



# PONDICHERRY UNIVERSITY

(A Central University-Accredited with "A" Grade by NAAC)

## Directorate of Distance Education

(Courses Approved by AICTE & DEB, UGC, New Delhi)



### INFORMATION BROCHURE

**Applicants must go through the instructions very carefully before taking Online Admission**

Pondicherry University, located in Puducherry, the capital city of the Union Territory of Pondicherry, is one of the fastest growing Central Universities of India. The University spread over 800 acre lush green campus on the sea shore of Bay of Bengal and is an ideal place for Academic and Research pursuits.

Conscious of its roles and responsibilities as a Central University, besides offering innovative on-campus programmes, the University, in order to reach out to the students who could not realize their dreams in the on-campus stream, forayed into the field of Distance Education in the academic year 1995-96. Ever since, Pondicherry University has established a mark of its own in the National map of Distance Education.

The fact that more than 2,60,000 students have enrolled in various Distance mode programmes over the years bears testimony to the quality of the programmes of the Pondicherry University. The student mix includes those who are employed and prefer to enhance their academic credentials, those who missed out the on-campus learning for various reasons, those who don't have access to higher education, and various categories of disadvantaged groups and segments of the Society.

#### COURSES OFFERED BY DDE

##### UG Courses (3 years, Non Semester Pattern)

Name of the Course	Code	Eligibility
B. Com - Bachelor of Commerce (General)	55	The Student must have passed in any of the stream of: 10 +2 or 11+1 or 11 + 2 years or 3 years diploma
BBA - Bachelor of Business Administration	56	
BA - History	63	
BA - Economics	64	
BA - Sociology	65	
BA - English	66	
BA - Political Science	67	
BA - Journalism & Mass Communication	74	

##### PG Courses (2 years, Non Semester Pattern)

Name of the Course	Code	Eligibility
M.Com - Finance	59	Student must possess BCom / BBA / BBM / BISM / BA(Economics) / MBA/ Commerce or Accountancy as a subject in UG Degree/ any degree with CA(Inter) or ICWA (Inter)/ CA/ ICWA from a recognized Institution in any of the following stream:10+2+3 or 11+1+3 or 11+2+2
MA - English	60	Any Degree from the UGC Recognised University under 10+2+3 or 11+1+3 or 11+2+2 system of college education.
MA - Sociology	61	
MA - Hindi	62	

## MBA Courses (2 years, Semester Pattern)

Name of the Course	Code	Eligibility
MBA-Marketing	36	<p><b>Eligibility for all MBA except Hospital Management :</b></p> <p>Any Degree from the UGC Recognised University under 10+2+3 or 11+1+3 or 11+2+2 system of college education.</p> <p><b>Eligibility for MBA – Hospital Management :</b></p> <p>Any Graduate with MBBS degree, Pharmacy, Dental, Nursing, Physiotherapy, Bio-Engineering, Bio-Sciences and a Graduate from any of the Indian Systems of Medicine like Homeopathy, Siddha, Ayurveda and Unani. [or] Any other graduate with 2 years of Work Experience in any hospital and the degree should be from a UGC recognized University with pass in the stream of 10 + 2 + 3 or 11 + 1 + 3 or 11 + 2 + 2 system.</p>
MBA-Finance	37	
MBA-International Business	38	
MBA-Human Resource Management	39	
MBA-General	43	
MBA-Tourism	46	
MBA-Operations and Supply Chain Management	47	
MBA-Hospital Management	49	

### ADMISSION PROCEDURE

Students can apply ONLINE through DDE portal on Pondicherry University website or can approach any of the DDE Spot Admission Centres with the necessary documents.

### CERTIFICATE VERIFICATION

Certificate verification can be done through online at the scheduled time for each student. In case, if the student is not able to do so, then they can send the Original Certificates through Registered/ Speed Post to "The Director, Directorate of Distance Education, Pondicherry University, RV Nagar, Kalapet, Pondicherry - 605 014" for verification. The certificates will be returned to the students after verification through Registered/ Speed post within a month.

### FEES STRUCTURE

Sl. No.	Fee Particulars	UG	PG	All MBAs (Except Hospital Mgmt.) (Rs.)	MBA (Hospital Mgmt.) (Rs.)
1.	Registration & Processing Fee	200	200	300	300
2.	Matriculation Fee	25	25	100	100
3.	University Development Fund	1,000	1,000	1,200	1,200
4.	Recognition Fee*	----	200	400	400
5.	Study Material & Handling Charges	1,250	2,000	8,000	8,500
6.	Tuition Fee	7,500	8,000	30,000	65,000
<b>Total</b>		<b>9,975</b>	<b>11,425</b>	<b>40,000</b>	<b>75,500</b>

Sl. No.	Fee Particulars	UG	PG	All MBAs (Except Hospital Mgt.) (Rs.)	MBA (Hospital Mgt.) (Rs.)
1.	Admission Fee	4,975	7,425	17,500	26,750
2.	Second Semester/ Year	2,500	4,000	7,500	16,250
3.	Third Semester/ Year	2,500		7,500	16,250
4.	Fourth Semester			7,500	16,250
<b>Total</b>		<b>9,975</b>	<b>11,425</b>	<b>40,000</b>	<b>75,500</b>

### **FEE CONCESSIONS :**

100% Tuition Fee Concession is extended to Differently abled persons.

50% Tuition Fee concession is extended to :

- Non-teaching employees of Pondicherry University and their wards (Group B, C & D only)
- Defence Personnel in Indian Armed and Para-military Forces
- Widows
- Deserted Women
- Prisoners
- Transgender

Learners can avail the benefit under any one of the aforesaid categories only. Such candidates should submit the certificate of proof from competent authority at the time of admission.

**ENROLMENT NUMBER :** Enrolment Number assigned to each student at the time of admission is unique. All the subsequent communication with the admitted student shall bear the reference to the Enrolment Number. Letters received without the Enrolment Number will not be entertained.

**IDENTITY CARD :** On admission, students will be issued an Identity Card by the Directorate. The Identity Card should be kept by the students safely till the completion of the programme.

**CHANGE OF COURSE :** Change of course will not be entertained in any case. Candidates seeking admission to the various courses are requested to choose the programme of study with utmost care.

**SCHOLARSHIP FOR SC/ST STUDENTS :** The SC/ST students admitted into the DDE programmes can avail various scholarships of the respective State/UT Governments.

**STUDY MATERIALS :** Study material will be sent to students by Registered Post. Students should make their own arrangements for collecting the study material in case they are not available at the address given.

**PERSONAL CONTACT PROGRAM (PCP) CLASSES :** For all UG, PG & MBA programmes, PCP Classes Attendance is optional.

**However,**

- 30 hours for Non-semester PG Courses and 25 hours for UG Courses are organized per year by the DDE at various centres across the country on four weekends in September/April.
- A total of 40 hours of PCP classes for all MBA courses, except Hospital Management is organized per semester by the DDE at various centres across the country on four weekends in September/April.

**PCP for MBA (Hospital Management) :** PCP for I & II Semester will be conducted with other MBA programmes. A total of 30 days PCP for III & IV semester will be conducted. 75% attendance is mandatory for each III and IV semester PCP classes.

- Please refer to the DISTANCE EDUCATION link of the Pondicherry University Website for updates on PCPs.

It may be noted that usually PCP classes are organized at the selected centres depending on the enrolment of the students.

**PCP** classes will be conducted in September / April.

### PCP Centres

Code	Centre	Code	Centre	Code	Centre	Code	Centre
01	Puducherry	08	Bhubaneswar	19	Vishakhapatnam	31	Karaikal
02	Chennai	12	Lucknow	21	Mumbai	39	Tirupathi
03	New Delhi	14	Guwahati	23	Vadodara	44	Yanam
04	Madurai	15	Jammu	24	Indore	46	Kolkatta
05	Bangalore	16	Port Blair	25	Chandigarh	45	Jaipur
06	Kochi	17	Trivandrum	27	Guntur	47	Sikkim
07	Hyderabad	18	Coimbatore	30	Mahe	48	Vijayawada

### SPOT ADMISSION CENTRES :

Please refer to DDE website <https://dde.pondiuni.edu.in> for updated list of Spot Admission Centres.

### CAUTION

The Directorate of Distance Education, Pondicherry University does not have any tie-up arrangements with any Tutorial, Private Agency/ Establishment to conduct coaching classes for its programmes. DDE is not authorizing any centres to collect additional fees of any sort other than those mentioned in the brochure – Be Very Cautious.

Address for Communication

**The Director,**

Directorate of Distance Education,

**Pondicherry University, Kalapet, Puducherry-605 014.**

**For any other admission related queries contact :**

**Phone: 0413 –2654441/717/446/445/440/439/444/438/443/578/448 Fax: 0413-2655258**

**Email: [director.dde@pondiuni.edu.in](mailto:director.dde@pondiuni.edu.in); Website: <https://dde.pondiuni.edu.in>**

