CONTENT

Welcome to
KRISHNA KANTA HANDIQUI STATE OPEN UNIVERSITY

ABOUT ADMISSION

1. Admission Procedure :

A learner may take admission in any academic programme at any study centre spread throughout the state of Assam provided that study centre offers the programme as desired by the learner.
(Refer to Page No 65 for the list of study centres)

For admission to a programme, course fee is to be paid through the Bank challan attached with the Prospectus or through SBI e-collect at any branch of State Bank of India. Application along with necessary enclosures and a copy of the challan returned by the Bank after payment, is required to be submitted at the recognised Study Centre within due date.

A summarised table indicating the eligibility criteria for admission to various academic programmes offered by the University is mentioned in page no. 10 to 12. For admission to any programme relevent documents are required to be submitted along with the admision form.

Intending learners with incomplete application may be given conditional admission at the University's discretion with the condition that required documents will have to be submitted on or before the dates prescribed for the purpose. Their enrollment (registration) will be confirmed only on fulfillment of the eligibility criteria. To appear in the examinations, confirmation of enrollment will be necessary.

All the enrolled learners will be provided with registration cum identity cards.

Those learners who are unable to complete the programme within the specified maximum period will be required to register themselves afresh by paying the requisite fee as per the University regulations.

The maximum duration of the different academic programmes offered by the University are as follows :

Programmes	Duration of the programme	Maximum time period for completion of Programme
Master's Degree Programme (of four semesters) : [MA, MSW and M.Sc. (IT)]	2 years	Maximum of 6 years
Master's Degree Programme (of six semesters) : (MCA)	3 years	Maximum of 8 years
Bachelor's Degree Programme :	3 years	Maximum of 8 years
PG Diploma/Diploma Programme :	1 year	Maximum of 4 years
Certificate Programme :	6 months	Maximum of 2 years

2. (A) Instruction to fill up the Admission Form (Offline)

1. Fill up the admission form along with the duplicate form provided in the prospectus.
2. Course fee to be paid through bank challan attached with the prospectus at any branch of SBI.
3. Application form along with necessary enclosures and a copy of the challan (returned by the bank after payment) is required to be submitted at the university's study centre within stipulated date of admission.

2. (B) (Optional) Online Application for Admission to Master Degree Programmes

Option for online admission has been introduced by KKHSOU. Please note that Online Admission is for the Master's Programmes only. Willing learners may apply for Online Admission through the web-site of the University: www.kkhsou.in. The learners who choose for offline admission has to pay an additional cost of **Rs. 500** for the application form.

The following are the requirements for online admission
(for Master's Programme only)

1. Valid Email Account and Mobile Number
2. Internet Connection

The steps required for online admission are :

Step1 : Create an Account at KKHSOU Online Admission portal (Link will be available in KKHSOU website www.kkhsou.in)

Step2 : Once you get the password in your email/ Mobile, login to the portal and fill up the details in the application form.

Step3 : After completion of step2, the payment of fees may be made online by using SBI e-Collect or through the Challan. Take the print out of the application form and submit the same to study centre along with necessary documents.

A candidate unable to take admission in the 1st semester of a programme on or before the last date is required to pay a late fine of Rs. 200. The University's PAN required for payment of fee is **AAAJK1228Q.**

3. Major Course Information for BA Programme :

The learners, who desire to pursue major in BA should select any one of the elective courses they studied in 1st and 2nd semesters. The learners should send the information of selecting major subject to the University through the Study centre.

A learner cannot opt for a major courses if he/she did not study it as an elective courses in 1st and 2nd semester. In addition learners who wants to pursue major in any course need to study elective of respective course in 1st and 2nd Semesters.

If a learner wants to give up the major course after the result of the 3rd semester examination, he/she should write an application (forwarded by the Study Centre) addressed to the Registrar with a SBI challan of Rs. 300/-.

If a learner wants to give up the major course after the result of the 4th semester examination, he/she should write an application (forwarded by the Study Centre) addressed to the Registrar with a SBI challan of Rs. 500/-.

No request for subject change will be entertained after 4th semester for major course.

Subject Change in 1st semester after Admission :

A candidate enrolling for BA programme in KKHSOU is required to select his/her elective course after careful deliberation in 1st semester. If subsequently, a learner wants to change elective course in the 1st semester he/she should write an application (forwarded by the Study Centre) to the Registrar of the University.

The last date for course change after admission (if any) will be two months from the last date of admission.

For subject change a learner has to pay through SBI challan a sum of Rs. 500/- plus the cost of SLM (Rs. 75/- for undergraduate and graduate programmes; and Rs. 150/- for post-graduate programmes per booklet).

Course/Subject Change in Intermediate semesters :

If a learner wants to change an elective course during the intermediate semesters he/she should write an application (forwarded by the Study Centre) to the Registrar and the Controller of Examinations with a SBI Challan of Rs. 1000/- plus cost of the SLM (Rs. 75/- per booklet for , undergraduate and graduate programmes; and Rs. 150/- for post-graduate programmes) along with the original mark sheets received. However, it is to be noted that any request for subject change will not be entertained after Second Semester.

The learners applying for subject change will have to appear in the examinations of changed elective course for 1st and 2nd semester as an arrear (back) subject.

Refusal/Cancellation of Admission :

Notwithstanding anything contained in this prospectus, the university reserves the right to refuse/cancel admission of any individual on valid ground.

Home Assignment :

The Home Assignment for the learners are made available at the University website (www.kkhsou.in) just after admission to the respective semesters and in printed form along with SLM.

The learners are advised to write Home Assignments in their own handwriting and collect the receipt for the study center after submission. Learners are required to submit the home assignments one month before the examination in the respective study centres. Non-submission of assignments in time may cause the result of the particular candidate to be withheld.

4. Continuous Admission

After completion of a particular semester, a learner is required to apply for next semester simply by paying the necessary fees within one month of the last examination day of the previous semester. Admission in subsequent semester does not depend on the results of the earlier semester. One may take admission in the next semester even without appearing in previous semester examination. Admission should be taken continuously in all Degree, Diploma and Certificate programmes without any break. A learner will be allowed to appear in all the examinations including back papers within the stipulated time of a programme.

Learners are required to pay a fine of Rs. 300 if he or she applies for admission to the next semester after expiry of one month but within two months from the last day of examination of the previous semester.

On special consideration, a learner may be allowed to take admission in the next semester even beyond the two months but before the issue of notification of the examination of that semester by the University on valid grounds and on payment of a fine of Rs. 500.

A learner will, however, may be allowed to take admission even after that period without any fine, but he or she will be allowed to appear in examination of that semester in the next year only.

SCHOOL OF STUDIES

With the approval of the Board of Management, the University established six Schools of Studies and one Institute of Research for the smooth conduct of its academic activities and research. The University endeavours to run all the academic activities of 19 departments under the purview of these 6 Schools named after some renowned personalities of Assam to commemorate their contributions to the greater Assamese society and culture.

Surya Kumar Bhuyan School of Social Sciences

The School of Social Science has been named after the great historian of Assam Dr Surya Kumar Bhuyan. There are eight departments under this school which are -Economics, Education, History, Philosophy, Political Science, Sociology, Social Work and Teacher's Training. Besides, offering UG and PG programmes, these departments also provide diploma and certificate programmes.

Padmanath Gohainbaruah School of Humanities

The School of Humanities has been named after the great litterateur and the first President of Axom Xahitya Xabha, Padmanath Gohainbaruah. There are mainly three departments under this school– Assamese, English and Sanskrit. However, under the Department of Assamese, Hindi, Bengali and Bodo have been included as Modern Indian Languages. The departments currently offer UG and PG programmes.

Maniram Dewan School of Management

This School has been named after Maniram Dewan the great entrepreneur and pioneer of freedom struggle. Commerce and Management are the two departments under this school. These two departments currently offer a number of UG, PG and Diploma programmes in professional areas.

Bhupen Hazarika School of Mass Communication

This School has been named after the great Assamese music maestro Dr. Bhupen Hazarika as a part of our sincere efforts to commemorate his contributions to the field of Journalism and Mass Communication. This school offers UG, PG and a number of Diploma programmes. The Multimedia Production Unit under this school has successfully produced various audio-visual materials for broadcasting and also for offering them as learning materials for the benefit of the learners of KKHSOU.

Guru Prasad Das School of Vocational Studies

Guru Prasad Das has been hailed as a great entrepreneur and inventor. The school of Vocational Studies has been named after this little known great man. The departments under this school are– Agricultural Science, Electronics and Instrumentation, Currently, these departments offer Diploma and Certificate programmes on different vocational areas.

Hiranya Chandra Bhuyan School of Science and Technology

This school has been named after the great scientist Professor Hiranya Kumar Bhuyan. Under this school, there are three departments– Computer Science, Mathematics and Library and Information Science. These three departments offer different academic programmes.

Banikanta Kakati Research Institute

Research and Development is an important dimension of a University's academic pursuits. An academic organization remains incomplete in the absence of proper research activities. Keeping this in mind, all the research activities are brought under the purview of the Institute of Research which has been named after a great researcher of the region, Dr. Banikanta Kakati. Professor Abu Naser Sayed Ahmed is the Director of the said Institute.

FACULTY MEMBERS

Surya Kumar Bhuyan School of Social Sciences :

Department of Economics

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Department of Sanskrit and Ancient Studies

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Department of Agricultural Science

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Department of Mathematics

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ELIGIBILITY CRITERIA

As an aspiring applicant desiring to take admission into an academic programme offered by this University, it is expected that you thoroughly examine the eligibility criteria yourself. The following checklist will help you to screen your own eligibility for admission. It is necessary to check the eligibility criteria before filling up the application form. Documents mentioned under column 3 of the following table against each of the programmes must be enclosed with the application form, failing which the application shall be liable to be rejected.

Sl. No	Academic Programme	Eligibility Criteria	Documents to be Enclosed
1.	Bachelor of Arts	a. 10+2 or equivalent examination passed (in any stream, including Vocational Stream) from a Council/University recognised by UGC. b. Diploma passed from Polytechnics in any branch.	Copies of marksheets and pass certificate of qualifying examination (10+2/P.U./Diploma).
2.	Bachelor of Commerce/ Bachelor of Business Administration	a. 10+2 or equivalent examination passed (in any stream) from a Council/University recognised by UGC.	(i) Copies of pass certifictate and marksheet of qualifying examination (10+2)/P.U.)
3.	Bachelor of Computer Application	a. 10+2 or equivalent examination passed with Mathematics or Computer Science from a Council/University recognised by UGC. b. Diploma passed from polytechnics in any branch of engineering. c. Candidates not having Mathematics or Computer Science at 10+2 level shall have to take 3 additional papers namely, Additional Mathematics-1, Basic Science-1 and Computer Science and Application-1	(i) Copies of pass certificate of qualifying examination (10+2/ P.U.) (ii) Mark sheet showing Mathematics or Computer Science at (10+2) level. (iii) Proof of taking admission for 3 additional papers.
4.	Master of Arts (English)	Any Graduate from KKHSOU or any other University recognised by UGC.	(i) Bachelor Degree Pass Certificate. (ii) Mark sheet of the qualifying exam.

Sl. No	Academic Programme	Eligibility Criteria	Documents to be Enclosed
5.	Master of Arts (Assamese)	Any graduate from KKHSOU or any other University recognised by UGC.	(i) Bachelor Degree Pass Certificate. (ii) Mark Sheet of the qualifying exam.
6.	Master of Arts (Political Science)	Any Graduate from KKHSOU or any other University recognised by UGC.	(i) Bachelor Degree Pass Certificate. (ii) Mark sheet of the qualifying exam.
7.	Master of Arts (Sociology)	Any Graduate from KKHSOU or any other University recognised by UGC.	Bachelor Degree Pass Certificate.
8.	Master of Arts (Education)	a. Any Graduate from KKHSOU or any other University recognised by UGC. b. Any candidate with a B.Ed. Degree from a University recognised by NCTE.	(i) Bachelor Degree Pass Certificate. (ii) Mark sheet of the qualifying exam. (iii) B.Ed. Pass Certificate.
9.	Master of Social Work (MSW)	a. Any Graduate from KKHSOU or any other University recognised by UGC.	(i) Bachelor Degree Pass Certificate.
10.	Master of Computer Application/ Master of Science in Information Technology/ PGDCA	a. BCA from KKHSOU or any other University recognised by UGC. b. Any Graduate (except Fine Arts) from KKHSOU or any other University recognised by UGC with Mathematics or Computer Science as one of the subjects at 10+2 level. c. Candidates not having Mathematics or Computer Science at 10+2 level shall have to take 3 additional papers namely, Additional Mathematics-1, Basic Science-1 and Computer Science and Application-1	(i) Bachelor Degree Pass Certificate. (ii) Mark sheet showing Mathematics or Computer Science at 10+2 level. (iii) Proof of taking admission for 3 additional papers.

Sl. No	Academic Programme	Eligibility Criteria	Documents to be Enclosed
11.	Master of Computer Application (Lateral Entry Scheme) [Lateral entry shall be with prior approval of the University only.]	a. Any Graduate (except Fine arts) from KKHSOU or any other University recognised by UGC with DOEACC 'A' level or with PGDCA from KKHSOU or any other UGC recognised University having Mathematics or Computer Science at 10+2 Level can enroll themselves in third Semester of the MCA programme of KKHSOU. b. Candidates not having Mathematics or Computer Science at 10+2 level shall have to take 3 Additional papers namely, Additional Mathematics-1, Basic Science-1 and Computer Science and Application-1	(i) Bachelor Degree Pass Certificate. (ii) PGDCA/DOEACC 'A' Level Pass Certificate. (iii) Mark sheet showing Mathematics or Computer Science at 10+2 level.
12.	PG Diploma Programme	Any Graduate from a Recognised University	(i) Bachelor Degree Pass Certificate.
13.	Diploma Programme	Minimum qualification (10+2) Pass and Above	(i) Copies of Pass Certificate of qualifying examination (10+2)
14.	Certificate Programme	Minimum qualification Class Xth Pass and Above	(i) Copies of Pass Certificate of qualifying examination

Examination

Term - End Examination :

1. To be eligible to appear for the term-end examination in any course, the learners are required to fulfill the following conditions :

    (i)   They should have valid registration number.
    (ii)   They should have opted and pursued the prescribed course.
    (iii)   They should have submitted the required number of assignments within due dates before taking the examination.
    (iv)   They should have submitted the examination form in the prescribed time along with the requisite fees, if appearing for Back courses.
    (v)   They must collect the admit card.

2. The University conducts term-end examination once for Odd semesters and once for Even semesters in a year. The learner can take the examination only after the minimum period prescribed for the course of study.

3. Examination date schedule indicating the date and time of examination for each course is sent to all the study centres in advance; the same is also notified in the University website.

Information on Consolidated Marksheet

The University has the provision of issuing Consolidated Marksheet to all the learners who have passed all the semester examinations of a Programme (for example, 6-semesters of Bachelor Degree, 4-semesters of Master's Degree and 6-semesters for MCA). The Consolidated Marksheet will reflect the semester-wise score of the learner, and will be provided to all successful learners through the Study Centres. The learners need to pay the fee for consolidated marksheet at the time of admission in the final semester. There is also a provision for Transcript Marksheet against a prescribed fee and for the issue of which the University will take approximately three months time.

Issue of Pass Certificate

When a learner applies for Provisional Pass Certificate after passing a particular programme, approximately 30 days are required for issuing the same. Application should be made in the prescribed format accompanied by a fee of Rs. 235/- (Rs. 200/- for Certificate + Rs. 35/ for postal charge).

Original Pass Certificate is not issued until the Convocation is held. One can apply for the original certificate to be awarded in the Convocation by paying the fee as prescribed, or can apply thereafter in the prescribed format accompanied by a fee of Rs. 535 (Rs. 500 for certificate + Rs. 35 for postal charge). Application for Provisional/ Original certificate must be submitted at the Office of the Registrar, KKHSOU along with all the necessary documents.

Examination Form :

A regular learner is not required to fill up any examination form to appear in the term - end examination. However, a non-regular learner who wishes to appear in the examination of back/arrear course shall have to fill up the examination form. The examination form is to be sent to the Controller of Examinations along with the requisite fee within stipulated time through Study Centre.

Examination Fee :

Learners are required to pay the total fee for a semester including the examination fee at the time of admission. A learner is also required to pay the fee for consolidated mark sheet at the time of admission in the final semester of the programme.

Submission of Assignment :

■ Assignments are a part of the teaching-learning process and are compulsory.

■ Assignment responses are to be evaluated and feedback are required to be communicated to the learners by giving back the assignments with evaluators' comments. Such assignments are to be collected again by the Study Centre at the time of issuing admit cards and be stored in the study centre's office till the end of next semester, for verification by the University, failing which might lead to withheld of result.

■ Assignments marks are to be sent to the Controller of Examinations as soon as the examination routines are published or uploaded in the website.

■ The home assignment marks must be filled out of 20 (for full paper i.e. theory paper of 80 marks) and out of 10 (for half paper i.e. theory paper of 40 marks).

Preparation of Dissertation in Master's Degree :

A learner has to prepare a dissertation under the guidance of a professionally qualified supervisor. The learner may take up a problem related to the subject and should develop instruments for collection and interpretation of data and preparation of research report. The length of the report may be between 60-70 pages. Detailed guideline is available in the website.

Time Period of Dissertation:

Dissertation work has to start from 3rd semester and the final report has to be submitted within the first 3 months of the 4th semester. The topic of study, review of literature, research questions, objectives of study and method of data collection have to be decided and finalized by the learner in consultation with the guide during the first part of 3rd semester. Data collection should follow immediately. Further, during the 4th semester, the collected data has to be interpreted and analysed. The report has to be prepared and submitted within 3 months.

Submission of Project Report/Dissertation

The learner has to prepare 3 (three) sets of Project Report/Dissertation at the time of submission. One set is to be sent to the University through the Study Centre; one set is to be submitted at the time of viva-voce examination and one set is to be kept with the learner to be submitted to the University whenever required.

Results

Withheld Results :

If the result of a learner is withheld, for clearance of withheld result, a learner has to apply to the Controller of Examinations (through study centre along with requisite documents) within 60 days from the date of declaration of the result. For information regarding requisite documents, the learner may contact the Coordinator of the Study Centre.

A learner will have to deposit a fine of 1000/- if request is made for declaration of withheld results after 60 days but before 90 days. After 90 days no request will be entertained and the result will be updated as failed.

Back and Betterment Rules :

(i) For clearing a programme, a minimum of 35% marks(which comprise the marks obtained from term-end examination and home assignments as indicated) have to be secured by a learner in each course. Maximum four attempts are allowed in each course to clear **Back** subject/course, if any.

(ii) **Back in Aggregate** (for Master's Programme only): If a learner fails to get 45% marks in aggregate despite of getting pass marks in individual courses, the learner will not be eligible to get the Master's Degree. Such a learner will be allowed to appear in any number of Course(s) (Theory) part of the Programme in any Semester for improving his/her aggregate percentage. However, the learner will have to complete the course within the maximum duration prescribed by the University, for example, six years in case of Masters. Moreover, maximum four attempts in one course/paper is allowed.

(iii) The learners pursuing Master's Degree shall be provided with the option of appearing for **Betterment**. Only one chance will be given to candidates for betterment in the immediate next examination. To appear for betterment, a candidate has to apply using specific betterment form which will be available in the website. Betterment chance can be availed of only for two courses in one Semester.

HELPER FOR VISUALLY CHALLENGED/ DIFFERENTLY ABLE PERSON

A differently able learner, including visually challenged learner may take help of a helper to write the answers on his/her behalf. The procedure to engage helper are as follows :

The differently able learner must have a valid certificate issued by competent authority stating that the candidate is not in a position to write the answer by himself/herself.

Such learner have to apply to the Controller of Examinations well in advance before the examination, for permission.

The helper (the person engaged for writing answers on behalf of the differently able learner/ visually challenged) must have lesser qualification. A certificate in this regard is required from a person like the Principal of the school/college or a Gazetted Officer.

The photograph and handwriting of the helper is to be attested by the Principal/Centre In-charge of Study Centre or a Gazetted Officer.

The Centre In-charge of the examination will arrange for allowing the helper on receiving proper written permission from the Controller of Examinations. The Centre Incharge will also certify on each day of examination that the helper is the same person allowed by the Controller of Examinations by verifying him/her with the photograph in the permission letter.

[For details visit www.kkhsou.in]

ACADEMIC PROGRAMMES

PROGRAMMES ON OFFER

At present, the KKHSOU offers the following Academic Programmes.

A. Ph.D. and M. Phil. Programme :

Fresh registration in both the programmes is open and detail guidelines are available in the prospectus and also in the website.

B. Master's Degree Programme :

M03　Master of Computer Application (MCA)
M04　Master of Arts in Assamese (MAS)
M05　Master of Arts in English (MEG)
M06　Master of Arts in Education (MED)
M07　Master of Arts in Political Science (MPS)
M08　Master of Arts in Sociology (MSO)
M09　Master of Social Work (MSW)
M10　Master of Science in Information Technology (MSc IT)

C. Bachelor's Degree Programmes :

B01　Bachelor of Arts (BA) - Pass
B02　Bachelor of Arts (BA) - Major
B03　Bachelor of Commerce (BCom)
B04　Bachelor of Business Administration (BBA)
B06　Bachelor of Computer Application (BCA)

D. Post Graduate Diploma Programmes

P01　Computer Application (PGDCA)
P02　Business Management (PGDBM)
P04　Human Resource Management (PGDHRM)
P05　Broadcast Journalism (PGDBJ)
P06　Mass Communication (PGDMC)

E. Diploma Programmes :

D01　Journalism and Mass Communication (DJMC)
D05　Creative Writing in English (DCWE)
D06　Computer Hardware and Networking (DCHN)
D07　Library and Information Science (DLIS)
D09　Sanskrit Learning (DSL)

F. Certificate Programmes :

C16　Commercial Nursery Management (CCNMA)
C17　Tea Cultivation and Plantation Management (CSTCPM)
C20　Security Personnel (CSP)
C21　Counselling Skills (CCS)

G. Diploma in Elementary Education (D.El.Ed.) Programme :

KKHSOU was entrusted by the Government of Assam with the responsibility to train the untrained teachers with a Teacher Training Programme through the distance mode. Accordingly, the University developed the 'Diploma in Elementary Education' (D.El.Ed.) in ODL mode for the in-service teachers of the State, which was launched in 2012. This programme is the first of its kind in the North East Region of India. The curriculum and syllabi, designed and developed as per the National Curriculum Framework for Teacher Education, 2009 has the approval of National Council for Teacher Education (NCTE). The programme is of two year duration and the in-service teachers selected/nominated/deputed by the Government of Assam (through SSA Mission) are only eligible to undergo this training programme. The programme has a separate prospectus.

H. Master of Business Administration (MBA)

The MBA programme is designed to introduce learners to the various areas of business such as, accounting, finance, marketing, human resources, operations management, etc. All the courses are compulsory upto 2nd semester. In 3rd semester, there will be two compulsory courses and four optional courses. In the 4th semester all the courses belongs to the speacialization chosen by the learner.

The MBA programme of KKHSOU is a two year Programme with 4 Semesters and 2400 marks. Each semester comprises 6 courses. Each course carries 100 marks. The learners will have to submit a project report on any of their chosen specialization in the 4th semester. The programme has a separate adminission bulletin.

Ph.D. and M. Phil. Programme

The Ph.D. and M.Phil. programmes will be conducted as per the following clauses :

Eligibility criteria for admission to Ph. D. programme :

Candidate for admission to the Ph.D. programme must have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with atleast 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or a equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.

A relaxation of 5% marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/ differently-abled and other categories of candidates as per the decision of the UGC from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedure.

Candiates possessing a degree considered equivalent to M.Phil. degree of an Indian Institutions, from a foreign education institution accredited by an Assessment and Accreditation Agency which is approved, recognised or authorised by an authority established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D. Programme.

Application Form for Ph.D. and M.Phil. Programme :

For admission to the Ph. D. and M Phil. programmes, candidates shall apply in prescribed form of KKHSOU as available in the website.

Duration of the Ph.D. programme :

Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years.

Admission Procedure for Ph.D. :

Admission to the Ph.D. programme will be based on performance in the entrance test and viva. Shortlisted candidates of the written test will have to make a presentation of their synopsis of a research proposal (format to be notified later) before a panel of experts.

Entrance Test :

The entrance test will comprise of two parts

Part A : 50 marks MCQ based on research methodology;

Part B : 50 marks descriptive type in the relevant subject.

Fee Structure for Ph.D. Programme:

Admission Fee	: Rs. 20,000
Course Work Fee	: Rs. 5,000
Monthly fee	: Rs. 1,000
Thesis Submission fee	: Rs. 5,000
Viva voce examination fee	: Rs. 5,000

Eligibility criteria for admission to M.Phil.programme :

Candidate for admission to the M.Phil. programme must have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with atleast 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or a equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.

A relaxation of 5% marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/ differently-abled and other categories of candidates as per the decision of the UGC from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedure.

Duration of the M.Phil. programme :

M.Phil. programme shall be for a duration of two consecutive semesters/ one year.

Admission to M.Phil. Programme:

Admission to the M.Phil. Programme of the University will be based on the candidate's performance in the entrance test.

Entrance Test :

The entrance test will comprise of two parts

Part A : 50 marks MCQ based on research methodology;

Part B : 50 marks descriptive type in the relevant subject.

Fee Structure for M.Phil. Programme :

Admission Fee   : Rs. 10,000
Monthly Fee   : Rs.   500
Viva voce
examination fee   : Rs.   5,000

Master's Degree Programme

General Information :

KKHSOU offers the following Master's Degree Programmes. These Programmes are offered under Semester System.

Master's Degree Programmes in Tabular Form

Sl. No.	Name of the Programme	Codes of Programme	Duration of Semesters		Medium	Total Marks
			Min	Max		
1.	Master of Computer Application	MCA	6	16	English	2400
2.	Master of Social Work	MSW	4	12	English	1600
3.	Master of Arts (Assamese, English, Education, Political Science, Sociology)	MA	4	12	English	1600
4.	Master of Science in Information Technology	MSc (IT)	4	12	English	1600

M03. Master of Computer Application (MCA)

The University offers MCA, a professional Master's Degree in Computer Applications for the graduate learners. The programme focuses on providing a sound theoretical background, as well as practical exposure to learners in the relevant areas of computer applications.

The Programme has been divided into six semesters.

Career Prospects :

- Software Engineering
- Graphic designing
- Software testing
- Mobile Application Developer.

For lateral admission to MCA programme, refer to the 'Eligibility Criteria' section of the prospectus.

Programme Structure :

Title of Course	SLM Code	Course Code	Semester	Marks
Computer Fundamentals and PC Software	MCA(S1)01	CF	1st	10+50+40p
Digital Logic	MCA(S1)02	DL	1st	20+80
Computer Programming using C	MCA(S1)03	CP	1st	10+50+40p
Communicative English	MCA(S1)04	CE	1st	20+80
Computer Organization and Architecture	MCA(S2)05	COA	2nd	20+80
Data Structure through C Language	MCA(S2)06	DS	2nd	10+50+40p
Object-Oriented Programming through C++	MCA(S2)07	OOP	2nd	10+50+40p
Visual Basic	MCA(S2)08	VB	2nd	10+50+40p
Discrete Mathematics	MCA(S2)09	DS	3rd	20+80
Operating System	MCA(S3)10	OS	3rd	20+80
Formal Language and Automata	MCA(S3)11	FLA	3rd	20+80
Computer Graphics	MCA(S3)12	CG	3rd	20+80
Database Management Systems	MCA(S4)13	DMS	4th	10+50+40p
Management Information Systems	MCA(S4)14	MIS	4th	20+80
Data Communication and Computer Networks	MCA(S4)15	DCCN	4th	20+80
System Software	MCA(S4)16	SS	4th	20+80
Software Engineering	MCA(S5)17	SE	5th	20+80
Design and Analysis of Algorithms	MCA(S5)18	DAA	5th	20+80
Management Accounting	MCA(S5)19	MA	5th	20+80
Elective I : Linux System Administration	MCA(S5)20	EL-I	5th	10+50+40p
Web Technology	MCA(S6)21	WT	6th	10+50+40p
Elective II : Electronic Commerce	MCA(S6)22	EL-II	6th	20+80
Project + Voce	MCA(S6)23	PROJ	6th	200

p = practical

M04. স্নাতকোত্তৰ অসমীয়া

সাহিত্য সমাজৰ দাপোণ স্বৰূপ। সাহিত্যৰ মাজেদি এটা জাতিৰ সামগ্ৰিক জীৱন-চৰ্যাৰ পৰিচয় পোৱা যায়, এটা প্ৰজন্মৰ পৰা আন এটা প্ৰজন্মলৈ বিভিন্ন সমল প্ৰৱাহিত হয়। সেয়ে বিশ্ববিদ্যালয়ে বিশেষ বিষয় হিচাপে সাহিত্য অধ্যয়নৰ ব্যৱস্থা কৰিছে। সাহিত্য শাখাৰ শিক্ষাৰ্থীসকলে তেওঁলোকৰ বাবে নিৰ্ধাৰণ কৰা পাঠ্যবিষয়সমূহৰ মাজেদি অসমীয়া সাহিত্যৰ বুৰঞ্জী, অসমীয়া সাহিত্যৰ ক্ৰমবিকশিত বিভিন্ন ৰূপ, অসমীয়া সংস্কৃতি, সাহিত্য সমালোচনা, লিপি আৰু পাঠ সমীক্ষাৰ বিষয়ে বিস্তৃত ধাৰণা লাভ কৰিব। তদুপৰি এই শাখাৰ শিক্ষাৰ্থীসকলে বিশেষভাৱে অধ্যয়ন কৰিব অসমীয়া ভক্তি সাহিত্য, পাশ্চাত্য সাহিত্য আৰু সংস্কৃত সাহিত্যৰ কেইটিমান নিৰ্বাচিত পাঠ, অসমীয়া সাহিত্যত পাশ্চাত্য প্ৰভাৱ, বিভিন্ন ভাৰতীয় সাহিত্যৰ সাহিত্যিক পৰম্পৰা আৰু অনুবাদ সাহিত্য তথা এজন নিৰ্বাচিত অসমীয়া সাহিত্যিকৰ সাহিত্য পাঠ। এই পাঠ্যবিষয়সমূহে এজন শিক্ষাৰ্থীক সৃষ্টিশীল ৰচনাৰ ক্ষেত্ৰখনলৈ আগবাটি যোৱাৰ ক্ষেত্ৰত সহায় কৰিব।

বিষয় গাঁথনি ঃ

পাঠ্যবিষয়	স্ব-শিক্ষণ সামগ্ৰী সূচাংক	পাঠ্যবিষয় সূচাংক	ষাণ্মাসিক	মুঠ নম্বৰ
অসমীয়া সাহিত্যৰ বুৰঞ্জী (আদিৰ পৰা মধ্যযুগলৈ)	MAS-01	ASB	প্ৰথম	
অসমীয়া কবিতা	MAS-02	ASK	প্ৰথম	
অসমীয়া নাটক	MAS-03	ASN	প্ৰথম	
অসমীয়া সংস্কৃতি	MAS-04	ASS	প্ৰথম	20+80
অসমীয়া সাহিত্যৰ বুৰঞ্জী (অৰুণোদয় যুগৰ পৰা যুদ্ধোত্তৰ যুগলৈ)	MAS-05	ASB2	দ্বিতীয়	20+80
অসমীয়া গদ্য সাহিত্য	MAS-06	AGS	দ্বিতীয়	20+80
অসমীয়া উপন্যাস	MAS-07	AU	দ্বিতীয়	20+80
অসমীয়া চুটিগল্প	MAS-08	ACS	দ্বিতীয়	20+80
সাহিত্য সমালোচনা	MAS-09	SS	তৃতীয়	20+80
অসমীয়া ভক্তি সাহিত্য	MAS-10 (Lit)#	ASB3	তৃতীয়	20+80
পাশ্চাত্য সাহিত্যৰ নিৰ্বাচিত পাঠ	MAS-11 (Lit)	PSN3	তৃতীয়	20+80
সংস্কৃত সাহিত্যৰ নিৰ্বাচিত পাঠ	MAS-12 (Lit)	SSN3	তৃতীয়	
ভাষা-বিজ্ঞানৰ সাধাৰণ পৰিচয়	MAS-10 (Lan)# #	BBS3	তৃতীয়	20+80
পালি-প্ৰাকৃত-অপভ্ৰংশ ভাষা পাঠ আৰু তুলনামূলক ব্যাকৰণ	MAS-11 (Lan)	PPA3	তৃতীয়	20+80
ধ্বনিতত্ত্ব আৰু অসমীয়া ধ্বনিতত্ত্ব	MAS-12 (Lan)	DAD3	তৃতীয়	20+80
লিপি আৰু পাঠ সমীক্ষা	MAS-13	LPS	চতুৰ্থ	20+80
অসমীয়া সাহিত্যত পাশ্চাত্য প্ৰভাৱ	MAS-14 (Lit)	ASPP	চতুৰ্থ	20+80
তুলনামূলক ভাৰতীয় সাহিত্য	MAS-15 (Lit)	BSN	চতুৰ্থ	20+80
অনুবাদ সাহিত্য আৰু নিৰ্বাচিত সাহিত্যিকৰ সাহিত্য অধ্যয়ন ★	MAS-16 (Lit)	ASN	চতুৰ্থ	20+80
ৰূপতত্ত্ব আৰু অসমীয়া ৰূপতত্ত্ব	MAS-14 (Lan)	RAR	চতুৰ্থ	20+80
উপভাষা বিজ্ঞান আৰু অসমীয়া উপভাষা	MAS-15 (Lan)	UBA	চতুৰ্থ	20+80
তিব্বত-বৰ্মীয় ভাষা	MAS-16 (Lan)	TBB	চতুৰ্থ	20+80

\#   Lit = সাহিত্য শাখাৰ বাবে

\#\#   Lan = ভাষা শাখাৰ বাবে

★ উল্লেখযোগ্য যে চতুৰ্থ ষাণ্মাসিকৰ চতুৰ্থখন পাঠ্যবিষয়ত অন্তৰ্ভুক্ত হোৱা "অনুবাদ সাহিত্য" ভাগটি এই শাখাৰ সকলোৰে বাবে বাধ্যতামূলক আৰু দ্বিতীয় ভাগটিত সন্নিৱিষ্ট "শংকৰদেৱৰ ঃ *আদি দশম*" অথবা "জ্যোতিপ্ৰসাদ আগৰৱালাৰ নাটক" — যিকোনো এজন সাহিত্যকৰ্মৰ বিষয়ে বিশেষভাৱে অধ্যয়ন কৰিব লাগিব।

M05.   MA in English

The revised MA English Programme has been designed in such a way that it meets the standard in other national and international universities of repute. This programme aims to generate an interest in literature, to inculcate a spirit of critical enquiry, and to develop analytical and creative faculties in the learners. The programme begins with a basic introduction to English literature, its various sources and forms. However, as the Semesters progress, new areas of literature and literary studies including criticism and literary theory are also introduced. The programme also includes compulsory courses on Language and Linguistics, Indian English Literature and American Literature. In Semester IV, learners will also get an opportunity to take an optional course between Modern European Literature and Literature from North-East India (in English and Translation).

Career Prospects :
After successfully completing the MA English Programme, you will be able to
- Enter in positions as teachers or lecturers or assistant professor in educational institutions
- Enter the research field by applying for a PHD programme in English
- Pursue a career in mass communication and journalism
- Find a job in publishing and translation agencies as copywriter, editor, and proof reader
- Find the job of campaign manager and speech writer in government departments

Programme Structure :

Title of Course	Semester	Marks
English Social and Cultural History	1st	100
English Poetry: Chaucer to the Neoclassical	1st	100
English Drama from Elizabethan to Restoration	1st	100
Non-fictional Prose	1st	100
18th and 19th Century Novels	2nd	100
Language, Linguistics and Grammar	2nd	100
Poetry: Romantic to Victorian	2nd	100
Literary Criticism	2nd	100
20th Century Novels	3rd	100
Modern Drama	3rd	100
Modern Poetry	3rd	100
Indian English Literature	3rd	100
Literary Theory I	4th	100
Literary Theory II	4th	100
American Literature	4th	100
Modern European Literature (Option 1) Literature from North-East India (in English and Translation) (Option 2)	4th	100

M06   MA in Education

The programme Master of Arts in Education is designed with a broad perspective to emphasise on total growth and development of an individual and the society. The courses are structured with a view to make the learners understand the true value of education and acquaint them with the necessary skills that are essential for living as a human being in the society. The programme emphasises on philosophical, psychological and social foundations of education besides the practical application of the methods and techniques of teaching, problems in Indian education, educational management etc.

Careers Prospects :
- The employment avenues are available in schools and colleges
- Research organisation
- NGOs
- Consultants in educational institutions

Programme Structure :

Title of Course	SLM Code	Course Code	Semester	Marks
Philosophical Foundations of Education	MED 01	PHE	1st	20+80
Psychological Foundations of Education	MED 02	PSE	1st	20+80
Sociological Foundations of Education	MED 03	SFE	1st	20+80
Methods and Techniques of Teaching and Teaching Practical	MED 04	MTP	1st	50+30+20★
History and Contemporary Issues of Education in Modern India	MED 05	HCE	2nd	20+80
Measurement and Evaluation in Education	MED 06	MEE	2nd	20+80
Problems and Issues in Indian Education	MED 07	PIE	2nd	20+80
Educational Technology	MED 08	ET	2nd	20+80
Educational Research and Educational Statistics	MED 09	ERS	3rd	20+80
Distance Education	MED 10	DE	3rd	20+80
Teacher Education	MED 11	TE	3rd	20+80
Psychological Practical	MED 12	PSP	3rd	40+45+15★★
Educational Management	MED 13	EDM	4th	20+80
Environmental and Population Education	MED 14	EPE	4th	20+80
Economics of Education #	MED 15	EED	4th	20+80
Comparative Education	MED 15	CED	4th	20+80
Dissertation	MED 16	DSR	4th	20+80★★★

★   In MED 04 : 50 Theory, 30 Practice Teaching, 20 Viva.
★★   In MED 12 : 40 Practical Note Book, 45 Experiments, 15 Viva.
★★★ In MED 16 : 20 for Viva and 80 for Dissertation.
Any one from MED 15.
★   Detail Guidelines are available for download at the University website : www.kkhsou.in
★   Learners are not required to submit assignment for the above mentioned papers.

M07. MA in Political Science

The MA Political Science programme aims at enabling the learners to have theoretical insights into some fundamental elements in the realm of political thought and philosophy even as the learners are sought to be acquainted with the actual dynamics of political processes and events at various levels of political existence, be it regional, national or international. Accordingly, the learners are introduced to such areas as political theory and thought, (both Indian and Western), the Indian political system, public administration encompassing both theory and practice, human rights and so on.

A Post-Graduate degree in Political Science opens up some interesting career opportunities :
- A post-graduate in Political Science can go on to pursue a career in teaching and research after fulfilling the required eligibility criteria.
- Political Science also helps learners gain a theoretical understanding of various socio-economic issues. The knowledge gained would help the learners explore job opportunities in the NGO sector.

Programme Structure :

TITLE OF THE COURSE	SLM CODE	COURSE CODE	SEMESTER	MARKS
Recent Political Theory	MPS 01	RPT	1st	20+80
Western Political Thought (Select Political Thinkers)	MPS 02	WPT	1st	20+80
Indian Political Thought	MPS 03	IPT	1st	20+80
Indian Political System	MPS 04	IPS	1st	20+80
Public Administration : Concepts and Theories	MPS 05	PA	2nd	20+80
Indian Administration	MPS 06	INDA	2nd	20+80
International Politics : Theory	MPS 07	IP	2nd	20+80
Contemporary International Relations	MPS 08	CIR	2nd	20+80
Modern Political Analysis	MPS 09	MPA	3rd	20+80
Human Rights : Theory	MPS 10	HRT	3rd	20+80
Human Rights : Institutional Arrangements	MPS 11	HRI	3rd	20+80
Political Sociology	MPS 12	PSO	3rd	20+80
Indian Society in Transition	MPS 13	IST	4th	20+80
Social Movements	MPS 14	SOM	4th	20+80
Public Personnel Administration ★	MPS 15	PPA	4th★	20+80
Comparative Public Administration	MPS 16	CPA	4th★	20+80
Women and Politics ★	MPS 17	WP	4th★	20+80
Issues in Peace and Conflict	MPS 18	IPC	4th★	20+80

★ In 4th Semester, the learners will have to opt for any two optional courses, one from each group.

M08.   MA in Sociology

As a branch of Social Science, Sociology deals with the study of society as a whole and the interrelationship between the individual and the society. This course will enable the learners to realize their social role as members of the society. Accordingly, the learner who takes up this Course will be introduced to different theories as well as branches of Sociology, followed by application of the theoretical knowledge in fieldwork. As such, the course prepares the learner for a wider view of the society and its different aspects.

Career Prospects :

Academics, Administration, NGOs, Social welfare and Policy making

Programme Structure :

Title of Course	SLM Code	Course Code	Semester	Marks
Introductory Sociology	MSO 01	ISO	1st	20+80
Sociological Theories-I	MSO 02	SOT1	1st	20+80
Political Sociology	MSO 03	PSO	1st	20+80
Sociology of Indian Society-I	MSO 04	SIS1	1st	20+80
Research Methodology	MSO 05	RM	2nd	20+80
Sociological Theories-II	MSO 06	SOI2	2nd	20+80
Sociology of Indian Society-II	MSO 07	SIS2	2nd	20+80
Social Stratification	MSO 08	SOS	2nd	20+80
Environmental Sociology	MSO 09	ESO	3rd	20+80
Gender and Society	MSO 10	GSO	3rd	20+80
Rural Sociology	MSO 11	RSO	3rd	20+80
Sociology of Development	MSO 12	SOD	3rd	20+80
Fieldwork and Dissertation*	MSO 13	FDSR	4th	20+80
Sociology of North East India	MSO 14	SONE	4th	20+80
Social Demography	MSO 15	SOD	4th	20+80
Industrial Sociology (Elective)	MSO 16	ISO	4th	20+80
Sociology of Health and Illness (Elective)	MSO 17	SOH	4th	20+80

The Study Centre is authorised to offer optional courses keeping in view the faculty strength and infrastructure available at its disposal.

* Detail guidelines are available for download at the University website : www.kkhsou.in

M09. Master of Social Work (MSW)

The programme Master of Social Work is designed to produce trained professionals for specialised work. It enables the learners to develop skills for in- depth study in the fields of child and family practice, community practice, mental health, hospital setting, human resource related organisational practices etc. The theoretical perspective and field work embedded in the programme provides opportunities to develop practical skills in social work.

Careers Prospects :
Academics, NGOs, Social Welfare Administration, Policy making, Individual & Group Counselling, Labour Welfare and Medical and Psychiatric Assistance.

Programme Structure :

Title of the Course	SLM Code	Course Code	Semester	Marks
Social Work Profession	MSW 01	SWP	1st	20+80
Work with Individuals and Families (social case work)★	MSW 02	SWC	1st	20+80
Social Group Work	MSW 03	SGW	1st	20+80
Personal and Professional Development for Social Work practice	MSW 04	PPD	1st	20+80
Social Research and Statistics in Social Work	MSW 05	SRS	2nd	20+80
Work with Communities : Community Organization and Social Action	MSW 06	CSA	2nd	20+80
Social Work in India	MSW 07	SWI	2nd	20+80
Social Policies and Indian Industries	MSW 08	SPI	2nd	20+80
Medical Social Work	MSW 09	MDSW	3rd	20+80
Psychiatric Social Work	MSW 10	PSW	3rd	20+80
Social Action as a Method of Social Work and NGOs	MSW 11	SAM	3rd	20+80
Social Policy Planning and Legislation	MSW 12	SPP	3rd	20+80
Human Development and Social Psychology	MSW 13	HDS	4th	20+80
Social Welfare Administration	MSW 14	SWA	4th	20+80
Tribal Social System	MSW 15	TSS	4th	20+80
Field Work and Disseration★	MSW 16	FWD	4th	20+80

★ Detail guidelines are available for download at the University website : www.kkhsou.in

M10.   Master of Science in Information Technology (MSc IT)

The M.Sc. IT programme is designed to impart a sound foundation to those learners who are involved or likely to be involved in seeking a career in IT. The curriculum of this programme aims at providing the learners the ability for problem solving and substantial theoretical, as well as, practical knowledge in IT discipline. The curriculum will also help the learners in pursuing advanced study in the relevant fields because of its nature and flexibility.

Career Prospects :
Software Engineering, Graphic designing, Software testing, Mobile Application Developer.

Programme Structure :

Title of the Course	SLM Code	Course Code	Semester	Marks
Computer Fundamentals and PC Software	M.Sc.IT(S1)01	CFPC	1st	10+50+40p
Digital Logic	M.Sc.IT(S1)02	DL	1st	20+80
Computer Programming using C	M.Sc.IT(S1)03	CPC	1st	10+50+40p
Fundamentals of Networking and Internet	M.Sc.IT(S1)04	FNWT	1st	20+80
Computer Organization and Architecture	M.Sc.IT(S2)05	COA	2nd	20+80
Data Structure through C Language	M.Sc.IT(S2)06	DS	2nd	10+50+40p
Object-Oriented Programming through C++	M.Sc.IT(S2)07	OOP	2nd	10+50+40p
Visual Basic	M.Sc.IT(S2)08	VB	2nd	10+50+40p
Discrete Mathematics	M.Sc.IT(S3)09	DS	3rd	20+80
Operating System	M.Sc.IT(S3)10	OS	3rd	20+80
Formal Language and Automata	M.Sc.IT(S3)11	FLA	3rd	20+80
Computer Graphics	M.Sc.IT(S3)12	CG	3rd	20+80
Database Management Systems	M.Sc.IT(S4)13	DMS	4th	10+50+40p
Management Information Systems	M.Sc.IT(S4)14	MIS	4th	20+80
Project-I	M.Sc.IT(S4)15	PROJ	4th	100
System Software	M.Sc.IT(S4)16	SS	4th	20+80

p = practical

Bachelor's Degree Programmes

General Information :

The University offers the following Bachelor's Degree Programmes under the Semester System as per the latest UGC norms :

B01	Bachelor of Arts (BA) Pass
B02	Bachelor of Arts (BA) Major
B03	Bachelor of Commerce (BCom)
B04	Bachelor of Business Administration (BBA)
B06	Bachelor of Computer Application (BCA)

Eligibility Criteria for Admission :

■ Those who have passed Higher Secondary/Pre-University examination in any stream and those who have passed relevant BPP from KKHSOU are eligible to take admission into any of the Bachelor's Degree programmes.

Semester-wise Compulsory and Optional courses for B.A. (Pass) and B.A. (Major) Programmes

Compulsory Course	Title of the Course	Semester
	General English	I
	MIL/Alt English	II
	Environmental Studies	III
	Spoken English	IV
Optional Courses [Only for B.A. (Pass)]	Studies of Assamese Culture-I/ Computer Application	V
	Studies of Assamese Culture-II/ Office Management	VI

Bachelor of Arts (BA) Programme : Pass (B01) and Major (B02)

The University offers B.A. Programme (Pass and Major) comprising six semesters which have to be completed in minimum three years of duration.

For B.A. (Pass) Course, there will be total 4 Courses in each of the semesters, totaling 24 courses that will carry 2400 marks with 96 credits.

For B.A. (Major) Course there will be total 4 Courses in each of the semesters, totaling 24 courses that carries 2400 marks with 120 credits. The University provides opportunity to the learners to opt for Major Course from Semester 3 onwards.

Out of the elective courses learners of B.A. (Pass) are required to select any three elective courses from Table A (Column 1). These Elective courses are to be pursued till the end of the Programme. Learners who desire to pursue B.A. (Major) may select the Major Course from Table A (Column 2).

Table A		
	Column 1	Column 2
Sl. No.	Elective Courses	Major Courses
1	English	English
2	Political Science	Political Science
3	Education	Education
4	Sociology	Sociology
5	Economics	Economics
6	Philosophy	Philosophy
7	History	History
8	Journalism and Mass Communication	Journalism and Mass Communication
9	Mathematics	X
10	Sanskrit	X
11	Assamese	X

Detailed programme structure of B.A. (Pass) and B.A. (Major) are given in the following tables.

Programme Structure : B.A. (Pass)

1st Sem.ester	2nd Semester	3rd Semester	4th Semester	5th Semester	6th Semester
1. General English 2. Elective I 3. Elective II 4. Elective III	1. MIL/Alt English 2. Elective I 3. Elective II 4. Elective III	1. Env. Studies 2. Elective I 3. Elective II 4. Elective III	1. Sopken English 2. Elective I 3. Elective II 4. Elective III	1. Basic Computer/ Studies of Assamese Culture-I 2. Elective I 3. Elective II 4. Elective III	1. Office Management/ Studies of Assamese Culture-II 2. Elective I 3. Elective II 4. Elective III

Programme Structure : B.A. (Major)

1st Semester	2nd Semester	3rd Semester	4th Semester	5th Semester	6th Semester
1. General English	1. MIL/Alt English	1. Env. Studies	1. Spoken English	1. Major	1.Major
2. Elective I	2. Elective I	2. Major	2. Major	2. Major	2. Major
3. Elective II	3. Elective II	3. Major	3. Major	3. Major	3. Major
4. Elective III	4. Elective III	4. Elective Course	4. Elective Course	4. Major	4. Major

Courses offered by KKHSOU for B.A. (Pass) and B.A. (Major) Programmes

Bachelor of Arts in English

Pass and Major

English today has assumed a much greater importance in view of the rapid economic development of the country. Therefore, it is *sine qua non* that English is to be studied more vigorously for keeping pace with the all round development in a globalised economy. This course is offered both for Major and Pass Course.

Career Prospects :
- Blogging
- Publishing house
- Academics
- Writer
- Journalism
- Multi-Media communication.

English

Sl. No.	Title of Course	Semester	Major	Pass
1	Foundation Course in English	I	M	P
2	Poetry	II	M	P
3	From Language to Literature	III	M	P
4	History of English Literature	III	M	-
5	Prose	IV	M	P
6	English Poetry from Medieval to Modern	IV	M	-
7	Short Story	V	M	P
8	English Novels	V	M	-
9	Non-Fictional Prose	V	M	-
10	English Drama	V	M	-
11	Uses of English	VI	M	P
12	Introduction to Language and Linguistics	VI	M	-
13	Literary Criticism : Ancient to Modern	VI	M	-
14	Indian English Literature (Option A) or American Literature (Option B)	VI	M	-

Bachelor of Arts in Education

Pass and Major

Education is the bedrock of the total growth and development of an individual and the country. As human being, we have to know the basic meaning and value of education. By taking this programme we can understand the importance of education, how education helps us to adjust with our community, society, nation or the world as a whole, and help us to participate in the development process of the society and country.

Career Prospects :
- Academics
- Research
- NGO's
- Administration

Education

Sl. No.	Title of Course	Semester	Major	Pass
1	Principles and Theories of Education	I	M	P
2	Psychological Foundation of Education	II	M	P
3	Sociological Foundation of Education	III	M	P
4	Problems and Issues in Indian Education	III	M	-
5	Distance Education	IV	M	P
6	Educational Technology	IV	M	-
7	History of Education during Pre Independence	IV	M	P
8	Measure and Statistics in Education	V	M	-
9	Economics of Education	V	M	-
10	Educational Management	V	M	-
11	History of Education during post Independence	VI	M	P
12	Environmental Education	VI	M	-
13	Population Education	VI	M	-
14	Psychological Practical	VI	M	-

Bachelor of Arts in Philosophy

Pass and Major

The University offers Philosophy as a subject for both Pass and Major courses in BA semester programme. Philosophy as an academic discipline in the university system of higher learning plays a vital role in discovering the power of reasoning which lies latent in human beings and which helps to regulate human thinking and human conduct.

Career Prospects :
- Logic helps one to develop the reasoning skill. So it helps in all kinds of competitive examinations.
- After studying Philosophy, one can go for academics.

Philosophy

Sl. No.	Title of Course	Semester	Major	Pass
1	Logic I	I	M	P
2	Logic II	II	M	P
3	Indian Philosophy-I	III	M	P
4	Ethics	III	M	-
5	Indian Philosophy-II	IV	M	P
6	Philosophy of Religion	IV	M	-
7	Metaphysics	V	M	P
8	Epistemology	V	M	-
9	Greek and Medieval Philosophy	V	M	-
10	Modern Western Philosophy	V	M	-
11	Contemporary Western Philosophy	VI	M	P
12	Contemporary Indian Philosophy	VI	M	-
13	Social and Political Philosophy	VI	M	-
14	Applied Ethics	VI	M	-

Bachelor of Arts in History

Pass and Major

History is one of the elective courses offered by the University under the semester system. The course is offered both for major and pass courses. History is the study of past. It is a very lively field of study. The courses aim at acquainting the learners with various historical developments at regional, national and international levels. The course will enable the learners to pursue higher education in history in future in any other Universities. The programme will also help them in making careers through competing in civil service examinations or in any other competitive examinations.

Career prospects:
- Academics
- Administration
- Museum Curator

History

Sl. No.	Title of Course	Semester	Major	Pass
1	History of India from Pre History till the beginning of the 13th century C.E.	I	M	P
2	History of India from the Sultanate to the Mughals	II	M	P
3	India under the East India Company	III	M	P
4	Indian Historiography	III	M	-
5	India under the Crown	IV	M	P
6	History of Europe (1789-1878)	IV	M	-
7	History of Assam up to the 16th century	V	M	P
8	Cultural History of India	V	M	-
9	Aspects of Europe History (1878-1960s)	V	M	-
10	History of Japan and China	V	M	P
11	History of Assam from the 17th century to 1947 C.E.	VI	M	P
12	Cultural History of Assam	VI	M	-
13	History of Ancient Civilizations	VI	M	-
14	Socio-Economic History of Modern India	VI	M	-

Bachelor of Arts in Sociology

Pass and Major

Sociology is a science that study social reality in a holistic manner. It explores and analyses the linkages between personal lives and the larger social forces of life. It studies the process of interrelationship among the various aspects of social life and social change. It is the study of action, social behaviour, structure, belief, relations and issues of power etc. at the local, cross- cultural and global context. It is a crossroad for other disciplines in the social sciences. The programme will develop in the learners the necessary confidence in sociological skills and imagination to pursue acquisition of vocational skills to prepare them for varied employment opportunities.

Careers Prospect :
- Academics
- Administration
- NGOs
- Social welfare
- Policy making

Sociology

Sl. No.	Title of Course	Semester	Major	Pass
1	Introduction to Sociology	I	M	P
2	Sociological Theories	II	M	P
3	Indian Society	III	-	P
4	Research Methodology	III	M	-
5	Social Problems and Welfare	IV	-	P
6	Theoretical Perspectives in Sociology	IV	M	-
7	Sociology of Northeast India	V	-	P
8	Political Sociology	V	-	P
9	Demography	V	M	-
10	Sociology of Development	V	M	-
11	Rural and Urban Society	VI	M	-
12	Social Movements	VI	M	-
13	Gender and Society	VI	M	-
14	Media and Society	VI	M	-

Bachelor of Arts in Political Science

Pass and Major

This course is offered both for Major and Pass courses. The course aims at enabling the learners to have an overall theoretical understanding of certain fundamental concepts of political existence and acquaint them in the actual dynamics of the political processes and events at various levels of political life. Accordingly, the learners will be able to gain an understanding of some key concepts such as the meaning of Political Science and politics, various approaches to the study of Political Science, state, sovereignty, public administration, politics in India, etc. Over and above these topics, the learners opting for the Major course will get an insight into some very important areas, such as, international politics, political systems of some select countries, contemporary political issues, political thought, human rights and political development in Assam, the latter intended to impart knowledge of political events taking place at a more local level.

Career Prospects :

■ Political Science can be opted as an optional subject in various competitive examinations conducted for recruitment to posts under both the State and Central Governments.

■ Political Science also helps learners gain a theoretical understanding of various socio-economic issues. The knowledge gained would help the learners to explore job opportunities in the NGO sector.

Political Science

Sl. No.	Title of Course	Semester	Major	Pass
1	Political Theory (Part-A)	I	M	P
2	Political Theory (Part-B)	II	M	P
3	Public Administration (Theory)	III	M	P
4	International Politics (Theory)	III	M	-
5	Politics in India-I (Constitutional Dynamics)	IV	M	P
6	Select Political Systems (UK and USA)	IV	M	-
7	Politics in India-II (Structure and Processes)	V	M	P
8	International Politics in the Contemporary World	V	M	-
9	Select Political Systems (Switzerland and China)	V	M	-
10	Contemporary Issues in World Politics	V	M	-
11	Public Administration in India	VI	M	P
12	Political Thinkers	VI	M	-
13	Human Rights	VI	M	-
14	Politics in Assam-History and Present	VI	M	-

Bachelor of Arts in Economics

Pass and Major

Economics is one of the interesting areas of study which enables us to explain some of the basic economic problems of our life. BA programme of this University provide Economics as one of the elective subjects and it also offered as a major course.

Career Prospects :
- Economist
- Banker
- Investment Analyst
- Statistician
- Development sector

Economics

Sl. No.	Title of Course	Semester	Major	Pass
1	Introduction to Economic Theory- I	I	M	P
2	Introduction to Economic Theory- II	II	M	P
3	Money, Banking and Financial Systems	III	M	P
4	Quantitative Methods for Economic Analysis I	III	M	-
5	Development Economics	IV	M	P
6	Quantitative Methods for Economic Analysis II	IV	M	-
7	Public Finance	V	M	P
8	International Economics	V	M	-
9	History of Economic Thought	V	M	-
10	Regional Economy of India's North East	V	M	-
11	India Economy	VI	M	P
12	Economics of Social Sector and Environment	VI	M	-
13	Rural Development and Rural Finance	VI	M	-
14	Demography	VI	M	-

Bachelor of Arts in Journalism and Mass Communication

Journalism and Mass Communication

Mass communication refers to the imparting and exchanging of information on a large-scale to a wide range of people. The programme focuses on every aspects of mass communication like print media, electronic media, advertising, public relations etc.

Career prospects:
- Teacher, reporter, journalist, columnist, editor and photographer in print and electronic media.
- Public Relations.
- Media Consultant.
- Content Marker.

Journalism and Mass Communication

Sl. No.	Title of Course	Semester	Major	Pass
1	Introduction to Mass Communication	I	M	P
2	Journalism	II	M	P
3	History of Media	III	M	P
4	Traditional Media*	III	M	-
5	Media Laws & Ethics	IV	M	P
6	Indian Constitution	IV	M	-
7	Electronic Media-Radio**	V	M	-
8	Electronic Media	V	-	P
9	Advertising	V	M	-
10	New Media and Computer Application	V	M	-
11	Writing for the Media (Eng/Ass)	V	M	-
12	Advertising and Public Relations	VI	-	P
13	Electronic Media-Television**	VI	M	-
14	Public Relations	VI	M	-
15	English for Media Studies	VI	M	-
16	Project/Production + Viva Voce***	VI	M	-

* For 'Traditional Media' there will be no home assignment. Instead, learners will have to submit four reports related to traditional media. 40 marks have been assigned for reports and 60 marks for examination.

** For 'Electronic Media-Radio and Electronic Media-Television', 60 marks have been assigned for examination and the remaining 40 marks is for preparing a audio or audio-visual report on any area of radio/television.

*** For 'Project/Production and Viva Voce', 40 marks have been assigned for viva voce and 60 marks for project report/production.

Important to note

1. Every learner will have to carry out either a Minor Project work or prepare an audio/audio-visual programme in the sixth semester. In case of project report, a learner will have to chose a specific topic related to any form of mass communication / journalism/public relations/ advertising/media etc. and prepare a comprehensive project report after doing an in-depth study of the topic. The topics will be decided in consultation with recognized Course Counsellors or media scholars, researcher or media professionals. For doing the project work, a project guideline has been provided in the University website : www.kkhsou.in

2. As far as the audio/audio-visual production is concerned, the learner will have to prepare an audio (for eg -radio drama) or audio-visual clip on any area of communication/media along with a script. The audio clip can be submitted in AVI, MP3 or in WAV format. Audio-visual files can be submitted in MPEG, MP4, m4v, DAT or VOB formats.

Bachelor of Arts in Mathematics

Pass

Mathematics is one of the elective courses offered by this University under the semester system of the B.A. Programme of this University. This subject is offered for pass course only. Mathematics is of central importance to modern society. Mathematics is the powerful instrument of knowledge. The essence of Mathematics is not to make simple things complicated but to make complicated things simple. The introduction of Mathematics at degree level will be an added opportunity for the learners taking Economics as major.

Mathematics (Pass)

Sl. No.	Title of Course	Semester	Pass
1	Classical Algebra and Trigonometry	I	Pass
2	Abstract Algebra and Discrete Mathematics	II	Pass
3	Differential Calculus	III	Pass
4	Integral Calculus and Differential Equation	IV	Pass
5	Coodinate Geometry and Vector Analysis	V	Pass
6	Mechanics and Elementray Statics	VI	Pass

অসমীয়া

Pass

বিশ্ববিদ্যালয়ে আগবঢ়োৱা কলাৰ স্নাতক পাঠ্যক্রমত অসমীয়া বিষয়টো পাছ [Pass] হিচাপে অধ্যয়ন কৰিবলৈ সুবিধা প্রদান কৰা হৈছে। এনেদৰে অসমীয়া অধ্যয়ন কৰিব বিচৰা শিক্ষার্থীয়ে গোটেইকেইটা যাথাযিকতেই এই পাঠ্যবিষয় অধ্যয়ন কৰিব লাগিব। কোৱা হয়, সাহিত্য সমাজৰ দাপোণ স্বৰূপ। সাহিত্যৰ মাজেদি এটা জাতিৰ পৰিচয় ব্যক্ত হয় আৰু এটা যুগৰ পৰা আন এটা যুগলৈ প্রবাহিত হয়। সেয়ে সাহিত্য অধ্যয়নৰ প্রয়োজনীয়তা আছে। তদুপৰি, বর্তমান যুগত প্রত্যেক ভাষা-সাহিত্যৰে উপযোগিতাও বিদ্যমান। নিজৰ ভাষাটো শুদ্ধকৈ লিখিবলৈ শিকা আৰু ভাষা সাহিত্যৰ ইতিবৃত্ত জনাটো সকলোৰে প্রয়োজনীয় কর্তব্য। নিজৰ ভাষাটো ভালকৈ শিকিলে জগতসভালৈ ওলাই যাব পাৰি।

অসমীয়া (Pass)

Sl. No.	Title of Course	Semester	Pass
1	অসমীয়া সাহিত্যৰ বুৰঞ্জী, লিপি আৰু শাসন অধ্যয়ন	প্রথম	P
2	অসমীয়া ভাষা	দ্বিতীয়	P
3	অসমীয়া ব্যাকৰণ	তৃতীয়	P
4	ভাষাৰ বিভিন্ন ৰূপ আৰু ভাষা বিজ্ঞান	চতুর্থ	P
5	অসমীয়া সংস্কৃতি	পঞ্চম	P
6	সাহিত্য সমালোচনা ঃ প্রাচ্য আৰু পাশ্চাত্য	ষষ্ঠ	P

Bachelor of Arts in Sanskrit

Pass

KKHSOU offers Sanskrit as pass course . We all know that Sanskrit is regarded as the mothter tongue of all Indian Languages. Sanskrit literature is the treasure-house of moral knowledge. The syllabus of the course has been so developed that a learner can get moral knowledge for day to day life and know the great history of our classical literature. This course will help the learnes to write and read basic Sanskrit language in a simple and easy way. Moreover, this course will be very useful for the learners of Assamese literature. The course is so designed as to ensure that a learner can develop knowledge in the field of Sanskrit language and literature.

Sanskrit (Pass)

Sl. No.	Title of Course	Semester	Pass
1	History of Sanskrit Literature and Moral Teaching	I	Pass
2	Sanskrit Grammar	II	Pass
3	Mahakavya (Poetry)	III	Pass
4	Nataka (Drama)	IV	Pass
5	Gadya (Prose) and Nitikavya	V	Pass
6	Modern Sanskrit Kavya and and Metre	VI	Pass

B03. Bachelor of Commerce (B.Com.)

B. Com

Sl. No	Title of the course	Semester
1	Business Organisation and Business Ethics	
2	Financial Accounting	
3	Business Economics	1st Sem
4	Busniess Mathematics	
5	Business Statistics	
6	Principles of Management	
7	Fundamentals of Financial Management	2nd Sem
8	English for Professional Studies	
9	Business Regulatory Framework	
10	Human Resource Management	
11	Indian Financial System	3rd Sem
12	Spoken English	
13	Environmental Studies	
14	Company Law	4th Sem
15	Auditing	
16	E-Commerce	
17	Fundamentals of Marketing (compulsory)	
18	Project Work (compulsory)	
	Accounts Specialization :	
19	Advanced Financial Accounting	
20	Cost Accounting	
	Management Specialization :	5th Sem
19	Organisational Behaviour	
20	Services Marketing	
	Finance Specialization :	
19	Financial Services	
20	Micro Finance	
21	Entrepreneurship Development and Small Business Management (compulsory)	
22	Theory and Practice of Banking (compulsory)	
	Accounts Specialization :	
23	Taxation	
24	Management Accounting	6th Sem
	Management Specialization :	
23	Industrial Relations and Labour Laws	
24	Advertising and Sales Promotion	
	Finance Specialization :	
23	International Trade	
24	Rural Development and Rural Finance	

In this era of globalisation, business activities have expanded manifold and the nature of business has undergone a rapid change. The Bachelor of Commerce (B.Com) Programme offered by the University is designed to cater to the needs of the learners in the area of business and commerce in this changing economic environment.

Career Prospects :
- Business manager
- Financial manager
- Entrepreneurship
- Provides scope for specialised studies like CA, ICWA, CS

In 5th and 6th semester there will be two compulsory courses and learners may choose any one specialization. However, the specialization choosen in 5th semester will continue in 6th semester and there will be no change in specialization.

B04. Bachelor in Business Administration (BBA)

The Bachelor in Business Administration Programme is designed keeping in view the modern day business requirement and the career prospect of learners. The learners will be able to develop competencies required for managerial activities like planning, organising, decision- making, communicating etc. for efficient organisational performance. The programme focuses on the areas of Marketing, Finance, Human Resource.

Career Prospect :
- Business Analyst
- Sales Manager
- Project Manager
- HR Manager
- Entrepreneur

BBA

Sl. No	Title of the course	Semester
1	Principles of Management and Organizational Behaviour	1st Sem
2	Business Economics	
3	Business Mathematics	
4	Business Environment	
5	Business Statistics	2nd Sem
6	Marketing Management	
7	English for Professional Studies	
8	Financial Accounting	
9	Human Resource Management	3rd Sem
11	Business and Labour Laws	
12	Spoken English	
13	Fundamentals of Financial Management	4th Sem
14	Human Resource Development	
15	Cost and Management Accounting	
16	Environmental Study	
17	Enterpreneurship and Small Business Management	5th Sem
18	Sales and Retailing Management	
19	Insurance and Banking	
20	Computer Application in Management	
21	Project Study	6th Sem
22	Office Management (Common)	
	Optional (HRM Specialization)	
23	Organizational Deveolpment	
24	Industrial Relations	
	Optional (Marketing Specialization)	
23	Advertising and Customer Relationship Management	
	Consumer Behaviour	
	Optional (Finance Specialization)	
23	Financial System	
24	Risk Management	

B06. Bachelor in Computer Application (BCA)

Computer Science is considered as one of the best career options, not only in India, but globally. There are bright career prospects for computer science professionals. With the opening of huge software and IT companies in India, the job opportunities for trained software professionals have increased considerably. India is known to be a leader in software and IT sector. The programme 'Bachelor in Computer Application' aims at exposing the learners to various areas of computer applications including the latest development in IT field. The programme is structured to make the learners proficient in IT related matters. The programme emphasises on the areas of Operating System, DBMS, Programming Languages like C, C++, JAVA etc.

Career Prospects :
- Software Engineering
- Graphic designing
- Software Testing
- Mobile Application Developer

BCA

Sl. No	Title of the course	Semester
1	Computer Fundamentals	1st Sem
2	PC Software	
3	Digital Techniques	
4	Computer Programming Using C	
5	Discrete Mathematics	2nd Sem
6	Computer Based Accounting and Financial Management	
7	Data Structure Through C Language	
8	English for Professional Studies	
9	Object Oriented Programming Through C++	3rd Sem
10	Database Management Systems	
11	Operating System	
12	Data Communication and Computer Networks	
13	Computer Organization	4th Sem
14	Programming in Java	
15	Environmental Studies	
16	Software Engineering	
17A	Geographical Information System	5th Sem
17B	Fundamentals of Cloud Computing	
18	Web Technology	
19	Computer Graphics	
20A	Data Warehousing and Data Mining	
20B	Linux System Administration	
21	Project & Viva	6th Sem

POST-GRADUATE DIPLOMA PROGRAMMES

General Information :

KKHSOU presently offers the following Post-Graduate Diploma Programmes in semester system. PGDBM and PGDCA are modular that means each programme of a year (2 Semesters) is a module. Those who successfully complete these programmes shall be eligible for admission into the 3rd Semester of the respective Master's programmes except for PGDMC and PGDBJ.

P01	Computer Application (PGDCA)
P02	Business Management (PGDBM)
P04	Human Resource Management (PGDHRM)
P05	Broadcast Journalism (PGDBJ)
P06	Mass Communication (PGDMC)

Post Graduate Diploma Programmes in Tabular Form

Sl	Name of the Programme	Codes of Programme	Duration of Semesters		Medium	Total Marks
			Min	Max		
1.	Computer Application	PGDCA	2	8	English	800
2.	Business Management	PGDBM	2	8	English	1200
3.	Human Resource Management	PGDHRM	2	8	English	800
4.	Broadcast Journalism	PGDBJ	2	8	English	800
5.	Mass Communication	PGDMC	2	8	English	800

P01. Post-Graduate Diploma in Computer Application (PGDCA)

PGDCA programme is designed with the objective of providing knowledge and skills in the application of computer. The programme gives fundamental knowledge of computers, computational techniques, file and data structure and the core of programming. Learners will also be trained in the latest trends of Application Development, Programming Language and Database Management. All courses are compulsory and 20% marks in a course (without practical) and 10% (with practical) shall be for Home Assignment as indicated.

Programme Structure :

Title of Course	SLM Code	Course Code	Semester	Marks
Computer Fundamentals and PC Software	PGDCA(S1)01	CF	1st	10+50+40p
Digital Logic	PGDCA(S1)02	DL	1st	20+80
Computer Programming using C	PGDCA(S1)03	CP	1st	10+50+40p
Fundamentals of Networking and Internet	PGDCA(S1)04	FNT	1st	20+80
Computer Organization and Architecture	PGDCA(S2)05	COA	2nd	20+80
Data Structure through C Language	PGDCA(S2)06	DS	2nd	10+50+40p
Object-Oriented Programming through C++	PGDCA(S2)07	OOP	2nd	10+50+40p
Fundamentals of Database Management Systems	PGDCA(S2)08	DMS	2nd	10+50+40p

Please Note :

After successful completion of PGDCA, if a learner wants to pursue MCA, he/she can have lateral entry by taking admission into the 3rd semester of the programme.

P02. Post-Graduate Diploma in Business Management (PGDBM)

The PG Diploma in Business Management programme prepares a learner for a career in the business world. PGDBM is a modular programme. It comprises twelve courses (6 courses in each semester). The learners who will successfully complete PGDBM may enroll in the 3rd semester of the MBA Programme of this university. All courses are compulsory and 20% marks in each course shall be for Home Assignment as indicated.

Candidates having PGDBM from any other recognized university are also eligible to have lateral entry in the 3rd semester of the MBA Programme.

Programme Structure :

Title of Course	SLM Code	Course Code	Semester	Marks
Management Process	MBA 01	MD	1st	20+80
Managerial Economics	MBA 02	MECO	1st	20+80
Accounting for Manager	MBA 03	ACM	1st	20+80
Computer Application in Management	MBA 04	CAM	1st	20+80
Human Resource Management	MBA 05	HRM	1st	20+80
Marketing Management	MBA 06	MM	1st	20+80
Financial Management	MBA 07	FM	2nd	20+80
Business Law	MBA 08	BL	2nd	20+8
Statistics for Management	MBA 09	SM	2nd	20+80
Production and Operation Management	MBA 10	PM	2nd	20+80
Business Research and Methodology	MBA 10	BRM	2nd	20+80
Business Environment	MBA 11	BE	2nd	20+80

P04. Post-Graduate Diploma in Human Resource Management (PGDHRM)

The PGDHRM Programme prepares a learner for a career in industry and services. In modern industrial world, orgnisations are paying much attention to the development of their human resources. For this purpose, they appoint persons with specialized knowledge in their organisations. The programme will prepare the learners to face the challenges in the management of the most important resources by putting due emphasis on the concepts, practices and issues related to Human Resource Management and Development. Graduates in any discipline can join the programme for developing a career in the field of Human Resource Management.

Programme Structure :

Title of Course	SLM Code	Course Code	Semester	Marks
Elements of Management	PGDHRM 01	EM	1st	20+80
Labour Legislation (Part-I)	PGDHRM 02	LL1	1st	20+80
Industrial Relations	PGDHRM 03	IR	1st	20+80
Human Resource Management	PGDHRM 04	HRM	1st	20+80
Principles of Organisational Behaviour	PGDHRM 05	POB	2nd	20+80
Labour Legislation (Part-II)	PGDHRM 06	LL2	2nd	20+80
Labour Welfare	PGDHRM 07	LW	2nd	20+80
Human Resource Development	PGDHRM 08	HRD	2nd	20+80

P05. Post-Graduate Diploma in Broadcast Journalism (PGDBJ)

The boom in the media industry has invited the attention of everyone related to the print media. The sudden and unprecedented expansion of the audio and audio-visual media has put the broadcast media industry in a new scenario. This situation is not different even in the North-Eastern part of India. The past years has seen the entry of several private television news and entertainment channels as well as FM Radio channels. This has given rise to a growing demand for trained professionals to run these organizations. Institutions offering training in the field of broadcasting are very few. Therefore, the University introduced this one year PG Diploma programme in Broadcast Journalism which is first of its kind in the whole North-East of India. All courses are compulsory and 20% marks in a course shall be for Home Assignment wherever indicated.

Programme Structure :

Title of Course	SLM Code	Course Code	Semester	Marks
Mass Communication & Journalism	PGDBJ 01	MCJ	1st	20+80
Radio-I	PGDBJ 02	RAD1	1st	20+80
Media Studies	PGDBJ 03	MS	1st	20+80
Media Laws & Ethics	PGDBJ 04	MLE	1st	20+80
Radio-II	PGDBJ 05	RAD2	2nd	20+80
Television-I	PGDBJ 06	TV1	2nd	20+80
Television-II	PGDBJ 07	TV2	2nd	20+80
Project & Viva-Voce★	PGDBJ 08	PROJ	2nd	20+80

■★ 20 marks are for viva and 80 marks are for project report.
■★ Detail Guidelines are available for download at the University website : www.kkhsou.in

P06. Post-Graduate Diploma in Mass Communication (PGDMC)

The PG Diploma in Mass Communication is aimed at equipping learners with a good knowledge in various areas of Mass Communication. This programme will help anyone who wants to make a career in the media industry. All courses are compulsory and 20% marks in a course shall be for Home Assignment wherever indicated.

PGDMC covers nearly all aspects of Mass Communication like– print media, electronic media, advertising, public relations, etc. After completion of this programme, learners will be able to opt for different media jobs or can pursue higher studies in the field of Mass Communication.

Programme Structure :

TITLE OF THE COURSE	SLM CODE	COURSE CODE	SEMESTER	MARKS
Mass Communication & Journalism	PGDBJ 01	MCJ	1st	20+80
Radio-I	PGDBJ 02	RAD1	1st	20+80
Media Studies	PGDBJ 03	MS	1st	20+80
Media Laws & Ethics	PGDBJ 04	MLE	1st	20+80
Radio-II	PGDBJ 05	RAD2	2nd	20+80
Television-I	PGDBJ 06	TV1	2nd	20+80
Television-II	PGDBJ 07	TV2	2nd	20+80
Project & Viva-Voce*	PGDBJ 08	PROJ	2nd	20+80

■★ 20 marks are for viva and 80 marks are for project report.
■★ Detail Guidelines are available for download at the University website : www.kkhsou.in

DIPLOMA PROGRAMMES

General Information :

The University offers the following Diploma Programmes :

D01	Journalism and Mass Communication (DJMC)
D05	Creative Writing in English (DCWE)
D06	Computer Hardware and Networking (DCHN)
D07	Library and Information Science (DLIS)
D09	Sanskrit Learning (DSL)

Diploma Programmes in Tabular Form

Sl.	Name of the Programme	Codes of Programme	Duration Semesters/Year		Medium	Total Marks
			Min	Max		
1.	Journalism & Mass Communication	DJMC	1yr	4yrs	English/ Assamese	400
2.	Creative Writing in English	DCWE	1yr	4Yrs	English	400
3.	Computer Hardware & Networking	DCHN	2 Sems	4 Yrs	English	400
4.	Library and Information Science	DLIS	1yr	4Yrs	English	500
5.	Sanskrit Learning	DSL	1yr	4Yrs	Assamese	400

D01. Diploma in Journalism & Mass Communication (DJMC)

The main target group of this programme will be those who are pursuing their degree in any conventional or distance educational institution and also for those who want to opt for the mass communication field. After completion of these courses, the learners will be able to pursue different media jobs or can even pursue higher studies in the field of Mass Communication.

Programme Structure :

Title of Course	SLM Code	Course Code	Marks
Introduction to Mass Communication & Journalism	DJM 01	IMC	20+80
Advertising & Public Relations	DJM 02	APR	20+80
Electronic Media	DJM 03	EM	20+80
Media Laws and Ethics	DJM 04	MLE	20+80

D05. Diploma in Creative Writing in English (DCWE)

Creative Writing in English is an emerging area of interest. Particularly with a view to encourage those who wish to embark on writing as a profession, a Diploma Programme in Creative Writing in English has been introduced among the courses currently available at KKHSOU. The objective is to promote quality writing in English in this part of the country by introducing the varieties of writing skills particularly in English. The courses therefore have been so designed as to ensure that a learner can assimilate information and can develop his/her creative ability.

Programme Structure :

Title of Course	SLM Code	Course Code	Marks
General Principles of Writing	DCWE 01	GPW	20+80
Grammar in Context	DCWE 02	GC	20+80
Creative Writing and its Genres (short story, poetry, novel, diary, reviews, travel, children etc.)	DCWE 03	CW	20+80
Writing for Media	DCWE 04	WM	20+80

D06. Diploma in Computer Hardware and Networking (DCHN)

Imagining life without the computer has become almost impossible today. People often feel the need of expert professionals for smooth operation of their computer. Recent survey has revealed that Computer Hardware and Networking field is demanding and is growing day by day. Therefore a career in hardware and networking has become a very good option for those who have interest in this field. This diploma programme in Computer Hardware and Networking will help learners in installing and maintaining hardware equipments and network setup. This programme consists of six compulsory courses.

Eligibility Criteria :

■ Those who have passed Higher Secondary/Pre-University examination in Science stream with Computer Science or Mathematics among other subjects.

■ Those who have passed the relevant Bachelor Preparatory Programme (BPP) of this University.

■ Those who have obtained Diploma from Polytechnics in any discipline.

■ Those who have passed Higher Secondary/Pre-University in Arts and Commerce, Financial Market Mechanism (FMM) under CBSE, vocational stream with required subject and desire to pursue DCHN shall have to successfully complete the courses namely Additional mathemetics I, Basics Science I and Computer science and applications I . Such learners may directly enroll into the DCHN Programme provided they take admission simultaneously into the courses mentioned above in the first semester itself and only on successful completion of the courses of BPP they will be eligible for award of Diploma.

Programme Structure :

Title of Course	SLM Code	Course Code	Semester	Marks
Basic Electricity and Electronics	DCHN 01	BEE	1st	50+50p
Fundamentals of Computer and Management	DCHN 02	FCM	1st	70(30+40p)+30
Elements of Computer Hardware	DCHN 03	ECH	1st	50+50p
Fundamentals of Computer Networking	DCHN 04	FCN	2nd	50+50p
Basics of Web Technology	DCHN 05	WT	2nd	10+40+50p
Entrepreneurship Management	DCHN 06	EM	2nd	20+80

p = practical
[20% marks for home assignment will be alloted only in DCHN06 (Entrepreneurship Management)]

Please Note

Learners who have completed CCH or CCN from KKHSOU can also complete DCHN taking three more courses as mentioned in the course structure. Learner who have completed CCH will have to appear for DCHN 04, DCHN 05 & DCHN 06 and learners who have completed CCN will have to appear for DCHN 03, DCHN 05 & DCHN 06 respectively.

D07. Diploma in Library and Information Science (DLIS)

DLIS programme will introduce learners to the various areas of Library and Information Science that will help them gain knowledge about the developments in context of libraries and technologies. After successful completion of this programme, the learners will be able to go for library and information related jobs in places like museum, colleges and universities, IITs/NITs, banking and industrial sectors and lots of other areas where information plays a significant role.

The Diploma in Library and Information Science (DLIS) comprises five courses including practical works and is of one year duration. All courses are compulsory. There will be 100 marks for each course with 80 marks for Term End examination and 20 marks for Internal Assessment (assignment and viva voce) respectively. Every learners of this programme undergo an apprenticeship course of 15 full days or minimum of 100 hours at any provincialised college library/ public library, District library or Sub Divisional library)whose collection is not less than 10 thousand volumes of reading materials

Programme Structure :

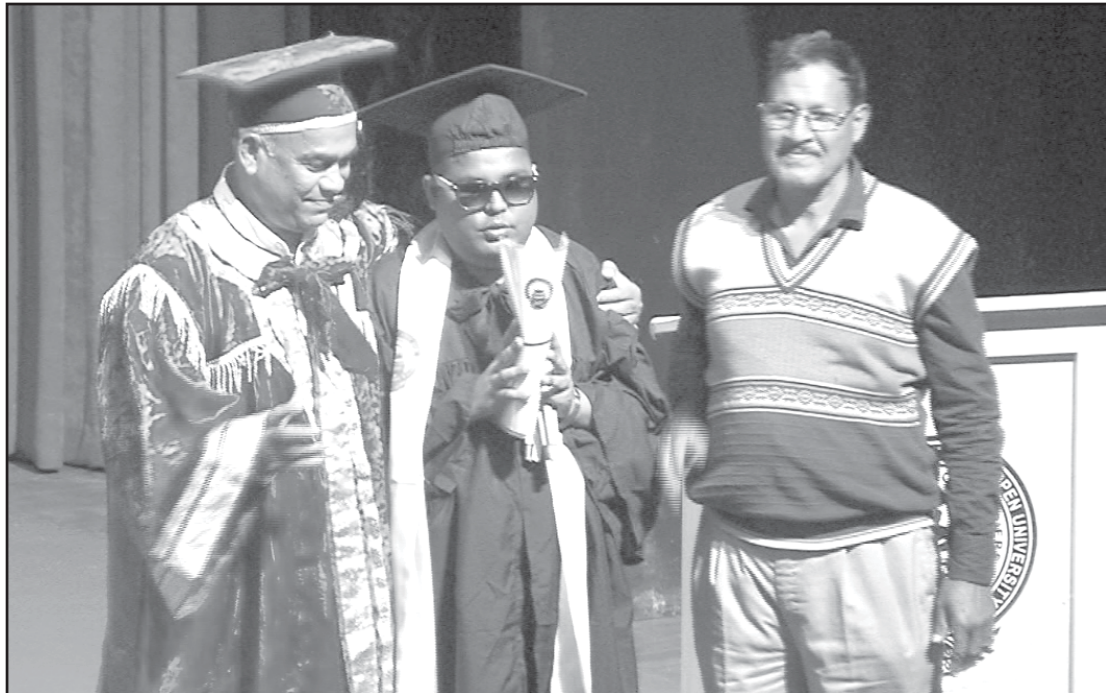| Title of Course	SLM Code	Course Code	Semester	Marks
Library and Society	DLIS-01	LS	1st	20+80
Library Management	DLIS-02	LM	1st	20+80
Library and Information Services	DLIS-03	LIS	1st	20+80
Computer Applications in Library	DLIS-04	CAL	1st	20+80
Apprenticeship Course and Report	DLIS-05	ACR	1st	20+80

[Admission into DLIS which were previously held in the different Study Centres under Kamrup Metro, will now be held at KKHSOU Patgaon Campus Study Centre.]

D09. Diploma in Sanskrit Learning (DSL)

This Diploma Programme aims to help those learners who want to know Sanskrit Language and Literature. This programme will help them to write and read Sanskrit Language in a simple and easy way. These courses will be very useful for the learners of Assamese literature as well. The course is so designed as to ensure that a learner can develop the knowledge in the field of Sanskrit Language and Literature. The duration of this course is of one year.

Programme Structure :

Title of Course	SLM Code	Course Code	Marks
History of Sanskrit Literature and Moral Teachings	DSL 01	HSL	20+80
General Sanskrit Grammar	DSL 02	GSG	20+80
Textual Glimpses of Sanskrit Literature	DSL 03	GSL	20+80
Some Important Components of Sanskrit Learning	DSL 04	CSL	20+80

CERTIFICATE PROGRAMMES

General Information :

The University offers the following Certificate Programmes of six months duration.

C16	Nursery Management (CCNMH)
C17	Tea Cultivation and Plantation Management (CSTCPM)
C20	Certificate Programme for Security Personnel (CSP)
C21	Certificate Programme in Counselling Skills (CCS)

Eligibility Criteria :
a) Those who have passed 10th and above will be eligible to take admission in the Certificate programmes.
b) Those who have passed BPP Programme of this University.

C16. Certificate in Nursery Management (CCNMH)

Programme Structure :

Title of Course	SLM Code	Course Code	Marks
Commercial Nursery Management-I	CCNHM 01	CNM1	20+80
Commercial Nursery Management-II	CCNHM 02	CNM2	20+80
Practicals on Nursery Practices	CCNHM 03	PR	100p

p = practical

C17. Certificate in Tea Cultivation and Plantation Management (CSTCPM)

Programme Structure :

Title of Course	SLM Code	Course Code	Marks
Scientific Tea Cultivation and Plantation Management-I	CSTCPM 01	ETP	20+80
Scientific Tea Cultivation and Plantation Management-II	CSTCPM 02	MTP	20+80
Practicals	CSTCPM 03	PR	100p

p = practical

C20. Certificate Course for Security Personnel (CSP)

Title of Course	SLM Code	Course Code	Marks
Basics of Security Management	CSP 01	BSM	50
Dril and Physical Training	CSP 02	DPT	30p+20p
Physical Efficiency and Unarmed combat	CSP 03	PEUC	40p+10p
Oral	CSP 04	VIVA	50

p = practical

C21 Certificate Programme in Counselling Skills

Programme Code : CCS

Duration : 3 months

Course Details :	Theory : 1, Practical : 1.
Title of the Course :	Counselling : Approaches, Process and Skills
Course Code :	CCS 1
Total Marks :	200 (T100+P100)

ELIGIBILITY :

Graduate with 50% aggregate marks from disciplines of Psychology, Sociology, Education, Social Work, Child development, Applied Health Sciences, Nursing and Medical

OR

Graduate with 50% aggregate marks with minimum work experience of 3 years attached to a Government organisation or Non Profit Organisations (NGO)/ Institutions/Companies working with issues related to children, youth, women, personal rights, geriatrics, disabilities, mental health, Family & Marriage, Career & Guidance, HIV & AIDS, Tele help, Trauma & Disaster Management and Corporate Counsellor

Programme Structure :

Title of Course	SLM Code	Theory	Practical
Counselling : Approaches, Process and Skills	CCS 1	80 + 20 Theory + Assignment	30+70 Practical Performance and viva + Internal Assessments

KKHSOU ICT ENABLED PROGRAMMES

Continuing with the quest for excellence and high effectiveness in the quality of education imparted to the learners and keeping abreast of the times, Hon'ble Ex. Vice-Chancellor of KKHSOU. Prof. Srinath Baruah launched its ICT enabled programmes as a premium service for the learners on 22nd January, 2015.

The robust ICT enabled programmes platform provides the learners the access to quality content from the best professors across the world. Tools such as video lectures, audio lectures, E-quizzes, E-notes and relevant links to learning material in the web, provided an interesting and enagaging learning methodology. The video lectures give a classroom feel for the learners.

Blogs and chat forums enable the learner to interact with peers. Live chats and webinars help the learner to interact with subject matter experts and solve their doubts/queries.

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KKHSOU ICT ENABLED PROGRAMMES

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KKHSOU ICT enabled Programmes provide the following advantages to the learners while retaining key features of Open - Distance Learning and hence this programme have been hugely appreciated by the learners and the academia for its quality.

Video-Based Lectures

The University provides access to a large course content library in the form of video lectures to its learners of ICT enabled programmes. The video based lectures cover all the topics of every individual course of the ICT enabled programmes and are organized in simple and user-friendly manner.

The learner, upon admission, is provided with a unique user ID and a password to access the entire above mentioned online course content. Moreover, the LMS gives the convenience of continuous and endless 24×7 access of lectures, course content, etc. to the learners during the programme.

Mobile-Based Learning

Learners of ICT enabled programmes have an option to view the video lectures in the off-line mode (without internet connection) also by getting them loaded onto the memory cards of their android enabled devices (e.g., mobile phones, tablets, etc.)

Simplicity and Flexibility

Learners are no longer constrained by having to carry text books making learning simple. They can start learning at their own time and can also interact with their teachers at their own convenience using the messaging and forum modules of the LMS. Learners can make their own learning schedules and incorporate them into the Learning Management System. Learners can also revisit a video lecture any time during the programme.

Better Access to Expertise

ICT enabled programmes uses the expertise of several educators from across the globe. These educators are seasoned academicians and veteran industry professionals. Using the online teaching formats, the University has been able to bring in their expertise for the benefit of its learners.

KKHSOU ICT ENABLED PROGRAMMES

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High Levels of Interactivity and Support

The University's ICT enabled programmes are supported by a dedicated panel of subject experts indentified by the University. The learners can call up the help desk or drop a query to the administrator of the programme in the website for any unsolved issues that need escalation.
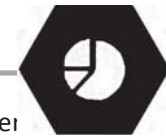
The University conducts regular webinars, virtual classroom sessions, etc. from time to time for the benefit of its online learners.

Up-to-Date Content

Most of the content available to the learners in the ICT enabled programmes is contemporary and relevant. Using cutting-edge technology, the University has been able to keep the online content up-to-date.

Continuous Updates and Analytics

The University uses several mediums to interact with and provide updates to its learner. The University's LMS has tremendous amount of analytics running on it and provides an window to the learners to analyze their learning, progress and to motivate themselves for their better performance.

Networking Opportunities

The ICT enabled learning platform provides a window to the learners to connect with other fellow learners/peers, to share and have access to their expertise and knowledge among themselves. Such networking opens up more opportunities of learning to its participants.

Effectiveness

The research done by various experts in the field of education points out the fact that ICT enabled education, due to its extensive use of Audio and Video tools, has been quite effective with the learners. This is, further, reinforced by timely learner's feedback with integrated online quizzes and tools to rapidly evaluate learning. The video lectures strive to simulate real life classroom experiences and provide mastery over the subjects as compared to any other form of correspondence programmes.

A Better Fit for 21st Century Students

ICT enabled programmes uses the expertise of several educators from across the globe. These educators are seasoned academicians and veteran industry professionals. Using the ICT enabled teaching formats, the University has been able to bring in their expertise for the benefit of its learners.

KKHSOU ICT ENABLED PROGRAMMES

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Course Details

Course	Eligibility	Duration
Master of Business Administration (MBA)	a. Any Graduate with 40% marks in aggregate b. Entrance Exam **	2 years
Master of Computer Application (MCA)	a. Graduate with Mathematics or Computer Science at 10+2 level b. In case of not having Mathematics or Computer Science, applicant need to clear three additional papers namely, Additional Mathematics-1, Basic Science-1 and Computer Science and Application-1	3 years
Master of Science in Information Technology (MSC-IT)	a. Graduate with Mathematics or Computer Science at 10+2 level b. In case of not having Mathematics or Computer Science, applicant need to clear three additional papers namely, Additional Mathematics-1, Basic Science-1 and Computer Science and Application-1	2 years
Post Graduate Diploma in Business Management (PGDBM)	a. Graduate in any stream	1 year
Post Graduate Diploma in Computer Application (PGDCA)	a. Graduate with Mathematics or Computer Science at 10+2 level b. In case of not having Mathematics or Computer Science, applicant need to clear three additional papers namely, Additional Mathematics-1, Basic Science-1 and Computer Science and Application-1	1 year
Post Graduate Diploma in Human Resource Management (PGDHRM)	Graduate in any stream	1 year

Fee Structure

Course	Semester	Enrolment Fee	Course Fee/ Sem	Exam Fee/ Sem	Project Fee
MBA	4 Sem	300	9850	2150	2000 (3rd Sem)
MCA	6 Sem	300	7500	1150	1000 (6th Sem)
MSc-IT	4 Sem	300	7500	1150	1000 (4th Sem)
PGDBM	2 Sem	300	9850	2150	-
PGDCA	2 Sem	300	7500	1150	-
PGDHRM	2 Sem	300	4500	1150	-

Note : Final semester Examination fee of all programmes will increase by Rs. 100 towards "Consolidated Marksheet"

** The Candidate are exempted from Entrance Exam if they have :

- 3 years of Managerial experience in any Govt. organization or
  3 years of Managerial experience in any reputed/well known private organization (This will be reviewed/approved by the University from time to time, case to case basis) or
- Those who have completed BBA from a university recognized by UGC or
- Those who have 500+MAT score in the last 1 year.

Note : Qualifying percentage for Master's degree is 45% in aggregate.

For details of fee payable at the time of admission, please visit ict.kkhsou.in or contact us at 8822 338 338 (phone) or fill up your details on the 'Contact page on the website.'

FEE STRUCTURE

1. Master's Degree Programmes :

PROGRAMME	SEMESTER	ENROLLMENT FEE	COURSE FEE	EXAM FEE	PRACTICAL FEE	EXAM CENTRE FEE	MARKSHEET FEE	DISSERTATION PROJECT FEE	TOTAL FEES TO BE PAID [*2]	ARREAR SUBJECT
MSW	First	300.00	4,500.00	800.00	.....	300.00	50.00	.....	5,950.00	Rs. 200.00 per paper + Practical Fee (if applicable) + Centre Fee + Marksheet Fee. Rs.50 + Consolidated Marksheet Rs.100
	Second	.....	4,500.00	800.00	.....	300.00	50.00	.....	5,650.00	
	Third	.....	4,500.00	800.00	.....	300.00	50.00	.....	5,650.00	
	Fourth	.....	4,500.00	600.00	400.00	300.00	150.00	1,000.00	6,550.00	
MCA	First	300.00	7,500.00	400.00	400.00	300.00	50.00	.....	8,950.00	Do-
	Second	.....	7,500.00	200.00	600.00	300.00	50.00	.....	8,650.00	
	Third	.....	7,500.00	600.00	200.00	300.00	50.00	.....	8,650.00	
	Fourth	.....	7,500.00	600.00	200.00	300.00	50.00	.....	8,650.00	
	Fifth	.....	7,500.00	800.00	.....	300.00	50.00	.....	8,650.00	
	Sixth	.....	7,500.00	200.00	400.00	300.00	150.00	1,000.00	9,550.00	
MSc. IT	First	300.00	7,500.00	400.00	400.00	300.00	50.00	.....	8,950.00	Do-
	Second	.....	7,500.00	200.00	600.00	300.00	50.00	.....	8,650.00	
	Third	.....	7,500.00	600.00	200.00	300.00	50.00	.....	8,650.00	
	Fourth	.....	7,500.00	600.00	200.00	300.00	150.00	1,000.00	9,750.00	
MA (Assamese, English & Political Sc.)	First	300.00	3,200.00	800.00	.....	300.00	50.00	.....	4,650.00	Rs. 200.00 per paper + Centre Fee + Marksheet Fee. Rs.50 + Consolidated Marksheet Rs.100
	Second	.....	3,200.00	800.00	.....	300.00	50.00	.....	4,350.00	
	Third	.....	3,200.00	800.00	.....	300.00	50.00	.....	4,350.00	
	Fourth	.....	3,200.00	800.00	.....	300.00	150.00	.....	4,450.00	
MA (Education and Sociology)	First	300.00	3,600.00	800.00	.....	300.00	50.00	.....	5,050.00	Do-
	Second	.....	3,600.00	800.00	.....	300.00	50.00	.....	4,750.00	
	Third	.....	3,600.00	800.00	.....	300.00	50.00	.....	4,750.00	
	Fourth	.....	3,600.00	800.00	.....	300.00	150.00	1,000.00	5,850.00	

Note :1. The course fee are inclusive of counselling fee at the Study Centre and any other learner support services offered by the university at the Study Centres
[*2]. An additional amount of Rs. 500.00/- is required to be paid by the learners of Masters' Programme, if they fill up admission forms through offline mode.
3. Additional fees of Rs. 100.00/- for consolidated marksheet is required to be paid by the learners in the final semester.

2. PG Diploma Programmes :

PROGRAMME	SEMESTER	ENROLLMENT FEE	COURSE FEE	EXAM FEE	PRACTICAL FEE	EXAM CENTRE FEE	MARKSHEET FEE	DISSERTATION PROJECT FEE	TOTAL FEES TO BE PAID	ARREAR SUBJECT
PGDMC	First	300.00	4,500.00	800.00	.....	300.00	50.00	.....	5,950.00	Rs. 200.00 per paper + Practical Fee (if applicable) + Centre Fee + Marksheet Fee. Rs.50 + Consolidated Marksheet Rs.100
	Second	.....	4,500.00	600.00	.....	300.00	150.00	1,000.00	6,550.00	Do -
PGDBJ	First	300.00	5,000.00	800.00	.....	300.00	50.00	.....	6,450.00	
	Second	.....	5,000.00	600.00	.....	300.00	150.00	1,000.00	7,050.00	Do -
PGDBM	First	300.00	9,850.00	1,800.00	.....	300.00	50.00	.....	12,300.00	
	Second	.....	9,850.00	1,800.00	.....	300.00	150.00	.....	12,100.00	Do -
PGDCA	First	300.00	7,500.00	400.00	400.00	300.00	50.00	.....	8,950.00	
	Second	.....	7,500.00	400.00	600.00	300.00	150.00	.....	8,950.00	Do -
PGDHRM	First	300.00	4,500.00	800.00	.....	300.00	50.00	.....	5,950.00	
	Second	.....	4,500.00	800.00	.....	300.00	150.00	.....	5,750.00	Do -

Note : 1. Additional fees of Rs. 100.00/- for consolidated marksheet is required to be paid by the learners in the 2nd semester.

3. Bachelor's Degree Programmes :

PROGRAMME	SEMESTER	ENROLLMENT FEE	COURSE FEE	EXAM FEE	PRACTICAL FEE	EXAM CENTRE FEE	MARKSHEET FEE	DISSERTATION PROJECT FEE	TOTAL FEES TO BE PAID	ARREAR SUBJECT
BCA	First	300.00	3,500.00	450.00	300.00	200.00	50.00	.....	4,800.00	Rs. 200.00 per paper + Practical Fee (if applicable) + Centre Fee + Marksheet Fee. Rs.50 + Consolidated Marksheet Rs.100
	Second	.....	3,500.00	600.00	150.00	200.00	50.00	.....	4,500.00	
	Third	.....	3,500.00	450.00	300.00	200.00	50.00	.....	4,500.00	
	Fourth	.....	3,500.00	600.00	150.00	200.00	50.00	.....	4,500.00	
	Fifth	.....	3,500.00	450.00	.....	200.00	50.00	.....	4,200.00	
	Sixth	.....	3,500.00	300.00	150.00	200.00	150.00	1,000.00	5,300.00	
BBA	First	300.00	2,500.00	600.00	.....	200.00	50.00	.....	3,650.00	Do -
	Second	.....	2,500.00	600.00	.....	200.00	50.00	.....	3,350.00	
	Third	.....	2,500.00	600.00	.....	200.00	50.00	.....	3,350.00	
	Fourth	.....	2,500.00	600.00	.....	200.00	50.00	.....	3,350.00	
	Fifth	.....	2,500.00	600.00	.....	200.00	50.00	.....	3,350.00	
	Sixth	.....	2,500.00	600.00	.....	200.00	150.00	1,000.00	4,450.00	

PROGRAMME	SEMESTER	ENROLLMENT FEE	COURSE FEE	EXAM FEE	PRACTICAL FEE	EXAM CENTRE FEE	MARKSHEET FEE	DISSERTATION PROJECT FEE	TOTAL FEES TO BE PAID	ARREAR SUBJECT
BCom	First	300.00	1,500.00	600.00	.....	200.00	50.00	.....	2,650.00	Rs. 200.00 per paper + Centre Fee + Marksheet Fee. Rs.50 + Consolidated Marksheet Rs.100
	Second	.....	1,500.00	600.00	.....	200.00	50.00	.....	2,350.00	
	Third	.....	1,500.00	600.00	.....	200.00	50.00	.....	2,350.00	
	Fourth	.....	1,500.00	600.00	.....	200.00	50.00	.....	2,350.00	
	Fifth	.....	1,500.00	600.00	.....	200.00	50.00	.....	2,350.00	
	Sixth	.....	1,500.00	600.00	.....	200.00	150.00	.....	2,450.00	
BA (Major)*	First	300.00	1,200.00	600.00	.....	200.00	50.00	.....	2,350.00	- Do -
	Second	.....	1,200.00	600.00	.....	200.00	50.00	.....	2,050.00	
	Third	.....	1,200.00	600.00	.....	200.00	50.00	.....	2,050.00	
	Fourth	.....	1,200.00	600.00	.....	200.00	50.00	.....	2,050.00	
	Fifth	.....	1,200.00	600.00	.....	200.00	50.00	.....	2,050.00	
	Sixth	.....	1,200.00	600.00	.....	200.00	150.00	.....	2,150.00	
BA in Journalism and Mass Communication	First	300.00	1,600.00	600.00	.....	200.00	50.00	.....	2,750.00	- Do -
	Second	.....	1,600.00	600.00	.....	200.00	50.00	.....	2,450.00	
	Third	.....	1,600.00	600.00	.....	200.00	50.00	.....	2,450.00	
	Fourth	.....	1,600.00	600.00	.....	200.00	50.00	.....	2,450.00	
	Fifth	.....	1,600.00	600.00	.....	200.00	50.00	.....	2,450.00	
	Sixth	.....	1,600.00	450.00	.....	200.00	150.00	1,000.00	3,400.00	
BA (Pass)	First	300.00	1,200.00	600.00	.....	200.00	50.00	.....	2,350.00	- Do -
	Second	.....	1,200.00	600.00	.....	200.00	50.00	.....	2,050.00	
	Third	.....	1,000.00	450.00	.....	200.00	50.00	.....	1,700.00	
	Fourth	.....	1,000.00	450.00	.....	200.00	50.00	.....	1,700.00	
	Fifth	.....	1,000.00	450.00	.....	200.00	50.00	.....	1,700.00	
	Sixth	.....	1,000.00	450.00	.....	200.00	150.00	.....	1,800.00	

Note :   1.   Additional fees of Rs. 100.00/- for consolidated marksheet is required to be paid by the learners in the 6th semester.

2.   **For learners MCA/MCA (Lateral Entry)/ M.Sc. (IT)/PGDCA/BCA not having Mathematics or Computer Science at 10+2 level :**
Fee for three additional papers is Rs. 1,500 (including Enrolment fee Rs. 100 + Course fee Rs. 600 + Identity Card fee Rs. 50 + Assignment fee Rs. 50 + Examination fee @ Rs. 150 per paper + Examination centre fee + Marksheet fee Rs. 50.

4. Diploma Programmes :

PROGRAMME	SEMESTER	ENROLLMENT FEE	COURSE FEE	EXAM FEE	PRACTICAL FEE	EXAM CENTRE FEE	MARKSHEET FEE	DISSERTATION PROJECT FEE	TOTAL FEES TO BE PAID	ARREAR SUBJECT
DCA	First	250.00	2,800.00	400.00	300.00	200.00	50.00	.....	4,000.00	Rs. 200.00 per paper + Practical Fee (if applicable) + Centre Fee + Marksheet Fee.
	Second	.....	2,800.00	400.00	300.00	200.00	50.00	.....	3,750.00	
DCHN	First	250.00	2,800.00	400.00	300.00	200.00	50.00	.....	4,000.00	Do -
	Second	.....	2,800.00	400.00	300.00	200.00	50.00	.....	3,750.00	
DJMC	Annual Fee	250.00	2,500.00	500.00	.....	200.00	50.00	.....	3,500.00	
DCWE	Annual Fee	250.00	2,500.00	500.00	.....	200.00	50.00	.....	3,500.00	
DLIS	Annual Fee	250.00	2,500.00	500.00	.....	200.00	50.00	.....	3,500.00	
DSL	Annual Fee	250.00	2,500.00	500.00	.....	200.00	50.00	.....	3,500.00	

5. Certificate Programmes :

PROGRAMME	SEMESTER	ENROLLMENT FEE	COURSE FEE	EXAM FEE	PRACTICAL FEE	EXAM CENTRE FEE	MARKSHEET FEE	TOTAL FEES TO BE PAID	ARREAR SUBJECT
CCNMA	Semester Fee	250.00	2,800.00	300.00	200.00	200.00	50.00	3,800.00	Rs. 200.00 per paper + Do-
CSTCPM	Semester Fee	250.00	2,800.00	300.00	200.00	200.00	50.00	3,800.00	Do-
CSP	Semester Fee	250.00	3,000.00	250.00	350.00	250.00	50.00	4,100.00	Do-
CCS	3 months	250.00	16,950.00	300.00	300.00	200.00	50.00	18,050.00	Do-

1. All fee are subject to revision. Revised fee shall be applicable to all learners on roll.

2. Fill up examination forms for all examinations, especially for back papers and betterment, within due time is compulsory.

3. **(For study centres only)** The prospectus cost will be deducted from the study centre share and no individual payment is to be made by the study centre to the University.