Clearing Part II, I Core 10X - Outward Clearing Part III, I Core 10X - Processing of Term Deposits at Branch-Part I, I Core 10X - Processing of Term Deposits at Branch-Part II, I Core 10X – RTGS, I Core 10X - Stop Payment Processing, I Core 10X - User Profile, I Core 10X –Locker, I Core 10X –Transfer, Intro to Retail Banking – Video, Investment Fraud and Prevention, Know Your Customer – Video, Liabilities Products and Fraud Prevention, Life Insurance Basics, Marketing Concepts for Bankers, Mortgage Finance Products, Personal Loan – Video, RBC – Video, Reputation Management, Retail Foreign Exchange Services – Foreign Currency, Retail Foreign Exchange Services - Other Operations, Retail Foreign Exchange Services - Travel Card, Retail Foreign Exchange Services - Travellers Cheque, Retail Foreign Exchange Services - Travellers Cheque, RIBG – Video, Scrutiny Process for I Kit Account Opening, Small and Medium Enterprises, Teleselling Skill Builder (Deposits), Think Privacy – Video, Trade Based AML – Video, Trade Services – Video, Working Capital Finance Master Level One, AMFI Mutual Funds, Business Etiquette, Corporate Attire, Grooming and Etiquette for Men, Corporate Attire, Grooming and Etiquette for Women, English Language Training - Week 3, English Writing Workbook, Financial Crime Prevention Part – 2, Foundation of People Management, Negotiation Skills, Retail Demat Program I, Retail Demat Program II, Audit and Compliance, Basel Norms In Banking Parlance, Compliance with Conscience, Fraud Prevention and Control – Basic, Group Code of Business Conduct and Ethics, Information Security Awareness, Insurance Fraud, KYC for Retail Branch Banking, KYC - Current Accounts, Phone Banking Fraud Prevention, Selling Retail Loans to Branch Customers, Think Privacy, Banking An Introduction, Business Math, Business Math Advanced, Customer Service, Deposits and Accounts, Evolution of Money and Banking, Financial Accounting, General Banking Operations - Corporate Branches, Indian Financial Systems, Introduction to Retail Banking ,Macroeconomics, Overview of Banking, Regulatory Environment of Banking, Sample Module for Guest User, Special Requests, Trends in Banking

***Subject to Revision by ICICI Bank.**

Post Graduate Courses
Master of Arts in Economics
Course Code – 010304
Course Structure

Year / Semester		Category	Paper Code	Title of the Paper	Max. Mark	
1 st YEAR	1 st Semester	Core	ECO-1.1	History of Economic Thought	100	
		Core	ECO-1.2	Principles of Public Finance and Fiscal Policy	100	
		Core	ECO-1.3	Microeconomic Theory	100	
		Core	ECO-1.4	Macroeconomic Theory	100	
	2 nd Semester	Core	ECO-2.1	Economics of Development and Growth	100	
		Core	ECO-2.2	International Trade	100	
		Core	ECO-2.3	Economics of Agriculture	100	
		Core	ECO-2.4	Problems of Indian Agriculture	100	
		Core	ECO-2.5	Budgetary System with Special reference to India	100	
		2 nd YEAR	3 rd Semester	Group-A	ECO-3.1	Mathematical Economics
ECO-3.2	Econometrics				100	
ECO-3.3	International Monetary Management				100	
Group-B	ECO-3.4			Planning and Regional Economics	100	
	ECO-3.5			Rural Development	100	
	ECO-3.6			International Economics	100	
Elective Discipline Free Any Two	MCM-2.2			Organizational Behaviour	100	
	PAD-2.3			Development Administration	100	
	MSW-3.3			Women in India	100	
4 th Semester	Core			ECO-4.1	Regional Economics	100
	Core		ECO-4.2	Research Methodology	100	
	Core		ECO-4.3	Essay Writing Viva/ Project Viva	200	
TOTAL					1800	

Master of Arts in Education

Course Code-010305

Course Structure

Year / Semester		Category	Paper Code	Title of the Paper	Max. Mark
1 st YEAR	1 st Semester	Core	EDU-1.1	Philosophical Foundation of Education	100
		Core	EDU-1.2	Sociological Foundation of Education	100
		Core	EDU-1.3	Advance Education Psychology	100
		Core	EDU-1.4	Teachers Education	100
	2 nd Semester	Core	EDU-2.1	Modern Trends in Methods of Teaching : English/ Odia/ History/Math/Science/Geography Theory	100
		Core	EDU-2.2	Educational Technology	100
		Core	EDU-2.3	Methods of Educational Research and Statistics	100
		Core	EDU-2.4	Educational Planning and Management	100
		Core	EDU-2.5	Comparative Education: UK/USA/India	100
	2 nd YEAR	3 rd Semester	Group-A	EDU-3.1	Modern Trends in Methods of Teaching : English/ Odia/ History/Math/Science/Geography Theory
EDU-3.2				Special Education	100
EDU-3.3				Guidance and Counselling in Education	100
Group-B			EDU-3.4	Modern Educational Thinkers	100
			EDU-3.5	Distance Education	100
			EDU-3.6	Early Childhood Education	100
Elective Discipline Free Any Two			MCM-2.2	Organizational Behaviour	100
			PAD-2.3	Development Administration	100
			MSW-3.3	Women in India	100
4 th Semester		Core	EDU-4.1	Curriculum Planning & Development	100
		Core	EDU-4.2	Tools & Technique of Education Measurement & Evaluation	100
		Core	EDU-4.3	Essay Writing Viva/ Project Viva	200
TOTAL					1800

Master of Arts in English
Course Code-010306
Course Structure

Year / Semester		Category		Paper Code	Title of the Paper	Max. Mark	
1 st YEAR	1 st Semester	Core		ENG-1.1	Concepts in Literature	100	
		Core		ENG-1.2	Classical and neo-classical critical theories	100	
		Core		ENG-1.3	Literature and Social history-I	100	
		Core		ENG-1.4	Literature and Social history-II	100	
	2 nd Semester	Core		ENG-2.1	The novel in 18th-19th Centuries	100	
		Core		ENG-2.2	Non Fiction –letter, Essay, biography and Auto -biography.	100	
		Core		ENG-2.3	Theory- Romantic & Victorian theory & Criticism	100	
		Core		ENG-2.4	Romantic Poetry	100	
		Core		ENG-2.5	Fiction 19th-20th centuries	100	
	2 nd YEAR	3 rd Semester	GROUP				
Elective Subject Discipline Select Any One Group			A	ENG-3.1.1	Renaissance drama-Shakespearian (with alternate play)	100	
				ENG-3.1.2	The 20th Century (with alternate play)	100	
				ENG-3.1.3	Modern Drama (with alternate play)	100	
			B	ENG-3.2.1	Victorian Poetry (with alternate play)	100	
				ENG-3.2.2	Modern Poetry(with alternate play)	100	
				ENG-3.2.3	Literature of Europe (with alternate play)	100	
			C	ENG-3.3.1	20th Century Criticism	100	
				ENG-3.3.2	American Literature-I	100	
				ENG-3.3.3	American Literature-II	100	
			D	ENG-3.4.1	Commonwealth Literature-I	100	
ENG-3.4.2				Commonwealth Literature-II	100		
ENG-3.4.3				Basics of English Written Communication	100		
Elective Discipline Free Any Two			HIS-3.3.3	Nationalist Movement In India	100		
			MCM-4.4	Research Methodology	100		
			MSW-3.3	Women in India	100		
4 th Semester			Core		ENG-4.1	Contemporary Indian writing in English-I	100
			Core		ENG-4.2	Contemporary Indian writing in English-II	100
			Core		ENG-4.3	Essay Writing Viva/ Project Viva	200
TOTAL						1800	

Master of Arts in Hindi
Course Code–010308
Course Structure

Year / Semester		Category	Paper Code	Title of the Paper	Max. Mark	
1 st YEAR	1 st Semester	Core	HIN-1.1	Hindi Sahitya Ka Itihash (Prachin, Madhyakal, Ritikal)	100	
		Core	HIN-1.2	Hindi Sahitya Ka Adhunik Itihash	100	
		Core	HIN-1.3	Bhartiya Kavya Shastra	100	
		Core	HIN-1.4	Paschatya Kavya Shastra	100	
	2 nd Semester	Core	HIN-2.1	Prachin Kavya	100	
		Core	HIN-2.2	Madhyakalin Kavya	100	
		Core	HIN-2.3	Adhunik Kavya	100	
		Core	HIN-2.4	Upanyas Aur Kahani	100	
		Core	HIN-2.5	Natak, Ekanki Aur Nibandh	100	
	2 nd YEAR	3 rd Semester	Group-A	HIN-3.1	Prayojan Mulak Hindi(Karyalayee Hindi, Paribhasik Shabdabali Hindi Ka Vividh Roop: Rajbhasha, Rashtrabhasha, Sanchar Bhasa, Kavyabhasha)	100
HIN-3.2				Hindi Ka Prayojan(Patrakarita, Electronic Media, Advertisement, Film Appreciation)	100	
HIN-3.3				Anuvad Siddhant Aur Prayog	100	
Group-B			HIN-3.4	Nari Vimarsh	100	
			HIN-3.5	Dalit Vimarsh	100	
			HIN-3.7	Vishesh Adhyayan- Tulasi Das	100	
Elective Discipline Free Any Two			HIS-3.3.3	Nationalist Movement In India #	100	
			ENG-3.4.3	Basics of English Written Communication #	100	
			MSW-3.3	Women in India #	100	
4 th Semester			Core	HIN-4.1	Bhasa Vigyan Ke Samanya Siddhant	100
		Core	HIN-4.2	Hindi Bhasa Ka Vikas Aur Boliyan	100	
		Core	HIN-4.3	Essay Writing Viva/ Project Viva	200	
TOTAL					1800	

To be answered in ENGLISH.

Master of Arts in History
Course Code–010309
Course Structure

Year / Semester		Category	Paper Code	Title of the Paper	Max. Mark	
1 st YEAR	1 st Semester	Core	HIS-1.1	Ancient Civilizations	100	
		Core	HIS-1.2	Medieval Societies	100	
		Core	HIS-1.3	World History(1500-1900 A.D)	100	
		Core	HIS-1.4	Twentieth Century of World (1900-1945)	100	
	2 nd Semester	Core	HIS-2.1	Twentieth Century of World (1945-2000)	100	
		Core	HIS-2.2	Historical Theory and Methods	100	
		Core	HIS-2.3	Indian Historiography	100	
		Core	HIS-2.4	Cultural Heritage of India	100	
		Core	HIS-2.5	Contemporary History of India from 1947-2010	100	
2 nd YEAR	3 rd Semester	GROUP				
		Elective Subject Discipline Select Any One Group	A	HIS-3.1.1	Political and Administrative History of Ancient India(Early time to 1st Century BC)	100
				HIS-3.1.2	Political and Administrative History of Ancient India(1st Century BC to 8th Century AD)	100
				HIS-3.1.3	Political and Administrative History of Ancient India(8th Century AD to 12th Century AD)	100
			B	HIS-3.3.1	Constitutional & Administrative History of Modern India	100
				HIS-3.3.2	Socio-Cultural & Economic History of Modern India	100
				HIS-3.3.3	Nationalist Movement In India	100
			C	HIS-3.4.1	History of Odisha (From earliest times to 1434 A.D)	100
				HIS-3.4.2	History of Ancient Odisha (From 1435 A.D to 1803 A.D)	100
				HIS-3.4.3	History of Odisha (From 1803 to 1948 A.D)	100
		Elective Discipline Free Any Two	HIS-	Cultural Heritage Management	100	
			PSC-3.2	Society and Polity in India	100	
			PAD-4.3	Disaster Management	100	
	4 th Semester	Core	HIS-4.1	History of Science and Technology in India	100	
		Core	HIS-4.2	Women in India	100	
		Core	HIS-4.3	Essay Writing Viva/ Project Viva	200	
	TOTAL					1800

**Course Material under Preparation.*

To be answered in ODIA.

Master of Arts in Odia
Course Code –010314
Course Structure

Year / Semester		Category		Paper Code	Title of the Paper	Max. Mark	
1 st YEAR	1 st Semester	Core		ODA-1.1	Odia Sahitya Ra Itihasa-I	100	
		Core		ODA-1.2	Odia Sahitya Ra Itihasa-II	100	
		Core		ODA-1.3	Bhasa Vigyan ‘O’ Odia Byakarana	100	
		Core		ODA-1.4	Sahitya O Sahitya Tatwa	100	
	2 nd Semester	Core		ODA-2.1	Puruna Kabya `O` Adhunika Kabita	100	
		Core		ODA-2.2	Upanyasa, Galpa `O` Nataka	100	
		Core		ODA-2.3	Prabandha, jibani, `O` Bhramana Sahitya	100	
		Core		ODA-2.4	Odia Bhasare Jogajogo (Communicative Odia)	100	
		Core		ODA-2.5	Anubada Tatwa `O` Prayoga	100	
	2 nd YEAR	3 rd Semester	GROUP				
Elective Subject Discipline Select Any One Group			A	ODA-3.1.1	Linguistic-I	100	
				ODA-3.1.2	Linguistic-II	100	
				ODA-3.1.3	Linguistic-III	100	
B			ODA-3.2.1	Ranga Mancha O Natya Tatwa - I	100		
			ODA-3.2.2	Natya Tatwa - II	100		
			ODA-3.2.3	Natak O Natyakar - III	100		
			C	ODA-3.3.1	Adhunika Kabita - I	100	
				ODA-3.3.2	Adhunika Kabi O Kabita - II	100	
				ODA-3.3.3	Swadhinata Parara Kabita - III	100	
Elective Discipline Free Any Two				HIS-3.3.3	Nationalist Movement In India	100	
				HIS-3.4.3	Odishara Sankhpta Itihasa (History of Odisha)	100	
				MSW-3.3	Women in India	100	
4 th Semester		Core		ODA-4.1	Odishara Loka Sahitya ‘O’ Sanskruti	100	
		Core		ODA-4.2	Shree Jagannath Sanskruti O Odisha ra Dharma Dhara	100	
		Core		ODA-4.3	Essay Writing Viva/ Project Viva	200	
TOTAL						1800	

To be answered in ENGLISH.

Master of Arts in Political Science
Course Code – 010316
Course Structure

Year / Semester		Category	Paper Code	Title of the Paper	Max. Mark
1 st YEAR	1 st Semester	Core	PSC-1.1	Comparative politics- Concepts and Methods	100
		Core	PSC-1.2	Administrative theory: Principles and Approaches	100
		Core	PSC-1.3	International relations: Major concepts and theories	100
		Core	PSC-1.4	Western Political Thinker I (Ancient and Medieval)	100
	2 nd Semester	Core	PSC-2.1	Indian Government and Politics: Basics /Political Ideologies/ Nation Building and National Integration in India.	100
		Core	PSC-2.2	Comparative political processes	100
		Core	PSC-2.3	Global politics: contemporary challenges and issues	100
		Core	PSC-2.4	Contemporary debates in political theory	100
		Core	PSC-2.5	Western Political Thinker II (Modern)	100
2 nd YEAR	3 rd Semester	Group-A	PSC-3.1	Public administration and management	100
			PSC-3.2	Society and Polity in India	100
			PSC-3.3	Contemporary Political Theory	100
		Group-B	PSC-3.5	Research Methodology and Statistical Methods	100
			PSC-3.6	Political Sociology: Ideas and Concepts	100
			PSC-3.7	Human Right	100
		Elective Discipline Free Any Two	MCM-2.2	Organizational Behaviour	100
			PAD-4.3	Disaster Management	100
			MSW-3.3	Women in India	100
	4 th Semester	Core	PSC-4.1	Indian Political Ideas	100
		Core	PSC-4.2	India and The World	100
		Core	PSC-4.3	Essay Writing Viva/ Project Viva	100
	TOTAL				

Master of Arts in Public Administration
Course Code–010318
Course Structure

Year / Semester		Category	Paper Code	Title of the Paper	Max. Mark
1 st YEAR	1 st Semester	Core	PAD-1.1	Administrative Theory	100
		Core	PAD-1.2	Comparative Public Administration	100
		Core	PAD-1.3	Indian Administration	100
		Core	PAD-1.4	Administrative Thinkers	100
	2 nd Semester	Core	PAD-2.1	Organizational Behaviour & Management Process	100
		Core	PAD-2.2	Public Personnel Administration	100
		Core	PAD-2.3	Development Administration	100
		Core	PAD-2.4	Local Governance	100
		Core	PAD-2.5	Research Methodology	100
	2 nd YEAR	3 rd Semester	Group-A	PAD-3.1	Rural Development
PAD-3.2				Urban Development	100
PAD-3.3				Good Governance	100
Group-B			PAD-3.4	Financial Administration in India	100
			PAD-3.5	Indian Economics	100
			PAD-3.5	Environmental Impact Assessment and Social Impact Assessment	100
Elective Discipline Free Any Two			HIS-2.4	Cultural Heritage of India	100
			PSC-3.3	Society and Polity in India	100
			MSW-3.3	Women in India	100
4 th Semester		Core	PAD-4.1	Human Resource and Management	100
		Core	PAD-4.2	Disaster Management	100
		Core	PAD-4.3	Essay Writing Viva/ Project Viva	200
TOTAL					1800

Master of Arts in Sanskrit

Course Code–010319

Course Structure

NOTE: NO COURSE MATERIAL IN SANSKRIT IS AVAILABLE. THE MEDIUM OF INSTRUCTION AND EXAMINATION IS SANSKRIT– DEVANAGIRI

Year / Semester		Category	Paper Code	Title of the Paper	Max. Mark
1 st YEAR	1 st Semester	Core	SAN-1.1	Vedic Language & Literature	100
		Core	SAN-1.2	Grammar (Sidhanta Kaumudi)	100
		Core	SAN-1.3	Systems of Indian Philosophy-I	100
		Core	SAN-1.4	Sanskrit Prose and Poetry	100
	2 nd Semester	Core	SAN-2.1	Sanskrit Plays, Poetics and Dramaturgy-I	100
		Core	SAN-2.2	Ancillary Vedic Literature	100
		Core	SAN-2.3	Philology and Introduction to Grammar	100
		Core	SAN-2.4	Systems of Indian Philosophy-II	100
		Core	SAN-2.5	Sanskrit Plays	100
2 nd YEAR	3 rd Semester	GROUP			
		A	SAN-3.1.1	Poetics and Dramaturgy-II	100
			SAN-3.1.2	History of Vedic, Epic and Classical Sanskrit Literature	100
			SAN-3.1.3	Ethics in Sanskrit Literature	100
		B	SAN-3.2.1	Different Schools of Kavyashastra	100
			SAN-3.2.2	Grammar (Vyakarana) Krdanta and Atmanepada	100
			SAN-3.2.3	Philosophy (Darshana) Nyayasutra and Vakyapadiya	100
		C	SAN-3.3.1	Grammar (Vyakarana)Philosophical Texts -I	100
			SAN-3.3.2	History of Purana Literature and Essay related to the Subjects	100
			SAN-3.3.3	Communicative Sanskrit	100
		D	SAN-3.4.1	Vedic Literature (Veda) - Samhita Text	100
			SAN-3.4.2	Classical Literature (Sahitya)Prose & Poetry	100
			SAN-3.4.3	Scientific Literature in Sanskrit	100
		Elective Subject Discipline Select Any One Group	ODA-1.1	Odia Sahityara Itihas ##	100
			ENG-3.4.3	Basic of English Written Communication ###	100
			MSW-3.3	Women in India ###	100
	4 th Semester	Core	SAN-4.1	Dramaturgy and Technical Literature	100
		Core	SAN-4.2	Ancient Indian History, Culture and Epigraphy	100
		Core	SAN-4.3	Essay Writing Viva/ Project Viva	200
	TOTAL				

To be answered in ODIA/SANSKRIT.

To be answered in ENGLISH.

Master of Arts in Sociology
Course Code–010320
Course Structure

Year / Semester		Category	Paper Code	Title of the Paper	Max. Mark
1 st YEAR	1 st Semester	Core	SOC-1.1	Introduction to Sociology	100
		Core	SOC-1.2	Perspectives of Indian Society-I	100
		Core	SOC-1.3	Classical Sociological Theory	100
		Core	SOC-1.4	Research Methodology-I	100
	2 nd Semester	Core	SOC-2.1	Modern Sociological Theory	100
		Core	SOC-2.2	Perspectives of Indian Society-II	100
		Core	SOC-2.3	Research Methodology-II	100
		Core	SOC-2.4	Sociology of Globalization	100
		Core	SOC-2.5	Rural Sociology	100
	3rd Semester	Group-A	SOC-3.2	Sociology of Health	100
			SOC-3.3	Sociology of Environment	100
			SOC-3.4	Sociology of Education	100
		Group-B	SOC-3.5	Gender Studies	100
			SOC-3.6	Sociology of NGOs	100
			SOC-3.7	Sociology of Ageing	100
		Elective Discipline Free Any Two	MCM-2.2	Organizational Behaviour	100
			ENG-3.4.3	Basics of English Written Communication	100
			PAD-4.3	Disaster Management	100
	4 th Semester	Core	SOC-4.1	Sociology of Development	100
		Core	SOC-4.2	Urban Sociology	100
		Core	SOC-4.3	Essay Writing Viva/ Project Viva	200
TOTAL					1800

Master of Social Work
Course Code-010326
Course Structure

Year / Semester		Category	Paper Code	Title of the Paper	Max. Mark
1 st YEAR	1 st Semester	Core	MSW-1.1	History and Field of Social Work	100
		Core	MSW-1.2	Man and Society	100
		Core	MSW-1.3	Human Growth and Development- Developmental Psychology	100
		Core	MSW-1.4	Social Work Research and Statistics	100
	2 nd Semester	Core	MSW-2.1	Social Work Methods	100
		Core	MSW-2.2	Social Work Administration	100
		Core	MSW-2.3	Social Problems, Social Policy, Social Legislation and Social Development	100
		Core	MSW-2.4	Social Work with Weaker Section	100
		Core	MSW-2.5	Concurrent field work	100
	2 nd YEAR	3 rd Semester	Group-A	MSW-3.1	Labour Welfare
MSW-3.2				Family & Child Welfare	100
MSW-3.3				Women in India	100
Group-B			MSW-3.5	Community Development	100
			MSW-3.6	Correctional Social Work	100
			MSW-3.7	Sociology of NGOs	100
Elective Discipline Free Any Two			MCM-2.2	Organizational Behaviour	100
			ENG-3.4.3	Basics of English Written Communication	100
			PAD-4.3	Disaster Management	100
4 th Semester		Core	MSW-4.1	Studies in Rural Development	100
		Core	MSW-4.2	Human Rights & Duties	100
		Core	MSW-4.3	Essay Writing Viva/ Project Viva	200
TOTAL					1800

Master of Commerce
Course Code–030300
Course Structure

Year / Semester		Category	Paper Code	Title of the Paper	Max. Mark	
1 st YEAR	1 st Semester	Core	MCM-1.1	Management Concepts and Practices	100	
		Core	MCM-1.2	Quantitative Methods for Management	100	
		Core	MCM-1.3	Business Economics & Environment	100	
		Core	MCM-1.4	Financial Management	100	
	2 nd Semester	Core	MCM-2.1	Corporate Financial Accounting	100	
		Core	MCM-2.2	Organization Behaviour	100	
		Core	MCM-2.3	Marketing Management	100	
		Core	MCM-2.4	Managerial Economics	100	
		Core	MCM-2.5	Entrepreneurship Development	100	
	2 nd YEAR	3 rd Semester	GROUP			
Elective Subject Discipline Select Any One Group			A	MCM-3.1.1	Advance Accounting	100
				MCM-3.1.2	Cost and Management Accounting	100
				MCM-3.1.3	Corporate Tax Planning	100
			B	MCM-3.2.1	Financial Markets and Institution	100
				MCM-3.2.2	Derivative and Risk Management	100
				MCM-3.2.3	Security Analysis & Portfolio Management	100
			C	MCM-3.3.1	Human Resources Planning & Development	100
				MCM-3.3.2	Consumer Behavior and Advertisement Management	100
				MCM-3.3.3	Merchant Banking and Financial services	100
Elective Discipline Free Any Two			ECO-2.5	Budgetary System with special reference to India	100	
			MCM-3.5	Business Ethics	100	
			PAD-4.3	Disaster Management	100	
4 th Semester		Core	MCM-4.1	Banking and Insurance Management	100	
		Core	MCM-4.2	Research Methodology	100	
		Core	MCM-4.3	Essay Writing Viva/ Project Viva	200	
TOTAL					1800	

Final Structure for Under Graduate Programme (B.A/B.Com) Under Utkal University Bhubaneswar (As per CBCS System)

w. e. f. the session 2017-18

1. ELIGIBILITY:

Higher Secondary / +2 / Senior Secondary or any other equivalent examination passed from any Board / Council established by the Govt. of India or any State Govt. or any other equivalent examination recognized by Central Board of Secondary Education / Council of Higher Secondary / Dept. of Industry or any other Dept. of Govt. of Odisha or Utkal University. Those joining B.Sc. Programme must have passed the above examination under the faculty of Science / Technology / Engineering / Pharmacy etc. There shall be no such restriction for joining B.A/ B.Com stream.

2. COURSE STRUCTURE : The detailed Course structure is given below

(A) ARTS (HONOURS)

Group	Subjects	No. of Papers	Total Credits	Total Marks
Core	Core-1 to Core-14	14	14 x 6 = 84	1400
DSE	DSE-1 to DSE-4	4	4 x 6 = 24	400
AECC		2	2 x 4 = 8	200
SEC		2	2 x 4 = 8	200
GE		4	4 x 6 = 24	400
GRAND TOTAL		26	148	2600

N.B:- Arts (Hons.) course has Total Credits = 148, Total Marks = 2600.

Abbr. –

DSE – Discipline Specific Elective

AECC – Ability Enhancement Compulsory Course

SEC – Skill Enhancement Course

GE – Generic Elective

Stipulations:

- 1) An Arts (Hons.) student has to opt two different subjects as GE-A and GE-B other than core subject.
- 2) GE-A to be opted for Semester-I & III (as Paper-1 & 2) and GE-B Semester-II & IV(as Paper-1 & 2)
- 3) An Arts (Hons.) Student can opt maximum of two Practical Subjects.

Semester - I

SI No	Name of the Course	Paper	CP (Credit Point)	CH (Credit Hour)	Full Marks
1	CORE	I	6	60	100
2	CORE	II	6	60	100
3	GE - A	I	6	60	100
4	AECC (<i>Environmental Studies</i>)	I	4	40	100
TOTAL		4	22	220	400

Semester - II

SI No	Name of the Course	Paper	CP (Credit Point)	CH (Credit Hour)	Full Marks
1	CORE	III	6	60	100
2	CORE	IV	6	60	100
3	GE – B	I	6	60	100
4	AECC <i>MIL(Communication)</i> (<i>Odia/Hindi/Urdu/A.E.</i>)	II	4	40	100
TOTAL		4	22	220	400

Semester - III

SI No	Name of the Course	Paper	CP (Credit Point)	CH (Credit Hour)	Full Marks
1	CORE	V	6	60	100
2	CORE	VI	6	60	100
3	CORE	VII	6	60	100
4	GE - A	II	6	60	100
5	SEC (<i>English Communication</i>)	I	4	40	100
TOTAL		5	28	280	500

Semester - IV

SI No	Name of the Course	Paper	CP (Credit Point)	CH (Credit Hour)	Full Marks
1	CORE	VIII	6	60	100
2	CORE	IX	6	60	100
3	CORE	X	6	60	100
4	GE - B	II	6	60	100
5	SEC (<i>Modern Office Management</i>)	II	4	40	100
TOTAL		5	28	280	500

Semester - V

SI No	Name of the Course	Paper	CP (Credit Point)	CH (Credit Hour)	Full Marks
1	CORE	XI	6	60	100
2	CORE	XII	6	60	100
3	DSE	I	6	60	100
4	DSE	II	6	60	100
TOTAL		4	24	240	400

Semester - VI

SI No	Name of the Course	Paper	CP (Credit Point)	CH (Credit Hour)	Full Marks
1	CORE	XIII	6	60	100
2	CORE	XIV	6	60	100
3	DSE	III	6	60	100
4	DSE	IV	6	60	100
TOTAL		4	24	240	400

(B) COMMERCE (HONOURS)

Group	Subjects	No. of Papers	Total Credits	Total Marks
Core	CORE-1 to Core-14	14	14 x 6 = 84	1400
DSE	DSE-1 to DSE-4	4	4 x 6 = 24	400
AECC		2	2 x 4 = 8	200
SEC		2	2 x 4 = 8	200
GE		4	4 x 6 = 24	400
GRAND TOTAL		26	148	2600

N.B:- Commerce (Hons.) course has Total Credits = 148, Total Marks = 2600.

Abbr. –

DSE – Discipline Specific Elective

AECC – Ability Enhancement Compulsory Course

SEC – Skill Enhancement Course

GE – Generic Elective

Stipulations:

A Honours candidate has to opt one group of subjects as DSE in Semester-V & VI- (GROUP-'A') Accounting and Finance, (GROUP-'B') Banking and Insurance, (GROUP-'C') Financial Markets)

Semester - I

SI No	Subject	Name of the Course	Paper	CP (Credit Point)	CH (Credit Hour)	Full Marks
1	AECC	Environmental Studies	I	4	40	100
2	Core	Financial Accounting	I	6	60	100
3	Core	Business Law	II	6	60	100
4	GE	Micro Economics	I	6	60	100
TOTAL			4	22	220	400

Semester - II

SI No	Subject	Name of the Course	Paper	CP (Credit Point)	CH (Credit Hour)	Full Marks
1	AECC	English Communication	II	4	40	100
2	Core	Corporate Accounting	III	6	60	100
3	Core	Corporate Law	IV	6	60	100
4	GE	Macro Economics	II	6	60	100
TOTAL			4	22	220	400

Semester - III

SI No	Subject	Name of the Course	Paper	CP (Credit Point)	CH (Credit Hour)	Full Marks
1	Core	Human Resource Management	V	6	60	100
2	Core	Income Tax Law and Practice	VI	6	60	100
3	Core	Management Principles & Application	VII	6	60	100
4	GE	Business Statistics	III	6	60	100
5	SEC	E-Commerce	I	4	40	100
TOTAL			5	28	280	500

Semester - IV

SI No	Subject	Name of the Course	Paper	CP (Credit Point)	CH (Credit Hour)	Full Marks
1	Core	Cost & Management Accounting	VIII	6	60	100
2	Core	Business Mathematics	IX	6	60	100
3	Core	Computer Application in Business	X	6	60	100
4	GE	Indian Economy – Performance and Policies	IV	6	60	100
5	SEC	Entrepreneurship	II	4	40	100
TOTAL			5	28	280	500

Semester - V

SI No	Subject	Name of the Course	Paper	CP (Credit Point)	CH (Credit Hour)	Full Marks
1	Core	Principles of Marketing	XI	6	60	100
2	Core	Fundamentals of Financial Management	XII	6	60	100
3	DSE	DSE(Group-A/B/C)	I	6	60	100
4	DSE	DSE(Group-A/B/C)	II	6	60	100
TOTAL			4	24	240	400

Semester - VI

SI No	Subject	Name of the Course	Paper	CP (Credit Point)	CH (Credit Hour)	Full Marks
1	Core	Auditing and Corporate Governance	XIII	6	60	100
2	Core	Indirect Tax Law	IV	6	60	100
3	DSE	DSE(Group-A/B/C)	III	6	60	100
4	DSE	Business Research Methods and Project Work (will have 50 marks written and 50 marks project report)	IV	6	60	100
TOTAL			4	24	240	400

Chose any one Group from the following (Group-‘A’ or ‘B’ or ‘C’) as DSE-I & II for Semester-V & DSE-III for Semester-VI.

DSE	Group	Paper	Subjects
Semester – V	A (Accounting and Finance)	I	Financial Markets , Institution and Services
		II	Financial Statement Analysis and Reporting
	B (Banking and Insurance)	I	Indian Banking and Insurance System
		II	Merchant Banking and Financial Services
	C (Financial Markets)	I	Indian Financial System
		II	Financial Institutions and Services
Semester – VI	A (Accounting and Finance)	III	Corporate Tax Planning
	B (Banking and Insurance)	III	Fundamentals of Investment
	C (Financial Markets)	III	Financial Market Operations

Regulation for Under Graduate Programme for +3 (B.A/B.Com/B.Sc) Under Utkal University, Bhubaneswar (As per CBCS System) From the Session 2016-17

1. ELIGIBILITY

Higher Secondary / +2 / Senior Secondary or any other equivalent examination passed from any Board / Council established by the Govt. of India or any State Govt. or any other equivalent examination recognized by Central Board of Secondary Education/ Council of Higher Secondary Education, Govt. of Odisha/ Dept of Higher Education / Dept. of Industry or any other Dept of Govt. of Odisha or Utkal University. Those joining B.Sc. Programme must have passed the above examination under the faculty of Science/ Technology / Engineering/ Pharmacy etc. There shall be no such restriction for joining BA/ B.Com stream.

Students ordinarily may be selected for admission through merit in the qualifying examination or Entrance Test, Group Discussion and Personal Interview and / or a combination of these with due weightages to career to be decided by the Autonomous College or Director, Higher Education. DDCE would admit students on first come first serve basis. The Govt. of Odisha may lay down admission process for colleges under its control.

Admission Policy would be decided by the Academic Council of the respective Autonomous Colleges and for affiliated colleges Government of Odisha will decide the admission policy.

Directorate of Distance & Continuing Education would decide its own admission policy.

2. DURATION:

Three years of six semesters. Odd semester is from July to December (i.e. 1st, 3rd & 5th semester) and the examination shall be held normally in the month of December. Even semester is from January to June (i.e. 2nd, 4th & 6th semester) and the examination shall be held normally in the month of April/May. However, the Final Semester shall be conducted in April and result shall be published within 45 days from the date of completion of the examination. A student would be required to complete the course within six academic years from the date of admission and no special examination be conducted/permitted under any circumstances.

3. COMPULSORY REGISTRATION FOR 1ST SEMESTER:

- Form fill up for the 1st semester examination is compulsory. Under any circumstance such students shall not be allowed to sit for 2nd and or subsequent semester examinations. Such candidates have to seek fresh admission in subsequent academic session.
- A candidate admitted to +3 Courses but not enrolled for 1st semester examination, his/her admission will be automatically cancelled.
- Those who fail in any semester or are unable to appear at any semester or unable to fill up for 2/3/4/5/6 may appear at those semesters during subsequent exam within 6 Years, from date of admission to that course. A student may clear backlog papers (failed) within 6 years starting from the year of admission batch.

4. DURATION OF THE EXAMINATIONS MID SEMESTER & END SEMESTER:

The Choice Based Credit System (CBCS) examination shall be of Semester pattern. Each semester examination shall consist of a Mid-Semester (Internal) Examination and End Semester examination. Mid Semester examination shall be conducted only for theory papers. End Semester Examination in theory papers carrying full marks above 50(e.g., 60, 75, 80 etc) shall be of 3 hours duration and practical shall be of 3hours (for full marks carrying 30). On the other hand, theory papers carrying 50 marks or below shall be of 2 hours duration.

5. MID SEMESTER EXAMINATION:

- 5.1. Mid semester examination will be of 01 hour duration for 20 marks. There shall be no pass mark in Mid Semester examination.
- 5.2. The Mid-Semester Examination shall be conducted and valued by the Teacher(s)/ Counselor's who is teaching the corresponding paper or any external faculty in DDCE during the Personal Contact Program (PCP). A student who fails to appear in a Mid-Semester Examination will be allowed to take the same examination with the next batch of student only ONCE provided the candidate has to fill-up the forms for the same semester during form fill-up time as a back paper. There will be no provision to

re-appear in the Mid-Semester Examination for improvement. However for the students admitted under DDCE in distance mode will appear the Midterm exam during the PCP. The date & the time of Midterm will be notified in the DDCE website/ Academic calendar. The question pattern will be uploaded in the DDCE website.

- 5.3 A student has to appear the Mid Term Examination. Absence in a Mid Term paper will be declared as failed in that paper. A student who was absent in the Mid Term examination but has passed at the University End Term examination shall be treated as failed in that Semester. Such candidates would be required to appear Mid-Semester Examination in subsequent semester.

6. MARK DISTRIBUTION:

A. Subjects Without Practical :

Mid Term	Term End	Total
20	80	100

B. Subjects With Practical :

Mid Term	Term End		Total
	A-Theory	B-Practical	
20	50	30 (20 + 10 (Record))	100

C. (DSE – 4) for Hons. students (6th Semester)

Project -60 + Viva-40 =100

DSE Papers for Hons. Students may or may not have the Practical component as proposed by the respective Board of Studies. If there is no practical tutorial classes are allotted. The Project paper will not have Mid-Sem. Examination and it will be evaluated both by External & Internal Examiners Submission of project will carry 60 marks and presentation will carry 40 marks and pass mark in the project will be 40 marks out of 100 marks.

- Evaluation of project shall be completed before the commencement of the 6th Semester End Term Examination.

7. GRADE SYSTEM IN EACH PAPER (MID +END SEM EXAM) IN A SEMESTER

7.1 GRADING SYSTEM

Qualification	Grade	Mark Secured from 100	Grade Point
Outstanding	'O'	90-100	10
Excellent	'A+'	80-89	9
Very Good	'A'	70-79	8
Good	'B+'	60-69	7
Above Average	'B'	50-59	6
Fair	'C'	45-49	5
Pass	'D'	33-44	4
Failed	'F'	Below 33	0
Absent	'AB'	00	0
Malpractice	'M'	00	0

Qualification	Grade	Mark Secured from 100	Grade Point	Classification for Hons.	Classification for Pass
Outstanding	'O'	90-100	10	First Class Hons.	Pass
Excellent	'A+'	80-89	9		
Very Good	'A'	70-79	8		
Good	'B+'	60-69	7		
Above average	‘B’	50-59	6	Second Class Hons.	
Fair	'C'	45-49	5		
Pass	'D'	33-44	4	Pass without Hons.	
Failed	'F'	Below 33	0		Fail
Absent	‘AB’	00	0		Fail
Malpractice	‘M’	00	0		MP

N.B. A Candidate has to secure 33% or above to pass in each of the Papers.

- The candidate obtaining Grade-F is considered failed and will be required to clear the back paper(s) in the two subsequent examinations within the stipulated time.
- The candidate securing 'C' Grade and above in Core papers (Hons) papers in aggregate will be awarded Honours.
- For candidate in Honours Course securing 'B' Grade and above in aggregate in first appearance in other than Core papers will be awarded Distinction.
- For candidates in Pass (General) course securing 'B' Grade and above in aggregate in first appearance in all papers will be awarded Distinction.
- FAIL/MP/HARD CASE and back paper clearance candidates in any semester examinations are not eligible for awarded of Distinction.

8.2 A student's level of competence shall be categorized by a GRADE POINT AVERAGE to be specified as :

SGPA- Semester Grade Point Average

CGPA- Cumulative Grade Point Average

(a) POINT - Integer equivalent of each letter grade

(b) CREDIT - Integer signifying the relative emphasis of individual course item(s) in a semester as indicated by the Course structure and syllabus.

CREDIT POINT - (b) X (a) for each course item

CREDIT INDEX - $\sum \text{CREDIT POINT}$ of course items in each

Semester GRADE POINT AVERAGE = $\frac{\text{CREDIT INDEX}}{\sum \text{CREDIT}}$

SEMESTER GRADE POINT AVERAGE (SGPA) =

Semester $\frac{\text{CREDIT INDEX}}{\sum \text{CREDIT}}$ for each

CUMULATIVE GRADE POINT AVERAGE (CGPA) =

$\frac{\text{CREDIT INDEX}}{\sum \text{CREDIT}}$ of all previous Semester up to the 6th Semester

8.4 Paper Type, Subject, Credit, Grade, SGPA & CGPA in the last semester Result shall be reflected in the Grade Sheet.

8.5 The details of grading system shall be printed on the backside of University Mark-sheet.

8.6 Formula for Equivalent Percentage of Marks:

This University follows seven point grading system Cumulative Grade Point Average (CGPA) on base of 10 and the University does not award marks, nor class/division to a student at the semester or degree level as per Academic Regulation of the University.

The following formula may be used by the concerned organization/individual at their discretion to obtain the equivalent percentage of marks for the CGPA awarded to the students of this University.

$$\text{Equivalent Percentage of Mark} = (\text{CGPA} - 0.50) \times 10$$

9. REPEAT EXAMINATION

9.1 A student has to clear back paper(s) (if failed) by appearing at subsequent respective semester examinations within six years from the year/session of admission.

9.2 A student may appear in improvement (having passed in that paper) in any number of papers ONLY ONCE in the subsequent corresponding semester examination within four year.

10. HARD CASE RULE:

10.1 2% of grace mark subject to maximum of 5 (five) marks in single paper shall be given to pass in a semester. This shall be applicable in each semester.

(* maximum 8 mark out of total 400 and 10 mark out of 500 per Semester)

10.2 Maximum 0.5 (point five percent) grace mark (2 marks) can be given for award of 'C' Grade in 6th semester in aggregate of Hons. papers (Core). This will's affects the distinction of the candidates. Provided the candidate has not availed grace mark under Clause-10.1.

10.3 Maximum 0.5 (point five percent) grace mark (2 marks) can be given for award of 'B+' Grade in 6th semester in aggregate of Hons. papers (Core). This will's affects the distinction of the candidates. Provided the candidate has not availed grace mark under Clause-10.1.

11. EXAMINATION QUESTION PATTERN

11.1 The duration of end semester examination as reflected in Sl. No.5 above.

11.2 For subject without having practical full marks are 100 per paper out of which 20 marks are allotted for Mid-Semester Examination (Internal) and 80 marks for end semester examination.

- The question papers shall be divided into two parts such as Group-A & Group-B.
- Group- A will carry 10 short questions of two marks each .The answer should be within two sentences.
- There shall be 5 long type questions in Group –B with one alternative each have to be attempted and all questions shall be of equal value (5X 12 marks).

11.3 For subject with practical full marks are 100 per paper out of which 20 marks is allotted for Mid- Semester Examination, 50 is for End Semester Examination and 30 is for practical.

- The question papers shall be divided into two parts such as Group-A & Group-B.
- Group- A will carry 10 short questions of one mark each. The answer should be within two sentences.
- There shall be 5 long-type questions with one alternative each have to be attempted for subjects having practical. The questions shall be of equal value (5 x 8 Marks)
- Practical will carry 30 marks out of which 10 will be for records.

11.4 Each Dept shall have a designated Teacher in-charge of Examination to be decided by the Principal in addition to the Controller of Examinations of the College (applicable to autonomous colleges).

11.5 Suitable modifications may be made by the Autonomous Colleges keeping in view the UGC Guideline for Autonomous Colleges, University Guidelines from time to time and State Govt. Guidelines from time to time.

12. MINIMUM PERCENTAGE AND MARKS TO BE OBTAINED FOR PASS:

A. Paper Without Practical :

Mid Term	Term End	Pass Mark Term End	Total	Paper Pass Mark
20	80	33% out of 80 (i.e. 26 marks)	100	33% out of 100 By taking both components (i.e. Mid-Term + End Term Exam.)

- Term End (University Examinations) Total Mark: 80, 33% out of 80 (i.e. 26 mark)
- Total Mark: 100 (33% out of 100)
- No Pass mark for Mid Term Exam. A student has to appear the Mid Term Exam. Securing AB in Mid
- Term exam student declare fail in that paper though he/she score passing mark in theory paper.

B. Paper With Practical :

Mid Term	Term End				Total	Paper Pass Mark
	A-Theory	Pass Mark A-Theory	B-Practical	Pass Mark B-Practical		
20	50	33% out of 50 (i.e. 17 mark)	30	40% out of 30 (i.e. 12 mark)	100	33% out of 100 By taking (i.e. Mid-Term + End Term Exam + Practical)

- Term End (University Examinations) Total Mark: 50, 33% out of Total Mark(i.e. 17 mark)
- Minimum pass mark for practical paper is 40%.
- Total Mark: 100 (33% out of 100)
- No Pass mark for Mid Term Exam. A student has to appear the Mid Term Exam. Securing AB in Mid Term exam student declare fail in that paper though he/she score passing mark in theory paper.

NB: In order to clear a Semester examination a candidate is required to pass in all theory & practical papers/project component of the said semester.

13. EVALUATION RESPONSIBILITY

- (a) The Examiner is solely responsible for evaluation of Mid-Term, Practical and End-Term Examinations. He/She is also responsible for maintaining all records to justify his/her evaluation scheme and marks thereof.
- (b) Neither the Principal nor the Management shall have right to change the Mid-Term marks assigned by a teacher. However, if the Principal is convinced that the Mid-Term marks assigned by a teacher are biased, he/she shall appoint a committee where the teacher concerned will be a member for review. The decision of the committee shall be final and binding. The decision with the revised marks shall be sent to the University for Necessary Action.

14. DISCIPLINARY ACTION (EXAMINATIONS)

- (1) A student found resorting to malpractice (unfair means adopted) in the examination hall during University Examination as reported by the Invigilator/Supervisor/Squad Member
 - Will be awarded "M" grade having 0(zero) Grade Point in that paper and he/she will be warned by the University with a copy to the parents/guardians or a notice in the official website of the University.
- (2) A student adopting malpractice and showing an indiscipline behavior in the examination hall
 - Will be awarded "M" grade having 0(zero) Grade Point in that paper and he/she will be warned by the University with a copy to the parents/guardians or a notice in the official website of the University.
- (3) A student found adopting malpractice in more than one papers in a Semester/Trimester/Special Examination
 - Will be awarded "M" Grade with 0 (zero) Grade Point in all the papers of that Semester/Trimester/Special Examination; he/she will be warned by the University with a copy to the parents/guardians or a notice in the official website of the University.
- (4) A student adopting malpractice (as defined in earlier clauses) once again in the subsequent semester examinations inspite of the warning issued previously
 - Will be awarded "M" grade having 0(zero) Grade Point in all the papers of that examination and will be expelled from the college for one year

- (5) A student found violating the Examination Code of Conduct
[Which includes:
- Use of programmable calculators, mobile phones/smart watch (even in switch off mode), document or any electronic devices having memory chips.
 - Leaving the Examination Hall within the first hour from the commencement of the examination.
 - Talking to other examinees in the Examination Hall.
 - Trying to give any help to others or trying to seek any help from others inside or outside the Examination Hall]
 - Will be expelled from the Examination in that paper and will be awarded “M” grade having 0(zero) Grade Point in that paper; he/she will be warned by the university with a copy to the parents/guardians or a notice in the official website of the University.
 - A student found repeating the “Violation of Code of Conduct” will be awarded “M” grade with 0(zero) Grade Point in all the papers of that semester and will not be permitted to appear at the subsequent examinations of that semester.
- (6) A student indulging in the misconduct in the examination hall
[Which includes:
- Using question papers and/or answer scripts for communicating with fellow examinee.
 - Exchange of question papers and answer scripts (with other examinees/outside).
 - Writing answers in question papers.
 - Writing obscene or filthy languages in answer scripts.
 - Writing derogatory remarks.
 - And taking away the answer scripts or any examination materials/papers to the outside of the examination hall without intimation/permission from the concerned authority of the examination.
 - Any remarks, requests or irrelevant issues in answer scripts]
 - Will be awarded “M” grade having 0(zero) Grade Point in all the papers of that examination and will be expelled from the college for one year.
- (7) Any student found man-handling/threatening the officers/staff connected with the officers/staff connected with the examinations (Invigilator, Centre Superintendent, Supervisors, Principal, Members of Flying squad, etc.)
- Will be awarded “M” grade having 0(zero) Grade Point in all the papers of that Examination and will be expelled from the college for one year.
 - Other disciplinary actions as deemed fit (including FIR to police) would be initiated by the University/college.

(8) Any student found damaging the property of the staff/officers/institution connected with the examinations

- Will be awarded “M” grade having 0(zero) Grade point in all the paper of that Examination and will be expelled from the college for one year.
- Will be obliged to provide compensation for the damage as assessed by the college/University or individual as the case may be.

15. RE-TOTALLING/RE-CHECKING AT UN-EVALUATED PORTION

(A) A Student may apply through his/her college for Re-totalling/Re-Checking of a paper within 45 calendar days from the date of publication of the results in each Semester. However, evaluation will be done for un-evaluated answers, if any.

(B) There will be no re-evaluation process of the Answer Script

16. GRADE SHEET

At the end of 6 (six) Semester, a Grade sheet shall be made available to each student as per Clause 8.1. However, if a student requires additional copies, he/she should apply through the college with prescribed fees. Provisional Grade sheets for each semester will be sent to the Colleges through online. The final Grade sheets for each semester along with provisional certificate will be provided by the University at the end of the course i.e. after 6th Semester Examination.

17. DUPLICATE UNIVERSITY REGISTRATION CARD

A student is issued University Registration Card at the time of admission. University Registration number continues to be his/her Registration number for all examinations during his/her tenure of study. This card is also essential for admission of the student to a college and his/her eligibility to attend classes in a college. This is an IMPORTANT document and the student must possess it throughout his/her course at the University.

In the event of a student loosing his/her University Registration Card, he/she should immediately lodge a FIR in the nearest Police Station. He/She should apply through the College for issue of duplicate Registration Card with a prescribed fee. The application form will be available in the University counter. The application form must accompany a copy of FIR and prescribed fee and the same should be sent to the Controller of Examination, Utkal University by Speed Post/Registered Post.



Syndicate Bank, DDCE Campus Branch

Regulations for MBA Programme (DISTANCE & EVENING)

1. ELIGIBILITY

- 1.1. Bachelor Degree in Commerce/ Arts/ Science/ Business Administration/ Engineering/ Pharmacy or Equivalent from a University.
- 1.2. CLC Requirement shall not be insisted upon for students pursuing the course under distance mode provided required information is available.

2. DURATION

- 2.1 Two years of four semesters in toto.
- 2.2 Odd semester is from June to December (i.e., 1st & 3rd semester). The examination shall be held normally in the month of November - December.
- 2.3 Even semester is from January to June (i.e., 2nd & 4th semester). The examination shall be held normally in the month of May - June.
- 2.4 A student would be required to complete the course within five academic years from the date of admission.
- 2.5 A student may opt for fast track of completing all the four semester in one year provided s/he has at least 2 (two) years industry / organisational experience and has passed a PG Diploma course in Management from a University or holds a PGDBM certificate from an AICTE approved institute or from IIM(s), XLRI and XIMB

3. CONTACT HOUR

- 3.1 Under face to face Programme
 - 2 credit points :- 20 hours,
 - 3 credit points :- 30 hours,
 - 4 credit points :- 40 hours,
- 3.2 Under Distance Mode
 - 2 credit points :- 10 hours,
 - 3 credit points :- 15 hours,
 - 4 credit points :- 20 hours,

4. GRADING SYSTEM

Grade		Mark Secured from 100	Points
Outstanding	'O'	100-90	10
Excellent	'E'	89-80	9
Very Good	'A'	79-70	8
Good	'B'	69-60	7
Fair	'C'	59-50	6
Pass	'D'	49-36	5
Failed	'F'	Below 36	0

N.B. A Candidate is required to obtain at least 36% / Grade D in each theory paper/ Project / practical / viva / assignment etc. and in aggregate in order to pass the University Examination.

4.2 A transitory letter grade I (carrying points 2) shall be introduced for cases where the results are incomplete. This grade shall automatically be converted into appropriate grade(s) as and when the results are complete.

4.3 A student's level of competence shall be categorized by a GRADE POINT AVERAGE to be specified as:

SGPA - Semester Grade Point Average

CGPA - Cumulative Grade Point Average

(a) **POINT** - Integer equivalent of each letter grade

(b) **CREDIT** - Integer signifying the relative emphasis of individual course item(s) in a semester as indicated by the Course structure and syllabus.

CREDIT POINT - (b) X (a) for each course item

CREDIT INDEX - $\sum \text{CREDIT POINT}$ of course items in

GRADE POINT AVERAGE = $\frac{\text{CREDIT INDEX}}{\sum \text{CREDIT}}$

SEMESTER GRADE POINT AVERAGE (SGPA) =

$\frac{\text{CREDIT INDEX}}{\sum \text{CREDIT}}$ for a

CUMULATIVE GRADE POINT AVERAGE (CGPA) =

$\frac{\text{CREDIT INDEX}}{\sum \text{CREDIT}}$ of all previous Semester up to a Semester

4.4 In addition to the points marks/percentage would also be awarded and shall also be reflected in the Mark Sheet.

4.5 The details of grading system under class 4.1 to 4.4 shall be printed on the backside of University Mark-sheet.

5. REPEAT AND IMPROVEMENT

5.1 A student has to clear back papers (i.e., in the paper/papers one has failed) by appearing at subsequent two semester examinations.

5.2 A student may appear a paper as improvement (repeat) in any number of papers in the immediate subsequent examination. Only one chance can be availed. The higher mark of the two chance (i.e., first and the improvement) shall be valid.

6. HARD CASE RULE

6.1 2% of grace mark on the aggregate mark subject to maximum of 5 (five) marks in single paper shall be given. This shall be applicable in each semester.

7. UNIVERSITY EXAM / PRACTICAL EXAM MARK DISTRIBUTION

7.1 Semester end University Examination shall be of 100 marks for all papers.

7.2 Distribution of marks and duration of examinations.

Paper	University exam		Practical exam		Assignment exam		Total	
	Mark	Duration	Mark	Duration	Mark	Duration	Mark	Duration
Theory Paper	70	3 hours	--	--	30	1 hours	100	4 hours
Theory With Practical Paper	50	2 hours	20	1 hours	30	1 hours	100	4 hours

8. UNIVERSITY EXAMINATION QUESTION PATTERN

8.1 There shall be three types of questions – Essay/Descriptive, short answer & very short answer.

The following shall be the distribution for papers carry 70 marks theory exam.

- a. Three essay type carrying 12 marks out of five is to be answered. Model answers should be between 700 - 1000 words.
- b. Three short type questions carrying 8 marks out of five is to be answered. Model answers should be between 500 - 700 words.
- c. Two very short type questions carrying 5 marks out of four is to be answered. Model answers should be between 300 - 500 words.

The following shall be the distribution for papers carry 30 marks assignment exam.

- a. Two essay type carrying 15 marks out of five is to be answered. Model answers should be between 700 - 1000 words.

8.2 Distribution of marks for theory papers carrying 50 marks

- a. Two essay type carrying 12 marks out of four is to be answered. Model answers should be between 700 - 1000 words.
- b. Two short type questions carrying 8 marks out of three are to be answered. Model answers should be between 500 - 700 words.
- c. Two very short type questions carrying 5 marks out of four is to be answered. Model answers should be between 300 - 500 words.

9. COMMON QUESTIONS

Common question papers shall be set for common papers for MBA & All P.G. Diplomas. Common examination will be held.

10. Students admitted into P.G. Diploma Course and completing the course in the same academic year may get admitted into MBA in the next academic session. Such students shall enjoy waiver for the papers completed under P.G. Diploma course. This up-gradation shall be allowed within one year only. For example students admitted in 2017-18 academic session into P.G. Diploma courses have the choice of upgrading to MBA course in 2018-2019 academic session only. The marks secured in P.G. Diploma Examination shall be transferred to MBA Examination for respective common papers.
11. In case of P.G. Dept. M.S. Law College the teacher offering the course shall be responsible completely for the evaluation (setting papers, conducting unit test, term end test, seminars, presentation, guidance of dissertations and projects etc.).
12. The Departmental Teacher Council, Teacher Council of P.G. Dept. of Law & M.S. Law College and teacher Council of DDCE along with concerned Heads of P.G. Depts. of the University shall act as the Board of Study for the courses offered. They may invite external members.
13. Each Dept shall have a designated Teacher in-charge of Examination to be decided by the Head, Principal, or Director as the case may be.

14. The Evaluation would be sole responsibility of Teacher offering the course (i.e. setting& evaluating for Unit test / Quiz / Presentation or Seminar term end / Practical / Dissertation / Project etc.)
15. The Dept. Law College, DDCE shall prepare the result and handover the same (Tabulation Register.) to Controller of Examinations (both soft & hard) for preparation of certificates and mark sheets. The Head of the Dept. / Principal, Director may issue Mark sheet cum Provisional result sheet to the candidates.
16. Suitable modifications may be made for P.G. Courses offered by the DDCE, Utkal University under approval of its Advisory Council and the Vice Chancellor.

Regulations for IMBA/BBA Programme

1. Eligibility :

- 1.1. +2/ Equivalent.

2. Duration :

- 2.1. For BBA- Three years(six semester)
For IMBA- (ten Semester)
- 2.2. Odd semester is from June to December (i.e. 1st, 3rd, 5th, 7th, 9th, semester). The examination shall be held in tentatively the month of December.
- 2.3. Even semester is from January to May (i.e. 2nd, 4th, 6th, 8th, 10th semester). The examination shall be held in tentatively the month of June.
- 2.4. A student would be required to complete the course within nine academic years from the date of admission.

3. CONTACT HOUR

3.1 Under face to face Programme

- 2 credit points :- 20 hours,
- 3 credit points :- 30 hours,
- 4 credit points :- 40 hours,

3.2 Under Distance Mode

- 2 credit points :- 10 hours,
- 3 credit points :- 15 hours,
- 4 credit points :- 20 hours,

4. GRADING SYSTEM

Grade		Mark Secured from 100	Points
Outstanding	'O'	100-90	10
Excellent	'E'	89-80	9
Very Good	'A'	79-70	8
Good	'B'	69-60	7
Fair	'C'	59-50	6
Pass	'D'	49-36	5
Failed	'F'	Below 36	0

N.B. A Candidate is required to obtain at least 36% / Grade D in each theory paper/ Project / practical / viva / assignment etc. and in aggregate in order to pass the University Examination.

4.2. A transitory letter grade I (carrying points 2) shall be introduced for cases where the results are incomplete. This grade shall automatically be converted into appropriate grade(s) as and when the results are complete.

4.3 A student's level of competence shall be categorized by a GRADE POINT AVERAGE to be specified as :

SGPA - Semester Grade Point Average

CGPA - Cumulative Grade Point Average

(a) **POINT** - Integer equivalent of each letter grade

(b) **CREDIT** - Integer signifying the relative emphasis of individual course item(s) in a semester as indicated by the Course structure and syllabus.

CREDIT POINT - (b) X (a) for each course item

CREDIT INDEX - $\sum \text{CREDIT POINT}$ of course items in

GRADE POINT AVERAGE = $\frac{\text{CREDIT INDEX}}{\sum \text{CREDIT}}$

SEMESTER GRADE POINT AVERAGE (SGPA) = $\frac{\text{CREDIT INDEX}}{\sum \text{CREDIT}}$ for a

CUMULATIVE GRADE POINT AVERAGE (CGPA) =

$\frac{\text{CREDIT INDEX}}{\sum \text{CREDIT}}$ of all previous Semester up to a Semester

4.4 In additions to the points marks/ percentage would also be awarded and shall also be reflected in the Mark Sheet.

4.5 The details of grading system under class 4.1 to 4.4 shall be printed on the backside of University Mark- Sheet.

4.6 In addition to the points marks/ percentage would also be awarded and shall also be reflected in the Mark Sheet.

4.7 After successfully completion of the first six semester examination students would awarded Bachelor Degree in Business Administration. In addition to grade specified at para 4.1 Class/ Division shall be awarded at BBA

Level as follows :

36% and above but less than 45%	Pass without Hons.
45% and above but less than 50%	2nd Class Hons.
50% and above but less than 60%	2nd Class with Distinction
60% and above	1st Class Hons. With Distinction.

(However in case Distinction student has to secure the above average percentage of mark in the six semesters in one/ first chance.

5. Repeat and Improvement :

5.1 A student has to clear back papers (i.e. in paper/ papers one has failed) by appearing at subsequent three semester examinations.

5.2 A student may appear improvement in any paper/ papers in the immediate subsequent examination. Only one chance can be availed. The higher mark of the two chances (i.e. first and the improvement) shall be valid.

6. Hard Case Rule :

2% of grace mark on the aggregate mark subject to maximum of (three) marks in single paper taking aggregate as a subject shall be given. This shall be applicable in each semester.

7. In case of P.G. Dept. M.S. Law College the teacher offering the course shall be responsible completely for the evaluation (setting papers, Conducting unit tests, term end test, seminars, presentation, guidance of dissertations and projects etc.)
8. The Departmental Teacher Council Teacher Council P.G. Law Dept. of Law & M.S. Law college and teacher Council of DDCE along with concerned Heads of P.G. Depts. Of the University shall acts as the Board of Study for the courses offered. They may invite external members.
9. Each Dept shall have a designated Teacher in- charge of examination to be decided by the Head, principal, or director as the case may be.
10. The evaluation may be sole responsibility of Teacher offering the course (i.e. setting and evaluating for Unit test/ Quiz/ Presentation or Seminar term end/ Practical/ Dissertation/ project etc.)
11. The Dept. Law College, DDCE shall prepare the result and handover the same (Tabulation Register) to Controller of examinations (both soft & hard) for preparation of certificates and mark sheets. The Head Of Dept. / Principal, Director may issue Mark Sheet cum Provisional result sheet to the candidates.
12. Suitable modifications may be made for P.G. Courses offered by the DDCE, Utkal University under approval of its Advisory Council and the Vice Chancellor.

Regulations for P.G Diploma Programme

- ❖ Post Graduate Diploma in Human Resources Management(PGDHRM)
- ❖ Post Graduate Diploma in Financial Management(PGDFM)
- ❖ Post Graduate Diploma in Marketing Management(PGDMM)
- ❖ Post Graduate Diploma in Dietetics and Nutrition Management(PGDD&NM)
- ❖ Post Graduate Diploma in Tour and Travel Management(PGDT&TM)
- ❖ Post Graduate Diploma in Production and Operation Management(PGDP&OM)
- ❖ Post Graduate Diploma in Agri Business Management(PGDABM)
- ❖ Post Graduate Diploma in Public Policy Management(PGDPPM)

&

- ❖ Post Graduate Diploma in Banking and Insurance Management(PGDB&IM) (Face to Face Mode)

1. ELIGIBILITY

- 1.1. Bachelor Degree in Commerce/ Arts/ Science/ Business Administration/ Engineering/ Pharmacy or Equivalent from a University.
- 1.2 A student may concurrently pursue any of the PG Diploma Courses with any other courses on regular mode. In such cases CLC shall not be insisted upon.

2. DURATION

- 2.1 One year of two semester in toto.
- 2.2 Odd semester is from June to December (i.e., 1st semester). The examination shall be held normally in the month of November - December.
- 2.3 Even semester is from January to June (i.e., 2nd semester). The examination shall be held normally in the month of May - June.
- 2.4 A student would be required to complete the course within three academic years from the date of admission.

3. CONTACT HOUR

- 3.1 Under face to face Programme
 - 2 credit points :- 20 hours,
 - 3 credit points :- 30 hours,
 - 4 credit points :- 40 hours,
- 3.2 Under Distance Mode
 - 2 credit points :- 10 hours,
 - 3 credit points :- 15 hours,
 - 4 credit points :- 20 hours,

4. GRADING SYSTEM

Grade		Mark Secured from 100	Points
Outstanding	'O'	100-90	10
Excellent	'E'	89-80	9
Very Good	'A'	79-70	8
Good	'B'	69-60	7
Fair	'C'	59-50	6
Pass	'D'	49-36	5
Failed	'F'	Below 36	0

- N.B. A Candidate is required to obtain at least 36% / Grade D in each theory paper/ Project / practical / viva / assignment etc. and in aggregate in order to pass the University Examination.
- 4.2 A transitory letter grade I (carrying points 2) shall be introduced for cases where the results are incomplete. This grade shall automatically be converted into appropriate grade(s) as and when the results are complete.
 - 4.3 A student's level of competence shall be categorized by a GRADE POINT AVERAGE to be specified as :

SGPA - Semester Grade Point Average

CGPA - Cumulative Grade Point Average

(a) **POINT** - Integer equivalent of each letter grade

(b) **CREDIT** - Integer signifying the relative emphasis of individual course item(s) in a semester as indicated by the Course structure and syllabus.

CREDIT POINT - (b) X (a) for each course item

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CUMULATIVE GRADE POINT AVERAGE (CGPA) =

$\frac{\text{CREDIT INDEX}}{\sum \text{CREDIT}}$ of all previous Semester up to a Semester

4.4 In addition to the points marks/percentage would also be awarded and shall also be reflected in the Mark Sheet.

5. REPEAT AND IMPROVEMENT

5.1 A student has to clear back papers (i.e., in the paper/papers one has failed) by appearing at subsequent two semester examinations.

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6. HARD CASE RULE

6.1 2% of grace mark on the aggregate mark subject to maximum of 5 (five) marks in single paper shall be given. This shall be applicable in each semester.

7. UNIVERSITY EXAM / PRACTICAL EXAM MARK DISTRIBUTION

7.1 Semester end University Examination shall be of 100 marks for all papers.

7.2 Distribution of marks and duration of examinations.

Paper	University exam		Practical exam		Assignment exam		Total	
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Theory With Practical Paper	50	2 hours	20	1 hours	30	1 hours	100	4 hours

8. UNIVERSITY EXAMINATION QUESTION PATTERN

8.1 There shall be three types of questions – Essay/Descriptive, short answer & very short answer.

The following shall be the distribution for papers carry 70 marks theory exam.

- a. Three essay type carrying 12 marks out of five is to be answered. Model answers should be between 700 - 1000 words.
- b. Three short type questions carrying 8 marks out of five is to be answered. Model answers should be between 500 - 700 words.
- c. Two very short type questions carrying 5 marks out of four is to be answered. Model answers should be between 300 - 500 words.

The following shall be the distribution for papers carry 30 marks assignment exam.

- a. Two essay type carrying 15 marks out of five is to be answered. Model answers should be between 700 - 1000 words.

9. COMMON QUESTIONS

Common question papers shall be set for common papers for MBA & All P.G. Diplomas. Common examination will be held.

10. Students admitted into P.G. Diploma Course and completing the course in the same academic year may get admitted into MBA in the next academic session. Such students shall enjoy waiver for the papers completed under P.G. Diploma course. This up-gradation shall be allowed within one year only. For example students admitted in 20017-18 academic session into P.G. Diploma courses have the choice of upgrading to MBA course in 2018-2019 academic session only. The marks secured in P.G. Diploma Examination shall be transferred to MBA Examination for respective common papers.
11. In case of P.G. Dept. M.S. Law College the teacher offering the course shall be responsible completely for the evaluation (setting papers, conducting unit test, term end test, seminars, presentation, guidance of dissertations and projects etc.).
12. The Departmental Teacher Council, Teacher Council of P.G. Dept. of Law & M.S. Law College and teacher Council of DDCE along with concerned Heads of P.G. Depts. of the University shall act as the Board of Study for the courses offered. They may invite external members.
13. Each Dept shall have a designated Teacher in-charge of Examination to be decided by the Head, Principal, or Director as the case may be.
14. The Evaluation would be sole responsibility of Teacher offering the course (i.e. setting & evaluating for Unit test / Quiz / Presentation or Seminar term end / Practical / Dissertation / Project etc.)
15. The Dept. Law College, DDCE shall prepare the result and handover the same (Tabulation Register.) to Controller of Examinations (both soft & hard) for preparation of certificates and mark sheets. The Head of the Dept. / Principal, Director may issue Mark sheet cum Provisional result sheet to the candidates.
16. Suitable modifications may be made for P.G. Courses offered by the DDCE, Utkal University under approval of its Advisory Council and the Vice Chancellor.

Master of Computer Application (3 Yr) Course Code – 20304
Master of Computer Application (2 Yr) Course Code – 20704
Master of Science in Computer Science Course Code – 20312
Master of Science in Information Technology Course Code – 20313
Master of Science in Information Technology & Management Course
Code – 20314

UNDER CBCS (With effect from 2014)

WE DO NOT PROVIDE ANY PLACEMENT ASSISTANCE. STUDENTS GET EMPLOYED THROUGH SELF INITIATIVES.

Course Structure

EFFECTIVE FROM 2014 – 15 ACADEMIC SESSIONS IN REGULAR MODE

FIRST SEMESTER (9 Papers)

PAPER	SUBJECT	FULL MARK	L – T – P	CREDIT
CS 1.1	Introduction to Information Technology	100	3-1- 0	4
CS 1.2	Programming Logic & C Programming	100	3-1- 0	4
CS 1.3	Discrete Mathematics	100	3-1- 0	4
CS 1.4	Probability & Statistics	100	3-1- 0	4
<i>Any two from followings (CS 1.5 & CS 1.6)</i>				
1.	Accounting & Financial Management	100	3-1- 0	4
2.	Principles of Management	100	3-1- 0	4
3.	Business & Communicative English	100	3-1- 0	4
4.	Editing Skills	100	3-1- 0	4
CS 1.7	Practical - I	50	0-0-6	4
CS 1.8	Practical - II	50	0-0-6	4
CS 1.9	Practical - III	50	0-0-6	4

TOTAL 750

36

SECOND SEMESTER (9 Papers)

PAPER	SUBJECT	FULL MARK	L – T – P	CREDIT
CS 2.1	DATA STRUCTURE	100	3-1- 0	4
CS 2.2	Digital circuit & Logic Design	100	3-1- 0	4
CS 2.3	Object Oriented Programming using C++	100	3-1- 0	4
CS 2.4	Quantitative Techniques	100	3-1- 0	4
CS 2.5	Numerical Analysis	100	3-1- 0	4
<i>Any One from followings (CS 2.6)</i>				
1.	Organisational Behaviour	100	3-1- 0	4
2.	Business Economics	100	3-1- 0	4
3.	Marketing Management	100	3-1- 0	4
CS 2.7	Practical - I	50	0-0-6	4
CS 2.8	Practical - II	50	0-0-6	4
CS 2.9	Practical - III	50	0-0-6	4

TOTAL 750

36

THIRD SEMESTER (9 Papers)

PAPER	SUBJECT	FULL MARK	L – T – P	CREDIT
CS 3.1	Operating System	100	3-1- 0	4
CS 3.2	Data Communication & Computer Networks	100	3-1- 0	4
CS 3.3	Microprocessor & Assembly Language Programming	100	3-1- 0	4
CS 3.4	Database Management System	100	3-1- 0	4
CS 3.5	Computer Architecture	100	3-1- 0	4
CS 3.6	Theory of Computation	100	3-1- 0	4
CS 3.7	Practical - I	50	0-0-6	4
CS 3.8	Practical - II	50	0-0-6	4
CS 3.9	Practical - III	50	0-0-6	4
TOTAL		750		36

FOURTH SEMESTER (9 Papers)

PAPER	SUBJECT	FULL MARK	L – T – P	CREDIT
CS 4.1	Software Engineering	100	3-1- 0	4
CS 4.2	Artificial Intelligence	100	3-1- 0	4
CS 4.3	Internet & Java Programming	100	3-1- 0	4
CS 4.4	Computer Graphics	100	3-1- 0	4
CS 4.5	Combinatorics & Graph Theory			
CS 4.6	Advance Computer Network	100	3-1- 0	4
CS 4.7	Practical - I	50	0-0-6	4
CS 4.8	Practical - II	50	0-0-6	4
CS 4.9	Practical - III	50	0-0-6	4
TOTAL		750		36

FIFTH SEMESTER (9 Papers)

PAPER	SUBJECT	FULL MARK	L – T – P	CREDIT
CS 5.1	Data mining & Data Warehousing	100	3-1- 0	4
CS 5.2	Analysis & Design of Algorithms	100	3-1- 0	4
CS 5.3	Compiler Design	100	3-1- 0	4
For MCA Students (CS 5.4, CS 5.5, CS 5.6) (Any Three from the followings)				
1.	Distributed Systems	100	3-1- 0	4
2.	Parallel Computing	100	3-1- 0	4
3.	Digital Image Processing	100	3-1- 0	4
4.	Computer Network Security	100	3-1- 0	4
5.	Web Engineering	100	3-1- 0	4
For M.Sc. (Computer Science) Students (CS 5.4, CS 5.5, CS 5.6) (Any Three from the followings)				
1.	Real time Systems	100	3-1- 0	4
2.	Soft Computing	100	3-1- 0	4
3.	Client Server Computing	100	3-1- 0	4
4.	Computer Vision	100	3-1- 0	4
5.	Bioinformatics	100	3-1- 0	4

For MIT / M.Sc. (IT / ITM) Students (CS 5.4, CS 5.5, CS 5.6) (Any Three from the followings)				
1.	Computer Network Security	100	3-1- 0	4
2.	Embedded System	100	3-1- 0	4
3.	Cloud Computing	100	3-1- 0	4
4.	Mobile Computing	100	3-1- 0	4
5.	Pattern Recognition	100	3-1- 0	4
CS 5.7	Practical - I	50	0-0-6	4
CS 5.8	Practical - II	50	0-0-6	4
CS 5.9	Practical - III	50	0-0-6	4
CS 5.10	Pre Placement Techniques (Non Credit)			
TOTAL		750		36

SIXTH SEMESTER (PROJECT WORK FOR 16 WEEKS**)

PAPER	SUBJECT	FULL MARK	L – T – P	CREDIT
CS 6.1	Grand Viva	100		4
	Dissertation / Project & Presentation	300		8
TOTAL		400		12

**There will be a 16 weeks project work to be undertaken by the students in any Industry / Institution . At the end of the project there will an evaluation of the project for 12 credits by an External & Internal Examiner .

Those who have not passed Mathematics / Statistics at +2 Level have to pass a Bridge Course consisting of two +2 Level Mathematics Course (Non Credit).

BRIDGE COURSE

PAPER	SUBJECT	FULL MARK	L – T – P	CREDIT
CS B.1	Mathematical Foundation for Computer Science - I	100	40 Hours	
CS B.2	Mathematical Foundation for Computer Science - II	100	40 Hours	

The examination for the above Non Credit papers shall be conducted during first and / or second semester of MCA Programme.



(Flower Decoration at DDCE, Utkal University)

Model Regulation for Post Graduate Programme DDCE

UNDER CBCS (WITH EFFECT FROM 2017)

1. DURATION

- 1.1 At least two years of four semester in toto. In case of professional courses the duration may be more.
- 1.2 Odd semester is from June to December (i.e., 1st & 3rd semester). The examination shall be held normally in the month of November - December.
- 1.3 Even semester is from January to June (i.e., 2nd & 4th semester). The examination shall be held normally in the month of May - June.
- 1.4 A student would be required to complete the course within five academic years from the date of admission.

2. CREDIT DISTRIBUTION

A. THEORY PAPER

Teaching Hours	Students input outside class	Credit Point
40 hours	80-100 hours	4
30 hours	40-60 hours	3
20 hours	20-40 hours	1

B. PRACTICAL PAPERS

Teaching Hours	Students input outside class	Credit Point
40 hours	30-40 hours	3
30 hours	20-30 hours	2
20 hours	10-20 hours	1

C. DISSERTATION PAPER

Contact hour with the teacher	Students input outside class	Credit Point
20 hours	100 or more hours	4

D. SEMESTER- 90 DAYS OF TEACHING AND EVALUATION

E. Minimum Credit Point required for Post Graduate Degree – 72

F. DISTRIBUTION OF CREDIT POINTS

Hard core course	Core Elective Courses	Allied Elective Courses	Free Elective Courses	Audit Courses
32	16	16	08	16

- **Hard core courses** are to be pursued from the P.G. Department where a student has taken admission (Compulsory courses)
- **Core Elective Courses** are to be pursued from the P.G. Department where a student has taken admission (Special Paper course)
- **Allied Elective courses** can be pursued from allied department. Each P.G. Department would prepare the list of allied departments.
- **Free Elective** courses can be pursued in any P.G. Department or from DDCE, University Law College or such other educational institution to be decided by the P.G. Council. The student may pursue such course in his own department also.

- **Audit courses** are those which the student pursues under any department without opting to go through any examination in any P.G. Department or from DDCE, University Law College or such other educational institution to be decided by the P.G. Council. No credit would be awarded for audit courses. However the certificate shall specify course completion. In case the student opts to go through examination process credit shall be assigned, but shall not be taken into account for awarding cumulative grade point average.

3.1 GRADING SYSTEM

Grade		Mark Secured from 100	Points
Outstanding	'O'	100-90	10
Excellent	'E'	89-80	9
Very Good	'A'	79-70	8
Good	'B'	69-60	7
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N.B. A Candidate is required to obtain at least 36% / Grade D in each theory paper/ Project / practical / viva / assignment etc. and in aggregate in order to pass the University Examination.

- 3.2 A transitory letter grade I (carrying points 2) shall be introduced for cases where the results are incomplete. This grade shall automatically be converted into appropriate grade(s) as and when the results are complete.
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- (a) **POINT** - Integer equivalent of each letter grade
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CREDIT POINT - (b) X (a) for each course item

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4. REPEAT EXAMINATION

- 4.1 A student has to clear back papers (i.e., in the paper/papers one has failed) by appearing at subsequent two semester examinations.
- 4.2 A student may appear improvement (repeat) in any number of papers in the immediate subsequent examination. The higher marks shall be retained.
- 4.3 Repeat and improvement has to be completed with 4-Yrs from the date of admission. In case of three year duration, the course may be completed within 5 years.
- 4.4 There shall not be any distinction between repeat and improvement.

5. HARD CASE RULE

- 5.1 2% of grace mark on the aggregate mark subject to maximum of 5 (five) marks in single paper shall be given. This shall be applicable in each semester.

6. UNIVERSITY EXAM / PRACTICAL EXAM MARK DISTRIBUTION

- 6.1 Semester end University Examination shall be of 100 marks for all papers.
- 6.2 Distribution of marks and duration of examinations.

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- 7.1 There shall be three types of questions – Essay/Descriptive, short answer & very short answer.

The following shall be the distribution for papers carry 70 marks theory exam.

- a. Three essay type carrying 12 marks out of five is to be answered. Model answers should be between 700 - 1000 words.
- b. Three short type questions carrying 8 marks out of five is to be answered. Model answers should be between 500 - 700 words.
- c. Two very short type questions carrying 5 marks out of four is to be answered. Model answers should be between 300 - 500 words.

The following shall be the distribution for papers carry 30 marks assignment exam.

- a. Two essay type carrying 15 marks out of five is to be answered. Model answers should be between 700 - 1000 words.

8. In case of P.G. Dept. M.S. Law College the teacher offering the course shall be responsible completely for the evaluation (setting papers, conducting unit test, term end test, seminars, presentation, guidance of dissertations and projects etc.).
9. The Departmental Teacher Council, Teacher Council of P.G. Dept. of Law & M.S. Law College and teacher Council of DDCE along with concerned Heads of P.G. Depts. of the University shall act as the Board of Study for the courses offered. They may invite external members.
10. Each Dept shall have a designated Teacher in-charge of Examination to be decided by the Head, Principal, or Director as the case may be.
11. The Evaluation would be sole responsibility of Teacher offering the course (i.e. setting& evaluating for Unit test / Quiz / Presentation or Seminar term end / Practical / Dissertation / Project etc.)
12. The Dept. Law College, DDCE shall prepare the result and handover the same (Tabulation Register.) to Controller of Examinations (both soft & hard) for preparation of certificates and mark sheets. The Head of the Dept. / Principal, Director may issue Mark sheet cum Provisional result sheet to the candidates.
13. Suitable modifications may be made for P.G. Courses offered by the DDCE, Utkal University under approval of its Advisory Council and the Vice Chancellor.

EXAMINATION SYSTEM

The DDCE, Utkal University is a constituent college of the Utkal University. All Degree / Diploma Examinations are conducted by the Controller of Examinations, Utkal University. Normal examination schedule has been indicated in the Academic Calendar (PG). The Controller of Examinations, Utkal University publishes a general schedule of all University Examinations in leading local dailies. The detailed Program of various examinations are also communicated to all affiliated colleges of the University. DDCE shall be the Centre of Examination for all courses. For BA/B.Com. additional centers are arranged in select affiliated colleges.

Centres of Examination are indicated along with the course details. The Controller of Examinations and the Director, DDCE at their discretion may change the centre of examination of any student. At the time of admission, the students are **required to fill up their examination forms online**. They are required to deposit the Examination Fees as per instruction from DDCE. For all other examinations, forms are filled up online six months before the scheduled date. Before the commencement of the examination, the DDCE issues admit card specifying centre of examination online. Student is required to download the same. In case of any discrepancy, the student is required to report to the DDCE in person. Change of examination centre is allowed only on the event of the death of parent/legal guardian and/ or Transfer of self or parents. Besides the usual fees payable to the University, a student has to pay a sum of Rs. 100/- to the DDCE for centre change. Such request will be

entertained one month before the commencement of the examination. Permission for change of centre is given purely on the discretion of the Director, DDCE and /or Controller of Examinations, Utkal University. A student has to carry the DDCE Identity Card to the centre of examination.

Candidates, who are booked under malpractice have to fill-up the repeat exam. form with an undertaking without waiting for the award of punishment.

Arrangement for down loading admits card has been introduced. Please visit www.ddceutkal.ac.in.

Arrangement for Online form fill up is under process. **PLEASE NOTE DDCE WOULD NOT ISSUE** any individual communication regarding examination. **PLEASE DOWNLOAD ADMIT CARD & PROGRAMME.**

CERTIFICATION

The University Registration Number is issued by the DDCE on behalf of the Controller of Examinations, Utkal University. Students passing out the qualifying examination from Boards other than C.H.S.E., Orissa and OSTECH are required to submit Migration Certificate along with the application form. Migration Certificate is issued by the Controller of Examinations, Utkal University on payment of prescribed fees and the application form are to be deposited for obtaining the same.

Provisional Certificates and Mark Sheets are issued by the Controller of Examinations. After publication of result, DDCE would dispatch these along with the C.L.C. by registered post to the concerned student. Issuance of C.L.C, is always subject to clearance of all dues. Original Degrees / Diplomas are issued by the Controller of Examinations. One may download mark sheet from our website.

Students discontinuing before completion of any course are to apply for C.L.C. in prescribed forms, to the DDCE.

DUPLICATE REGISTRATION NO., CLC & IDENTITY CARD

For duplicate Registration Number a candidate is to pay Rs. 150/- and the Challan is to be made at Utkal University Counter. For duplicate CLC an affidavit/ Self Declaration is required and a fee of Rs. 200/- is to be paid.

Identity Card will be issued to the student on completion of admission process. Duplicate Identity Card will be issued on payment of Rs. 50/- with a self declaration. If a student applies for CLC after 5 Years from the completion of the course he/she has to deposit Rs.500/- and produce an affidavit/ self declaration with all relevant information/declaration.

GENERAL GUIDELINES:

- DDCE does not send information on Schedule of Examination by post. One has to visit our website for all the notices.
- Telephonic enquiry cannot be treated as authentic. Notices in web and variations in web are only authentic.
- Fees once deposited cannot be refunded.
- DDCE does not provide any Hostel Accommodation.
- DDCE does not provide placement service.
- DDCE does not lend books from our Library.
- DDCE does not provide any travel concession.
- DDCE does not provide entire course material. For language and literature subject student is required to procure the prescribed text. Partly course material is placed in our website. In place of printed material we provide DVDs/ CDs at times.
- Our students do not receive any scholarship or stipend from Govt. Agency.
- Course Fees are not reimbursable from any other source.
- DDCE Utkal University has been inspected by a joint team of UGC-AICTE-DEC in January 2013 and it stands recognized. Renewal was granted in 2016 and is valid up to 2019.
- DDCE shall not be responsible for any postal delay.
- For update student must visit www.ddceutkal.ac.in.
- Any fees paid once shall not be refunded under any circumstance. Hence every student must verify his eligibility before depositing any amount. And as such students are advised to pay the required admission fees only on receipt of Demand Note from DDCE.
- A U.G. student may change GE/AECC-I for 1st Semester subject latest by September and GE/AECC-I for 2nd Semester latest by March with payment fees of Rs. 50/- in the year of admission. A fresh ID Card is to be issued.
- A U.G. student can change honours subject within the date of admission on payment of fees Rs.600/-. However after last date one can't change honours. Similarly a P.G student may change the subject within last date of admission on payment of fees of Rs.600/-. However after last date one can't change P.G subject.
- A student must obtain a fresh I card on change of subject.
- Fee structure is subject to change from time to time without any prior notice.
- Students are advised to keep in touch with their respective examination centers for the exact schedule. The general Schedule of Examination is notified in leading news papers by the Controller of Examinations and in our website.
- DDCE takes no responsibility for postal delay or losses.

- The curriculum structure and syllabus indicated in Prospectus is subject to change without notice.
- DDCE does not provide any hostel accommodation. Students have to make their own arrangement for stay during Personal Contact Program and Examinations.
- Various forms (such as Examination Form Fillup, Application for Original Degree, Migration Certificate, CLC and Rectification of Results etc.) are available in our website.
- Any dispute is subject to jurisdiction of SDJM, Bhubaneswar only. The relation between student and DDCE, Utkal University is not that of a consumer and service provider.

Centres for Examination

Course	Name of the Centers	Center Code
B.A/B.COM	P.S.S.J. COLLEGE, BANARPAL	1009
	ANCHALIKA DEGREE COLLEGE,TALMUL	1015
	MOHAN SUBUDHI DEGREE COLLEGE, BARAMBA	2002
	CHOUDWAR COLLEGE, CHOUDWAR	2009
	THE LAW COLLEGE ,CUTTACK	2100
	DS LAW COLLEGE , KENDRAPARA	4100
	B.B. MOHAVIDYALAYA,CHANDIKHOLE	6005
	DHARMASALA MOHAVIDYALAYA,DHARMASALA	6008
	R.S.(DEGREE) MAHAVIDYALAYA, ODAGAON	7006
	MANGALA MAHAVIDYALAYA,KAKATAPUR	8007
	G.M. LAW COLLEGE, PURI	8100
	Directorate of Distance & Continuing Education, Utkal University	9090
All M.A.	DDCE SHALL BE THE CENTRE	Not Applicable
MBA		
MCA		
ALL P.G. DIPLOMA		

Note for Physically Challenged

In case of physically challenged person / students special facilities are extended by the COE at his discretion

1. Additional 30minutes time is allowed. In case of writing inability (particularly blind/ disability in hand etc.) and a writer can be engaged. Physically challenged students have to produce I-Card from State Social Welfare Board. The writer must be pursuing a lower course (for example B.A. candidates are to engage a writer, who is a student at +2 or for M.A. one who is a student of +3), in a recognized college under CHSE/University etc. it is the responsibility of the candidate to identify a writer and apply to the COE, Utkal University for approval at the center through the Director, DDCE. The application must be submitted at least a fortnight before the commencement of examination with the photocopy of physically disabled certificate issued by CDMO. Without prior approval no writer will be allowed. In rare of rarest cases COE may give permission to an alternate writer.
2. The candidate is to carry the original physically disabled certificate during the examination and has to produce if asked by the Centre Superintendent.
3. In case of Blind Candidates separate seats will be arranged both for the scribe and the examinee. The Scribe is not allowed to take any material inside the exam hall.

CERTIFICATION

The University Registration Number is issued by the DDCE on behalf of the Controller of Examinations, Utkal University. Students passing out the qualifying examination from Boards other than C.H.S.E., Orissa and OSTEC are required to submit Migration Certificate along with the application form. Migration Certificate is issued by the Controller of Examinations, Utkal University on payment of prescribed fees and the application form are to be deposited for obtaining the same.

Provisional Certificates and Mark Sheets are issued by the Controller of Examinations. After publication of result, DDCE would dispatch these along with the C.L.C. by registered post to the concerned student. Issuance of C.L.C, is always subject to clearance of all dues. Original Degrees/ Diplomas are issued by the Controller of Examinations. One may download mark sheet from our website.

Students discontinuing before completion of any course are to apply for C.L.C. in prescribed forms, to the DDCE.

DUPLICATE REGISTRATION NO., CLC & IDENTITY CARD

For duplicate Registration Number a candidate is to pay Rs.150/-. For duplicate CLC an affidavit before a first class magistrate/ Self Declaration is required and a fee of Rs.200/- is to be paid.

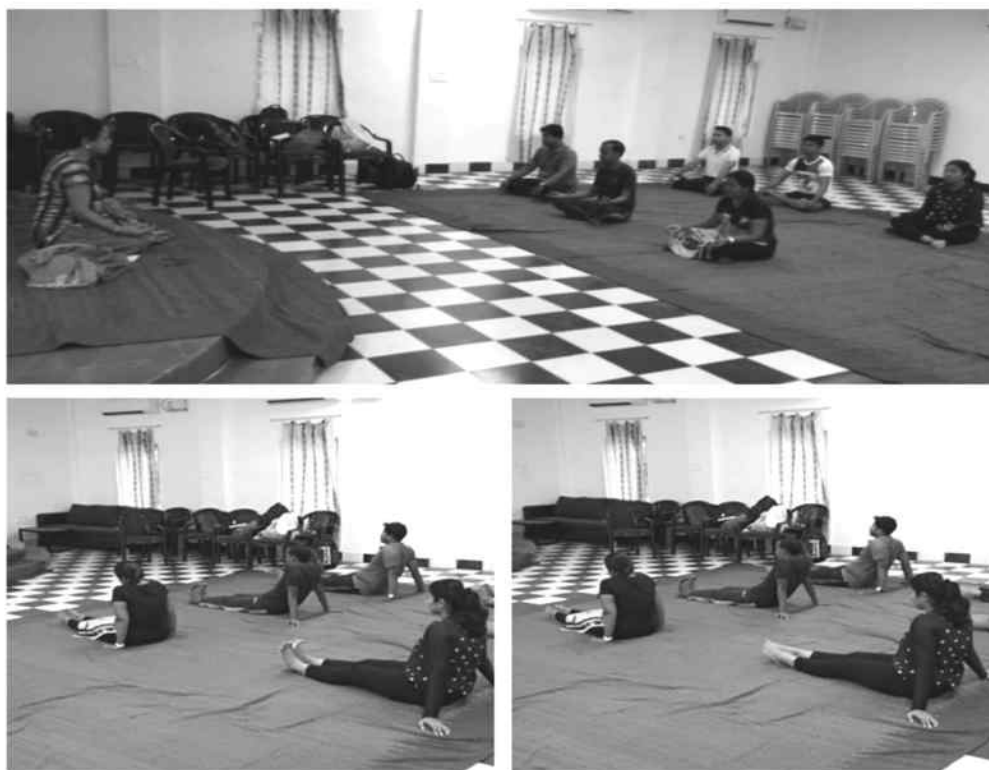
Identity Card will be issued to the student on completion of admission process. Duplicate Identity Card will be issued on payment of Rs.50/- .If a student applies for CLC after 5 Years from the normal duration of the course he/she has to deposit Rs.500/- and produce an affidavit / self declaration with all relevant information/declaration.

TRANSCRIPT

Those seeking employment and admission outside India may require transcripts. They have to apply to the Controller of Examinations, Utkal University, Vani Vihar, Bhubaneswar - 751004. A fees of Rs 250(subject to change) is payable to the Comptroller of Finance Utkal University through Bank challan at State Bank of India, Utkal University, Vani Vihar, Bhubaneswar. There are no 'online' arrangements. Students are advised to contact the office of Controller of Examination either personally or through their contacts at Bhubaneswar.

MIGRATION

Those who have received online Registration Number i.e. since 2011 admission Batch can receive their migration from Director, DDCE, Utkal University. Those who had joined as fresh students of Utkal University since 1997 can also receive their migration certificate from Director DDCE. Regarding fees one need to contact at DDCE.



Yoga Shibir for the Students

Personal Contact Program (PCP Classes)

Course	Semester/ Year	Contact Class	
BA/ B.Com		From	To
BA /B.com 3rd Year	2016 admission Batch	02.07.2018	11.07.2018
BA /B.com 3rd Semester	2017 admission Batch	16.07.2018	25.07.2018
BA / B.Com 1st Semester	2018 Admission Batch	03.09.2018	12.09.2018
Educational Practical (1st Sem/ 3rd Sem/ 3rd Year)	2018/2017/2016 Admission Batch	26.09.2018	29.09.2018
BA / B.Com 2nd Semester	2018 Admission Batch	28.01.2019	06.02.2019
BA / B.Com 4th Semester	2017 Admission Batch	22.03.2019	31.03.2019
MA Programme		From	To
MA/M.Com/MSW (3rd Semester)	2017 Admission Batch	26.07.2018	04.08.2018
MA/M.Com/MSW (1st Semester)	2018 Admission Batch	14.09.2018	23.09.2018
MA/M.Com/MSW (2nd Semester) 6 Subjects	2018 Admission Batch	11.02.2019	20.02.2019
MA/M.Com/MSW (2nd Semester) Rest 6 Subjects	2018 Admission Batch	21.02.2019	02.03.2019
MA/M.Com/MSW (4th Semester) 6 Subjects	2017 Admission Batch	11.03.2019	15.03.2019
MA/M.Com/MSW (4th Semester) Rest 6 Subjects	2017 Admission Batch	22.03.2019	26.03.2019
Management Programme		From	To
IMBA / BBA 3rd & 5th Semester	2017/2016 Admission Batch	02.07.2018	11.07.2018
IMBA 7th & 9th Semester	2015/2014 Admission Batch	16.07.2018	25.07.2018
MBA 3rd Semester	2017 Admission Batch	06.08.2018	17.08.2018
IMBA/ BBA & All PG Diploma 1st Semester	2018 Admission Batch	03.09.2018	12.09.2018
MBA 1st Semester	2018 Admission Batch	26.09.2018	10.10.2018
SSDC & Yoga for MBA/IMBA/PGDIP/BBA	2018 Admission Batch	29.10.2018	07.11.2018
BBA/IMBA 2nd,4th & 6th Semester	2018/17/16 Admission Batch	16.01.2019	27.01.2019
IMBA 8th & 10th Semester	2015/2014 Admission Batch	28.01.2019	06.02.2019
MBA 2nd Semester	2018 Admission Batch	21.02.2019	02.03.2019
MBA 4th semester & All PG Dip 2nd Sem.	2017/2018 Admission Batch	22.03.2019	31.03.2019

All classes are held at DDCE. Exact timetable shall be hosted in our website. There may be last minute changes under unavoidable circumstances.

- Classes of Regular Face to Face Mode Courses would be notified in our Notice Board. MBA Evening classes would be held from Monday through Thursday from 6.00 p.m. to 9. p.m.
- PGDBIM Classes would be held from 8.00 a.m. to 11.00 a.m. And from 12.00 noon to 2.00 p.m. from Monday to Saturday.
- MCA Classes would be held from 7.00 a.m. to 12.30 p.m. from Monday to Saturday.
- Usual Puja Holidays and Summer Vacation shall also be applicable.
- The last Date for depositing the readmission fees is 31st July every year. If the last Date is holiday it automatically gets extended to the next working day.
- Late fees of Rs 500/- applicable from August.

Broad Examination Schedule

Course	Semester/ Year	Examination Tentative Schedule
BA/ B.Com		
BA /B.com 3rd Year	2016 admission Batch	The University exam schedule will be notified at Website, 20 days before the commencement of examination.
BA /B.com 3rd Semester	2017 admission Batch	The University Semester exam schedule will be notified at Website, 20 days before the commencement of examination. Internal Exam will be conducted during the PCP
BA / B.Com 1st Semester	2018 Admission Batch	
BA / B.Com 2nd Semester	2018 Admission Batch	The University Semester exam schedule will be notified at Website, 20 days before the commencement of examination. Internal Exam will be conducted during the PCP
BA / B.Com 4th Semester	2017 Admission Batch	
MA Programme		
MA/M.Com/MSW (3rd Semester)	2017 Admission Batch	December- January -2019
MA/M.Com/MSW (1st Semester)	2018 Admission Batch	
MA/M.Com/MSW (2nd Semester) 6 Subjects	2018 Admission Batch	June- July- 2019
MA/M.Com/MSW (2nd Semester) rest 6 Subjects	2018 Admission Batch	
MA/M.Com/MSW (4th Semester) 6 Subjects	2017 Admission Batch	
MA/M.Com/MSW (4th Semester) rest 6 Subjects	2017 Admission Batch	
Management Programme		
IMBA / BBA 3rd & 5th Semester	2017/2016 Admission Batch	November- December - 2018
IMBA 7th & 9th Semester	2015/2014 Admission Batch	
MBA 3rd Semester	2017 Admission Batch	
IMBA/ BBA & All PG Diploma 1st Semester	2018 Admission Batch	
MBA 1st Semester	2018 Admission Batch	
BBA/IMBA 2nd,4th & 6th Semester	2018/17/16 Admission Batch	May- June- 2019
IMBA 8th & 10th Semester	2015/2014 Admission Batch	
MBA 2nd Semester	2018 Admission Batch	
MBA 4th semester & All PG Dip 2nd Sem.	2017/2018 Admission Batch	

- Except the BA/ B. Com all other internal/ assignment examination will be conducted during University Examination.
- Exact Schedule of Examination & Form fill up would be notified in our website. Online examination form fill up has been introduced. Candidates are required to download their Admit Card, Provisional result and Mark Sheet etc from our website www.ddceutkal.ac.in.

General & Examination Instructions

- DDCE does not send information on Schedule of Examination by post. One has to visit website for all the notices.
- DDCE shall not be responsible for any postal delay.
- Telephonic enquiry cannot be treated as authentic. Notices in web and variations in web are only authentic.
- Fees once deposited cannot be refunded.
- DDCE does not provide any Hostel Accommodation.
- DDCE does not provide placement service.
- DDCE does not lend books from its Library.
- DDCE does not provide any travel concession.
- DDCE does not provide entire course material. For language and literature subject student is required to procure the prescribed text. Partly course material is placed in our website. In place of printed material we provide at times DVDs/CDs.
- Our students do not receive any scholarship or stipend from Govt. Agency.
- Course Fees are not reimbursable from any other source.
- In those courses in which DDCE is unable to supply course material, the students are advised to attend PCP, as they will be compensated with notes in the given subject by the respective counselor's.
- The PCP will be conducted only when the no. of students are more than 5, however in such case the coordinator may take the decision for conducting the contact classes in prior consultation of the counselor's.
- DDCE does not conduct any Study tour and Picnic for the students.
- DDCE, Utkal University has been inspected by a joint team of UGC-AICTE-DEC in January 2013 and it stands recognized. Renewal granted up to 2019. M.A. sociology, Hindi and Public Administration await recognition and the process has been initiated.
- For update student must visit www.ddceutkal.ac.in.
- The last Date for depositing the readmission fees is 31st July every year. If the last Date is a holiday then the next day one can deposit the fees without fine. No notice shall be issued for this.
- For Fees deposited after the due date the candidate has to pay Rs.500/-in addition to the readmission fees.
- Please note that DDCE remains closed on all public holidays including every second Saturday of the month and all Sundays. We follow the Utkal University Holiday List (for its office).
- 2017 Calendar has been printed in this Brochure please note that under the order of the Vice-Chancellor additional Holidays are declared.
- No additional sheet shall be provided. Your answer should be precise, to the point and you must use space judiciously. Additional margins must not be used. Your handwriting should be legible.
- No temporary absence is allowed during the first hour. For 3hr duration exam only 1 (max) and for a 4hr duration exam only 2 (max) temporary absence is allowed. You must not carry answer script or question paper outside the hall under any circumstances. Temporary absence beyond 5 minutes is not allowed. Temporary absence is permitted by the invigilator.
- No examinee should carry anything to the hall except pen, pencil, eraser, I-card, Admit card, permission letter, non- scientific calculator (where allowed), scale, purse, sharpener and refills.

Carrying MOBILES PHONE OR ANY OTHER GADGET is strictly prohibited. DDCE has no arrangement for safekeeping of your mobiles. Placing mobiles/ bags etc. at a common identified place is at your own risk. DDCE shall bear no responsibility for theft etc.

- Please park your two wheelers/ other vehicles at designated place only. Parking at DDCE is at owner's risk. You are advised to double lock your vehicles. DDCE shall bear no responsibility for the safekeeping of vehicles. Number of Thefts have been reported in past.
- Physically challenged/ Differently-abled/ nursing mother/ pregnant women etc. who require special arrangement need to apply to Controller of Examination (COE) at least 15 days before the commencement of examination. In case of a writer being engaged, complete details of the writer including ID Proof and highest educational qualification etc. are to be provided and this needs to be approved by the Director, DDCE and Controller of Examination, Utkal University. DDCE shall not take any responsibility unless all formalities are completed as above. In case of multiple writers, the details of scribe are also to be produced. Writers should be students pursuing a lower course.
- Examinees are subject to physical checkup by officials both at the gate and in the examination hall.
- Indiscipline in any form and malpractice in any form shall be seriously viewed.
- Students are required to download admit cards, verify centers of examinations, subjects etc. well before commencement.
- Students are required to carry sealed water bottle (Polyp ouch/ packet is not allowed) to the examination hall.
- All PG/ MBA/ OTHER EXAMINATION under CBCS have two components-(university/ Internal)-appearance and passing in both components is a requirement. Appearance at only one part would automatically lead to failure.
- Failed candidates are required to attend both assignment test and University exam.
- If any examinee will be found misbehaving the invigilator then serious action will be taken against him/her.
- If a student refuses to sign the Malpractice form then the Center Superintendent can also book the candidate.
- Visit www.ddceutkal.ac.in for Examination schedules.
- In case of Malpractice, the decision is taken by the appropriate committees of the University. A candidate may reappear at the subsequent examination with an undertaking.
- In case of non-availability of marks or being marked absent in spite of presence, Candidate is required to obtain attendance and memo copies. Further such candidates are to fill-up form for re-appearance pending location of marks.
- Students admitted in Computer Sc. Streams are instructed to bring their own Laptops for the Lab purpose.

I have read the above, understood the content and I agree.

(Full Signature)

Name:

Course:

Enrollment No:

Calendar from July 2018 to June 2019

July	August	September
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
October	November	December
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
January	February	March
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
April	May	June
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

National Public Holidays of Odisha, India in 2018

Day	Date	Holiday
Monday	January22	Vasant Panchami
Tuesday	January 23	Netaji Subhas Chandra Bose Jayanti
Friday	January26	RepublicDay
Tuesday	February 13	MahaShivratri
Thursday	March01	Doljatra
Friday	March02	Holi
Friday	March30	GoodFriday
Sunday	April01	BankHoliday
Sunday	April01	OdishaDay
Saturday	April14	DrAmbedkar Jayanti
Saturday	April 14	MahaVishuba Sankranti
Wednesday	April25	RamNavami
Thursday	June14	PahiliRaja
Friday	June15	IdulFitr
Friday	June15	RajaSankranti
Saturday	July14	RathaYatra
Wednesday	August 15	Independence Day
Wednesday	August22	IdulJuha
Sunday	September02	Sreekrishna Jayanthi
Thursday	September 13	Ganesh Chaturthi
Friday	September14	Nuakhai
Thursday	September 20	Muharram(10th Day)
Tuesday	October02	Mahatma Gandhi Birthday
Tuesday	October09	Mahalaya
Tuesday	October16	MahaSaptami
Wednesday	October17	Durgastami
Thursday	October18	Mahanavami
Friday	October19	DurgaPuja
Friday	October19	Dussehra
Wednesday	October24	LakshmiPuja
Wednesday	November07	Deewali
Wednesday	November07	KaliPuja
Tuesday	November20	Id-e-Milad
Friday	November23	RasaPurnima
Tuesday	December25	ChristmasDay

* This is only indicative. Exact holiday list would be notified.

Utkal University Holiday List 2018

Sl No.	Occasion	Date of Celebration	Day	No. of Days
1	New Year Day	01.01.2018	Monday	1
2	Vasant Panchami	22.01.2018	Monday	1
3	Netaji Subhas Chandra Bose Jayanti	23.01.2018	Tuesday	1
4	RepublicDay	26.01.2018	Friday	1
5	MahaShivratri	13.02.2018	Tuesday	1
6	Doljatra	01.03.2018	Thursday	1
7	Holi	02.03.2018	Friday	1
8	GoodFriday	30.03.2018	Friday	1
9	BankHoliday	01.04.2018	Sunday	1
10	OdishaDay	01.04.2018	Sunday	1
11	DrAmbedkar Jayanti	14.04.2018	Saturday	1
12	MahaVishuba Sankranti	14.04.2018	Saturday	1
13	RamNavami	25.04.2018	Wednesday	1
14	PahiliRaja	14.06.2018	Thursday	1
15	IdulFitr	15.06.2018	Friday	1
16	RajaSankranti	15.06.2018	Friday	1
17	RathaYatra	14.07.2018	Saturday	1
18	Independence Day	15.08.2018	Wednesday	1
19	IdulJuha	22.08.2018	Wednesday	1
20	Sreekrishna Jayanthi	02.09.2018	Sunday	1
21	Ganesh Chaturthi	13.09.2018	Thursday	1
22	Nuakhai	14.09.2018	Friday	1
23	Muharram(10th Day)	21.09.2018	Friday	1
24	Mahatma Gandhi Birthday	02.10.2018	Tuesday	1
25	Mahalaya	09.10.2018	Tuesday	1
26	Puja Vacation	16.10.2018 – 24.10.2018	Tuesday-Wednesday	9
27	Deewali	07.11.2018	Wednesday	1
28	KaliPuja	07.11.2018	Wednesday	1
29	Birthday of Prophet Mohammad	21.11.2018	Wednesday	1
30	RasaPurnima	23.11.2018	Friday	1
31	ChristmasDay	25.12.2018	Tuesday	1

* **N.B.:** *Sundays and Second Saturdays are holidays.*

ଇଚ୍ଛାର ସ୍ବୟନ

(ଉତ୍କଳ ବିଶ୍ବବିଦ୍ୟାଳୟ ସ୍ଥାପନା ଦିବସ ଉପଲକ୍ଷେ କୁଳପତିଙ୍କ ସ୍ବରଚିତ କବିତା)

ଉତ୍କଳ ଗରିମା ବାଣୀର ଭଣ୍ଡାର
ଜଗତ ବିଦିତ ଏ ବାଣୀ ବିହାର ।
ସ୍ବୟନ ବିହୀନ ଇଚ୍ଛାର ଆକାର
ଏଠି ପ୍ରସ୍ତୁତିତ ହୁଏ ସ୍ବୟତ ଇଚ୍ଛାର ୧୧ ।

ଉତ୍କଳର ଯେତେ ଆଶା ଓ ଆକାଂକ୍ଷା
ଜାତି ଇତିହାସ, ଭବିଷ୍ୟ ଅଭୀପ୍ସା ।
ଉର୍ଦ୍ଧ୍ବକୁ ଉଠେ ବହିଃଶିଖା ହୋଇ
ହିଂସା ଦୈଷ୍ଟ ଘୃଣା ସବୁ ପରା ଧୋଇ ୧୨ ।

ଅଗ୍ରଜ ଗଠିତ ଏ ବାଣୀବିହାର
ପବିତ୍ର ଜମି ଏ ରସୁଲଗଡ଼ର
ହୃଦ ପୁଷ୍କରିଣୀ କେତେ ବୃକ୍ଷରାଶି
ତାଳ ପଦେଶ୍ବରୀଙ୍କ ଶୁଭାଶିଷ ଖୋଜି ୧୩ ।

ପ୍ରାଣ ପ୍ରତିଷ୍ଠାତାଙ୍କ ମାଗଇ ଆଶିଷ
ସୁନ୍ଦର ଉତ୍କଳ, ସୁନ୍ଦର ଭବିଷ୍ୟ
ଜଳୁଥାଉ ବହିଁ ଜ୍ଞାନର ରାଜ୍ୟରେ
ମାନ ରହୁ କଳିଙ୍ଗର ଜଗତ ଉର୍ଦ୍ଧ୍ବରେ ୧୪ ।

ଆଜି ଉପସ୍ଥିତ ଭବିଷ୍ୟ ଦୁଆରେ
ଅହିଂସା ଶାନ୍ତି ଖୋଜି ହୃଦୟକନ୍ଦରେ
ଭାବବୀଜ ବଢେ ହୃଦୟ ରାଜ୍ୟରେ
ପରିବର୍ତ୍ତନ ଆଣି ନବକଳେବରେ ୧୫ ।

ମନପ୍ରାଣ ରହୁ ଏ ବାଣୀବିହାରେ
ସର୍ବପାଦ ପଡ଼ୁ ପାର୍ଥବ ଛାତିରେ
ଅନୁଷ୍ଠାନର ଯେତେ ପବିତ୍ର ନିୟମ
ହେଉ କାରଣ ମୋହର ଅନ୍ତିମ ଶୟନ ୧୬ ।

ପ୍ରଫେସର ସୌମେନ୍ଦ୍ର ମୋହନ ପଟ୍ଟନାୟକ
୨୭ ନଭେମ୍ବର ୨୦୧୭



(Team DDCE, Utkal University)

